

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

Saltash Town Council

For the 8 months ended 30 November 2023

Account	Actual 2022/23	EMF Balances B/F 2022/23	To/From Reserves & Budget Virements 2023/24	Budget 2023/24	Actual YTD 2023/24	Budget Available 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	38,700	(30,338)	9,206	10,136	11,160	12,287
4908 PF Misc Income	225	0	0	0	184	(184)	0	0	0	0
Total P&F Income	28,014	0	0	8,362	38,884	(30,522)	9,206	10,136	11,160	12,287
Total P&F Operating Income	28,014	0	0	8,362	38,884	(30,522)	9,206	10,136	11,160	12,287
P & F Operating Expenditure										
P&F Expenditure										
6200 PF Bank Charges	845	0	0	1,220	1,112	108	1,343	1,479	1,628	1,793
6201 PF Audit	3,100	0	0	4,000	600	3,400	4,404	4,849	5,339	5,878
6202 PF Civic Occasions (including Road Closures)	5,764	0	0	5,354	1,498	3,856	5,894	6,490	7,145	7,867
6203 PF Mayors' Allowance	4,959	0	0	5,160	3,096	2,064	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	21,293	3,074	26,828	29,538	32,521	35,806
6206 PF Youth Council	4,000	0	0	4,404	4,000	404	4,849	5,339	5,878	6,471
6208 PF Subscriptions	14,270	0	0	16,515	16,006	509	18,183	20,019	22,041	24,268
6210 PF Community Chest	4,704	0	0	10,000	780	9,220	10,000	10,000	10,000	10,000
6211 PF Website Maintenance	675	0	0	1,101	105	996	1,212	1,335	1,469	1,618
6213 PF Councillor Training & Expenses	623	0	0	3,019	619	2,400	3,324	3,660	4,029	4,436
6214 PF Health & Safety	5,117	0	0	8,258	3,605	4,653	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	2,310	3,195	6,061	6,673	7,347	8,089
6222 PF Commissioning Youth Work	35,517	0	4,828	55,050	39,917	19,961	60,610	66,732	73,472	80,892
6224 PF Professional Costs	1,586	0	10,000	2,257	6,623	5,634	2,485	2,736	3,012	3,317
6227 PF Town Speakers PRS Licence	2,855	0	0	3,303	2,356	947	3,637	4,004	4,408	4,854
6229 PF CCTV Annual Maintenance	0	0	0	7,000	93	6,907	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	19,005	27,004	44,040	48,488	53,385	58,777
Total P&F Expenditure	137,929	0	20,837	216,184	128,620	108,401	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	385	407	872	960	1,057	1,164
6661 ST PF Finance Consultancy Fees	36,173	0	27,797	5,000	22,910	9,887	5,505	6,061	6,673	7,347
P&F Staffing Expenses	358	0	0	2,657	379	2,278	2,925	3,220	3,546	2,657
6656 ST PF Staff Training	1,214	0	0	4,542	1,042	3,501	5,000	5,505	6,061	6,674
P&F Staffing Costs	246,844	0	14,556	310,475	196,399	128,632	341,833	376,358	414,370	456,222
Total P&F Staffing Expenditure	290,631	0	42,353	329,561	221,614	150,300	361,435	397,404	437,007	479,364
Total P & F Operating Expenditure	428,560	0	63,190	545,745	350,234	258,701	596,929	654,158	717,166	785,297
Total P & F Operating Expenditure	428,560	0	63,190	545,745	350,234	258,701	596,929	654,158	717,166	785,297
Total P&F Operating Surplus/ (Deficit)	(400,546)	0	(63,190)	(537,383)	(311,350)	(289,223)	(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	61,482	8,276	0	0	0	0
6282 PF EMF Funding Bids (Consultancy Fees)	1,500	8,500	10,000	0	5,000	13,500	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
6286 PF EMF CLUP Waterside Connectivity Project	0	0	34,519	0	40,874	(6,355)	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	63,581	29,418	120,945	186,606	10,000	10,000	10,000	10,000
Total P&F Expenditure (Operational & EMF)	456,904	214,552	126,771	575,163	471,179	445,307	606,929	664,158	727,166	795,297
Total P&F Budget Surplus/ (Deficit)	(428,890)	(214,552)	(126,771)	(566,801)	(432,295)	(475,829)	(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 PF 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. Virement from General Reserves to 6694 ST PF EMF Staff Contingency - £63,316 - FTC 58/23/24
7. Virement from 6694 ST PF Staff Contingency - P&F to P&F Staffing Costs - £12,621 - FTC 58/23/24
8. Virement from 6694 ST PF Staff Contingency (P&F) to 6661 ST P&F Finance Consultancy Fees - £21,487 - P&F 43/23/24
9. Virement from 6694 ST PF Staff Contingency (P&F) to 6662 PE HR Professional Fees - £2,700 - P&F 43/23/24
10. Virement from 6694 ST PF Staff Contingency (P&F) to 6305 PF Finance Software - £1,034 - P&F 43/23/24
11. Virement from 6694 ST PF Staff Contingency (P&F) to 6701 PE Staff Recruitment - £6,000 - P&F 43/23/24
12. Virement from General Reserves to 6282 PF Funding Bids (Consultancy Fees) - £10,000 - FTC 132/23/24
13. Virement from General Reserves to 6286 PF EMF CLUP Waterside Connectivity Project - £5,000 - FTC 354/22/23
14. Income Received for 6278 PF EMF CIL Planning Income - April 2023 Income - £4,563
15. 6286 PF EMF CLUP Waterside Connectivity Project - 1st Grant Instalment received from CC £29,519 - 2nd Grant Instalment to be claimed Feb 24 £44,981

1. P&F IT/Office Costs

Nominal Code	Budget 2023/24	Virements	Total Budget	Actual YTD 2023/24	Budget Available 2023/24
6300 Telephone	£2,670		£2,670	£2,085	£585
6301 Stationary	£4,748		£4,748	£593	£4,155
6302 Office and IT Equipment	£7,716		£7,716	£439	£7,277
6303 Copier Maintenance	£6,054		£6,054	£2,672	£3,382
6304 Broadband	£546		£546	£243	£303
6305 Finance Software	£3,782	£1,034	£4,816	£3,507	£1,309
6306 IT Maintenance	£14,484	£4,975	£19,459	£9,466	£9,993
TOTALS	£40,000	£6,009	£46,009	£19,005	£27,004