

Catering Account Monitoring

Bishop Vesey's Grammar School

Prepared by:

Michael G Neales MSc MHCIMA

Senior Consultant

The Litmus Partnership Limited

July 2018



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section one
auditor's notes

auditor's notes

for the attention of Mr Graham Swindells

The report presents the monitoring figures for the month of July of the current year for Bishop Vesey's Grammar School ~ catering account.

We have reconciled to the contractor's trading invoices and phased budget for actual and budgeted performances. We feel the monitoring report reflects a true and fair view upon the catering services rendered for Bishop Vesey's Grammar School.

Following the end of period four of trading, the net cost of catering is £4.5k favourable to budget, due to total sales being £3.5k over budget. This is coupled with a gross profit margin of 53.02%, 1.58% above budget.

We have received clarification that we will be receiving a credit for the cricket catering which was charged twice through the hospitality. We have not yet received this from Aspens, however we have requested this and once it has been received, we shall update our monitoring accordingly.

We have queried a variance between July's labour backup and the operating statement we have received. Once we have received further clarification for this, we shall provide an update.

This document is made accessible for discussion within your forthcoming consultancy meeting with Mr Michael G Neales.

section two

**year to date
comparative analysis ~
budget vs actuals**

Bishop Vesey's Grammar School Year to Date Monitoring Analysis Month Four
Budget Year - April 2018 to March 2019

Budget Heading	2014/15 Actual	2015/16 Actual	2016/17 Actual	2017/18 Actual	% of Actual Sales	2018/18 Actual	% of Bdgtd Sales	2018/19 Budget	2018/19 Variance
Sales :									
Sales	£56,333.07	£58,681.00	£68,865.34	£61,392.95	90.72%	£78,460.20	93.59%	£77,679.82	£780.38
Adult Sales				£255.54	0.72%	£623.84			£623.84
Client Issues	£4,545.58	£5,109.00	£4,423.18	£5,124.49	8.56%	£7,400.88	6.41%	£5,317.99	£2,082.89
Total Sales	£60,878.65	£63,790.00	£73,288.52	£66,772.98	100.00%	£86,484.92	100.00%	£82,997.81	£3,487.11
Less Consumption :									
Opening Stock				£16,886.82	29.60%	£25,602.27			£25,602.27
Cost of Sales	£35,240.63	£30,580.00	£34,753.55	£40,062.22	44.06%	£38,103.64	48.56%	£40,303.72	£-2,200.08
Less Closing Stock				£-20,605.90	-26.68%	£-23,078.43			£-23,078.43
Total Consumption	£35,240.63	£30,580.00	£34,753.55	£36,343.14	46.98%	£40,627.48	48.56%	£40,303.72	£323.76
Gross Profit :									
Total Gross Profit	£25,638.02	£33,210.00	£38,534.97	£30,429.84	53.02%	£45,857.44	51.44%	£42,694.09	£3,163.35
Gross Profit %	42.11%	52.06%	52.58%	45.57%		53.02%		51.44%	1.58%
Less Labour:									
Basic Pay	£29,776.70	£30,444.00	£32,809.43	£28,606.20	41.64%	£36,008.94	45.85%	£38,056.00	£-2,047.06
Employers' NI				£2,186.96	1.59%	£1,374.09			£1,374.09
Employers Pens				£229.91	0.33%	£284.96			£284.96
NEST Pens									
PAYE				£1,561.60					
Overtime									
Apprenticeship Levy				£126.66	0.21%	£180.02			£180.02
Other Deductions				£415.63	-0.05%	£-43.14			£-43.14
Sick Pay									
DBS Check									
Total Labour Costs	£29,776.70	£30,444.00	£32,809.43	£33,126.96	43.71%	£37,804.87	45.85%	£38,056.00	£-251.13
Less Expenses:									
Disposables	£1,463.65	£431.00	£1,998.16	£3,589.18	0.72%	£626.23	2.62%	£2,171.68	£-1,545.45
Cleaning Materials	£1,606.24	£567.00	£635.17	£517.57	0.27%	£236.63			£236.63
IT Equipment & Recharge	£100.00								
Uniforms & Laundry	£333.32			£1,602.16					
Marketing Expenses	£500.00	£500.00	£250.00		0.03%	£28.33			£28.33
Equipment Purchases	£300.00			£294.25	0.03%	£23.02			£23.02
Equipment Hire		£480.00	£480.00		0.03%	£28.96			£28.96
Deep Clean	£500.00								
Bank / Credit Card Charges									
Cash Collection	£546.00	£1,000.00	£1,000.00						
Subcontracted Deep Clean Costs									
Sundry Expenses		£452.00	£416.00	£0.03					
Telephone									
Subcontracted Refuse									
Stationary & Postage	£166.64	£484.00	£350.68		0.03%	£22.26			£22.26
Training	£94.50								
Depreciation	£2,000.00	£2,000.00	£2,000.00	£4,032.99	4.66%	£4,033.32	4.86%	£4,032.33	£0.99
Staff Advertising & Recruitment	£31.50								
CRB									
Stock Movement			£160.36	£-517.03	0.17%	£147.31			£147.31
Management Fee	£5,333.32	£5,332.00	£5,000.00	£2,000.00	2.31%	£2,000.00	2.41%	£2,000.00	
Total Expenses	£12,975.17	£11,246.00	£12,290.37	£11,519.15	8.26%	£7,146.06	9.88%	£8,204.01	£-1,057.95
Total Overheads	£42,751.87	£41,690.00	£45,099.80	£44,646.11	51.98%	£44,950.93	55.74%	£46,260.01	£-1,309.08
Less Gross Profit	£-25,638.02	£-33,210.00	£-38,534.97	£-30,429.84	-53.02%	£-45,857.44	-51.44%	£-42,694.09	£-3,163.35
NET COST OF CATERING	£17,113.85	£8,480.00	£6,564.83	£14,216.27	-1.05%	£-906.51	4.30%	£3,565.92	£-4,472.43
Plus Adjustment:									
Balancing Subsidy	£-14,689.57	£-8,126.50	£-6,564.83	£-16,394.05	-2.59%	£-2,238.18	-8.09%	£-6,710.58	£4,472.40
Total Adjustments	£-14,689.57	£-8,126.50	£-6,564.83	£-16,394.05	-2.59%	£-2,238.18	-8.09%	£-6,710.58	£4,472.40
Total Fixed Invoiced Cost	£2,424.28	£353.50		£-2,177.78	-3.64%	£-3,144.69	-3.79%	£-3,144.66	£-0.03
Plus Client Issues:									
Client Issues Recharged	£4,545.58	£5,146.10	£4,423.68	£5,124.49	8.56%	£7,400.88			
Total Client Issues	£4,545.58	£5,146.10	£4,423.68	£5,124.49	8.56%	£7,400.88			
Total Invoiced Cost Pre Vat	£6,969.86	£5,499.60	£4,423.68	£2,946.71	4.92%	£4,256.19			
Plus VAT:									
Input VAT	£2,530.54	£1,945.37	£3,195.49	£3,654.39	2.73%	£2,358.84			
Output VAT	£-35.03	£477.42	£-95.73	£-46.61					
Total VAT	£2,495.51	£2,422.79	£3,099.76	£3,607.78	2.73%	£2,358.84			
Total Invoiced Cost Plus VAT	£9,465.37	£7,922.39	£7,523.44	£6,554.49	7.65%	£6,615.03			
Plus Additional Invoices/Credits:									
Net Invoice Value	£-1,334.55				-0.03%	£-27.50			
VAT Charged	£-79.17				-0.01%	£-5.50			
Total Additional Invoice/Credit	£-1,413.72				-0.04%	£-33.00			

section three

monthly
comparative analysis ~
budget vs actuals

Bishop Vesey's Grammar School Monthly Monitoring Analysis - Month Four

Month of :	Jul-14	Jul-15	Jul-16	Jul-17	Jul-18				
Budget Heading	Actual	Actual	Actual	Actual	% of Actual Sales	Actual	% of Bdgtd Sales	Budget	Variance
Sales :									
Sales	£10,814.00	£9,420.00	£16,360.44	£12,417.65	79.76%	£13,821.67	89.73%	£14,442.28	-£620.61
Adult Sales				£53.44	0.75%	£130.24			£130.24
Client Issues	£1,239.50	£1,674.00	£1,682.25	£1,652.34	19.49%	£3,376.78	10.27%	£1,652.34	£1,724.44
Total Sales	£12,053.50	£11,094.00	£18,042.69	£14,123.43	100.00%	£17,328.69	100.00%	£16,094.62	£1,234.07
Less Consumption :									
Opening Stock				£6,161.46	36.79%	£6,374.85			£6,374.85
Cost of Sales	£7,694.50	£5,242.00	£7,575.62	£6,283.35	37.86%	£6,561.06	48.56%	£7,815.55	-£1,254.49
Less Closing Stock				-£3,719.08	-21.14%	-£3,663.28			-£3,663.28
Total Consumption	£7,694.50	£5,242.00	£7,575.62	£8,725.73	53.51%	£9,272.63	48.56%	£7,815.55	£1,457.08
Gross Profit :									
Total Gross Profit	£4,359.00	£5,852.00	£10,467.07	£5,397.70	46.49%	£8,056.06	51.44%	£8,279.07	-£223.01
Gross Profit %	36.16%	52.75%	58.01%	38.22%		46.49%		51.44%	-4.95%
Less Labour:									
Basic Pay	£7,531.00	£7,661.00	£8,206.70	£7,421.39	49.81%	£8,630.76	59.11%	£9,514.00	-£883.24
Employers' NI				£567.20	1.88%	£325.38			£325.38
Employers Pens				£60.38	0.38%	£65.84			£65.84
NEST Pens									
PAYE				£381.80					
Overtime									
Apprenticeship Levy				£40.48	0.25%	£43.14			£43.14
Other Deductions					-0.25%	-£43.14			-£43.14
Sick Pay									
DBS Check									
Total Labour Costs	£7,531.00	£7,661.00	£8,206.70	£8,471.25	52.06%	£9,021.98	59.11%	£9,514.00	-£492.02
Less Expenses:									
Disposables		£66.00	£263.43	£493.56	0.93%	£160.80	3.37%	£542.92	-£382.12
Cleaning Materials	£774.00	£180.00	£184.11	£50.40	0.15%	£25.51			£25.51
IT Equipment & Recharge	£100.00								
Uniforms & Laundry	£83.33								
Marketing Expenses	£125.00	£125.00							
Equipment Purchases				£204.25					
Equipment Hire		£120.00	£120.00		0.17%	£28.96			
Deep Clean	£125.00								
Bank / Credit Card Charges									
Cash Collection	£136.50	£250.00	£250.00						
Subcontracted Deep Clean Costs									
Sundry Expenses		£113.00	£104.00						
Telephone									
Subcontracted Refuse									
Stationary & Postage	£41.66	£121.00	£87.67						
Training	£31.50								
Depreciation	£500.00	£500.00	£500.00	£1,008.33	5.82%	£1,008.33	6.26%	£1,008.00	£0.33
Staff Advertising & Recruitment									
CRB									
Stock Movement			£40.09	-£130.05	0.38%	£65.06			£65.06
Management Fee	£1,333.33	£1,333.00	£1,250.00	£500.00	2.89%	£500.00	3.11%	£500.00	
Total Expenses	£3,250.32	£2,808.00	£2,799.30	£2,126.49	10.32%	£1,788.66	12.74%	£2,050.92	-£262.26
Total Overheads	£10,781.32	£10,469.00	£11,006.00	£10,597.74	62.39%	£10,810.64	71.86%	£11,564.92	-£754.28
Less Gross Profit	-£4,359.00	-£5,852.00	-£10,467.07	-£5,397.70	-46.49%	-£8,056.06	-51.44%	-£8,279.07	£223.01
NET COST OF CATERING	£6,422.32	£4,617.00	£538.93	£5,200.04	15.90%	£2,754.58	20.42%	£3,285.85	-£531.27
Plus Adjustment:									
Balancing Subsidy	-£5,816.25	-£4,528.70	-£538.93	-£5,700.04	-20.43%	-£3,540.75	-25.30%	-£4,072.00	£531.25
Total Adjustments	-£5,816.25	-£4,528.70	-£538.93	-£5,700.04	-20.43%	-£3,540.75	-25.30%	-£4,072.00	£531.25
Total Fixed Invoiced Cost	£606.07	£88.30	-£500.00	-£454.00	-4.54%	-£786.17	-4.88%	-£786.15	-£0.02
Plus Client Issues:									
Client Issues Recharged	£1,239.50	£1,711.35	£1,682.75	£1,652.34	19.49%	£3,376.78			
Total Client Issues	£1,239.50	£1,711.35	£1,682.75	£1,652.34	19.49%	£3,376.78			
Total Invoiced Cost Pre Vat	£1,845.57	£1,799.65	£1,682.75	£1,152.34	14.95%	£2,590.61			
Plus VAT:									
Input VAT	£359.33	£600.42	£683.90	£592.61	2.72%	£471.14			
Output VAT	-£18.04		-£10.22	-£10.69					
Total VAT	£341.29	£600.42	£673.68	£581.92	2.72%	£471.14			
Total Invoiced Cost Plus VAT	£2,186.86	£2,400.07	£2,356.43	£1,734.26	17.67%	£3,061.75			
Plus Additional Invoices/Credits:									
Net Invoice Value	-£1,334.55								
VAT Charged	-£79.17								
Total Additional Invoice/Credit	-£1,413.72								

section four
**performance tracker
schedule**

Bishop Vesey's Grammar School - Performance Tracker Schedule



Gross Profit Tracker

Gross Profit Tracker	Month 1	Month 2	Month 3	1st Quarter Average
Gross Profit	56.80%	51.56%	56.05%	54.80%

Gross Profit Tracker	Month 4	Month 5	Month 6	2nd Quarter Average
Gross Profit	46.49%			

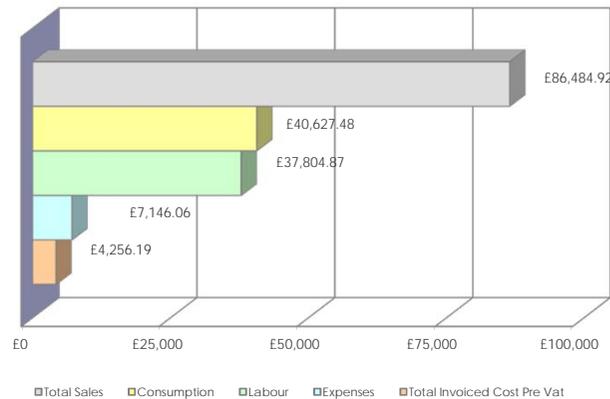
Gross Profit Tracker	Month 7	Month 8	Month 9	3rd Quarter Average
Gross Profit				

Gross Profit Tracker	Month 10	Month 11	Month 12	4th Quarter Average
Gross Profit				

Monthly Performance Summary

	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	YTD
	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	
Total Sales	£18,803	£24,521	£25,832	£17,329									£86,484.92
Consumption	43.20%	48.44%	43.95%	53.51%									46.98%
Gross Profit	56.80%	51.56%	56.05%	46.49%									53.02%
Labour	52.04%	39.46%	36.09%	52.06%									43.71%
Sundries	6.32%	5.33%	5.27%	7.44%									5.95%
Management Fee	2.66%	2.04%	1.94%	2.89%									2.31%
Net Cost of Catering	£793.61	-£1,159.47	-£3,295.23	£2,754.58									-£906.51
Variance	-£2,152.66	-£377.26	-£1,411.24	-£531.27									-£4,472.43

Total Invoice Breakdown - YTD



Breakdown of Overheads - YTD



section five

contractor's invoices & trading accounts

INVOICE

Bishop Vesey's Grammar School
Lichfield Road
Sutton Coldfield
Sutton Coldfield
B74 2NH



Aspens Services Ltd
Suite 5, Offerton Barns Business Centre
Offerton Lane
Hindlip, Worcestershire
WR3 8SX
Tel: 01905 759613

Invoice Number: S300-W-4313

Invoice Date: 31st Jul 2018

Description	Net	Vat	Gross
Services Provided :	£2,590.61	£471.14	£3,061.75
<hr/>			
Your Output VAT on Sales @20% of	£-130.24	is	£-26.05
Your Output VAT on Sales @0% of	£-13,821.67	is	£0.00
Your Input VAT on Purchases @20% of	£977.60	is	£195.52
Your Input VAT on Purchases @0% of	£5,034.61	is	£0.00
Your Input VAT on Labour @20% of	£0.00	is	£0.00
Your Input VAT on Labour @0% of	£9,021.98	is	£0.00
Your Input VAT on Other @20% of	£1,508.33	is	£301.67
Your Input VAT on Other @0% of	£0.00	is	£0.00
TOTAL	£2,590.61		£471.14

Net Total: £2,590.61
Vat Total: £471.14
Net Total: £3,061.75

Please make cheques payable to Aspens Services Limited and send to the address above.

Bank Details: HSBC, Sort Code: 40-47-17, Account number: 82532662
Standard payment terms are 14 days from date of invoice

VAT Registration No: 931241262

For any queries, please contact Aspens Services Ltd on 01905 759613

Client Operating Statement

School: Bishop Vesey's Grammar School

Unit Number: S300

Date Period: 1st Jul 2018 - 31st Jul 2018



Description	Net
Cash Sales	
Catering Cashless Students	13,821.67
Catering Cashless Adults	130.24
Subtotal Cash Sales	13,951.91
Credit Sales	
Duty Meals	216.00
FSM	305.64
Hospitality	2,855.14
Subtotal Credit Sales	3,376.78
Total Sales	17,328.69
Cost of Sales	
Opening Stock	6374.85 (29/06/2018)
Purchases	6,561.06
Closing Stock	3663.28 (20/07/2018)
Consumption	9,272.63
Gross Profit	8,056.06
GP%	46.49%
Labour	
Labour	9,021.98
Total Labour	9,021.98
Sundries	
Opening Stock	380.94 (29/06/2018)
Purchases	215.27
Closing Stock	315.88 (20/07/2018)
Total Sundries	280.33
Extra Costs	
Management Fee	500.00
Depreciation	1,008.33
Total Extra Charges	1,508.33
Net Operating Cost	2,754.58
Invoice Reconciliation	

Client Operating Statement

School: Bishop Vesey's Grammar School

Unit Number: S300

Date Period: 1st Jul 2018 - 31st Jul 2018



Net Cost of Catering	2,754.58
Cost Adjustment	-3,540.75
Credit Sales	3,376.78
Invoice Value (GBP)	2,590.61

Hospitality

School: Bishop Vesey's Grammar School

Unit Number: S300

Date Period: 1st Jul 2018 - 31st Jul 2018



Type	Date	Supplier	Reference	Net	VAT	Gross
Cleaning Materials						
Purchases - Cash Purchase	4th Jul 2018	tesco	424732455	11.00	0.00	11
Purchases - Invoice	6th Jul 2018	Bidfood	81953262	14.51	5.34	19.85
				25.51	5.34	30.85
Food Purchases						
Purchases - Invoice	29th Jun 2018	Bidfood	81832194	483.91	3.25	487.16
Purchases - Cash Purchase	30th Jun 2018	lidl	1079	9.91	0.00	9.91
Purchases - Invoice	2nd Jul 2018	Bidfood	81862643	300.19	0.00	300.19
Purchases - Invoice	2nd Jul 2018	Bradshaws Butchers	104340	80.58	0.00	80.58
Purchases - Invoice	2nd Jul 2018	Saporous Foods Limited	3318	165.40	0.00	165.4
Purchases - Invoice	3rd Jul 2018	Worcester Produce	339679	75.60	0.00	75.6
Purchases - Invoice	3rd Jul 2018	Worcester Produce	339677	32.60	0.00	32.6
Purchases - Invoice	4th Jul 2018	Bidfood	81905841	277.24	0.00	277.24
Purchases - Invoice	4th Jul 2018	Saporous Foods Limited	3319	116.90	0.00	116.9
Purchases - Invoice	4th Jul 2018	Spice Time (Safy Impex Ltd)	ASPENS28-040716-1	111.65	0.00	111.65
Purchases - Cash Purchase	4th Jul 2018	tesco	424732455	141.26	0.00	141.26

