

DESCRIPTION	Codes	Explanation Note	Budget 2014-2015	Actual 2014-15	Budget 2015-2016	Actual 2015-16	Budget 2016-17
							Oct 15
INCOME							
Allowances							
Based on MM Allowance 1617							
Management and maintenance - tenant and leaseholder	4000		£ 18,141	£ 18,141	£ 18,529	£ 13,897	£ 18,370
Store shed (non resident)	4008		£ 1,790	£ 1,790	£ 1,828	£ 1,371	£ 1,822
Repairs - minor works and emergency response	4003		£ 43,186	£ 43,186	£ 44,110	£ 33,083	£ 40,214
Estate services	4005		£ 14,030	£ 14,030	£ 14,331	£ 10,748	£ 14,008
Bad debt	4021		£ 7,295	£ 7,403	£ 7,451	£ 7,422	£ 7,600
Void reletting	4025		£ 7,768	£ 7,822	£ 7,935	£ 2,431	£ 8,093
Total allowances			£ 92,211	£ 92,372	£ 94,184	£ 68,951	£ 90,109
Other income							
Leaseholder service charge	4010		£ 189,843	£ 177,499	£ 199,478	£ 142,257	£ 201,258
Bank interest	4030		£ 215	£ 202	£ 220	£ 66	£ 224
Other income, e.g., parking permits	4090		£ 95	£ 303	£ 97	£ 335	£ 100
Total other income			£ 190,153	£ 178,005	£ 199,795	£ 142,657	£ 201,582
TOTAL INCOME			£ 282,364	£ 270,377	£ 293,978	£ 211,608	£ 291,690
EXPENSES							
Block costs							
Block repairs - contractors	6020		£ 3,500	£ 13,346	£ 3,575	£ 2,115	£ 3,646
Block repairs - materials	6147		£ 1,000	£ 85	£ 1,021	£ -	£ 1,042
Roof repairs	6040		£ 2,000	£ 481	£ 2,043	£ -	£ 2,084
Drain clearance	6026		£ 1,400	£ 952	£ 1,430	£ 540	£ 1,459
Pest control	6027		£ 1,000	£ 180	£ 1,021	£ -	£ 1,042
Lift trapping	6120		£ 800	£ -	£ 817	£ -	£ 833
Paladin bin rental	6175	Adjusted To reflect existing costs	£ 3,900	£ 4,074	£ 3,983	£ 4,208	£ 4,300
Survey fees	6191		£ 1,000	£ -	£ 1,021	£ -	£ 1,042
Total block costs			£ 14,600	£ 18,155	£ 14,912	£ 6,863	£ 15,448
Estate costs							
Estate lighting - maintenance	6034		£ 1,000	£ 97	£ 1,000	£ -	£ 1,000
Estate lighting - repairs	6035		£ 300	£ 88	£ 300	£ 102	£ 300
Estate repairs - contractors	6020		£ 10,000	£ 6,091	£ 10,000	£ 1,695	£ 10,000
Estate repairs - materials	6147		£ 2,000	£ 1,087	£ 2,000	£ 192	£ 2,000
Drain clearance	6026		£ 1,500	£ 140	£ 1,500	£ -	£ 4,000
Emergency patrol contract	6130	Adjusted To reflect existing costs	£ 3,000	£ 2,086	£ 3,000	£ -	£ 3,000
Estate tools	6141		£ 300	£ -	£ 300	£ -	£ 300
Cleaning materials	6140		£ 1,000	£ 2,021	£ 1,000	£ 1,049	£ 1,000
Caretaker clothing	6142		£ 200	£ 28	£ 200	£ -	£ 200
Garden maintenance	6161	Adjusted to reflect existing costs	£ 28,000	£ 27,845	£ 28,000	£ 18,713	£ 28,000
Tree work	6162		£ 3,500	£ 680	£ 3,500	£ -	£ -
Bulk rubbish fees	6190	Adjusted to reflect existing costs	£ 3,000	£ 5,765	£ 3,000	£ 2,026	£ 4,000
Survey fees	6191		£ 1,000	£ -	£ 1,000	£ 1,300	£ 1,000
Cyclical repairs & maintenance - materials	6200		£ 2,500	£ -	£ 2,500	£ -	£ -
Cyclical repairs & maintenance - labour	6202		£ -	£ -	£ -	£ -	£ -
Total estate costs			£ 57,300	£ 45,928	£ 57,300	£ 25,077	£ 54,800
Staffing							
Total salaries		Increase of 2% to reflect council	£ 106,088	£ 104,170	£ 110,123	£ 62,680	£ 112,326
Estate Manager NI contribution	5006		£ 3,863	£ 3,399	£ 4,145	£ 2,086	£ 4,226
Caretakers NI contribution	5002		£ 6,618	£ 5,417	£ 7,015	£ 3,556	£ 7,229
Admin Assistant NI contribution	5009		£ -	£ -	£ -	£ -	£ 27
Total NIC			£ 10,481	£ 8,816	£ 11,160	£ 5,643	£ 11,482
Staff pensions	5004	3% Employer Contribution	£ 3,149	£ -	£ 3,253	£ -	£ 3,369.77
Staff training	8050		£ 2,500	£ 2,258	£ 2,500	£ -	£ 2,500
Staff travel and subsistence	7120		£ 700	£ -	£ 700	£ -	£ 700
Staff recruitment	5030		£ -	£ 100	£ -	£ 110	£ -
Temporary staff	5010		£ -	£ -	£ -	£ -	£ -
Consultant - payroll	8020	Reduction	£ 2,100	£ 2,100	£ 2,100	£ 723	£ 1,000
Consultant - accounting	8020	No increase	£ 6,000	£ 6,000	£ 6,000	£ 3,500	£ 6,000
Consultant - finance	8020	No increase	£ 12,950	£ 13,041	£ 12,950	£ 7,554	£ 12,950
Total staffing			£ 143,968	£ 136,485	£ 148,786	£ 80,210	£ 150,328

DESCRIPTION	Codes	Explanation Note	Budget 2014-2015	Actual 2014-15	Budget 2015-2016	Actual 2015-16 Oct 15	Budget 2016-17
Management expenses							
Office							
Office rent	7000		£ 5,100	£ 4,910	£ 5,000	£ 2,864	£ 5,000
Office water	7001		£ 400	£ 213	£ 400	£ 341	£ 400
Office electricity (including heating)	7050		£ 1,300	£ 1,631	£ 1,800	£ 652	£ 1,800
Office business rates	7002		£ 400	£ 362	£ 400	£ 370	£ 400
Office refurbishments and repairs	7040		£ 1,500	£ -	£ 1,500	£ 207	£ 1,500
Office security	7080		£ 150	£ -	£ 350	£ -	£ 350
Total office			£ 8,850	£ 7,116	£ 9,450	£ 4,434	£ 9,450
Office equipment							
Office equipment repair and replacement	7060		£ 100	£ 515	£ 100	£ -	£ 100
IT maintenance and support	7070		£ 100	£ 132	£ 100	£ -	£ 100
Telephone, fax and internet	7020		£ 1,500	£ 745	£ 1,500	£ 462	£ 1,500
Copier maintenance contract	7075	Same as previous year budget to allow for windows renewal consultation documents printing	£ 1,400	£ 1,349	£ 1,400	£ 571	£ 1,400
Depreciation	8000		£ 1,100	£ 560	£ 1,100	£ 289	£ 1,100
Total office equipment			£ 4,200	£ 3,301	£ 4,200	£ 1,322	£ 4,200
Other							
Stationery	7032		£ 1,000	£ 1,068	£ 1,700	£ 390	£ 1,700
Sundries	7150		£ 400	£ 124	£ 400	£ -	£ 400
Subscription and registration fees	7031		£ 100	£ 821	£ 100	£ 583	£ 100
Insurance	7010		£ 1,500	£ 4,342	£ 2,200	£ -	£ 2,200
Meeting events	7091		£ 1,000	£ -	£ 1,000	£ -	£ 1,000
Community events	7160		£ -	£ 153	£ -	£ -	£ -
Website and newsletters	8057		£ -	£ -	£ 50	£ -	£ 50
Bank charges	8010		£ 1,000	£ 1,639	£ 1,000	£ 545	£ 1,000
Total other			£ 5,000	£ 8,147	£ 6,450	£ 1,518	£ 6,450
Board expenses							
Board subsistence	7130		£ 550	£ 333	£ 550	£ 117	£ 550
Board travel	7131		£ 100	£ -	£ 100	£ -	£ 100
Board training	8056		£ 5,000	£ -	£ 5,000	£ -	£ 5,000
Printing and postal fees	7030		£ 1,000	£ 2,848	£ 1,700	£ 626	£ 1,700
Total Board expenses			£ 6,650	£ 3,181	£ 7,350	£ 743	£ 7,350
Co-operative expenses							
Annual returns	8018		£ 250	£ 235	£ 250	£ 255	£ 250
Audit fees	8040		£ 3,550	£ 3,400	£ 3,550	£ 75	£ 3,550
Legal fees	8045		£ 500	£ 405	£ 500	£ 508	£ 500
Contingencies	8060		£ -	£ 895	£ -	£ -	£ -
Corporation tax	9928		£ 100	£ 40	£ 100	£ -	£ 100
Total co-operative expenses			£ 4,400	£ 3,185	£ 4,400	£ 838	£ 4,400
Total management expenses			£ 29,100	£ 24,930	£ 31,850	£ 8,855	£ 31,850
Improvements							
Improvements	6330		£ -	£ 794	£ -	£ -	£ -
Total improvements			£ -	£ 794	£ -	£ -	£ -
Tenant costs							
Tenant repairs - contractors	9000		£ 10,000	£ 14,997	£ 15,000	£ 6,216	£ 15,000
Tenant repairs - materials	9001		£ 1,800	£ -	£ 1,800	£ -	£ 1,800
Void property cost	9006		£ 10,000	£ -	£ 10,000	£ 7,235	£ 10,000
Void rent	9008		£ 1,500	£ 1,095	£ 1,500	£ 8,470	£ 1,500
Store shed repairs	9007		£ 500	£ -	£ 500	£ -	£ 500
Rent software	9013		£ 1,000	£ 1,090	£ 1,000	£ 943	£ 1,000
Bad debt write off	9009		£ 2,000	£ -	£ 2,000	£ -	£ 2,000
Total tenant costs			£ 26,800	£ 17,182	£ 31,800	£ 22,865	£ 31,800
TOTAL EXPENSES			£ 271,768	£ 243,473	£ 284,648	£ 143,870	£ 284,225
TOTAL INCOME			£ 282,364	£ 270,377	£ 293,978	£ 211,608	£ 291,690
Management expenses							
Block costs			£ 14,600	£ 18,155	£ 14,912	£ 6,863	£ 15,448
Estate costs			£ 57,300	£ 45,928	£ 57,300	£ 25,077	£ 54,800
Staffing			£ 143,968	£ 136,485	£ 148,786	£ 80,210	£ 150,328
Management expenses			£ 29,100	£ 24,930	£ 31,850	£ 8,855	£ 31,850
Improvements			£ -	£ 794	£ -	£ -	£ -
Total management expenses			£ 244,968	£ 226,292	£ 252,848	£ 121,005	£ 252,425
Total tenant costs			£ 26,800	£ 17,182	£ 31,800	£ 22,865	£ 31,800
TOTAL EXPENSES			£ 271,768	£ 243,473	£ 284,648	£ 143,870	£ 284,225
NET SURPLUS (DEFICIT)			£ 10,596	£ 26,904	£ 9,330	£ 67,739	£ 7,465

Approved by Wimbledon Park Co-operative Ltd on:

Bernard Koudjo
Chair of Management Board