



## Board of Directors

<b>Subject</b>	Quarter 3 (October-December) 2020 Finance Report
<b>Date of meeting</b>	25 <sup>th</sup> January 2021
<b>Author</b>	Lois Sidney
<b>Purpose</b>	For Discussion

	<i>In Quarter 3 December 2020</i>		
	Actual	Budget	Variance
<b>Income</b>			
CCC D&A	12,230	7,230	(5,000)
CCC MH	0	5,000	5,000
CCG apprentice	0	1,280	1,280
CCG MH	20,540	20,540	0
Other income	0	712	712
Reserve	0	0	0
2019/20 surplus c/f	0	0	0
<b>Total income</b>	<b>32,770</b>	<b>34,762</b>	<b>1,992</b>
<b>Expenditure</b>			
Payroll	29,335	32,864	3,529
Staff training	2,000	500	(1,500)

	<i>Year to Date December 2020</i>		
	Actual	Budget	Variance
	40,104	21,689	(18,415)
	0	15,000	15,000
	0	3,840	3,840
	66,740	61,620	(5,120)
	2,000	2,136	136
	40,000	40,000	0
	30,894	31,068	174
	<b>179,738</b>	<b>175,353</b>	<b>(4,385)</b>
	87,079	98,591	11,512
	2,066	1,500	(566)

	<i>Full Year Forecast</i>		
	Actual	Budget	Variance
	28,919	28,919	0
	20,000	20,000	0
	5,120	5,120	0
	82,160	82,160	0
	2,848	2,848	0
	40,000	40,000	0
	31,068	31,068	0
	<b>210,115</b>	<b>210,115</b>	<b>0</b>
	116,106	131,455	15,349
	2,755	2,000	(755)

The SUN Network Cambridgeshire and Peterborough  
 The Maple Centre: 6 Oak Drive, Huntingdon, Cambridgeshire,  
 PE29 7HN

[www.sunnetwork.org.uk](http://www.sunnetwork.org.uk)

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Staff travel	1,411	2,250	839	3,806	6,750	2,944	5,075	9,000	3,925
Rent	1,091	1,650	559	3,292	4,950	1,658	4,389	6,600	2,211
Office expenses	40	563	523	699	1,688	989	932	2,250	1,318
IT & support	1,454	1,163	(292)	2,956	3,488	532	3,941	4,650	709
Marketing	0	625	625	0	1,875	1,875	0	2,500	2,500
Accountancy fees	302	763	461	1,550	2,288	738	2,067	3,050	983
Bank charges	0	50	50	0	150	150	0	200	200
Misc delivery costs	232	1,153	921	1,212	3,458	2,246	1,616	4,610	2,994
Service user training costs	0	0	0	0	0	0	0	0	0
Service user travel costs	648	950	302	1,282	2,850	1,568	1,710	3,800	2,090
<b>Total Expenditure</b>	<b>36,512</b>	<b>42,529</b>	<b>6,017</b>	<b>103,942</b>	<b>127,586</b>	<b>23,644</b>	<b>138,590</b>	<b>170,115</b>	<b>31,525</b>
<b>Surplus/deficit</b>	<b>(3,742)</b>	<b>(7,767)</b>	<b>(4,025)</b>	<b>75,796</b>	<b>47,767</b>	<b>(28,029)</b>	<b>71,525</b>	<b>40,000</b>	<b>(31,525)</b>

As is expected with staff working from home, Staff expenses have an underspend of approximately 40%

We also have not utilised any of the marketing budget thus far.

There is no other notable overspend or underspend.

Current anticipated underspend for the year £31,525 – this is the money previously earmarked for the social media/KYH role.