

***Monmouthshire County Branch***

***Cangen Sir Fynwy***



**FINAL ACCOUNTS**

**for the year ended**

**31st December 2018**

**Branch Honoraria**

***Honoraria are discretionary one off payments made to elected branch committee members to recognise their voluntary work for the branch.***

As a branch we can choose to pay honoraria (within our rules) providing we spend no more than 10% of our income on honoraria payments. For 2019, income is estimated to be £32,000.

We have not normally given honoraria to stewards or ordinary members (even if they attend regional council, conference, are delegates to local or national bodies).This is because

* They can do union activity in work time (i.e. those on release, attending national conferences, representing members or attending meetings)
* They can get expenses, for food, travel, accommodation if needed, out of pocket expenses and subsistence.

At the AGM in 2018, we indicated that we wanted to establish a fairer way of allocating honoraria and presented a proposal which was accepted by our Members.

**Proposals Suggested for Honoraria for 2018 are;**

* Agree with the allocation to the officers
* Allocate part of the £1,500 to the Branch Secretary for additional work undertaken in 2018 especially given the long term absence of the branch administrator (recommended amount £500)
* After discussions, award extra honoraria to other officers and stewards who have carried out additional work for the branch during 2018

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| **Office / Title** | **Amount Given For 2017** | **2018 Recom-mended Amount** |
| Branch Secretary | 880 | 1,380 |
| Treasurer | 660 | 330 |
| Assistant Branch Secretary | 0 | 220 |
| Chairperson | 440 | 220 |
| Health & Safety Officer | 135 | 135 |
| International Officer | 135 | 66 |
| Welfare Officer | 135 | 0 |
| Equalities Officer | 135 | 135 |
| Steward (H&S) |  | 135 |
| Additional amount allocated based upon workload during the year | 400 | 0 |
| **TOTAL** | **£2,920** | **£2,621** |

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| **Amount**  **£** |  | **Budget 2019** | **Amount**  **£** |
|  |  | **Income** |  |
| 35,900 |  | Branch Funding | 36,000 |
| 0 |  | Retired Members Subscriptions | 0 |
| 0 |  | Regional Pool | 0 |
| 9,850 |  | Other Income - BG | 10,050 |
| 45,750 |  | **Income total** | 46,050 |
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|  |  | **Expenditure** |  |
| 19,700 |  | Staff Salaries | 20,100 |
| 1,900 |  | Travel Expenses | 1,500 |
| 0 |  | Training Course | 0 |
| 0 |  | Equipment | 0 |
| 4,000 |  | Contribution to FFO - Joint Health, Schools etc | 0 |
| 0 |  | Contribution to Project | 0 |
| 2,000 |  | Rent | 2,000 |
| 3,800 |  | Other administration | 5,000 |
| 3,000 |  | Honoraria | 2,650 |
| 6,000 |  | Conferences and group meetings | 6,500 |
| 500 |  | Branch Committee | 400 |
| 3,000 |  | Other Meetings | 3,000 |
| 1,000 |  | Publicity | 500 |
| 3,000 |  | Education | 3,500 |
| 500 |  | ULR Budget | 200 |
| 500 |  | Donations | 200 |
| 850 |  | Local Activities | 500 |
| 0 |  | Other Branch Funding Deductions | 0 |
| 49,750 |  | **Expenditure total** | 46,050 |
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| -4,000 |  | **Deficit for the year** | 0 |
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| **General Fund Income and Expenditure Account**  **for the year ended**  **31 December 2018** | | |
| **Income** | **2018** | **2017** |
| Branch Funding | 34,438.33 | 36,644.58 |
| Retired Members Subscriptions | 75.00 | 15.00 |
| Other Income | 12,706.62 | 9,783.33 |
| Regional Pool Income | 0.00 | 24,324.61 |
| **Income total** | **47,219.95** | **70,767.52** |
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| **Expenditure** |  |  |
| Staff Salaries | 21,065.19 | 27,895.24 |
| Rent | 1,500.00 | 2,000.00 |
| Other administration | 5,097.15 | 10,210.33 |
| Honoraria | 2,920.00 | 2,520.00 |
| Conferences and group meetings | 7,878.07 | 5,645.71 |
| Branch Committee | 344.40 | 370.42 |
| Other Meetings | 3,433.76 | 4,009.59 |
| Publicity | 446.74 | 15,376.62 |
| Education | 4,058.21 | 3,348.18 |
| Donations | 50.00 | 50.00 |
| Local Activities | 299.40 | 520.95 |
| Other Expenditure | 639.60 | 0.00 |
| Other Branch Funding Deductions | 125.00 | 0.00 |
| **Expenditure total** | 47,857.52 | 71,947.04 |
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| **Deficit for the year** | **637.57** | **1,179.52** |
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| **General Fund Balance Sheet**  **for the year ended**  **31 December 2018** | | |
| **Fixed Assets** | **2018** | **2017** |
| Equipment, Fixtures & Fittings | 2.00 | 182.25 |
| **Total Fixed Assets** | 2.00 | 182.25 |
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| **Current Assets** |  |  |
| **Branch Funding** | 1,391.69 | 0.00 |
| Third Party Debtors | 500.00 | 256.43 |
| Current Account | 87,160.54 | 93,947.98 |
| **Total Current Assets** | 89,052.23 | 94,204.41 |
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| Current Liabilities |  |  |
| Third Party Creditors | 13,215.85 | 17,910.71 |
| Total Current Liabilities | 13,215.85 | 17,910.71 |
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| **Net Current Assets** | 75,836.38 | 76,293.70 |
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| **Total Assets** | 75,838.38 | 76,475.95 |
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| **Accumulated Funds** |  |  |
| Accumulated General Fund at year beginning | 14,696.75 | 15,876.27 |
| Surplus/Deficit | -637.57 | -1,179.52 |
| **Accumulated General Fund at year end** | 14,059.18 | 14,696.75 |
|  |  |  |
| Accumulated Industrial Action Fund | 61,779.20 | 61,779.20 |
| Surplus/Deficit | 0.00 | 0.00 |
| **Accumulated Industrial Action Fund at year end** | 61,779.20 | 61,779.20 |
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| **Total Funds at End of the Year** | **75,838.38** | **76,475.95** |
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