

Policy & Finance (P&F) Committee - P & F Budget 2024-25

Saltash Town Council

For the 2 months ended 31 May 2024

Account	Actual Received/ Spend 2023/24	Budget Including Virements 2024/25	Actual YTD 2024/25	Budget Available 2024/25
P&F Operating Income				
4901 PF Bank Interest Received	72,874	37,140	17,349	19,791
4908 PF Misc Income	390	0	4	(4)
Total P&F Operating Income	73,263	37,140	17,354	19,786
P & F Operating Expenditure				
P&F Expenditure				
6200 PF Bank Charges	1,597	1,866	408	1,458
6201 PF Audit	3,300	4,000	(2,100)	6,100
6202 PF Civic Occasions (including Road Closures)	1,498	6,500	698	5,802
6203 PF Mayors' Allowance	5,160	5,418	0	5,418
6204 PF Councillors' Allowance	1,374	2,952	0	2,952
6205 PF Insurance	16,824	26,146	10,857	15,289
6206 PF Youth Council	4,000	4,726	0	4,726
6208 PF Subscriptions	14,947	18,006	14,338	3,668
6210 PF Community Chest	1,080	10,000	6,350	3,650
6211 PF Website Maintenance	105	1,000	510	490
6213 PF Councillor Training & Expenses	773	3,019	250	2,769
6214 PF Health & Safety	7,705	8,861	638	8,223
6217 PF Data Protection	55	200	0	200
6220 PF Festival Fund	7,040	15,000	6,588	8,412
6221 PF Town Messenger	3,960	4,250	660	3,590
6222 PF Commissioning Youth Work	59,876	59,069	9,845	49,224
6224 PF Professional Costs	7,571	20,000	1,007	18,993
6227 PF Town Speakers PRS Licence	2,356	0	0	0
6229 PF CCTV Annual Maintenance	93	7,511	0	7,511
6514 PF Town Leaflets/ Reprinting	46	100	0	100
6516 PF Road Safety Grant	0	215	0	215
P&F IT/Office Costs	29,169	49,040	7,183	41,857
Total P&F Expenditure	168,529	247,879	57,232	190,647
P&F Staffing Expenditure				
6661 ST PF Finance Consultancy Fees	23,701	9,096	0	9,096
P&F Staffing Expenses	393	800	324	476
Total P&F Staffing Expenditure	24,094	9,896	324	9,572

Account	Actual Received/ Spend 2023/24	Budget Including Virements 2024/25	Actual YTD 2024/25	Budget Available 2024/25
Total P & F Operating Expenditure	192,623	257,775	57,556	200,219
Total P&F Operating Surplus/ (Deficit)	(119,359)	(220,635)	(40,202)	(180,433)
P&F EMF Expenditure				
6270 PF EMF Crime Reduction	97	58,360	0	58,360
6271 PF EMF Election	11,485	26,457	0	26,457
6272 PF EMF Robes & Civic Regalia	45	4,525	57	4,468
6273 PF EMF Legal Fees	0	5,601	0	5,601
6275 PF EMF Neighbourhood Plan	637	5,630	188	5,442
6278 PF EMF CIL Planning Income	0	12,879	0	12,879
6279 PF EMF Restart Business Support Gant	0	7,581	0	7,581
6280 PF EMF Town Vision	355	10,095	145	9,950
6281 PF EMF Town Vitality Funding Grant	66,282	3,475	(3,450)	6,925
6282 PF EMF Funding Bids (Consultancy Fees)	5,000	13,500	0	13,500
6283 PF EMF Events	0	500	0	500
6284 PF EMF Consultations	0	1,500	0	1,500
6285 PF EMF Twinning	0	500	0	500
6286 PF EMF CLUP Waterside Connectivity Project	79,597	(47)	(47)	(0)
6370 PF EMF Computer Equipment Renewal	1,559	12,349	0	12,349
Total P&F EMF Expenditure	165,057	162,905	(3,107)	166,012
Total P&F Expenditure (Operational & EMF)	357,679	420,680	54,449	366,231
Total P&F Budget Surplus/ (Deficit)	(284,416)	(383,540)	(37,095)	(346,445)

To/From Reserves & Budget Virements 2024/25

1. Virement of P&F training budget to Personnel - £2,000 - P&F 178/23/24
2. Virement of P&F staffing budget to Personnel - £361,524 - P&F 178/23/24
3. Virement of P&F Staffing Contingency to Personnel - £45,371 - P&F 178/23/24
4. Virement from 6694 ST PF EMF Staff Contingency (P&F) to 6661 ST PF Finance Consultancy Fees - £9,096 - 172/23/24

1. P&F IT/Office Costs

Nominal Code	Budget 2024/25	Virements	Total Budget
6300 Telephone	£2,865		£2,865
6301 Stationery	£3,000		£3,000
6302 Office and IT Equipment	£2,000		£2,000

Account	Actual Received/ Spend 2023/24	Budget Including Virements 2024/25	Actual YTD 2024/25	Budget Available 2024/25
6303 Copier Maintenance	£3,756		£3,756	
6304 Broadband	£859		£859	
6305 Finance Software	£6,560		£6,560	
6306 IT Maintenance	£30,000		£60,000	
TOTALS	£49,040	£	£49,040	

Key

Spending is on target as predicted at this point in the financial year

Spending is higher than anticipated and needs to be monitored closely

Budget is overspent - requires investigation and recommend virement