

This report covers the period 1-31 March 2024		Current Year (2023/24)			Previous years									
		Actual		Forecast to year end	2022/23	2021/22	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:		18,024												
LBH funding:		0	117,359											
Interest:		23	74											
Corporation Tax refund:		0	0											
Corporation Tax refund - interest:		0	0											
Other income:		4,366	5,716											
Total cash balance:		22,413	123,149	123,149	147,401	131,353	132,139	131,290	128,202	124,150	125,117	125,923	138,663	126,544
Expenditure:														
<i>Costs of management:</i>														
<i>Payroll</i>														
Fees and salaries		8,919	87,882	87,882	88,898	80,924	81,934	80,288	81,807	82,511	84,621	80,169	92,812	74,181
Employer's pension contribution		61	367	367	367	367	382	367	245	184	0	0	1,675	2,680
Payroll administration		165	2,468	2,468	2,245	1,475	2,193	1,973	2,024	2,508	1,368	1,971	2,440	1,829
<i>Administration</i>														
Mileage		160	1,067	1,067	1,498	830	69	1,754	745	1,290	1,116	1,523	977	504
Travel (excl mileage) and subsistence		478	1,650	1,650	1,481	1,003	380	1,324	1,646	1,648	1,861	1,750	945	1,614
Rent		1,560	19,170	19,170	18,492	17,826	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	0	0	0	5	1,460
Audit & accountancy advice		92	1,064	1,064	1,001	1,001	1,408	1,408	1,408	1,368	1,310	1,284	1,284	2,184
Bank charges		9	94	94	102	93	59	71	28	Not shown	Not shown	Not shown	Not shown	Not shown
Business insurance		124	1,265	1,265	1,208	1,114	1,086	1,057	537	486	371	360	360	330
IT equipment/services (incl. photocopier rental)		324	954	1,520	1,703	3,927	1,651	1,545	878	1,168	2,815	971	2,631	2,610
Mobile telephone Services		13	144	75	151	126	79	91	107	135	177	291	599	473
Office expenses		105	1,436	2,000	1,540	1,327	1,724	2,723	1,682	1,887	2,038	2,318	1,919	3,187
Office telephone services		23	256	256	305	307	310	203	222	204	210	211	332	321
Website & email		40	2,013	2,013	1,072	1,038	1,422	830	738	474	757	882	685	415

		Current Year (2023/24)			Previous years									
		Actual		Forecast to										
Continued...		This month	Year to date	year end	2022/23	2021/22	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	1,758	6,624	6,623	6,946	6,195	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	0	0	1,072	0	1,861	0
	Statutory fees	0	13	13	13	28	13	13	38	13	13	13	13	13
	Cost of Data Protection	0	145	145	140	140	135	120	839	2,790	35	35	Not shown	Not shown
	Costs of volunteering:	0	477											
Out of pocket expenses														
	Mileage	0	0	0	0	0	0	0	0	0	53	212	337	207
	Travel (excl mileage) and subsistence	0	205	205	553	310	265	314	148	298	411	598	582	547
	Office expenses	0	0	0	84	34	0	0	0	0	0	5	57	55
Publicity														
	Advertising	0	0	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	0	0	431
Recruitment														
	DBS checking	0	0	150	36	23	12	35	288	48	96	167	221	632
	ID cards	0	20	100	0	40	0	0	247	0	85	30	92	312
	Printing – forms etc.	0	0	0	0	0	0	0	0	0	0	0	350	152
Support														
	Equipment & Supplies	0	252	252	228	186	216	391	156	204	204	288	742	1,094
	IT equipment	0	0	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	Not used	Not used	600	990	436
	Costs of training & development:	0	1,473											
	Mileage	0	0	0	0	0	0	0	0	0	0	0	0	29
	Travel (excl mileage) and subsistence	0	0	0	0	0	0	0	0	0	0	175	89	651
	Accommodation	0	1,473	550	1,494	1,553	0	522	1,007	1,028	984	0	254	300
	Office expenses	0	0	0	0	0	0	0	0	0	0	0	Not shown	Not shown
	Publications	0	0	0	0	0	0	40	0	0	0	0	0	420
	Trainers' fees	0	0	0	0	0	0	0	0	0	0	0	0	463
	Training courses	0	50	250	50	50	50	50	154	395	314	545	185	39

Continued...	Current Year (2023/24)			Previous years									
	Actual		Forecast to year end	2022/23	2021/22	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>19</u>	<u>231</u>											
Mileage	0	0	0	0	0	0	0	0	0	0	0	0	39
Travel and subsistence	0	0	0	0	0	0	889	0	7	0	112	57	825
Accommodation	0	0	1,000	50	0	0	0	0	0	0	0	0	590
Advertising (newspaper)	0	0	0	372	0	0	0	0	0	0	0	0	691
IT software	19	231	231	215	547	551	0	0	0	0	0	0	299
Office expenses	0	0	0	0	0	-50	239	0	0	0	30	Not shown	Not shown
Printing (leaflets etc.)	0	0	0	588	0	0	918	402	0	396	1,589	710	1,030
Commissioned support	0	500	500	400	0	0	505	384	250	268	0	0	150
TOTAL EXPENDITURE					<u>120,464</u>	<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				1,037	-565	960	1,720	Not shown	Not shown	Not shown	Not shown	Not shown	Not shown
Payments due from 2022/23	0	1,790	1,790										
This month:	<u>13,849</u>												
Overall expenditure this year to date:		<u>129,341</u>											
Forecast for full year:			<u>132,700</u>										
Balance carried forward:	<u>8,565</u>												
Average monthly expenditure:		<u>10,778</u>		<u>10,095</u>	<u>9,266</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: **£1,506 as at 31/3/24**
 (This amount varies from day to day)

- DBS check credits
- ID card credits
- Rent deposit
- Office key fobs deposit
- Postage credit