

Treasurers report for BVH 2018 17- April 2019

Many thanks to Steve Allen who served as Treasurer in 2017 but stood down from the committee at the last AGM and I agreed to volunteer to take up the post. Steve has been very helpful during this handover period and I am very grateful for that.

There have been 2 sets of accounts prepared, one for Burtle Village Hall and the other for the Burtle Village Hall Enterprises Ltd, the commercial arm created to manage essentially the bar.

Burtle Village Hall Enterprises Limited

The accounts were prepared by me and will be reviewed by Karen Nobes of Polden Accountants for submission to companies' house. Turnover was £5,897 an impressive increase of £882 on 2017, cost of sales was £2,312, a reduction of £83 on 2017 resulting in a gross profit of £3,585, an impressive increase of £965 on 2017. This was due to less wastage, better stock control in terms of stock held and buying stock at best prices

The bar is managed by Tracy and Mark Fear and is an essential source of income for the hall, with most evening events offering a bar service where all profits have been retained by the hall. A small group of volunteers serve behind the bar and would welcome anyone that wishes to help in this regard. The committee has agreed to pay £20 per the event for their services. Anyone interested should get in touch with any of the committee members.

After administrative expenses the contribution payable to the Village Hall account was £2,250 and has been credited to the Village Hall in the accounts. There was a small reduction of £50 in the contribution made. However, this was after allowing for £766 spent on the purchase of a new glass washing machine for the bar and spending £250 for consumables for the bar. We have also made allowance for £250 for professional cost, if this not realised then this amount will be transferred to the hall account. If this was the case the contribution for 2018 would be an increase of £200.

Burtle Village Hall

At the start of the year the opening balance was £9,788, total income for 2018 of £13,134 which includes bar profits. This showed an increase of £903 on 2017. In 2018 we have seen a massive increase of 65% on hall rental income which has been due to our booking secretary, greater marketing, and reviewing our hall hire charges to be comparable with market prices around the area. Total expenditure was £10,179, again an impressive savings of £1,107 on 2017. This is despite spending £530 on new cooker hood. An increase in function expenditure was because regrettably the committee had to take a decision to cancel a pre booked event due to lack of support.

However, despite this set back we can report an impressive profit of £2,955 which is an increase of £2,010 on 2017 and a closing balance of £12,743.

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Notable variations are as follows:

Income

- Function income – decreased by £304 - cancellation of 2 functions
- Hire of hall – increase by £1,845 – 65% - Standardisation & marketing
- Advertising income £120 - New this year
- Café Burtle – decrease by £324 previous year included 2016 income.
- Meat Draw – Now handled by Harvest committee.
- GMBC – an increase of £249.
- Bar profit – decreased by £50 after spending £775 on Glass washer for the bar.

Expenditure

- Gifts - £160 for outgoing volunteers
- Hall Maintenance – decreased by £791 after purchasing cooker hood.
- Cleaning costs – £147
- Café Burtle Expenses – down by £225.

Summary

Over all the hall made a healthy profit of £2,955 an increase of £2,010 on 2017. Majority of this profit can be attributed to hall hire which has been due to improved marketing, standardising the pricing and invoicing of the hire charges. Many thanks to Steve Allen for this. Café Burtle seems to be well attended and continues to generate income for the hall and the committee would like to extend a huge thank you to Maureen and Jenny for their regular commitment. Grumpy Men's Breakfast Club had a good 2018 but to be more inclusive it is now open to family members since early 2019. This has been welcomed by the community and it has seen an increase in attendance.

Committee of 2018 year has tried new ideas and events, and most have been well supported and been profitable. However, 2 events had to be cancelled due to lack of support which resulted in overall decrease in function income. However, the committee has been quite inventive by introducing acceptance of card payment hence introducing flexibility and easy of spending. The committee has also taken the decision of going for hall mark and the committee would really like to express big gratitude to Lyn for all her hard work in completing all the paperwork and application forms. A big thank you to Jayne and her business for a great contribution to design and printing a welcome booklet for newcomers to the village. The committee would also like to extend thank you to Parish council for making £100 contribution to produce the booklet.

A final thank you must go to our chairperson for her hard work in catering and marketing for the events which has been appreciated by the committee and community at large.

In conclusion I would say that the hall is financially doing well where expenditure is well covered by Income and generating a healthy profit.

Burtle Village Hall Account
Receipt and Payments Account for 2018

| | <u>2018</u> | <u>2017</u> |
|--|----------------------|----------------------|
| | <u>£</u> | <u>£</u> |
| Opening Balance | 9,788 | 8,843 |
| <u>RECEIPTS</u> | | |
| Function Income | 1,668 | 1,972 |
| Hire of Hall | 4,699 | 2,845 |
| Bank Interest | 39 | 12 |
| Sundry Income | 31 | 72 |
| Donations | 101 | 211 |
| Advertisement Income | 120 | 0 |
| 100 Club | 1,200 | 1,236 |
| Café Burtle | 1,588 | 1,912 |
| Café Burtle Meat Draw | 335 | 817 |
| GMBC | 1,103 | 854 |
| Profit from Bar | <u>2,250</u> | <u>2,300</u> |
| Total Receipts | <u>13,134</u> | <u>12,231</u> |
| <u>PAYMENTS</u> | | |
| Gifts | 160 | 182 |
| Function expenditure | 1,395 | 831 |
| Telephone | 479 | 482 |
| Electricity Charges | 1,305 | 1,257 |
| Insurance | 1,872 | 1,849 |
| Water | 106 | 102 |
| Hall Maintenance | 1,058 | 1,836 |
| Fire Extinguisher and Pest Control | 502 | 672 |
| Hall Supplies | 408 | 430 |
| Sundry Supplies | -- | 12 |
| Sundry Overheads | 144 | 118 |
| Charity | 57 | --- |
| Cleaning | 885 | 1,032 |
| 100 Club Prizes | 564 | 564 |
| Stationery and Printing | 412 | 494 |
| Café Burtle Expenses | 385 | 610 |
| GMBC Expenses | 369 | 510 |
| Meat Draw Expenses | <u>78</u> | <u>305</u> |
| Total Payments | <u>10,179</u> | <u>11,286</u> |
| <u>Net of Receipts</u> | <u>2,955</u> | <u>945</u> |
| Cash Funds Brought Forward | 9,788 | 8,843 |
| Add Net receipts | <u>2,955</u> | <u>945</u> |
| <u>Closing Cash Funds Carried Forward</u> | <u>12,743</u> | <u>9,788</u> |

Burtle Village Bar Account
Receipt and Payments Account for 2018

| | <u>2018</u> | <u>2017</u> |
|--|----------------------|---------------------|
| | <u>£</u> | <u>£</u> |
| <u>Reconciled by</u> | | |
| Balance at Bank | 9,715 | 7,126 |
| Cash in Hand | 50 | 40 |
| Amounts owed by Village Hall Enterprises | 2,250 | 2,556 |
| Burtle 100 Club paid in advance | --- | (252) |
| Creditors outstanding at end of year | (96) | (186) |
| Debtors outstanding at end of year | 825 | 502 |
| Small Variance | <u>(1)</u> | <u>1</u> |
| Closing Balance | <u>12,743</u> | <u>9,788</u> |

| | | |
|-----------------------|-----------------------|-----------------------|
| <u>Assets</u> | | |
| Float for Café Burtle | 30 | 30 |
| Float for GMBC | 20 | --- |
| Float for Meat Draw | --- | 10 |
| Village Hall | 500,000 | 500,000 |
| Fixture & Fittings | <u>20,000</u> | <u>20,000</u> |
| Total Assets | <u>532,743</u> | <u>529,788</u> |

Burtle Village Bar Account
Receipt and Payments Account for 2018

| | <u>2018</u> | <u>2017</u> |
|------------------------------------|---------------------|---------------------|
| | <u>£</u> | <u>£</u> |
| Sales | 5,897 | 5,015 |
| Cost of sales | | |
| Purchases | 1,842 | 1,896 |
| Decrease/(Increase) in Stock | <u>470</u> | <u>499</u> |
| | <u>2,312</u> | <u>2,395</u> |
| Administrative Expenses | | |
| Repairs and maintenance | 766 | 10 |
| General admin – Donated to BVH | 2,250 | 2,300 |
| Sundry Expenses | <u>249</u> | <u>(23)</u> |
| | <u>3,265</u> | <u>2,287</u> |
| Legal and Professional Costs: | | |
| Accountancy Fees | 250 | 250 |
| Other Legal and Professional | <u>70</u> | <u>83</u> |
| | <u>320</u> | <u>333</u> |