

PROPOSED BUDGET 2017/18

Expense/Income Account	Plan £	Actual Month 4	Projected £	Variance £
Employees				
Gross Pay	393,500	131,378	409,733	16,233
LG Pensions	90,050	29,967	91,302	1,252
National Insurance	36,800	11,153	37,094	294
Misc Allowances	820	191	573	-247
Holiday Pay		326	978	978
Agency Staff - Cardiff Works		1,682	5,046	5,046
Employers Liability Ins Premiums	550	0	550	0
Staff Training Expenses		1,162	1,162	1,162
Apprenticeship Levies		491	1,473	1,473
Employees Total	521,720	176,350	547,911	26,191
Premises				
Repairs, Alterations & Improvements	10,000	6,530	20,000	10,000
Security Measures	5,500	3,250	8,834	3,334
Rodent & Pest Control	350	350	350	0
Maintenance of Grounds - General	1,500	373	1,495	-5
Waste Disposal Services		499	499	499
Fire Alarm Service	3,640	0	3,640	0
Maintenance Contracts	10,000	3,737	11,300	1,300
Electricity	28,000	1,999	25,000	-3,000
Gas	11,400	1,985	6,000	-5,400
National Non Domestic Rates	176,000	175,898	175,900	-100
Water Rates	4,000	0	4,000	0
Security Services	300	150	300	0
Cleaning Materials	500	82	300	-200
Refuse Collection/Bulk Containers	1,500	1,239	1,500	0
Contract Cleaning	8,700	3,132	9,346	646
Specialist Waste Disposal	600	144	500	-100
Property Insurance Premiums	2,500	0	2,500	0
Premises Total	264,490	199,367	271,464	6,974
Transport				
Hire of Transport	150	257	500	350
Public Transport - Staff Use	500	267	500	0
Staff Rail Sea Ticket Loans		(298)	(298)	(298)
Car Allowances	300	27	200	(100)
Travel Expenses	500	0	500	0
MV Hire Insurance Premiums		28	28	28
Transport Total	1,450	280	1,430	(20)

Supplies & Services				
Purchase/Repair - Office Equipment		47	4,202	4,202
Signs - New & Repairs	250	0	250	0
Conservation	5,000	6,312	15,000	10,000
Vending Machines	3,100	978	3,100	0
Catering Sundries	5,000	362	2,500	(2,500)
Uniforms & Overalls (Staff)	100	0	100	0
General Printing & Stationery	500	135	500	0
OLR - Photocopiers	1,000	63	500	(500)
Audit Fee	2,400	(2,263)	2,400	0
Welsh Translation	3,000	351	2,500	(500)
Archiving/Storage Service	500	0	500	0
Central Telephone Exchanges	4,000	1,020	3,060	(940)
Telephones	1,500	643	1,900	400
Postages	500	177	500	0
Internet Charges	1,000	0	1,000	0
Software Purchase	0	0	0	0
Consumables - IT Related (Computer)	600	0	600	0
Software Licenses & Maintenance				
Agreements	4,000	750	4,489	489
Subsistence Allowances		16	16	16
Subscriptions	520	438	520	0
Public Liability Insurance Premiums	1,020	0	1,020	0
Miscellaneous Insurance Premiums	700	0	700	0
Supplies & Services Total	34,690	9,029	45,357	10,667
Third Party Payments				
Other LA's Provision of Service	0	0	0	0
Third Party Payments Total	0	0	0	0
Support Services				
Accountancy	14,000	0	9,000	(5,000)
Income Recovery	100	0	300	200
Payroll	500	0	400	(100)
Payments	500	0	400	(100)
Audit	700	525	525	(175)
Procurement	600	0	400	(200)
SAP Support	3,000	0	3,500	500
ICT Services	10,000	0	10,000	0
Human Resources	4,000	0	8,000	4,000
Legal Services	500	0	500	0
Support Services Total	33,900	525	33,025	(875)

Income				
Arch & Rec Cnl Wales			(714)	(714)
Wellcome Trust Grant	(60,000)		(60,000)	0
Publications General	(2,000)	(319)	(1,000)	1,000
Sale of Photocopies	(2,000)	(362)	(1,100)	900
Conservation Income	(15,000)	(4,694)	(15,000)	0
Food	(10,000)	(946)	(5,000)	5,000
Course Fees	(250)	(20)	(100)	150
Search Fees	(3,000)	(1,160)	(3,000)	0
Royalties	(11,000)	27	(3,150)	7,850
Hire of Specialist Rooms	(47,500)	(24,070)	(52,150)	(4,650)
Sundry Charges & Income		(83)	(57,223)	(57,223)
Donations	(500)	(110)	(500)	0
Interest	(1,000)	0	(1,000)	0
Contributions from Reserves	(50,000)	0	(50,000)	0
Income Total	(202,250)	(31,739)	(249,937)	(47,687)
Total	654,000	353,813	649,250	(4,750)