

Explanation of variances – pro forma

Name of smaller authority: Halstead Town Council
County area (local councils and parish meetings only):

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);
- variances of £100,000 or more require explanation regardless of the % variation year on year;
- New from 2025/26 onwards: variances of £500,000 or more in Box 3 require explanation regardless of the % variation year on year for smaller authorities with income and/or expenditure exceeding £6,500,000

	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	313,218	341,330				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	230,180	247,051	16,871	7.33%	NO		
3 Total Other Receipts	269,626	287,440	17,814	6.61%	NO		
4 Staff Costs	249,559	286,816	37,257	14.93%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	222,135	237,786	15,651	7.05%	NO		
7 Balances Carried Forward	341,330	351,219				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	352,669	370,587				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	1,677,210	1,479,300	-197,910	11.80%	YES	A fixed asset varification was completed during the year, and those assets that were identified as no longer held were removed. In addition, small assets of minimal value were removed.	
10 Total Borrowings			0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)