WILLINGALE PARISH COUNCIL

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2022/2023 AGAR - Overview

As Councillors will be aware, all Parish Councils must complete an Annual Governance and Accountability Return or "AGAR". This year, as for last year we are an "exempt authority" because our total income/expenditure was less than £25,000, which means we do not need to have our financial statements externally audited (saving us a cost of £200 + VAT).

However, an *internal* Audit, remains a mandatory requirement, and our Clerk has arranged this with an independent third party, Karen Weare, who has made the necessary declaration on Page 4, Part 2 of the AGAR.

It is a mandatory requirement to publish our AGAR on the Parish Council website under the "Transparency Code for Smaller Authorities" and the Code recommends that there are *"numerical and narrative explanations available for significant variances*" in the accounting statements. For Willingale Parish Council the financial summary looks like this:

	Year Ended 3/22	Year Ended 3/23	Difference
Precept	£5,285	£5,585	+£300
Total Receipts	£5,494	£8,080	+£2,586
Staff Costs	£1,986	£2,069	+£83
Other Costs	£7,284	£10,053	+£2,769

The key changes this year are summarised below:

Income

- **Precept:** This represented a 5% increase for Band D as per our 2023/24 budget proposal.
- **Total Receipts + £2,586:** There were three main contributors to the variance; Donations to the airfield memorial and information board were £1,780, we had the unexpected tax receipt of £1475, which was a "pass-through" and these were offset by grant income being £670 lower, as in 2021/2022 we had a grant of £1,276 for the defibrillator.

Expenditure

- **Staff Costs:** Non-material change
- **Other costs + £2,769:** The underlying cause was spread across many areas, but mostly:
  - Cost of airfield memorial and unveiling event **£1,330**
  - Pass through of tax "refund" to former Clerk **£1,475**
  - Increased cost of courses **£520** (but mostly covered by bursaries)
  - Increased clerk salary costs of **£457**

  All of the above partially offset by:
  - One less verge cut in 22/23 saving **£720**
  - 2022/23 had the Defib purchase at £1,276, this year the Defib installation at £385 and Jubilee Tree £295 – net lower cost this year of **£596**
  - There was no election expense last year saving **£155**

  The remainder comprised higher VAT and a range of smaller items.

Meeting Procedures

In line with statutory guidance, the Council will receive and note the internal audit report prior to approving the annual governance statement, and thereafter the accounts themselves.

After the meeting, the accounts are published on the website together with a notice (also placed on the noticeboard) setting out the period during which members of the public may exercise their rights to inspect the accounts.

David Stokes, Chair
6th May 2023