

## Finance and General Purposes Committee meeting 12<sup>th</sup> October 2022

### Agenda item 2223/92d: Explanation for Budget predictions

Code		Explanation
1300	Grants & Donations received	Income of £9,035 for the insurance refund (spends in code 4450) and £4,000 grant for Cottingley that was received in 2021 but transferred to be spent in this financial year (will be spent from code 4520)
4000	Staff Salary	Sep-Mar salaries included based on August costs (£6,137) totalling £42,960 although this may change with staff hours reducing
4030	PAYE NI	Sep-Mar PAYE/NI included based on August costs (£1960) totalling £13,722.00. This code is overspent as last year part of these costs were included in the salaries 4000
4040	Pension	Sep – Mar costs included based on August costs (£465) totalling £3,255 plus additional pension costs for Admin Assistant based on Admin Officer costs from October totalling £497 – grand total £3,752)
<b>For codes 4000, 4030 and 4040, the total budget is £110,700. With the actual and predicted expenditure of £99,953 we could have a balance of £10,747 left across these 3 codes</b>		
4070	Training	Additional fees for conference 23/9/22 £240
4140	Audit External	PKF Littlejohn fees £600
4170	Subscriptions	Additional TCPA fees of £90 from 2021 subs
4192	Running costs toilets	Based on cleaning costs for 2 toilets plus 1 x graffiti call out and 2 x call outs per month x 7 months £9,996
4193	Running costs office	Average electricity bill x 6 months £1,728. Alarm contract/Fire RA renewal plus average water costs x 6 months Total £2,563
4215	Newsletter, publicity	Added winter newsletter/distribution from 2021 - £2,600 including a predicted increase
4250	IT Support	2 x additional lease payments for copier £450. Sep-Mar 365 subs estimate based on August payment (£2,494) plus Rialtas cloud additional costs Oct-Mar (£312) totalling £3,256
4270	Telephone	Sep-Mar Phone Coop x 3 mobiles/landline based on August total £515. Sep-Mar O2 costs £103 – Total £618
4280	Room hire	Sep-Mar costs at £48.00 per month for FTC meeting total £336

4566	Running costs CP Toilet	Added additional increase for cleaning from Nov-Mar of £667pm (total £3,335 - which is the difference from £1,275 to £1,942) plus 1 x call out per month total £125. CCTV costs of £1,495 plus emptying of sanitary and nappy bin £82.50. (Total so far £5,038) NO COSTS FOR MAINTENANCE OF HOIST/BENCH/SINK AND AALTO AS YET
4440	Neighbourhood Plan	Additional £1,584 for new invoice from consultant although this is offset against the income from the locality grant (code 1150) of £5,203
4450	Repairs & Maintenance	Overspent due to repair work to Hub of £9,035, offset by income on Grants and Donations (code 1300) – Actual spend £915
4480	Green & Clean	Additional £1,057 for autumn planting and £5,814 for baskets Total £6871
4481	Allotment costs	Additional costs for emergency works to be done (£3,950) although income for allotment grant on code 1100 and allotment rental on code 1090 will offset this
4490	Grants	Additional £2,000 Bingley Little Theatre and £1,764 Eldwick Juniors
4520	Xmas & Seasonal events	Additional £3,600 Play in the Park plus £8.675 for Xmas lights totalling £12,275. There will be £4,000 for spends for Cottingley but the income for this is in code 1300.