

MINUTES  
ENGLISH BICKNOR VILLAGE HALL and BAR

A Committee Meeting of E.B. Village Hall & Social Club was held in the Bar on Monday 21st Oct 2024 at 7.30pm to review the **VH and Bar Accounts**.

PRESENT:

Mr P. Gwilliam (Chairman), Mrs S Shelbourn (VH Treasurer), Mrs D Gwilliam (Facilities Manager/FOSM), Mr R Waldon (Bar Treasurer), Mrs A Watkins (Vice Chair), Mr J Entwistle (Secretary). Mrs J McHattie (PCC).

APOLOGIES:

Mrs J Bradley (Bookings Secretary), Mr P Warden (Parish Council), Mrs A Wood (School), Mrs J Maxfield (Functions), Mrs M Fox (Tuesday Lunch) Mr K Froud (Table Tennis), Mrs R Lacey (History Group), Mrs L Thexton (Gardening),

ANNUAL ACCOUNTS

**Main Hall Accounts**

SS presented the VH accounts to the committee (copy sent to all committee members prior to the meeting). Opening balance is £23,754 with Total Operational Income and Receipts £16,130.15. Total Expenditure is £17,026.27 with Operational Profit/Loss of -£896.12. The VH bank balance as of 30<sup>th</sup> September is £22,657.94.

SS stated that the Parish Council has been late in paying for their hall bookings and also late in paying their share of the playing field mowing costs. These payments would therefore be shown in next year's accounts.

The gas service is showing zero for the last accounting year but the service will take place on the 9<sup>th</sup> November.

VH maintenance is significantly lower this year as last year the hall was redecorated inside and out, new fire doors were installed in the changing room area and the 5 yearly electrical safety check. The septic tank was emptied free of charge this year.

The account has been checked and ratified by Mr Robin Fyfe.

The acceptance of these accounts was proposed by the Bar Treasurer and seconded by the Vice Chair.

## **VH Bar Accounts**

RW gave a report on the accounts for the Bar (copy sent to all committee members prior to the meeting). Opening Balance £11,972.16 with Bar Income of £21,696.81. After deducting Bar Charges and Bar purchases the Bar Gross Profit was £9,816.03. After deducting other expenditure, the Operational Profit/Loss was £4,634.45 resulting in a Closing Balance of £16,606.61. Balance sheet ending 30<sup>th</sup> Sept 2024 is £18,358.01.

The bar is making approximately 20% profit.

RW pointed out that the payments to bar staff should remain on a casual basis as if any bar staff were paid on a regular basis, then the VH could become an employee and therefore be responsible for PAYE and other employee rights. SS pointed out that majority of bar work was carried out by trustees who did not get paid. Casual bar staff were used infrequently for such occasions as weddings and wakes.

RW proposed that the bar donates £8,000 to the VH Charity. This was agreed and accepted by the committee.

The account has been checked and ratified by Mr Robin Fyfe.

The acceptance of these accounts was proposed by the DG and seconded by the Vice Chair.

**The Restricted Account**, which has been set up for the development of the play had an opening balance of £3377.40. Various incomes and donations have been received to a total of £7,776.50. The main expenditure has been on a new piece of equipment, a swing which cost £8,370.11 (inc VAT). The annual maintenance of the play area equipment is paid for by the Lucy Machin and George Whyral village charities.

The closing balance of the account is £2,783.79. The plan is to buy a final piece of equipment, a climbing frame, then the account will be closed.

AOB

JE raised the point that the last documented Fire Inspection Report was carried out by the Gloucestershire Fire and Rescue Service in 2010. JE believes that another inspection should be carried out. DG thinks that they should be carried out every 3 years as this is how frequently her B&B is inspected.

It was agreed that JE should contact Gloucestershire Fire and Rescue Service and arrange an inspection of the VH and bar.

The acceptance of these accounts was proposed by the VH Treasurer and seconded by the Bar Treasurer.

There being no other business, the meeting closed at 8.45 p.m.

**The next meeting is the AGM which will be held on the November 18th at 7.30 pm.**

**Signed**

## *English Bicknor Village Hall Main Accounts*

*Year ending 30th September 2024*

	2023/2024	2022/2023
<b>Opening Balance</b>	<b>£23,754.06</b>	<b>£30,466.76</b>
<b>Income</b>		
Hire bookings	£6,320.00	£4,355.00
Village Hall weekly/monthly	£2,858.00	£2,212.00
Donations	£4,752.00	£3,000.00
Functions	£2,200.15	£3,039.15
<b>Total Operational Income</b>	<b>£16,130.15</b>	<b>£12,606.15</b>
<b>Other Receipts</b>		
Mowing Grant	£0.00	£350.00
Goods sold		£1,520.00
GRANTS		£1,039.00
<b>Total Other Receipts</b>		<b>£2,909.00</b>
<b>Total Operational Income &amp; Receipts</b>	<b>£16,130.15</b>	<b>£15,515.15</b>
<b>Expenditure</b>		
Water	£666.13	£495.41
Electricity	£2,838.79	£1,656.00
Cleaning	£1,236.25	£1,500.75
Cleaning Items	£479.10	£404.57
Insurance	£1,247.06	£1,252.13
Licence fees	£509.52	£251.76
Gas LPG	£2,549.79	£1,579.32
British Gas Service	£0.00	£344.82
Mowing Playing Field	£3,895.00	£0.00
Septic Tank emptying	£0.00	£200.00
Maint/Repairs/Renewals	£880.54	£5,443.56
Fire & Inspections	£660.00	£1,049.01
Plusnet B'band & Phone	£316.05	£267.97
Bank Charges	£83.13	£106.97
Supplies & Stationery	£209.19	£36.73
Returned Deposits/Refunds	£295.00	£0.00
Patio		£447.60
Changing room extension & goal posts	£660.72	£2,798.14
Ladies Toilets & Flooring		£1,932.40
Joan's hero Grant Money		£868.98
90th Celebrations	£500.00	
<b>Total Expenditure</b>	<b>£17,026.27</b>	<b>£20,636.12</b>
<b>Operational Profit/Loss</b>	<b>-£896.12</b>	<b>-£5,120.97</b>

Transfer, Restricted Fund A/C to HSBC	£0.00	£408.27
Transfer from Social Club to HSBC	£0.00	£0.00
Transfer to Restricted Fund A/C	£200.00	£2,000.00
<b>Closing Balance</b>	<b>£22,657.94</b>	<b>£23,754.06</b>

***English Bicknor Village Hall Main Accounts***  
**Balance Sheet Year ending 30th September 2024**

	2023/2024	2022/2023
Current A/C HSBC	£22,657.94	£23,754.06
<b>Total Balance</b>	<b>£22,657.94</b>	<b>£23,754.06</b>
<b>Memo;</b>		
Restricted Funds A/C Lloyds TSB	0	£408.27

**English Bicknor Village Hall Bar Accounts**  
**Year ending 30th September 2024.**

	2023/2024	2022/2023
<b>Opening Balance</b>	<u>£11,972.16</u>	<u>£8,500.94</u>
<b>Bar Income</b>		
Cash	£7,943.58	£5,830.01
Credit/Debit Cards	£13,753.23	£6,408.36
<b>Total Bar Income</b>	<u>£21,696.81</u>	<u>£12,238.37</u>
<b>Bar Charges</b>		
- Till Service	£432.00	£432.00
- Card M/C	£332.48	£316.68
- Credit/Debit Charges	£204.00	£120.40
<b>Bar Purchases</b>		
- S&F	£7,081.20	£5,111.10
- Local Purchases	£3,831.10	£1,718.17
<b>Sub Total</b>	<u>£11,880.78</u>	<u>£7,698.35</u>
<b>Bar Gross Profit</b>	<u>£9,816.03</u>	<u>£4,540.02</u>
<b>Expenditure</b>		
Performing Rights	£0.00	£119.40
Insurance	£371.77	£349.02
Postage & Stationery	£13.60	£43.31
Business Rates	£115.27	£108.43
T.V.Licence	£169.50	£159.00
TV Repair	£185.00	£0.00
Casual staff wages	£564.00	£135.00
EBVH Donation	£3,500.00	£0.00
Play Area Donation	£33.00	£0.00
Gazebo	£150.00	£0.00
Bar equipment	£79.44	£154.64
<b>Total Expenditure</b>	<u>£5,181.58</u>	<u>£1,068.80</u>
<b>Operational Profit/Loss</b>	<u>£4,634.45</u>	<u>£3,471.22</u>
<b>Closing Balance</b>	<u>£16,606.61</u>	<u>£11,972.16</u>

**Balance Sheet Year ending 30th September 2024.**

	2023/2024	2022/2023
Lloyds Bank	£16,606.61	£11,972.16
Bar Stock	£1,601.40	£1,867.45
Cash in Hand	£150.00	£250.00
<b>Total</b>	<u>£18,358.01</u>	<u>£14,089.61</u>

**English Bicknor Village Hall**  
Registered Charity 272418

**2023/24 Accounts - Restricted Funds Bank Account  
to the year ending 30th September 2024**

**PLAYGROUND FUND**

	2023/24
<b>Opening Balance</b>	<u>£3,377.40</u>
<b>Income</b>	
Donations	
Jigsaw	£500.00
P Gwilliam	£610.00
Donation tub	£100.00
Local Charity donation	£3,500.00
Personal Donations	£435.00
Circits Club	£250.00
Fundraising	
Craft Fayre	£287.00
Xmas Raffle	£220.00
Big Breakfast	£1,000.00
BBQ's	£358.00
90th Celebration	£518.50
<b>Total</b>	<u>£7,778.50</u>
<b>Expenditure</b>	
Playdale equipment	£8,370.11
Annual Inspection fee	£0.00
<b>Total</b>	<u>£8,370.11</u>
<b>Closing Balance</b>	<u>£2,783.79</u>

Handwritten notes on the right side of the table:

- Next to Local Charity donation: 1000, 2000, 2000
- Next to Playdale equipment: INC VAT, 2000, 2000
- Large handwritten number: 1300