

Attachment 2 (i)

Explanation of variances - proforma

Name of Council: _____ TRIMINGHAM PARISH COUNCIL

The NALC/SLCC “Practitioners’ Guide 2008” provides guidance on explaining significant variances. This is not just a matter for the audit, as it is good practice for the RFO to provide the council with explanations for differences between one year’s actual expenditure/income and the next, and between budgeted and actual expenditure/income in a year, as part of the normal budgetary control arrangements and when setting the precept.

Please explain any variances of more than 15% between the totals for individual boxes. We do not require an explanation for variances of less than £200, however, in some cases there may be ‘compensating’ variances which leave the overall total for a box relatively unchanged - for example, where there was a major one-off project in 2008/09 (e.g. contribution to village hall extension of £30,000), but a totally different expense of a similar size in 2009/10 (e.g. purchase of playground equipment of £28,000). In such cases it would be helpful to provide an explanation of movements with each box. We would also ask you to explain any change where there is a movement to or from zero.

Section 1	2020/21 £	2021/22 £	Variance (+/-)£	Detailed explanation of variance (with amounts £)
Box 2 Precept	9,526	11,092	1,566	Agreed increase in precept.
Box 3 Other Income	24,029	9,888	14,141	Reduction in NNDC Grants for Pilgrim Shelter 11,948 Reduction in Hardship Fund Grant 1,214 Reduction in Poor Lands Grant 1,000 Others (net) (21) ----- 14,141 =====
Box 4 Staff Costs	4,002	3,991	11	

Box 5 Loan/interest Capital	NIL	NIL	NIL	
Box 6 Other Payments	5,153	4,666	487	Cromer Cares 1,000 New Village Sign 595 New Bench (1,041) Others (net) (67) ----- 487 =====
Box 7 Balances carried forward	32,827	45,394	12,567	(If part of the year-end balances are earmarked for specific purposes rather than being a general reserve, please provide a breakdown.)
Box 9 Fixed assets & long term assets	98,717	98,717	NIL	
Box 10 Total borrowings	N/A	N/A	N/A	