

Explanation of variances – pro forma

Name of smaller authority: **Billingford Parish Council**
 County area (local councils and authorities): **Essex**

Insert figures from Section 2 of the ASAR 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).

	2019/2020 £	2020/2021 £	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	4,554	4,335					
2 Precept or Rates and Levies	4,000	4,000	0	0.00%	NO		
3 Total Other Receipts	0	927	927		NO		
4 Staff Costs	2,704	2,286	-416	15.38%	YES	2019/20 salary for 13 months & £34 more on expenses.	
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	1,516	1,539	23	1.52%	NO		
7 Balances Carried Forward	4,335	5,435			NO	VARIANCE EXP ANNOTCH NOT REQUIRED	
8 Total Cash and Short Term Investments	4,335	5,434				VARIANCE EXP ANNOTCH NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	11,258	11,374	116	1.03%	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