

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

Saltash Town Council

For the 6 months to 30 September 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	34,447	2,693
4908 PF Misc Income	390	0	24	(24)
Total P&F Operating Income	73,263	37,140	34,471	2,669
P & F Operating Expenditure				
P&F Expenditure				
6200 PF Bank Charges	1,597	1,866	667	1,199
6201 PF Audit	3,300	4,000	0	4,000
6202 PF Civic Occasions (including Road Closures)	1,498	6,500	2,544	3,956
6203 PF Mayors' Allowance	5,160	5,418	2,167	3,251
6204 PF Councillors' Allowance	1,374	2,952	0	2,952
6205 PF Insurance	16,824	26,146	22,366	3,780
6206 PF Youth Council	4,000	4,726	0	4,726
6208 PF Subscriptions	14,947	18,006	15,142	2,864
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	2,671	6,190
6217 PF Data Protection	55	200	55	145
6220 PF Festival Fund	7,040	16,000	14,088	1,912
6221 PF Town Messenger	3,960	4,250	1,980	2,270
6222 PF Commissioning Youth Work	59,876	59,069	29,534	29,535
6224 PF Professional Costs	7,571	20,000	4,318	15,682
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	20,820	28,220
Total P&F Expenditure	166,079	241,368	120,098	121,270
P&F Staffing Expenditure				
6661 ST PF Finance Consultancy Fees	23,701	9,096	0	9,096
P&F Staffing Expenses	393	800	389	411
Total P&F Staffing Expenditure	24,094	9,896	389	9,507
Total P & F Operating Expenditure	190,173	251,264	120,487	130,777
Total P&F Operating Surplus/ (Deficit)	(116,910)	(214,124)	(86,015)	(128,109)
P&F EMF Expenditure				
6270 PF EMF Crime Reduction	97	58,360	0	58,360

Account	Actual Received/Spend 2023/24	Budget Including Virements 2024/25	Actual YTD 2024/25	Budget Available 2024/25
6271 PF EMF Election	11,485	26,457	0	26,457
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	6,581	0	6,581
6280 PF EMF Town Vision	355	10,095	430	9,665
6281 PF EMF Town Vitality Funding Grant	66,282	10,975	8,699	2,276
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	325	12,024
Total P&F EMF Expenditure	165,057	169,794	11,310	158,484
Total P&F Expenditure (Operational & EMF)	355,230	421,058	131,797	289,261
Total P&F Budget Surplus/ (Deficit)	(281,966)	(383,918)	(97,326)	(286,592)

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 - 172/23/24
- Virement of 6229 PF CCTV Annual Maintenance to Services - £7,511 - P&F 39/24/25
- Virement from 6279 PF EMF Restart Business Support Grant to 6220 PF Festival Fund - £1,000 - P&F 63/24/25

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	£2,347	£518
6301 Stationery	£3,000	£499	£2,501
6302 Office and IT Equipment	£2,000	£186	£1,814
6303 Copier Maintenance	£3,756	£3,145	£611
6304 Broadband	£859	£148	£711
6305 Finance Software	£6,560	£2,949	£3,611
6306 IT Maintenance	£30,000	£11,546	£18,455
TOTALS	£49,040	£20,820	£28,221

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