

## Explanation of variances – pro forma

Name of smaller authority: **Yaxham**  
 County area (local councils and): **Norfolk**

Insert figures from Section 1 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).

	2018/19 £	2019/20 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	20,271	21,818				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	11,000	11,000	0	0.00%	NO		
3 Total Other Receipts	3,609	11,818	8,209	227.47%	YES		The £8,209 difference is accounted for by: one-off grants to purchase 2 bus-shelters (£3,534) & a SAM2 sign (£2,575); & an insurance payout to replace a bus-shelter (£2,662).
4 Staff Costs	2,175	4,360	2,185	100.46%	YES		The difference is accounted for because the Council has employed a Clerk throughout 2019/20 as opposed to for only 4.5 months in 2018/19.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	10,887	21,985	11,098	101.94%	YES		The £11,528 increased expenditure is primarily accounted for by the purchase of 2 bus-shelters (£7,068), a SAM 2 sign (£3,150) and 3 village gateways (£2,005), and increased printing & publishing of community newsletters and consultations.
7 Balances Carried Forward	21,818	18,291			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	21,818	18,291				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	25,945	36,205	10,260	39.55%	YES		The net increase in fixed assets of £10,260 is primarily accounted for by the 2 new bus shelters (£7,068) and SAM2 sign (£3,150). The 3 Village Gateways have been paid for but installation was delayed by the Covid-19 emergency - and are therefore not yet on the asset register.
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable