

Catering Account Monitoring

Bishop Vesey's Grammar School

Prepared by:

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Senior Consultant

The Litmus Partnership Limited

January 2019



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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 January 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 ten of trading, the net cost of catering is £10.5k favourable to budget, due to total sales being £20.7k over budget. Sundry expenses are also £1.8k below budget.

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 Ten

Budget Year ~ April 2018 to March 2019

Budget Heading	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Actual	2017/18 Actual	% of Actual Sales	2018/19 Actual	% of Bdgtd Sales	2018/19 Budget	2018/19 Variance
Sales :										
Sales	£102,581.52	£170,680.07	£169,462.61	£191,017.43	£188,937.01	91.75%	£233,990.69	93.60%	£219,355.32	£14,635.37
Adult Sales	£9.06				£580.94	0.63%	£1,604.58			£1,604.58
Client Issues	£8,460.44	£12,639.58	£12,563.81	£12,422.52	£14,281.86	7.63%	£19,447.26	6.40%	£14,999.22	£4,448.04
Total Sales	£111,051.02	£183,319.65	£182,026.42	£203,439.95	£203,799.81	100.00%	£255,042.53	100.00%	£234,354.54	£20,687.99
Less Consumption :										
Opening Stock	£16,489.92				£43,993.00	24.02%	£61,267.32			£61,267.32
Cost of Sales	£60,097.05	£98,565.63	£86,509.15	£94,535.97	£107,158.32	49.24%	£125,592.17	48.56%	£113,802.54	£11,789.63
Less Closing Stock	-£16,489.92				-£46,714.66	-24.51%	-£62,519.82			-£62,519.82
Total Consumption	£60,097.05	£98,565.63	£86,509.15	£94,535.97	£104,436.66	48.75%	£124,339.67	48.56%	£113,802.54	£10,537.13
Gross Profit :										
Total Gross Profit	£50,953.97	£84,754.02	£95,517.27	£108,903.98	£99,363.15	51.25%	£130,702.86	51.44%	£120,552.00	£10,150.86
Gross Profit %	45.88%	46.23%	52.47%	53.53%	48.76%		51.25%		51.44%	-0.19%
Less Labour:										
Basic Pay	£35,756.03	£74,916.70	£76,132.30	£82,755.32	£78,079.84	36.11%	£92,105.33	40.60%	£95,138.98	-£3,033.65
Employers' NI	£1,012.66				£5,815.42	1.32%	£3,359.89			£3,359.89
Employers Pens	£248.99				£605.76	0.28%	£711.12			£711.12
NEST Pens	£21.77									
PAYE					£3,289.20					
Overtime	£1,696.75									
Apprenticeship Levy					£392.64	0.18%	£455.21			£455.21
Other Deductions					£294.74	-0.02%	-£44.60			-£44.60
Sick Pay	£110.33									
DBS Check	£520.00									
Total Labour Costs	£39,366.53	£74,916.70	£76,132.30	£82,755.32	£88,477.60	37.87%	£96,586.95	40.60%	£95,138.98	£1,447.97
Less Expenses:										
Disposables	£650.15	£4,015.65	£1,355.25	£5,019.23	£2,079.19	0.77%	£1,957.42	2.32%	£5,429.20	-£3,471.78
Cleaning Materials	£4.80	£2,398.24	£1,313.24	£1,607.64	£1,375.72	0.36%	£921.54			£921.54
IT Equipment & Recharge	£44.00	£100.00								
Uniforms & Laundry	£1,636.78	£1,458.32	£1,000.00	£250.00	£1,871.03	0.21%	£543.84			£543.84
