

Explanation of variances – pro forma

Name of smaller authority: How Caple, Salfordhope and Yaxton Group Parish Council
County area (local councils and parish meetings only): Herefordshire

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 18% 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	11,864	10,177				Explanation of % variance from PY opening balances not required - Balance brought forward agrees	
2 Precept or Rates and Levies	8,000	8,200	200	2.50%	NO		
3 Total Other Receipts	2,984	4,217	1,233	41.32%	YES		2023/24: Lengthsman grant received from Herefordshire Council (£3280) plus donation received for purchase of defibrillator (£375), plus donations from Coronation Raffle (£147) held in reserves. VAT reclaim within year (£415). Total income £4217
4 Staff Costs	4,851	4,447	-404	8.33%	NO		2022/23: Grant funding received from PCC SID £2407 plus VAT Refund £577. Total income £2984.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	7,640	10,267	2,627	34.38%	YES		Costs lower in 2023/24: Admin and audit costs £744.05; Website £8,011; Other £887.12. Total costs lower £1639.18. Costs higher in 2023/24: Lengthsman and P3 £3829 (due to HC grant); VAT £437.58. Total difference £2627.
7 Balances Carried Forward	10,177	7,880				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	10,177	7,880				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	5,348	6,134	786	14.70%	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