

NORTH MUNDHAM VILLAGE HALL

Monthly Statement as at 30 November 2017

Balance brought forward 1 April 2017	£20,597.16
Add Receipts	£14,576.04
Less Payments	£12,007.38
Balance	<u>£23,165.82</u>

Bank Accounts	
Unity Current Account	£ 23,165.82
Total	<u>£23,165.82</u>

Less unrepresented cheques

£0.00

Add payments not yet cleared on account

£0.00

RECONCILED BALANCE **£23,165.82**

* Note the stated balances include funds set aside for the following:

Community Kitchen - fund raising	98.29
Village Hall Replacement Reserve	2500
Village Hall Maintenance Reserve	2500
Audio Visual Replacement Reserve	2500
Kitchen Equipment Replacement Reserve	2500
	<u>£10,098.29</u>

The balance available for expenditure is therefore **£13,067.53**

NMVH MANAGEMENT COMMITTEE
Expenditure for 2017/18 as at 30 November 2017

General Administration	Code	Budget	Spent	Available	VAT	Minute No
Petty Cash & miscellaneous expenses	1	40.00		40.00		100%
Performing Music	2	430.00		430.00		100%
Live Music	3					
AIRS	4	150.00		150.00		100%
Refund of hall hire	5					
Marketing	6	30.00		30.00		100%
Hallmaster	7	130.00	130.00			0%
Postage	8	15.00		15.00		100%
Bank Charges	9	36.00	18.00	18.00		50%
		<u>831.00</u>	<u>148.00</u>	<u>683.00</u>		
Contract Fees						
Caretaker Fee	10	5,520.00	3,220.00	2,300.00		42%
		<u>5,520.00</u>	<u>3,220.00</u>	<u>2,300.00</u>		42%
Maintenance & Repair						
Window Cleaning	11	160.00	104.00	56.00		35%
Piano Tuning	12	80.00		80.00		100%
cleaning products	13	300.00	139.44	160.56	26.69	54%
maintenance & Repair	14	500.00	312.79	187.21	46.10	37%
Painting Walls	15					
New Kitchen	16					
New Curtains and Pole	17	4,000.00	4,525.08	- 525.08	904.22	-13%
	18					
		<u>5,040.00</u>	<u>5,081.31</u>	<u>- 41.31</u>	<u>977.01</u>	
Equipment						
New Equipment	19	900.00	887.57	12.43	177.52	1% 121.17 (e)
Crockery	20					
defibrillator	21					
	22					
	23					
		<u>900.00</u>	<u>887.57</u>	<u>12.43</u>	<u>177.52</u>	
Inspections & Licences						
Fire	24	100.00		100.00		100%
Gas Boiler	25	80.00		80.00		100%
Electrical	26	250.00		250.00		100%
Alarm Servicing	27	140.00		140.00		100%
PAT Testing	28	100.00		100.00		100%
	29					
		<u>670.00</u>		<u>670.00</u>		
Light & Heat						
Southern Electric	30	1,000.00	458.72	541.28	22.92	54%
British Gas	31	1,300.00	531.17	768.83	34.08	59%
		<u>2,300.00</u>	<u>989.89</u>	<u>1,310.11</u>	<u>57.00</u>	
Rates, Water & Waste						
Chichester District Council - Rates	32					
Water Rates	33	500.00		500.00		100%
Litter bin emptying	34	550.00	451.08	98.92		18%

		<u>1,050.00</u>	<u>451.08</u>	<u>598.92</u>	
contribution from Parish Council	35				
Grant from Gala	36				
Grant from CDC	37				
TOTAL EXPENDITURE		<u>16,311.00</u>	<u>10,777.85</u>	<u>5,533.15</u>	<u>1,211.53</u>

North Mundham Village Hall Management Committee

Profit and loss account as at 30 November 2017

	Expenses	Income
	£	£
Turnover		
Hall Hire		£ 16,256
PRS		£ 12
Crockery Hire		£ 50
Deposit		£ -
Key Deposit		£ -
		<u>£ 16,318</u>
 Allowable expenses		
General Admin	£ 216	
Caretakers fees	£ 3,220	
cleaning/ maintenance/ renewals	£ 556	
rates/water/waste	£ 451	
heating/ light	£ 990	
insurance	£ -	
new equipment	£ 5,363	
deposits received	£ -	
		<u>-£ 10,796</u>
Operating profit		<u>£ 5,522</u>

North Mundham Village Hall Management Committee - Expenditure Budget 2018-19 third Budget Review

General Administration	Code	Original Budget 15/16	Original Budget 16/17	Original Budget 17/18	Spend to half year	Forecast Full Year 17/18	Budget 18/19	% growth Budget on Budget	Comments
Miscellaneous expenses	1	50.00	50.00	40.00	0.00	0.00	40.00	0%	
Performing Rights	2	400.00	420.00	430.00	0.00	430.00	430.00	0%	
Live Music	3	0.00	0.00	0.00	0.00	0.00	0.00		
AIRS	4	90.00	150.00	150.00	0.00	150.00	150.00	0%	
Refund of Hall Hires	5	0.00	0.00	0.00	0.00	0.00	0.00		
Marketing	6	0.00	0.00	30.00	0.00	0.00	30.00	0%	
Hallmaster	7	0.00	180.00	130.00	0.00	130.00	130.00	0%	
Postage	8	0.00	0.00	15.00	0.00	0.00	15.00	0%	
Bank Charges	9			36.00	18.00	36.00	36.00	0%	
		540.00	800.00	831.00	18.00	746.00	831.00	0%	
Contract Fees									
caretakers Fee	10	5220.00	5470.00	5520.00	2300.00	5520.00	5520.00	0%	Contract expires 31st March 2019
		5220.00	5470.00	5520.00	2300.00	5520.00	5520.00	0%	
Maintenance & Repair									
Window cleaning	11	200.00	200.00	160.00	52.00	160.00	160.00	0%	
piano tuning	12	60.00	80.00	80.00	0.00	65.00	80.00	0%	
cleaning products	13	350.00	300.00	300.00	52.63	300.00	300.00	0%	
Maintenance & Repair	14	500.00	500.00	500.00	230.52	500.00	500.00	0%	
painting walls	15	4800.00	1500.00		0.00		0.00		
New Kitchen	16	2450.00	0.00		0.00		0.00		
New Curtains & Rails	17			4000.00	2643.17	4525.08	0.00	-100%	
Guttering	18			0.00			2000.00	100%	
Door replacement	19			0.00			1900.00	100%	Move to Reserves
		8360.00	2580.00	5040.00	2978.32	5550.08	4940.00	2%	
New Equipment									
New Equipment	20	200.00	250.00	250.00	887.57		250.00	0%	
crockery	21	0.00	0.00				0.00		
defibrillator	22	0.00	0.00				0.00		
	23								
		200.00	250.00	250.00	887.57	0.00	250.00	0%	
Inspections & Licences									
Fire	24	0.00	100.00	100.00	0.00		100.00	0%	
Gas Boiler	25	90.00	60.00	80.00	0.00	50.00	80.00	0%	
Electrical	26	500.00	0.00	250.00	0.00		250.00	0%	
Alarm Servicing	27	120.00	140.00	140.00	0.00		140.00	0%	
PAT Testing	28	0.00	100.00	100.00	0.00		100.00	0%	
	29		0.00	0.00	0.00		0.00		
		710.00	400.00	670.00	0.00	50.00	670.00	0%	
Light & Heat									
Electricity	30	800.00	800.00	1000.00	458.72	1000.00	1000.00	0%	
Gas	31	2000.00	1500.00	1300.00	531.17	1300.00	1300.00	0%	
		2800.00	2300.00	2300.00	989.89	2300.00	2300.00	0%	
Rates & Water									
Rates	32	0.00	0.00	0.00	0.00	0.00	0.00		
Water Rates	33	500.00	500.00	500.00	0.00	500.00	500.00	0%	
Bin Emptying	34	580.00	700.00	550.00	337.00	679.20	550.00	0%	
		1080.00	1200.00	1050.00	337.00	1179.20	1050.00	0%	
TOTAL EXPENDITURE EXC VAT		18910.00	13000.00	15661.00	7510.78	15345.28	15561.00		
contribution from Parish Council		1000.00	0.00	0.00	0.00	0.00	0.00		
grant from gala		0.00	0.00	0.00	0.00	400.00	0.00		
grant from CLC		4800.00	0.00	0.00	0.00	0.00	0.00		
		13110.00	13000.00	15661.00	7510.78	14945.28	15561.00		

Additions to Reserves included in expenditure
 Original Approved Budget 13,000.00 17,961.00 1,900.00 15,561.00

Cash Reserve brought forward 01/04/17	20597.16	Cash Reserves b/fwd 01/04/18	20030.59
Plus Predicted Letting Income	24477.00	Plus Predicted Letting Income	18000.00
plus grants	400.00	Plus Grants	0.00
less Expenditure	15345.28	Less Budget Expenditure	15561.00
Less assigned reserves	10098.29	less assigned reserves	1998.29
Cash Reserve Balance Carried Forward 31/03/18	20030.59	Reserves b/fwd 31/03/19	20,471.30

Breakdown of C/fwd Cash Reserves	Actual 31/03/17	At 31/03/18	At 31/03/19	
Community Kitchen	98.29	98.29	98.29	
Kitchen Equipment Reserve		2,500.00	2,500.00	New Reserve
Audio Visual Reserve		2,500.00	2,500.00	New Reserve
Village Hall Replacement Reserve		2,500.00	2,500.00	New Reserve
Village Hall Maintenance Reserve		2,500.00	2,500.00	New Reserve
Door Replacement Project			1,900.00	New Reserve
Undesignated	20,498.87	9,932.30	8,473.01	7 months of undesignated reserves
	20,597.16	20,030.59	20,471.30	16 of reserves

Agreed:
 Expenditure Budget set at £XXXXX minute No: