

## **General Purposes Group Report**

### **Purpose**

1. This report updates the Board on the activities of the General Purposes Group. The group last met virtually earlier this month.

### **Key issues**

2. The group received an HR update which focused on recent successful recruitment.
3. The group considered the budget position at the end of November 2022. Additional income, over and above the statutory grant, will enable us to record a small surplus at the end of the financial year. There has been some difficulty receiving the county council grant which has now been resolved. A budget for 2023/24 will be drafted in January.
4. The group have considered the three policies that are due for review and recommend these for the Board's approval:
  - Confidentiality
  - Data Protection
  - Risk management
5. The group considered the risk register. This is will presented to the Board again next March.

### **Action required by the Board**

5. The Board is asked to:
  - Note the contents of this report
  - Approve the three policies listed.

### **Authors**

Saqib Rehman, Director

Sandie Smith, CEO

14 December 2022

## FINANCIAL POSITION AS AT THE END OF MONTH 8 2022/23

Income and Expenditure	Year to Date			Full Year	
	Budget	Actual	Var	budget	Current
<b>Income</b>					<b>Forecast</b>
Core Grant PCC	187,500	187,500	0	187,500	187,500
Core Grant CCC	191,735	0	-191,735	287,602	287,602
CCC Eng Contract	57,943	64,644	6,701	86,914	86,914
Lottery Fund	34,377	51,566	17,189	51,566	51,566
South Place	16,667	25,000	8,333	25,000	25,000
Other contracts	9,333	2,501	-6,832	14,000	28,155
HR contingency	20,000	30,000	10,000	30,000	30,000
<b>Total</b>	<b>455,055</b>	<b>361,211</b>	<b>-93,844</b>	<b>682,582</b>	<b>696,737</b>
<b>Expenditure</b>					
Payroll	359,057	347,922	-11,135	538,586	560,000
Travel	10,000	7,353	-2,647	15,000	10,000
Insurance	1,333	0	-1,333	2,000	2,000
Room Bookings	5,333	7,060	1,727	8,000	9,000
Marketing	5,333	3,868	-1,465	8,000	5,000
Mobile Phones	1,333	1,410	77	2,000	2,500
Professional Fees	9,333	11,438	2,105	14,000	14,000
IT + IT support	9,333	6,614	-2,719	14,000	11,000
Office Supplies	12,000	12,199	199	18,000	18,000
Training + Wellbeing	3,333	11,418	8,085	5,000	12,500
Accommodation	18,667	16,138	-2,529	28,000	26,000
Bank Charges/tax	64	64	0	96	96
<b>Total</b>	<b>435,121</b>	<b>425,484</b>	<b>-9,637</b>	<b>652,682</b>	<b>670,096</b>
<b>Underlying surplus / Def</b>					<b>26,641</b>

Restricted funds					
<b>Spend to end Nov 22</b>					
South Place ring-fenced					-7,700
Lottery Fund ring fenced					2,441
<b>Total</b>					<b>-5,259</b>
<b>In bank on 6th Dec</b>					
Reserves (Interest paid)					110,223
Gold account					919
Current account					42,720