



Brundall Memorial Hall  
Links Avenue  
Brundall  
Norwich

Year Ending 31st March 2024

Brundall Memorial Hall

Links Ave  
Brundall

Income and Expenditure Account  
To 31st March 2024

<u>2023</u>	<u>Income</u>	<u>2024</u>	
£		£	£
30,683.37	Hall Hire	32,413.32	
310.03	Interest	905.85	
933.74	Recycling	978.22	
1.42	Donations	783.21	
65.00	Other	275.00	
	31,993.56		35,355.60

Expenditure

12,718.20	Wages	14,282.56	
419.84	Rates	221.19	
610.39	Cleaning Materials	219.02	
390.00	Ground maintenance	957.50	
2,233.01	Repairs & Maintenance	7,255.80	
390.61	New Equipment	578.57	
2,433.73	Insurance	2,518.22	
5,148.49	Heating / Lighting	5,476.70	
1,137.16	Water Supply	2,131.40	
442.69	Telephone	527.49	
546.07	Postage & Staty	881.24	
1,328.96	Subscriptions	1,301.62	
2,194.50	Prof Fees	1,281.25	
1,123.13	Waste Collection	1,106.70	
-	Travel	16.20	
501.55	Recycling	495.50	
95.81	Web Fees	127.20	
150.00	Special	-	
	31,864.14		39,378.16
	129.42		-4,022.56

Brundall Memorial Hall

Links Ave  
Brundall

Summary Income and Expenditure Account  
To 31st March 2024

<u>2023</u>			<u>2024</u>
	£		£
	31,993.56	Total Income	35,355.60
	<u>31,864.14</u>	Total Expenditure	<u>39,378.16</u>
	<u>129.42</u>		<u>-4,022.56</u>
		<u>Depreciation</u>	
-925.01		Equipment	-896.76
-873.26		Fittings	-1,603.43
<u>-12.12</u>		Office Equipment	<u>-62.38</u>
	<u>-1,810.39</u>		<u>-2,562.56</u>
	<u>-1,680.97</u>	<u>Deficit in year</u>	<u>-6,585.13</u>





# Bank Reconciliation

## As at 31st March 2024

	Chq No	£	£
Balance as per bank statement			6,358.25
31/03/2024			
Less: Unpresented Chq's			
			<hr/>
			-
Plus: Cash in Transit			
			<hr/>
			-
Correct Bank Statement Balance			<hr/>
			6,358.25
			<hr/>
Balance as per Cashbook			<hr/>
			£6,358.25
			<hr/>

Brundall Memorial Hall

Links Ave  
Brundall

Report of the committee to the members of  
Brundall Memorial Hall

We acknowledge as committee members that the committee is responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time, the financial position of the Club and for safeguarding the assets of the Club and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

We hereby approve the foregoing Income and Expenditure Account for the year ended 31st March 2024 and Balance Sheet as at that date and confirm that we have made all relevant information available

Approved by the Committee

[Signature]

Treasurer

[Signature]

Chairman

12-6-24

Date

BRUNDALL MEMORIAL HALL

LINKS AVENUE  
BRUNDALL

REPORT OF THE ACCOUNTANTS TO THE MEMBERS OF

BRUNDALL MEMORIAL HALL

We have reviewed the accounts of the Brundall Memorial Hall for the year ended 31st March 2024. Our procedures consisted of comparing the accounts with the accounting records kept by the Brundall Memorial Hall, and making such limited enquiries of the Committee as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

In our opinion, taking into account the above note, the accounts prepared give a true and fair view of the state of affairs of the Brundall Memorial Hall at 31st March 2024 and of its deficit of income over expenditure for the period.

GRAVER & CO LIMITED  
2 Station Road  
Brundall  
Norwich  
NR13 5LA

Date 7th June 2024.....

## **Brundall Memorial Hall Treasurer's report for year ending 31st March 2024**

I am very pleased to be able to report that the accounts show that the Memorial Hall is still well used. Unfortunately we did lose a couple of regular hirers during the year, however the total hire income for the year was £32,413, compared to £30,683 for the year ending 2023.

The total income for the year ending 31<sup>st</sup> March 2024 is £35,356 which is an increase on last year's figure of £31,994. This figure includes the grant received from Broadland District Council to enable Brundall Memorial Hall to run the warm spaces café over the winter. This café facility on a Wednesday morning continues to run.

As you will see from the accounts, the expenditure for this year has been £39,378 (an increase on last year's figure of £31,864). The increase in costs can be attributed to the painting of the toilets, new overhead lights being fitted in the Parish Council office and new spotlights being fitted in the main hall. The trustees also approved the clearing of the gutters which will now be an ongoing annual expense. The other large expense during the year was the deposit paid for the sanding and sealing of the main hall floor.

The main hall is in regular use, with the lounge and small room being used less often however usage has increased during the year as both rooms now have regular hirers that use them. So, if anyone is looking for a smaller space to hire, please contact the hall manger to discuss costs and availability.

The Memorial Hall made a £4,000 loss during the year which can be attributed to the costs outlined above. This was envisaged, so hiring prices have been reviewed and increased.

The reserves remain steady, so the trustees with the unwavering assistance of the staff, will do their best to keep the hall on an even keel for the future.

*Aileen Beck*  
Treasurer  
19<sup>th</sup> June 2024

## **BRUNDALL MEMORIAL HALL CHAIRMAN'S REPORT 2023/24**

We have had a difficult year with the problems in the lounge which we are now in the process of rectifying. We have raised about £6,500 of the £14,000 needed to refurbish this room (lounge) which will include removing the post in the middle and replacing it with a steel which will open up the space and make it more inviting and usable, we also have to completely replace the floor and the blinds which we hope will be done this summer. In the meantime we have had the floor in the main hall completely resurfaced, unfortunately the supplier of the top surface sent a faulty batch, which has been recalled and therefore it will have to be redone.

With the wonderful assistance of our hall assistant manager we have held two successful fund raising events, a pre-loved table top sale and a Music Bingo night which between them have raised just over £1000 and we have been given very generous donations by the Shelroy Trust, Acle and Brundall Lions and the Parish Council which are enabling us to go ahead with the work in here. But we still need an awful lot more. We are applying for grants and intend to hold more fund raising events because we would like to improve the existing doors and re-work the outside space to allow users access to the area with seating and the lovely views over to Blofield Church.

I would like to express my thanks to Patrick for all his hard work producing the plans and drawings for the Hall and also the work he did as a Trustee. I would also like to thank all the Trustees for their support over the past year, we could not run the Hall without you.

My sincere thanks must also go to Jeanette and Sharon who both work so hard behind the scenes keeping the Hall going and all the bookings running smoothly, it is down to them that we have so many successful bookings and make the money to keep the Hall financially viable, a small loss last year but we are hopeful we can break even this year.

Once again thank you all for your help.

Jan