

This report covers the period 1-31 August 2021	Current Year (2021/22)			Previous years							
	Actual		Forecast to year end	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14
	This month	Year to date									
£	£	£	£	£	£	£	£	£	£	£	
Cash at bank brought forward:	29,482	11,454	11,454	11,927							
Reserves	0	0	0	1,720							
LBH funding:	0	58,680	117,359	117,359							
Interest:	0	0	10	8							
Corporation Tax refund:	0	0	0	0							
Corporation Tax refund - interest:	0	0	0	0							
Other income:	0	2,530	2,530	1,125							
Total cash balance:	29,482	72,663	131,353	132,139	131,290	128,202	124,150	125,117	125,923	138,663	126,544
Expenditure:											
<i>Costs of management:</i>	9,363	45,890									
<i>Payroll</i>											
Fees and salaries	6,635	32,568	80,227	81,934	80,288	81,807	82,511	84,621	80,169	92,812	74,181
Employer's pension contribution	31	122	367	382	367	245	184	0	0	1,675	2,680
Payroll administration	701	529	2,095	2,193	1,973	2,024	2,508	1,368	1,971	2,440	1,829
<i>Administration</i>											
Mileage	0	69	1,000	69	1,754	745	1,290	1,116	1,523	977	504
Travel (excl mileage) and subsistence	144	360	1,000	380	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	17,280	8,880
Rent deposit (refundable)	0	0	0	0		0	0	0	0	5	1,460
Audit & accountancy advice	0	0	1,600	1,408	1,408	1,408	1,368	1,310	1,284	1,284	2,184
Bank charges	7	26	92	59	71	28	Not shown	Not shown	Not shown	Not shown	Not shown
Business insurance	84	445	1,114	1,086	1,057	537	486	371	360	360	330
IT equipment/services (incl. photocopier rental)	0	3,023	3,663	1,651	1,545	878	1,168	2,815	971	2,631	2,610
Mobile telephone Services	9	36	75	79	91	107	135	177	291	599	473
Office expenses	46	298	2,000	1,724	2,723	1,682	1,887	2,038	2,318	1,919	3,187
Office telephone services	24	109	313	310	203	222	204	210	211	332	321
Website & email	78	456	1,500	1,422	830	738	474	757	882	685	415

		Current Year (2020/21)			Previous years							
		Actual		Forecast to								
Continued...		This month	Year to date	year end	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14
		£	£	£	£	£	£	£	£	£	£	£
Costs of management (cont'd):												
Taxation and regulation												
	Employer's NICs	165	544	6,204	4,982	6,254	6,038	6,192	6,582	5,877	7,135	5,949
	Corporation Tax	0	0	0	0	0	0	0	1,072	0	1,861	0
	Statutory fees	0	0	13	13	13	38	13	13	13	13	13
	Cost of Data Protection	0	105	140	135	120	839	2,790	35	35	Not shown	Not shown
	Costs of volunteering:	<u>0</u>	<u>0</u>									
Out of pocket expenses												
	Mileage	0	0	0	0	0	0	0	53	212	337	207
	Travel (excl mileage) and subsistence	0	0	0	265	314	148	298	411	598	582	547
	Office expenses	0	0	0	0	0	0	0	0	5	57	55
Publicity												
	Advertising	0	0	0	0	0	0	20	0	0	0	1,045
	Printing – leaflets etc.	0	0	0	0	0	0	0	0	0	0	431
Recruitment												
	DBS checking	0	0	150	12	35	288	48	96	167	221	632
	ID cards	0	0	100	0	0	247	0	85	30	92	312
	Printing – forms etc.	0	0	0	0	0	0	0	0	0	350	152
Support												
	Equipment & Supplies	0	0	216	216	391	156	204	204	288	742	1,094
	IT equipment	0	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	Not used	600	990	436
	Costs of training & development:	<u>0</u>	<u>468</u>									
	Mileage	0	0	0	0	0	0	0	0	0	0	29
	Travel (excl mileage) and subsistence	0	0	0	0	0	0	0	0	175	89	651
	Accommodation	0	468	550	0	522	1,007	1,028	984	0	254	300
	Office expenses	0	0	0	0	0	0	0	0	0	Not shown	Not shown
	Publications	0	0	0	0	40	0	0	0	0	0	420
	Trainers' fees	0	0	0	0	0	0	0	0	0	0	463
	Training courses	0	0	250	50	50	154	395	314	545	185	39

Continued...	Current Year (2020/21)			Previous years							
	Actual		Forecast to year end	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14
	This month	Year to date									
£	£	£	£	£	£	£	£	£	£	£	
<i>Costs of public consultation and events:</i>	<u>13</u>	<u>449</u>									
Mileage	0	0	0	0	0	0	0	0	0	0	39
Travel and subsistence	0	0	0	0	889	0	7	0	112	57	825
Accommodation	0	0	1,000	0	0	0	0	0	0	0	590
Advertising (newspaper)	0	0	0	0	0	0	0	0	0	0	691
IT software	13	449	554	551	0	0	0	0	0	0	299
Office expenses	0	0	0	-50	239	0	0	0	30	Not shown	Not shown
Printing (leaflets etc.)	0	0	0	0	918	402	0	396	1,589	710	1,030
Commissioned support	0	0	0	0	505	384	250	268	0	0	150
TOTAL EXPENDITURE				<u>117,550</u>	<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>
Transferred to reserves at year end				960	1,720	Not shown	Not shown	Not shown	Not shown	Not shown	Not shown
This month:	<u>9,376</u>										
Overall expenditure this year to date:		<u>46,807</u>									
Forecast for full year:			<u>121,503</u>								
Brought forward from 2019/20:											
Expenditure	0	0	0								
Forecast year end position:			<u>9,850</u>								
Balance carried forward:	<u>20,106</u>										
Average monthly expenditure:		<u>9,361</u>		<u>9,876</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: **£1,676 as at 31/8/21**
 DBS check credits (This amount varies from day to day)
 ID card credits
 Oyster card credits
 Rent deposit
 Office key fobs deposit
 Postage credit