Hospitality

School: Bishop Vesey's Grammar School

Unit Number: S300

Date Period: 1st Jul 2018 - 31st Jul 2018



Purchases - Invoice	5th Jul 2018	Chapple & Jenkins Ltd	475714	279.14	55.83	334.97
Purchases - Cash Purchase	5th Jul 2018	tesco	424733793	67.34	0.00	67.34
Purchases - Invoice	6th Jul 2018	Bidfood	81953262	307.96	0.00	307.96
Purchases - Invoice	6th Jul 2018	Saporous Foods Limited	3375	132.05	0.00	132.05
Purchases - Invoice	6th Jul 2018	Spice Time (Safy Impex Ltd)	ASPENS28-060718-1	217.10	0.00	217.1
Purchases - Invoice	6th Jul 2018	Worcester Produce	340187	23.73	0.00	23.73
Purchases - Invoice	6th Jul 2018	Worcester Produce	340185	32.60	0.00	32.6
Purchases - Invoice	9th Jul 2018	Bidfood	81977275	154.47	4.90	159.37
Purchases - Invoice	9th Jul 2018	Saporous Foods Limited	3374	124.95	0.00	124.95
Purchases - Cash Purchase	9th Jul 2018	tesco	424734712	117.87	0.00	117.87
Purchases - Cash Purchase	10th Jul 2018	M & S	1993	4.95	0.00	4.95
Purchases - Invoice	10th Jul 2018	Saporous Foods Limited	3397	113.80	0.00	113.8
Purchases - Invoice	10th Jul 2018	Spice Time (Safy Impex Ltd)	ASPENS28-100718-1	245.75	0.00	245.75
Purchases - Cash Purchase	10th Jul 2018	tesco	424735799	108.90	0.00	108.9
Purchases - Invoice	10th Jul 2018	Worcester Produce	341014	84.53	0.00	84.53
Purchases - Invoice	10th Jul 2018	Worcester Produce	341013	32.60	0.00	32.6
Purchases - Credit Note	10th Jul 2018	Worcester Produce	903994	-8.90	-0.00	-8.9
Purchases - Invoice	11th Jul 2018	Bidfood	82019367	391.48	6.50	397.98
Purchases - Invoice	12th Jul 2018	Chapple & Jenkins Ltd	477852	434.48	86.90	521.38

Hospitality

School: Bishop Vesey's Grammar School

Unit Number: S300

Date Period: 1st Jul 2018 - 31st Jul 2018



Purchases - Invoice	12th Jul 2018	Saporous Foods Limited	3411	186.85	0.00	186.85
Purchases - Invoice	12th Jul 2018	Theos Food Company	109337	207.90	4.20	212.1
Purchases - Invoice	12th Jul 2018	Theos Food Company	109337	0.00	0.00	0
Purchases - Invoice	13th Jul 2018	Worcester Produce	341512	25.50	0.00	25.5
Purchases - Invoice	13th Jul 2018	Worcester Produce	341509	32.60	0.00	32.6
Purchases - Invoice	16th Jul 2018	Bidfood	82088496	412.29	0.00	412.29
Purchases - Cash Purchase	17th Jul 2018	lidl	11	15.05	0.00	15.05
Purchases - Invoice	17th Jul 2018	Saporous Foods Limited	3459	130.45	0.00	130.45
Purchases - Invoice	17th Jul 2018	Spice Time (Safy Impex Ltd)	ASPENS28-170718-1	303.48	0.00	303.48
Purchases - Invoice	17th Jul 2018	Worcester Produce	342185	48.78	0.00	48.78
Purchases - Invoice	17th Jul 2018	Worcester Produce	342183	15.60	0.00	15.6
Purchases - Invoice	19th Jul 2018	Bradshaws Butchers	104493	46.02	0.00	46.02
Purchases - Invoice	26th Jul 2018	Spice Time (Safy Impex Ltd)	ASPENS28-260618-1	476.50	0.00	476.5
				6,561.06	161.58	6,722.64

Light Equipment						
Purchases - Cash Purchase	3rd Jul 2018	ebay	1	19.96	0.00	19.96
Purchases - Cash Purchase	17th Jul 2018	tesco	11	9.00	0.00	9
				28.96	0.00	28.96

Hospitality

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Non Food Disposables						
Purchases - Invoice	29th Jun 2018	Bidfood	81832194	54.01	10.80	64.81
Purchases - Invoice	2nd Jul 2018	Bidfood	81862643	4.32	0.86	5.18
Purchases - Invoice	4th Jul 2018	Bidfood	81905841	31.13	6.23	37.36
Purchases - Cash Purchase	4th Jul 2018	tesco	424732455	1.85	0.00	1.85
Purchases - Invoice	9th Jul 2018	Bidfood	81977275	15.88	0.00	15.88
Purchases - Invoice	11th Jul 2018	Bidfood	82019367	43.34	8.66	52
Purchases - Invoice	16th Jul 2018	Bidfood	82088496	10.27	2.05	12.32
				160.80	28.60	189.40

Management Fee						
Regular Cost	July 2018	-	Management Fee	500.00	100	600
				500.00	100.00	600.00

Depreciation						
Regular Cost	July 2018	-	Depreciation	1008.33	201.666	1209.996
				1,008.33	201.67	1,210.00
				8,284.66	497.19	8,781.85

section six

client issue summary

Meal Numbers

School: Bishop Vesey's Grammar School

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	1st Jul 2018 (Sun)	2nd Jul 2018 (Mon)	3rd Jul 2018 (Tue)	4th Jul 2018 (Wed)	5th Jul 2018 (Thu)	6th Jul 2018 (Fri)	7th Jul 2018 (Sat)
Duty Meals	0	14	16	13	14	14	0
Unit Price	0.00	1.08	1.08	1.08	1.08	1.08	0.00
Net Charge	0.00	15.12	17.28	14.04	15.12	15.12	0.00
FSM	0	22	23	23	25	23	0
Unit Price	0.00	1.08	1.08	1.08	1.08	1.08	0.00
Net Charge	0.00	23.76	24.84	24.84	27.00	24.84	0.00
	8th Jul 2018 (Sun)	9th Jul 2018 (Mon)	10th Jul 2018 (Tue)	11th Jul 2018 (Wed)	12th Jul 2018 (Thu)	13th Jul 2018 (Fri)	14th Jul 2018 (Sat)
Duty Meals	0	16	14	15	13	13	0
Unit Price	0.00	1.08	1.08	1.08	1.08	1.08	0.00
Net Charge	0.00	17.28	15.12	16.20	14.04	14.04	0.00
FSM	0	20	21	12	8	8	0
Unit Price	0.00	1.08	1.08	1.08	1.08	1.08	0.00
Net Charge	0.00	21.60	22.68	12.96	8.64	8.64	0.00
	15th Jul 2018 (Sun)	16th Jul 2018 (Mon)	17th Jul 2018 (Tue)	18th Jul 2018 (Wed)	19th Jul 2018 (Thu)	20th Jul 2018 (Fri)	21st Jul 2018 (Sat)
Duty Meals	0	15	14	13	15	1	0
Unit Price	0.00	1.08	1.08	1.08	1.08	1.08	0.00
Net Charge	0.00	16.20	15.12	14.04	16.20	1.08	0.00
FSM	0	23	23	14	22	16	0
Unit Price	0.00	1.08	1.08	1.08	1.08	1.08	0.00
Net Charge	0.00	24.84	24.84	15.12	23.76	17.28	0.00

Meal Numbers

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	22nd Jul 2018 (Sun)	23rd Jul 2018 (Mon)	24th Jul 2018 (Tue)	25th Jul 2018 (Wed)	26th Jul 2018 (Thu)	27th Jul 2018 (Fri)	28th Jul 2018 (Sat)
Duty Meals	0	0	0	0	0	0	0
Unit Price	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Charge	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FSM	0	0	0	0	0	0	0
Unit Price	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Charge	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	29th Jul 2018 (Sun)	30th Jul 2018 (Mon)	31st Jul 2018 (Tue)				
Duty Meals	0	0	0				
Unit Price	0.00	0.00	0.00				
Net Charge	0.00	0.00	0.00				
FSM	0	0	0				
Unit Price	0.00	0.00	0.00				
Net Charge	0.00	0.00	0.00				

Quantity Total	483	
Net Total	521.64	
Duty Meals	Quantity	200
	Net Charge	216.00
FSM	Quantity	283
	Net Charge	305.64

Hospitality

School: Bishop Vesey's Grammar School

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Date	Description	Qty	Unit Price	Net
2nd Jul 2018	milk . finance dept	1	1.45	1.45
2nd Jul 2018	milk, it department	1	1.45	1.45
2nd Jul 2018	milk . finance dept (26.06.18)	1	1.45	1.45
2nd Jul 2018	LUNCH. HEATHER	6	1.25	7.50
2nd Jul 2018	milk maths department	1	1.45	1.45
3rd Jul 2018	LUNCH. HEATHER	6	1.25	7.50
3rd Jul 2018	LUNCH. HEATHER	6	1.25	7.50
3rd Jul 2018	Joe Williams/ sports dept	15	0.45	6.75
3rd Jul 2018	Brian Davis /refreshments meeting	8	1.35	10.80
4th Jul 2018	Mr Howell. Cricket	28	2.50	70.00
4th Jul 2018	LUNCH. HEATHER. Citizenship	2	1.95	3.90
4th Jul 2018	lunch for mentors	10	1.08	10.80
5th Jul 2018	water. Graham . debating evening	24	0.45	10.80
5th Jul 2018	debating evening. drinks	90	0.40	36.00
5th Jul 2018	LABOUR CHARGE FOR 3 MEMBERS OF STAFF debating EVE	12	7.80	93.60
5th Jul 2018	LABOUR CHARGE FOR manager debating EVE	5	17.00	85.00
5th Jul 2018	hot food. debating evening	70	5.00	350.00

Hospitality

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5th Jul 2018	6th form lunch & drinks . induction day	240	1.75	420.00
5th Jul 2018	milk . finance dept	1	1.45	1.45
6th Jul 2018	staffroom service . Graham	1	25.00	25.00
9th Jul 2018	milk . finance dept	1	1.45	1.45
9th Jul 2018	Refreshments . Governors meeting	20	1.35	27.00
9th Jul 2018	chinese visitors catering	1	167.90	167.90
10th Jul 2018	lunch for the head	10	1.95	19.50
10th Jul 2018	chinese visitors catering	1	153.84	153.84
11th Jul 2018	chinese visitors catering	1	28.30	28.30
12th Jul 2018	brian davis. BBQ labour catering assistants 4.75 hours	1	72.15	72.15
12th Jul 2018	brian davis BBQ labour manager 5.5hours	6	17.50	105.00
12th Jul 2018	milk . finance dept	1	1.45	1.45
12th Jul 2018	brian davis BBQ	80	4.00	320.00
12th Jul 2018	chinese visitors catering	1	133.92	133.92
13th Jul 2018	chinese visitors catering	1	25.75	25.75
13th Jul 2018	Graham staffroom service milk & sugar	1	25.00	25.00
16th Jul 2018	chinese visitors catering	1	145.25	145.25
17th Jul 2018	chinese visitors catering	1	128.25	128.25
17th Jul 2018	R. Haywood. english reward lunch	20	1.95	39.00

Hospitality

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17th Jul 2018	milk . finance dept	1	1.45	1.45
17th Jul 2018	milk, it department	1	1.45	1.45
18th Jul 2018	WATER. OUT REACH	12	0.45	5.40
18th Jul 2018	chinese visitors catering	1	32.03	32.03
19th Jul 2018	sharon heads pa. cookies	39	0.45	17.55
19th Jul 2018	chinese visitors catering	1	150.15	150.15
20th Jul 2018	Graham staffroom service milk & sugar	1	25.00	25.00
20th Jul 2018	chinese visitors catering	1	75.95	75.95
				2,855.14

section seven
phased budget

confidentiality

This report and its findings are deemed confidential to the management of Bishop Vesey's Grammar School and The Litmus Partnership Limited.



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