Explanation of variances – pro forma

Name of smaller authority:

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, **DO NOT OVERWRITE THESE BOXES**	**Explanation from smaller authority (must include narrative and supporting figures)**
1 Balances Brought Forward	198,399	269,022				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	212,599	219,462	6,863	3.23%	NO		
3 Total Other Receipts	193,986	270,820	76,834	39.61%	YES	Halstead Town Council has this year been the recipient of funding from the Home office for a Safer Streets project. So far a sum of £46,959 hs been received and £13,321 spent in 23/24. This explains the increase in income. In addition, our car parks income has increased, since we introduce card and phone payments, and income from bookings at Queens Hall.	
4 Staff Costs	192,415	226,418	34,003	17.67%	YES	All staff received a pay rise of a lump sum of £1925 pro rata plus a % increase depending on their point on the pay scale. This has increased expenditure on salaries, NI and pension from 205,144 to 226,418	
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	143,547	219,668	76,121	53.03%	YES	There have been a number of unforeseen, difficult to foresee, extra expenses over the year. The £13,321 for the Safer streets project is one of the biggest, and also payments of £28,206 from Earmarked reseves to replace slates on the Empire roof. In addition, IT costs have been higher, including the replacement of the server, we have had significant maintenance work done in the Queens Hall to guarantee electrical safety, and Civic receptions have gone over budget. Contactless payments have increased our car park income, but the cost of these transactions has been higher than expected.	
7 Balances Carried Forward	269,022	313,218				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	263,406	227,210				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and		1,672,414	1,672,414	#DIV/0!	#DIV/0!	#DIV/0!	
10 Total Borrowings			0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable