

Explanation of variances – pro forma

Name of smaller authority:

ST MICHAEL PARISH COUNCIL

County area (local councils and parish meetings only):

ST ALBANS, HERTFORDSHIRE

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 box

	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 (<u>must include narrative and supporting figures</u>)
1 Balances Brought Forward	8,857	8,861		0.04%		Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	
2 Precept or Rates and Levies	4,225	4,346	121	2.86%	NO		
3 Total Other Receipts	307	207	-100	32.65%	YES	Explanation not required, difference less than £200	
4 Staff Costs	2,502	3,228	726	29.01%	YES		Clerks hours increased in Feb 2025, overtime paid in previous months, there were some handover hours when new clerk was appointed
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	2,026	3,032	1,006	49.64%	YES		1) Biennial website costs became due this FY 2) Postage costs increased as a Christmas card/newsletter was sent to all properties in the parish 3) Bus shelter maintenance costs decreased this FY 4) Insurance premium rose 5) Meeting costs rose slightly 6) No election costs this year 7) 2 x new councillors and new clerk = more training costs 8) The Coronation planting scheme from the previous year was a one off 9) The council did not host any other councils this FY
7 Balances Carried Forward	8,861	7,154				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	8,861	7,668				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	8,626	8,626	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

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)