GOVERNANCE BOARD

MONTHLY FINANCE REPORT

healthwatch Havering

This report covers the period 1-30 April 2025	Current Year (2024/25)			Previous years											
	Actual		Forecast to year end												
	This month	Year to date		2024/25	2023/24	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Cash at bank brought forward:	**9,209**														
LBH funding:	**29,340**	29,340													
Interest:	**0**	0													
Corporation Tax refund:	**0**	0													
Corporation Tax refund - interest:	**0**	0													
Other income:	**0**	0													
Total cash balance:	**38,549**	29,340	131,568	*126,514*	*123,149*	*147,401*	*131,353*	*132,139*	*131,290*	*128,202*	*124,150*	*125,117*	*125,923*	*138,663*	*126,544*
Expenditure:															
Costs of management:	**8,303**	8,303													
Payroll															
Fees and salaries	**6,045**	6,045	90,000	*88,038*	*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	**0**	0	450	*420*	*367*	*367*	*367*	*382*	*367*	*245*	*184*	*0*	*0*	*1,675*	*2,680*
Payroll administration	**172**	172	2,500	*2,354*	*2,468*	*2,245*	*1,475*	*2,193*	*1,973*	*2,024*	*2,508*	*1,368*	*1,971*	*2,440*	*1,829*
Administration															
Mileage	**0**	0	2,000	*2,006*	*1,067*	*1,498*	*830*	*69*	*1,754*	*745*	*1,290*	*1,116*	*1,523*	*977*	*504*
Travel (excl mileage) and subsistence	**62**	62	1,700	*1,632*	*1,650*	*1,481*	*1,003*	*380*	*1,324*	*1,646*	*1,648*	*1,861*	*1,750*	*945*	*1,614*
Rent	**1,512**	1,512	20,000	*19,230*	*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*	*0*	*5*	*1,460*
Audit & accountancy advice	**95**	95	1,150	*1,112*	*1,064*	*1,001*	*1,001*	*1,408*	*1,408*	*1,408*	*1,368*	*1,310*	*1,284*	*1,284*	*2,184*
Bank charges	**0**	0	100	*94*	*94*	*102*	*93*	*59*	*71*	*28*	*Not shown*	*Not shown*	*Not shown*	*Not shown*	*Not shown*
Business insurance	**110**	110	1,350	*1,298*	*1,265*	*1,208*	*1,114*	*1,086*	*1,057*	*537*	*486*	*371*	*360*	*360*	*330*
IT equipment/services (incl. photocopier rental)	**0**	0	1,849	*1,285*	*954*	*1,703*	*3,927*	*1,651*	*1,545*	*878*	*1,168*	*2,815*	*971*	*2,631*	*2,610*
Mobile telephone Services	**29**	29	375	*376*	*144*	*151*	*126*	*79*	*91*	*107*	*135*	*177*	*291*	*599*	*473*
Office expenses	**34**	34	1,500	*1,500*	*1,436*	*1,540*	*1,327*	*1,724*	*2,723*	*1,682*	*1,887*	*2,038*	*2,318*	*1,919*	*3,187*
Office telephone services	**0**	0	300	*257*	*256*	*305*	*307*	*310*	*203*	*222*	*204*	*210*	*211*	*332*	*321*
Website & email	**244**	244	2,000	*1,179*	*2,013*	*1,072*	*1,038*	*1,422*	*830*	*738*	*474*	*757*	*882*	*685*	*415*

GOVERNANCE BOARD

MONTHLY FINANCE REPORT

	Current Year (2024/25)			Previous years											
	Actual		Forecast to year end												
Continued…	This month	Year to date		*2024/25*	*2023/24*	*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	***Not payable***	*Not payable*	0	*1,887*	*6,624*	*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	*876*	*0*	*0*	*0*	*0*	*0*	*0*	*0*	*1,072*	*0*	*1,861*	*0*
Statutory fees	**0**	0	50	*34*	*13*	*13*	*28*	*13*	*13*	*38*	*13*	*13*	*13*	*13*	*13*
Cost of Data Protection	**0**	0	150	*157*	*145*	*140*	*140*	*135*	*120*	*839*	*2,790*	*35*	*35*	*Not shown*	*Not shown*
Costs of volunteering:	**0**	0			*477*										
Out of pocket expenses															
Mileage	**0**	0	0	*0*	*0*	*0*	*0*	*0*	*0*	*0*	*0*	*53*	*212*	*337*	*207*
Travel (excl mileage) and subsistence	**0**	0	360	*357*	*205*	*553*	*310*	*265*	*314*	*148*	*298*	*411*	*598*	*582*	*547*
Office expenses	**0**	0	0	*0*	*0*	*84*	*34*	*0*	*0*	*0*	*0*	*0*	*5*	*57*	*55*
Publicity															
Advertising	**0**	0	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*	*0*	*0*	*431*
Recruitment															
DBS checking	**0**	0	150	*54*	*0*	*36*	*23*	*12*	*35*	*288*	*48*	*96*	*167*	*221*	*632*
ID cards	**0**	0	50	*20*	*20*	*0*	*40*	*0*	*0*	*247*	*0*	*85*	*30*	*92*	*312*
Printing – forms etc.	**0**	0	0	*0*	*0*	*0*	*0*	*0*	*0*	*0*	*0*	*0*	*0*	*350*	*152*
Support															
Equipment & Supplies	**0**	0	350	*336*	*252*	*228*	*186*	*216*	*391*	*156*	*204*	*204*	*288*	*742*	*1,094*
IT equipment	**0**	0	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*	*Not used*	*Not used*	*600*	*990*	*436*
Costs of training & development:	**0**	0													
Mileage	**0**	0	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*	*0*	*0*	*175*	*89*	*651*
Accommodation	**0**	0	1,500	*1,618*	*1,473*	*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*	*0*	*0*	*Not shown*	*Not shown*
Publications	**0**	0	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*	*0*	*0*	*463*
Training courses	**0**	0	250	*60*	*50*	*50*	*50*	*50*	*50*	*154*	*395*	*314*	*545*	*185*	*39*

Continued...	Current Year (2024/25) – Actual: This month	Current Year (2024/25) – Actual: Year to date	Current Year (2024/25): Forecast to year end	Previous years: *2024/25*	*2023/24*	*2022/23*	*2021/22*	*2020/21*	*2019/20*	*2018/19*	*2017/18*	*2016/17*	*2015/16*	*2014/15*	*2013/14*
	£	£	£			*£*	*£*	*£*	*£*	*£*	*£*	*£*	*£*	*£*	*£*
Costs of public consultation and events:	18	18			*231*										
Mileage	**0**	0	0	*0*	*0*	0	*0*	*0*	*0*	*0*	*0*	*0*	*0*	*0*	*39*
Travel and subsistence	**0**	0	0	*0*	*0*	0	*0*	*0*	*889*	*0*	*7*	*0*	*112*	*57*	*825*
Accommodation	**0**	0	150	*108*	*0*	50	*0*	*0*	*0*	*0*	*0*	*0*	*0*	*0*	*590*
Advertising (newspaper)	**0**	0	0	*0*	*0*	372	*0*	*0*	*0*	*0*	*0*	*0*	*0*	*0*	*691*
IT software	**18**	18	200	*228*	*231*	215	*547*	*551*	*0*	*0*	*0*	*0*	*0*	*0*	*299*
Office expenses	**0**	0	0	*0*	*0*	0	*0*	*-50*	*239*	*0*	*0*	*0*	*30*	*Not shown*	*Not shown*
Printing (leaflets etc.)	**0**	0	0	*0*	*0*	588	*0*	*0*	*918*	*402*	*0*	*396*	*1,589*	*710*	*1,030*
Commissioned support	**0**	0	0	*0*	*500*	400	*0*	*0*	*505*	*384*	*250*	*268*	*0*	*0*	*150*
TOTAL EXPENDITURE							*120,464*	*117,550*	*122,923*	*119,137*	*122,386*	*124,437*	*119,349*	*137,619*	*117,616*
Transferred to reserves at year end				***To be added***	*6,406*	*1,037*	*-565*	*960*	*1,720*	*Not shown*	*Not shown*	*Not shown*	*Not shown*	*Not shown*	*Not shown*
Payments due from 2023/24	**809**	809	809												
This month:	8,321														
Overall expenditure this year to date:		8,321													
Forecast for full year:			129,293												
Balance carried forward:	29,419														
Average monthly expenditure:		***8,321***		***10,543***	***10,778***	***10,095***	***9,266***	***9,876***	***10,244***	***9,928***	***10,199***	***10,370***	***9,946***	***11,468***	***9,801***

Paid in advance for the following items: ***£1,548 as at 30/4/25***
(This amount varies from day to day)

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