

DETAIL OF INCOME AND EXPENDITURE 2016

Budget Head	Analysis	Comments
INCOME		
Branch Funding	£311,110	This is the branch retention at 28% for all subscriptions collected for members in Derbyshire. The remaining 72% is retained for Headquarters and Regional funding.
Other income	£23,179 Local subs collected £320 Telephone refund £9,573 Conference travel refund £877 Regional pool project reimbursements £9,015 Retired members £2,147 Choir £1,247	Refund of telephones on old contract and unused telephone equipment budget Regional pool funding for the moving on project and part of the recruitment project Retired members income from social activities Choir income towards cost of choir leader and ancillary expenditure
EXPENDITURE		
1. Staff salaries	£207,910 4 full time and 2 part time employed staff	Staff employed under Unison national terms and conditions. As the branch is the employer we meet not only salary costs but other on-costs such as pension contributions, employers National Insurance etc.
2. Rent	£8,250	Payment to DCC for rent on offices in Matlock
3. Other admin costs rounded to nearest £	£51,612 Postage - £4,707 Stationery - £4,314 Website development - £936 Computer maintenance - £6,096 Photocopying - £1,284 Broadband support - £936 Maintenance of equipment - £430 Depreciation £7,167 Landline phones and mobile phones £20,787 Top up of Alto cards - £4,900 Office sundries/petty cash - £51	The Alto cards were a form of debit card so the branch could make bookings/payments where organisations do not send invoices, i.e. internet, some hotels etc. These were discontinued on 31 August
4. Conferences etc.	£15,068	Black members-£162 Retired Members-£287 Disabled Members-£648 LGBT members-£353 Welfare-£294 Seminars etc-£330

		Annual and LG-£12994
5. Other meetings	Room hire - £847 Mileage/travel- £48717 ,	The rate paid to stewards and officers is 45p per mile which is in accordance with Unison's national rule and the figures paid by the DCC and are Inland Revenue approved. There is no subsistence paid unless there is a special agreement beforehand. The mileage is approximately 109,000 per year
6. Publicity	£3,845	Promotional material-£1114 Advertising Costs-£1415 Stalls-£150 Leaflets and stationery-£1166
7. Education costs	£3,037 Unison training fees-£2200 Branch officer training - £770 Training travel expenses- £67	Employment legislation requires that stewards and officers need certain training before they can represent members on behalf of Unison. Training fees from Unison national cover whole range of training for members, stewards and officers
8. Donations/Affiliations	£802	Nat Pension Groups-£45 Unimag-£100 Labour research-£155 DCC Black Members day-£75 TUDA-£50 Unison President Appeal-£366
9. Local activities	£2,259	Retired members social-£2147 Retired members activities i. e meetings, speaker, admin costs-£112
10. Other expenditure	£9,577	Regional Pool expenditure across projects-£9015 Waste collection-£300 JABO Awards-£150 Sundry Expenses- tea coffee etc-£112