

Explanation of variances 2024/25 – pro forma

Name of smaller authority:

Insert figures from Section 2 of the AGAR in all Blue highlighted boxes

Now, 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 £500);

• a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept value (Box 2).

	2022 £	2023 £	Variance £	Variance %	Explanation Required?	DO NOT OVERWRITE THE BOXES HIGHLIGHTED IN RED/GREEN	Explanation (must include narrative and supporting figures)
1 Balances Brought Forward	19,822	36,723				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	35,416	35,442	26	0.07%	NO		
3 Total Other Receipts	7,200	12,943	5,743	79.76%	YES	<p>– The 2023-24 financial year included receipts from the King's Coronation Celebration.</p> <p>– There were no similar receipts for 2024-25 but there was a CIL grant received for £9,314, which resulted in an overall increase in receipts.</p>	
4 Staff Costs	7,353	10,121	2,768	37.64%	YES	<p>Due to issues with making payments at the end of the 2023-24 financial year, the final two salary payments for that year were made at the beginning of the 2024-25 financial year = £542</p> <p>Changes to salary 2024/25:</p> <p>– Clerk's hours remained at 8hr/week but were increased to NALC pay grade 28 which is £19.05/hr</p> <p>– The NALC agreed pay changes announced for 2023/2024 had not been applied. The Clerk was at Pay scale 25 which she had at £15.64 (which was the 2021/22 rate). This should actually have been £17.64/hr.</p> <p>– The Clerk had been paid the lower amount for 23/24 year, with the deficit working out as: £928 which was paid retrospectively.</p>	
6 All Other Payments	14,032	20,574	6,542	46.62%	YES	<p>The financial year included increased spending due to a number of reasons:</p> <p>– Increased PC spending for ditching, hedging and general parish maintenance - £2,743</p> <p>– After 4 and a half years the Clerk required a new Laptop: Refurbished laptop + IT Backup Support - £645</p> <p>– A new fence for the Parish Wildflower Meadow £1,556 (Part funded by an £800 District Council Grant)</p> <p>– A new community table tennis table £999 (Funded in full by the King' Coronation Committee)</p>	
7 Balances Carried Forward	36,723	50,192	13,469	36.68%	YES		
8 Total Cash and Short Term Investments	36,723	50,192	13,469	36.68%	YES	<p>– As it had been noted in previous internal audits that the PC had been carrying fairly low reserves, an effort has been made over the last couple of years to ensure those reserves grow with minimal increase to the precept (Aim: to hold 6-12 month of precept).</p> <p>– This has included ensuring adequate contingency reserves for Environment and amenities and winter preparation including:</p> <p>– Tree Surgery £2,500</p> <p>– Welcome Fund - £495</p> <p>– PC Reserve Funds - £1,500</p> <p>– Winter Prep Fund - £2,7500</p> <p>Ringfenced Funds resulted in a further increase of reserves of £2,500 (Milland Tennis Club)</p>	
9 Total Fixed Assets plus Other Long Term Investments and Assets	19,464	19,464	0	0.00%	NO		
10 Total Borrowings	10,413	6,532	-3,881	37.27%	YES	<p>This is a Public Works Loan, which is being paid off. The difference is the amount paid off this year at a fixed rate. The outstanding debt £6,532 for both loans is correct, however the outstanding balance is "Principal only"</p> <p>Loan PW499279 – Principal o/s £2,531.85</p> <p>Loan PW498544 – Principal o/s £4,000.09</p>	
Excessive Reserves Ratio	1.0369	1.41617					