

2022/23 Glamorgan Archives Month 7 Monitoring Report

EXPENSE / INCOME ACCOUNT	2022/23 Budget £	Actual at Month 7	Projected Outturn	Outturn Variance
Employees				
Employees Gross Pay	411,495	225,182	412,816	1,320
Employees Superannuation	85,179	46,242	86,650	1,471
Employees National Insurance	38,614	20,403	42,187	3,573
Employee Miscellaneous Allowances	500	221	500	0
Employer & Public Liability Insurance	704	0	704	0
Apprenticeship Levy	2,074	1,039	1,781	(293)
Medical Expenses	200	0	200	0
Training Expenses	500	620	750	250
Employees Total	539,267	293,707	545,588	6,322
Premises				
Repairs, Alterations & Improvements	20,000	15,644	20,000	0
Security	7,235	0	7,235	0
Rodent & Pest Control	400	0	400	0
Grounds Maintenance	1,199	0	1,199	0
Fire Management/Protection	3,458	3,191	3,191	(266)
Maintenance Contracts	13,459	4,761	13,459	0
Electricity	28,080	13,226	37,010	8,930
Gas	6,240	6,073	19,361	13,121
National Non Domestic Rates	192,370	188,588	188,588	(3,782)
Water	3,060	830	5,226	2,166
Security Services	280	0	280	0
Cleaning Materials	1,500	491	1,000	(500)
Refuse Collection / Bulk	2,000	680	2,000	0
Office Cleaning Contract	10,098	6,652	10,098	0
Sanitation & Waste Disposal	500	136	500	0
Insurance	6,645	(6,153)	6,645	0
Premises Total	296,522	234,119	316,191	19,668
Transport				
Hire Transport	40	330	330	290
Public Transport - Staff Use	100	0	100	0
Car Allowances	75	0	75	0
Travelling Expenses	25	0	25	0
Transport Total	240	330	530	290
Supplies & Services				
Conservation	4,000	1,473	4,000	0
Box-making supplies	3,500	0	8,500	5,000
Vending Machines	1,200	260	260	(940)
Catering Sundries	1,000	90	301	(699)
Uniforms / Protective Clothing	3,060	0	0	(3,060)
General Printing & Stationery	700	219	376	(324)
Photocopying Materials	0	39	67	67
Audit Fees	2,300	(4,300)	2,300	0
Consultant's Fees	0	0	7,000	7,000
Central Telephone Exchanges	4,080	996	4,080	0
Telephones	1,530	713	1,530	0
Postages	500	215	500	0

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Supplies & Services				
Internet Charges	650	176	650	0
It Consumables	200	0	200	0
Software Licences & Maintenance	15,200	750	750	(14,450)
Subscriptions	650	160	650	0
Commission (Including Credit Cards)	0	37	63	63
Public Liability Insurance	888	(738)	888	0
Miscellaneous Insurance	386	0	386	0
Supplies & Services Total	39,844	90	32,501	(7,343)
Support Services				
Accountancy	6,222	0	6,222	0
Income Recovery	321	0	321	0
Payroll	249	0	249	0
Payments	446	0	446	0
Audit	487	420	420	(67)
SAP Support	3,215	0	3,215	0
ICT Services	13,688	0	10,400	(3,288)
Human Resources	7,363	0	7,363	0
Bilingual Cardiff	2,333	1,080	2,333	0
Support Services Total	34,325	1,500	30,969	(3,356)
Gross Expenditure	910,198	529,746	925,779	15,581
Income				
Archives & Records Council Wales	0	90	(686)	(686)
Other Grants	(10,000)	0	(7,000)	3,000
Non-Government Grant	0	0	(8,214)	(8,214)
Government Grant (DWP)	(10,250)	0	(15,135)	(4,885)
Publications General	(1,020)	(185)	(318)	702
Sale Of Photocopies	(2,040)	(1,543)	(2,040)	0
Conservation Income	(5,000)	(4,733)	(13,212)	(8,212)
Box Making	(5,000)	(8,316)	(20,816)	(15,816)
Sale Of Food	(2,040)	0	0	2,040
Course Fees General	(150)	0	0	150
Search Fees	(4,080)	(1,325)	(2,271)	1,809
Royalties	(10,000)	(34)	(11,150)	(1,150)
Hire Of Special Rooms	(22,000)	(5,445)	(13,094)	8,906
Donations	(1,500)	(444)	(760)	740
Interest	(200)	0	0	200
Access Charges	0	(600)	(600)	(600)
Income Total	(73,280)	(30,147)	(95,296)	(22,016)
Contributions From Reserves	(10,000)	0	(3,565)	6,435
Total Net Budget	826,918	499,599	826,918	(0)
LA Contributions	(826,918)	(562,303)	(826,918)	0
Budget Gap / (Surplus)	0	(62,704)	0	

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Reserve

£

Balance at 01/04/2022	112,960
2021/22 Projected Drawdown	<u>(3,565)</u>
Projected Balance	109,395

LA Contributions

**2022/23
Total**

Bridgend	115,768
Cardiff	264,614
Merthyr Tydfil	49,615
Rhondda Cynon Taf	206,729
Caerphilly	90,961
Vale of Glamorgan	<u>99,230</u>
	<u>826,917</u>