

## Explanation of variances – pro forma

Name of smaller authority: **Great Notley 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<br>£ | 2023/24<br>£ | Variance<br>£ | Variance<br>% | Explanation<br>Required? | Automatic responses trigger below based on figures input, <b>DO NOT OVERWRITE THESE BOXES</b>                       | Explanation from smaller authority ( <u>must include narrative and supporting figures</u> )                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----------------------------------------------------------|--------------|--------------|---------------|---------------|--------------------------|---------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 Balances Brought Forward                                | 118,070      | 128,108      |               |               |                          | Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this | Using Rialtas Software for financial year 2023-24 (Excel used previously in earlier years) and this is a simple rounding up software design of Rialtas.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 2 Precept or Rates and Levies                             | 92,719       | 110,407      | 17,688        | 19.08%        | YES                      |                                                                                                                     | Council agreed to raise the Precept by 19.7% - minute ref 29/09.3. This was prepared by the previous Clerk and the minutes are limited in detail, so they do not offer a reason for the substantial percentage increase for 2023/24 precept.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 3 Total Other Receipts                                    | 22,451       | 14,052       | -8,399        | 37.41%        | YES                      |                                                                                                                     | In financial year 2023-2024, the following amounts were received: village magazine adverts (GNT) £920.00; street scene payment from principal authority £9844.35; VAT Reclamation £2922.52; Bank & Bond Interest £365.00 - totalling <b>£14,051.87</b> . No Grants or other form of receipts were received during this financial year. In financial year 2022-2023, the following amounts were received: village magazine adverts (GNT) £960.00; street scene payment from principal authority £9844.35; VAT Reclamation £10,905.22 (higher VAT reclaim was due to large purchase of play park equipment); Bank & Bond Interest £105.96; Grant Funding £594.00 (from Principal Authority); other income (credit on account) £41.98 - totalling <b>£22,451.51</b> . Difference of <b>£8,399.64</b> .                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 4 Staff Costs                                             | 72,481       | 75,604       | 3,123         | 4.31%         | NO                       |                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 5 Loan Interest/Capital Repayment                         | 0            | 0            | 0             | 0.00%         | NO                       |                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 6 All Other Payments                                      | 32,652       | 26,845       | -5,807        | 17.78%        | YES                      |                                                                                                                     | In financial year 2023-2024, the following payments were made: administration £14,692 (costs such as motor expenses, staff training [considerable cost owing to new clerk], street furniture, play area costs, litter tools & PPE and subscriptions were all absorbed into this heading automatically by Rialtas Accounting software); village magazine running costs £5,475 (slightly lower owing to less pages in some editions); Donations (Poppy wreath) £93; street lighting & open spaces £3,382 (this figures includes grass cutting, street lighting supply, playground inspections, memorial tree etc); storage unit £322 (replacement smoke alarms); parish special events (Christmas community event) £527; VAT £2,354 - totalling <b>£26,845</b> . In financial year 2022-2023, the following payments were made: administration £5052.70; motor van expenses £3539.52 (owing to additional repairs); staff training £175.00; village magazine running costs £6300.75; donations £3523.62 (christmas panto, wasnt held in 2023); street furniture £1481.90; lighting supply & maintenance £775.17; open spaces and war memorial £120; play area costs £6658.41 (includes inspections and repairs); VAT £2922.52; subscriptions £1227.25; storage unit £182; parish special events £214.74; litter tools & PPE £478 - totalling <b>£32,651.58</b> . Difference of <b>£5806.58</b> |
| 7 Balances Carried Forward                                | 128,107      | 150,118      |               |               |                          | VARIANCE EXPLANATION NOT REQUIRED                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 8 Total Cash and Short Term Investments                   | 128,107      | 150,118      |               |               |                          | VARIANCE EXPLANATION NOT REQUIRED                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 9 Total Fixed Assets plus Other Long Term Investments and | 325,565      | 327,815      | 2,250         | 0.69%         | 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