

Explanation of variances – pro forma

Name of smaller authority: TOSTOCK PARISH COUNCIL
County area (local councils and parish meetings only): SUFFOLK

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	49,418	59,832				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	9,920	12,323	2,403	24.22%	YES		The Council needed to deal with issues left from 2022-2023 which had impacted negatively upon the 2023-2024 finances. The lack of any reserves was deemed a serious omission which needed remedial action consistent with recommended best practice for parish councils. The rise was felt to be the minimum necessary to manage expected expenditure whilst also dealing with the inherited problems.
3 Total Other Receipts	14,855	7,403	-7,452	50.16%	YES		Managed income streams actually rose but the main reason for the overall reduction was the fall in Community Infrastructure Levy receipts from £13,193 to £3,417.
4 Staff Costs	2,655	5,507	2,852	107.42%	YES		In 2022-2023 no Clerk was in place. In 2023-2024 a Clerk was appointed from 01.10.23 so 2024- 2025 expenditure reflects the full year cost as opposed to the 2023-2024 figure for six months only.
5 Loan Interest/Capital Repayment	4,840	2,376	-2,464	YES	YES		A £7,000 three-year loan to help meet legal fees was taken out in 2022-2023. The first two repayment instalments were both made in 2023-2024. The final instalment was paid in 2024-2025.
6 All Other Payments	6,866	4,954	-1,912	27.85%	YES		Significant costs were addressed - locum clerk costs were removed (£919), election fees likewise (£932) and the cost of producing the "Tostock Chronicle" newsletter was reduced (down £304).
7 Balances Carried Forward	59,832	66,721				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	59,832	66,721				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	35,408	35,410	2	0.01%	NO		
10 Total Borrowings	2,334	0	-2,334	100.00%	YES		As per Box 5, a £7,000 loan from 2022-2023 resulted in the first two repayment instalments being made in 2023-2024 leaving the third instalment of £2,334 plus interest which was paid in 2024- 2025.

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable