

Catering Account Monitoring

Bishop Vesey's Grammar School

Prepared by:

Michael G Neales MSC MHCIMA

Senior Consultant

The Litmus Partnership Limited

October 2019



to navigate this document please either scroll down
or click on one of the live contents sections below

contents

auditor's notes	section 1
year to date comparative analysis - budget vs actuals	section 2
monthly comparative analysis - budget vs actuals	section 3
performance tracker schedule	section 4
contractor's invoices & trading accounts	section 5
client issue summary	section 6
phased budget	section 7

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 October 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 period seven, the net cost of catering is £14.3k adverse to budget, due mainly to cash sales being £8.4k below budget, coupled with a gross profit being 5.69% under budget.

Clarification regarding hospitality details have not yet been received, we are querying varying pricing. We shall provide an update once the relevant information has been provided.

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 Seven

Budget Year ~ April 2019 to March 2020

Budget Heading	2016/17 Actual	2017/18 Actual	2018/19 Actual	% of Actual Sales	2019/20 Actual	% of Bdgtd Sales	2019/20 Budget	2019/20 Variance
Sales :								
Sales	£114,581.98	£110,733.18	£144,724.85	91.10%	£145,363.71	92.44%	£154,038.59	-£8,674.88
Adult Sales		£374.52	£949.39	0.79%	£1,258.20	0.61%	£1,011.15	£247.05
Free Student Meals				2.04%	£3,250.80	1.80%	£3,006.59	£244.21
Free Staff Meals				0.94%	£1,500.12	0.82%	£1,372.30	£127.82
Hospitality				4.56%	£7,280.60	3.76%	£6,258.87	£1,021.73
Client Issues	£8,482.15	£10,111.92	£13,137.78	0.58%	£919.08	0.57%	£945.56	-£26.48
Total Sales	£123,064.13	£121,219.62	£158,812.02	100.00%	£159,572.51	100.00%	£166,633.06	-£7,060.55
Less Consumption :								
Opening Stock		£28,095.73	£40,934.46	32.32%	£51,571.84			£51,571.84
Cost of Sales	£57,390.95	£69,237.10	£76,732.04	52.77%	£84,201.74	49.00%	£81,650.49	£2,551.25
Less Closing Stock		-£29,966.86	-£41,258.05	-30.39%	-£48,496.30			-£48,496.30
Total Consumption	£57,390.95	£67,365.97	£76,408.45	54.69%	£87,277.28	49.00%	£81,650.49	£5,626.79
Gross Profit :								
Total Gross Profit	£65,673.18	£53,853.65	£82,403.57	45.31%	£72,295.23	51.00%	£84,982.57	-£12,687.34
Gross Profit %	53.37%	44.43%	51.89%		45.31%		51.00%	-5.69%
Less Labour:								
Basic Pay	£57,752.61	£52,986.31	£64,044.98	43.46%	£69,353.93	44.55%	£74,235.00	-£4,881.07
Employers' NI		£4,105.50	£2,383.45	0.99%	£1,578.06			£1,578.06
Employers Pens		£425.65	£501.18	0.48%	£759.33			£759.33
NEST Pens								
PAYE		£2,323.60						
Overtime								
Apprenticeship Levy		£257.68	£320.20	0.16%	£248.32			£248.32
Other Deductions		£489.32	-£44.60	1.05%	£1,673.24			£1,673.24
Sick Pay								
DBS Check								
Total Labour Costs	£57,752.61	£60,588.06	£67,205.21	46.13%	£73,612.88	44.55%	£74,235.00	-£622.12
Less Expenses:								
Disposables	£2,940.65	£1,553.35	£1,234.33	1.13%	£1,803.92	2.60%	£4,337.44	-£2,533.52
Cleaning Materials	£1,034.98	£901.63	£559.71	0.24%	£387.16			£387.16
IT Equipment & Recharge								
Uniforms & Laundry		£1,714.03	£478.59	0.44%	£707.23			£707.23
Marketing Expenses	£500.00	£15.54	£28.33					
Equipment Purchases		£755.71	£127.86	0.17%	£274.85			£274.85
Equipment Hire	£840.00		£28.96					
Deep Clean	£1,350.00			0.81%	£1,299.00			£1,299.00
Bank / Credit Card Charges								
Cash Collection	£1,750.00							
Subcontracted Deep Clean Costs								
Sundry Expenses	£728.00	-£11.37		0.01%	£10.00			£10.00
Telephone		£64.83						
Waste Collection				0.95%	£1,521.55			£1,521.55
Stationary & Postage	£613.69	£29.95	£64.26	0.04%	£67.43			£67.43
Training								
Depreciation	£3,500.00	£7,057.98	£7,058.31	6.21%	£9,907.31	5.95%	£9,910.25	-£2.94
Staff Advertising & Recruitment								
CRB								
Stock Movement	£280.63	-£333.00	-£46.45	0.34%	£541.47			£541.47
Management Fee	£8,750.00	£3,500.00	£3,500.00	2.26%	£3,605.00	2.16%	£3,605.00	
Total Expenses	£22,287.95	£15,248.65	£13,033.90	12.61%	£20,124.92	10.71%	£17,852.69	£2,272.23
Total Overheads	£80,040.56	£75,836.71	£80,239.11	58.74%	£93,737.80	55.26%	£92,087.69	£1,650.11
Less Gross Profit	-£65,673.18	-£53,853.65	-£82,403.57	-45.31%	-£72,295.23	-51.00%	-£84,982.57	£12,687.34
NET COST OF CATERING	£14,367.38	£21,983.06	-£2,164.46	13.44%	£21,442.57	4.26%	£7,105.12	£14,337.45
Plus Adjustment:								
Balancing Subsidy	-£14,367.38	-£25,660.84	-£3,339.25	-20.75%	-£33,109.03	-11.27%	-£18,771.38	-£14,337.65
Total Adjustments	-£14,367.38	-£25,660.84	-£3,339.25	-20.75%	-£33,109.03	-11.27%	-£18,771.38	-£14,337.65
Total Fixed Invoiced Cost		-£3,677.78	-£5,503.71	-7.31%	-£11,666.46	-7.00%	-£11,666.26	-£0.20
Plus Client Issues:								
Client Issues Recharged	£8,482.65	£10,111.92	£13,137.78	8.12%	£12,950.60			
Total Client Issues	£8,482.65	£10,111.92	£13,137.78	8.12%	£12,950.60			
Total Invoiced Cost Pre Vat	£8,482.65	£6,434.14	£7,634.07	0.80%	£1,284.14			
Plus VAT:								
Input VAT	£5,596.12	£5,222.42	£4,660.09	3.30%	£5,268.17			
Output VAT	-£134.63	-£46.61						
Total VAT	£5,461.49	£5,175.81	£4,660.09	3.30%	£5,268.17			
Total Invoiced Cost Plus VAT	£13,944.14	£11,609.95	£12,294.16	4.11%	£6,552.31			
Plus Additional Invoices/Credits:								
Net Invoice Value			-£167.50					
VAT Charged			-£5.50					
Total Additional Invoice/Credit			-£173.00					

section three

monthly
comparative analysis ~
budget vs actuals

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

Month of :	Oct-16	Oct-17	Oct-18	Oct-19				
Budget Heading	Actual	Actual	Actual	% of Actual Sales	Actual	% of Bdgtd Sales	Budget	Variance
Sales :								
Sales	£23,056.65	£23,705.12	£35,716.55	95.11%	£33,558.66	92.44%	£35,158.55	-£1,599.89
Adult Sales		£64.22	£206.90	0.21%	£74.85	0.61%	£230.79	-£155.94
Free Student Meals				2.99%	£1,054.08	2.37%	£902.06	£152.02
Free Staff Meals				0.74%	£261.36	0.82%	£313.22	-£51.86
Hospitality				0.95%	£333.80	3.75%	£1,428.07	-£1,094.27
Client Issues	£2,155.97	£1,566.52	£2,760.47					
Total Sales	£25,212.62	£25,335.86	£38,683.92	100.00%	£35,282.75	100.00%	£38,032.69	-£2,749.94
Less Consumption :								
Opening Stock		£7,489.83	£8,005.63	25.49%	£8,993.63			£8,993.63
Cost of Sales	£10,854.63	£13,314.73	£17,237.84	54.17%	£19,113.53	49.00%	£18,636.32	£477.21
Less Closing Stock		-£5,641.88	-£6,510.71	-13.94%	-£4,919.46			-£4,919.46
Total Consumption	£10,854.63	£15,162.68	£18,732.76	65.72%	£23,187.70	49.00%	£18,636.32	£4,551.38
Gross Profit :								
Total Gross Profit	£14,357.99	£10,173.18	£19,951.16	34.28%	£12,095.05	51.00%	£19,396.37	-£7,301.32
Gross Profit %	56.95%	40.15%	51.57%		34.28%		51.00%	-16.72%
Less Labour:								
Basic Pay	£8,214.70	£8,268.30	£9,638.13	30.09%	£10,616.85	27.88%	£10,605.00	£11.85
Employers' NI		£597.36	£351.18	1.11%	£392.66			£392.66
Employers Pens		£64.56	£74.87	0.26%	£90.36			£90.36
NEST Pens								
PAYE		£277.40						
Overtime								
Apprenticeship Levy		£44.46	£48.19	0.15%	£53.08			£53.08
Other Deductions		£39.14	-£48.19	4.74%	£1,673.24			£1,673.24
Sick Pay								
DBS Check								
Total Labour Costs	£8,214.70	£9,291.22	£10,064.18	36.35%	£12,826.19	27.88%	£10,605.00	£2,221.19
Less Expenses:								
Disposables	£240.70	£336.41	£264.86	2.10%	£741.15	4.65%	£1,768.88	-£1,027.73
Cleaning Materials	£155.70	£137.12	£278.89	0.19%	£67.38			£67.38
IT Equipment & Recharge								
Uniforms & Laundry			£61.64	0.09%	£30.00			£30.00
Marketing Expenses		£15.54						
Equipment Purchases		£179.40	£64.89					
Equipment Hire	£120.00							
Deep Clean								
Bank / Credit Card Charges								
Cash Collection	£250.00							
Subcontracted Deep Clean Costs								
Sundry Expenses	£104.00	-£11.40						
Telephone								
Waste Collection								
Stationary & Postage	£87.67							
Training								
Depreciation	£500.00	£1,008.33	£1,008.33	4.01%	£1,415.33	3.72%	£1,415.75	-£0.42
Staff Advertising & Recruitment								
CRB								
Stock Movement	£40.09	£345.26	-£74.01	0.28%	£99.07			£99.07
Management Fee	£1,250.00	£500.00	£500.00	1.46%	£515.00	1.35%	£515.00	
Total Expenses	£2,748.16	£2,510.66	£2,104.60	8.13%	£2,867.93	9.73%	£3,699.63	-£831.70
Total Overheads	£10,962.86	£11,801.88	£12,168.78	44.48%	£15,694.12	37.61%	£14,304.63	£1,389.49
Less Gross Profit	-£14,357.99	-£10,173.18	-£19,951.16	-34.28%	-£12,095.05	-51.00%	-£19,396.37	£7,301.32
NET COST OF CATERING	-£3,395.13	£1,628.70	-£7,782.38	10.20%	£3,599.07	-13.39%	-£5,091.74	£8,690.81
Plus Adjustment:								
Balancing Subsidy	£3,395.13	-£2,128.70	£6,995.70	-14.92%	-£5,265.76	9.01%	£3,425.08	-£8,690.84
Total Adjustments	£3,395.13	-£2,128.70	£6,995.70	-14.92%	-£5,265.76	9.01%	£3,425.08	-£8,690.84
Total Fixed Invoiced Cost		-£500.00	-£786.68	-4.72%	-£1,666.69	-4.38%	-£1,666.66	-£0.03
Plus Client Issues:								
Client Issues Recharged	£2,155.97	£1,566.52	£2,760.47	4.67%	£1,649.24			
Total Client Issues	£2,155.97	£1,566.52	£2,760.47	4.67%	£1,649.24			
Total Invoiced Cost Pre Vat	£2,155.97	£1,066.52	£1,973.79	-0.05%	-£17.45			
Plus VAT:								
Input VAT	£765.64	£323.71	£828.60	4.43%	£1,563.28			
Output VAT	-£17.78							
Total VAT	£747.86	£323.71	£828.60	4.43%	£1,563.28			
Total Invoiced Cost Plus VAT	£2,903.83	£1,390.23	£2,802.39	4.38%	£1,545.83			
Plus Additional Invoices/Credits:								
Net Invoice Value								
VAT Charged								
Total Additional Invoice/Credit								

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	50.37%	48.24%	48.62%	49.08%

Gross Profit Tracker	Month 4	Month 5	Month 6	2nd Quarter Average
Gross Profit	49.42%	0.00%	46.88%	32.10%

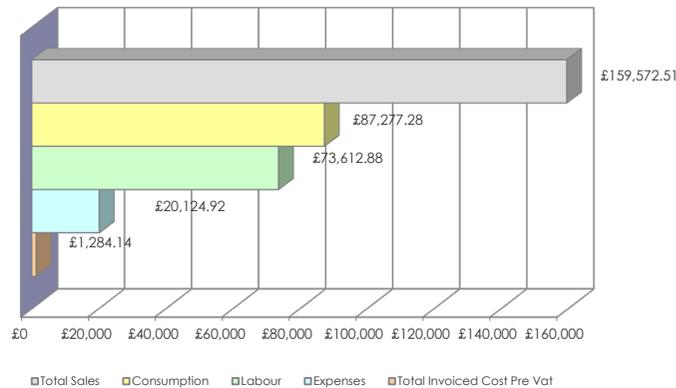
Gross Profit Tracker	Month 7	Month 8	Month 9	3rd Quarter Average
Gross Profit	34.28%			

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

Monthly Performance Summary

	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	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	£19,963	£23,397	£26,530	£17,970	£0.00	£36,429	£35,283						£159,572.51
Consumption	49.63%	51.76%	51.38%	50.58%	0.00%	53.12%	65.72%						54.69%
Gross Profit	50.37%	48.24%	48.62%	49.42%	0.00%	46.88%	34.28%						45.31%
Labour	49.17%	44.28%	36.41%	58.37%	0.00%	30.90%	36.35%						46.13%
Sundries	18.30%	11.24%	6.58%	8.92%	0.00%	7.44%	6.67%						10.35%
Management Fee	2.58%	2.20%	1.94%	2.87%	0.00%	1.41%	1.46%						2.26%
Net Cost of Catering	£3,929.21	£2,219.56	-\$976.88	£3,726.44	£11,542.73	-\$2,597.56	£3,599.07						£21,442.57
Variance	£163.05	£1,490.84	-\$1,447.30	£1,691.77	-\$993.02	£4,741.30	£8,690.81						£14,337.45

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-12512

Invoice Date: 31st Oct 2019

Description	Net	Vat	Gross
Services Provided :	£-17.42	£1,563.28	£1,545.86
<hr/>			
Your Output VAT on Sales @20% of	£-74.85	is	£-14.97
Your Output VAT on Sales @0% of	£-33,558.66	is	£0.00
Your Input VAT on Purchases @20% of	£4,287.65	is	£857.53
Your Input VAT on Purchases @0% of	£14,571.89	is	£0.00
Your Input VAT on Labour @20% of	£1,673.24	is	£334.65
Your Input VAT on Labour @0% of	£11,152.98	is	£0.00
Your Input VAT on Other @20% of	£1,930.33	is	£386.07
Your Input VAT on Other @0% of	£0.00	is	£0.00
TOTAL	£-17.42		£1,563.28

Net Total: £-17.42
Vat Total: £1,563.28
Net Total: £1,545.86

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

Bank Details: HSBC, Sort Code: 40-61-35, Account number: 03008104
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 Oct 2019 - 31st Oct 2019



Description	Net
Cash Sales	
Catering Cashless Adults	74.85
Catering Cashless Students	33,558.66
Subtotal Cash Sales	33,633.51
Credit Sales	
Duty Meals	261.36
FSM	1,054.08
Hospitality	333.80
Subtotal Credit Sales	1,649.24
Total Sales	35,282.75
Cost of Sales	
Opening Stock	8,993.63 (27/09/2019)
Purchases	19,113.53
Closing Stock	4,919.46 (25/10/2019)
Consumption	23,187.70
Gross Profit	12,095.05
GP%	34.28%
Labour	
Labour	11,152.98
Agency Labour	1,673.24
Total Labour	12,826.22
Sundries	
Opening Stock	449.33 (27/09/2019)
Cleaning Materials	67.38
Non Food Disposables	741.15
Uniforms	30.00
Closing Stock	350.26 (25/10/2019)
Total Sundries	937.60
Extra Costs	
Management Fee	515.00
Depreciation	1,415.33
Total Extra Costs	1,930.33

Client Operating Statement

School: Bishop Vesey's Grammar School

Unit Number: S300

Date Period: 1st Oct 2019 - 31st Oct 2019



Net Operating Cost	3,599.10
Invoice Reconciliation	
Net Cost of Catering	3,599.10
Credit Sales	1,649.24
Cost Adjustment	-5,265.76
Invoice Value	-17.42

Schedule of Purchases

School: Bishop Vesey's Grammar School

Unit Number: S300

Date Period: 1st Oct 2019 - 31st Oct 2019



Type	Date	Supplier	Reference	Net	VAT	Gross
Agency Labour						
Purchases - Invoice	22nd Sep 2019	Blue Arrow	24058257	756.80	151.36	908.16
Purchases - Invoice	29th Sep 2019	Blue Arrow	24063657	916.44	183.29	1099.73
				1,673.24	334.65	2,007.89
				1,673.24	334.65	2,007.89
Cleaning Materials						
Purchases - Invoice	3rd Oct 2019	Bunzl Catering	02260059	56.35	11.27	67.62
Purchases - Invoice	24th Oct 2019	Bunzl Catering	02264956	11.03	2.21	13.24
				67.38	13.48	80.86
Food Purchases						
Purchases - Invoice	30th Sep 2019	Bidfood	88761444	483.60	18.17	501.77
Purchases - Invoice	30th Sep 2019	Saporous Foods Limited	7477	138.80	0.00	138.8
Purchases - Invoice	30th Sep 2019	Total Produce	LEI-776317	75.13	0.00	75.13
Purchases - Invoice	1st Oct 2019	Saporous Foods Limited	7501	204.35	0.00	204.35
Purchases - Invoice	1st Oct 2019	Spice Time (Safy Impex Ltd)	ASPENS28-011019-1	242.50	0.00	242.5

Schedule of Purchases

School: Bishop Vesey's Grammar School

Unit Number: S300

Date Period: 1st Oct 2019 - 31st Oct 2019



Purchases - Invoice	2nd Oct 2019	Bidfood	88810212	745.60	0.00	745.6
Purchases - Invoice	2nd Oct 2019	Saporous Foods Limited	7514	379.91	0.00	379.91
Purchases - Invoice	2nd Oct 2019	Total Produce	LEI-777164	42.24	0.00	42.24
Purchases - Invoice	3rd Oct 2019	Chapple & Jenkins Ltd	384789	575.69	95.82	671.51
Purchases - Invoice	3rd Oct 2019	Saporous Foods Limited	7523	209.53	0.00	209.53
Purchases - Invoice	3rd Oct 2019	Theos Food Company	196821	147.75	0.00	147.75
Purchases - Invoice	4th Oct 2019	Bidfood	88850907	59.76	0.00	59.76
Purchases - Invoice	4th Oct 2019	Bidfood	88851160	376.37	15.51	391.88
Purchases - Invoice	4th Oct 2019	Bidfood	88851878	39.88	0.91	40.79
Purchases - Invoice	4th Oct 2019	Saporous Foods Limited	7539	165.50	0.00	165.5
Purchases - Invoice	4th Oct 2019	Spice Time (Safy Impex Ltd)	ASPENS28-041019-1	162.75	0.00	162.75
Purchases - Invoice	7th Oct 2019	Bidfood	88878742	665.19	14.51	679.7
Purchases - Invoice	7th Oct 2019	Saporous Foods Limited	7567	390.39	0.00	390.39
Purchases - Cash Purchase	7th Oct 2019	tesco	8521	81.85	0.00	81.85
Purchases - Invoice	7th Oct 2019	Total Produce	LEI-778361	172.24	0.00	172.24
Purchases - Invoice	8th Oct 2019	Saporous Foods Limited	7569	270.24	0.00	270.24
Purchases - Invoice	8th Oct 2019	Spice Time (Safy Impex Ltd)	ASPENS28-081019-1	368.95	0.00	368.95
Purchases - Invoice	9th Oct 2019	Bidfood	88927651	801.20	15.42	816.62
Purchases - Invoice	9th Oct 2019	Bidfood	88927945	86.92	0.00	86.92

Schedule of Purchases

School: Bishop Vesey's Grammar School

Unit Number: S300

Date Period: 1st Oct 2019 - 31st Oct 2019



Purchases - Invoice	9th Oct 2019	Saporous Foods Limited	7598	367.59	0.00	367.59
Purchases - Cash Purchase	9th Oct 2019	tesco	9874	97.61	0.00	97.61
Purchases - Invoice	9th Oct 2019	Total Produce	LEI-779199	128.35	0.00	128.35
Purchases - Invoice	10th Oct 2019	Chapple & Jenkins Ltd	386934	512.71	83.22	595.93
Purchases - Invoice	10th Oct 2019	Saporous Foods Limited	7607	189.50	0.00	189.5
Purchases - Invoice	10th Oct 2019	Spice Time (Safy Impex Ltd)	ASPENS28-101019-1	167.00	0.00	167
Purchases - Invoice	10th Oct 2019	Theos Food Company	198194	239.50	0.00	239.5
Purchases - Invoice	11th Oct 2019	Bidfood	88970964	418.22	0.00	418.22
Purchases - Invoice	11th Oct 2019	Bidfood	89972204	167.97	0.00	167.97
Purchases - Invoice	11th Oct 2019	Total Produce	LEI-779980	30.72	0.00	30.72
Purchases - Invoice	11th Oct 2019	Tugo Food Systems Ltd	249481	216.08	0.00	216.08
Purchases - Invoice	14th Oct 2019	Bidfood	88997676	158.03	0.00	158.03
Purchases - Invoice	14th Oct 2019	Saporous Foods Limited	7641	333.58	0.00	333.58
Purchases - Invoice	14th Oct 2019	Spice Time (Safy Impex Ltd)	ASPENS-141019-1	184.00	0.00	184
Purchases - Invoice	15th Oct 2019	Saporous Foods Limited	7659	276.67	0.00	276.67
Purchases - Invoice	16th Oct 2019	Bidfood	89043599	1248.43	10.87	1259.3
Purchases - Invoice	16th Oct 2019	Saporous Foods Limited	7672	305.29	0.00	305.29
Purchases - Invoice	16th Oct 2019	Spice Time (Safy Impex Ltd)	ASPENS-161019-1	182.25	0.00	182.25
Purchases - Invoice	16th Oct 2019	Total Produce	LEI-781422	251.43	0.00	251.43

Schedule of Purchases

School: Bishop Vesey's Grammar School

Unit Number: S300

Date Period: 1st Oct 2019 - 31st Oct 2019



Purchases - Invoice	17th Oct 2019	Chapple & Jenkins Ltd	388773	382.82	76.56	459.38
Purchases - Invoice	17th Oct 2019	Saporous Foods Limited	7687	173.00	0.00	173
Purchases - Invoice	17th Oct 2019	Theos Food Company	199408	279.52	0.00	279.52
Purchases - Invoice	18th Oct 2019	Bidfood	89089182	429.91	0.00	429.91
Purchases - Invoice	18th Oct 2019	Saporous Foods Limited	7711	143.30	0.00	143.3
Purchases - Invoice	18th Oct 2019	Spice Time (Safy Impex Ltd)	ASPENS-181019-1	238.15	0.00	238.15
Purchases - Invoice	21st Oct 2019	Bidfood	89112392	489.07	0.00	489.07
Purchases - Invoice	21st Oct 2019	Saporous Foods Limited	7716	318.39	0.00	318.39
Purchases - Invoice	21st Oct 2019	Total Produce	LEI-782545	121.68	0.00	121.68
Purchases - Invoice	22nd Oct 2019	Saporous Foods Limited	7731	289.87	0.00	289.87
Purchases - Invoice	22nd Oct 2019	Spice Time (Safy Impex Ltd)	ASPENS28-221019-1	190.75	0.00	190.75
Purchases - Invoice	23rd Oct 2019	Bidfood	89156578	574.28	0.00	574.28
Purchases - Invoice	23rd Oct 2019	Saporous Foods Limited	7742	272.08	0.00	272.08
Purchases - Invoice	23rd Oct 2019	Total Produce	LEI-783436	31.04	0.00	31.04
Purchases - Invoice	23rd Oct 2019	Total Produce	LEI-782935	28.50	0.00	28.5
Purchases - Invoice	23rd Oct 2019	Tugo Food Systems Ltd	250832	253.80	0.00	253.8
Purchases - Invoice	24th Oct 2019	Bunzl Catering	02264957	157.60	31.52	189.12
Purchases - Invoice	24th Oct 2019	Chapple & Jenkins Ltd	390543	446.86	89.37	536.23
Purchases - Invoice	24th Oct 2019	Chapple & Jenkins Ltd	390542	4.19	0.84	5.03

Schedule of Purchases

School: Bishop Vesey's Grammar School

Unit Number: S300

Date Period: 1st Oct 2019 - 31st Oct 2019



Purchases - Invoice	24th Oct 2019	Saporous Foods Limited	7760	135.20	0.00	135.2
Purchases - Invoice	24th Oct 2019	Spice Time (Safy Impex Ltd)	ASPENS28-241019-1	198.50	0.00	198.5
Purchases - Invoice	24th Oct 2019	Theos Food Company	200770	87.72	0.00	87.72
Purchases - Invoice	25th Oct 2019	Bidfood	89197736	1043.63	20.65	1064.28
Purchases - Invoice	25th Oct 2019	Saporous Foods Limited	7773	163.40	0.00	163.4
Purchases - Invoice	25th Oct 2019	Spice Time (Safy Impex Ltd)	ASPENS28-251019-1	299.00	0.00	299
				19,113.53	473.37	19,586.90

Non Food Disposables						
Purchases - Invoice	3rd Oct 2019	Bunzl Catering	02260058	30.12	6.03	36.15
Purchases - Invoice	4th Oct 2019	Bidfood	88851160	16.54	3.30	19.84
Purchases - Invoice	9th Oct 2019	Bidfood	88927651	16.54	3.31	19.85
Purchases - Invoice	11th Oct 2019	Bidfood	89972204	6.81	1.36	8.17
Purchases - Delivery Note	15th Oct 2019	Bunzl Catering	02262522	500.88	0.00	500.88
Purchases - Delivery Note	17th Oct 2019	Bunzl Catering	022458436	60.09	0.00	60.09
Purchases - Invoice	21st Oct 2019	Bidfood	89112464	13.65	2.73	16.38
Purchases - Invoice	24th Oct 2019	Bunzl Catering	02264957	96.52	19.30	115.82
				741.15	36.03	777.18

Uniforms						
----------	--	--	--	--	--	--

Schedule of Purchases

School: Bishop Vesey's Grammar School

Unit Number: S300

Date Period: 1st Oct 2019 - 31st Oct 2019



Purchases - Cash Purchase	7th Oct 2019	asda	2034	30.00	0.00	30
				30.00	0.00	30.00
				19,952.06	522.88	20,474.94

section six

client issue summary

Meal Numbers

School: Bishop Vesey's Grammar School

Unit Number: S300

Date Period: 1st Oct 2019 - 31st Oct 2019



	1st Oct 2019 (Tue)	2nd Oct 2019 (Wed)	3rd Oct 2019 (Thu)	4th Oct 2019 (Fri)	5th Oct 2019 (Sat)	6th Oct 2019 (Sun)	7th Oct 2019 (Mon)
Duty Meals	12	14	11	13	0	0	11
Unit Price	1.08	1.08	1.08	1.08	0.00	0.00	1.08
Net Charge	12.96	15.12	11.88	14.04	0.00	0.00	11.88
FSM	51	55	55	55	0	0	51
Unit Price	1.08	1.08	1.08	1.08	0.00	0.00	1.08
Net Charge	55.08	59.40	59.40	59.40	0.00	0.00	55.08
	8th Oct 2019 (Tue)	9th Oct 2019 (Wed)	10th Oct 2019 (Thu)	11th Oct 2019 (Fri)	12th Oct 2019 (Sat)	13th Oct 2019 (Sun)	14th Oct 2019 (Mon)
Duty Meals	15	13	16	15	0	0	14
Unit Price	1.08	1.08	1.08	1.08	0.00	0.00	1.08
Net Charge	16.20	14.04	17.28	16.20	0.00	0.00	15.12
FSM	49	48	54	52	0	0	52
Unit Price	1.08	1.08	1.08	1.08	0.00	0.00	1.08
Net Charge	52.92	51.84	58.32	56.16	0.00	0.00	56.16
	15th Oct 2019 (Tue)	16th Oct 2019 (Wed)	17th Oct 2019 (Thu)	18th Oct 2019 (Fri)	19th Oct 2019 (Sat)	20th Oct 2019 (Sun)	21st Oct 2019 (Mon)
Duty Meals	15	16	14	7	0	0	12
Unit Price	1.08	1.08	1.08	1.08	0.00	0.00	1.08
Net Charge	16.20	17.28	15.12	7.56	0.00	0.00	12.96
FSM	52	52	52	52	0	0	52
Unit Price	1.08	1.08	1.08	1.08	0.00	0.00	1.08
Net Charge	56.16	56.16	56.16	56.16	0.00	0.00	56.16

