

This report covers the period 1-28 February 2025		Current Year (2024/25)			Previous years										
		Actual		Forecast to year end	2023/24	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:	23,498														
LBH funding:	0	117,359													
Interest:	0	132													
Corporation Tax refund:	0	0													
Corporation Tax refund - interest:	0	0													
Other income:	0	500													
Total cash balance:	23,498	117,991	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>	8,824	104,716		126,610											
Payroll															
Fees and salaries	6,095	71,949	90,000	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	38	305	400	367	367	367	382	367	245	184	0	0	1,675	2,680	
Payroll administration	481	1,701	2,500	2,468	2,245	1,475	2,193	1,973	2,024	2,508	1,368	1,971	2,440	1,829	
Administration															
Mileage	208	1,451	1,200	1,067	1,498	830	69	1,754	745	1,290	1,116	1,523	977	504	
Travel (excl mileage) and subsistence	121	1,302	1,700	1,650	1,481	1,003	380	1,324	1,646	1,648	1,861	1,750	945	1,614	
Rent	1,512	16,206	20,000	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	92	924	1,100	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	77	100	94	102	93	59	71	28	Not shown	Not shown	Not shown	Not shown	Not shown	
Business insurance	110	1,078	1,350	1,265	1,208	1,114	1,086	1,057	537	486	371	360	360	330	
IT equipment/services (incl. photocopier rental)	0	1,129	1,849	954	1,703	3,927	1,651	1,545	878	1,168	2,815	971	2,631	2,610	
Mobile telephone Services	29	317	150	144	151	126	79	91	107	135	177	291	599	473	
Office expenses	21	1,472	1,000	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	23	212	300	256	305	307	310	203	222	204	210	211	332	321	
Website & email	5	1,080	2,000	2,013	1,072	1,038	1,422	830	738	474	757	882	685	415	

Current Year (2024/25)			Previous years											
Actual		Forecast to												
This month	Year to date	year end	2023/24	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14	
£	£	£	£	£	£	£	£	£	£	£	£	£	£	
<i>Continued...</i>														
<i>Costs of management (cont'd):</i>														
Taxation and regulation														
Employer's NICs	0	4,529	6,700	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	876	1,200	0	0	0	0	0	0	0	1,072	0	1,861	0
Statutory fees	34	0	13	13	13	28	13	13	38	13	13	13	13	13
Cost of Data Protection	47	110	150	145	140	140	135	120	839	2,790	35	35	Not shown	Not shown
<i>Costs of volunteering:</i>			477											
Out of pocket expenses														
Mileage	0	0	0	0	0	0	0	0	0	0	53	212	337	207
Travel (excl mileage) and subsistence	0	357	357	205	553	310	265	314	148	298	411	598	582	547
Office expenses	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	20	0	0	0	1,045
Printing – leaflets etc.	0	0	0	0	0	0	0	0	0	0	0	0	0	431
Recruitment														
DBS checking	0	54	150	0	36	23	12	35	288	48	96	167	221	632
ID cards	0	20	50	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	350	152
Support														
Equipment & Supplies	0	336	250	252	228	186	216	391	156	204	204	288	742	1,094
IT equipment	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	600	990	436
<i>Costs of training & development:</i>			1,473											
Mileage	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	175	89	651
Accommodation	0	1,345	1,500	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	Not shown	Not shown
Publications	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	463
Training courses	0	60	250	50	50	50	50	50	154	395	314	545	185	39

Continued...	Current Year (2024/25)			Previous years										
	Actual		Forecast to year end	2023/24	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>298</u>		231										
Mileage	0	0	0	0	0	0	0	0	0	0	0	0	0	39
Travel and subsistence	0	0	0	0	0	0	0	889	0	7	0	112	57	825
Accommodation	0	108	150	0	50	0	0	0	0	0	0	0	0	590
Advertising (newspaper)	0	0	0	0	372	0	0	0	0	0	0	0	0	691
IT software	19	190	200	231	215	547	551	0	0	0	0	0	0	299
Office expenses	0	0	0	0	0	0	-50	239	0	0	0	30	Not shown	Not shown
Printing (leaflets etc.)	0	0	0	0	588	0	0	918	402	0	396	1,589	710	1,030
Commissioned support	0	0	0	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				6,406	1,037	-565	960	1,720	Not shown	Not shown	Not shown	Not shown	Not shown	Not shown
Payments due from 2022/23	0	872	872											
This month:	<u>8,844</u>													
Overall expenditure this year to date:		<u>107,186</u>												
Forecast for full year:			<u>135,491</u>											
Balance carried forward:	<u>14,654</u>													
Average monthly expenditure:		<u>9,744</u>		<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: **£1,526 as at 28/2/25**
 (This amount varies from day to day)

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