

Explanation of variances – pro forma

Name of smaller authority: **Worstead Parish Council**
County area (local councils and parish meetings only): **Norfolk**

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;

	2022/23 £	2023/24 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (<u>must include narrative and supporting figures</u>)
1 Balances Brought Forward	24,134	16,046				Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	
2 Precept or Rates and Levies	8,693	8,954	261	3.00%	NO		
3 Total Other Receipts	24,321	4,400	-19,921	81.91%	YES		In 2022/23 grant monies were received of £15,000 towards a project which also led to a VAT claim of £5637, however in 2023/24 there was no large project and so VAT claim was only £542 which is a decrease of £5095. Donations in 2023/24 amounted to £239 therefore a decrease of £14,761 to 2022/23. In 2022/23 the PC received a refund of £161 for a an earlier project, but no refund in 2023/24. Increase in 2023/24 was up by £96.
4 Staff Costs	3,836	4,030	194	5.06%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	37,267	9,805	-27,462	73.69%	YES		Due to large projects in 2022/34 which cost £30971 but only project costs of £1037 in 2023/24 this is a decreased spend in 2023/24 of £29934. Aduit fees in 2023/24 were led to an increase spend in 23/24 of £262. in 2023/24 general administration costs (inc. insurance/subscriptions) increased by £524. There was also an increase of £1100 in repairs and renewals due to play area repairs. Grounds maintenance increased in 2023/24 by £659 due to tree surveys. There was a cost for electons in 2023/24 due to elections of £53 and training costs increased by £125. Donations were lower in 2023/24 by £250.
7 Balances Carried Forward	16,045	15,565			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	16,046	15,564				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	74,737	74,737	0	0.00%	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

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