

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

Saltash Town Council

For the 8 months to 30 November 2024

Account	Prior Year 2023/24	Budget Including Virements 2024/25	Actual YTD 2024/25	Budget Available 2024/25	Precept Budget 2025/26
P&F Operating Income					
4901 PF Bank Interest Received	72,874	37,140	58,574	(21,434)	38,255
4908 PF Misc Income	390	0	26	(26)	0
Total P&F Operating Income	73,263	37,140	58,600	(21,460)	38,255
P & F Operating Expenditure					
6200 PF Bank Charges	1,597	1,866	783	1,083	1,922
6201 PF Audit	3,300	4,000	0	4,000	4,000
6202 PF Civic Occasions (including Road Closures)	1,498	6,500	3,455	3,045	9,500
6203 PF Mayors' Allowance	5,160	5,418	3,251	2,167	5,581
6204 PF Councillors' Allowance	1,374	2,952	0	2,952	3,946
6205 PF Insurance	16,824	26,146	25,136	1,010	30,510
6206 PF Youth Council	4,000	4,726	4,726	0	4,000
6208 PF Subscriptions	14,947	18,006	16,764	1,242	16,869
6210 PF Community Chest	1,080	10,000	3,940	6,060	10,300
6211 PF Website Maintenance	105	1,000	630	370	1,030
6213 PF Councillor Training & Expenses	773	3,019	274	2,745	1,100
6214 PF Health & Safety	7,705	8,861	4,438	4,423	9,127
6217 PF Data Protection	55	200	80	120	206
6220 PF Festival Fund	7,040	16,000	15,088	912	15,450
6221 PF Town Messenger	3,960	4,250	2,640	1,610	4,378
6222 PF Commissioning Youth Work	59,876	59,069	39,379	19,690	60,842
6224 PF Professional Costs	7,571	20,000	6,321	13,679	5,000
6514 PF Town Leaflets/ Reprinting	46	100	0	100	0
6516 PF Road Safety Grant	0	215	0	215	0
P&F IT/Office Costs	29,169	49,040	25,340	23,700	33,776
6661 ST PF Finance Consultancy Fees	23,701	9,096	0	9,096	0
6650 ST PF Parking Space	275	300	286	14	320
6653 ST PF Staff Clothing	29	200	16	184	252
6655 ST PF Staff Travelling Expenses	89	300	149	151	252
6230 PF Social Media Advertising	0	0	0	0	1,000
Total P & F Operating Expenditure	190,173	251,264	152,697	98,567	219,361
Total P&F Operating Surplus/ (Deficit)	(116,910)	(214,124)	(94,097)	(120,027)	(181,106)
P&F EMF Expenditure					
6270 PF EMF Crime Reduction	97	58,360	0	58,360	0
6271 PF EMF Election	11,485	26,457	0	26,457	30,000
6272 PF EMF Robes & Civic Regalia	45	4,525	589	3,936	4,500
6273 PF EMF Legal Fees	0	5,601	0	5,601	0
6275 PF EMF Neighbourhood Plan	637	5,630	188	5,442	2,500
6278 PF EMF CIL Planning Income	0	14,256	0	14,256	0
6279 PF EMF Restart Business Support Gant	0	6,581	0	6,581	0
6280 PF EMF Town Vision	355	10,095	430	9,665	0
6281 PF EMF Town Vitality Funding Grant	66,282	10,975	8,699	2,276	0
6282 PF EMF Funding Bids (Consultancy Fees)	5,000	13,500	9,880	3,620	0
6283 PF EMF Events	0	500	0	500	0
6284 PF EMF Consultations	0	1,500	0	1,500	0
6285 PF EMF Twinning	0	500	0	500	0

Account	Prior Year 2023/24	Budget Including Virements 2024/25	Actual YTD 2024/25	Budget Available 2024/25	Precept Budget 2025/26
6286 PF EMF CLUP Waterside Connectivity Project	79,597	0	0	0	0
6287 PF EMF Website (Capital Expenditure)	0	0	0	0	6,000
6370 PF EMF Computer Equipment Renewal	1,559	12,349	1,503	10,846	0
Total P&F EMF Expenditure	165,057	170,829	21,288	149,541	43,000
Total P&F Expenditure (Operational & EMF)	355,230	422,093	173,985	248,108	262,361
Total P&F Budget Surplus/ (Deficit)	(281,966)	(384,953)	(115,385)	(269,568)	(224,106)

To/From Reserves & Budget Virements 2024/25

- 6275 PF EMF CIL Planning Funds - CC received £341.79 - April 2024
- 6275 PF EMF CIL Planning Funds - CC received £1,034.93 - October 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
- Virement from 6302 PF Office and IT Equipment to 6300 PF Telephone - £1,200 - P&F 90/24/25

1. P&F IT/Office Costs

Nominal Code	Budget Including Virements 2024/25	Actual YTD 2024/25	Budget Available 2024/25	Precept Budget 2025/26
6300 Telephone	4,065	2,839	1,226	3,046
6301 Stationery	3,000	1,020	1,980	3,090
6302 Office and IT Equipment	800	587	213	-
6303 Copier Maintenance	5,756	3,555	2,201	3,869
6304 Broadband	859	191	668	885
6305 Finance Software	6,560	3,022	3,538	4,362
6306 IT Maintenance	28,000	14,126	13,874	18,524
TOTALS	49,040	25,340	23,700	33,776

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