



CHARITY COMMISSION  
FOR ENGLAND AND WALES



## Stramshall Village Hall Trustees' Annual Report

**From 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025**

**Charity name:** STRAMSHALL VILLAGE HALL

**Charity registration number:** 506187

**Village Hall Address:** Vicarage Drive,  
Stramshall,  
UTTOXETER,  
Staffordshire.  
ST14 5DL

**Correspondence address:** Ridgeways,  
St. Michaels Road,  
Stramshall,  
UTTOXETER,  
Staffordshire.  
ST14 5AH

**Phone:** 07973 478444

**Email:** patmiller.dance@yahoo.co.uk

**Governing Document:** Trust Deed dated 23<sup>rd</sup> September 1974

### Objectives and Activities

In the Trust Deed of September 1974, the grounds and village hall building are dedicated to be held ... "For the purposes of a village hall for the use of the inhabitants of the parish of Stramshall near Uttoxeter in the county of Stafford without distinction of political, religious or other opinions including use for meetings, lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants."

The Village Hall continues to play a central role in village life, providing a space for the community to meet, play, learn and exercise. The Committee hire the hall for events for example christenings, weddings, funerals and parties. A variety of external groups hire the hall to provide activities such as dance, exercise and arts. The village hall also is the venue for the local Beavers, Cubs and Scout troops and is hired by the local Parish Council for meetings and the East Staffordshire Borough Council as an election polling station. The Committee also run a weekly community coffee morning free of charge for any residents to attend. The village hall is also registered with the ESBC as a rest centre in the

event of a major incident occurring within the borough where urgent emergency accommodation is required to help residents. The use of a rest centre would be a last resort when other options have been considered by ESBC e.g. local hotels, friends and family.

In providing these activities and commitments at the village hall, primarily for the residents of Stramshall, the management trustees have demonstrated regard to the guidance issued by the Charity Commission on public benefit.

## Policies and Procedures

To guide the Management Committee in exercising its duty of care to members, employees and users of the Village Hall, the following policy statements have been adopted:

- Health & Safety / Fire Risk Assessment
- Asbestos Management
- Safeguarding
- Noise
- Equal Opportunities
- Whistle Blowing
- Conflict of Interest
- Social Media
- Complaints
- Finance
- Reserves

Copies of these policies are available to new Trustees and are reviewed annually.

## Achievements and Performance

1. **Holding Trustee future security:** We, the Management Trustees, identifies three new volunteers to replace the Holding Trustees vacancies, these are Mr Anthony Forbes, Mr David Bailey and Mr Steven Dobson who have now been added to the Trust Deeds by amendment dated 27<sup>th</sup> September 2024 along with Mr Eric Ody, an original Holding Trustee.  
We are also looking to invest the trust with the Charities Commission.  
However, the Village Hall and land needs to be “registered” with the Land Registry prior to the Trust Deed update. We have engaged Nowell Meller Solicitors to carry out this work.
2. **H&S, Asbestos and Fire risk assessments:** To ensure safety for users of the village hall, these risk assessments have been carried out and all significant risk have been managed to low risk or the risk removed apart from the fire door which is scheduled to be replaced in 2024-2025. The policies are reviewed at least annually.
3. **Fire escape route pathway and access to carpark meeting point:** It was recognised by the committee and members of the public using the village hall, that the fire escape route was less than optimal. The fire door had a high step, making it unusable for wheelchairs and once exited from the hall, the exit route to the fire meeting point was either via various sets of unlit steps or across an unlit grassed area and up a grassed bank to the carpark. This became a big project requiring the finance from ESBC (WEP grant), the URPC (grant) and self-funding. In addition to these critical factors, the front door was also rotten and as a fire exit was included in

these improvements.

New doors were fitted, a wide footpath put around the village hall with steps and handrail up to the car park. Wheelchair escape is now via a flat pathway with gentle slopes. Emergency lighting was also included in the installation such that the path would always remain lit in an emergency.

4. **Coffee morning:** Introduced a fully funded (by grants) social coffee morning to provide the community with a community space and have encouraged visitors to advise on various community issues. Funding from the ESBC for Warm Space initiative and Trent and Dove Housing for the Community Coffee Morning. With the funding from the ESBC, we have also been able to improve our hall facilities as we were able to purchase seven new tables and 14 new chairs to replace old worn-out heavy tables and chairs.
  
5. **Village Hall promotion:** It was noted that there was little signage to the village hall and there was no signage at all at the village hall and this had been raised by visitors to the hall. It was decided to replace the old direction sign to the village hall with a more visible sign and to put a larger village hall sign on the building itself for visitors to identify the building. This was funded by donation and a small payment from village hall funds.  
Additionally, we have worked with the University of Staffordshire and in support of an MSc post graduate project, we developed a new website and social media facilities which are now used regularly to promote activities at the village hall.

#### Other Information

The Management Committee reviews the risks it faces and carries insurance with a specialist provider of insurance to Village Halls.

We are members of Support Staffordshire / ACRE who provide a wealth of guidance and support.

The premises are not licensed but do carry a PRS & PPL music licence to allow the playing of music at our events.

## Financial Review

The Stramshall Village Hall has three principal sources of funds:

1. Hiring income: It is the strategy of the Management Trustees to manage the revenue budget on a self-financing basis i.e. The hiring fees are set to cover running and maintenance costs. (36%)
2. Grants/donations: Grants are also be sought where possible and donations are received when no money laundering is perceived. (59%)
3. Fundraising: The committee may organise fundraising activities to fund new equipment. (2%)

The Village Hall generated approximately £29,500 in income over this financial year and spent just over £33,800. The majority of this expenditure was required to establish a safe fire exit route from the hall to the fire meeting point in the carpark. This included the replacement of an unsuitable fire exit door and new front door that was rotten. Other costs have been made to enhance the heating in the toilets whilst ensuring the repair and maintenance to the building and its surroundings. The funding for this work has been split between hall hire fees, grants and donations and fundraising events. The deficit of £4,300 on the year is less than last year, and is a managed spend of available funds on essential works that have built up over several years. Such needs are now declining. On this basis the deficit is still not considered a concern for the Committee as the bank balance remains healthy. However, the Village Hall still needs to refurbish the main hall floor, planned for 2025-26, review the suitability of the male and female toilets and the tiled flooring throughout the remainder of the village hall. Longer term concerns still remain with the oil heating system though consideration to using 100% renewable diesel alternatives (HVO), possible solar panel installation and the asbestos floor tile encapsulation.

The main hall wooden floor refurbishment has been scheduled for August 2025 and will be funded principally by donation/grant from JCB Charitable Trust and possibly the Uttoxeter Rural Parish Council whilst remaining funds will come from existing funds.

Stramshall Village has no gas as the village is off grid. We therefore operate an oil-fired air heating system which is serviced annually and purchase oil on an as required spot pricing basis. Alternative heating systems have been investigated and are not currently considered viable.

Our electricity supplier is currently EoN (1-year contract) due to expire October 2025, when it will transfer to British Gas as a better rate has been secured.

Our insurance is with Community First and again is on a 3-year contract expiry May 2027.

In January, our water supplier has been changed from Pennon Water to Everflow as a lower cost has been achieved via agency "T150".

Grants unless otherwise stipulated at the time of Grant approval, are maintained as Restricted Funds. The remaining funds are held to fund normal operating costs including maintenance and to effect improvements in the Hall's facilities.

The level of hiring income this year has provided sufficient finance to meet our regular expenditure and given a modest profit which has been spent to cover additional costs such as the replacement new front doors, paying the VAT component of the major grounds works that was not covered by the ESBC grant.

At the end of the financial year on 31st March 2025 the Hall held £32,309 funds in its bank accounts, Income bonds and petty cash. Committed funds for the floor refurbishment in August 2025 are £3,840

### Self-Funded projects

At the start of the Village Hall financial year, it was evident from feedback from Villagers and to the Management Committee that there were several significant projects that needed to be addressed as a matter of urgency.

Project	Project total cost	Project status
Establishment of Holding Trustees and Land Registry	£1,340	Ongoing
H&S required hall improvements		Ongoing, although all current issues resolved
New fire door and new front door	£5,690	Complete
Fire escape pathway, steps and lighting VAT payment	£1,200	Complete
Signage for the village hall	£54	Complete
Garden border plants VAT	£20	Complete
Heating in toilets VAT	£150	Complete

### Reserves Policy

The Stramshall Village Hall holds a total of £24,000 in reserve, on the basis of unforeseen major repairs/refurbishment works £20,000 plus a significant loss of income from 2 or 3 user groups £4,000. This is held as £8,000 in Income Bonds and £16,000 in the HSBC Business Money Manager account.

### Donations

The Committee is grateful for all donations, both in cash and in-kind support from our volunteers. A total of £750 was received as cash donations from local people in the year.

Project	Project total cost	Project status
Signage for the village hall	£384	Complete

### Grants

Grant funding was received towards a few projects and is therefore regarded as restricted funds to these projects:

Grant provider	Purpose of grant	Grant Value	Project total cost	Grant fund status
East Staffordshire Borough Council	Fire escape pathway, steps and lighting	£12,000	£12,000	Spent
East Staffordshire Borough Council	Plants for garden border	£108	£108	Spent
East Staffordshire Borough Council	Heating in toilets	£750	£750	Spent
East Staffordshire Borough Council	Warm Space	£1,800	£1,800	Spent
Uttoxeter Rural Parish Council	New fire door and new front door	£800	£800	Spent
Trent & Dove	Community Coffee morning (received 2023/24)	£1,000	£413	£587 carry forward to 2025/26

### Restricted funds

Restricted funds as of 31st March 2025 amount to £607 which is the residual funds from the Trent and Dove grant funding for the coffee morning and money held as Key deposit for two regular booking groups. There is no end date to the use of these funds, though the Trent and Dove grant is to be spent on the provisions of the coffee morning and its running costs (allocation towards energy costs). The key deposits will be returned to the relevant groups when they return the keys and the groups no longer hire the hall.

### Structure, Governance and Management

The Stramshall Village Hall and the land on which it stands is owned in Trust with four Holding Trustees; Mr Eric Ody, Mr Anthony Forbes, Mr David Bailey and Mr Steven Dobson. The Management committee has undertaken actions to register the property at the Land Registry and intends to vest the Stramshall Village Hall with the Charities Commission for future security. A Holding Trustee is NOT allowed to be a Management Trustee on the Management Committee.

The Management Committee: The Trust Deed governs the appointment of trustees and the management of the charity. The Trustees are elected at the Annual General Meeting held in May (or as close as possible thereafter). Each trustee serves for one year and is eligible to be re-elected. All trustees must be over 18 years of age.

In addition, up to 7 regular user groups are entitled to nominate one trustee as their representative. The maximum number of trustees is 15.

The trustees form the Management Committee of the Village Hall, which has the power to co-opt up to 2 further trustees on an annual basis to represent the interests of the village or fulfil a role as part of the committee.

In the period 1<sup>st</sup> April 2024 to 17<sup>th</sup> October 2024, we had 10 Management Trustees at which point one Trustee stepped down, so until 31<sup>st</sup> March 2024 we continued with 9 Management Trustees:

Management Trustee	Position	Representative	Start/End date
Peter Wright	Chairman / Hall manager		
Rebecca Francis	Vice Chair	User – Stramshall ACE	
Pat Cliff	Secretary / H&S rep	User – Ladies Dance	
Fay Phoenix	Bookings secretary / Safeguarding officer		
Catherine Wright	Bookkeeper	User – Arts & Crafts	
Anne Dobson	Complaints officer		
Nick Crosby	H&S rep	Parish Councillor	
Pauline Wilson		User – Garden Club	
Joy Oulsnam			
Joy Lane			1/4/25 – 17/10/25

The committee met for full meetings on four occasions throughout the year (Apr, Jun, Oct & Jan):

1. April – General meeting
2. June – AGM / New committee election
3. October – General meeting
4. January 2025 - General meeting

### Hiring Agreement

Use of the Village Hall is subject to a Hiring Agreement which must be signed by the hirer when booking. The hiring agreement sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement.

### Licences

The Hall is not a Licenced Premises and so any licencable events are covered by the hirers Temporary Event Notice, which the hirer can obtain themselves (must be copied to the Village Hall Bookings Secretary prior to the event) or the Village Hall can obtain on their behalf. The Hall is licenced by the Performing Rights Society and PPL for the performance of live and recorded music.

### Risk Management

Risk assessments (H&S, Fire and Asbestos) are reviewed at least annually.

### Building Issues

- A building asbestos survey was undertaken by Westland Environmental Safety Ltd. In 2023. Remediation of the exposed soffit boards and removal of some asbestos containing debris was undertaken by AIB Solutions Ltd. And the risk assessment is now reviewed internally once a year.
- The electrical installations are checked by a qualified engineer every five years. The last test was in June 2020.
- A Fire Safety Risk Assessment is updated annually.
- Fire-fighting appliances are inspected annually.
- A Committee member checks the emergency lighting every month.
- All trustees are unpaid. Management costs are kept to a minimum, whilst support from local volunteers for regular maintenance of the Hall is sought where possible.
- A cleaner is paid for 2-3 hours per week, giving the hall a thorough clean and buffing of the main hall at weekend and a maintenance clean mid-week.

