

This report covers the period 1-31 May

		Current Year (2018/19)			Previous years				
		Actual		Forecast to					
		This month	Year to date	year end	2017/18	2016/17	2015/16	2014/15	2013/14
					Subject to audit				
		£	£	£	£	£	£	£	£
Cash at bank brought forward:		23,124	5,132	5,132					
LBH grant:		0	29,340	117,359					
Interest:		0	0	39					
Corporation Tax refund:		0	0	0					
Corporation Tax refund - interest:		0	0	0					
Other income:		250	250	250					
Total cash balance:		23,374	34,721	122,780	124,150	125,117	125,923	138,663	126,544
Expenditure:									
<i>Costs of management:</i>		8,999	731						
<i>Payroll</i>									
Fees and salaries		6,801	11,744	82,588	82,511	84,621	80,169	92,812	74,181
Employer's pension contribution		20	20	245	184	0	0	1,675	2,680
Payroll administration		121	121	1,454	2,508	1,368	1,971	2,440	1,829
<i>Administration</i>									
Mileage		68	68	1,100	1,290	1,116	1,523	977	504
Travel (excl mileage) and subsistence		30	33	1,750	1,648	1,861	1,750	945	1,614
Rent		1,440	2,880	17,280	17,280	17,280	17,280	17,280	8,880
Rent deposit (refundable)		0	0	0	0	0	0	5	1,460
Audit & accountancy advice		0	0	1,500	1,368	1,310	1,284	1,284	2,184
Business insurance		45	90	537	486	371	360	360	330
IT equipment/services (incl. photocopier rental)		0	80	2,000	1,168	2,815	971	2,631	2,610
Mobile telephone Services		22	22	200	135	177	291	599	473
Office expenses		63	63	2,000	1,887	2,038	2,318	1,919	3,187
Office telephone services		17	33	203	204	210	211	332	321
Website & email		118	118	750	474	757	882	685	415
<i>Taxation and regulation</i>									
Employer's NICs		110	110	6,192	6,192	6,582	5,877	7,135	5,949
Corporation Tax		0	0	0	0	1,072	0	1,861	0
Statutory fees		0	0	13	13	13	13	13	13
Cost of Data Protection		144	215	775	2,790	35	35	Not shown	Not shown
<i>Costs of volunteering:</i>		0	108						
<i>Out of pocket expenses</i>									
Mileage		0	0	0	0	53	212	337	207
Office expenses		0	0	0	0	0	5	57	55
Travel (excl mileage) and subsistence		0	0	0	298	411	598	582	547
<i>Publicity</i>									
Advertising		0	0	0	20	0	0	0	1,045
Printing – leaflets etc.		0	0	0	0	0	0	0	431
<i>Recruitment</i>									
DBS checking		0	48	150	48	96	167	221	632
ID cards		0	0	0	0	85	30	92	312
Printing – forms etc.		0	0	0	0	0	0	350	152
<i>Support</i>									
Equipment & Supplies		0	0	0	204	204	288	742	1,094
IT equipment		0	60	60	0	0	0	0	549
Mobile phones		0	0	0	0	0	600	990	436

Continued...	Current Year (2018/19)			Previous years				
	Actual		Forecast to year end	2017/18	2016/17	2015/16	2014/15	2013/14
	This month	Year to date						
				Subject to audit				
Costs of training & development:	0	0						
Mileage	0	0	0	0	0	0	0	29
Travel (excl mileage) and subsistence	0	0	0	0	0	175	89	651
Accommodation	0	0	1,250	1,028	984	0	254	300
Office expenses	0	0	0	0	0	0	Not shown	Not shown
Publications	0	0	0	0	0	0	0	420
Trainers' fees	0	0	0	0	0	0	0	463
Training courses	0	0	500	395	314	545	185	39
Costs of public consultation and events:	0	0						
Mileage	0	0	0	0	0	0	0	39
Travel and subsistence	0	0	0	7	0	112	57	825
Accommodation	0	0	0	0	0	0	0	590
Advertising (newspaper)	0	0	0	0	0	0	0	691
IT software	0	0	0	0	0	0	0	299
Office expenses	0	0	0	0	0	30	Not shown	Not shown
Printing (leaflets etc.)	0	0	402	0	396	1,589	710	1,030
Commissioned support	0	0	0	250	268	0	0	150
TOTAL EXPENDITURE				122,386	124,437	119,349	137,619	117,616
This month:	8,999							
Overall expenditure this year to date:		0						
Forecast for full year:			0					
Brought forward from 2017/18:								
Income	0	0	2,500					
Expenditure	86	4,727	5,867					
Forecast year end position:			119,413					
Balance carried forward:	14,290			1,764	680	6,574	930	

Paid in advance for the following items: DBS check credits ID card credits Oyster card credits Rent deposit Office key fobs deposit Postage credit SAFE Online Training	1,706 As at 31/5/18 (This amount varies from day to day)
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