

# Explanation of variances 2024/25 – pro forma

Name of smaller authority: **Stroton-on-Fosse Parish Council**

Insert figures from Section 2 of the AGAR in all Blue highlighted boxes

Now, please provide full explanations, including numerical values, for the following that will be flagged in the green boxes

- variances of more than 15% between totals for individual boxes (except variances of less than £500);
- variances of more than £100,000 must be explained even where this constitutes less than 15%.

Please ensure variance explanations are quantified to reduce the variance excluding stated items below the 15% / £500 / £100,000 threshold

	2025 £	2024 £	Variance £	Variance %	Explanation Required? Is > 15% Is > £100,000	DO NOT OVERWRITE THE BOXES HIGHLIGHTED IN RED/GREEN	Explanation (must include narrative and supporting figures) Note: If an explanation is required for the variance of Box 4 and the explanation refers to a change in hours or a change in pay rates, please could you note the previous hours/rates and the updated hours/rates
1 Balances Brought Forward	14,133	13,247					
2 Precept or Rates and Levies	7,000	6,300	700	11.11%	NO		
3 Total Other Receipts	949	923	26	2.82%	NO		
4 Staff Costs	2,642	2,223	319	14.35%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	6,690	4,444	2,246	50.54%	YES		This year the council purchased a new printer (£237). We had undergone a fairly rigorous maintenance program in 2024 meaning there was less to do this year (£128). We replaced the bark in the play area following last years inspection and replaced a swing, whereas in 2024 we only had minor and cosmetic repairs needed (£1634). The allotments required a significant spend as the Water company had not read the meter since it was installed two years previously and a wider gate had to be installed (£499).
7 Balances Carried Forward	12,650	14,133	-1,283	9.08%	NO		
8 Total Cash and Short Term Investments	12,851	13,804	-953	6.90%	NO		
9 Total Fixed Assets plus Other Long Term Investments and Assets	48,821	49,384	-563	1.75%	NO		
10 Total Borrowings	0	0	0	0.00%	NO		



## Explanation of variances

### Box 6

This year the council purchased a new printer (£237), We had undergone a fairly rigorous maintenance program in 2024 meaning there was less to do this year (-£128). We replaced the bark in the play area following last years inspection and replaced a swing, whereas in 2024 we only had minor and cosmetic repairs needed (£1634). The allotments required a significant spend as the Water company had not read the meter since it was installed two years previously and a wider gate had to be installed (£499).

Negative amounts: -£128

Positive amounts: +£661

Difference accounts for: £2370

Difference between 2024 and 2023: £2242

**Total difference from Box 6: £2246**

The extra £4 is covered by the effect of inflation on all prices.



## Reconciliation between Box 7 and Box 8 in Section 2 - pro forma

(applies to Accounting Statements prepared on an income and expenditure basis only)

Please complete the highlighted boxes.

Name of smaller authority:

Stretton-on-Fosse Parish Council

There should only be a difference between Box 7 and Box 8 where the Accounting Statements (Section 2 of the AGAR) have been prepared on an income and expenditure basis and there have been adjustments for debtors/prepayments and creditors/receipts in advance at the year end. Please provide details of the year end adjustments, showing how the net difference between them is equal to the difference between Boxes 7 and 8.

### Box 7: Balances carried forward

£

£

12,850.00

Deduct: Debtors (enter these as negative numbers)

1

2

3

0.00

Deduct: Payments made in advance

(prepayments) (enter these as negative numbers)

1

2

0.00

### Total deductions

Add: Creditors (must not include community infrastructure levy (CIL) receipts)

(enter these as positive numbers)

1

2

Add: Receipts in advance (must not include deferred grants/loans received)

(enter these as positive numbers)

1

2

### Total additions

Box 8: Total cash and short term investments

12,850.00



# Bank reconciliation template STRETTON-ON-FOSSE PARISH COUNCIL

This reconciliation should include all bank and building society accounts, including short term investment accounts. It must agree to Box 8 on Section 2 of the AGAR and will also agree to Box 7 where the accounts are prepared on a receipts and payments basis. Please complete the highlighted boxes, remembering that outstanding payments should be entered as negative figures.

£ £

## Balance per bank statements at 31 March 2025:

Account Name:

Treasurers	760.00
BSA	12,080.00
Petty cash	Add amount
Add Name	Add amount
Add Name	Add amount

12,840.00

## Petty cash (delete this line if not applicable)

11.00

## Add: outstanding receipts (enter these as positive numbers)

Add detail	-
Add detail	-
Add detail	-

## Less: outstanding payments (enter these as negative numbers)

Add detail	-
Add detail	-
Add detail	-

Balance per cashbook at 31 March 2025

12,851.00

(should agree to Box 8 on Section 2)

Outstanding receipts

This should include any amounts received which have been recorded in the cashbook as being received in the period to 31 March 2025 but which appear on the bank statement after 31 March 2025.

Outstanding payments

This should include any amounts paid which have been recorded in the cashbook as being paid in the period to 31 March 2025 but which appear on the bank statement after 31 March 2025.



# Breakdown of reserves held

## Stretton-on-Fosse Parish Council

Please complete or update the highlighted boxes to help provide a breakdown of the types of reserves held by the authority at the year end:

### Earmarked reserves:

£                      £                      £

Description of reserve:

Treasurers  
BSA  
Petty cash

760  
9224  
11

9995

### Restricted (ring-fenced) reserves:

Description of reserve:

Play area  
Allotments

2704  
152

2856

### General reserves

### Total reserves

0

12851

### Box 7 per Annual Return

12,850

### Difference

1

Explanation of difference (if applicable):

Difference due to rounding up

**Column B** - Each reserve should be renamed to show the specific purpose / name given by this authority.

**Column D** - Earmarked items - a value for the amount earmarked for each specific reserve should be entered. There maybe fewer than 5 reserves or more and the number can be reduced or extended as appropriate.

Earmarked items are reserves carved out from general reserves. They may have come from donations, events or fees charged but they have no restrictions on what they can be used for other than the Council has designated/declared that they are being held for X purpose.

NB: A Council needs to formally designate and minute decisions to earmark funds. And similarly, if the Council require to use these 'designated' general funds for a purpose for which they have not been designated, the Council needs to take a decision to un-designate/re-designate the funds and minute their decision. This is part of the budget review to ensure the Council are holding appropriate levels of funding and using it as the Council intended to when the Council put their annual budget together.

**Column D** - Ring-fenced items - a value for the amount restricted (ring-fenced) for each specific reserve should be entered. There maybe fewer than 5 reserves or more and the number can be reduced or extended as appropriate.

Ring fenced items are reserves which may have been raised or donated to the Council for a specific or restricted purpose which cannot be used for anything else. For example, S106 would be ringfenced as there are limitations on what it can be used for.

**Column D** - General reserves - this should relate to normal operating funds (reserves held for the general running of the Council with no specific/defined purpose) and should be the difference between the total of all Earmarked reserves and Restricted (ring-fenced) reserves, and the value of Box 7 on Section 2 of the AGAR.