

Policy & Finance (P&F) Committee - P & F Budget 2025-26

Saltash Town Council

For the 8 months to November 2025

| Account | Prior Year 2024/25 | Budget Including Virements 2025/26 | Actual YTD 2025/26 | Budget Available 2025/26 |
|---|-----------------------|---|-----------------------|--------------------------------|
| P&F Operating Income | | | | |
| 4901 PF Bank Interest Received | 111,088 | 38,255 | 39,016 | (761) |
| 4908 PF Misc Income | 135 | 0 | 0 | 0 |
| 4902 PF Insurance Claim | 0 | 0 | 37,563 | (37,563) |
| Total P&F Operating Income | 111,223 | 38,255 | 76,580 | (38,325) |
| P & F Operating Expenditure | | | | |
| 6200 PF Bank Charges | 1,187 | 1,622 | 567 | 1,055 |
| 6201 PF Audit | 3,300 | 4,000 | 600 | 3,400 |
| 6202 PF Civic Occasions (including Road Closures) | 4,182 | 8,000 | 1,926 | 6,074 |
| 6203 PF Mayors' Allowance | 5,418 | 5,581 | 3,349 | 2,232 |
| 6204 PF Councillors' Allowance | 1,679 | 3,946 | 0 | 3,946 |
| 6205 PF Insurance | 17,642 | 36,510 | 28,518 | 7,992 |
| 6206 PF Youth Council | 4,726 | 4,000 | 0 | 4,000 |
| 6208 PF Subscriptions | 15,980 | 16,869 | 18,552 | (1,683) |
| 6210 PF Community Chest | 4,015 | 10,300 | 3,280 | 7,020 |
| 6211 PF Website Maintenance | 746 | 1,030 | 145 | 885 |
| 6213 PF Councillor Training & Expenses | 274 | 2,600 | 1,868 | 732 |
| 6214 PF Health & Safety | 6,462 | 8,127 | 4,618 | 3,509 |
| 6217 PF Data Protection | 80 | 206 | 73 | 133 |
| 6220 PF Festival Fund | 15,088 | 15,450 | 12,919 | 2,531 |
| 6221 PF Town Messenger | 3,630 | 4,378 | 1,980 | 2,398 |
| 6222 PF Commissioning Youth Work | 59,069 | 60,842 | 40,560 | 20,282 |
| 6224 PF Professional Costs | 5,969 | 12,900 | 10,705 | 2,195 |
| P&F IT/Office Costs | 37,361 | 33,776 | 19,976 | 13,800 |
| 6650 ST PF Parking Space | 286 | 320 | 284 | 36 |
| 6653 ST PF Staff Clothing | 36 | 252 | 34 | 218 |
| 6655 ST PF Staff Travelling Expenses | 209 | 552 | 284 | 268 |
| 6230 PF Social Media Advertising | 0 | 1,000 | 45 | 955 |
| Total P & F Operating Expenditure | 187,342 | 232,261 | 150,282 | 81,979 |
| Total P&F Operating Surplus/ (Deficit) | (76,119) | (194,006) | (73,703) | (120,303) |
| P&F EMF Expenditure | | | | |
| 6271 PF EMF Election | 450 | 54,409 | 15,206 | 39,203 |
| 6272 PF EMF Robes & Civic Regalia | 1,624 | 9,719 | 3,751 | 5,968 |
| 6273 PF EMF Legal Fees | 0 | 201 | 0 | 201 |
| 6275 PF EMF Neighbourhood Plan | 195 | 8,150 | 77 | 8,073 |
| 6278 PF EMF CIL Planning Income | 0 | 21,731 | 0 | 21,731 |
| 6280 PF EMF Town Vision | 430 | 9,665 | 0 | 9,665 |
| 6281 PF EMF Town Vitality Funding Grant | 58,617 | 29,444 | 29,444 | 0 |

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|--|-----------------------|---|-----------------------|--------------------------------|
| 6282 PF EMF Funding Bids (Consultancy Fees) | 9,880 | 10,201 | 0 | 10,201 |
| 6284 PF EMF Consultations | 0 | 2,000 | 0 | 2,000 |
| 6285 PF EMF Twinning | 0 | 500 | 0 | 500 |
| 6287 PF EMF Website (Capital Expenditure) | 0 | 6,000 | 0 | 6,000 |
| 6288 PF EMF Waterside Feasibility project | 0 | 7,480 | 7,480 | 0 |
| 6289 PF EMF TRIP funding | 0 | 3,734 | 2,441 | 1,293 |
| 6370 PF EMF Computer & Office Equipment Renewal | 3,771 | 15,597 | 11,737 | 3,860 |
| Total P&F EMF Expenditure | 74,967 | 178,831 | 70,137 | 108,694 |
| Total P&F Expenditure (Operational & EMF) | 262,308 | 411,092 | 220,419 | 190,673 |
| Total P&F Budget Surplus/ (Deficit) | (151,085) | (372,837) | (143,839) | (228,998) |

To/From Reserves & Budget Virements

- 6278 PF EMF CIL Planning Income includes income received in April 25 for £4,568 and October 25 £2,908
 - 6281 PF EMF Town Vitality Funding Grant includes S106 funding from CC for £33,585
 - 4902 PF Insurance Claim includes income received for damage to Pontoon - £37,563
 - 6288 PF EMF Waterside Feasibility project includes income received from CC Community Capacity Grant for £
 - 6289 PF EMF TRIP funding includes income received from CC for TRIP funding £3,734
 - Virement from 6202 PF Civic Occasions to 6224 PF Professional Fees - £1,000 - P&F 207/25/26
 - Virement from 6271 PF EMF Election to 6213 PF Councillor Training & Expenses - £1,000 - P&F 210/25/26
 - Virement from 6202 PF Civic Occasions to 6224 PF Professional Fees - £1,500 - P&F 210/25/26
 - Virement from General Reserves to 6205 PF Insurance - £6,000 - FTC 219/25/26
 - Virement from 6214 PF Health and Safety to 6202 PF Civic Occasions (including Road Closures) - £1,000 -
 - Virement from 6273 PF EMF Legal Fees to 6224 PF Professional Costs - £5,400 - P&F 246/25/26
- 6208 PF Subscriptions overspent by (1,683) due to including prorata annual costs for 2026/27 which will be adjusted at the year end

1. P&F IT/Office Costs

| Nominal Code | Prior Year 2024/25 | Budget Including Virements 2025/26 | Actual YTD 2025/26 | Budget Available 2025/26 |
|----------------------------------|-----------------------|---|-----------------------|--------------------------------|
| 6300 Telephone | 4,019 | 3,046 | 1,883 | 1,163 |
| 6301 Stationery/Postage/Printing | 4,239 | 3,090 | 902 | 2,188 |
| 6303 Copier Maintenance | 4,823 | 4,754 | 3,541 | 1,213 |
| 6305 Finance Software | 3,793 | 4,362 | 2,423 | 1,939 |
| 6306 IT Maintenance | 19,444 | 18,524 | 11,227 | 7,297 |
| TOTALS | 36,318 | 33,776 | 19,976 | 13,800 |