

Finance Report

Budget position: End of Month 9 2018/19

Purpose

1. This report sets out the budget position at the end of December 2018.

Key issues

2. Income and expenditure set out in Appendix 1. All expected income has been received.
3. There are known outstanding payments for Easy Read training (£674) and publicity postcards (£400). We are confirming the final amounts due for professional fees, this will be in the region of £2,000.
4. We have identified cheaper mobile phone contracts.
5. The accommodation budget is projected to be overspent as costs for an extra parking space and VAT were not known at the time of setting this year's budget. Changes to the Expenses Policy will reduce future expenditure on staff travel.
6. These variations have been discussed by the General Purposes Group.

Action required by the Board

7. The Board is asked to:
 - Note the budget position at the end of December 2018.

Author

Sandie Smith, CEO

16th January 2019

**Healthwatch Cambridgeshire and Peterborough
Budget position end of Month 9 2018/19**

Healthwatch Budget April-December 2018			Months to date:	9
Income	Budget	Actual to Date	Year End Forecast	
Core grant		415,512	475,102	
Bank Interest		10	40	
CCC Engagement contract		48,328	69,039	
CAIL transfer of funds		7,889	7,889	
Other		5,412	5,412	
TOTAL		477,151	557,482	
Expenditure	Revised Budget	Actual to Date	Year End Forecast	Variance from budget
Payroll	428,300	317,628	428,300	0
Staff Travel	13,000	13,906	15,000	-2,000
Volunteers Expenses	10,000	2,950	5,000	5,000
Training	8,000	2,520	4,000	4,000
Community meeting and events	12,000	7,272	12,000	0
Marketing and Printing	10,000	8,491	10,000	0
Mobile Phones	5,000	1,849	3,000	2,000
Professional Fees (incl insurance)	13,000	8,403	13,000	0
IT (incl web hosting)	18,000	11,624	15,499	2,501
Office Expenses (incl post/phone)	14,000	9,276	12,000	2,000
Accommodation (Rent)	18,240	16,624	21,369	-3129
Corporation Tax			0	0
Bank Charge	0	45	60	0
In Year Reserves			18,254	-
TOTAL	549,540	400,588	539,228	
Projected Surplus/Deficit			18,254	