

Explanation of variances – pro forma

Name of smaller authority: **Stoke Holy Cross Parish Council**
 County area (local councils and): **Norfolk**

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 (<u>must include narrative and supporting figures</u>)
1 Balances Brought Forward	170,799	181,264				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	41,851	49,748	7,897	18.87%	YES		Precept demand increased to £49,747.74 for 2022/23.
3 Total Other Receipts	25,970	11,963	-14,007	53.94%	YES		Receipts were greater in 2021/22 in the following amounts: hall hire £1832.60, VAT reclaimed £1579.13, grants £2132.39, Parish Partnership Scheme £8275.90. Total £13820.02
4 Staff Costs	9,937	14,011	4,074	41.00%	YES		In 2021/22 the previous clerk was paid £10.81 p/hr for 11 hours p/wk for the first 7 months = £3606.94. The hourly rate and weekly hours were increased in November 2021. In 2022/23 the clerk's salary for the same period was £14.75 p/hr for 15 hours p/wk = £6711.25 (difference £3104.31). There were two clerks employed during the July 2022 handover period, resulting in an additional £958.75 salary cost. Total £4063.06
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	47,419	38,595	-8,824	18.61%	YES		In 2021/22 the council took advantage of the Parish Partnership Scheme to install a new footpath (£16202) and village gateways (£1388). The council's contribution toward these was £8795. These costs were not repeated in 2022/23.
7 Balances Carried Forward	181,264	190,369			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	181,264	190,369				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	329,002	334,832	5,830	1.77%	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

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)