

Wikimedia UK

Management Accounts

To: WMUK Board
From: Richard Symonds
Date: 16 November 2012
Subject: Management Accounts to 31 October 2012

Commentary

The attached management accounts show a total spend of £67,970 for Q3, against a predicted spend of £166,177 for that period. Expenditure was much lower than expected largely due to the delays in spends in the GLAM and World War budgets. Income (net of Gift Aid) was slightly higher than expected, but as Gift Aid Claims for this period have not yet been submitted, income for the quarter is lower than expected.

The most significant variances from the budget are the aforementioned GLAM and World War budgets. In addition

- Office Rent has been paid twice in October, as we were invoiced slightly early for our November rent.
- There has been a cost of £1,700 in insurance, to pay for Data Protection insurance required by the WMF.
- £16,000 for a Europeana Grant has fallen into September's budget. The figure may change slightly due to exchange rates. The staff are happy to see that this is moving ahead.
- Accruals relate to the Hearst Grant from last year, which was repaid in August.

There have also been various small post-audit adjustments to our accounts, which I can go into at a later date for those who are interested.

The total income figure of £77,726.70 includes all income except Gift Aid, which has not yet been claimed for this period. There may be some small adjustments to membership fees in the future. The insurance income is the result of an insurance claim for damage to a laptop, spent earlier this year.

I am happy to answer any questions on payments when I report to the Board.

Working Capital Position at 16th November, 2012

Bank Balances:	£378,060.67
Debtors:	£235.39
Creditors:	£30,993.12

Wikimedia UK - Detailed Accounts

Receipts	August	September	October	Total
Donations	£ 25,297.68	£ 25,092.86	£ 25,832.21	£ 76,222.75
Membership Dues	£ 5.00		£ 5.00	£ 10.00
Investment Income	£ 12.89	£ 83.15		£ 96.04
Insurance Claims	£ 441.60			£ 441.60
Other Income	£ 110.95	£ 71.56	£ 773.80	£ 956.31
Total Income	£ 25,868.12	£ 25,247.57	£ 26,611.01	£ 77,726.70

Payments	August	September	October	Total
Accountancy Fees		£ 6,125.24		£ 6,125.24
Accruals	£ 1,372.59			£ 1,372.59
Advertising	£ 200.00		£ 175.00	£ 375.00
Audit Fees	£ 10.00			£ 10.00
Bank Charges	£ 24.00	£ 6.00		£ 30.00
Books			£ 60.90	£ 60.90
Equipment Hire		£ 200.00		£ 200.00
Fundraising Expenses	£ 2,431.25	£ 2,181.99	£ 4,160.63	£ 8,773.87
Grants Payable		£ 16,000.00		£ 16,000.00
Hotels	£ 706.64	£ 923.48	£ 1,429.41	£ 3,059.53
Insurance			£ 1,791.40	£ 1,791.40
Internet/Software	£ 612.95	£ 82.40	£ 1,428.00	£ 2,123.35
Legal Fees		£ 11,289.00		£ 11,289.00
Literature & Brochures	£ 6,448.12	£ 212.71	£ 130.20	£ 6,791.03
Local Projects		£ 289.76		£ 289.76
Mileage Claims	£ 120.00	£ 97.20	£ 163.00	£ 380.20
Misc Motoring Expenses	£ 9.00	£ 7.40	£ 25.00	£ 41.40
Misc Purchases	£ 375.89	£ 143.76	£ 6.98	£ 526.63
Office Equipment	£ 234.41	£ 242.05	£ 182.47	£ 658.93
Office Stationery	£ 3,975.24	£ 150.95	£ 703.43	£ 4,829.62
Other Charitable Expenditure	£ 18.00	£ 105.00		£ 123.00
Outreach Work	£ 41.00	£ 3,700.00		£ 3,741.00
Overseas Entertainment			£ 45.94	£ 45.94
Overseas Travelling	£ 1,348.65	£ 919.00	£ 327.95	£ 2,595.60
Postage costs	£ 31.17	£ 507.68	£ 118.44	£ 657.29
Printing costs		£ 174.69		£ 174.69
Professional Fees	£ 43.20	£ 1,500.00	£ 325.00	£ 1,868.20
Refreshments		£ 523.60	£ 285.69	£ 809.29
Rent	£ 2,565.53		£ 5,131.06	£ 7,696.59
Staff Salaries	£ 14,555.30	£ 14,541.49	£ 14,842.80	£ 43,939.59
Staff Wages	£ 563.00	£ 1,072.00	£ 1,179.20	£ 2,814.20
Subsistence	£ 580.55	£ 918.59	£ 608.09	£ 2,107.23
Suspense Account		£ 12.00	£ 100.01	£ 112.01
Telephones	£ 248.57	£ 472.60	£ 372.05	£ 1,093.22
Training Projects	£ 1,340.00	£ 495.00	£ 8,199.00	£ 10,034.00
Travelling	£ 790.53	£ 690.25	£ 1,675.81	£ 3,156.59
Total Payments	£ 38,645.59	£ 63,583.84	£ 43,467.46	£ 145,696.89

