## Policy & Finance (P&F) Committee - P & F Budget 2022-23 Saltash Town Council For the 6 months ended 30 September 2022

Account	Actual Received/Spen E d 2021/22	EMF alances B/F 2021/22	To/From Reserves & Budget Virements 2022/23	Budget 2022/23 d	Actual eceived/Spen YTD 2022/23	Actual Funds To Receive/ Available to Date 2022/23	Precept 2023/24	Notes	Budget 2024/25	Budget 2025/26	Budget 2026/27	Budg 2027/2
P&F Operating Income P&F Income												
r ar income												
4901 PR Bank Interest Received	5,429	0	0	4,125	4,181	(56)	8,362	Based on Current Year Received	9,206	10,136	11,160	12,28
4908 PR Misc Income	17	0	0	0	197	(197)		Sale of Eqpt, Beating the bounds tickets and Craft fair table hire	0	0	0	
Total P&F Income Fotal P&F Operating Income	5,446 5,446	0 0	0 0	4,125 4,125	4,377 4,377	(252) (252)	8,362 8,362		9,206 9,206	10,136 10,136	11,160 11,160	12,28 12,28
P &F Operating Expenditure P&F Expenditure												
6200 PF Bank Charges (6200)	700	0	0	1,108	497	611	1,220	increased by CPI 10.1%	1,343	1,479	1,628	1,79
6201 PF Audit (6201)	3,400	0	0	3,450	(200)	3,650	4,000	Based on current year expenditure	4,404	4,849	5,339	5,87
6202 PF Civic Occasions (including Road Closures) (6202)	1,808	0	4,500	3,500	4,553	3,447	5,354	increased by CPI 10.1% + £1500	5,894	6,490	7,145	7,86
5203 PF Mayors' Allowance	4,838	0	0	4,959	1,488	3,471	4,959	for Coronation	5,460	6,011	6,618	7,28
5204 PF Councillors' Allowance	1,932	0	0	3,520	0	3,520	3,520		3,876	4,267	4,698	5,17
5205 PF Insurance 5206 PF Youth Council (6206)	18,308 4,000	0	0	22,132 4,000	8,788 0	13,344 4,000		increased by CPI 10.1% increased by CPI 10.1%	26,828 4,849	29,538 5,339	32,521 5,878	35,80 6,47
208 PF Subscriptions (6208)	10,231	0	0	15,000	13,611	1,389		increased by CPI 10.1%	18,183	20,019	22,041	24,20
5210 PF Community Chest (6210)	3,570	0	0	10,000	3,119	6,881	10,000	Budgeted from 2021/22	10,000	10,000	10,000	
5211 PF Website Maintenance (6211)	684	0	0	1,000	250	750		increased by CPI 10.1%	1,212	1,335	1,469	1,61
2213 PF Councillor Training & Expenses (6213) 2214 PF Health & Safety (6214)	2,229 8,522	0	0	2,742 7,500	560 3,155	2,182 4,345		increased by CPI 10.1% increased by CPI 10.1%	3,324 9,092	3,660	4,029 11,021	4,4
								propose to vire £450 to EMF 6280				
5215 PF Annual Report (delete code)	0	0	0	450	0	450	0	Town Vision and delete code	0	0	0	
5216 PF Miscellaneous (delete code)	0	0	0	100	0	100	0	Delete code	0	0	0	
5217 PF Data Protection (6217)	55	0	0	100	115	(15)	200	Based on current year expenditure	220	242	267	29
5219 PF Covid 19 H&S Materials & Equipment (delete code)	3,564	0	0	2,000	441	1,559	0	Delete code	0	0	0	
220 PF Festival Fund <del>&amp; Event Expenditure</del> (new code name)	10,932	0	0	15,000	2,293	12,707	15,000	New code name - 6220 PF Festival Fund	15,000	15,000	15,000	15,00
5221 PF Town Messenger (6221)	3,758	0	0	5,000	1,958	3,043		Increase by CPI 10.1%	6,061	6,673	7,347	8,08
222 PF Commissioning Youth Work (6222)	43,000	0	0	50,000	17,716	32,284		Increase by CPI 10.1%	60,610	66,732	73,472	80,89
224 PF Professional Costs	1,923	0	0	2,050	43	2,007	2,257	increased by CPI 10.1%	2,485	2,736	3,012	3,31
6225 PF Neighbourhood Plan (delete code)	4,225	0	0	5,156	526	4,630		Vire £4630 to 6275 EMF Neighbourhood plan and delete	0	0	0	
5227 PF Town Speakers PRS Licence	0	0	0	3,000	1,764	1,236	3,303	code increased by CPI 10.1%	3,637	4,004	4,408	4,8
228 PF Events & Consultations (delete code)	0	0	0	1,500	0	1,500	0	vire £1500 to new EMF Consultations and delete code	0	0	0	
229 PF CCTV Annual Maintenance	0	0	0	14,600	0	14,600	0	Vire £14,600 to 6270 Crime Reduction	0	0	0	
i502 PF Civic Christmas Event (delete code)	0	0	0	500	0	500	0	Vire £500 to new EMF Events	0	0	0	
5513 PF Twinning (delete code)	0	0	0	119	0	119	0	Vire £119 to new EMF Twinning and delete code	119	119	119	1
514 PF Town Leaflets/ Reprinting	0	0	0	539	0	539	593	increased by CPI 10.1%	653	719	792	8
5516 PF Road Safety Grant	0	0	0	215	0	215	215		237	261	287	3
300 -6306 P&F IT/Office Costs	24,573	0	9,650	33,000	12,344	30,306	40,000	Please see breakdown below -	44,040	48,488	53,385	58,7
otal P&F Expenditure &F Staffing Expenditure	152,249	0	14,150	212,240	73,021	153,369	208,840	Increased to £40,000	227,526	247,970	270,478	285,2
i652 ST P&R Employers Pension - Monthly Fee	5,299	0	0	5,300	2,653	2,647	6,095	15% increase based on previous price rise	5,300	5,300	5,300	5,3
i659 ST P&R Town Sergeant & Mace Bearer Fees	343	0	0	792	463	330	792		872	960	1,057	1,16
661 ST P&R Finance Consultancy Fees	650	0	28,035	3,000	21,505	9,530	5,000		5,505	6,061	6,673	7,3
&F Staffing Expenses	644	0	0	2,413	293	2,120	2,657	Parking space - £387 Staff clothing - £1135.	2,925	3,220	3,546	3,9
656 ST P&R Staff Training	(911)	0	0	4,125	250	3,875		Staff Travel - £1135 increased by CPI 10.1%	5,000	5,505	6,061	6,67
&F Staffing Costs	293,625	0	20,000	290,160	103,244	206,916		NJC scale 2021/22 +10%	338,136	372,288	409,889	451,28
Fotal P&F Staffing Expenditure otal P &F Operating Expenditure	299,651 451,900	0	48,035 62,185	305,790 518,030	128,407 201,428	225,418 378,787	326,202 535,042		357,738 585,265	393,334 641,304	432,526 703,003	475,67
Fotal P & F Operating Expenditure	451,900	0	62,185	518,030	201,428	378,787	535,042		585,265	641,304	703,003	760,93
	(446,454)	•	(62,185)	(513,905)	(197,051)	(379,039)			(576,059)	(631,168)	(691,844)	(748,64
otal P&F Operating Surplus/ (Deficit)	(440,454)	0	(02,185)	(313,505)	(157,051)	(375,039)	(526,681)		(370,059)	(031,108)	(051,644)	(748,04
&FEMFExpenditure								Vire in £14,600 from 6229 PF				
5270 PF EMF Crime Reduction	0	36,950	0	0	0	36,950		CCTV Annual Maintenance	0	0	0	
271 PF EMF Election	23,553	11,207	0	7,000	0	18,207	20,000		10,000	10,000	10,000	10,0
222 PF EMF Robes & Civic Regalia	0	2,000	0	0	1,228	772	0		0	0	0	
273 PF EMF Legal Fees 274 PF EMF Internet Redevelopment (delete code)	1,597	6,001 4,900	0 (4,900)	0	400	5,601 0	0	Delete code	0	0	0	
5275 PF EMF memer Receiveropment (delete code)	0	1,772	(4,500)	0	0	1,772	0	Vire in £4,630 from 6225 PF	0	0	0	
278 PF EMF CIL Planning Income	0	2,810	0	0	0	2,810	0	Neighbourhood plan	0	0	0	
2279 PF EMF Cle Planning income 2279 PF EMF Restart Business Support Grant	3,420	7,580	0	0	0	7,580	0		0	0	0	
280 PF EMF Town Vision	0	10,000	0	0	0	10,000	0	Vire in £450 from 6215 Annual	0	0	0	
	0	10,000	0	•	-	,		Report		-		