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

--	--

Position (eg Secretary,  
Chair, etc)

--	--

Date

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# Accounting - made easy

## 3 Step Set Up

### Step 1

Required

### Village Hall details

Your Name

Stramshall Village Hall

Your Charity or CIO number

506187

Accounting start date

01/04/2024

Accounting end date

Period or year end

31/03/2025

Bank and cash accounts

Optional

HSBC Charitable Account

HSBC Business Money Manager Account

Income Bonds

Cash / Cheques

## Step 2

Optional

## Account Analysis

### Receipts

1	Hirer fees	1	Annual subs and session fees
2	Donations	2	Usually unrestricted
3	Grants	3	Often restricted
4	Fundraising income	4	Trading income
5	Interest	5	Interest received
6	Other	6	Small receipts not fitting elsewhere
7	Sale of assets	7	and/or investments

### Payments

1	Hall running costs	1	Rent, light & heat etc.
2	Replacements	2	To the Hall and/or equipment
3	Refreshments & consumables	3	Tea, coffee etc / blue towels, hand clean
4	Contractors / Cleaner	4	Cleaner costs
5	Cleaning items	5	
6	Admin/Office costs	6	Printing, postage & stationery
7	Insurance	7	Music licence etc
8	Licencing costs	8	Solicitor costs etc
9	Rates	9	Small items not fitting elsewhere
10	Sundry	10	
11	Equipment >£100	11	These rows must only be used for fixed asset purchases
12	Furnishings >£100	12	
13	Property enhancement >£100	13	

### Step 3

only required  
if applicable -->

## Prior period figures

If this is your second or subsequent period complete the following.

Prior Period Accounting start date

01/04/2023

£

#### Receipts

Hirer fees

Donations

Grants

Fundraising income

Interest

Other

Sale of assets

**Total receipts for period ended**

**31/03/2024**

**13,898.59**

#### Payments

Hall running costs

Maintenance / Repairs & Replacements

Refreshments & consumables

Contractors / Cleaner

Cleaning items

Admin/Office costs

Insurance

Licencing costs

Rates

Sundry

Equipment >£100

Furnishings >£100

Property enhancement >£100

**Total payments for period ended**

**31/03/2024**

**29,584.47**

**Surplus / (deficit) for prior period**

**-15,685.88**

HSBC Charitable Account balance at	31/03/2024	10,703.15
HSBC Business Money Manager Account b	31/03/2024	17,603.15
balance at	31/03/2024	
balance at	31/03/2024	0.00
Income Bonds balance at	31/03/2024	8,000.00
Cash / Cheques funds held at	31/03/2024	351.59
<b>Total funds held at</b>	31/03/2024	<b>36,657.89</b>
Restricted cash funds held at	31/03/2024	986.00
<b>Unrestricted funds held at</b>	31/03/2024	<b>35,671.89</b>
Total bank & cash funds held at	31/03/2023	52,343.77
Looks good		0.00

**Stramshall Village Hall**  
Cash Book Receipts

For the period ended 31-Mar-25

Receipt to

Date	Who received from	Why received	invoice no	Analysis Code	Analysis name	Restricted funds	Grant fund code	Mode	HSBC Charitable Account	HSBC Business Money Manager Account	0	0	Income Bonds	Cash / Cheques
05/04/2024	NS&I bond	Interest	45	5	Interest	n		Bacs	24.39					
25/04/2024	Bowling Club- Dave Seal	Hall Hire	1	1	Hirer fees	n		cash						60.80
25/04/2024	Canasta Club	Hall Hire	2	1	Hirer fees	n		cq	153.60					
25/04/2024	Line Dancing - Alison Smith	Hall Hire	3/B2440034	1	Hirer fees	n		Bacs	77.00					
25/04/2024	Pilates - Sui Foon Fok	Hall Hire	4/B12440017	1	Hirer fees	n		Bacs	51.20					
25/04/2024	Mrs C Clarke	private booking	5/B1243008	1	Hirer fees	n		Bacs	52.00					
07/05/2024	NS&I bond	Interest	45	5	Interest	n		Bacs	23.61					
01/06/2024	Zumba - Pat Cliff	Hall Hire	6/B12440013	1	Hirer fees	n		Bacs	51.20					
01/06/2024	Art & Craft Social Club - Cather	Hall Hire	7/B1243007	1	Hirer fees	n		Bacs	96.80					
01/06/2024	A.P.Johnson	private booking	8/B12440012	1	Hirer fees	n		Bacs	25.80					
01/06/2024	D.Walker (Christening)	private booking	9/B12440014	1	Hirer fees	n		Bacs	94.00					
01/06/2024	A Titterton	private booking	10/B12440011	1	Hirer fees	n		Bacs	70.50					
01/06/2024	Garden Club - Ann Walker	Hall Hire	11/B12440016	1	Hirer fees	n		Bacs	39.00					
01/06/2024	Jujitsu - Fred Morris	Hall Hire	12/B1245002	1	Hirer fees	n		Bacs	416.00					
01/06/2024	Nowell Mellor Solicitors	refund of overpayment (solicitor)	13	6	Other	n		Bacs	50.00					
01/06/2024	Scout Group	Hall Hire	14	1	Hirer fees	n		Bacs	168.00					
01/06/2024	ESBC	Polling Station	15	1	Hirer fees	n		Bacs	200.00					
01/06/2024	Canasta Club	Hall Hire	16	1	Hirer fees	n		cq	153.60					
01/06/2024	Bowling Club- Dave Seal	Hall Hire	17/B1246007	1	Hirer fees	n		cash						76.00
01/06/2024	pilates - Sui Foon Fok	Hall Hire	18/B1245001	1	Hirer fees	n		Bacs	25.60					
01/06/2024	Zumba - Pat Cliff	Hall Hire	19/B1245002	1	Hirer fees	n		Bacs	38.40					
05/06/2024	NS&I bond	Interest	45	5	Interest	n		Bacs	25.36					
07/06/2024	HSBC - BMM	Interest	46	5	Interest	n		Bacs		82.39				
11/06/2024	URPC- Charlotte Holmes	Hall Hire	20/B1245007	1	Hirer fees	n		Bacs	22.50					
11/06/2024	Art & Craft Social Club - Cather	Hall Hire	21/B1246006	1	Hirer fees	n		Bacs	178.20					
30/06/2024	Bowling Club- Dave Seal	Hall Hire	22/B12460014	1	Hirer fees	n		cash						60.80
30/06/2024	Canasta Club	Hall Hire	23	1	Hirer fees	n		cq	153.60					
02/07/2024	Stramshall Village Hall	Community Picnic	24	4	Fundraising income	n		cash						331.17
02/07/2024	Stramshall Village Hall	Funds transfer						cq	228.00					-228.00
05/07/2024	NS&I bond	Interest	45	5	Interest	n		Bacs	25.84					
10/07/2024	ESBC	WEP Grant	25	3	Grants	y	WEP	Bacs	7,500.00					
21/07/2024	R.Saum (Wedding)	private booking	26/B1243006	1	Hirer fees	n		Bacs	232.00					
21/07/2024	Line Dancing - Alison Smith	Hall Hire	27/B1245006	1	Hirer fees	n		Bacs	135.00					
21/07/2024	Line Dancing - Alison Smith	Hall Hire	28/B12460015	1	Hirer fees	n		Bacs	90.00					
21/07/2024	Sarah Norris -Stramshall ACE	Hall Hire	29/B12460010	1	Hirer fees	n		Bacs	33.00					
21/07/2024	Pilates - Sui Foon Fok	Hall Hire	30/B12460012	1	Hirer fees	n		Bacs	51.20					
21/07/2024	Zumba - Pat Cliff	Hall Hire	31/B12460016	1	Hirer fees	n		Bacs	51.20					
21/07/2024	Jujitsu - Fred Morris	Hall Hire	32/B12460013	1	Hirer fees	n		Bacs	288.00					
21/07/2024	Amy Clowes	private booking	33/B12470017	1	Hirer fees	n		Bacs	53.00					
21/07/2024	URPC- Charlotte Holmes	Grant for Doors	34	3	Grants	y	URPC	Bacs	800.00					
14/07/2024	Emily Cleare	private booking	35/B12460011	1	Hirer fees	n		Bacs	56.40					
23/07/2024	Zumba - Pat Cliff	Hall Hire	36/B12470021	1	Hirer fees	n		Bacs	38.40					
24/07/2024	Stramshall Village Hall	Funds transfer						cq	300.00					-300.00
29/07/2024	Emma Mullington	private booking	37/B12470021	1	Hirer fees	n		Bacs	58.00					







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26,557.53	2,334.05	0.00	0.00	0.00	615.47
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Stramshall Village Hall  
Cash Book Payments

