

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	432,348	413,277				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	112,236	134,850	22,614	20.15%	YES		The 2024/25 budget, forecast an increase in payroll costs of £13,168 to reflect planned service expansions and cost of living adjustments. Other administration costs were forecast to rise by £17,542. To maintain adequate general reserves the Precept was increased accordingly. Remaining unexplained variance -£8,096 (5.7%)
3 Total Other Receipts	112,415	133,339	20,925	18.61%	YES		In 2024/25: cemetery fees increased by £11,481; park hire increased by £3,222 and; Highways grass cutting increased by £2,502. Remaining unexplained variance £3,720 (3.3%)
4 Staff Costs	74,790	103,082	28,292	37.83%	YES		In 2023/24, four months with no clerk's pay reduced costs by £13,333. In 2024/25: Clerk's working hours increased by 5 hours per week @ £8,000; new employee replacing retiree at increased cost £3,086; overlap between retiree and new staff @ £1,830. Remaining unexplained difference (pay review) £2,043 (2.7%).
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	168,931	277,444	108,513	64.23%	YES		In 2024/25: New cemetery construction costs +£61,796; GrassRoots spending on hub & library improvements +£20,434; new Youth Club costs +£5,571; new summer event +£4,456; increase in grass cutting +£13,678. Remaining unexplained variance £2578 (1.53%)
7 Balances Carried Forward	413,277	300,940				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	383,498	262,790				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	338,371	498,885	160,514	47.44%	YES		In 2024/25 new cemetery capitalised costs added to asset register +£154,024. Remaining unexplained variance £6,490 (1.92%).
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable