

Explanation of variances – pro forma

Name of smaller authority: **Inkpen 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;

| | 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 | 19,217 | 16,802 | | | | Explanation of % variance from PY opening balance not required - Balance brought forward agrees | |
| 2 Precept or Rates and Levies | 14,000 | 15,000 | 1,000 | 7.14% | NO | | |
| 3 Total Other Receipts | 377 | 67 | -310 | 82.23% | YES | | 2023/24 A donation of £310 was received. 2024/25 Interest received £67. There were no donations. |
| 4 Staff Costs | 6,292 | 5,033 | -1,259 | 20.01% | YES | | In 2024/25 there was a change in clerks. Payroll costs for 2023/24 were £5314.36 plus PAYE costs of £977, a total of £6291.36 . The reason for the variance was because the previous clerk was paid £1803 in salary plus £168.78 holiday pay from April - July 2024. There was no salaries paid in August 2024. The new clerk was paid £2005.70 in salary from September 2024 - February 2025, plus PAYE costs of £1058.20. A total of £5035.68 . |
| 5 Loan Interest/Capital Repayment | 0 | 0 | 0 | 0.00% | NO | | |
| 6 All Other Payments | 10,500 | 4,669 | -5,831 | 55.53% | YES | | In 2023/24 there wre election costs of 2422.79, Tree removal costs of £2300, a grant of £500, defibrillator costs of £230, stationary was £208 and web servies £200. A total of £5860.79 . |
| 7 Balances Carried Forward | 16,802 | 22,167 | | | | VARIANCE EXPLANATION NOT REQUIRED | |
| 8 Total Cash and Short Term Investments | 16,802 | 22,167 | | | | VARIANCE EXPLANATION NOT REQUIRED | |
| 9 Total Fixed Assets plus Other Long Term Investments and | 16,942 | 16,942 | 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