Marketing Expenses	£138.79	£1,125.00	£1,375.00	£750.00	£15.54	0.01%	£28.33			£28.33
Equipment Purchases	£1,313.68	£1,500.00			£804.14	0.06%	£140.76			£140.76
Equipment Hire	£76.55	£120.00	£1,200.00	£1,200.00		0.01%	£28.96			£28.96
Deep Clean	£25.00	£500.00	£1,500.00	£1,350.00						
Bank / Credit Card Charges	£702.07									
Cash Collection	£224.31	£1,480.00	£2,500.00	£2,500.00						
Subcontracted Deep Clean Costs	£200.00				£1,249.00					
Sundry Expenses	£0.50	£113.00	£1,008.90	£872.09	-£11.37					
Telephone	£348.72				£64.83					
Subcontracted Refuse	£503.44									
Stationary & Postage	£385.20	£392.30	£1,287.67	£876.70	£29.95	0.06%	£152.24			£152.24
Training	£158.70	£577.16								
Depreciation	£500.00	£5,000.00	£5,000.00	£5,000.00	£10,082.97	3.95%	£10,083.30	4.30%	£10,080.33	£2.97
Staff Advertising & Recruitment	£11.70	£31.50								
CRB			£380.00							
Stock Movement				£360.81	-£518.25	-0.07%	-£184.20			-£184.20
Management Fee	£3,948.32	£13,331.98	£13,247.66	£12,500.00	£5,000.00	1.96%	£5,000.00	2.13%	£5,000.00	
Total Expenses	£10,872.71	£32,143.15	£31,167.72	£32,286.47	£22,042.75	7.32%	£18,672.19	8.75%	£20,509.53	-£1,837.34
Total Overheads	£50,239.24	£107,059.85	£107,300.02	£115,041.79	£110,520.35	45.19%	£115,259.14	49.35%	£115,648.51	-£389.37
Less Gross Profit	-£50,953.97	-£84,754.02	-£95,517.27	-£108,903.98	-£99,363.15	-51.25%	-£130,702.86	-51.44%	-£120,552.00	-£10,150.86
NET COST OF CATERING	-£714.73	£22,305.83	£11,782.75	£6,137.81	£11,157.20	-6.06%	-£15,443.72	-2.09%	-£4,903.49	-£10,540.23
Plus Adjustment:										
Balancing Subsidy	-£2,199.19	-£16,762.90	-£10,987.75	-£6,137.81	-£16,336.99	2.97%	£7,581.48	-1.26%	-£2,958.21	£10,539.69
Total Adjustments	-£2,199.19	-£16,762.90	-£10,987.75	-£6,137.81	-£16,336.99	2.97%	£7,581.48	-1.26%	-£2,958.21	£10,539.69
Total Fixed Invoiced Cost	-£2,913.92	£5,542.93	£795.00	£5,000.00	-£5,179.79	-3.08%	-£7,862.24	-3.35%	-£7,861.70	-£0.54
Plus Client Issues:										
Client Issues Recharged	£8,460.44	£12,640.30	£12,619.65	£12,487.81	£14,281.87	7.63%	£19,447.26			
Total Client Issues	£8,460.44	£12,640.30	£12,619.65	£12,487.81	£14,281.87	7.63%	£19,447.26			
Total Invoiced Cost Pre Vat	£5,546.52	£18,183.23	£13,414.65	£12,487.81	£9,102.08	4.54%	£11,585.02			
Plus VAT:										
Input VAT	£6,495.13	£7,476.80	£4,723.92	£8,755.55	£7,403.26	2.67%	£6,821.58			
Output VAT	-£319.91	-£107.59	£1,361.62	-£333.60	-£46.61					
Total VAT	£6,175.22	£7,369.21	£6,085.54	£8,421.95	£7,356.65	2.67%	£6,821.58			
Total Invoiced Cost Plus VAT	£11,721.74	£25,552.44	£19,500.19	£20,909.76	£16,458.73	7.22%	£18,406.60			
Plus Additional Invoices/Credits:										
Net Invoice Value		-£1,334.55				-0.07%	-£167.50			
VAT Charged		-£79.17				-0.00%	-£5.50			
Total Additional Invoice/Credit		-£1,413.72				-0.07%	-£173.00			

section three

monthly
comparative analysis ~
budget vs actuals

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

Month of :	Jan-14	Jan-15	Jan-16	Jan-17	Jan-18		Jan-19			
Budget Heading	Actual	Actual	Actual	Actual	Actual	% of Actual Sales	Actual	% of Bdgtd Sales	Budget	Variance
Sales :										
Sales	£22,330.04	£24,896.00	£16,424.00	£23,218.00	£27,283.68	93.69%	£31,112.98	95.91%	£29,119.60	£1,993.38
Adult Sales					£80.96	0.75%	£247.64			£247.64
Client Issues	£2,051.70	£1,413.00	£1,076.81	£1,038.46	£1,242.50	5.56%	£1,847.07	4.09%	£1,242.50	£604.57
Total Sales	£24,381.74	£26,309.00	£17,500.81	£24,256.46	£28,607.14	100.00%	£33,207.69	100.00%	£30,362.10	£2,845.59
Less Consumption :										
Opening Stock					£4,475.64	19.16%	£6,362.55			£6,362.55
Cost of Sales	£12,531.30	£14,557.00	£10,551.00	£13,461.00	£14,938.92	53.26%	£17,686.17	48.56%	£14,743.83	£2,942.34
Less Closing Stock					-£6,492.41	-22.40%	-£7,439.62			-£7,439.62
Total Consumption	£12,531.30	£14,557.00	£10,551.00	£13,461.00	£12,922.15	50.02%	£16,609.10	48.56%	£14,743.83	£1,865.27
Gross Profit :										
Total Gross Profit	£11,850.44	£11,752.00	£6,949.81	£10,795.46	£15,684.99	49.98%	£16,598.59	51.44%	£15,618.27	£980.32
Gross Profit %	48.60%	44.67%	39.71%	44.51%	54.83%		49.98%		51.44%	-1.46%
Less Labour:										
Basic Pay	£7,505.66	£7,679.00	£7,577.61	£8,354.00	£8,090.37	27.93%	£9,274.22	31.33%	£9,513.83	-£239.61
Employers' NI					£567.20	0.96%	£319.43			£319.43
Employers Pens					£57.35	0.21%	£68.77			£68.77
NEST Pens										
PAYE					£319.40					
Overtime										
Apprenticeship Levy					£43.57	0.14%	£46.37			£46.37
Other Deductions					-£231.26					
Sick Pay										
DBS Check										
Total Labour Costs	£7,505.66	£7,679.00	£7,577.61	£8,354.00	£8,846.63	29.24%	£9,708.79	31.33%	£9,513.83	£194.96
Less Expenses:										
Disposables	£650.15	£490.00	£259.00	£989.54	£169.47	0.52%	£172.82	1.79%	£542.92	-£370.10
Cleaning Materials	-£521.95	£141.00	£74.00	£222.70	£193.67	0.60%	£199.66			£199.66
IT Equipment & Recharge										
Uniforms & Laundry	£83.33	£125.00	£250.00	£250.00	£3.99					
Marketing Expenses	£125.00		£250.00	£250.00						
Equipment Purchases	£100.00									
Equipment Hire	£31.50	£120.00	£120.00	£120.00						
Deep Clean	£125.00									
Bank / Credit Card Charges										
Cash Collection	£136.50	£250.00	£250.00	£250.00						
Subcontracted Deep Clean Costs										
Sundry Expenses		£113.00	£104.00	£40.09						
Telephone										
Subcontracted Refuse										
Stationary & Postage	£41.66	£121.00	£87.67	£87.67		0.15%	£49.98			£49.98
Training										
Depreciation	£500.00	£500.00	£500.00	£500.00	£1,008.33	3.04%	£1,008.33	3.32%	£1,008.00	£0.33
Staff Advertising & Recruitment										
CRB										
Stock Movement					£40.78	-0.59%	-£195.21			-£195.21
Management Fee	-£1,333.33	£1,333.00	£1,250.00	£1,250.00	£500.00	1.51%	£500.00	1.65%	£500.00	
Total Expenses	-£62.14	£3,193.00	£3,144.67	£3,960.00	£1,916.24	5.23%	£1,735.58	6.75%	£2,050.92	-£315.34
Total Overheads	£7,443.52	£10,872.00	£10,722.28	£12,314.00	£10,762.87	34.46%	£11,444.37	38.09%	£11,564.75	-£120.38
Less Gross Profit	-£11,850.44	-£11,752.00	-£6,949.81	-£10,795.46	-£15,684.99	-49.98%	-£16,598.59	-51.44%	-£15,618.27	-£980.32
NET COST OF CATERING	-£4,406.92	-£880.00	£3,772.47	£1,518.54	-£4,922.12	-15.52%	-£5,154.22	-13.35%	-£4,053.52	-£1,100.70
Plus Adjustment:										
Balancing Subsidy	£5,012.99	£968.30	-£3,772.47	-£1,518.54	£4,422.12	13.15%	£4,368.04	10.76%	£3,267.35	£1,100.69
Total Adjustments	£5,012.99	£968.30	-£3,772.47	-£1,518.54	£4,422.12	13.15%	£4,368.04	10.76%	£3,267.35	£1,100.69
Total Fixed Invoiced Cost	£606.07	£88.30			-£500.00	-2.37%	-£786.18	-2.59%	-£786.17	-£0.01
Plus Client Issues:										
Client Issues Recharged	£2,051.70	£1,412.55	£1,076.81	£1,038.46	£1,242.50	5.56%	£1,847.07			
Total Client Issues	£2,051.70	£1,412.55	£1,076.81	£1,038.46	£1,242.50	5.56%	£1,847.07			
Total Invoiced Cost Pre Vat	£2,657.77	£1,500.85	£1,076.81	£1,038.46	£742.50	3.19%	£1,060.89			
Plus VAT:										
Input VAT	£1,676.75	£1,033.53	£808.88	£1,117.81	£830.32	2.64%	£876.32			
Output VAT		-£18.81		-£11.18						
Total VAT	£1,676.75	£1,014.72	£808.88	£1,106.63	£830.32	2.64%	£876.32			
Total Invoiced Cost Plus VAT	£4,334.52	£2,515.57	£1,885.69	£2,145.09	£1,572.82	5.83%	£1,937.21			
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	56.80%	51.56%	56.05%	54.80%

Gross Profit Tracker	Month 4	Month 5	Month 6	2nd Quarter Average
Gross Profit	46.49%	0.00%	49.25%	31.91%

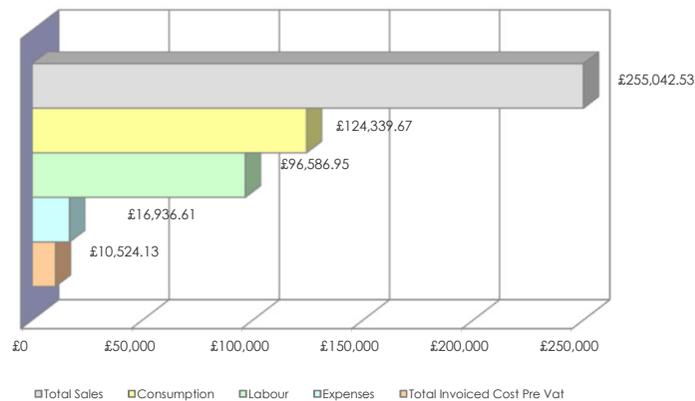
Gross Profit Tracker	Month 7	Month 8	Month 9	3rd Quarter Average
Gross Profit	51.57%	51.84%	48.25%	50.56%

