

Explanation of variances – pro forma

Name of smaller authority:
County area (local
councils and parish
meetings only):

Toppesfield Parish Council

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;

	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	29,835	42,147				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	17,493	17,493	0	0.00%	NO		
3 Total Other Receipts	11,105	11,656	551	4.96%	NO		
4 Staff Costs	7,499	7,538	39	0.52%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	8,787	26,250	17,463	198.74%	YES	The difference is due to a reduction of £38 for printing, stationary and admin costs, meeting expenses increased by £83 due to additional meetings, training sessions and public engagement opportunities, electric expenses reduced by £78 but our accountancy fees increased by £60. Neighbourhood plan expenses increased by £7300 to progress the plan and maintenance costs increased by £7171 due to the installation of a petanque court including skip hire, repairs to play equipment, new batteries and pads for the defibs and refurbishing the parish office. Grass cutting costs increased by £891 due to extra cutting required. Street furniture was purchased at a cost of £394 and insurance costs increased by £161. Elections costs of £70 were paid and grants of £2000 were distributed. Sundry costs were up by £79 and subscription costs were down by £60. Event cost were down by £570. This totals the difference of £17463	
7 Balances Carried Forward	42,147	37,508				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	42,062	36,082				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	682,724	682,724	0	0.00%	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