

## Explanation of variances – pro forma

Name of smaller authority: **Pettistree Parish Council**

County area (local councils and parish meetings only): **Suffolk**

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, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	4,026	16,497				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	2,542	3,812	1,270	49.96%	YES		There was an increase in the precept approved by the Council amounting to £1,270. There was therefore an overall increase of £1,270 in Precept or Rates and Levies.
3 Total Other Receipts	15,888	2,027	-13,861	87.24%	YES		There was an increase in bank interest amounting to £135. There were decreases in grants received amounting to £2,202, donations received amounting to £790, VAT Refunds amounting to £792 and CIL Receipts amounting to £10,212. There was therefore an overall decrease of £13,861 in Total Other Receipts.
4 Staff Costs	2,336	3,643	1,307	55.95%	YES		There was no Parish Clerk employed in the previous year. Following an appointment, there was an increase in Parish Clerk salaries amounting to £1,590. There was also a decrease in RFO salaries amounting to £283. There was therefore an overall increase of £1,307 in Staff Costs.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	3,623	4,720	1,097	30.28%	YES		There were increases of £14 in staff expenses, £292 in office expenses, £48 in professional fees, £47 in insurance costs, £240 in training costs, £79 in election fees, £225 in repairs and maintenance costs, £1,530 in defibrillator costs and £218 in VAT paid. There were decreases of £19 in subscription fees, £400 in grass cutting costs, £190 in SID scheme costs, £598 in Section 137 payments, £106 in newsletter costs and £283 in projector costs. There was therefore an overall increase of £1,097 in All Other Payments.
7 Balances Carried Forward	16,497	13,973				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	16,497	13,973				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	18,942	20,488	1,546	8.16%	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