

This report covers the period 1-31 August

	Current Year (2020/21)			Previous years						
	Actual		Forecast to year end	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14
	This month	Year to date								
	£	£	£	£	£	£	£	£	£	£
Cash at bank brought forward:	30,664	11,927	11,927							
Reserves	0	1,720	1,720							
LBH grant:	0	58,680	117,359							
Interest:	0	0	1							
Corporation Tax refund:	0	0	0							
Corporation Tax refund - interest:	0	0	0							
Other income:	0	1,125	1,125							
<b>Total cash balance:</b>	<b>30,664</b>	<b>73,451</b>	<b>132,132</b>	<b>131,290</b>	<b>128,202</b>	<b>124,150</b>	<b>125,117</b>	<b>125,923</b>	<b>138,663</b>	<b>126,544</b>
<b>Expenditure:</b>										
		<i>Costs of management:</i>								
<i>Payroll</i>	9,586	43,479								
Fees and salaries	6,635	32,650	80,182	80,288	81,807	82,511	84,621	80,169	92,812	74,181
Employer's pension contribution	31	122	367	367	245	184	0	0	1,675	2,680
Payroll administration	125	149	1,673	1,973	2,024	2,508	1,368	1,971	2,440	1,829
<i>Administration</i>										
Mileage	0	0	800	1,754	745	1,290	1,116	1,523	977	504
Travel (excl mileage) and subsistence	0	0	800	1,324	1,646	1,648	1,861	1,750	945	1,614
Rent	1,440	7,200	17,280	17,280	17,280	17,280	17,280	17,280	17,280	8,880
Rent deposit (refundable)	0	0	0	0	0	0	0	0	5	1,460
Audit & accountancy advice	0	0	1,400	1,408	1,408	1,368	1,310	1,284	1,284	2,184
Bank charges	7	7	59	71	28	Not shown	Not shown	Not shown	Not shown	Not shown
Business insurance	82	435	1,086	1,057	537	486	371	360	360	330
IT equipment/services (incl. photocopier rental)	74	1,036	1,639	1,545	878	1,168	2,815	971	2,631	2,610
Mobile telephone Services	6	24	75	91	107	135	177	291	599	473
Office expenses	528	798	1,500	2,723	1,682	1,887	2,038	2,318	1,919	3,187
Office telephone services	18	72	235	203	222	204	210	211	332	321
Website & email	174	432	750	830	738	474	757	882	685	415

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Continued...		This month	Year to date								
		£	£	£	£	£	£	£	£	£	£
<b>Costs of management (cont'd):</b>											
<b>Taxation and regulation</b>											
	Employer's NICs	467	453	6,131	6,254	6,038	6,192	6,582	5,877	7,135	5,949
	Corporation Tax	0	0	0	0	0	0	1,072	0	1,861	0
	Statutory fees	0	0	13	13	38	13	13	13	13	13
	Cost of Data Protection	0	100	135	120	839	2,790	35	35	Not shown	Not shown
<b>Costs of volunteering:</b>		0	0								
<b>Out of pocket expenses</b>											
	Mileage	0	0	0	0	0	0	53	212	337	207
	Travel (excl mileage) and subsistence	0	0	0	314	148	298	411	598	582	547
	Office expenses	0	0	0	0	0	0	0	5	57	55
<b>Publicity</b>											
	Advertising	0	0	0	0	0	20	0	0	0	1,045
	Printing – leaflets etc.	0	0	0	0	0	0	0	0	0	431
<b>Recruitment</b>											
	DBS checking	0	0	150	35	288	48	96	167	221	632
	ID cards	0	0	50	0	247	0	85	30	92	312
	Printing – forms etc.	0	0	0	0	0	0	0	0	350	152
<b>Support</b>											
	Equipment & Supplies	0	0	250	391	156	204	204	288	742	1,094
	IT equipment	0	0	0	0	60	0	0	0	0	549
	Mobile phones	Not used	Not used	Not used	Not used	Not used	Not used	Not used	600	990	436
<b>Costs of training &amp; development:</b>		0	0								
	Mileage	0	0	0	0	0	0	0	0	0	29
	Travel (excl mileage) and subsistence	0	0	0	0	0	0	0	175	89	651
	Accommodation	0	0	550	522	1,007	1,028	984	0	254	300
	Office expenses	0	0	0	0	0	0	0	0	Not shown	Not shown
	Publications	0	0	0	40	0	0	0	0	0	420
	Trainers' fees	0	0	0	0	0	0	0	0	0	463
	Training courses	0	0	250	50	154	395	314	545	185	39

Continued...	Current Year (2020/21)			Previous years						
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	This month	Year to date								
£	£	£	£	£	£	£	£	£	£	
<i>Costs of public consultation and events:</i>	<u>14</u>	<u>22</u>								
Mileage	0	0	0	0	0	0	0	0	0	39
Travel and subsistence	0	0	0	889	0	7	0	112	57	825
Accommodation	0	0	1,000	0	0	0	0	0	0	590
Advertising (newspaper)	0	0	0	0	0	0	0	0	0	691
IT software	0	0	0	0	0	0	0	0	0	299
Office expenses	14	22	127	239	0	0	0	30	Not shown	Not shown
Printing (leaflets etc.)	0	0	0	918	402	0	396	1,589	710	1,030
Commissioned support	0	0	0	505	384	250	268	0	0	150
Transferred to reserves at year end				1,720	Not shown	Not shown	Not shown	Not shown	Not shown	Not shown
<b>TOTAL EXPENDITURE</b>				<u>122,923</u>	<u>119,137</u>	<u>122,386</u>	<u>124,437</u>	<u>119,349</u>	<u>137,619</u>	<u>117,616</u>
This month:	<u>9,600</u>									
Overall expenditure this year to date:		<u>43,501</u>								
Forecast for full year:			<u>116,502</u>							
Brought forward from 2019/20:										
Expenditure	0	8,886	8,886							
Income	0	0	0							
Forecast year end position:			<u>6,744</u>							
Balance carried forward:	<u>21,064</u>									
Average monthly expenditure:		<u>8,700</u>		<u>10,244</u>	<u>9,928</u>	<u>10,199</u>	<u>10,370</u>	<u>9,946</u>	<u>11,468</u>	<u>9,801</u>

Paid in advance for the following items: **£1,702 as at 31/8/20**

- DBS check credits (This amount varies from day to day)
- ID card credits
- Oyster card credits
- Rent deposit
- Office key fobs deposit
- Postage credit