

# Husthwaite Village Hall

Village Hall Committee Meeting

11<sup>th</sup> August 2014

## TREASURER'S REPORT

Below is a schedule of balances showing total cash/debtors funds of £29,242.97 as at 31<sup>st</sup> July 2014.

| Accounts                              | £      | p | £                 | p      |
|---------------------------------------|--------|---|-------------------|--------|
| Business Premium Account (Restricted) |        |   |                   |        |
| Book Exchange                         | 315.85 |   |                   |        |
| Orchard Club                          | 421.45 |   | 737.30            |        |
| Current Account                       |        |   |                   | -65.79 |
| Fundraising Account                   |        |   | 28,462.97         |        |
| Petty Cash                            |        |   | 88.49             |        |
| Debtors                               |        |   | 20.00             |        |
| <b>TOTAL</b>                          |        |   | <b>£29,242.97</b> |        |

## DEBTORS

The debtors shown above are:

| Invoice issued 30 <sup>th</sup> June 2014: | £     | p |
|--|-------|---|
| Yorkshire & Humber WEA - hire of hall      | 20.00 |   |

## ACCOUNT BALANCES

The fund balances at the end of June show an increase from June's month end balance (£17,971.34) of £11,271.63. This is made up of:

## RECEIPTS

|                         | £         | p |
|-------------------------|-----------|---|
| Lottery Grant (Final)   | 12,468.00 |   |
| Drovers Road (net)      | 1,132.94  |   |
| Hall Hire               | 722.00    |   |
| Balance carried forward | 14,322.94 |   |

|                                      |                   |
|--------------------------------------|-------------------|
| Balance brought forward              | 14,322.94         |
| Apple Tree Café                      | 87.00             |
| Chris Milner                         | 34.50             |
| Film Club (net)                      | 26.50             |
| James Acaster (net)                  | 171.24            |
| Newsletter Grant from Parish Council | 300.00            |
| Parish Council Donation              | 500.00            |
| World Cup Evenings                   | 95.70             |
| Other Income                         | 22.00             |
| <b>TOTAL</b>                         | <b>£15,559.88</b> |

## PAYMENTS

|                             |                   |
|-----------------------------|-------------------|
|                             | £ p               |
| Furniture and Equipment     | 3,059.20          |
| Water Rates                 | 255.01            |
| Bier House 6 month's rental | 150.00            |
| Ribbon Cutting              | 379.92            |
| Short Mat Bowling           | 20.00             |
| Summer Market               | 62.50             |
| Accountancy Fee             | 50.00             |
| Printing & Stationery       | 26.91             |
| Cleaning                    | 70.00             |
| Telephone                   | 18.06             |
| Television Licence          | 132.00            |
| Other                       | 64.65             |
| Surplus                     | 11,271.63         |
| <b>TOTAL</b>                | <b>£15,559.88</b> |

The figure for 'Hall Hire' is derived from transfers from event income and income from scheduled bookings plus invoiced usage based on the Bookings Diary entries during July. The figure for 'Furniture & Equipment' is made up of £3,509.20 being the balance paid for curtains and blinds, which are now installed less a £450.00 rebate for three of the laptops purchased earlier this year.

Donations from the Parish Council totalling £800.00 towards the costs of the Newsletter and the running the village hall have been received, offset by a payment of £150.00 for the rental of the Bier House for 6 months to the end of January 2015. The size of the water bill continues to be a matter of concern.

## 2013/14 Budget

The financial performance for the first ten months of the financial year is:

| RECEIPTS                      | £ Actual to<br>31 <sup>st</sup> July | £ Budget to<br>31 <sup>st</sup> July | Variance<br>£         | Annual Budget<br>£   |
|-------------------------------|--------------------------------------|--------------------------------------|-----------------------|----------------------|
| Affiliate Scheme              | 39                                   | 250                                  | -211                  | 300                  |
| Hall Donations                | 442                                  | 600                                  | -158                  | 720                  |
| Hall Hire                     | 2,945                                | 390                                  | 2,555                 | 500                  |
| Newsletter                    | -59                                  | 250                                  | -309                  | 60                   |
| Parish Council                | 750                                  | 750                                  | 0                     | 1,000                |
| Sponsorship                   | 0                                    | 0                                    | 0                     | 250                  |
| Event Income (net)            | 4,835                                | 3,990                                | 845                   | 5,385                |
| <b>TOTAL</b>                  | <b><u>£8,952</u></b>                 | <b><u>£6,230</u></b>                 | <b><u>£2,722</u></b>  | <b><u>£8,215</u></b> |
| <b>PAYMENTS</b>               |                                      |                                      |                       |                      |
| Accountancy Fee               | -50                                  | -50                                  | 0                     | -50                  |
| Insurance                     | -1,031                               | -600                                 | -431                  | -600                 |
| Cleaning                      | -729                                 | -210                                 | -519                  | -315                 |
| Maintenance                   | -460                                 | 0                                    | -460                  | 0                    |
| Miscellaneous                 | -376                                 | -400                                 | 24                    | -480                 |
| Printing & Stationery         | -229                                 | -550                                 | 321                   | -660                 |
| Rent & Rates                  | -810                                 | -183                                 | -627                  | -220                 |
| Heat, light & power           | -1,653                               | -600                                 | -1,053                | -900                 |
| <b>TOTAL</b>                  | <b><u>-£5,338</u></b>                | <b><u>-£2,593</u></b>                | <b><u>-£2,745</u></b> | <b><u>£3,225</u></b> |
| <b>Receipts less Payments</b> | <b>£3,614</b>                        | <b>£3,637</b>                        | <b><u>-£23</u></b>    | <b><u>£4,990</u></b> |

