

**Explanation of variances – pro forma**

Name of smaller authority:  
 County area (local councils and parish meetings only):  
 Insert figures from Section 2 of the AGAR in all Blue highlighted boxes

**CHOLMONDESTON & WETTENHALL PARISH COUNCIL**  
**CHESHIRE EAST**

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);  
 • **New from 2020/21:** variances of £100,000 or more require explanation regardless of the % variation year on year;  
 • 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).

	2019/20 £	2020/21 £	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	3,310	5,660				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	4,450	5,000	550	12.36% 0	NO		
3 Total Other Receipts	86	48	-38	44.19% 1	YES	Explanation not required, difference less than £200	N/A - difference less than £200
4 Staff Costs	858	2,462	1,604	186.95% 1	YES	Change of Clerk - new Clerk appointed on higher rate of pay.	
5 Loan Interest/Capital Repayment	0	0	0	0.00% 0	NO		
6 All Other Payments	1,328	1,482	154	11.60% 0	NO		
7 Balances Carried Forward	5,660	6,764			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	5,660	6,764			NO	VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	2,141	2,357	216	10.09% 0	NO		
10 Total Borrowings	0	0	0	0.00% 0	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable