

## Explanation of variances – pro forma

Name of smaller authority: **Pontesbury Parish Council**  
 County area (local councils and Shropshire)

Insert figures from Section 2 of the AGAR in all **Blue** highlighted boxes

Next, please provide full explanations, including numerical values, for the following that will be flagged in the **green boxes where relevant**:

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	2017/18 £	2018/19 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	87,998	105,388				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	65,000	70,000	5,000	7.69%	NO		
3 Total Other Receipts	18,305	26,691	8,386	45.81%	YES		£2,600 additional CIL payment; £4,400 additional payment from Friends of Pontesbury Library towards library contribution for 2018-19; £1,100 additional VAT refund,
4 Staff Costs	19,226	25,616	6,390	33.24%	YES		New Clerk with additional 5 hours per week wages, pension contributions of £4000 June 18-March 19
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	46,689	62,313	15,624	33.46%	YES		£2,000 Admin/expenses (additional mileage new clerk/consultation fees for new hub building, Microsoft 365/new councillor emails); £2250 Election Expenses; £800 Training (CILCA and other training new clerk/councillors); £2,500 Newsletter/website (part editor fees not claimed in 2017-18); £1500 Grants (Shropshire Council for management of local nature reserve); £4000 s.137 (additional Pontesbury Library contribution from Parish Council); £1000 Bus shelters (part cleaning costs not claimed in 2017-18)
7 Balances Carried Forward	105,388	114,150			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	105,388	114,150				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	245,572	245,885	313	0.13%	NO		
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable