

Explanation of variances – pro forma

Name of smaller authority: **UTTERBY 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	17,045	20,302				required - Balance brought forward does not agree, query this	
2 Precept or Rates and Levies	8,844	8,844	0	0.00%	NO		
3 Total Other Receipts	1,111	1,922	811	73.00%	YES		The Council received £213.25 tax refund in 23-24 and £0 on 24-25. An additional £1023.95 was received in 24-25 from LCC for the grass cutting agreement.
4 Staff Costs	2,897	3,938	1,041	35.93%	YES		There had been a change of clerk mid-year with a one month handover where both clerks were paid. The outgoing clerk had moved up the NJC pay scale and the new clerk was engaged mid-year on a higher pay scale. Additionally there was an NJC pay award during 24-25.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	4,073	8,796	4,723	115.96%	YES		The Council made some one-off purchases during the year £939.90 defibrillator, £1515.00 new kissing gate, £309.90 laptop & phone, £30 Christmas tree. £1000 grant funding to the Village Hall was made. £239.96 for two years' email/domain, £18 bank charges, £338.40 for bench oiling. The ALC fees had increased this year by £96.38 and an additional £112.10 was spent on the newsletter as the design was outsourced for the second edition.
7 Balances Carried Forward	20,030	18,334				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	20,030	18,334				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	10,654	12,929	2,275	21.35%	YES		The Council purchased a kissing gate £1515.00, defibrillator £750 and laptop & phone £309.90. The old kissing gate was disposed of £300.
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable