

# Main budget

<u>Income</u>	<u>Codes</u>	<u>Budget 14-15</u>	<u>Actual 14-15</u>	<u>Budget 15-16</u>	<u>Actual 15-16</u>	<u>Budget 16-17</u>	<u>Actual 16-17</u>	<u>Budget 2017-18</u>
Management allowance	4000							
Repairs allowance	4003							
Estate cost allowance	4005							
Administration	4012							
Insurance allowance	4006							
Client cost allowance	4013							
		£245,231.00	£257,682.93	£257,030.00	£268,303.86	£273,260.00	£266,546.74	£259,419.61
<u>Block repairs and maintenance</u>	<u>Codes</u>	<u>Budget 14-15</u>	<u>Actual 14-15</u>	<u>Budget 15-16</u>	<u>Actual 15-16</u>	<u>Budget 16-17</u>	<u>Actual 16-17</u>	<u>Budget 2017-18</u>
Communal electricity	6000	£ 18,000.00	£ 20,141.32	£ 19,000.00	£ 22,121.29	£ 19,000.00	£ 20,784.70	£ 23,511.00
Block repairs - labour	6020	£ 10,000.00	£ 13,524.29	£ 8,500.00	£ 9,515.61	£ 8,500.00	£ 6,181.60	£ 8,500.00
Asbestos removal	6023	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Drain clearance	6026	£ 1,500.00	£ 3,945.00	£ 1,550.00	£ 2,426.00	£ 1,500.00	£ 1,589.99	£ 2,118.67
Pest control	6027	£ 500.00	£ -	£ 500.00	£ 400.00	£ 500.00	£ 515.00	£ 686.67
Estate lighting materials	6034	£ 500.00	£ -	£ 500.00	£ -	£ 500.00	£ 415.00	£ 1,213.33
Estate lighting labour	6035	£ -	£ -	£ -	£ 79.54	£ 100.00	£ 650.00	£ 866.67
Fencing repairs	6036	£ -	£ -	£ -	£ 59.80	£ 100.00	£ -	£ -
Vandalism	6037	£ 1,500.00	£ 41.00	£ 1,550.00	£ 793.00	£ 1,550.00	£ -	£ -
Insurance claim repairs	6038	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Rechargeable repairs	6039	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Roof repairs	6040	£ 1,000.00	£ -	£ 1,050.00	£ -	£ 1,050.00	£ -	£ -
Entryphone keys (KABA)	6045	£ 300.00	£ -	£ 300.00	£ 23.73	£ 300.00	£ -	£ 500.00
Entryphone repair labour	6060	£ 300.00	£ -	£ 300.00	£ 150.00	£ 300.00	£ 380.00	£ 666.67
Entryphone repairs materials	6061	£ 1,000.00	£ 870.00	£ 1,033.00	£ 1,320.00	£ 1,200.00	£ 1,855.00	£ 2,473.33
Roof fan contract (currently WBC)	6080	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Roof fan repairs (currently WBC)	6082	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Lightning conductor annual inspection	6090	£ 200.00	£ 202.00	£ 200.00	£ -	£ 200.00	£ -	£ 202.00
Emergency patrol contract	6130	£ 2,400.00	£ 2,439.39	£ 2,500.00	£ 2,579.26	£ 2,500.00	£ 473.62	£ 2,431.66
Block cleaning materials	6140	£ 2,200.00	£ 2,651.80	£ 2,500.00	£ 1,868.74	£ 2,500.00	£ 1,670.10	£ 1,986.93
Block tools	6141	£ 200.00	£ 546.07	£ 500.00	£ 2,952.73	£ 500.00	£ -	£ -
Caretaker clothing	6142	£ 100.00	£ 314.73	£ 100.00	£ 122.96	£ 100.00	£ 39.95	£ 100.00
Block repairs - materials	6147	£ 5,000.00	£ 4,891.58	£ 5,200.00	£ 3,582.49	£ 5,200.00	£ 2,128.49	£ 2,566.89
Window cleaning	6150	£ -	£ -	£ -	£ -	£ -	£ -	£ 559.00

Garden maintenance	6160	£ 6,700.00	£ 11,370.25	£ 6,500.00	£ 10,200.72	£ 8,832.00	£ 8,505.56	£ 8,832.00
Dry riser inspection contract	6170	£ -	£ -	£ -	£ -	£ -	£ -	£ 379.00
Dry riser repairs	6171	£ 500.00	£ -	£ 500.00	£ -	£ 500.00	£ -	£ -
Paladin bin rental	6175	£ 3,000.00	£ 3,508.60	£ 3,000.00	-£ 2,921.88	£ 3,000.00	£ 733.40	£ 2,139.00
Ball park repairs	6185	£ 800.00	£ 145.00	£ 1,200.00	£ 45.00	£ 1,200.00	£ 200.00	£ -
Bulk rubbish collection	6190	£ 2,500.00	£ 6,097.10	£ 2,500.00	£ 7,875.84	£ 4,000.00	£ 5,501.66	£ 6,600.00
Cyclical tree work	6195	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Cyclical drain clearance	6196	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Overdue repairs & maintenance	5046	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Cyclical paving	6197	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Cyclical repairs & maintenance - materials	6200	£ -	£ 1,964.62	£ 3,000.00	£ -	£ 3,208.33	£ 704.12	£ -
Cyclical repairs & maintenance - labour	6202	£ -	£ 11,645.00	£ 3,000.00	£ 8,255.00	£ 3,208.33	£ 2,325.17	£ 3,200.00
Cyclical repairs & maintenance - consultant	6203	£ -	£ -	£ -	£ -	£ -	£ -	£ -
<b>Total block repairs and maintenance cost</b>		£ 58,200.00	£ 84,297.75	£ 64,983.00	£ 71,449.83	£ 69,548.66	£ 54,653.36	£ 69,532.82
<b>Staffing</b>	<b>Codes</b>	<b>Budget 14-15</b>	<b>Actual 14-15</b>	<b>Budget 15-16</b>	<b>Actual 15-16</b>	<b>Budget 16-17</b>	<b>Actual 16-17</b>	<b>Budget 2017-18</b>
Gross staff salary - office	5001	£ 103,458.00	£ 115,609.39	£ 120,413.00	£ 124,527.30	£ 79,518.00	£ 58,251.24	£ 48,728.00
Gross staff salary - caretakers	5001	£ -	£ -	£ -	£ -	£ -	£ -	£ 42,684.03
Staff national insurance - office	5002	£ 6,090.00	£ 6,869.04	£ 8,925.00	£ 7,316.15	£ 8,989.00	£ 5,532.21	£ 4,499.90
Staff national insurance - caretakers		£ -	£ -	£ -	£ -	£ -	£ -	£ 3,665.84
Pension contribution - office	5020	£ 3,334.00	£ 5,337.24	£ 4,517.00	£ 5,461.80	£ 4,607.00	£ 4,300.29	£ 2,923.68
Pension contribution - caretakers		£ -	£ -	£ -	£ -	£ -	£ -	£ 2,561.04
Staff recruitment	5030	£ -	£ -	£ 1,380.00	£ -	£ -	£ 405.00	£ 1,000.00
Staff cover - office		£ -	£ -	£ -	£ -	£ -	£ 18,450.78	£ 1,040.00
Staff cover - caretaker	5042	£ 2,000.00	£ 1,289.00	£ 2,085.00	£ 1,035.00	£ 1,925.00	£ 9,295.67	£ 3,500.00
Weekend care taker	5043	£ -	£ 515.69	£ 863.00	£ 1,288.32	£ 3,500.00	£ -	£ -
Office contractor	5045	£ 4,000.00	£ -	£ -	£ 1,750.00	£ -	£ -	£ 27,891.24
Staff training	8050	£ 1,500.00	£ 540.99	£ 1,000.00	£ 380.84	£ 1,000.00	£ -	£ 3,500.00
