

## Explanation of variances – pro forma

Name of smaller authority: **Mundford Parish Council**  
 County area (local councils and Norfolk)

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:** 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 ( <u>must include narrative and supporting figures</u> )
1 Balances Brought Forward	19,288	20,220					
2 Precept or Rates and Levies	32,400	33,000	600	1.85%	NO		
3 Total Other Receipts	6,216	27,898	21,682	348.81%	YES		Due to the COVID outbreak we received the following grants from Breckland County Council 06/04/2020 = £1,000 24/08/2021 = £10,000  The £10,000 was transferred from the current account into the savings account.  On 15/02/2021 a funeral donation of £439.28 plus an additional £79.98 on 15/03/21. We also claimed back slightly more VAT this year.
4 Staff Costs	7,460	8,703	1,243	16.66%	YES		The Clerk increased her hours from October 2020 from 43 hours per month to 51 hours per month. A difference of £540.96. In addition a working from home allowance of £12.50 was added from March 2020 to March 2021 = £150. There were also pay rises for both the Clerk and Handyman.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	30,223	36,927	6,704	22.18%	YES		Purchase of SAM2 Sign for £3,339. Clerk CILCA training, study guides and qualification = £689.09. Grant payments for volunteers to help vulnerable including food packages = £1,063.91. Zoom payment £119.90. Mundford Primary Academy had a donation of five laptops for school children to be able to learn from home = £900. A new bench and plaque was bought for £541.40.
7 Balances Carried Forward	20,221	35,488			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	20,221	35,488				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	46,960	57,940	10,980	23.38%	YES		SAM2 sign for £4,006.80, pressure washer £468.36 plus new street lights, benches and other items in the village including addition of office contents as new laptop and printer purchased.
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable