

Explanation of variances – pro forma 2023/24

Name of smaller authority:

Ashmanhaugh Parish Council

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

	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	5,459	4,871				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	4,202	4,307	105	2.50%	NO		
3 Total Other Receipts	751	2,155	1,404	186.84%	YES		In 2022/23 VAT reclaim totals £101.41, however in 2023/24 claims were made totalling £565.33, therefore an increased refund of £463.92. Income (donations) for the defibrillator project in 2022/23 was £650, whereas in 2023/24 this saw income of £1590, which is an increase of £940.
4 Staff Costs	2,947	3,114	166	5.64%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	2,594	3,601	1,008	38.85%	YES		The greatest increase to costs in 2023/24 was the completion of the purchase of a defibrillator costing £2466 - which lead to an increase in project costs of £1411.04 to the previous year. Office expenses decreased by £566.53 in 2023/24. Other office expenses (room hire, mileage, insurance, election costs, subscriptions, audit fees) also saw an increase of £159.12 in 2023/24. Training costs increased by £50.00 in 2023/24. Maintenance costs saw a decrease of £45.96 in 2023/24 compared to 2022/23.
7 Balances Carried Forward	4,871	4,618			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	4,871	4,618				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	14,800	19,300	4,500	30.41%	YES		Three additional village gateways installed in Parish - ownership of Parish Council - replacement cost £1500 each.
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable