

Explanation of variances – pro forma

Name of smaller authority: **Englefield Parish Council**
 County area (local councils and): **West Berkshire**

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	4,080	3,557				Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	
2 Precept or Rates and Levies	4,500	5,000	500	11.11%	NO		
3 Total Other Receipts	0	0	0	0.00%	NO		
4 Staff Costs	2,296	2,471	175	7.60%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	2,727	1,955	-771	28.29%	YES		Clerk income tax payment to HMRC - 2022/23 included payments for full year; 2023/24 only includes payments up to Q3 Payroll administration - 2022/23 included payments for full year; 2023/24 supplier invoiced Q4 after end of financial year so only includes payments up to Q3 Grants & Donations - no donation made to Village Hall due to hall now being financially self-sufficient Service costs - 2022/23 included £200 cost of re-painting of phone box
7 Balances Carried Forward	3,557	4,131				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	3,557	4,131				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	1,071	1,071	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