

## Explanation of variances – pro forma

Name of smaller authority: **CAPEL-LE-FERNE PARISH COUNCIL**  
County area (local councils and parish meetings only): **KENT**

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);
- 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, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority <u>(must include narrative and supporting figures)</u>
1 Balances Brought Forward	17,681	30,093				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	32,045	37,818	5,773	18.02%	YES	Precept to cover printing of Community Plan £1,000, increase in insurance £50, maintenance contract gym equipment £3,800, and provision of refurbishment of equipment £923 .	
3 Total Other Receipts	6,595	5,528	-1,067	16.18%	YES	Decrease in amounts received for adverts in Newsletter	
4 Staff Costs	6,856	6,839	-17	0.25%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	19,372	36,534	17,162	88.59%	YES	Payments for purchase of; Highway Roundels £3,659; Traffic Management Earthbund £3,643; Traffic Management Assessment £2,500; Shed for school £1,575; Replacement swing and Zip-wire seat £3,941; refurbish entrance gates £568; other refurbishment works to junior play equipment £1,276.	
7 Balances Carried Forward	30,093	30,066			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	28,214	26,886				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	226,245	226,245	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