



Suggested layout for explanations of individual variances

One sheet to be prepared for each variance that requires explanation.

Authority name and reference	COMPTON DUNDO PARISH COUNCIL AVN035	
BOX NO	3	£
(b) Figure in 2017 column		3262
(a) Figure in 2016 column		5818
(d) Total variance: 2017 figure less 2016 figure: (b - a) A positive figure is an increase (+) a negative figure is a decrease (-)		-2556

Reasons (as many as are applicable)	Amount £
Reason 1 In 2015/2016 claimed back £4266.99 in VAT. In 2016/2017 claimed back £850.87 (4266.99 - 850.87)	-3416.12
Reason 2 The Grant from BONES Council was reduced by £60	-60.00
Reason 3 Compton Dundo Parish Hall insurance payments: In 2015/16 paid £677.82 for yr 2013/14 In 2016/17 paid £1071.08 for 2014/15+2015/16 and £558.15 for 2016/17	+951.41
(e) TOTAL AMOUNT £ EXPLAINED (total of reasons above)	
(f) Unexplained amount £ of total variance at (d - e)	continued on another sheet.
Unexplained as % of 2016 figure (f / a *100) (must be below 15%)	
Confirm unexplained amount is less than 15% of 2016 figure YES - satisfactorily explained NO - provide further explanations	



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Authority name and reference	COMPTON DANDO PARISH COUNCIL ANN035	
BOX NO	3	£
(b) Figure in 2017 column		3 2 6 2
(a) Figure in 2016 column		5 8 1 8
(d) Total variance: 2017 figure less 2016 figure: (b - a) A positive figure is an increase (+) a negative figure is a decrease (-)		- 2 5 5 6

Reasons (as many as are applicable)	Amount £
Reason 4 Refund from webshop of £114 in 2015/2016 for incorrect payment	- 1 1 4
Reason 5 Received a grant from the Transparency Code Fund in 2015/2016 of £469	- 4 6 9
Reason 6 Payment from Compton Dando Parish Hall of £551.40 in 2016/2017. So VAT can be reclaimed by Parish Council who paid the full amount of invoice	5 5 1 . 4 0
(e) TOTAL AMOUNT £ EXPLAINED (total of reasons above)	- 2 5 5 6 . 3 1
(f) Unexplained amount £ of total variance at (d - e)	—
Unexplained as % of 2016 figure (f / a *100) (must be below 15%)	—
Confirm unexplained amount is less than 15% of 2016 figure YES – satisfactorily explained NO – provide further explanations	YES.