

Policy & Finance (P&F) Committee - P & F Budget 2023-24

Saltash Town Council

For the month ended 31 July 2023

Account	Actual Received/Spend 2022/23	EMF Balances B/F 2022/23	To/From Reserves & Budget Virements 2023/24	Budget 2023/24	Actual Received /Spend YTD 2023/24	Actual Funds To Receive/ Available to Date 2023/24	Budget 2024/25	Budget 2025/26	Budget 2026/27	Budget 2027/28
P&F Operating Income										
P&F Income										
4901 PF Bank Interest Received	27,789	0	0	8,362	15,011	(6,649)	9,206	10,136	11,160	12,287
4908 PF Misc Income	225	0	0	0	84	(84)	0	0	0	0
Total P&F Income	28,014	0	0	8,362	15,095	(6,733)	9,206	10,136	11,160	12,287
Total P&F Operating Income	28,014	0	0	8,362	15,095	(6,733)	9,206	10,136	11,160	12,287
P & F Operating Expenditure										
P&F Expenditure										
6200 PF Bank Charges	845	0	0	1,220	667	553	1,343	1,479	1,628	1,793
6201 PF Audit	3,100	0	0	4,000	(2,100)	6,100	4,404	4,849	5,339	5,878
6202 PF Civic Occasions (including Road Closure	5,764	0	0	5,354	539	4,815	5,894	6,490	7,145	7,867
6203 PF Mayors' Allowance	4,959	0	0	5,160	1,032	4,128	5,682	6,255	6,887	7,583
6204 PF Councillors' Allowance	1,391	0	0	3,663	0	3,663	4,033	4,440	4,889	5,382
6205 PF Insurance	14,913	0	0	24,367	10,398	13,969	26,828	29,538	32,521	35,806
6206 PF Youth Council	4,000	0	0	4,404	0	4,404	4,849	5,339	5,878	6,471
6208 PF Subscriptions	14,270	0	0	16,515	14,102	2,413	18,183	20,019	22,041	24,268
6210 PF Community Chest	4,704	0	0	10,000	800	9,200	10,000	10,000	10,000	10,000
6211 PF Website Maintenance	675	0	0	1,101	90	1,011	1,212	1,335	1,469	1,618
6213 PF Councillor Training & Expenses	623	0	0	3,019	614	2,405	3,324	3,660	4,029	4,436
6214 PF Health & Safety	5,117	0	0	8,258	1,625	6,633	9,092	10,010	11,021	12,134
6217 PF Data Protection	115	0	0	200	55	145	220	242	267	294
6220 PF Festival Fund	6,793	0	0	15,000	5,540	9,460	15,000	15,000	15,000	15,000
6221 PF Town Messenger	3,188	0	0	5,505	1,650	3,855	6,061	6,673	7,347	8,089
6222 PF Commissioning Youth Work	35,517	0	4,828	55,050	19,959	39,919	60,610	66,732	73,472	80,892
6224 PF Professional Costs	1,586	0	10,000	2,257	2,893	9,364	2,485	2,736	3,012	3,317
6227 PF Town Speakers PRS Licence	2,855	0	0	3,303	1,972	1,331	3,637	4,004	4,408	4,854
6229 PF CCTV Annual Maintenance	0	0	0	7,000	0	7,000	7,707	8,485	9,342	10,286
6514 PF Town Leaflets/ Reprinting	36	0	0	593	7	586	653	719	792	872
6516 PF Road Safety Grant	0	0	0	215	0	215	237	261	287	316
P&F IT/Office Costs	27,479	0	6,009	40,000	10,155	35,854	44,040	48,488	53,385	58,777
Total P&F Expenditure	137,929	0	20,837	216,184	69,997	167,024	235,494	256,754	280,159	305,933
P&F Staffing Expenditure										
6652 ST PF Employers Pension - Monthly Fee	5,305	0	0	6,095	500	5,595	5,300	5,300	5,300	5,300
6659 ST PF Town Sergeant & Mace Bearer Fees	738	0	0	792	150	642	872	960	1,057	1,164
6661 ST PF Finance Consultancy Fees	36,173	0	27,797	5,000	15,196	17,601	5,505	6,061	6,673	7,347
P&F Staffing Expenses	358	0	0	2,657	336	2,321	2,925	3,220	3,546	2,657
6656 ST PF Staff Training	1,214	0	0	4,542	567	3,975	5,000	5,505	6,061	6,674
P&F Staffing Costs	246,844	0	14,556	310,475	92,526	232,505	341,833	376,358	414,370	456,222
Total P&F Staffing Expenditure	290,631	0	42,353	329,561	109,274	262,640	361,435	397,404	437,007	479,364
Total P & F Operating Expenditure	428,560	0	63,190	545,745	179,271	429,664	596,929	654,158	717,166	785,297
Total P & F Operating Surplus/ (Deficit)	(400,546)	0	(63,190)	(537,383)	(164,176)	(436,397)	(587,723)	(644,022)	(706,006)	(773,010)
P&F EMF Expenditure										
6270 PF EMF Crime Reduction	0	51,550	0	0	0	51,550	0	0	0	0
6271 PF EMF Election	265	17,942	0	20,000	11,485	26,457	10,000	10,000	10,000	10,000
6272 PF EMF Robes & Civic Regalia	1,430	570	0	0	45	525	0	0	0	0
6273 PF EMF Legal Fees	400	5,601	0	0	0	5,601	0	0	0	0
6275 PF EMF Neighbourhood Plan	135	6,267	0	0	499	5,768	0	0	0	0
6278 PF EMF CIL Planning Income	0	6,060	4,563	0	0	10,623	0	0	0	0
6279 PF EMF Restart Business Support Gant	0	7,581	0	0	0	7,581	0	0	0	0
6280 PF EMF Town Vision	0	10,450	0	0	0	10,450	0	0	0	0
6281 PF EMF Town Vitality Funding Grant	14,242	69,758	0	0	46,613	23,145	0	0	0	0
6282 PF EMF Funding Bids (Consultancy Fees)	1,500	8,500	0	0	0	8,500	0	0	0	0
6283 PF EMF Events	0	500	0	0	0	500	0	0	0	0

6284 PF EMF Consultations	0	1,500	0	0	0	1,500	0	0	0	0
6285 PF EMF Twinning	0	119	0	0	0	119	0	0	0	0
6370 PF EMF Computer Equipment Renewal	10,371	11,675	(4,975)	0	1,559	5,141	0	0	0	0
6694 ST PF EMF Staff Contingency (P&F)	0	16,479	19,474	9,418	0	45,371	0	0	0	0
Total P&F EMF Expenditure	28,344	214,552	19,062	29,418	60,202	202,830	10,000	10,000	10,000	10,000
Total P&F Expenditure (Operational & EMF)	456,904	214,552	82,252	575,163	239,473	632,494	606,929	664,158	727,166	795,297
Total P&F Budget Surplus/ (Deficit)	(428,890)	(214,552)	(82,252)	(566,801)	(224,378)	(639,227)	(597,723)	(654,022)	(716,006)	(783,010)

To/From Reserves & Budget Virements 2023/24

1. Virement from General Reserves to 6222 Commissioning of Professional Youth Work - £4,828 - P&F 142/22/23
2. Virement from 6370 PF EMF Computer Equipment Renewal to 6306 IT Maintenance - £4,975 - P&F 17/23/24
3. Virement from General Reserves to 6224 Professional Costs - £10,000 - P&F 23/23/24
4. Virement from General Reserves to P&F Staffing Costs - £1,935 - PE 99/22/23
5. Virement from General Reserves to 6661 ST PF Finance Consultancy Fees - £6,310 - PE 100/22/23
6. Income Received for 6278 PF EMF CIL Planning Income - April 2023 Income - £4,563
7. Virement from General Reserves to 6694 ST PF EMF Staff Contingency - £63,316 - FTC 58/23/24
8. Virement from 6694 ST PF Staff Contingency - P&F to P&F Staffing Costs - £12,621 - FTC 58/23/24
9. Virement from 6694 ST PF Staff Contingency (P&F) to 6661 ST P&F Finance Consultancy Fees - £21,487 - P&F 43/23/24
10. Virement from 6694 ST PF Staff Contingency (P&F) to 6662 PE HR Professional Fees - £2,700 - P&F 43/23/24
11. Virement from 6694 ST PF Staff Contingency (P&F) to 6305 PF Finance Software - £1,034 - P&F 43/23/24
12. Virement from 6694 ST PF Staff Contingency (P&F) to 6701 PE Staff Recruitment - £6,000 - P&F 43/23/24

1. P&F IT/Office Costs

Nominal Code	Budget 2023/24	Virements	Total Budget
6300 Telephone	£2,670		£2,670
6301 Stationary	£4,748		£4,748
6302 Office and IT Equipment	£7,716		£7,716
6303 Copier Maintenance	£6,054		£6,054
6304 Broadband	£546		£546
6305 Finance Software	£3,782	£1,034	£4,816
6306 IT Maintenance	£14,484	£4,975	£19,459
TOTALS	£40,000	£6,000	£46,009