

Explanation of variances – pro forma

Name of smaller authority:

SHOULDHAM 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;

	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	14,839	25,243				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	16,097	23,352	7,255	45.07%	YES		2022/23 £16,097 demand was offset by £4,636 carry over due to underspend on projects not completed in 2022/23. The EMR for the deferred Trod project (new quote c£50k) was increased by £2000 to mitigate further inflation in year. The budget for legal fees was increased by £500 to cover the requirement for a new Lease for the Bowls club and Football Club (neither of which has been progressed to date and the funding has been allocated to an ear-marked reserve).The other budget factors causing the variance are explained in the relevant boxes below.
3 Total Other Receipts	19,714	15,549	-4,165	21.13%	YES		Refund of NCC PPS deferred Trod project payment of £7,750 in 2023/24. CIL receipt of £1081 in 23/24, nil in 24/25. £301 increase in bank account interest. VAT refund claimed mid year 2022 reduced the amount claimed in 23/24 to £122, 2024/25 returned to normal VAT reclaim amount of £2321 Neighbourhood Plan Grant in 2023/24 was £8250, increased to £10000 in 24/25.
4 Staff Costs	4,586	4,861	275	6.00%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	20,821	30,533	9,712	46.65%	YES		A 300% increase in grounds maintenance quotes at renewal in April 2023 resulted in a reduction in Grounds Maintenance and self help as a short term mitigation to keep close to the available budget, which was reversed at the budget for 2024/25 with an increase from £2000 to £6,331 to continue at the required standard in a sustainable manner. In addition a s137 grant of £300 was donated to the Church to pay for increased Ground Maintenance costs for them as they also experienced an unaffordable uptick. Trod ditch £1208. VAT payments in 24/25 increased by £900. Insurance premium inc of £53, Toilet Cleaning contract inc of £150, Play Inpsection inc £80, Street Light Elect inc £43, Playing Field utilities inc £619, Neighbourhood Plan expenditure inc of £4257
7 Balances Carried Forward	25,243	28,750				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	25,242	28,549				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	166,986	166,986	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