Although our income has exceeded budget during the first seven months of operation of the new hall, expenditure has also exceeded budget for the hall's running costs to a greater extent and there is a cumulative net overspending against budget of £23.00 at the end of July, which is a slight improvement on the previous month.

'Event Income' is once again showing a surplus (21%) against budget and income from the hire of the hall is showing a strong surplus. A schedule of net income on events for the year to the end of July is attached.

For outgoings, high water consumption is a concern. The syphon systems for the WCs were all replaced on 15<sup>th</sup> July and the rainwater harvesting tank will hopefully be re-commissioned during August. Insurance and utility costs were both much higher than anticipated

In spite of the Parish Council's donation towards the costs of publishing the Newsletter, there is still an adverse variance of £309 against this heading.

## **Fundraising Update**

I attach a schedule of sources and application of funds for the new hall as at the end of July.

The balance on the scheme for the building (excluding furniture and equipment) shows a surplus of £1,785 at the end of July, which is available for furniture and equipment. The cost of the new build (which includes all the variations shown in earlier statements plus a cost of £718 for strengthening the lid of the rainwater harvesting tank) is £494,248 based on an agreed figure between the Quantity Surveyor and the Contractor. In addition to this, I have allowed £2,341 for the quoted cost of re-commissioning and safeguarding the rainwater harvesting tank (see below).

The fundraising schedule also shows grants/donations that have been received totalling £20,055 for staging, lighting and audio equipment, laptop computers, kitchen equipment and furniture. Also, I have submitted a Gift Aid claim to HMRC and the value of this has been confirmed as £4,463.50, bringing the total with grants/donations to £24,519. The provisional spend is £28,882. I have increased the cost of curtaining by £285 to include additional blinds in the door windows in the main hall and committee room which means that there is an overall over-commitment of £2,578 on the project as a whole.

We have applied to the Big Lottery Fund to offset our furniture/equipment spending against the balance outstanding of our Lottery grant (£12,468) and this money was received on 4<sup>th</sup> July. This means that the remaining fees and the

retention monies due to the Contractor will need to be met from Village Hall funds during the remainder of 2014.

### **Building Update**

1. **Outstanding work to complete the building** - There are two outstanding pieces of work to complete the building:
  - a. The external rendering - has now been completed. The gap between the brick surround and the rendering still needs to be sealed;
  - b. The high level window openers in the main hall - we are waiting for the pole.
  
2. **Problems with the toilet flushing systems** - The siphons in all the WCs have been replaced and appear to be working correctly.

The rainwater harvesting system is currently disabled. Following a meeting with the manufacturer, the land drains have been blocked off from the tank to stop silt building up. We have received verbal assurances that blocking off the land drains to the tank will have no effect on site flooding.

The underground rainwater pipes have been flushed out and the rainwater harvesting tank has been emptied and cleaned out. There needs to be a mains water feed to the tank to carry full mains pressure to kick in when the water level in the tank falls below a certain level to stop the tank running dry. However, only a small bore pipe has been fitted and this is inadequate and may explain the flooding we experienced when the building was handed over. Twin Services (TW's plumbing contractor) intend to install a mains feed from the plant room on Wednesday 13<sup>th</sup> August.

3. **Native** - Liz Crawshaw is still waiting for a brief from me setting out the value of our claim against Native to the extent that we have suffered a financial loss over this project because of their actions. As I mentioned at the last meeting, I have had an email from the structural engineers about their time spent on boundary wall changes and have spoken to TW about the costs of land drainage issues. We now also have the final account, which crystallises the detail of all the additional costs we have incurred. However, the latest costs associated with the rainwater harvesting tank raise further issues of poor design and/or poor execution, which will need to be taken into account before I can finalise the brief.

Philip C Hewitson

9<sup>th</sup> August 2014