

2023/24 Glamorgan Archives Month 4 Monitoring Position

EXPENSE / INCOME ACCOUNT	2023/24 Budget £	Actual at Month 4 £	2023/24 Projected Outturn £	2023/24 Variance £
Employees				
Employees Gross Pay	415,907	142,092	445,067	29,160
Employees Superannuation	86,093	26,699	86,966	873
Employees National Insurance	39,941	11,983	42,980	3,039
Employee Miscellaneous Allowances	350	132	350	0
Employer & Public Liability Insurance	739	0	739	0
Apprenticeship Levy	2,157	521	2,157	0
Medical Expenses	200	0	200	0
Training Expenses	500	305	500	0
Employees Total	545,886	181,732	578,959	33,072
Premises				
Repairs, Alterations & Improvements	20,000	15,422	26,650	6,650
Security	7,524	2,066	13,474	5,950
Rodent & Pest Control	100	7	100	0
Grounds Maintenance	1,246	800	1,246	0
Fire Management/Protection	3,319	3,510	3,510	191
Maintenance Contracts	13,997	3,149	15,414	1,417
Electricity	92,524	(3,754)	92,524	0
Gas	87,125	1,043	87,125	0
National Non Domestic Rates	188,588	189,912	189,912	1,324
Water	5,592	(2,899)	5,592	0
Security Services	280	0	280	0
Cleaning Materials	300	404	600	300
Refuse Collection / Bulk	2,000	287	2,000	0
Office Cleaning Contract	10,502	4,783	11,481	979
Sanitation & Waste Disposal	400	21	400	0
Insurance	6,977	0	6,977	0
Premises Total	440,474	214,749	457,285	16,811
Transport				
Hire Transport	40	0	40	0
Public Transport - Staff Use	100	0	100	0
Car Allowances	75	0	75	0
Travelling Expenses	25	8	25	0
Transport Total	240	8	240	0
Supplies & Services				
Conservation	3,000	9,388	10,000	7,000
Historical Document Preservation	0	2,507	2,507	2,507
Box-making supplies	3,500	5,670	5,670	2,170
Catering Sundries	150	0	150	0
General Printing & Stationery	250	2,819	3,000	2,750
Photocopying Materials	0	115	229	229
Audit Fees	2,300	(2,890)	2,300	0
Consultant's Fees	0	2,700	37,100	37,100
Central Telephone Exchanges	4,162	334	4,162	0
Telephones	1,539	604	1,539	0
Postages	500	183	500	0
Internet Charges	650	(25)	650	0
It Consumables	100	0	100	0
Hardware Purchase	0	5,571	6,321	6,321
Software Licences & Maintenance	15,200	14,388	14,388	(812)
Subscriptions	650	400	650	0
Health and Safety	0	229	229	229
Commission (Including Credit Cards)	0	33	0	0
Public Liability Insurance	933	0	933	0
Miscellaneous Insurance	405	0	405	0
Supplies & Services Total	33,339	42,026	90,833	57,494

EXPENSE / INCOME ACCOUNT	2023/24 Budget £	Actual at Month 4 £	2023/24 Projected Outturn £	2023/24 Variance £
Support Services				
Accountancy	6,471	0	8,162	1,691
Income Recovery	334	0	318	(16)
Payroll	259	0	286	27
Payments	464	0	477	13
Audit	437	450	450	13
Procurement	0	0	0	0
SAP Support	3,343	0	4,240	897
Democratic Service	0	0	2,120	2,120
ICT Services	10,800	0	10,600	(200)
Human Resources	7,657	0	6,508	(1,149)
Bilingual Cardiff	2,427	0	1,145	(1,282)
Support Services Total	32,192	450	34,306	2,115
Gross Expenditure	1,052,130	438,965	1,161,623	109,493
Income				
Archives & Records Council Wales	0	0	(26,956)	(26,956)
Other Grants	(10,000)	0	(35,590)	(25,590)
Government Grant (DWP)	(15,135)	0	(12,285)	2,850
Publications General	(1,061)	(88)	(1,061)	0
Sale Of Photocopies	(2,122)	(1,099)	(2,122)	0
Conservation Income	(6,500)	(1,048)	(6,500)	0
Box Making	(10,000)	(5,165)	(10,000)	0
Sale Of Food	(1,061)	(24)	(1,061)	0
Course Fees General	(156)	(20)	(156)	0
Search Fees	(4,243)	(960)	(4,243)	0
Royalties	(13,000)	(797)	(13,000)	0
Hire Of Special Rooms	(22,880)	(350)	(31,402)	(8,522)
Donations	(1,500)	(200)	(1,500)	0
Interest	(200)	(96)	(200)	0
Digitisation	0	0	(16,800)	(16,800)
Sundry Income	0	(4,136)	0	0
Income Total	(87,858)	(13,983)	(162,875)	(75,018)
Contributions From Reserves	(65,000)	0	(99,475)	(34,475)
Total Net Expenditure	899,273	424,982	899,273	0
LA Contributions	(899,273)	0	(899,273)	0
Budget Gap / (Surplus)	(0)	424,982	(0)	

Reserve

£

Balance at 01/04/2023	132,708
2023/24 Contribution	(99,475)
Balance 31/03/2024	33,233

LA Contributions

£

Bridgend	125,898
Cardiff	287,767
Merthyr Tydfil	53,956
Rhondda Cynon Taf	224,818
Caerphilly	98,920
Vale of Glamorgan	107,913
	899,273