

Explanation of variances – pro forma

Name of smaller authority: [REDACTED]

County area (local councils and parish meetings only): [REDACTED]

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;

	2023/24 £	2024/25 £	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	44,273	46,926				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	21,768	30,576	8,808	40.46%	YES		Payments -£9000 increase for funds required to write a Neighbourhood Plan: £84 increase in Home Allowance: £375 increase Staff Costs: £80 increase meeting costs: £170 increase Green Waste costs:£27 increase Insurance: £40 increase subscriptions; £140 increase grasscutting:£50 increase Expenses:£500 decrease Community Events: £500 decrease Election expenses: £950 decrease in annual grants to village organisations. Receipts- £140 increase in Bank Interest, £70 increase from another council re Green Waste Service. Also £1,000 was taken in 2023/24 from general reserves to offset the expected year's payments per budget.
3 Total Other Receipts	2,622	11,923	9,301	354.73%	YES		Neighbourhood Plan Locality Grant received £8438: Increase in Training Bursary Received £469: Increase in interest received £59: Contribution from another Parish Council for Green Waste Service £190 : Increase in VAT refunded £1040: Decrease in allotment rents £195: No Local Authority Grant received -was £700 in 2023/24.
4 Staff Costs	6,808	8,145	1,337	19.64%	YES		In 2023/24 there were some months when it was not possible to engage a permanent/locum clerk. In 2024/25 a permanent clerk was employed for the full financial year.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	14,929	33,250	18,321	122.72%	YES		S137 Grants made to Clavering School Parents Association £1,500 and Clavering Jubilee Field Committee for £5,000: Payments to consultants and other related costs for Neighbourhood Plan £10,582: Printed Newsletter to all households £203: VAT Payment due under Insurance Claim (recovered) £1,037.
7 Balances Carried Forward	46,926	48,030				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	46,926	48,030				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	83,434	83,208	-226	0.27%	NO		Figure for 2023/24 corrected (last two figures transposed in error last year).
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable