

Healthwatch Kingston Board Meeting (Part A)	Date: Wednesday 19 September 2018
Report Title: Finance Report	Author: Nigel Spalding
PART A Agenda Item	Appendix:

FOR INFORMATION
<p>This is a statement of income and expenditure to 31 July 2018.</p> <p>There are no issues for decision at this meeting.</p> <p>A revised budget (or budgets) will be provided to the next meeting to take into account the additional funds that are now being received.</p>

INCOME 2018/19

	Budget	Income to 31/07/18
RB Kingston	122,000.00	40,666.64
TOTAL	122,000.00	40,666.64

EXPENDITURE 2018/19

	Approved budget for 2018/19 (blue amended July 2018)	Pro rata to 31 July 2018 (or annual amount in italics)	Expenditure to 31 July 2018	Variance to 31 July 2018 (red is overspend)
ADMINISTRATION COSTS				
Insurance	1,750.00	<i>1,718.99</i>	1,718.99	- 31.01
Photocopier maintenance contract	2,000.00	<i>666.67</i>	583.69	- 82.98
Independent Examination of Accounts	800.00	<i>800.00</i>	-	-
Rent of Community Venues	500.00	<i>166.67</i>	-	- 166.67
Companies House Annual Return	13.00	<i>13.00</i>	-	- 13.00
Legal and professional fees	1,000.00	<i>333.33</i>	40.00	- 293.33
Other Equipment	1,000.00	<i>333.33</i>	398.99	65.66
		-		-
COMMUNICATION COSTS				
Printing	500.00	<i>166.67</i>	-	- 166.67
Marketing/Promotion	500.00	<i>166.67</i>	69.23	- 97.44
		-		-
STAFF COSTS				
Salaries, including Employer's NI and pension	90,000.00	<i>30,000.00</i>	26,734.12	- 3,265.88
Additional staffing/staffing costs	-	-	-	-
Staff recruitment	1,200.00	<i>400.00</i>	-	- 400.00
DBS checks for employees	100.00	<i>33.33</i>	62.00	28.67
Staff training and attendance at conferences/workshops	2,000.00	<i>666.67</i>	-	- 666.67
Payroll service	750.00	<i>250.00</i>	321.12	71.12

EXPENSES		-			-
Staff travel	300.00	100.00	47.74	-	52.26
Volunteer expenses	300.00	100.00	17.00	-	83.00
Voucher incentives	1,000.00	333.33	-	-	333.33
		-			-
OVERHEADS		-			-
Office Rental	7,200.00	2,400.00	2,400.00		-
Telephone/Internet	1,500.00	500.00	467.18	-	32.82
IT Facilities and Helpdesk	2,700.00	900.00	-	-	900.00
Stationery & Postage	500.00	166.67	6.00	-	160.67
Office Cleaning	200.00	66.67			
Hospitality for Meetings	800.00	266.67	325.92		59.25
Journals and Subscriptions	500.00	166.67	-	-	166.67
TOTAL	117,113.00	40,715.32	33,191.98	-	6,687.69

Grassroots Grants (underspend b/f from 2017/18)

4,200.00

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Travel Loan

2,492.00

Repaid to 31 Jul 2018

830.68