Meal Numbers

School: Bishop Vesey's Grammar School

Unit Number: S300

Date Period: 1st Oct 2019 - 31st Oct 2019



	22nd Oct 2019 (Tue)	23rd Oct 2019 (Wed)	24th Oct 2019 (Thu)	25th Oct 2019 (Fri)	26th Oct 2019 (Sat)	27th Oct 2019 (Sun)	28th Oct 2019 (Mon)
Duty Meals	8	13	9	14	0	0	0
Unit Price	1.08	1.08	1.08	1.08	0.00	0.00	0.00
Net Charge	8.64	14.04	9.72	15.12	0.00	0.00	0.00
FSM	52	48	49	45	0	0	0
Unit Price	1.08	1.08	1.08	1.08	0.00	0.00	0.00
Net Charge	56.16	51.84	52.92	48.60	0.00	0.00	0.00
	29th Oct 2019 (Tue)	30th Oct 2019 (Wed)	31st Oct 2019 (Thu)				
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	1218	
Net Total	1,315.44	
Duty Meals	Quantity	242
	Net Charge	261.36
FSM	Quantity	976
	Net Charge	1,054.08

Hospitality

School: Bishop Vesey's Grammar School

Unit Number: S300

Date Period: 1st Oct 2019 - 31st Oct 2019



Date	Description	Qty	Unit Price	Net
1st Oct 2019	refreshments	8	1.45	11.60
1st Oct 2019	sands & baguettes for 6teachers	16	1.10	17.60
1st Oct 2019	water	48	0.45	21.60
1st Oct 2019	Mr Howell. refreshments hockey	32	1.10	35.20
2nd Oct 2019	netball . cakes & drinks	20	0.45	9.00
2nd Oct 2019	cakes netball	35	0.45	15.75
2nd Oct 2019	milk. finance office	1	1.45	1.45
2nd Oct 2019	Mr Howell. refreshments hockey	16	1.10	17.60
2nd Oct 2019	milk	1	1.45	1.45
3rd Oct 2019	milk. finance office	1	1.45	1.45
4th Oct 2019	staff room service . Graham Swindells	1	25.00	25.00
7th Oct 2019	milk. physics dept	1	1.45	1.45
7th Oct 2019	refreshments for middle leaders. Lesley	20	1.35	27.00
7th Oct 2019	light lunch michelle	11	1.55	17.05
8th Oct 2019	cookies. MARTHA. MERIT WINNERS	30	0.45	13.50
8th Oct 2019	MILK. STEM BLOCK	1	1.45	1.45
9th Oct 2019	milk. finance office	1	1.45	1.45

Hospitality

School: Bishop Vesey's Grammar School

Unit Number: S300

Date Period: 1st Oct 2019 - 31st Oct 2019



9th Oct 2019	netball . cakes	25	0.45	11.25
9th Oct 2019	milk, lesley year 7 parents	2	1.45	2.90
11th Oct 2019	milk stem block	1	1.45	1.45
11th Oct 2019	staff room service . Graham Swindells	1	25.00	25.00
11th Oct 2019	refreshments. lesley, training	92	0.55	50.60
11th Oct 2019	cakes. lesley, training	46	0.50	23.00
				<u>333.80</u>

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.



The Litmus Partnership Limited

Theta House 7 Doman Road
Camberley Surrey GU15 3DN
T: 01276 673 880 F: 01276 673 888
E: mailbox@litmuspartnership.co.uk