

Explanation of variances – pro forma

Name of smaller authority: **BLAXTON PARISH COUNCIL**

County area (local councils and **SOUTH YORKSHIRE**

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;

	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	91,915	72,623				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	24,660	24,660	0	0.00%	NO		
3 Total Other Receipts	3,131	5,136	2,006	64.07%	YES	See 'Appendix A' page in this spreadsheet	
4 Staff Costs	7,585	7,041	-544	7.17%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	39,498	30,694	-8,804	22.29%	YES	See 'Appendix A' page in this spreadsheet	
7 Balances Carried Forward	72,623	64,685				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	72,623	64,685				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	293,784	294,209	425	0.14%	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

BLAXTON PARISH COUNCIL

AGAR BOXES 3 AND 6 - EXPLANATION OF VARIANCE NOTES 2022/23 - 2023/24

<u>Budget Headings</u>	<u>2022/23</u>	<u>2023/24</u>	<u>Var £</u>	<u>Comments</u>
Box 3 Variance Explanation (Other Receipts)				
Bank Account Interest	726.49	1,827.06	1,100.57	Interest variation due to S106 grant of £121,323 in March 2021 (and significant interest rate changes in 2023/24) for projects on Joint Playing Field which has been spent over the last three financial years and ended in March 2024 with a balance remaining of £25,203 to repay to City of Doncaster Council.
Lottery Grant Queen's Platinum Jubilee 2022/23	1,595.00	0.00	-1,595.00	One-off grant 2022/23
Other Minor Income	0.00	45.00	45.00	Sale of Surplus Postage Stamps
VAT Recovered	809.12	3,264.26	2,455.14	Difference in VAT recovered each year
Box 3 Variance	3,130.61	5,136.32	2,005.71	
Box 6 Variance Explanation (All Other Payments)				
Administration - Running Costs				
Clerk Working from Home Allowance	300.00	300.00	0.00	
Postage	6.85	0.00	-6.85	No stamps purchased 2023/24 but part of excess stock sold during the year and shown as Other Minor income
Ink and Paper	163.87	143.19	-20.68	Difference in quantity of ink and paper used/purchased
Office Equipment	138.74	0.00	-138.74	Laminator, pouches and new mouse + keyboard in 2022/23 - None 2023/24
PC Rebuild	0.00	0.00	0.00	One-off 2021/22
MS Office 365 Subscription	410.40	450.00	39.60	Increase for year beginning 01/02/24
Financial Management Software - Scribe	288.00	345.60	57.60	Increase for year beginning 01/02/24
Internal Audit	225.00	225.00	0.00	
External Audit	300.00	210.00	-90.00	Turnover change
Insurance	676.66	702.20	25.54	3rd of three year fixed price contract - Admin Fee added
Training - Members	110.00	0.00	-110.00	No training in 2023/24
Training Staff	0.00	0.00	0.00	No training in 2023/24
Subscriptions SLCC, YLCA, Open Spaces Soc, ICO	628.00	660.00	32.00	Minor change in subscription costs YLCA + £5 - SLCC + £27
The Queen's Platinum Jubilee 2022	1,090.22	2,050.36	960.14	Jubilee celebration event in 2022 - Coronation in 2023 - Commemorative tree planted £400.00, Pork Pie and seeds pack for all households £1567.65 and £82.71 respectively
Election Fees	0.00	0.00	0.00	None until 2025
Room Hire	0.00	0.00	0.00	Hire not charged for by Village Hall
Publications	0.00	60.00	60.00	Change in year-on-year needs
Parish Publicity	0.00	0.00	0.00	No Newsletters in 2022/23/24
Website	276.00	276.00	0.00	No change

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Bank Charges	72.00	72.00	0.00	No change
Administration Variance	4,685.74	5,494.35	808.61	

BLAXTON PARISH COUNCIL

AGAR BOXES 3 AND 6 - EXPLANATION OF VARIANCE NOTES 2022/23 - 2023/24

<u>Budget Headings</u>	<u>2022/23</u>	<u>2023/24</u>	<u>Var £</u>	<u>Comments</u>
<u>Blaxton Playing Field</u>				
<u>Maintain Playing Field Equipment</u>				
Annual Safety Inspection	100.00	0.00	-100.00	Play inspection Company check discontinued from 2023 - Doncaster Council Inspectors visit quarterly and advise on actions needed
Maintenance of Play Equipment	330.00	385.00	55.00	
Maintain Playing Field Equipment	430.00	385.00	-45.00	
<u>Grounds Maintenance Including Fencing</u>				
Gang Mow Field	505.92	536.28	30.36	12 cuts at £42.16 2022/23 12 cuts at 44.69 2023/24
Perimeter spraying and strimming around play equipment	75.00	0.00	-75.00	No Perimeter spraying 2023/24
Grounds Maintenance	580.92	536.28	-44.64	
Waste Bin Emptying	313.86	248.48	-65.38	2022/23 - 13 @ £6.02 and 38 @ £6.20 2023/24 - 14 @ £6.20 and 22 @ £7.03 & 1 @ £7.02
Blaxton Playing Field Variance	1,324.78	1,169.76	-155.02	
<u>Joint Playing Field</u>				
Waste Bin Emptying	313.86	157.10	-156.76	2022/23 - 13 @ £6.02 and 38 @ £6.20 2023/24 - 14 @ £6.20 and 10 @ £7.03 (2 Quarters not yet charged.)
Grant	0.00	0.00	0.00	Deferred
Joint Playing Field Variance	313.86	157.10	-156.76	
<u>Village Hall</u>				
Grant	1,600.00	1,600.00	0.00	
Defibrillator Related Costs	292.90	0.00	-292.90	2022/23 - Replacement Pads and Battery - March 2023
Village Hall Variance	1,892.90	1,600.00	-292.90	

