

## Explanation of variances – pro forma

Name of smaller authority: **Little Melton PC**  
 County area (local councils and): **South 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);
- 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 (must include narrative and supporting figures)
1 Balances Brought Forward	62,088	57,448				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	21,736	22,971	1,235	5.68%	NO		
3 Total Other Receipts	7,758	40,599	32,841	423.32%	YES		In 2019 we received £23990 CIL and £12401 commuted sum towards the future maintenance of a new open space, however the VAT refund was only £3392 compared to £6363 in 2018
4 Staff Costs	624	624	0	0.00%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	33,510	25,079	-8,431	25.16%	YES		In 2018 we spent £14452 on new heating and other improvements to the village hall, only £3858 was spent in 2019 on hall maintenance.
7 Balances Carried Forward	57,448	95,316			YES	VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES	
8 Total Cash and Short Term Investments	57,488	95,316				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	1,143,700	1,143,700	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>			
Play Equipment	18000		
CIL money to be used in 2020 for part funding of scooter ramp and zip wire	20000		£20,000 is planned to be spent in 2020 on a scooter ramp and zip wire
Maintenance of Village Hall	15000		
Maintenance of car park	8500		
Maintenance of tennis court	9000		
Maintenance of trees	500		
Maintenance of defibrillator	1000		
Maintenance of unadopted road leading to village hall	10000		
Maintenance of speed signs (VAS)	2000		
Provision of Traffic Calming	5000		
		89000	
<b>General reserve</b>	6316		
		6316	
<b>Total reserves (must agree to Box 7)</b>			<b>95316</b>