



Chairman's Report

Financial Year 2022-23



The past year has seen the hall continue to be a busy hub for the community with bookings maintained at the same level as last year. Our annual ROSPA inspection again came back with a largely clean bill of health for the play and field areas. This year we needed to refurbish the swings as the chain connectors had become badly worn.

Regular maintenance has ensured that the hall grounds have remained beautiful throughout the year. Many thanks to Devon, who lives in Grazeley, for the fantastic job he has done since taking over the maintenance of our lawn areas.

We have been able to undertake a good amount of maintenance and renovation work again this year – thanks to our Lettings Secretary, Karen, and our outgoing Treasurer, Tracy, for organising this work.

Outside the hall we have completed new tarmac and drains around the kitchen entrance to the hall, repaired manhole covers, we have planted new trees (many thanks to Colin, our Safeguarding Officer, for his generous donation in memory of his wife Sue) and we have repaired the bench with eco plastic timbers.

Inside the hall we have upgraded kitchen equipment – new microwave, kettle, fridge, mugs and glasses, and deep-cleaned the cooker extractor hood. The committee room chairs were steam cleaned, new fire exit and trip hazard signs have been installed, and we have undertaken further decorating refurbishment.

Special thanks go again this year to our Letting Secretary, Karen, for her continued management of our lettings and day-to-day hall operations – we would really struggle without her support. Many thanks also go to her husband Kevin who has kindly dealt with much of the maintenance that is required to keep the hall functioning smoothly and with the annual challenge of installing our Christmas tree and lights.

Thanks also go to our cleaner, Tracey Owen, who has again worked hard this year keeping the hall spotless for our hirers.

Finally, my thanks go to the whole management committee team without whose commitment, time and support it would be impossible to keep the hall running for the benefit of the local community.

Paul Earwaker
22rd November 2023



Treasurer's Report

Financial Year 2022-23



This has been another strong year for Hall Lettings, with incomes maintained at the same level as the previous financial year. However, this has been balanced against increased utility bills and maintenance costs, and lower levels of refurbishment work to ensure the hall remained in top condition for our hirers.

Despite improvements made last year we continue to have some hirers failing to use the correct payment reference for their deposit payments – we will continue to address this to make our accounting reconciliation easier.

Balances @ 22nd November 2023

Community account	£5,092.67
Business Premium account	£15,030.12
Petty Cash	£0.00
Total	£20,122.79

Letting income was £30,499.50 (£30,516.25 last year).

Donations of £360 were received.

Overall income therefore was £30,928.78 (£30,519 last year) which means we will again need to use an independent examiner for the accounts that will be submitted to the Charity Commission next year.

Our overall expenditure was £36,854.00 (£33,139.20 last year)

This year we invested £9,988.50 into refurbishment (£17,648.14 last year). General maintenance costs were £ 4,954.99 (£2,687.61 last year)

To celebrate the late Queen's coronation we held a village event at a cost of £1,589.45. This was well attended and enjoyed by everyone.

Electricity costs increased significantly to £7,859.71 (up from £2,544 last year). Our monthly costs peaked at £1,132.57 during Q1/2023 but reduced to £669 per month by the end of the financial year. If rates remain the same then this will mean a circa £8K bill next year which means we may need to consider hire charge increases or reduce refurbishment work.

Overall our annual non-discretionary expenditure was £24,951.50 (£14,946.04 last year, an increase of around £10K). Again this points to the need to review hire charges if we are to maintain sufficient buffer in the accounts.

GRAZELEY VILLAGE HALL			
INCOME STATEMENT 01/09/22 - 31/08/23			
EXPENDITURE*	2021/2022		2022/2023
Electricity	£2,544.00		£7,859.71
Water Rates	£291.72		£361.29
Waste Collection	£770.73		£992.02
Gas	£0.00		£0.00
Functions	£241.26		£1,914.00
Field Rent (Boot Sales)	£0.00		£0.00
Insurance	£996.50		£989.83
Maintenance	£2,687.61		£4,954.99
Miscellaneous & Consumables	£303.76		£896.55
Cleaner	£4,200.00		£5,338.50
Letting Secretary Expenses	£2,940.00		£3,142.50
Refurbishment & Improvements	£17,648.14		£9,988.50
Membership Fees	£418.40		£331.80
Business Rates	£97.08		£84.31
Total Expenditure	£33,139.20		£36,854.00
INCOME*			
Lets		£30,516.25	£30,499.50
Car Boot Sales		£0.00	£0.00
Functions		£0.00	£0.00
Bank Interest		£3.59	£69.28
Donations Grants & Contributions		£0.00	£360.00
Total Income		£30,519.84	£30,928.78
Net Surplus/Deficit at end of year		(£2,619.36)	(£5,925.22)
Balance Totals	£30,519.84	£30,519.84	£30,928.78

