

Explanation of variances – pro forma

Name of smaller authority: **PALGRAVE PARISH COUNCIL**
 County area (local councils and): **MID SUFFOLK DISTRICT COUNCIL**

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 (must include narrative and supporting figures)
1 Balances Brought Forward	57,890	61,007				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	17,500	19,000	1,500	8.57%	NO		
3 Total Other Receipts	18,952	16,721	-2,231	11.77%	NO		
4 Staff Costs	8,443	9,794	1,351	16.00%	YES		Clerk has been 5+ years in employment so holiday allowance has increased therefore monthly hours increased from 40 to 45 hours p.m. Annual wage increase via NALC of £1 per hour which was unexpected, plus the annual pay review moving up the SCP pay scale by 1 full point.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	24,892	20,436	-4,456	17.90%	YES		Our street lighting bill increased by £820 on the previous year which was not budgeted for. Grounds maintenance, as we purchased our Vuillage Green, increased from £5889 to £8101, a difference of £2212. Admin expenses increased from £517 to £1154, a difference of £637 being the purchase of a new laptop for the Clerk, and was budgeted for. £100 was spent on a website accessibility audit. £155 Election costs. £323 more VAT expenditure this year than in the previous year. All other costs increased slightly due to general cost of living increases across all sectors making up the small deficit.
7 Balances Carried Forward	61,007	66,498				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	61,007	66,498				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	45,722	46,100	378	0.83%	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