For the period ended 31-Mar-25

Payment From

Date	Who paid to	Why paid	Receipt ref	x	Analysis Code	Analysis name	Restricted funds	Grant fund code	x	Mode	HSBC Charitable Account	Money Manager Account	0	0	Income Bonds	Cash / Cheques	x
01/04/2024	HSBC	banking charge	1		1	Hall running costs	n			Charge	5.80						
01/04/2024	ESBC	business rates	2		9	Rates	n			DD	58.80						
01/04/2024	Source for business	water rates	3		9	Rates	n			DD	46.50						
01/04/2024	ESBC	trade refuse bin emptying	4		1	Hall running costs	n			DD	57.26						
15/04/2024	Community First Insurance	insurance	5		7	Insurance	n			Cq	817.57						
23/04/2024	Eon Next	electricity	6		1	Hall running costs	n			DD	100.63						
25/04/2024	Chubb Fire & Security	fire extinguisher maintenance	7		1	Hall running costs	n			DD	18.17						
01/05/2024	Source for business	water rates	8		9	Rates	n			DD	46.50						
01/05/2024	ESBC	business rates	9		9	Rates	n			DD	60.00						
02/05/2024	HSBC	banking charge	10		1	Hall running costs	n			Charge	7.80						
02/05/2024	M Jack	Cleaning Fee	11		4	Contractors / Cleaner	n			cq	211.25						
06/05/2024	Peter Wright	V sweeper & spare mop heads	12		5	Cleaning items	n			cq	96.98						
06/05/2024	Peter Wright	Toilet brush for disabled toilet	12		5	Cleaning items	n			cq	3.50						
06/05/2024	Peter Wright	Vileda mop & bucket - general hall use	12		5	Cleaning items	n			cq	13.50						
06/05/2024	Peter Wright	48 x 2ply Blue rolls	12		3	Refreshments & consumables	n			cq	47.50						
06/05/2024	Peter Wright	Coffee morning refreshments	13		3	Refreshments & consumables	y	CCM		cq	76.08						
06/05/2024	Peter Wright	Water noodles for head protection on racking	13		10	Sundry	n			cq	9.00						
06/05/2024	Peter Wright	Hardwood plywood - Entrance door mat well file	13		2	Maintenance / Repairs & Replacements	n			cq	16.97						
06/05/2024	Peter Wright	key cut for sidedoor thumb lock for Cleaner	14		10	Sundry	n			cq	5.00						
25/05/2024	Chubb Fire & Security	fire extinguisher maintenance	15		1	Hall running costs	n			dd	18.17						
29/05/2024	Eon Next	electricity	16		1	Hall running costs	n			DD	54.74						
01/06/2024	HSBC	banking charge	17		1	Hall running costs	n			Charge	7.40						
01/06/2024	ESBC	business rates	18		9	Rates	n			DD	60.00						
01/06/2024	Source for business	water rates	19		9	Rates	n			DD	46.50						
04/06/2024	Peter Wright	Coffee morning refreshments	20		3	Refreshments & consumables	y	CCM		cash						59.34	
04/06/2024	Peter Wright	light bulbs	20		2	Maintenance / Repairs & Replacements	n			cash						22.00	
04/06/2024	M Jack	Cleaning Fee	21		4	Contractors / Cleaner	n			cq	305.00						
04/06/2024	Mellor & Mottram mech service	heating service	22		1	Hall running costs	n			cq	192.00						
21/06/2024	Eon Next	electricity	23		1	Hall running costs	n			DD	83.65						
25/06/2024	Chubb Fire & Security	fire extinguisher maintenance	24		1	Hall running costs	n			DD	18.17						
28/06/2024	HSBC	banking charge	25		1	Hall running costs	n			Charge		2.00					
01/07/2024	M Jack	Cleaning Fee	26		4	Contractors / Cleaner	n			cq	237.25						
01/07/2024	ESBC	business rates	27		9	Rates	n			DD	60.00						
01/07/2024	Source for business	water rates	28		9	Rates	n			DD	46.50						
02/07/2024	HSBC	banking charge	29		1	Hall running costs	n			Charge	5.40						
05/07/2024	Timpson	Key cutting (store Room)	30		10	Sundry	n			cash						20.00	
10/07/2024	Longton Glass	Replacement Doors	31		13	Property enhancement >£100	y	URPC		cq	800.00						
10/07/2024	Longton Glass	Replacement Doors	31		13	Property enhancement >£100	n			cq	5,690.00						
15/07/2024	ESBC	trade refuse bin emptying	32		1	Hall running costs	n			DD	57.26						
16/07/2024	Eon Next	electricity	33		1	Hall running costs	n			DD	43.69						
25/07/2024	Chubb Fire & Security	fire extinguisher maintenance	34		1	Hall running costs	n			DD	18.17						
01/08/2024	Source for business	water rates	35		9	Rates	n			DD	46.50						
01/08/2024	ESBC	business rates	36		9	Rates	n			DD	60.00						
01/08/2024	HSBC	banking charge	37		1	Hall running costs	n			Charge	7.80						
05/08/2024	Pat Cliff	Stationary	38		6	Admin/Office costs	n			cq	73.99						
06/08/2024	M Jack	Cleaning Fee	39		4	Contractors / Cleaner	n			cq	232.50						
06/08/2024	Peter Wright	Website	40		6	Admin/Office costs	n			cash						142.06	
06/08/2024	Peter Wright	Coffee morning refreshments	40		3	Refreshments & consumables	y	CCM		cash						40.58	
06/08/2024	Peter Wright	Cleaning materials	40		5	Cleaning items	n			cash						18.53	
13/08/2024	Peter Wright	Tecknet doorbell	41		10	Sundry	n			cash						18.69	









