

## Explanation of variances – pro forma

Name of smaller authority: **West Malvern 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	31,785	25,280				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	17,400	17,748	348	2.00%	NO		
3 Total Other Receipts	2,337	3,461	1,124	48.10%	YES		An additional £560 received in allotment rents due to rent increase. An additional £460 received in VAT rebate due to greater VAT liable purchases in 21/22 (eg. gas street lighting and web site design)
4 Staff Costs	5,417	5,429	12	0.22%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	20,825	14,182	-6,643	31.90%	YES		Increased grant funding 21/22 included £2,000 for the community pub and £3,100 to local Primary School.
7 Balances Carried Forward	25,280	26,878			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	25,280	26,878				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	111,825	111,825	0	0.00%	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

## Explanation for 'high' reserves

(Please complete the highlighted boxes.)

Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:

	£	£	£
<b>Earmarked reserves:</b>			
Reserve 1			
Reserve 2			
Reserve 3			
Reserve 4			
Reserve 5			
Reserve 6			
Reserve 7			
			0
<b>General reserve</b>			0
<b>Total reserves (must agree to Box 7)</b>			<u>0</u>