Gross Profit Tracker	Month 10	Month 11	Month 12	4th Quarter Average
Gross Profit	49.98%			

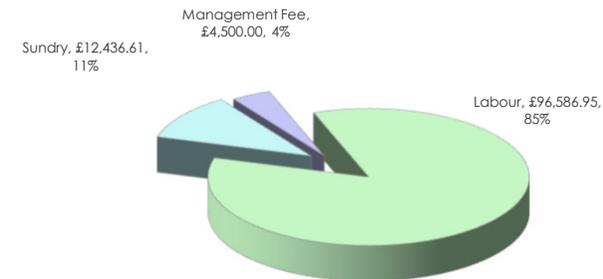
Monthly Performance Summary

	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	£0.00	£33,643	£38,684	£35,986	£27,037	£33,208			£255,042.53
Consumption	43.20%	48.44%	43.95%	53.51%	0.00%	50.75%	48.43%	48.16%	51.75%	50.02%			48.75%
Gross Profit	56.80%	51.56%	56.05%	46.49%	0.00%	49.25%	51.57%	51.84%	48.25%	49.98%			51.25%
Labour	52.04%	39.46%	36.09%	52.06%	0.00%	29.50%	26.02%	27.12%	36.67%	29.24%			37.87%
Sundries	6.32%	5.33%	5.27%	7.44%	0.00%	5.28%	4.15%	4.44%	4.83%	3.72%			5.36%
Management Fee	2.66%	2.04%	1.94%	2.89%	0.00%	1.49%	1.29%	1.39%	1.85%	1.51%			2.03%
Net Cost of Catering	£793.61	£1,159.47	£3,295.23	£2,754.58	£10,894.36	£4,369.93	£7,782.38	£6,798.28	£1,326.76	£5,154.22			£15,443.72
Variance	£2,152.66	£377.26	£1,411.24	£531.27	£670.39	£2,313.89	£4,297.23	£1,686.05	£627.32	£1,100.70			£10,540.23

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-6937

Invoice Date: 31st Jan 2019

Description	Net	Vat	Gross
Services Provided :	£1,060.89	£876.32	£1,937.21
<hr/>			
Your Output VAT on Sales @20% of	£-247.64	is	£-49.53
Your Output VAT on Sales @0% of	£-31,112.98	is	£0.00
Your Input VAT on Purchases @20% of	£3,120.90	is	£624.18
Your Input VAT on Purchases @0% of	£18,083.49	is	£0.00
Your Input VAT on Labour @20% of	£0.00	is	£0.00
Your Input VAT on Labour @0% of	£9,708.79	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	£1,060.89		£876.32

Net Total: £1,060.89
Vat Total: £876.32
Net Total: £1,937.21

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 Jan 2019 - 31st Jan 2019



Description	Net
Cash Sales	
Catering Cashless Students	31,112.98
Catering Cashless Adults	247.64
Subtotal Cash Sales	31,360.62
Credit Sales	
Duty Meals	306.72
FSM	880.20
Hospitality	660.15
Subtotal Credit Sales	1,847.07
Total Sales	33,207.69
Cost of Sales	
Opening Stock	6362.55 (21/12/2018)
Purchases	17,686.17
Closing Stock	7439.62 (31/01/2019)
Consumption	16,609.10
Gross Profit	16,598.59
GP%	49.98%
Labour	
Labour	9,708.79
Total Labour	9,708.79
Sundries	
Opening Stock	452.18 (21/12/2018)
Purchases	422.46
Closing Stock	647.39 (31/01/2019)
Total Sundries	227.25
Extra Costs	
Management Fee	500.00
Depreciation	1,008.33
Total Extra Charges	1,508.33
Net Operating Cost	-5,154.22
Invoice Reconciliation	

Client Operating Statement

School: Bishop Vesey's Grammar School

Unit Number: S300

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



Net Cost of Catering	-5,154.22
Cost Adjustment	4,368.04
Credit Sales	1,847.07
Invoice Value (GBP)	1,060.89