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<u>Budget Headings</u>	<u>2022/23</u>	<u>2023/24</u>	<u>Var £</u>	<u>Comments</u>
War Memorial and Street Furniture				
Waste Bin Emptying - Mosham Road	313.86	179.85	-134.01	2022/23 - 13 @ £6.02 and 38 @ £6.20 2023/24 - 12 @ £6.20 and 15 @ £7.03
Planters (4) Maintenance and Planting				
Summer Planting and watering	347.00	350.00	3.00	Minor Increase
Autumn Planting and watering	347.00	350.00	3.00	Minor Increase
Planter watering in June 23	0.00	35.00	35.00	
Replacement Flag	108.90	108.90	0.00	2022/23 - Union Flag £108.90 2023/24 - Union Flag £108.90
War Memorial site tidying Pre Armistice Ceremony	0.00	125.00	125.00	Not required in 2022/23
WI Remembrance Wreaths materials	0.00	34.66	34.66	New initiative 2023
Annual Seat Maintenance	155.00	235.00	80.00	Variation in staining/painting needs
Street Furniture New	0.00	25.00	25.00	Litter Pick equipment storage box
Install Christmas Lights	120.00	0.00	-120.00	Left in situ Dec 2023
Traffic Management Remembrance Sunday	945.00	975.00	30.00	No longer managed by Police from 2022/23
Memorial Stone Cleaning	503.32	0.00	-503.32	2022/23 - Periodic need + Cable ties £3.32
War Memorial and Street Furniture Variance	2,840.08	2,418.41	-421.67	
Section 137				
Grant to Charity	0.00	100.00	100.00	Air Ambulance donation 2023/24
Wreath Donation	150.00	150.00	0.00	
Section 137	150.00	250.00	100.00	
Section 137 of the Local Government Act 1972 enables Parish and Town Councils to spend up to the product of £9.93 per head of the Electorate for the benefit of people in the area on activities or projects not specifically authorised by other powers. During 2023/24 the number of electors for Blaxton was 1,025 and the limit for expenditure not specifically authorised by other powers was £10,178.				
Blaxton and Finningley Joint Playing Fields Projects - S106 (12/01327/EXTM)	2022/22 £	2022/23 £	Variance £	Comments
Field Enlargement	11,370.00	3,520.00	-7,850.00	Work completed 2022/23 but outstanding payment of £3,520 not made until May 2023
Field Improvement	11,899.96	12,599.95	699.99	Started 2021/22 - Ended March 2024
Adult Gym Equipment	0.00	0.00	0.00	Completed 2021/22
Matting Wicket	0.00	0.00	0.00	Completed 2021/22
Play Area	0.00	0.00	0.00	Completed 2021/22
Gas Meter	0.00	0.00	0.00	Project completed early in 2020/21 due to damage to old installation

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CCTV	0.00	0.00	0.00	Project not yet started
Tennis Courts - Three annual renovation treatments	1,400.00	0.00	-1,400.00	Completed 2022/23
Administration	0.00	1,872.00	1,872.00	Funds recovered by Journal Transfer to Council's Administration Budget Dec 2023
Joint Playing Fields S106 Projects Variance	24,669.96	17,991.95	-6,678.01	
VAT	3,620.50	1,612.11	-2,008.39	Change in value of purchases subject to VAT
Box 6 Variance	39,497.82	30,693.68	-8,804.14	

Explanation for 'high' reserves 2023/24

(Please complete the highlighted boxes.)

Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year

Explanation not required by PKFL for 2023/24 but it makes sense to have an explanation available

	£	£	£
Earmarked reserves:			
<u>Joint Playing Field S106 Projects</u>			
Field Enlargement Project		0	
Field Improvement Project		3267	
CCTV		2995	
Administration		0	
Contingency		17809	
<u>Other Reserves</u>			
Computer Replacement		800	
Playing Field Ground Works		5000	
Specification Fund			
Election Fees		2000	
Defibrillator replacement battery		180	
Blaxton Playing Field Equipment		4000	
Renewals Fund			
Coronation 2023		0	
		300	
Christmas Lights Replacement Fund			
			<hr/>
			36350.53
General reserve		<hr/>	
		28334	
			<hr/>
			28334
Total reserves (must agree to Box 7)			<hr/> <hr/>
			64684.51