Elsea Park Community Trust
BUDGET 2015/2016

Revenue - 2014/2015 ACTUAL AGAINST 2015/2016 BUDGET

All figures are shown NET

THE TRUST	Estimated Full Year Expenditure 2014/2015	Full Year budget 2014/2015	Estimated 2014/2015 Variance	2014/2015 Estimated Full Year against 2015/2016 Budget Variance	Full Year Budget 2015/2016	Notes	
Office Staff Salaries	41,527.28	40,061.00	-1,466.28	-419.48	41,107.80	Based on actuals, reduced due to hiring of apprentice to replace administrator. Includes 1% Oct 14 payrise	*7.1*
Employers NI & PAYE	10,462.99	10,327.00	-135.99	408.41	10,871.40	Based on actuals	*7.2*
Payroll Fees	570.00	456.00	-114.00	42.00	612.00	Estimated increase	*7.3*
Staff Training & Other Staffing costs	1,500.00	1,500.00	0.00	0.00	1,500.00	No change	*7.4*
Communications, Printing and Advertising	3,706.23	2,500.00	-1,206.23	293.77	4,000.00	Increase in houses equates to increased costs for printing and delivery of quarterly newsletter.	*7.5*
Franking Machine	780.00	0.00	-780.00	1,080.00	1,860.00	New item added for 15/16 year (purchased and implemented September 14)	*7.6*
Office Stationery	2,258.12	4,500.00	2,241.88	1,341.88	3,600.00	Reduced from 2014/2015 budget as stationery included postage which has now been separated out. Also been spending less on items for the office.	*7.7*
P.R (Literature & Brochures)	1,200.00	1,200.00	0.00	0.00	1,200.00	Discussion item - plan to produce brochure with Trust information for welcome packs and general use. Will be merged with line 7.5	*7.7*
Travel & Subsistence	386.03	500.00	113.97	3.97	390.00	Match the 2014/2015 budget as no foreseen additional costs	*7.8*
Telephone/Mobile and Internet	855.36	960.00	104.64	44.64	900.00	Inflation increase	*7.9*
Website, IT and Software	862.29	700.00	-162.29	337.71	1,200.00	Increase due to implementation of Office 365 and SAGE	*7.10*
Membership & Subscription	40.00	200.00	160.00	120.00	160.00	Locality, LYCVS, BBC	*7.11*
Audit and Accountancy Fees	4,200.00	4,250.00	50.00	50.00	4,250.00	Fixed fees until 2016 accounts	*7.12*
Legal Fees (house debts)	6,009.00	6,000.00	-9.00	-3,009.00	3,000.00	Reduced costs due to most of old debtors now resolved.	*7.13*
Professional Fees	2,000.00	2,000.00	-0.00	0.00	2,000.00	Estimation for on going work with the Articles of Association	*7.14*
Trust Community Grants	1,000.00	1,000.00	0.00	0.00	1,000.00	Carried forward	*7.15*
Anniversary Weekend & other events	2,221.20	5,000.00	2,778.80	778.80	3,000.00	Lower amount in line with what was spent during 14/15 year. Slight increase on those costs as events group may want to do more activities etc.	*7.16*
Payment card facility	239.13	480.00	240.87	60.87	300.00	Increase in charges slightly due to increase in properties that may want to pay in full via card. Consolidate this line 7.18 &7.20	*7.17*
Proportioned Centre Costs @ 20%	6,900.00	6,900.00	0.00	7,863.96	14,763.96	Increased due to change in expenditure of the centre (20%)	*7.18*
Bank Charges	629.61	540.00	-89.61	90.39	720.00	Inflated due to increase in houses paying the charge by cheque	*7.19*
Harlands	3,663.61	3,600.00	-63.61	536.39	4,200.00	Inflated due to increase in houses going on DD. Estimation of 100 houses	*7.20*
Depreciation allowance	38,000.00	38,000.00	0.00	1,000.00	39,000.00	Increased to reflect more assets bought in the 2014/2015 year	*7.21*
Corp Tax	0.00	0.00	0.00	0.00	0.00	Nil corp tax as per HMRC	*7.22*
Recurring Totals	**129,010.85**	**130,674.00**	**1,663.15**	**10,624.31**	**139,635.16**		*7.23*

THE GROUNDS	Estimated Full Year Expenditure 2014/2015	Full Year budget 2014/2015	Estimated 2014/2015 Variance	2014/2015 Estimated Full Year against 2015/2016 Budget Variance	Full Year Budget 2015/2016	Notes	
Salaries	16,921.48	16,899.00	-22.48	112.88	17,034.36	Based on Actuals, Increased to reflect 1% payrise in Oct 14	*7.24*
Employers NI & PAYE	4,596.46	4,593.00	-3.46	18.26	4,614.72	Based on Actuals	*7.25*
Grounds Maintenance Contract	28,869.00	28,095.00	-774.00	3,631.00	32,500.00	Increased grounds maintenance costs as taking on more land. Also litter picking costs and more bins to empty	*7.26*
Equipment Hire	623.51	100.00	-523.51	-523.51	100.00	Over spent on the 2014/2015 budget due to increased need for hiring water pumps. The Trust has since bought a pump so the need to hire is no longer required. The £100 is for other equipment that may need to be hired.	*7.27*
Repairs and Renewals	1,770.57	1,500.00	-270.57	149.43	1,920.00	Slight increase from the 2014/2015 estimated full year budget for inflation and more costs due to taking on more land and the new street furniture etc.	*7.28*
Ditch & Dyke Maintenance, Fence repairs and replacement	0.00	0.00	0.00	15,000.00	15,000.00	New item for 2015/2016. Estimated costs. Rolling programme	*7.29*
Habitat Ponds (The Meadows)	0.00	0.00	0.00	15,000.00	15,000.00	New item for 2015/2016. Estimated costs	*7.30*
Arboricultural Survey	0.00	0.00	0.00	3,000.00	3,000.00	New item for 2015/2016. Estimated costs	*7.31*
Landscaping Projects (New works)	8,661.80	5,000.00	-3,661.80	6,338.20	15,000.00	Discussion item - Look at possible increase from £15,000? Rolling programme	*7.32*
Fuel, Oil & Water	1,267.79	950.00	-317.79	2.21	1,270.00	In line with the estimated full year budget 2014/2015	*7.33*
Vehicle Insurance	662.00	650.00	-12.00	108.00	770.00	Inflation increase	*7.34*
Bird boxes & Wildlife goods	208.50	450.00	241.50	1.50	210.00	In line with estimated full year 2014/2015	*7.35*
Play ground inspection	337.00	720.00	383.00	73.00	410.00	In line with estimated full year 2014/2015 with inflation and taking into account taking on Badger Lane play area	*7.36*
Bin, signs & Noticeboards purchase (not in 15/16)	10,000.00	10,000.00	0.00	-10,000.00	0.00	Not required in 2015/2016 budget	*7.37*
Recurring Totals	**73,918.11**	**68,957.00**	**-4,961.11**	**32,910.97**	**106,829.08**		*7.38*

THE CENTRE	Estimated Full Year Expenditure 2014/2015	Full Year budget 2014/2015	Estimated 2014/2015 Variance	2014/2015 Estimated Full Year against 2015/2016 Budget Variance	Full Year Budget 2015/2016	Notes	
Staff salaries	16,717.80	16,199.00	-518.80	242.16	16,959.96	Based on Actuals, Includes 1% payrise and reduction of cartakers hours	*7.39*
Employers NI & PAYE	9,190.02	9,187.00	-3.02	13.98	9,204.00	Based on Actuals	*7.40*
Caretakers	13,295.14	13,535.00	239.86	-1,199.14	12,096.00	Based on Actuals	*7.41*
Youth Activities	1,062.33	1,000.00	-62.33	-62.33	1,000.00	Based on 2014/2015 estimated full year	*7.42*

PRS Licenses	492.75	430.00	-62.75	7.25	500.00	In line with 2014/2015 estimated full year budget with inflation	*7.43*
Advertising, Communications & Printing	408.00	1,000.00	592.00	592.00	1,000.00	Didn't do as much advertising in the 2014/2015 year but plan to do more advertising in line with the marketing strategy	*7.44*
The Centre repairs and renewals	1,695.63	1,500.00	-195.63	-15.63	1,680.00	In line with the estimated 2014/2015 full year. Combine with 7.47	*7.45*
Servicing Contracts	1,257.00	2,500.00	1,243.00	243.00	1,500.00	In line with the estimated 2014/2015 full year plus inflation	*7.46*
Building Maintenance	1,500.00	1,500.00	0.00	-1,150.00	350.00	2015/2016 year for additional painting of walls and touch ups in certain areas. Along with any plumbing or electrical works required	*7.47*
Insurance	3,670.83	4,100.00	429.17	829.17	4,500.00	Inflation increase	*7.48*
Business Rates	15,285.72	15,200.00	-85.72	-0.72	15,285.00	In line with current charges. Put full year of business rates but could be heavily reduced depending on rate relief and the charity work	*7.49*
Water	2,306.68	3,984.00	1,677.32	573.32	2,880.00	In line with the estimated 2014/2015 full year , plus inflation	*7.50*
Gas	3,522.85	4,950.00	1,427.15	427.15	3,950.00	In line with the estimated 2014/2015 full year , plus inflation	*7.51*
Electric	622.34	630.00	7.66	73.66	696.00	In line with the estimated 2014/2015 full year , plus inflation	*7.52*
Waste Disposal	1,057.35	320.00	-737.35	22.65	1,080.00	In line with the estimated 2014/2015 full year , plus small inflation	*7.53*
Cleaning Materials	1,130.00	1,200.00	70.00	10.00	1,140.00	In line with the estimated 2014/2015 full year , plus inflation	*7.54*
Proportioned Centre Costs @ 80%	-6,900.00	-6,900.00	0.00	-7,863.96	-14,763.96	Increased due to change in expenditure of the centre (20%)	*7.55*
Totals	**66,314.44**	**70,335.00**	**4,020.56**	**-7,257.44**	**59,057.00**		*7.56*

Notes

1. Merge lines 7.5 & 7.7
2. Merge lines 7.17, 7.19, 7.20
3. Is £15,000 enough on line 7.32?
4. Merge line 7.44 from the centre budget with line 7.5 on the Trust budget
5. Merge line 7.45 and 7.47