Payroll Summary (Period 10)
ASPENS SERVICES LIMITED

Division_Name	Department_Name	Gross_Levy_Due	Gross pay	PAYE	EE NI	PENSIONS EE	OTHER DEDUCTIONS	NET PAY	ERS NI	ER PENSIONS
	S300 - Bishop Vesev	4.43	886.17	0.00	22.10	9.20	0.00	854.87	25.41	7.66
	S300 - Bishop Vesev	4.03	806.73	0.00	12.57	7.29	0.00	786.87	14.45	6.07
	S300 - Bishop Vesev	3.02	604.48	0.00	0.00	2.44	0.00	602.04	0.00	2.03
	S300 - Bishop Vesev	2.76	552.38	0.00	0.00	1.19	0.00	551.19	0.00	0.99
	S300 - Bishop Vesev	5.75	1,149.05	32.20	53.65	15.51	0.00	1,047.69	61.69	12.92
	S300 - Bishop Vesev	2.84	568.95	3.60	0.00	1.58	0.00	563.77	0.00	1.32
	S300 - Bishop Vesev	11.40	2,280.83	257.40	189.46	42.67	0.00	1,791.30	217.88	35.56
	S300 - Bishop Vesev	2.53	506.79	0.00	0.00	10.00	0.00	496.79	0.00	0.08
	S300 - Bishop Vesev	2.32	464.38	0.00	0.00	10.00	0.00	454.38	0.00	0.00
	S300 - Bishop Vesev	2.82	563.80	0.00	0.00	1.46	0.00	562.34	0.00	1.22
	S300 - Bishop Vesev	2.75	549.24	0.00	0.00	1.11	0.00	548.13	0.00	0.92
	S300 - Bishop Vesev	1.71	341.42	0.00	0.00	0.00	0.00	341.42	0.00	0.00
	S300 - Bishop Vesev Total	46.37	9274.22	293.20	277.78	102.45	0.00	8600.79	319.43	68.77
	Total Cost		9708.79							

Schedule of Purchases

School: Bishop Vesey's Grammar School

Unit Number: S300

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



Type	Date	Supplier	Reference	Net	VAT	Gross
Cleaning Materials						
Purchases - Invoice	8th Jan 2019	Bunzl Catering	02202557 (OE)	80.06	0.00	80.06
Purchases - Invoice	23rd Jan 2019	Bunzl Catering	02206364	51.86	10.37	62.23
Purchases - Invoice	25th Jan 2019	Bunzl Catering	02206364 (OE)	51.86	0.00	51.86
Purchases - Invoice	30th Jan 2019	Bidfood	85030197	15.88	10.00	25.88
				199.66	20.37	220.03

Food Purchases						
Purchases - Cash Purchase	7th Jan 2018	Bishop Veseys grammar school	BJO/SMF	18.00	0.00	18
Purchases - Invoice	11th Jan 2018	Worcester Produce	372785	32.60	0.00	32.6
Purchases - Invoice	1st May 2018	Worcester Produce	328417	15.60	0.00	15.6
Purchases - Invoice	4th Jan 2019	Worcester Produce	371637	124.99	0.00	124.99
Purchases - Invoice	4th Jan 2019	Worcester Produce	371636	32.60	0.00	32.6
Purchases - Invoice	7th Jan 2019	Bidfood	84668166	223.03	0.00	223.03
Purchases - Invoice	7th Jan 2019	Bradshaws Butchers	110270	210.93	0.00	210.93
Purchases - Invoice	7th Jan 2019	Chapple & Jenkins Ltd	317693	608.80	104.48	713.28
Purchases - Invoice	7th Jan 2019	Saporous Foods Limited	5006	300.99	0.00	300.99

Schedule of Purchases

School: Bishop Vesey's Grammar School

Unit Number: S300

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Purchases - Cash Purchase	7th Jan 2019	tesco	4304	188.01	0.00	188.01
Purchases - Invoice	7th Jan 2019	Tugo Food Systems Ltd	226445	199.28	0.00	199.28
Purchases - Invoice	8th Jan 2019	Bunzl Catering	02202555 (OE)	520.90	0.00	520.90
Purchases - Invoice	8th Jan 2019	Magenta (UK) Ltd	2155169	340.97	68.19	409.16
Purchases - Invoice	8th Jan 2019	Saporous Foods Limited	5015	198.66	0.00	198.66
Purchases - Invoice	8th Jan 2019	Spice Time (Safy Impex Ltd)	ASPENS28-080119-1	289.00	0.00	289
Purchases - Invoice	8th Jan 2019	Worcester Produce	372326	89.12	0.00	89.12
Purchases - Invoice	8th Jan 2019	Worcester Produce	372324	32.60	0.00	32.6
Purchases - Invoice	9th Jan 2019	Bidfood	84708087	656.07	13.71	669.78
Purchases - Invoice	9th Jan 2019	Saporous Foods Limited	5023	175.71	0.00	175.71
Purchases - Invoice	10th Jan 2019	Chapple & Jenkins Ltd	318629	145.17	29.03	174.2
Purchases - Invoice	10th Jan 2019	Saporous Foods Limited	5028	195.04	0.00	195.04
Purchases - Invoice	10th Jan 2019	Spice Time (Safy Impex Ltd)	ASPENS28-100119-1	194.00	0.00	194
Purchases - Invoice	10th Jan 2019	Theos Food Company	120887	217.09	0.00	217.09
Purchases - Invoice	11th Jan 2019	Bidfood	84747795	491.05	13.73	504.78
Purchases - Invoice	11th Jan 2019	Saporous Foods Limited	5039	244.29	0.00	244.29
Purchases - Invoice	11th Jan 2019	Worcester Produce	372786	31.79	0.00	31.79
Purchases - Invoice	14th Jan 2019	Bidfood	84773766	375.18	0.00	375.18
Purchases - Invoice	14th Jan 2019	Bradshaws Butchers	110303	189.94	0.00	189.94

