

Identifying which variances require explanation

| Authority name and reference | | | | | |
|---|------------------|------------------|--|--|---|
| Box on Section 2 Accounting Statements | (a) 2017 £ | (b) 2018 £ | (c) Variance Increase(+) or decrease(-) (b - a) £ | (d) Variance divided by 2017 figure times 100 (c / a *100) % | Explanation required? Less than £250 and 15%? - NO More than 15%? - YES |
| Box 2 -Precept or Rates and Levies | 17870 | 18760 | 890 | 4.98% | NO |
| Box 3 -Total other receipts | 5457 | 5832 | 375 | 6.87% | NO |
| Box 4 -Staff costs | 8414 | 8553 | 139 | 1.65% | NO |
| Box 5 -Loan interest/ capital repayments | NIL | NIL | | | N/A |
| Box 6 -All other payments | 10281 | 18024 | 7743 | 75.31% | YES |
| Box 9 -Total fixed assets plus long-term investments and assets | 53558 | 53558 | 0 | 0% | NO |
| Box 10 – Total borrowings | NIL | NIL | | | N/A |

Suggested layout for explanations of individual variances

| | | |
|---|--|----------|
| Authority name and reference | WESTBURY-ON-SEVERN PARISH COUNCIL | |
| BOX NO | 6 | £ |
| (b) Figure in 2018 column | | 18024 |
| (a) Figure in 2017 column | | 10281 |
| (d) Total variance: 2018 figure less 2017 figure: (b - a) A positive figure is an increase (+) a negative figure is a decrease (-) | | 7743 |

| Reasons (as many as are applicable) | Amount £ |
|--|-------------|
| Reason 1 Excess payment to insurance company for replacement bus shelter | 250 |
| Reason 2 Parish Council are currently extending their Burial Ground. Professional fees to carry out Flood Risk Assessment/Hydrology report | 6430 |
| Reason 3 | |
| (e) TOTAL AMOUNT £ EXPLAINED (total of reasons above) | 6680 |
| (f) Unexplained amount £ of total variance at (d - e) | 1063 |
| Unexplained as % of 2017 figure ($f / a * 100$) (must be below 15%) | 10.34% |
| Confirm unexplained amount is less than 15% of 2017 figure YES – satisfactorily explained NO – provide further explanations | |