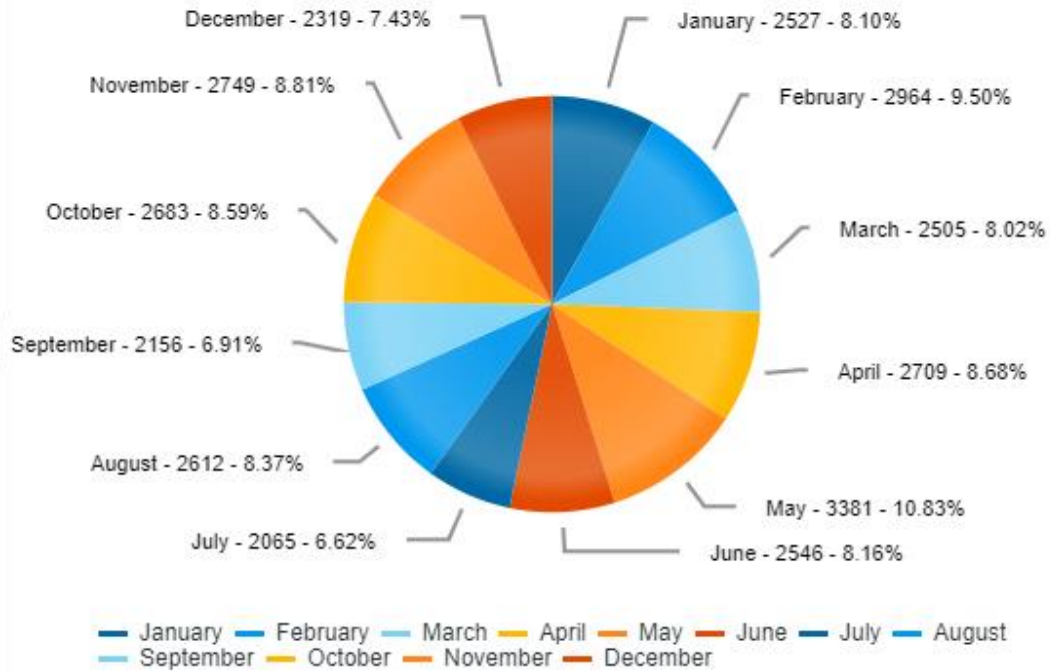
Cash in Accounts at 31/08/2023

£21,487.31

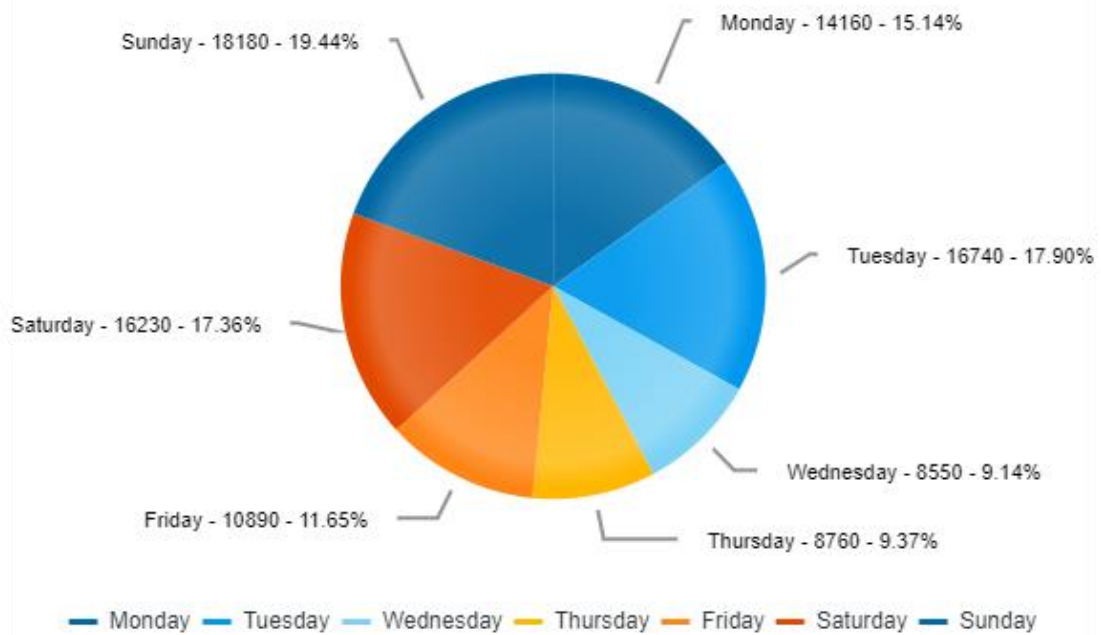
Paul Earwaker (Chairman) 22nd November 2023.