Schedule of Purchases

School: Bishop Vesey's Grammar School

Unit Number: S300

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



Purchases - Invoice	14th Jan 2019	Saporous Foods Limited	5066	279.89	0.00	279.89
Purchases - Invoice	14th Jan 2019	Spice Time (Safy Impex Ltd)	ASPENS28-140119-1	165.75	0.00	165.75
Purchases - Invoice	15th Jan 2019	Saporous Foods Limited	5075	198.66	0.00	198.66
Purchases - Invoice	15th Jan 2019	Spice Time (Safy Impex Ltd)	ASPENS28-150119-1	278.00	0.00	278
Purchases - Cash Purchase	15th Jan 2019	tesco	424817323	77.24	0.00	77.24
Purchases - Invoice	15th Jan 2019	Worcester Produce	373596	32.60	0.00	32.6
Purchases - Invoice	15th Jan 2019	Worcester Produce	373598	143.87	0.00	143.87
Purchases - Invoice	16th Jan 2019	Bidfood	84813006	693.40	17.53	710.93
Purchases - Invoice	16th Jan 2019	Saporous Foods Limited	5087	158.43	0.00	158.43
Purchases - Invoice	17th Jan 2019	Chapple & Jenkins Ltd	320205	383.34	73.21	456.55
Purchases - Invoice	17th Jan 2019	Chapple & Jenkins Ltd	320205	0.00	0.00	0
Purchases - Invoice	17th Jan 2019	Saporous Foods Limited	5096	216.14	0.00	216.14
Purchases - Invoice	17th Jan 2019	Spice Time (Safy Impex Ltd)	ASPENS28-170119-1	199.00	0.00	199
Purchases - Invoice	17th Jan 2019	Theos Food Company	121562	276.39	0.00	276.39
Purchases - Invoice	18th Jan 2019	Bidfood	84857220	589.88	23.18	613.06
Purchases - Invoice	18th Jan 2019	Saporous Foods Limited	5103	164.55	0.00	164.55
Purchases - Credit Note	18th Jan 2019	Theos Food Company	121791	-51.00	-0.00	-51
Purchases - Invoice	18th Jan 2019	Worcester Produce	374123	51.84	0.00	51.84
Purchases - Invoice	18th Jan 2019	Worcester Produce	374121	32.60	0.00	32.6

Schedule of Purchases

School: Bishop Vesey's Grammar School

Unit Number: S300

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



Purchases - Credit Note	20th Jan 2019	Worcester Produce	283501	-11.20	-0.00	-11.2
Purchases - Invoice	21st Jan 2019	Bidfood	84881417	165.17	0.00	165.17
Purchases - Invoice	21st Jan 2019	Saporous Foods Limited	5126	266.27	0.00	266.27
Purchases - Invoice	21st Jan 2019	Spice Time (Safy Impex Ltd)	ASPENS28-210119-1	255.10	0.00	255.1
Purchases - Cash Purchase	21st Jan 2019	tesco	9178	153.48	0.00	153.48
Purchases - Credit Note	22nd Jan 2019	Bidfood	99807488	-13.51	-0.00	-13.51
Purchases - Invoice	22nd Jan 2019	Bradshaws Butchers	106059	139.10	0.00	139.1
Purchases - Invoice	22nd Jan 2019	Saporous Foods Limited	5135	166.16	0.00	166.16
Purchases - Invoice	22nd Jan 2019	Worcester Produce	374892	32.60	0.00	32.6
Purchases - Invoice	22nd Jan 2019	Worcester Produce	374893	116.48	0.00	116.48
Purchases - Invoice	23rd Jan 2019	Bidfood	84920801	744.83	13.71	758.54
Purchases - Invoice	23rd Jan 2019	Bunzl Catering	02206362	338.48	67.70	406.18
Purchases - Invoice	23rd Jan 2019	Saporous Foods Limited	5142	270.61	0.00	270.61
Purchases - Invoice	23rd Jan 2019	Tugo Food Systems Ltd	228256	247.15	0.00	247.15
Purchases - Invoice	24th Jan 2019	Chapple & Jenkins Ltd	321788	163.43	32.69	196.12
Purchases - Invoice	24th Jan 2019	Saporous Foods Limited	5148	184.46	0.00	184.46
Purchases - Invoice	24th Jan 2019	Spice Time (Safy Impex Ltd)	ASPENS28-240119-1	514.85	0.00	514.85
Purchases - Invoice	24th Jan 2019	Theos Food Company	122226	366.91	5.74	372.65
Purchases - Credit Note	24th Jan 2019	Theos Food Company	122705	-51.00	-0.00	-51