Cash Movement for Period

-£ 12,777.47 -£ 38,336.27 -£ 16,856.45 -£ 67,970.19

Wikimedia UK - Summary Accounts

Receipts	August	September	October	Total
Donations	£ 25,297.68	£ 25,092.86	£ 25,832.21	£ 76,222.75
Membership Dues	£ 5.00		£ 5.00	£ 10.00
Investment Income	£ 12.89	£ 83.15		£ 96.04
Insurance Claims	£ 441.60			£ 441.60
Other Income	£ 110.95	£ 71.56	£ 773.80	£ 956.31
Total Income	£ 25,868.12	£ 25,247.57	£ 26,611.01	£ 77,726.70

Payments	August	September	October	Total
Core Office Costs	£ 7,667.87	£ 1,455.68	£ 9,726.85	£ 18,850.40
Staff & Staff related costs	£ 15,318.30	£ 15,613.49	£ 16,197.00	£ 47,128.79
Administration	£ 2,884.34	£ 21,420.68	£ 4,492.61	£ 28,797.63
Project Expenditure	£ 11,402.49	£ 25,081.99	£ 12,950.99	£ 49,435.47
Other Expenditure	£ 1,372.59	£ 12.00	£ 100.01	£ 1,484.60
Total Payments	£ 38,645.59	£ 63,583.84	£ 43,467.46	£ 145,696.89

Cash Movement for Period -£ 12,777.47 -£ 38,336.27 -£ 16,856.45 -£ 67,970.19

Cash Brought Forward £ 380,837.54 £ 368,060.07 £ 329,723.80 £ 312,867.35

Cash Carried Forward £ 368,060.07 £ 329,723.80 £ 312,867.35 £ 244,897.16

Balance Sheet

This page lists figures as at 16 November 2012

Italics denotes Reserves

Fixed Assets	Year to Date	
Fixed Assets	£	8,461.90

Current Assets	Year to Date	
Petty Cash	£	230.00
PayPal	£	1,342.24
Unity Trust	£	270,692.62
Unity Top-Up Cards	£	6,162.66
Co-Operative	£	14,633.15
<i>Principality</i>	£	<i>85,000.00</i>
Total	£	378,060.67

Current Liabilities		
Debtors	£	235.39

Current Assets less Current Liabilities	£	377,825.28
Total Assets less Current Liabilities	£	386,287.18

Long Term Liabilities	£	20,382.23
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Total Assets less Total Liabilities	£	365,904.95
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Cashflow Projections to Year End

Item	Current	Incoming	Outgoing
Unity	£ 270,692.62		
Co-Op	£ 14,633.15		
Principality	£ 85,000.00		
Direct Debits till Jan		£ 92,000.00	
Non-DD income		£ 10,000.00	
Current underspend (still to spend)			£ 165,781.00
Current overspend			£ 62,020.00
Totals	£ 370,325.77	£ 102,000.00	£ 227,801.00

Year End Prediction
£ 244,524.77