Stramshall Village Hall  
 Cash Book Summary and Reconciliation  
 For the period ended 31/03/2025

**HSBC Charitable Account summary**

			£
Opening Balance	as at	01/04/2024	10,703.15
Receipts and net transfers			26,557.53
Payments			-33,010.19
Closing Balance	as at	31/03/2025	<u>4,250.49</u>

**Bank Reconciliation**

			£
<b>Balance per Bank Statement</b>	<b>on</b>	<b>31/03/2025</b>	<u>4,250.49</u>

Add	Date	Payee / details	Slip ref	£
				0.00

Less	Date	Payee / details	Chq No.	£
				0.00

<b>Reconciled balance</b>			<u>4,250.49</u>
<b>Difference</b>			<u>0.00</u>

**HSBC Business Money Manager Account summary**

			£
Opening Balance			17,603.15
Net transfers from/(to) current account and other receipts (interest received)			2,334.05
Payments			-2.00
Closing Balance			<u>19,935.20</u>

**Income Bonds summary**

			£
Opening Balance			8,000.00
Net transfers from/(to) current account and other receipts (interest received)			0.00
Payments			0.00
Closing Balance			<u>8,000.00</u>

**Cash / Cheques summary**

			£
Opening cash held			351.59
Unbanked cash receipts			615.47
Cash payments			-844.12
Closing cash held			<u>122.94</u>

**Cash counted by**  **On**

Stramshall Village Hall  
3/31/2025

			Optional	Optional		Required	
		Quantity	Unit cost	Total cost	Unit value	Total value	
			£	£	£	£	
<b>Buildings</b>		<b>Source</b>					
1				0.00		0.00	
2				0.00		0.00	
3				0.00		0.00	
4				0.00		0.00	
5				0.00		0.00	
				<b>0.00</b>		<b>0.00</b>	
<b>Large items of equipment (&gt;£100)</b>		<b>Source</b>					
1	Ovens	TradePoint / B&Q	2	246.60	493.20	197.28	394.56
2	Induction hob	TradePoint / B&Q	1	385.20	385.20	308.16	308.16
3	Table trolley	theClasroom.co	1	419.12	419.12	335.30	335.30
4	Baby changing station	Washroom Hub	1	134.99	134.99	107.99	107.99
5	Projector screen	ASIS	1	119.99	119.99	95.99	95.99
6					0.00		0.00
7					0.00		0.00
8					0.00		0.00
9					0.00		0.00
10					0.00		0.00
				<b>1,552.50</b>		<b>1,242.00</b>	
<b>Small equipment (&gt;£25,&lt;£100)</b>		<b>Source</b>					
1	Dolce Gusto coffee macine		1	39.99	39.99	31.99	31.99
2	Projector		1	79.99	79.99	63.99	63.99
3	Larder fridge		1		0.00	40.00	40.00
4					0.00		0.00
5					0.00		0.00
6					0.00		0.00
7					0.00		0.00
8					0.00		0.00
9					0.00		0.00
10					0.00		0.00
				<b>119.98</b>		<b>135.98</b>	
<b>Tools</b>		<b>Source</b>					
1					0.00		0.00
2					0.00		0.00
3					0.00		0.00
4					0.00		0.00
5					0.00		0.00
6					0.00		0.00
7					0.00		0.00
8					0.00		0.00
9					0.00		0.00
10					0.00		0.00
				<b>0.00</b>		<b>0.00</b>	

	Other assets	Source					
1					0.00		0.00
2					0.00		0.00
3					0.00		0.00
4					0.00		0.00
5					0.00		0.00
6					0.00		0.00
7					0.00		0.00
8					0.00		0.00
9					0.00		0.00
10					0.00		0.00
11					0.00		0.00
12					0.00		0.00
13					0.00		0.00
					<b>0.00</b>		<b>0.00</b>
	<b>Total cost and value</b>				<b>1,672.48</b>		<b>1,377.98</b>

