

Explanation of variances – pro forma

Name of smaller authority: BRANCASTER PARISH COUNCIL
County area (local councils and): 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);
- New from 2020/21 onwards: 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).

	2024/25 £	2025/26 £	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	184,744	190,996				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	23,320	24,020	700	3.00%	NO		
3 Total Other Receipts	71,707	83,565	11,858	16.54%	YES	Donations 2024-2025 was £48,570.21 and in 2025-2026 was £64,398.93 an increase of £15,828.72 on last year	
4 Staff Costs	22,692	21,423	-1,269	5.59%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	65,812	70,184	4,372	6.64%	NO		
7 Balances Carried Forward	190,996	206,974				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	0	0				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	126,808	739	-126,069	99.42%	YES		
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:

	£	£	£
Earmarked reserves:			
Asset Maintenance	500		
IT/Computer	500		
CIL	-43349		
Locum Cover	1000		
SAM 2	500		
De fib pads	500		
Election Costs	500		
Allotments	6350		
Play Equipment	5000		
Biodiversity	1000		
Brancaster Staithe Village Green			
		-27499	
General reserve		0	
Total reserves (must agree to Box 7)			-27499

Reconciliation between Box 7 and Box 8 in Section 2 - pro forma

(applies to Accounting Statements prepared on an income and expenditure basis only)

Please complete the highlighted boxes.

Name of smaller authority:

BRANCASTER PARISH COUNCIL

County area (local councils and parish meetings only):

NORFOLK

There should only be a difference between Box 7 and Box 8 where the Accounting Statements (Section 2 of the AGAR) have been prepared on an income and expenditure basis and there have been adjustments for debtors/prepayments and creditors/receipts in advance at the year end. Please provide details of the year end adjustments, showing how the net difference between them is equal to the difference between Boxes 7 and 8.

	£	£
Box 7: Balances carried forward		190,997.00
Deduct: Debtors (enter these as negative numbers)		
Debtors	0.00	
VAT		
3		
	-	
Deduct: Payments made in advance (prepayments) (enter these as negative numbers)		
Prepayments	0.00	
	-	
Total deductions		-
Add:		
Creditors (must not include community infrastructure levy (CIL) receipts)		
Creditors	-	
Accruals	-	
	-	
Add:		
Receipts in advance (must not include deferred grants/loans received)		
Receipts in advance	-	
2		
	-	
Total additions		-
Box 8: Total cash and short term investments		190,997.00