

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

Saltash Town Council

For the 5 months ended 31 August 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	29,043	8,097
4908 PF Misc Income	390	0	24	(24)
Total P&F Operating Income	73,263	37,140	29,068	8,072
P & F Operating Expenditure				
P&F Expenditure				
6200 PF Bank Charges	1,597	1,866	620	1,246
6201 PF Audit	3,300	4,000	(2,100)	6,100
6202 PF Civic Occasions (including Road Closures)	1,498	6,500	2,469	4,031
6203 PF Mayors' Allowance	5,160	5,418	1,625	3,793
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	14,822	3,184
6210 PF Community Chest	1,080	10,000	2,940	7,060
6211 PF Website Maintenance	105	1,000	555	445
6213 PF Councillor Training & Expenses	773	3,019	250	2,769
6214 PF Health & Safety	7,705	8,861	2,390	6,471
6217 PF Data Protection	55	200	55	145
6220 PF Festival Fund	7,040	15,000	14,088	912
6221 PF Town Messenger	3,960	4,250	1,320	2,930
6222 PF Commissioning Youth Work	59,876	59,069	19,690	39,379
6224 PF Professional Costs	7,571	20,000	1,607	18,393
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	18,255	30,785
Total P&F Expenditure	166,079	240,368	89,444	150,924
P&F Staffing Expenditure				
6661 ST PF Finance Consultancy Fees	23,701	9,096	0	9,096
P&F Staffing Expenses	393	800	369	431
Total P&F Staffing Expenditure	24,094	9,896	369	9,527
Total P & F Operating Expenditure	190,173	250,264	89,812	160,452
Total P&F Operating Surplus/ (Deficit)	(116,910)	(213,124)	(60,745)	(152,379)
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

Account	Actual Received/Spend 2023/24	Budget Including Virements 2024/25	Actual YTD 2024/25	Budget Available 2024/25
6272 PF EMF Robes & Civic Regalia	45	4,525	589	3,936
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	13,221	0	13,221
6279 PF EMF Restart Business Support Gant	0	7,581	0	7,581
6280 PF EMF Town Vision	355	10,095	430	9,665
6281 PF EMF Town Vitality Funding Grant	66,282	10,975	4,050	6,925
6282 PF EMF Funding Bids (Consultancy Fees)	5,000	13,500	1,080	12,420
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	0	0	0
6370 PF EMF Computer Equipment Renewal	1,559	12,349	0	12,349
Total P&F EMF Expenditure	165,057	170,794	6,336	164,458
Total P&F Expenditure (Operational & EMF)	355,230	421,058	96,149	324,909
Total P&F Budget Surplus/ (Deficit)	(281,966)	(383,918)	(67,081)	(316,837)

To/From Reserves & Budget Virements 2024/25

- 6275 PF EMF CIL Planning Funds - CC received £341.79 - April 2024
- 6286 PF EMF CLUP - CC funding received £45,078 - May 2024
- 6281 PF EMF Town Vitality Funding Grant - CC funding received £7,500 - May 2024
- Virement of P&F training budget to Personnel - £2,000 - P&F 178/23/24
- Virement of P&F staffing budget to Personnel - £361,524 - P&F 178/23/24
- Virement of P&F Staffing Contingency to Personnel - £45,371 - P&F 178/23/24
- Virement from 6694 ST PF EMF Staff Contingency (P&F) to 6661 ST PF Finance Consultancy Fees - £9,096 - 1
- Virement of 6229 PF CCTV Annual Maintenance to Services - £7,511 - P&F 39/24/25

1. P&F IT/Office Costs

Nominal Code	Budget Including Virements 2024/25	Actual YTD 2024/25	Budget Available 2024/25
6300 Telephone	£2,865	£2,107	£758
6301 Stationery	£3,000	£373	£2,627
6302 Office and IT Equipment	£2,000	£165	£1,835
6303 Copier Maintenance	£3,756	£2,299	£1,457
6304 Broadband	£859	£127	£732
6305 Finance Software	£6,560	£2,914	£3,646
6306 IT Maintenance	£30,000	£10,270	£19,730
TOTALS	£49,040	£18,255	£30,785

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