

REPORT TO TRUSTEES FOR YEAR 2020 – 2021

- No income in financial year due to Covid restrictions. A few refunds made, but generally no real change to our existing assets. It has been my policy as treasurer to maintain a bank balance sufficient for the hall to operate for one year with no income should anything unforeseen occur.
- Wages were paid to existing staff and Furlough payments claimed. Wages were determined from previous averages as per Government rules, and 100% payments made to avoid lengthy holidays taken on return (when the decision was made by the steering group, none of us knew how long the situation would last, so we were cautious). Total wage payment was £7,718 of which £4,863 was recovered through the furlough scheme (a nett cost to us, therefore, of £2,855).
- Various grants became available to organisations such as ours. I applied for, and received, a total of £19,669 during the period. Obviously, this more than covered our monthly outgoings (gas, electricity, wages etc) so we are in a very healthy financial situation. We are fortunate that we have no debts or rent to drag us down.
- Two major items of maintenance were carried out during this period: new curtains for the main hall at a cost of £1,478, and complete replacement of old lighting with LED (in the case of the Jessop Room and Main Hall dimmable lights were ordered to assist with slide shows, party ambience etc) at a cost of £5,559.
- As a result of all this, the cash assets of the Hall increased from £45,180 to £46,817 – a satisfactory outcome to the year in my view.
- The steering group will meet as normal to consider if there is a need to adjust our hire rates
- As has been the policy for some years now, I propose that we should continue to pay ‘Living Wage’ rates, which are currently £9.50 per hour (up from £9.00 at the last raise,

nearly 3 years ago). We have been very fortunate in having loyal and reliable staff (particularly Norman Anderson over that past few months), and I feel we should reward that with this figure. Su Haw was kept on furlough for most of the year as a policy decision. She has now asked to reduce her hours and discussions have taken place to facilitate that request.

- You will be glad to hear that the insurance work to remedy the subsidence has now been carried out, and we have a newly decorated back kitchen with no large cracks in the wall. Not only that, but, by dint of nudges here and there over the past months, I have been able to get the paving around the side (which had been so badly affected by the tree roots) repaired as part of the work done. This had originally been rejected by the insurers! I feel that we got good value for our £1,000 automatic excess payment.
- We have received a very kind donation of £200 from the Over 60's Club in their winding down procedures. Any ideas as to what to use it for? My proposal is for a new projector; for that price we can get a decent one which should work with most modern computers (unlike the present one which is nearly 18 years old and very difficult to pair up with more recent kit).
- The double doors from the main hall have become difficult to operate, and I have asked for a quote to carry out remedial work - new handles etc. from KDS Locksmith, who was very helpful in sorting out the front door lock

As many of you are aware, my health is gradually declining, but, if it is the wish of the trustees, I am happy to continue as treasurer, at least until the end of Financial year in March 2022

**LEASINGHAM VILLAGE HALL MANAGEMENT ACCOUNT
INCOME & EXPENDITURE YEAR ENDING 31ST MARCH, 2021**

<u>2020</u>	<u>INCOME</u>	<u>2021</u>	
30,586.18	Hire of Hall	Hire of Hall	1,269.53
-415.50	less refunds covid19	less refund Covid	-70.00
874.00	Car Boot Sales	Furlough support	4,862.86
1,053.81	Cafe Sales	Covid Grants	19,669.21
1,536.31	Bar Takings	-	
500.00	Legacy	-	
175.00	Donation	-	
<u>11.10</u>	Bank Interest	Bank Interest	<u>6.39</u>
34,320.90			25,737.99
<u>2020</u>	<u>EXPENDITURE</u>		
8,614.46	Wages/PAYE	Wages/PAYE	7,718.80
2,308.76	Electricity	Electricity	2,022.13
1,390.37	Gas	Gas	926.44
552.00	Water	Water	934.00
1,150.31	Maintenance	Maintenance	851.28
935.55	Cleaning Supplies	Covid compliance	747.29
1,697.56	Insurance/Rates	Insurance/Rates	1,454.72
324.47	Office Expenses	Office Expenses	401.04
489.21	Telephone	Telephone	450.40
998.41	Fire Prot/Alarm	Fire Prot/Alarm	1,201.36
670.14	Performing Rightsx 2	Performing Rights	-
200.00	Premise/Lottery Lic	Premise/Lottery Lic	200.00
786.56	Miscellaneous	Miscellaneous	-
35.00	Data Protection	Data Protection	35.00
50.00	Audit fee	Audit fee	50.00
217.98	Web-site	Web-site	120.52
1,095.13	Fund -raising cost	Fund -raising cost	-
<u>1,352.21</u>	Capital/renovation	Capital/renovation	<u>6,987.91</u>
22,868.12			24,100.89
<u>11,452.78</u>	Excess of Income over expenditure		<u>1,637.10</u>
	Balances bt forward		45,180.38
45,180.38	Balances carried forward		46,817.48
	Represented by:		
69.50	Petty cash float		69.50
20511.37	Lloyds Treasurer's account		22,361.59
<u>24,599.51</u>	Lloyds Deposit Account		<u>24,605.90</u>
<u>45,180.38</u>	TOTAL		<u>47,036.99</u>

Neill Murray (Hon Treasurer)

Meg Cowap FIAgSA (Auditor)

Auditors Notes
Year-ending 31/3/21

Leasingham Village Hall Management Account

Coronavirus has made the past year the strangest one most of us have ever known. Restrictions and safety compliance meant closure and an empty hall. I congratulate the Treasurer for coping with furlough payments, obtaining Covid grants etc but the loss of activity meant loss of social contact for regular bookings for organisations and postponed or cancelled celebrations - surely far more important than straight financial affairs.

You will see I have slightly changed the lay-out of the year's financial statement so I hope you will see how income was maintained and many costs were fixed as regular requirements for maintaining the status of the Hall. I have called the cleaning and protective expenditure Covid Compliance rather than cleaning supplies, as these should not be compared to last year's spending.

No fund-raising events were permitted but the overhaul of the security lighting system and the new curtains were funded from existing funds.

As ever, I admire the work of the committee and know that the future of the Hall is in good hands.

My thanks to Neill Murray for his accounting and I should be happy (deo volente) to accept election as auditor for 2022 should the committee choose to do so - though if you have an enthusiastic volunteer do grab him/her while you can!

Meg Cowap, FIAgSA
April 2021