Letting Income Analysis

Invoiced Amount Per Month (01/09/2022 - 31/08/2023)



Occupancy per Day of the Week (in Minutes) (01/09/2022 - 31/08/2023)





Treasurer's Report

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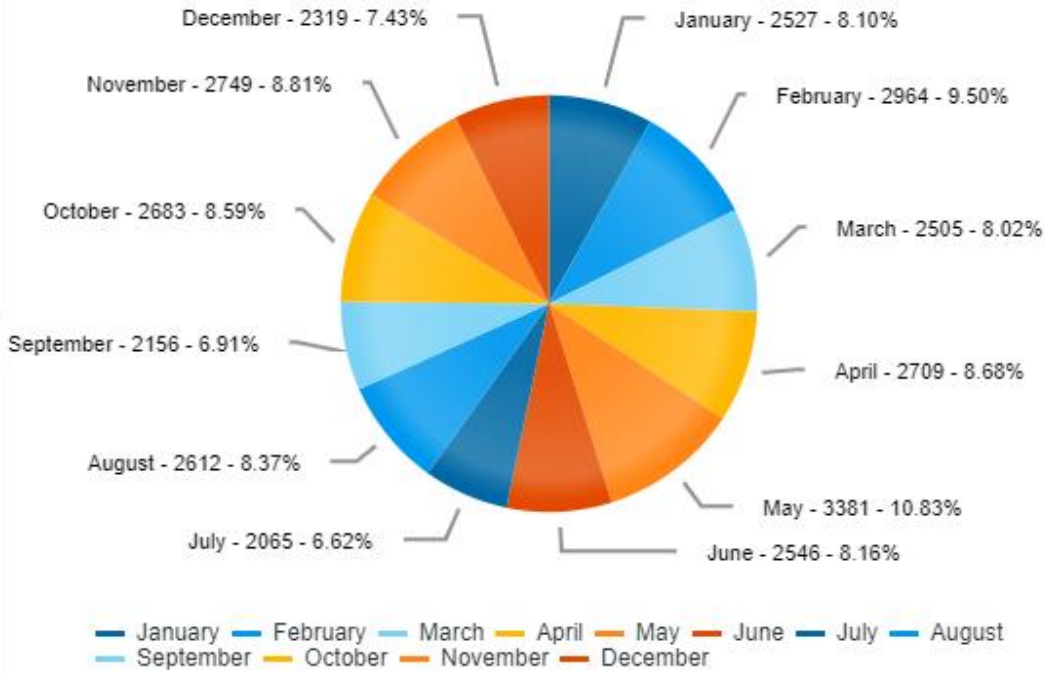
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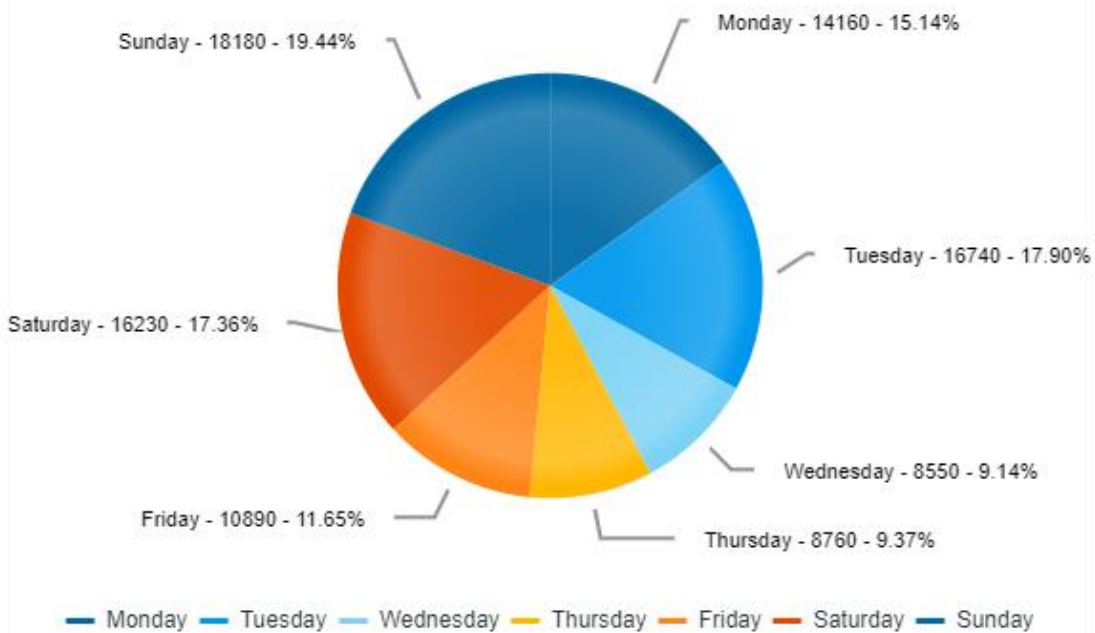
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Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Grazeley Village Memorial Hall

On accounts for the year
ended

31 August 2023

Charity no
(if any)

300154

Set out on pages

1

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2023.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination of the annual accounts, based on the information provided to me.

Signed:

Date: 02/07/2024

Name: Ben Kemp

Relevant professional
qualification(s) or body
(if any):

ICAEW ACA qualified

Address:

3 Canford Road

London

SW11 6PA