

ASHDON PARISH COUNCIL

Locum Clerk to the Council – Angela Balcombe

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26 June 2025

Dear Sirs

Annual Governance & Accountability Return 2024/25 Form 3 – Significant Variances

Section 2

Box 3 - decrease of £9,901

In 2023/24 vat of £4,412 was reclaimed for the Parish Council whereas no vat claim has been made in 2024/25. In 2023/24 £7,478 was received for the alarm system at the Village Hall (this has been repaid to the Village Hall in 2024/25). There is then a difference of £1,989, due to vat of £2,772 reclaimed on behalf of the Village Hall in 2023/24 and £4,458 reclaimed in 2024/25.

Box 4 - increase of £3,419

The Clerk resigned in April 2024 and a locum clerk has since been appointed. £3,770 was paid to the ex-clerk in 2024/25 which is for his final salary of 2023/24, hence the increase. Total locum clerk costs for 2024/25 was £5,655.

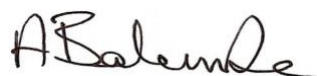
Box 6 - increase of £11,127

Administration costs increased by £5,388 due to 2 payments in 2024/25 for our HR Contract, one of those payments is for 2025/26. Staff costs increased by £3,419 as explained above. The remaining small +/- differences are spread across various services.

Section 1, Box 4

No has been ticked in this box as advised by the External Auditor as last year interested persons were not given the opportunity to inspect the documents within the required time.

Yours sincerely



Angela Balcombe
Locum Clerk/RFO to Ashdon Parish Council