

This report covers the period 1-31 March 2021	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:	21,205	11,927	11,927							
Reserves	0	1,720	1,720							
LBH grant:	0	117,359	117,359							
Interest:	0	8	8							
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>21,205</b>	<b>132,139</b>	<b>132,139</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>	<b>9,726</b>	110,755								
Fees and salaries	6,635	79,687	80,934	80,288	81,807	82,511	84,621	80,169	92,812	74,181
Employer's pension contribution	31	337	367	367	245	184	0	0	1,675	2,680
Payroll administration	131	1,053	1,703	1,973	2,024	2,508	1,368	1,971	2,440	1,829
<i>Administration</i>										
Mileage	0	69	69	1,754	745	1,290	1,116	1,523	977	504
Travel (excl mileage) and subsistence	61	380	380	1,324	1,646	1,648	1,861	1,750	945	1,614
Rent	1,440	17,280	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	5	1,460
Audit & accountancy advice	0	0	1,408	1,408	1,408	1,368	1,310	1,284	1,284	2,184
Bank charges	7	52	59	71	28	Not shown	Not shown	Not shown	Not shown	Not shown
Business insurance	108	1,086	1,086	1,057	537	486	371	360	360	330
IT equipment/services (incl. photocopier rental)	305	1,651	1,651	1,545	878	1,168	2,815	971	2,631	2,610
Mobile telephone Services	9	70	79	91	107	135	177	291	599	473
Office expenses	181	1,724	1,724	2,723	1,682	1,887	2,038	2,318	1,919	3,187
Office telephone services	28	266	310	203	222	204	210	211	332	321
Website & email	78	1,422	1,458	830	738	474	757	882	685	415

			Previous years							
Current Year (2020/21)										
Actual		Forecast to								
This month	Year to date	year end	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14	
£	£	£	£	£	£	£	£	£	£	
<i>Continued...</i>										
<i>Costs of management (cont'd):</i>										
<b>Taxation and regulation</b>										
Employer's NICs	714	5,529	6,243	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	13	13	13	38	13	13	13	13	13
Cost of Data Protection	0	135	135	120	839	2,790	35	35	Not shown	Not shown
<i>Costs of volunteering:</i>										
	<u>12</u>	<u>493</u>								
<b>Out of pocket expenses</b>										
Mileage	0	0	0	0	0	0	53	212	337	207
Travel (excl mileage) and subsistence	0	265	265	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	12	12	12	35	288	48	96	167	221	632
ID cards	0	0	0	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	216	216	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
<i>Costs of training &amp; development:</i>										
	<u>0</u>	<u>0</u>								
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	0	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	50	50	50	154	395	314	545	185	39

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	This month	Year to date								
	£	£	£	£	£	£	£	£	£	£
<i>Continued...</i>										
<b>Costs of public consultation and events:</b>	<b>13</b>	<b>501</b>								
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	0	0	0	0	0	0	0	590
Advertising (newspaper)	0	0	0	0	0	0	0	0	0	691
IT software	13	551	551	0	0	0	0	0	0	299
Office expenses	0	-50	-50	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>				<b>122,923</b>	<b>119,137</b>	<b>122,386</b>	<b>124,437</b>	<b>119,349</b>	<b>137,619</b>	<b>117,616</b>
This month:	<b>9,752</b>									
Overall expenditure this year to date:		<b>111,800</b>								
Forecast for full year:			<b>115,943</b>							
Brought forward from 2019/20:										
Expenditure	0	8,886	8,886							
Income	0	0	0							
Forecast year end position:			<b>7,310</b>							
Balance carried forward:	<b>11,454</b>									
Average monthly expenditure:		<b>9,662</b>		<b>10,244</b>	<b>9,928</b>	<b>10,199</b>	<b>10,370</b>	<b>9,946</b>	<b>11,468</b>	<b>9,801</b>

Paid in advance for the following items: **£1,676 as at 31/3/21**  
 DBS check credits (This amount varies from day to day)  
 ID card credits  
 Oyster card credits  
 Rent deposit  
 Office key fobs deposit  
 Postage credit