



Enabling the  
information society

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# Hereford and Worcester Branch

## Treasurer's Report

2017 – 2018

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## Agenda Item

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A report from the Treasurer, including a review of income and expenditure against the budget agreed with BCS HQ for the past year and an explanation of next year's budget request.

For many Groups, once this is established, the process will be increasingly streamlined to submitting copies, or near copies of the previous year's financial plan.

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# Budget Process

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- Treasurer's Day – 2<sup>nd</sup> November 2017
- Submit Draft Budget – 8<sup>th</sup> April 2018
- Approval of Core Budget - June – August 2018
  - Request for Supplementary Funding when/if required

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## Budget 2017-18

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- Requested £ 2,490
- Allocated £ 2,490
  
- Spent £ 1,611

# Breakdown

Category	Budget	Spent
Sponsorship (SitP)		£538
Student Prize	£150	£150
Room Hire	£660	£156
Refreshments	£640	£278
Travel/Subsistence	£340	£248
Speakers' Expenses	£700	£242

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## Budget 2018-19

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- Budget 2017-18
  - Allocated £2,490
  - Spent £1,611
  - Submitted request for 2018-19 for £2,990
- Allocated £2,930
  - Please note, a general reduction has been applied to all catering budgets for the forthcoming year, as we work to implement some savings.

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# Breakdown

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Category	Budget	Spent
Student Prize	£150	
Room Hire	£660	
Refreshments	£640	
Travel Costs	£340	
Speakers' Expenses	£700	
Seminars & Conferences	£500	