## Explanation of variances – pro forma

Name of smaller authority:

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);
- **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 | 123,685 | 134,841 | | | | Explanation of % variance from PY opening balance not required - Balance brought forward agrees | |
| 2 Precept or Rates and Levies | 57,450 | 62,978 | 5,528 | 9.62% | NO | | |
| 3 Total Other Receipts | 4,194 | 3,839 | -355 | 8.46% | NO | | |
| 4 Staff Costs | 25,122 | 44,636 | 19,514 | 77.68% | YES | | Commenced 24/25 with 1 Clerk/RFO on 10hrs per week and £36.32 hourly rate. New Clerk/RFO started Q2 on 24hrs per week and £19.66 hourly rate. +**£19,514** variance explained by: **+£11,784** restructure; **+£19,091** increase in clerking hours, partially offset by **-£11,361** due to lower hourly rate. |
| 5 Loan Interest/Capital Repayment | 0 | 0 | 0 | 0.00% | NO | | |
| 6 All Other Payments | 25,366 | 31,056 | 5,690 | 22.43% | YES | | **+£5,690** variance explained by **+£3,280** legal fees, tree survey and EPC surveys for Cricket Club tenancy agreement; **+£2,467** rejoined NCALC and SLCC in 24/25; **+£1,140** higher office costs including laptop, printer, keyboard and monitor for new clerk, **+£764** higher training costs (nil in 23/24); **+£516** changed Internal Auditor in 24/25 previously charged in arrears, now charge in advance, hence 2 years of IA fee in 24/25 partially offset by **-£2,478** one-off spend for King's Coronation Event in 23/24 not repeated in 24/25. |
| 7 Balances Carried Forward | 134,841 | 125,966 | | | | VARIANCE EXPLANATION NOT REQUIRED | |
| 8 Total Cash and Short Term Investments | 134,841 | 125,966 | | | | VARIANCE EXPLANATION NOT REQUIRED | |
| 9 Total Fixed Assets plus Other Long Term Investments and | 46,397 | 48,218 | 1,821 | 3.92% | NO | | |
| 10 Total Borrowings | 0 | 0 | 0 | 0.00% | NO | | |

**Rounding errors of up to £2 are tolerable**

**Variances of £200 or less are tolerable**