Schedule of Purchases

School: Bishop Vesey's Grammar School

Unit Number: S300

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



Purchases - Invoice	25th Jan 2019	Bidfood	84963995	584.22	0.00	584.22
Purchases - Invoice	25th Jan 2019	Bunzl Catering	02206362 (OE)	349.51	0.00	349.51
Purchases - Invoice	25th Jan 2019	Saporous Foods Limited	5160	197.11	0.00	197.11
Purchases - Invoice	25th Jan 2019	Worcester Produce	375515	32.60	0.00	32.6
Purchases - Invoice	25th Jan 2019	Worcester Produce	375518	131.49	0.00	131.49
Purchases - Invoice	28th Jan 2019	Bradshaws Butchers	106044	165.40	0.00	165.4
Purchases - Invoice	28th Jan 2019	Magenta (UK) Ltd	2149718	116.41	23.28	139.69
Purchases - Invoice	28th Jan 2019	Saporous Foods Limited	5177	244.67	0.00	244.67
Purchases - Invoice	28th Jan 2019	Spice Time (Safy Impex Ltd)	2801191	84.75	0.00	84.75
Purchases - Invoice	29th Jan 2019	Saporous Foods Limited	5189	166.16	0.00	166.16
Purchases - Invoice	29th Jan 2019	Spice Time (Safy Impex Ltd)	290119-1	323.20	0.00	323.2
Purchases - Invoice	29th Jan 2019	Worcester Produce	376315	32.60	0.00	32.6
Purchases - Invoice	29th Jan 2019	Worcester Produce	37636	138.74	0.00	138.74
Purchases - Invoice	30th Jan 2019	Bidfood	85030197	862.36	14.91	877.27
Purchases - Invoice	30th Jan 2019	Saporous Foods Limited	5198	235.92	0.00	235.92
Purchases - Invoice	30th Jan 2019	Theos Food Company	122833	17.19	0.00	17.19
Purchases - Invoice	31st Jan 2019	Chapple & Jenkins Ltd	23385	306.40	61.28	367.68
Purchases - Invoice	31st Jan 2019	Saporous Foods Limited	5208	184.46	0.00	184.46
Purchases - Invoice	31st Jan 2019	Spice Time (Safy Impex Ltd)	310119-1	211.80	0.00	211.8

Schedule of Purchases

School: Bishop Vesey's Grammar School

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Purchases - Invoice	31st Jan 2019	Theos Food Company	122876	222.71	0.00	222.71
				18,889.06	562.37	19,451.43

Non Food Disposables						
Purchases - Invoice	7th Jan 2019	Bidfood	84668166	13.62	2.72	16.34
Purchases - Invoice	9th Jan 2019	Bidfood	84708087	12.26	2.45	14.71
Purchases - Invoice	16th Jan 2019	Bidfood	84813006	80.24	16.05	96.29
Purchases - Invoice	18th Jan 2019	Bidfood	84857220	15.55	0.00	15.55
Purchases - Invoice	23rd Jan 2019	Bidfood	84920801	40.12	8.02	48.14
Purchases - Invoice	23rd Jan 2019	Bunzl Catering	02206362	11.03	2.20	13.23
				172.82	31.44	204.26

Stationery						
Purchases - Cash Purchase	17th Jan 2019	cartridge discount	1379858	49.98	10.00	59.98
				49.98	10.00	59.98

Management Fee						
Regular Cost	January 2019	-	Management Fee	500.00	100	600
				500.00	100.00	600.00

Depreciation						

Schedule of Purchases

School: Bishop Vesey's Grammar School

Unit Number: S300

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



Regular Cost	January 2019	-	Depreciation	1008.33	201.666	1209.996
				1,008.33	201.67	1,210.00

Reverses						
Reversed Delivery Note	14th Jan 2019	Bunzl Catering	02202555 (Est Reverse)	-625.08	0.00	-625.08
Reversed Delivery Note	14th Jan 2019	Bunzl Catering	02202557 (Est Reverse)	-96.07	0.00	-96.07
Reversed Delivery Note	31st Jan 2019	Bunzl Catering	02206364 (Est Reverse)	-62.23	0.00	-62.23
Reversed Delivery Note	31st Jan 2019	Bunzl Catering	02206362 (Est Reverse)	-419.51	0.00	-419.51
				-1,202.89	0.00	-1,202.89
				19,616.96	925.85	20,542.81

