

## Attachment 2 (i)

### Explanation of variances - proforma

Name of Council: \_\_\_\_\_ TRIMINGHAM PARISH COUNCIL

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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	2014/15 £	2015/16 £	Variance (+/-)£	Detailed explanation of variance (with amounts £)														
<b>Box 2</b> Precept	6,441	7,797	1,356	Approved increase in Precept. <span style="float: right;">£1,356 =====</span>														
<b>Box 3</b> Other Income	1,378	6,148	4,770	<table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">Lottery grant - New Village Hall</td> <td style="text-align: right;">£ 4,707</td> </tr> <tr> <td>Others (net)</td> <td style="text-align: right;">63</td> </tr> <tr> <td></td> <td style="text-align: right;">-----</td> </tr> <tr> <td></td> <td style="text-align: right;">4,770</td> </tr> <tr> <td></td> <td style="text-align: right;">=====</td> </tr> </table>	Lottery grant - New Village Hall	£ 4,707	Others (net)	63		-----		4,770		=====				
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<b>Box 4</b> Staff Costs	3,432	3430	(2)															
<b>Box 5</b> Loan/interest Capital	NIL	NIL	NIL															
<b>Box 6</b> Other Payments	5,965	7,529	1,564	<table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">New Village Hall</td> <td style="text-align: right;">£ 4,707</td> </tr> <tr> <td>New Goal Posts in 2015</td> <td style="text-align: right;">( 792)</td> </tr> <tr> <td>Vehicle Activated Sign in 2015</td> <td style="text-align: right;">(2,610)</td> </tr> <tr> <td>Others (net)</td> <td style="text-align: right;">259</td> </tr> <tr> <td></td> <td style="text-align: right;">-----</td> </tr> <tr> <td></td> <td style="text-align: right;">1,564</td> </tr> <tr> <td></td> <td style="text-align: right;">=====</td> </tr> </table>	New Village Hall	£ 4,707	New Goal Posts in 2015	( 792)	Vehicle Activated Sign in 2015	(2,610)	Others (net)	259		-----		1,564		=====
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<b>Box 7</b> Balances carried forward	9,148	12,134	2,986	(If part of the year-end balances are earmarked for specific purposes rather than being a general reserve, please provide a breakdown.)
<b>Box 9</b> Fixed assets & long term assets	98,450	98,450	-	
<b>Box 10</b> Total borrowings	N/A	N/A	N/A	