

Explanation of variances – pro forma

Name of smaller authority: **Saxmundham Town 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;
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	2021/22 £	2022/23 £	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	173,947	232,768					
2 Precept or Rates and Levies	223,000	227,328	4,328	1.94%	NO		
3 Total Other Receipts	65,365	12,740	-52,625	80.51%	YES		Last financial year, the Council received Community Infrastructure Levy of £31,309, a District Council Community Partnership Grant of £3,024, a Precept Grant of £3,885, a Neighbourhood Plan Grant of £8,100, a Town Centre Coordinator Grant of £9,926, a refund of Insurance Premium of £1,397, a refund of Broadband fees of £135, a Business Donation of £5,692, a Green Team Grant of £510, hire of land, buildings and market stall income amounted to £1,290 and bank interest received was £97 which equals £65,365. This financial year, the Council received Community Infrastructure Levy of £6,438, a Neighbourhood Plan Grant of £360, a Green Team Grant of £285, a Christmas Grant of £1,000, a Market Hall Clock Grant of £1,292, hire of land, buildings and market stall income amounted to £2,843 and bank interest received was £522 which equals £12,740.
4 Staff Costs	71,184	80,224	9,040	12.70%	NO		
5 Loan Interest/Capital Repayment	21,377	21,377	0	0.00%	NO		

6 All Other Payments	136,983	198,579	61,596	44.97%	YES	<p>Last financial year, the Council spent £2,251 on cleaning, £3,814 on utilities, £727 on hall hire, £1,059 on audit fees, £205 on bank charges, £3,290 on printing and stationery, IT support was £5,724, telephony was £1,596, office equipment and supplies were £1,410, insurance was £2,159, consultancy was £1,590, publicity and website costs were £3,825, a contribution to the Market Hall was £26,500, the christmas event cost £12,788, community grants amounted to £13,292, community events were £6,534, youth activities were £1,626, a community cohesion grant was £13,000, maintenance was £13,463, neighbourhood plan costs were £11,436, Green Team activities cost £2,935, grounds maintenance was £1,016, play inspections were £285, market running costs were £742, street furniture cost £4,007, subscriptions were £1,335 and staff and Councillor training and expenses were £376 which equals £136,985. This financial year, the Council spent £2,492 on cleaning, £3,629 on utilities, £499 on hall hire, £1,032 on audit fees, £111 on bank charges, £3,373 on printing and stationery, IT support was £4,238, telephony was £1,742, office equipment and supplies were £1,873, insurance was £753, consultancy was £2,214, publicity and website costs were £5,115, a contribution to the Market Hall was £16,075, the Christmas Event cost £13,911, the Jubilee Event and 750th Events cost £14,043, the Music Fest cost £4,000, community grants amounted to £8,085, youth activities were £1,363, a community cohesion grant was £13,000, maintenance was £5,005, a Gannon Rooms boiler cost £13,648, neighbourhood plan costs were £709, Green Team activities cost £2,356, grounds maintenance was £1,957, market running costs were £478, play inspections were £295, street furniture cost £1,194, subscriptions were £1,103, traffic calming cost £4,121, Memorial Field landscaping, gates and trail cost £44,214 and staff and Councillor training and expenses were £2,298, interim staff and recruitment costs were £23,654 which equals £198,580.</p>
7 Balances Carried Forward	232,768	172,656			NO	VARIANCE EXPLANATION NOT REQUIRED
8 Total Cash and Short Term Investments	232,954	170,039				VARIANCE EXPLANATION NOT REQUIRED
9 Total Fixed Assets plus Other Long Term Investments and	437,691	503,211	65,520	14.97%	NO	
10 Total Borrowings	71,494	51,648	-19,846	27.76%	YES	Loan repayments during the year totalled £21,377. The difference is due to interest paid.

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable