

Explanation of variances – pro forma

Name of smaller authority: **Orleton Parish Council**
County area (local councils and): **Herefordshire Council**

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);
- variances of £100,000 or more require explanation regardless of the % variation year on year;
- **New from 2025/26 onwards:** variances of £500,000 or more in Box 3 require explanation regardless of the % variation year on year for smaller authorities with income and/or expenditure exceeding £6,500,000

	2024/25 £	2025/26 £	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	17,021	25,151				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	35,950	37,565	1,615	4.49%	NO		
3 Total Other Receipts	17,566	16,982	-584	3.32%	NO		
4 Staff Costs	9,737	14,358	4,621	47.46%	YES		In 2024/25 the Clerk's hours were reduced from 12 to 7 per week from November 2024. Locum cover (the cost of which was recorded under 'Other Payments' rather than staff costs) was engaged between November 2024-March 2025, leading to the noted reduction in overall staffing costs. A new clerk was appointed on 07/04/2025 for 14 hours a week, covering the full role of Clerk/RFO, which is why the staff costs increased. Note that this clerk left on 23/01/2026, so locum cover was again used for one month, until the current clerk was appointed on 10/03/2026, also for 14 hours a week.
5 Loan Interest/Capital Repayment	2,192	2,192	0	0.00%	NO		
6 All Other Payments	33,457	17,776	-15,681	46.87%	YES		Financial year 2024/25 included a number of one-time payments for SIDs (£7750), locum clerk services for five months (which were recorded as 'Other Payments' rather than staff costs), a new printer for the PC office, fees for the transfer of the recreation ground deed with the Land Registry, and reusable Union and St George's flag bunting for displaying during parish events. None of these payments needed to be made in 2025/26.
7 Balances Carried Forward	25,151	45,372				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	25,151	45,372				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	25,185	26,227	1,042	4.14%	NO		
10 Total Borrowings	3,231	1,086	-2,145	66.39%	YES		It is confirmed this variance is explained by Box 5 (plus interest payment).

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)