**Narrative for cashflow report to end OCT 2018**

The cashflow report is presented in a new format which remains similar in design but is much easier to work with, and hopefully clearer for reporting purposes.

The report includes all tabs of the Excel workbook which are:

* **Forecast Current** – this is where we forecast the cashflow for the year. This page is updated in Jan and April to reflect revised cashflow patterns throughout the year.
* **Actuals** – this tab is similar to the previous version of the report. It shows actual income and expenditure compared to forecast for each month. Sept and Oct have been completed and Nov will be done shortly.
* **Notes** – this shows the breakdown of categories and how\why we have forecast the way we have. This is mainly operational and used by Dawn and myself but I’ve left it in for reference in-case it was of interest.

There are currently no anticipated cashflow issues this year. April is the lowest predicted balance but even that is expected to be over £450k.