section six

client issue summary

Meal Numbers

School: Bishop Vesey's Grammar School

Unit Number: S300

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



	1st Jan 2019 (Tue)	2nd Jan 2019 (Wed)	3rd Jan 2019 (Thu)	4th Jan 2019 (Fri)	5th Jan 2019 (Sat)	6th Jan 2019 (Sun)	7th Jan 2019 (Mon)
Duty Meals	0	0	0	0	0	0	15
Unit Price	0.00	0.00	0.00	0.00	0.00	0.00	1.08
Net Charge	0.00	0.00	0.00	0.00	0.00	0.00	16.20
FSM	0	0	0	0	0	0	38
Unit Price	0.00	0.00	0.00	0.00	0.00	0.00	1.08
Net Charge	0.00	0.00	0.00	0.00	0.00	0.00	41.04
	8th Jan 2019 (Tue)	9th Jan 2019 (Wed)	10th Jan 2019 (Thu)	11th Jan 2019 (Fri)	12th Jan 2019 (Sat)	13th Jan 2019 (Sun)	14th Jan 2019 (Mon)
Duty Meals	13	15	14	13	0	0	15
Unit Price	1.08	1.08	1.08	1.08	0.00	0.00	1.08
Net Charge	14.04	16.20	15.12	14.04	0.00	0.00	16.20
FSM	38	39	38	41	0	0	36
Unit Price	1.08	1.08	1.08	1.08	0.00	0.00	1.08
Net Charge	41.04	42.12	41.04	44.28	0.00	0.00	38.88
	15th Jan 2019 (Tue)	16th Jan 2019 (Wed)	17th Jan 2019 (Thu)	18th Jan 2019 (Fri)	19th Jan 2019 (Sat)	20th Jan 2019 (Sun)	21st Jan 2019 (Mon)
Duty Meals	14	14	14	14	0	0	13
Unit Price	1.08	1.08	1.08	1.08	0.00	0.00	1.08
Net Charge	15.12	15.12	15.12	15.12	0.00	0.00	14.04
FSM	37	40	43	42	0	0	44
Unit Price	1.08	1.08	1.08	1.08	0.00	0.00	1.08
Net Charge	39.96	43.20	46.44	45.36	0.00	0.00	47.52

Meal Numbers

School: Bishop Vesey's Grammar School

Unit Number: S300

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



	22nd Jan 2019 (Tue)	23rd Jan 2019 (Wed)	24th Jan 2019 (Thu)	25th Jan 2019 (Fri)	26th Jan 2019 (Sat)	27th Jan 2019 (Sun)	28th Jan 2019 (Mon)
Duty Meals	15	28	14	14	0	0	14
Unit Price	1.08	1.08	1.08	1.08	0.00	0.00	1.08
Net Charge	16.20	30.24	15.12	15.12	0.00	0.00	15.12
FSM	44	84	43	40	0	0	45
Unit Price	1.08	1.08	1.08	1.08	0.00	0.00	1.08
Net Charge	47.52	90.72	46.44	43.20	0.00	0.00	48.60
	29th Jan 2019 (Tue)	30th Jan 2019 (Wed)	31st Jan 2019 (Thu)				
Duty Meals	15	15	15				
Unit Price	1.08	1.08	1.08				
Net Charge	16.20	16.20	16.20				
FSM	42	39	42				
Unit Price	1.08	1.08	1.08				
Net Charge	45.36	42.12	45.36				

Quantity Total	1099	
Net Total	1,186.92	
Duty Meals	Quantity	284
	Net Charge	306.72
FSM	Quantity	815
	Net Charge	880.20

Hospitality

School: Bishop Vesey's Grammar School

Unit Number: S300

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



Date	Description	Qty	Unit Price	Net
7th Jan 2019	milk DT department	1	1.45	1.45
7th Jan 2019	milk finance dept	1	1.45	1.45
9th Jan 2019	milk main school office	1	1.45	1.45
10th Jan 2019	HOCKEY. DRINKS & BISCUITS	16	1.10	17.60
10th Jan 2019	sharon. madarin	45	1.10	49.50
11th Jan 2019	Graham staffroom	1	25.00	25.00
14th Jan 2019	sharon. madarin	45	1.10	49.50
17th Jan 2019	sharon. madarin	45	1.10	49.50
17th Jan 2019	HOCKEY. DRINKS & BISCUITS	16	1.10	17.60
17th Jan 2019	milk finance dept	1	1.45	1.45
17th Jan 2019	milk main school office	1	1.45	1.45
18th Jan 2019	Alumni platform corporate lunch & drinks - extra	4	2.95	11.80
18th Jan 2019	Graham staffroom	1	25.00	25.00
18th Jan 2019	visitors lunch. Mr Goodwin	1	2.95	2.95
18th Jan 2019	Alumni platform corporate lunch & drinks	18	2.95	53.10
21st Jan 2019	sharon. madarin	45	1.10	49.50
21st Jan 2019	milk DT department	1	1.45	1.45

Hospitality

School: Bishop Vesey's Grammar School

Unit Number: S300

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



21st Jan 2019	milk finance dept	1	1.45	1.45
24th Jan 2019	parents evening baguettes sands. lesley	15	1.45	21.75
25th Jan 2019	milk finance dept	2	1.45	2.90
25th Jan 2019	Graham staffroom	1	25.00	25.00
28th Jan 2019	lesley Biscuits for Manadrin lessons	100	0.28	28.00
28th Jan 2019	drinks & cookies cross country	100	1.10	110.00
28th Jan 2019	milk it department	1	1.45	1.45
28th Jan 2019	milk DT department	1	1.45	1.45
28th Jan 2019	Governors meeting. refreshments	20	1.55	31.00
28th Jan 2019	SHARON .DEBATING Cakes	50	0.45	22.50
28th Jan 2019	FSM	0	1.08	0.00
29th Jan 2019	milk finance dept	1	1.45	1.45
30th Jan 2019	netball snacks & drinks	15	1.10	16.50
31st Jan 2019	Graham staffroom	1	25.00	25.00
31st Jan 2019	lunch	7	1.50	10.50
31st Jan 2019	milk exams office	1	1.45	1.45
				660.15

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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