Restricted funds rpt

YTD

NB always "Refresh" pivot tables for current data

Income

	Data	
Grant fund cod	Sum of HSBC Char	Sum of HSBC Bu:Sum of Cash / Cheques
KD	19.90	
sig	384.00	
URPC	800.00	
WEP	14,137.75	
WS2	1,800.00	

**YTD restricted funds 607.05**

Received sum	Received spent	Residual
0.00	0.00	<b>19.90</b>
19.90	384.00	<b>0.00</b>
384.00	800.00	<b>-416.00</b>
800.00	14,137.75	<b>-13,337.75</b>
14,137.75	1,800.00	<b>12,337.75</b>
986.00	398.85	<b>587.15</b>

Expense

	Data		Total
Grant fund cod	Sum of HSBC Char	Sum of Cash / Ch	
CCM	285.53	113.32	398.85
URPC	800.00		800.00
WEP	14,137.75		14,137.75
WS2	1,612.01	187.99	1,800.00

Outstanding to allocate

CCM	Elec	Oil	WS2	Elec	Oil
0.00	0.00	0.00	0.00	0.00	0.00





Stramshall Village Hall

506187

Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/2024	To	Period end date 31/03/2025
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>Receipts</b>				
Hirer fees	10,532		10,532	
Donations	365	384	749	
Grants		16,738	16,738	
Fundraising income	671		671	
Interest	633		633	
Other	94	20	114	
<b>Sub total (Gross income for AR)</b>	<b>12,295</b>	<b>17,142</b>	<b>29,437</b>	<b>13,899</b>
<b>Asset and investment sales</b>				
Sale of assets	70		70	
Sale of investments				
<b>Sub total</b>	<b>70</b>		<b>70</b>	
<b>Total receipts</b>	<b>12,365</b>	<b>17,142</b>	<b>29,507</b>	<b>13,899</b>
<b>Payments</b>				
Hall running costs	1,900	335	2,234	
Maintenance / Repairs & Replacements	622	900	1,522	
Refreshments & consumables	228	435	661	
Contractors / Cleaner	2,680		2,680	
Cleaning items	236		236	
Admin/Office costs	364		364	
Insurance	818		818	
Licensing costs				
Rates	944		944	
Sundry	231	502	733	
<b>Sub total</b>	<b>8,020</b>	<b>2,172.00</b>	<b>10,191</b>	<b>29,584</b>
<b>Asset and investment purchases</b>				
Equipment >£100		432	432	
Furnishings >£100		987	987	
Property enhancement >£100	8,316	13,930	22,246	
<b>Sub total</b>	<b>8,316</b>	<b>15,350</b>	<b>23,665</b>	
<b>Total payments</b>	<b>16,336</b>	<b>17,522</b>	<b>33,856</b>	<b>29,584</b>
<b>Net of receipts/(payments)</b>	<b>-3,969</b>	<b>-380</b>	<b>-4,349</b>	<b>-15,685</b>
Transfers between funds	-380	380		
<b>Cash funds last year end</b>	<b>35,672</b>	<b>986</b>	<b>36,658</b>	<b>52,344</b>
<b>Cash funds this year end</b>	<b>31,322</b>	<b>986</b>	<b>32,309</b>	<b>36,658</b>

Section B Statement of assets and liabilities at the end of the period

Categories	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total current Period to the nearest £	Last year to the nearest £
<b>Cash funds</b>				
HSBC Charitable Account	3,643	607	4,250	10,703
HSBC Business Money Manager Account	19,935		19,935	17,603
Income Bonds	8,000		8,000	8,000
Cash / Cheques	123		123	352
<b>Total cash funds</b>	<b>31,702</b>	<b>607</b>	<b>32,309</b>	<b>36,658</b>
<small>(agree balances with receipts and payments account(s))</small>				
<b>Other monetary assets</b>				
Stocks/goods for sale				
Debtors				
<b>Investment assets</b>				
<b>Assets retained for the Hall's own use</b>				
Buildings				
Large items of equipment (>£100)	1,242		1,242	
Small equipment (>£25, <£100)	136		136	
Tools				
Other assets				
			1,378	
<b>Liabilities</b>				
Trade creditors				
Accrued expenses				
<b>Signed by one or two trustees on behalf of all the trustees</b>				
Signature		Print Name	M.B.C.M. WRIGHT	Date of approval
				17/4/25

Audited and found to be in accordance with Receipts, invoices, cash and bank statements.

MRCrisp 17/4/25 MICHAEL CRISP FCMA CGMA