

Explanation of variances – pro forma

Name of smaller authority: **Worstead Parish Council**
 County area (local councils and parish meetings only): **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:** variances of £100,000 or more require explanation regardless of the % variation year on year;
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	2021/22 £	2022/23 £	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	28,407	24,134					
2 Precept or Rates and Levies	8,440	8,693	253	3.00%	NO		
3 Total Other Receipts	6,572	24,321	17,749	270.07%	YES		In 2021/22 there was no VAT refund monies rec'd, however £5637.44 received in 2022/23 (£1400.03 relating to 21/22 and £4237.41 part rec'd 22/23). Bank interest was £20.99 more in 2022/23. Grant monies received in 2021/22 were £3,000 compared to £15,000 in 2022/23, therefore an increase of £12,000. A refund was received from a paid 'Gateway' project from 2020/21 of £161.25. Premises monies received were £70.00 less in 2022/23.
4 Staff Costs	3,435	3,836	401	11.67%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	15,850	37,266	21,416	135.12%	YES		The largest increase in costs in 2022/23 was £22,097.22 spent on village projects, however this was mainly funded by grants received (£15,000) and monies held in reserves. Office expenses and administration was £159.51 higher in 22/23. Insurance costs in 22/23 increased by £234.76. Subscription costs were less £474.72 in 22/23 due to two years fees being paid 21/22. Repairs and renewals costs saw an increase due to play area repairs of £642.84. Grounds maintenance fees for 22/23 were £61.68 higher than 21/22. Grass cutting costs were less £980.00 as the PC no longer pays this direct but makes a donation instead, however donations were £325.00 less in 22/23 as conservation works were no carried out.
7 Balances Carried Forward	24,134	16,046			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	24,134	16,046				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	74,737	74,737	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

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)