

Balance Sheet for September 11th 2006

	£
Current a/c balance on 2006-09-11	9881.57
90 Day Notice account balance on 2006-09-11	4195.02
Conference account balance on 2006-09-11	10177.39
Journal of Graduate Education balance on 2006-09-11	644.21
Liability — Audit 2005-2006	(763.75)
Liability — Tax & NI (July)	(287.61)
Debtor — Leeds University Union (Conf 2005)	225.00
Debtor — York Graduate Students' Association (Conf 2005)	160.00
Liability — Tax & NI (August)	(318.92)
Net assets on 2006-09-11	23912.21

Reconciliation against Bank Statements

Current account balance on 2006-09-11	10038.80
<u>Outstanding cheque</u>	
652 Jim Ewing (Expenses)	(82.10)
726 Ismail Malik (Expenses)	(36.20)
743 Katerina Tsoukala (Expenses)	(38.93)
Current account working balance	9881.57
90 Day Notice account balance on 2006-09-11	4195.02
Conference account balance on 2006-09-11	10177.39
Journal of Graduate Education balance on 2006-09-11	644.21

Income	Budget £	Bdgt to date	Actual £	Over / -Under
Affiliations	£21,500.00	£1,791.67	£0.00	-£1,791.67
Individual Donations	£150.00	£12.50	£6.00	-£6.50
Publications Sales	£150.00	£12.50	£0.00	-£12.50
JGE income	£150.00	£12.50	£0.00	-£12.50
Other	£100.00	£8.33	£0.00	-£8.33
Total Income	£22,050.00	£1,837.50	£6.00	-£1,831.50
Expenditure	Budget £	Bdgt to date	Actual £	Over / -Under
Staff				
Salary & NI	£15,100.00	£1,258.33	£1,252.46	-£5.87
Travel & Subsistence	£1,400.00	£116.67	£167.05	£50.38
Executive				
Executive Expenses	£1,250.00	£104.17	£117.40	£13.23
Office				
Phone/Fax	£75.00	£6.25	£0.00	-£6.25
Stationery	£50.00	£4.17	£0.00	-£4.17
Copy/Print	£100.00	£8.33	£0.00	-£8.33
Postage	£100.00	£8.33	£0.00	-£8.33
Other Office	£0.00	£0.00	£0.00	£0.00
Publications				
Publications Expenditure	£200.00	£16.67	£1,109.41	£1,092.74
JGE expenditure	£450.00	£37.50	£23.50	-£14.00
Meetings				
Conference 2006	£0.00	£0.00	-£5,969.10	-£5,969.10
Committee Meetings	£0.00	£0.00	£0.00	£0.00
Scottish Subcommittee	£450.00	£37.50	£0.00	-£37.50
Welsh Subcommittee	£200.00	£16.67	£0.00	-£16.67
Other day seminars & meetings	£0.00	£0.00	£0.00	£0.00
General				
Attendance at Conferences	£200.00	£16.67	£0.00	-£16.67
Audit	£900.00	£75.00	£0.00	-£75.00
Affiliations	£80.00	£6.67	£0.00	-£6.67
EuroDoc	£1,000.00	£83.33	£0.00	-£83.33
Insurance	£1,100.00	£91.67	£84.65	-£7.02
Bank Charges/Interest	-£500.00	-£41.67	-£33.06	£8.61
JGE Interest	-£5.00	-£0.42	-£0.56	-£0.14
Other	£0.00	£0.00	£0.00	£0.00
Contingency	£400.00	£33.33	£0.00	-£33.33
Total Expenditure	£22,550.00	£1,879.17	-£3,248.25	-£5,127.42
Surplus / -Deficit	-£500.00	-£41.67	£3,254.25	£3,295.92
Balance brought forward 2006-07-31			£20,658.66	
Current balance			£23,912.91	

Notes and Context

Because August/early September are inconsistent periods, and also because the equivalent financial report last year only covered 2/3 of the time period that this one does, I have not included previous year's figures for comparison.

Wrapping up previous year's items is going as follows:

Audits

2004-2005 is now completed, as reported at the AGM, with the payment now made.

For 2005-2006 we will need to finish tidying up the accounts. The main matters remaining are two payments for the Conference, from Leeds and York. At the 2006 conference I was given a cheque for £940 from York but it is not yet clear just which payments this comprises.

Income

Yes okay, just £6.00 so far. Most affiliation payments tend to come in late September/October.

Expenditure

Salaries Almost on rounded target.

Travel & Subsistence A slight overspend here but August does have quite a bit of travel around.

Executive Expenses This is a bit over budget due to travel to the AGM.

Office Expenditure in general Nothing invoiced for so far

Publications expenditure There has been a noticeable overspend here, covering an order of folders which will last for some time yet. This was authorised as it works out cheaper in the long run.

Journal of Graduate Education Expenditure Internet domain renewal.

NPC Conference 2006 This is very much a "what's come in and what's been paid so far" rather than a final set of accounts. Simon, Stephen and I will need to put together a final set of accounts soon.

Committee Meetings i.e. Ordinary General Meetings. These are expected to break even.

Scottish Subcommittee i.e. NPC Scotland. Nothing spent yet.

Welsh Subcommittee i.e. NPC Wales/PCÔ-R Cymru. Nothing spent yet.

Other day seminars and meetings Nothing spent yet.

Attendance at Conferences Nothing spent yet.

Audit Paid after the end of the year.

Affiliations Both are due to be paid later in the year.

Insurance A bit under budget. The no claims benefit is kicking in.

Bank Charges/Interest & JGE Interest We have had charges of £8 for withdrawing cash for upfront expenses. The rest is interest.

Other Nothing spent yet.

Contingency Nothing spent due to contingencies not yet having arisen.