

TO: MORAG ELLIS, HOWARD DELLAR

FROM: SUE GOSS

DATE: 07/10/2023

RE: FINANCIAL UPDATE AS AT 07/10/2023

LICENCES INCOME

In the period 1 April 2023- 07 October 2023 the number of licences waived is 30 and licences paid for (not necessarily yet issued) is 279. The budget for the entire year is 40 waived and 610 paid for.

NOTARIAL INCOME

In the same period there were 36 UK admissions (budget for year 30); 7 overseas admissions (budget for year 10); and 63 certificates of exemption (budget for year 55). [redacted]

4 renewals relating to 2022/23 came in after the end of the accounting year. [redacted]

EXPENDITURE

Management Charge

The June quarter Management Charge came in below budget. [redacted]

The split of time between Licences and Notaries was 44/56 against a budget of 40/60, but the split will change in the second half of the year.

The LBMW Finance Manager is currently calculating the September quarter charge.

Other Expenditure

All other expenditure is within budget, with the exception of IT projects. [redacted]

BANK BALANCES @ 07/10/2023

[redacted]

2022/23 ACCOUNTS

The accounts have been approved and signed and are with haysmacintyre for signing off (this was chased on 06/10). Likewise the Contingency Fund accounts.

PROPRIETARY ACCOUNTING PACKAGE

Sam Coutinho is liaising with Neil about the implementation of the Quickbooks package. Howard/Neil to update.

CONTINGENCY FUND

[redacted]