

Explanation of variances – pro forma

Name of smaller authority: **Bishops Lydeard and Cothelstone Parish Council**

County area (local councils and parish meetings only):

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;

	2023/24 £	2024/25 £	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	758,955	701,509				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	67,595	82,410	14,815	21.92%	YES		See Note 1 below
3 Total Other Receipts	44,526	59,598	15,072	33.85%	YES		See Note 2 below
4 Staff Costs	13,812	26,072	12,260	88.76%	YES		See Note 3 below
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	155,755	113,377	-42,378	27.21%	YES		See Note 4 below
7 Balances Carried Forward	701,509	704,068				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	701,509	704,069				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	101,015	92,984	-8,031	7.95%	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)

Note 1.

The increase in precepts was due to a 2024/25 budget increase for the following:

- 1 - Predicted increase in External Audit fees of £10,700 to account for added PKF Littlejohn costs handling complaints.
- 2 - Predicted increase in Election costs of £4,000 to account for two councillor elections in the year.

Note 2.

The increase in Other Receipts was due to higher bank interest than the previous year of £15,722.

Note 3.

The increase in staff cost was due to the following:

- 1 - A change in the contracted hours for the new clerk from 15 hours per week to 20 hours per week
- 2 - An increase in the hourly rate of pay for the Clerk/RFO in line with the national settlement
- 3 - Additional hours worked (290 hours) by the clerk in 2024/25
- 4 - There was no clerk for 3 months in 2023/24 (July, August and September), therefore, lower Staff Costs in that year

Note 4.

The decrease in 'All Other Payments' was primarily due to the following:

- 1 - A lower CIL spend compared to the previous year of £23,220
- 2 - Lower election costs than the previous year of £10,059
- 3 - Reduced MUGA spend of £11,270 compare to the previous year