

## Explanation of variances – pro forma

Name of smaller authority: **South Kelsey and Moortown 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;

	2022/23 £	2023/24 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	12,378	15,889					
2 Precept or Rates and Levies	7,267	12,139	4,872	67.04%	YES	Previous budget did not allocate vitals funds required to operate effectively.	In order to allocate funds for the following operational requirements, the precept needed to be increased. These items were not included in subsequent budgets: Training, IT requirements (.gov.uk registration and mailboxes, software, computer and printer), internal audit fees, bank charges, publishing, ICO registration, bank charges and grant awards. The authority also needed to add in reserves (there was none in earlier budgets): Contingency reserves- 3 months operating costs and emergency park repairs; Earmarked reserves – election costs, defibrillator replacement (x2) and office equipment replacement. The PC also needed to start building reserves Community improvements. All budgeted items are listed on the Parish Council Accounting Statements published monthly on the website.
3 Total Other Receipts	5,220	6,969	1,749	33.51%	YES	Receipt of funds for South Kelsey Park Group reserves	Funds donated to go directly to Park Reserves. £2,189.64 cash funds, £382.04 PayPal funds, £13.41 Amazon Smile contributions. Reviewed at meeting 4 March 2024; minute reference 24/23
4 Staff Costs	1,280	4,241	2,961	231.33%	YES	During 2022/2023 the Clerk was only employed for 6 months of the year with a contracted 2 hours a week.	During 2023/2024 the Clerk was employed for the entire period of twelve months. Wages included accrued overtime payments and contracted hours increased to 5 hours per week.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	7,697	5,023	-2,674	34.74%	YES	Elections bill of £2,473.17. This invoice is dated 22/03/22 and was authorised for payment on 16 May 2022.	The Parish Council election bill resulted in the 2021/22 Y/E accounts being in deficit. The invoice was subsequently authorised in the following financial year – 2022/23.
7 Balances Carried Forward	15,888	25,733				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	15,889	25,733				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	21,042	19,839	-1,203	5.72%	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