

Explanation of variances – pro forma

Name of smaller authority: **Great Horkesley Parish Council**
County area (local councils and): **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	76,931	82,475				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	40,664	42,232	1,568	3.86%	NO		
3 Total Other Receipts	41,192	46,105	4,913	11.93%	NO		
4 Staff Costs	33,106	44,281	11,175	33.76%	YES		<p>In the 2022/23 financial year, the village hall caretaker started work in October 2022 and so was only paid for 6 months during that financial year (total caretaker costs £2,579). In the 2023/24 financial year the village hall caretaker worked the full 12 months and was also paid overtime during two months for redecorating the hall (total caretaker costs £6,680).</p> <p>The village hall booking manager was given a pay rise of over 10% as they had not received an increase in wages for many years and to also ensure they would be paid above the minimum wage. This meant the total booking manager costs increased from £7,236 in the 2022/23 financial year to £8,112 in the 2023/24 financial year.</p> <p>The clerk/RFO moved three points up the salary scale during the financial year due to completing qualifications and length of service. This meant the total clerk/RFO costs increased from £23,291 in the 2022/23 financial year, to £29,488 in the 2023/24 financial year.</p>
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	43,206	45,786	2,580	5.97%	NO		
7 Balances Carried Forward	82,475	80,745				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	82,475	80,745				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	570,599	572,959	2,360	0.41%	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