Grant Thornton

Schedules for submission to external auditor

Schedule C2

Suggested layout for explanations of individual variances

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

Authority name and reference	Over Stavey Parish Council	
BOX NO	6	£
(b) Figure in 2017 column		14055
(a) Figure in 2016 column		5731
(d) Total variance: 2017 figure less 2016 figure: (b - a) **A positive figure is an increase (+)** **a negative figure is a decrease (-)**		8324

Reasons (as many as are applicable)	**Amount £**
Reason 1 Downing legacy funds donated Stavey Walking £100 Bench Ends £20 Recreation Ground Equip £5000 Recreation Ground Solicitors £1740 (fees) Cemetery Gates £681	7541
Reason 2 Transparency grant - printer/scanner/copier £85 Website revamp £100	185
Reason 3 Donation to: Mendip Community Transport £100 Citizens Advice £50	150
(e) TOTAL AMOUNT £ EXPLAINED (total of reasons above)	7876
(f) Unexplained amount £ of total variance at **(d - e)**	448
Unexplained as % of 2016 figure (**f / a *100**) (must be below 15%)	7.8%
Confirm unexplained amount is less than 15% of 2016 figure **YES – satisfactorily explained** **NO – provide further explanations**	YES

Please complete all shaded boxes and send this form with your Annual Return to:
Mrs Jo Farr, Grant Thornton UK LLP, Hartwell House, 55-61 Victoria Street, Bristol, BS1 6FT
or email to Jo.farr@uk.gt.com

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Authority name and reference	Over Stowey Parish Council	
BOX NO	4	£
(b) Figure in 2017 column		1746
(a) Figure in 2016 column		1325
(d) Total variance: 2017 figure less 2016 figure: (b - a) **A positive figure is an increase (+)** **a negative figure is a decrease (-)**		421

Reasons (as many as are applicable)	**Amount £**
Reason 1 A grant for the transparency code was successfully applied for which included an amount for the work undertaken by the clerk	420
Reason 2	
Reason 3	
(e) TOTAL AMOUNT £ EXPLAINED (total of reasons above)	420
(f) Unexplained amount £ of total variance at **(d - e)**	1
Unexplained as % of 2016 figure **(f / a *100)** (must be below 15%)	0.08%
Confirm unexplained amount is less than 15% of 2016 figure **YES – satisfactorily explained** **NO – provide further explanations**	YES

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Authority name and reference	Over Stowey Parish Council	
BOX NO	3	£
(b) Figure in 2017 column		4187
(a) Figure in 2016 column		24118
(d) Total variance: 2017 figure less 2016 figure: (b - a) **A positive figure is an increase (+)** **a negative figure is a decrease (-)**		(19931)

Reasons (as many as are applicable)	**Amount £**
Reason 1 In the year 2015/2016 a legacy was bequeathed to the parish by Marjory Phyllis Downing	21665
Reason 2 The cemetery income was only £220 in 2016/2017 compared to £1463 in 2015/2016	1463
Reason 3	
(e) TOTAL AMOUNT £ EXPLAINED (total of reasons above)	23128
(f) Unexplained amount £ of total variance at **(d - e)**	3197
Unexplained as % of 2016 figure **(f / a *100)** (must be below 15%)	13.3%
Confirm unexplained amount is less than 15% of 2016 figure **YES – satisfactorily explained** **NO – provide further explanations**	YES

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