

Email


RE: Nick Brown MP re: Of...

Status Reason
Sent

Owner


Email


From

 <Enquiry>

Created On

11/02/2020 15:12

To

 Nicholas Brown

Date Sent

11/02/2020 15:35

Cc

Delay Email Until

Bcc


Subject

RE: Nick Brown MP re: Office Costs Budget Tracking ID:0214000247

Send to Secondary Email Address?

No

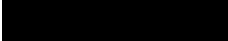
Regarding


 Office costs substantial overspend

Dear Nick,

Thank you for your email.

I spoke to your staff member earlier this week about this and I appreciate you taking the time to explain this more fully in writing. From my understanding, there are a few elements to this that are creating this office costs overspend.

Firstly, the rental spend on  We paid the yearly rent (£8,427.08) in January for this address, as we never received a Property Amendment form cancelling this address and were not aware of the move. From our records, the lease is still set to end on the 8th June 2022. In order to rectify this, we need you to fill out a Property Amendment form on the new system. Our finance team will calculate the overpayment of rent and raise this as a credit note on our system. Please contact the landlord to get the full overpayment of rent returned to you, so that this can then be repaid to us. We can then reallocate this to your office costs budget.

Secondly, the rental spend on  We have currently paid the full year's rent (£9,660) for this address in January. In the lead up to year end, we will have to pro-rate the months past March 2020 into the next financial year. Please follow the link at the bottom of my email to more information and guidance for this year end process.

Attachments

File Name
No Email Attachment reco
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Thirdly, the commitments. These are re-evaluated each week by our finance team on the basis of the current active leases and what has been paid to date. Once we have processed the Property Amendment form for [REDACTED] your commitments can then be updated to reflect your genuine projected spend (which may be £0 if all rent payments for this year have been paid out).

Please do not hesitate to get in contact if you need any assistance with this, or if you have any further queries.

Kind regards,

[REDACTED]
MP Account Manager

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There are important deadlines to meet for the financial year ending on 31 March 2020. [Click here](#) to access information and guidance.

----- Original Message -----

From: Nicholas Brown
Received: 10/02/2020 13:14
To: <Enquiry>
Subject: Nick Brown MP re: Office Costs Budget

To Whom It May Concern,

I am emailing regarding urgent issues with my Office Costs budget.

I am aware that my Office Costs budget is £25,430. My MP dashboard on IPSA Online states that I have spent £32,618.27 and that I am committed to a further £8,815.16 of further spending. This would result in me overspending on my Office Costs budget by a total of £16,003.43.

From looking at the account details of this budget it is clear to me that there has been an issue relating to the recent change in rent payments to my landlord for my constituency office. My constituency office recently moved location from [REDACTED]

[REDACTED] A new tenancy agreement for the new office was submitted last week.

The only rent payments that should have been/be paid for this financial year are:

8 months on the original tenancy agreement rent price. I work out that this is £5,618.05 (£8,427.08 per annum/12 = £702.08 per month x 8 months = £5,618.05).

4 months on the new tenancy agreement rent price. I work out that this is £3,220 (£9,660 per annum/12 = £805 per month x 4 months = £3,220).

This would result in a total rent of £8,838.05 not £33,967.13.

The total rent for the next financial year should simply be £9,660 (the new tenancy agreement rent price).

I would be grateful if you could look into this issue and rectify the situation as soon as possible as this is causing problems for me in other areas. For example, when completing my IPSA card reconciliations I am receiving notifications saying that my submissions may not be valid as I have exceeded my budget.

Thank you for your help with this.

With best wishes,

Nick

Rt Hon Nick Brown MP
Member of Parliament for Newcastle upon Tyne East

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