6370 PF EMF Computer Equipment Renewal 0 22,046 0 0 5,127 16,519 0 0 0 0 5 528 PF EMF Funding Bids 0 0 10,000 0 0 10,000 0 0 0 0 0 0 0 0	0 0
6282 PF EMF Funding Bids 0 0 10,000 0 0 10,000 0 0 0 0	0 0
6283 PF EMF Events (new code) 0 0 0 0 0 0 0 0 0 0 Vire in £500 from 6502 PF Civic Christmas Events	
6284 PF EMF Consultations (new code) 0 0 0 0 0 0 0 0 0 Vire in £1,500 from 6228 PF Events and Consultations	
6285 PF EMF Twinning (new code) 0 0 0 0 0 0 0 0 Vire £119 from 6513 PF Twinning	
6694 ST PR EMF Staff Contingency (P&F) 6,264 69,665 (58,035) 0 0 11,630 24,321 Increased to 10% of Staffing 0 0	0 0
Total P&F EMF Expenditure 34,833 174,931 31,065 7,000 6,824 206,172 44,321 10,000 10,000	10,000 10,000
Total P&F Expenditure (Operational & EMF) 486,733 174,931 93,250 525,030 206,252 584,959 579,363 595,265 651,304	713,003 770,934
Total P&F Budget Surplus/ (Deficit) (481,287) (174,931) (93,250) (520,905) (203,875) (585,211) (571,002) (586,059) (641,168)	(701,844) (758,648)

Notes

## To/From Reserves & Budget Virements 2022/23

1. £20,000 vired from 6694 EMF P&F Staffing Contingency to Staffing costs 2022-23 - Minute No 124/21/22 2. £4,500 vired from General Reserves to 6202 Civic Occasions for Jubilee Celebration - Minute No 333/21/22 3. £9,560 IT / Office Costs - £4750 vired from General Reserves to 6305 Finance Software to cover extra payroll costs & £4,900 vired from 6274 Internet Redevelopment to 6306 IT Maintenance to cover increase in costs - Minute No 19/22/23 4. £15,930 vired from 6694 ST PR EMF Staff Contingency (P&F) and transferred to 6661 ST P&R Finance Consultancy Fees - Minute No. 23/22/23 5. £12,105 vired from 6694 ST PR EMF Staff Contingency (P&F) and transferred to 6661 ST P&R Finance Consultancy Fees - Minute No. 16/22/23 6. £10,000 Vired from General Reserves to 6276 PF EMF Funding Bids - Minute no 222/22/23

1. P&F IT/Office Costs												
Nominal Code	Budget 2022/23	Virements	Total Budget	Precep 2023/2								
6300 Telephone	£2,425		£2,425	£	2,670							
6301 Stationary	£4,312		£4,312	£	4,748							
6302 Office and IT Equipment	£7,008		£7,008	£	7,716							
6303 Copier Maintenance	£5,499		£5,499	£	6,054							
6304 Broadband	£496		£496	£	546							
6305 Finance Software	£3,435	£4,750	£8,185	£	3,782							
6306 IT Maintenance	£9,825	£4,900	£14,725	£	14,484							
TOTALS	£33,000	£9,650	£42,650	£	40,000							