

## Explanation of variances – pro forma

Name of smaller authority: **WICKHAM BISHOPS PARISH COUNCIL**

County area (local councils and parish meetings only):

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);
- New from 2020/21 onwards:** 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).

	2021/22 £	2022/23 £	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	15,605	16,209				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	20,276	21,545	1,269	6.26%	NO		
3 Total Other Receipts	1,124	2,898	1,774	157.83%	YES		We received a one-off grant of £745 for library tables and chairs and a refund of £757.50 from the Clerk's Bursary Scheme in respect of CILCA registration fees and training.
4 Staff Costs	8,231	9,878	1,647	20.01%	YES		The variance can be explained by £159.97 backdated pay award for 2021/22, £394.52 backdated pay award for 2022/23, £500 overtime for CILCA study as well as incremental scale point rises on the Clerk's anniversary of joining and on successfully passing CILCA.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	12,566	11,319	-1,247	9.92%	NO		
7 Balances Carried Forward	16,209	19,455			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	16,209	19,455				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	23,788	25,780	1,992	8.37%	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

**BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)**