

Explanation of variances – pro forma

Name of smaller authority: **Aveton Gifford Parish Council**
 County area (local councils and parishes): **Devon**

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	7,974	26,104				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	27,000	29,700	2,700	10.00%	NO		
3 Total Other Receipts	31,770	14,882	-16,888	53.16%	YES		1) In 2022/23 a grant was received for play park fencing (increase of £7,689 in 2022/23) 2) Annual swimming pool membership payments for the 2023/2024 season were received in March 2023 - normally received from April onwards (increase of 2560.73 in 2022/23 and deficit of £2560.73 in 2023/24) 3) As of 2023/2024 Car Show funds no longer handled by Parish Council (deficit of £2,007 in 2023/24) 4) In 2022/2023 the Parish Council took over Heritage Group funds and put them in an allocated reserve (increase of £1,370 in 2022/23) Taking the above into account, the variance reduces to 3.48%
4 Staff Costs	4,384	7,422	3,038	69.30%	YES		1) Due to the previous Clerk taking ill and a locum clerk taking over there was a period of 18 months of instability. The new Clerk was required to put in overtime to amend the situation and put in processes that had been neglected during the transition. Overtime amounted to £1201.5 2) When the new clerk was appointed the hourly rate the Council paid was increased in line with recommendations from appropriate bodies and following the SCP scheme. This amounted to an increase in wages of £1680.64 in 2023/24 when compared to the previous Clerks wage Taking the above into account, the variance reduces to 3.56%
5 Loan Interest/Capital Repayment	1,984	1,943	-41	2.07%	NO		
6 All Other Payments	34,272	38,085	3,813	11.13%	NO		
7 Balances Carried Forward	26,104	23,236				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	26,104	23,236				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and As	103,424	118,083	14,659	14.17%	NO		
10 Total Borrowings	8,743	6,994	-1,749	20.00%	YES		Capital repayment of £1749 + Interest repayment of £194 = BOX 5

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree to Box 8 in the col ending 31 March 2024” in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a receipts and payments basis. Plea highlighted boxes, remembering that unpresented cheques should be entered as negative figures.

Name of smaller authority: **Aveton Gifford Parish Council**

County area (local councils and parish meetings only): **Devon**

Financial year ending 31 March 2024

Prepared by (Name and Role): **Amy Clayton, Clerk & RFO**

Date: **17/04/2024**

	£	£
Balance per bank statements as at 31/3/24:		
Treasurer's Account / Current Account	7,916.4	
Interest Account	15,319.5	
	<hr/>	23,235.9
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/xx (enter these as negative numbers)	<hr/>	-
Add: any un-banked cash as at 31/3/24		-
	<hr/>	-
Net balances as at 31/3/24(Box 8)		<u>23,235.9</u>