

Personnel Committee - Personnel Budget 2025-26

Saltash Town Council

For the 10 months to January 2026

Account	Prior Year 2024/25	Budget Including Virements 2025/26	Actual YTD 2025/26	Budget Available 2025/26	Precept Budget 2026/27
Personnel Operating Expenditure					
Personnel Expenditure					
6654 ST PE Staff Welfare	1,621	2,000	801	1,199	7,222
6660 ST PE Staff Recognition	25	250	75	175	250
6662 ST PE HR Professional Fees	11,119	12,315	9,557	2,758	11,552
Total Personnel Expenditure	12,766	14,565	10,433	4,132	19,024
Training Costs					
6682 ST PE Staff Training (Library)	281	1,218	648	571	600
6656 ST PE Staff Training (P&F)	1,977	5,000	5,546	(546)	5,177
6676 ST PE Staff Training (Service Delivery)	6,552	6,695	2,438	4,257	7,987
Total Training Costs	8,811	12,913	8,631	4,282	13,764
Staffing Costs					
Library Staffing Costs	138,632	165,056	109,697	55,359	169,564
P&F Staffing Costs	348,399	441,897	325,694	116,203	531,901
Services Staffing Costs	307,696	344,379	241,221	103,158	290,819
Total Staffing Costs	794,727	951,332	676,612	274,720	992,284
Other Staffing Cost					
6652 ST PE Employers Pension - Monthly Fee	500	500	500	0	0
6659 ST PE Town Sergeant & Mace Bearer Fees	507	600	675	(75)	800
Total Other Staffing Cost	1,007	1,100	1,175	(75)	800
Total Personnel Operating Expenditure	817,310	979,910	696,851	283,059	1,025,872
Total Personnel Operating Surplus/ (Deficit)	(817,310)	(979,910)	(696,851)	(283,059)	(1,025,872)
Personnel EMF Expenditure					
6691 ST PE EMF Legal Fees (Staffing)	0	10,162	0	10,162	0
6694 ST PE EMF Staff Contingency (P&F)	12,056	54,108	16,045	38,063	15,208
6698 ST PE EMF Staff Contingency (Library)	0	17,553	0	17,553	0
6700 ST PE EMF Staff Contingency (Services)	0	39,854	0	39,854	(10,728)
6701 ST PE EMF Staff Recruitment	643	13,175	4,788	8,388	0
Total Personnel EMF Expenditure	12,699	134,852	20,833	114,019	4,480
Total Personnel Expenditure (Operational & EMF)	830,010	1,114,762	717,684	397,078	1,030,352
Total Personnel Budget Surplus/ (Deficit)	(830,010)	(1,114,762)	(717,684)	(397,078)	(1,030,352)

To/From Reserves & Budget Virement

- Virement from P&F Staffing costs to 6694 ST PF EMF Staff Contingency - £19,977 - PE 26/25/26
- Virement from 6701 PE EMF Staff Recruitment to 6662 PE Professional Fees - £1,500 - PE 46/25/26
- Virement from 6676 ST PE Staff Training (Services) to 6656 ST PE Staff Training (P&F) - £1,000 - PE 61/25/26

4. 6659 ST PF Town Sergeant & Mace Bearer Fees overspent by £75. Virement to be recommended at next committee meeting

6656 ST PE Staff Training (P&F) is overspent by -£546. This is due to costs relating to 2026/27 included in Actual YTD 2025/26. £1,395 will be adjusted at year end

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