

Explanation of variances – pro forma

Name of smaller authority: **Stanford Rivers Parish Council**
 County area (local councils and): **Essex**

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;
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	2021/22 £	2022/23 £	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	40,587	61,988				Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	
2 Precept or Rates and Levies	20,978	21,087	109	0.52%	NO		
3 Total Other Receipts	18,903	4,307	-14,596	77.22%	YES		In late 2020, the Parish Council became the owners of the Toot Hill Village Hall. It took some time for the previous Charity (which closed) to transfer the funds held for the hall by the Charity to the Parish Council, and this was finally completed on 16th April 2022. The amount received was £12,740.43. In 2021/2022 the Council received a Bursary of £543.75 towards the cost of the Clerk undertaking her CiLCA qualification, together with grant funding of £1,135.41 versus £0 in 22/23.
4 Staff Costs	5,643	8,320	2,677	47.44%	YES		The current Clerk has been employed since 2014. It was noted at the 22/23 Budget meeting that the Clerk had not received a pay rise since joining - thus 8 years. Since this time the Clerk had also passed her CiLCA qualification, and it was agreed to increase her salary to reflect this.
5 Loan Interest/Capital Repayment	2,960	2,884	-76	2.57%	NO		
6 All Other Payments	9,876	20,607	10,731	108.66%	YES		In 22/23, the Parish Council spent an additional £6,607.79 on essential works to the Toot Hill Village Hall. This included £680 for repairs to disabled ramp, £1,200 for removal of trees and grounds clearance, £300 for repairs to entrance doors, £456 for decking repairs, £225 for roof gable repairs, £195 for guttering and brick repairs, £318 for internal works, £970 for electrical repair works. In addition, it was discovered that the Gas Tank had a leak, and this resulted in a cost of £709 to both investigate and repair the leak. There were further costs in lost gas as a result of the leak, however this is thought to be around £300. In addition, the Parish Council purchased and planted a Yew Tree at a cost of £2,808. This is in place of purchasing a Christmas Tree each year, and the cost is expected to break even in 5 years, after which time there will be a cost saving. The Council spent £1,277 on legal fees concerning the properties adjacent to the village hall, and works associated with negotiating the release of a covenant on land. In addition, the Parish Council £667.73 on a Queens Jubilee celebration event. Other than some other general fluctuations is budget v spend, these additional costs account for the increase.
7 Balances Carried Forward	61,989	55,571			YES	VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES	
8 Total Cash and Short Term Investments	61,988	55,571				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	32,352	32,735	383	1.18%	NO		
10 Total Borrowings	22,105	20,000	-2,105	9.52%	NO		