Staff subs and travel	7120	£ 1,500.00	£ 75.09	£ 1,000.00	£ 908.50	£ 1,000.00	£ 405.00	£ -
Consultancy	8030	£ 6,000.00	£ 6,000.00	£ 6,000.00	£ 6,000.00	£ 52,644.00	£ 32,333.72	£ -
<b>Total staffing cost</b>		£ 127,882.00	£ 136,236.44	£ 146,183.00	£ 148,667.91	£ 153,183.00	£ 128,973.91	£ 141,993.73
<b>Tenant only cost (21% as specified by WBC)</b>								£ 18,812.39
<b>Total rechargeable amount</b>								£ 123,181.34

<b>Management and Services</b>	<b>Codes</b>	<b>Budget 14-15</b>	<b>Actual 14-15</b>	<b>Budget 15-16</b>	<b>Actual 15-16</b>	<b>Budget 16-17</b>	<b>Actual 16-17</b>	<b>Budget 2017-18</b>
Office rent	7000	£ 1,342.90	£ 1,375.00	£ 1,400.00	£ 4,128.38	£ 1,400.00	£ 1,260.38	£ 2,200.00
Office water rate	7001	£ 250.00	£ 197.63	£ 250.00	£ 162.71	£ 250.00	£ 162.21	£ 216.28
Office rate	7002	£ 500.00	£ 322.94	£ 500.00	£ 330.31	£ 500.00	£ 332.99	£ 443.99
Insurance policies	7010	£ 1,000.00	£ 1,946.76	£ 1,000.00	£ 2,001.13	£ 1,100.00	£ 1,710.40	£ 2,345.41
Telephone	7020	£ 1,400.00	£ 2,698.79	£ 1,400.00	£ 3,538.05	£ 2,000.00	£ 3,648.70	£ 3,918.37
Print/post	7030	£ 1,700.00	£ 1,700.87	£ 1,700.00	£ 211.23	£ 1,700.00	£ 571.60	£ 587.03
Subscription fees	7031	£ 500.00	£ 781.57	£ 500.00	£ 508.16	£ 500.00	£ 750.31	£ 750.00
Stationery	7032	£ 1,200.00	£ 926.54	£ 1,200.00	£ 1,123.44	£ 1,200.00	£ 1,185.63	£ 1,200.00
Office Cleaning	7005	£ -	£ 2.97	£ -	£ 113.97	£ 200.00	£ -	£ -
Office repairs/improvement	7040	£ -	£ 145.00	£ -	£ 381.91	£ -	£ 171.00	£ 2,500.00
Office electricity	7050	£ 900.00	£ 577.27	£ 900.00	£ 690.94	£ 900.00	£ 1,039.83	£ 888.33
Office equipment	7060	£ 900.00	£ 340.11	£ 900.00	£ 86.57	£ 900.00	£ 96.00	£ 1,000.00
Document distribution	7065	£ 200.00	£ 460.00	£ 200.00	£ 500.00	£ 250.00	£ -	£ 250.00
Photocopier expenses (toner)	7070	£ 1,700.00	£ 3,538.98	£ 1,700.00	£ 3,396.25	£ 3,000.00	£ 2,759.38	£ 372.60
Photocopier contract and usage	7075	£ -	£ -	£ -	£ -	£ -	£ -	£ 1,400.00
Office security	7080	£ -	£ 420.00	£ 200.00	£ 420.00	£ 428.00	£ 416.54	£ 462.05
Website	7021	£ 400.00	£ 670.49	£ 400.00	£ 697.28	£ 400.00	£ 1,198.61	£ 167.79
Committee subsistence	7130	£ 1,000.00	£ 88.13	£ 1,000.00	£ 26.58	£ 1,000.00	£ 4.65	£ 100.00
Committee travel/child care	7131	£ 300.00	£ -	£ 300.00	£ -	£ 300.00	£ -	£ 100.00
Sundries	7150	£ 300.00	£ 379.19	£ 300.00	£ 809.64	£ 300.00	£ 282.60	£ 300.00
Community events	7160	£ 300.00	£ 42.23	£ 300.00	£ 30.00	£ 300.00	£ -	£ 300.00
Depreciations	8000	£ 2,000.00	£ 2,377.92	£ 2,500.00	£ 2,087.42	£ 2,500.00	£ 1,733.80	£ 2,500.00
Bank Charges	8010	£ 300.00	£ 386.39	£ 300.00	£ 274.48	£ 300.00	£ 250.35	£ 300.00
Annual returns	8018	£ 235.00	£ 235.00	£ 235.00	£ 255.00	£ 255.00	£ 255.00	£ 255.00
Audit fees	8040	£ 3,550.00	£ 3,600.00	£ 3,550.00	£ 3,500.00	£ 3,600.00	£ -	£ 3,600.00
Legal fees	8045	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Committee training	8056	£ 1,000.00	£ -	£ 1,000.00	£ 300.00	£ 1,000.00	£ -	£ -
Contingencies	8060	£ 400.00	£ 1,321.34	£ 400.00	£ 386.08	£ 400.00	£ -	£ 1,000.00
Corporation tax	9928	£ -	£ -	£ -	£ -	£ -	£ -	£ -
<b>Total management and service cost</b>		£ 21,377.90	£ 24,535.12	£ 22,135.00	£ 25,959.53	£ 24,683.00	£ 17,829.98	£ 27,156.85

<b>Tenant (NOT SERVICE CHARGEABLE)</b>	<b>Codes</b>	<b>Budget 14-15</b>	<b>Actual 14-15</b>	<b>Budget 15-16</b>	<b>Actual 15-16</b>	<b>Budget 16-17</b>	<b>Actual 16-17</b>	<b>Budget 2017-18</b>
Tenant repairs - labour	9000	£ 6,198.00	£ 16,094.67	£ 7,000.00	£ 16,935.22	£ 7,000.00	£ 8,537.46	£ 10,094.79
Tenant repairs - materials	9001	£ 3,099.00	£ 3,315.63	£ 2,500.00	£ 2,756.36	£ 2,500.00	£ 2,432.29	£ 3,243.05
Store shed repairs - materials	9004	£ 516.50	£ 733.75	£ 500.00	£ -	£ 500.00	£ 194.59	£ -
Store shed repair - labour	9005	£ 516.50	£ -	£ 500.00	£ 245.92	£ 500.00	£ 291.91	£ 565.12
Void property	9006	£ 6,198.00	£ 173.60	£ 6,200.00	£ 315.40	£ 6,200.00	£ 10,639.29	£ 12,180.21
Tenant asbestos removal	9007	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Cyclical decorations	9008	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Bad debts (to write off)	9009	£ 1,033.00	£ 723.03	£ 1,000.00	£ 782.37	£ 1,000.00	£ -	£ -
Rent software support	9013	£ 309.90	£ 695.39	£ 700.00	£ 473.66	£ 700.00	£ 814.26	£ 1,072.35
Tenant planned repairs - materials	9017	£ -	£ -	£ -	£ 45.00	£ -	£ -	£ -
Tenant planned repairs - labour	9018	£ -	£ -	£ -	£ -	£ -	£ 1,049.45	£ -
Tenant planned repairs - consultant	9020	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Tenant insurance claims	9021	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Bank charges (for rent account)	9022	£ 1,033.00	£ 1,100.23	£ 1,100.00	£ 1,162.75	£ 1,100.00	£ 1,071.13	£ 1,158.76
Tenant external decorations	9023	£ -	£ -	£ -	£ -	£ -	£ -	£ -
<b>Total tenant costs</b>		£ 18,903.90	£ 22,836.30	£ 19,500.00	£ 22,716.68	£ 19,500.00	£ 25,030.38	£ 28,314.28

<b>Summary</b>	<b>Codes</b>	<b>Budget 14-15</b>	<b>Actual 14-15</b>	<b>Budget 15-16</b>	<b>Actual 15-16</b>	<b>Budget 16-17</b>	<b>Actual 16-17</b>	<b>Budget 2017-18</b>
<b>Total income</b>		£245,231.00	£257,682.93	£257,030.00	£268,303.86	£273,260.00	£266,546.74	£259,419.61
<b>Total expenditure</b>		£ 226,363.80	£ 267,905.61	£ 252,801.00	£ 268,793.95	£ 266,914.66	£ 226,487.63	£ 266,997.68