

# ARMITAGE WITH HANDSACRE VILLAGE HALL

England & Wales · Charity number 1003731

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1991-08-08

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Awh Village Hall Committee  
Armitage Village Hall  
Shropshire Brook Road  
Armitage  
Staffordshire  
WS15 4UZ

**Phone** 07716190051

**Email** [awhvillagehall@outlook.com](mailto:awhvillagehall@outlook.com)

**Website** [www.awhvillagehall.org.uk](http://www.awhvillagehall.org.uk)

## Activities

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**Objects:** A VILLAGE HALL FOR THE USE OF THE INHABITANTS IN THE PARISH OF ARMITAGE WITH HANDSACRE

**Activities:** The provision of facilities for the community of the village and surrounding areas. Facilities offer educational events from pre-school to the elderly. E.G. slimming, fitness, karate, badminton, football, dance, crafts, WI, AA, music, wellness, floristry, weddings, and parties. Also used for local Parish Council meetings, conferences and public charity events. Facilities disabled/baby friendly.

## Classification

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- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, Amateur Sport, Economic/community Development/employment, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

## Geography

- **Area of benefit:** PARISH OF ARMITAGE WITH HANDSACRE
- Staffordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£54,488	£46,787	-	-
2024-03-31	£45,890	£39,433	-	-
2023-03-31	£31,916	£35,230	-	-
2022-03-31	£21,991	£31,241	-	-
2021-03-31	£50,795	£35,523	-	-

## Trustees

Name	Role	Appointed
Nicola Jayne Hawkins Cllr.	Chair	2022-05-09
Ian Hodgson Cllr.		2022-10-01
THOMAS MARSHALL		

**ARMITAGE WITH HANDSACRE VILLAGE HALL**

England & Wales - Charity number 1003731

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# Accounts

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## Chairmans Annual Report 2024 - 2025

Since taking over the Chairmanship of the Charity on 09 May 2022 with the Village Hall (VH) The venue has been through many changes and a major refurbishment.

Built in 1994 and still had much the same décor, resources, and processes in place. Somewhat archaic and in need of upgrades and updates to make it a viable business and guarantee its future within the community. With detailed research, time, and commitment, we set about deconstructing and reconstructing the business.

In this financial year we have achieved the following: \_

- We continued to streamline resources, created further new processes, and incorporated new updated systems.
- Maintained monthly 'engaged' Committee Meetings, staff and volunteers included in these meetings as part of the 'team'.
- Further enhanced our brand profile AWH Village Hall, refreshed the logo, added a 'what's on' page to the website and created regular announcements Facebook. FB Followers now 1200.( Doubled since last year)
- 2 additional part-time employees have started. Both event staff. This has taken the pressure off the caretakers' role and enhanced our standards within the venue.
- Our Charity Administrator works alongside our appointed accountancy company who were recruited to ensure our Charity accounts and payroll are now fully transparent, correct and delivered on time.
- Building repairs, upgrades, maintenance are prioritised and completed on schedule.
- Local and national grants are annually researched and applied for to be able to complete projects. The overall refurbishment project is now completed.
- Now completed 36 months of marketing the venue. The Charity receives free ads in the local magazine. This has built up a much wider community base. (Dist. 7500)
- VH used annually as a Polling Station, great free PR as captive audiences.
- A boards ads are created regularly. We advertise for our regular 'passing' trade on foot and roadside.
- We enhanced our offer of free marketing to our group hirers to help build up their profiles and in return we retained their business. 25 regular groups now on site.
- We have built up excellent relationships with local families, and we are seeing a lot of repeat business on family events.
- Our Kids book swap club has raised us over £100, which goes towards new games for 'waiting' siblings/kids. All purchases made are from Charity shops.

- We have created our 'own' events such as Craft Fairs, Open Days and a new OAP Festive Tea to build up new business awareness and gain additional revenue.
- We believe that we have created a much more welcoming atmosphere, we are now a 'go to' place. Our 'drop in' Wednesdays are now very popular.
- We are now so much more than JUST A VILLAGE HALL! We are the community hub.
- We have a very motivated, great team, of 6 staff, and very supportive Committee of 5 Trustees.
- We have entered Best Kept Village, and won an award for our Community Spirit and this year Runner Up in the main competition too.

We, the team, and trustees, have all continued to put in a lot of effort to get the hall thriving once again and stand proud amongst the community and wider community.

Nikki J Hawkins J.P

Charity Chair

[awhillagehall@outlook.com](mailto:awhillagehall@outlook.com)

**ARMITAGE WITH HANDSACRE VILLAGE HALL**  
**Financial Statements 2024-25**

<b>Income</b>	<b>Actual</b> <b>31.03.2025</b>	<b>Actual</b> <b>31.03.2024</b>
Hirings	38,950.65	30,859.47
Bar Hire	540.00	330.00
Interest	275.05	42.82
Staffs Police rent/etc	5,278.58	6,450.20
Parish Council Rent	4,797.00	5,369.00
Table Cloth Hire	278.00	413.00
Sweet Cart Hire	15.00	60.00
Other Hire	1,136.75	167.00
Other Revenue	2,657.96	1,108.60
Rent	559.50	
Donations		1,090.00
<b>TOTAL</b>	<b>54,488.49</b>	<b>45,890.09</b>
<b>Payments</b>		
Salaries	16,565.88	15,617.14
Purchases	3,384.57	3,009.26
IT Software and Consumables	54.39	462.38
Rates	573.85	560.00
Advertising	277.00	
ICO		35.00
Light, Power, Heating	10,130.72	9,179.36
Insurance	1,603.65	1,553.37
Audit	486.86	531.12
Cleaning & Repairs	9,375.87	5,488.47
Printing & stationery	1,979.72	1,516.86
Telephone & internet	898.25	536.43
License Fee	180.00	180.00
SSW	383.75	299.87
Bank Charges	6.00	
Charity	350.00	
Subscription	35.00	260.00
Legal Fee	44.81	
Entertainment- Christmas Meal	261.00	
Sundry expenses	195.63	203.27
Office Equipment		
Kitchen Equipment		
<b>TOTAL</b>	<b>46,786.95</b>	<b>39,432.53</b>
<b>Bank</b>		
Lloyds TSB	3,682.09	17,433.32
Village Day Account	690.26	0.00
Lloyds Deposit	17,252.64	5,524.60
Petty Cash	-	0.00
<b>TOTAL</b>	<b>21,624.99</b>	<b>22,957.92</b>

**Accounting insight ltd**

Trinity Suite Office 4  
Hawkesyard Hall  
Armitage Road  
Rugeley  
Staffordshire  
WS15 1PU

16.12.2025

**Armitage Village Hall Management Committee**

c/o Mrs Nikki Hawkins  
Shropshire Brook Road  
Armitage  
WV15 2UZ

Dear Nikki

**Annual Audit 2024/25**

I thank the Village Hall Management Committee for inviting me to undertake your annual audit  
I am confident that the records represent a true and fair picture of the Committee finances for  
the year ending March 2025.

Yours sincerely

**Gillian Fitzpatrick**

01.12.2025

**ARMITAGE WITH HANDSACRE VILLAGE HALL**

England & Wales - Charity number 1003731

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# Accounts

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## Chairmans Annual Report 2023 - 2024

Since taking over the Chairmanship of the Charity on 09 May 2022 with the Village Hall (VH) having been through a long period of closure during Covid, it was struggling financially to get it back on its feet.

The hall was built in 1994 and still had much the same décor, resources, and processes in place. Somewhat archaic and in need of upgrades and updates to make it a viable business and guarantee its future within the community.

With three months of detailed research, time, and commitment, we set about deconstructing and reconstructing the business.

In this financial year we have achieved the following: \_

- We continued to streamline resources, created further new processes, and incorporated new updated systems.
- Maintained monthly 'engaged' Committee Meetings, staff and volunteers included in these meetings as part of the 'team'.
- Further enhanced our brand profile AWH Village Hall, refreshed the logo, added a 'what's on' page to the website and created regular announcements Facebook. FB Followers now 600.
- 1 additional part-time employee has started. A Housekeeper. This has taken the pressure off the caretakers' role and enhanced our standards within the venue.
- Our Charity Administrator works alongside our appointed accountancy company who were recruited to ensure our Charity accounts and payroll are now fully transparent, correct and delivered on time.
- Continuous building repairs and maintenance prioritised and completed.
- Local and national grants are annually researched and applied for to be able to complete projects. To date the overall refurbishment project is 90% completed.
- Now completed 24 months of marketing the venue. The Charity receives free ads in the local magazine. This has built up a much wider community base. (Dist. 7500)
- VH used annually as a Polling Station, great free PR as captive audiences.
- A boards ads are created regularly. We advertise for our regular 'passing' trade on foot and roadside.
- We enhanced our offer of free marketing to our group hirers to help build up their profiles and in return we retained their business.
- We have built up excellent relationships with local families, and we are seeing a lot of repeat business on family events.

- Our Kids book swap club has raised us £70, which goes towards new games for 'waiting' siblings/kids. All purchases made are from Charity shops.
- We have created our 'own' events such as Craft Fairs, Open Days and a new OAP Festive Tea to build up new business awareness and gain revenue.
- We believe that we have created a much more welcoming atmosphere, we are now a 'go to' place. Our 'drop in' Wednesdays are now very popular.
- We are now so much more than JUST A VILLAGE HALL! We are the community hub.
- We have a very motivated, great team, of 5 staff, and very supportive Committee of 5 Trustees.

We, the team, and trustees, have all put in a lot of effort to get the hall back on its feet and once again stand proud amongst the community and wider community.

Nikki J Hawkins J.P

Charity Chair

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Staffordshire  
WS15 1PU

29/01/2025

**Armitage Village Hall Management Committee**

c/o Mrs Nikki Hawkins  
Shropshire Brook Road  
Armitage  
WV15 2UZ

Dear Nikki

**Annual Audit 2023/24**

I thank the Village Hall Management Committee for inviting me to undertake your annual audit  
I am confident that the records represent a true and fair picture of the Committee finances for  
the year ending March 2024.

Yours sincerely

**Gillian Fitzpatrick**  
29/01/2025

**ARMITAGE WITH HANDSACRE VILLAGE HALL**  
**Financial Statements 2023-24**

<b>Income</b>	<b>Actual 31.03.2024</b>	<b>Actual 31.03.2023</b>
Hirings	<b>30,859.47</b>	25,818.85
Bar Hire	<b>330.00</b>	
Interest	<b>42.82</b>	97.25
Staffs Police rent/etc	<b>6,450.20</b>	3,000.00
Parish Council Rent	<b>5,369.00</b>	3,000.00
Table Cloth Hire	<b>413.00</b>	
Sweet Cart Hire	<b>60.00</b>	
Other Hire	167.00	645.00
Other Revenue	<b>1,108.60</b>	
Donations	1,090.00	
<b>TOTAL</b>	<b>45,890.09</b>	<b>32,561.10</b>
<b>Payments</b>		
Salaries	15,617.14	11,850.34
Purchases	3,009.26	2,122.17
IT Software and Consumables	462.38	137.97
Rates	560.00	972.80
ICO	35.00	35.00
Light, Power, Heating	9,179.36	8,024.77
British Gas BoilerCareplan		105.32
Insurance	1,553.37	1,490.77
Audit	531.12	354.08
Cleaning & Repairs	5,488.47	5,523.36
Printing & stationery	1,516.86	
Telephone & internet	536.43	
License Fee	180.00	180.00
SSW	299.87	200.45
Rtnd Deposit		3,527.19
Subscription	260.00	
Sundry expenses	203.27	
Laptop Purchase		705.37
<b>TOTAL</b>	<b>39,432.53</b>	<b>35,229.59</b>
<b>Bank</b>		
Lloyds TSB	17,433.32	12,971.79
COIF	0.00	5,581.78
Lloyds Deposit	5,524.60	-
Petty Cash	0.00	33.80
<b>TOTAL</b>	<b>22,957.92</b>	<b>18,587.37</b>



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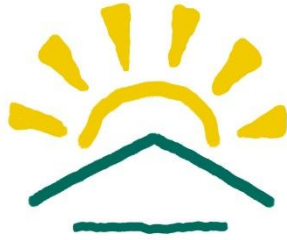
**ARMITAGE WITH HANDSACRE VILLAGE HALL**

England & Wales - Charity number 1003731

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# Accounts

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# ARMITAGE with HANDSACRE VILLAGE HALL

*Your community events and meetings venue*

## **Chairmans Annual Report 2022 - 2023**

I took over the Chairmanship of the Charity on 09 May 2022. The Village Hall (VH) had been through a period of closure during Covid and needed some TLC, marketing, and management to get it back on its feet.

The hall was built in 1994 and still had much the same décor, resources, and processes in place. Somewhat archaic and in need of upgrades and updates to make it a viable business and guarantee its future within the community.

With three months of detailed research, time, and commitment, we set about deconstructing and reconstructing the business.

In this financial year we have achieved the following: \_

- Streamlined resources, created new processes, and incorporated new systems.
- Created new monthly 'engaged' Committee Meetings instead of every 2 months, staff are now included in these meetings as part of the 'team'.
- Created a 'brand' AWH Village Hall, new logo, new website and joined Facebook.
- Installed our own independent communications, laptop, phone, FB website.
- 2 additional employees have started. A P/T Relief Caretaker and a Saturday person. A new Charity Administrator was employed, and we employ ad hoc staff for weddings and events, these costs are recharged to the client.
- An official accountancy company was recruited to ensure our Charity accounts and payroll are now fully transparent, correct and delivered on time.
- Building repairs and maintenance prioritised and completed urgent issues, like leaking roof and broken customer equipment replaced.
- Local and national grants are applied for to be able to complete refurbishment projects. To date the overall refurbishment project is 85% completed.
- Grant funding applications constantly researched and applied for.
- Completed 12 months marketing of the venue. The Charity receives free ads in the local magazine. A missed opportunity previously not used. (Ad distribution 7500)
- VH used as a Polling Station, great free PR as captive audiences.
- New more widespread business clients sought – e.g., Jewellery Groups excellent for PR as they produce 1000's of flyers, distributed to local houses promoting our venue.
- New A boards were created for passers-by on VH dog walking /sports field routes.

- We offered free marketing to our group hirers to help build up their profiles and in return we retained their business.
- We have built up good relationships with families, as 1 year in we are now seeing repeat business on family parties.
- We created a Kids book swap club and give out games for 'waiting' siblings/kids.
- We now create our 'own' events such as Craft Fairs and Open Days to build up new business.
- We opened the unused covered patio up for parents leisurely 'waits' with beverages available, and reuse as a BBQ area for events.
- We believe that we have created a more welcoming atmosphere, we are now a go to place, we have 'drop in' Wednesdays, when the admin team is in, now very popular.
- We are now much more than JUST A VILLAGE HALL! We are a community hub.
- We now have a very motivated, great team of 4 staff, and very supportive Committee of Trustees.

We, the team, and trustees, have all put in a lot of effort to get the hall back on its feet and once again stand proud amongst the community and wider community.

Nikki J Hawkins J.P

Charity Chair

[awhillagehall@outlook.com](mailto:awhillagehall@outlook.com)

ARMITAGE WITH HANDSACRE VILLAGE HALL  
 Financial Statements 2022-23

	<b>Actual 31.03.2023</b>	<b>Actual 31.03.2022</b>
<b>Income</b>		
Hirings	25,818.89	10,363.44
Bar Licenses		120.00
Interest	97.25	2.34
Staffs Police rent/etc	3,000.00	4,450.65
Parish Council Rent	3,000.00	3,000.00
Grants		2,000.00
Security deposit		2,055.00
SCC/S106		-
<b>TOTAL</b>	<b>31,916.14</b>	<b>21,991.43</b>
<b>Payments</b>		
Salaries	11,850.34	10,757.38
Purchases	2,122.17	
IT Software and Consumables	137.97	
Rates	1,173.25	496.58
ICO	35.00	35.00
Eon Gas & Electric	8,024.77	6,484.38
British Gas BoilerCareplan		578.71
Insurance	1,490.77	1,540.65
Audit	354.08	25.00
Cleaning & Repairs	5,628.68	3,101.78
Petty Cash		50.00
Bins		377.00
License Fee	180.00	203.00
SSW		108.16
Repairs		-
CCTV Maintenance	-	6,299.95
Rtnd Deposit	3,527.19	925.00
Refunds		258.41
Laptop Purchase	705.37	
<b>TOTAL</b>	<b>35,229.59</b>	<b>31,241.00</b>
<b>Bank</b>		
Lloyds TSB	12,971.79	16,659.58
COIF	5,581.78	5,484.53
Petty Cash	33.80	33.80
<b>TOTAL</b>	<b>18,587.37</b>	<b>22,177.91</b>

ARMITAGE WITH HANDSACRE VILLAGE HALL  
 Financial Statements 2022-23

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**ARMITAGE WITH HANDSACRE VILLAGE HALL**

England & Wales - Charity number 1003731

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# Accounts

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# Minutes of Village Hall Committee meeting on Monday 6<sup>th</sup> July 2020

**Present:** Thomas Marshall, Wayne Mortiboys, Clare Roberts, Aileen Dixon, Alan Castle, Archie Maddocks.

**Absent -** Binda Benning, Graham Lowther.

**Secretary / Treasurer:** Samantha LaPlanche

## **1. Welcome.**

**2. Apologies** – Nick Palette. Thomas Marshall paid tribute to Steve Hyden for his support on the Committee, Parish Council, Village Day Committee, Royal British Legion and his other community works. He said this community owed him a massive debt of gratitude.

**3. To elect a Chair** – Wayne proposed Thomas Marshall. Archie seconded the proposal. All agreed. Thomas Marshall accepted the position. **To elect a vice chair** – Archie proposed Alan Castle. Aileen seconded the proposal. All agreed. Alan Castle accepted the position.

**4. Minutes** – Wayne proposed the members approve the minutes. Alan seconded the proposal. The minutes from the meeting held on Monday 24<sup>th</sup> February 2020 were approved.

**5. Opening of the Hall after Covid -19 (i) Risk Assessment review** – Members had received a copy of the 2 documents before the meeting. Alan suggested the secretary and himself could review the documents and come back to the next meeting with one document for display purposes.

**(ii) Cleaning schedule & duties** – Members have received the documents sent to the secretary by ACRE. Samantha said the cleaner would be coming in to commence the deep clean next week and that the caretaker and cleaner will be keeping records of the cleaning after all hirers. Samantha said the cleaners per hour rate had not been confirmed, Thomas proposed to use the same rate as the caretaker. Archie seconded the proposal. All agreed. Thomas said a pay review for all staff is due for review in September. **(iii) Special Conditions of Hire** - Samantha said the document from ACRE will be given out to all existing and new hirers for the August opening.

**5. User group reports** – Wayne said the planning department have agreed their submission for the Scout Site with a few little adjustments to make. The Scout groups will not be coming back to the Hall until, at least, December.

**6. Building Maintenance** – Samantha said we have had a quote for works from GB Electricals for the Police lights removal, re-position of flood light to the Police post and broken circuit breaker in the Hall. Thomas suggested the members should also complete a “snag list” before the opening of the building. Alan offered to support this task, Clare, Samantha and Thomas will arrange to meet.

**7. Fundraising (i) HS2 funds** – Steve and Samantha met with Paul from Best Bathrooms to run through the proposed plans for the building’s renovation. This was to add a single toilet in the Hall area, separate the Messy Play area and store room for better access into the Hall and to create new door openings off the corridor for the ladies and men’s whilst creating a single disabled toilet. Archie said unfortunately the business has ceased to trade and we will need to start this process again. He said he will try and contact Paul, to see if any plans were drawn, so we can seek alternative companies.

**8. Treasurers Report – (i) End of year accounts for 2019/20** – Samantha said the members should have all received the document. The members had no comments to make. **(ii) Lloyds Bank cheque signatory** – Alan Castle said he would be willing to be added onto the account. Samantha said she will contact Alan when the paperwork is prepared. Steve Hyden will be removed as a signatory. **(iii) Allied Westminster Insurance additional contacts** – Alan and Thomas offered their details for contact.

Archie asked if the Royal British Legion would be able to store some excess chairs and tables during the Hall’s lockdown. All agreed.

**Date of the next meetings – Monday 3<sup>rd</sup> August 2020 at 6.30pm**

**Meeting closed 8.00pm.**

Thomas Marshall  
Chairman of the Village Hall Committee

3<sup>rd</sup> August 2020

**ARMITAGE WITH HANDSACRE VILLAGE HALL**  
**FINANCIAL STATEMENTS 2020/21**

	<b>Actual 31.03.21</b>	
<b><u>Income</u></b>		
Hirings	3893.50	
Interest	6.52	
Bar Licenses	0	
Staffs Police rent/elec	3642.23	
LDC TAX RELIEF	39500.14	
Parish Council rent	3000.00	
Hirer deposit	752.63	
<b>Total Income</b>	<b>50795.02</b>	

**Payments**

Staff costs	13858.25	
Rates	0	
Data Protection	35.00	
Eon Gas & Electric	4541.36	
British Gas boiler careplan	193.60	
Insurance	1101.74	
Audit	20.00	
Cleaning & Repairs	3002.38	
Petty Cash	0.00	
Bins	145.00	
License Fee	180.00	
SSW	1655.66	
CCTV maintenance	480.00	
Rtnd fee's	10310.00	
<b>Total</b>	<b>35522.99</b>	

**Bank Accounts**

Lloyds TSB	26128.76
COIF	5482.19
Petty cash	24.59
<b>Total</b>	<b>31635.54</b>





37 HUthill Lane  
Great Wyrley  
WALSALL

May 22 2021

Armitage Village Hall Management Committee  
c/o Mrs S La Planche  
Shropshire Brook Road  
Armitage  
WV15 2UZ

Dear Mrs La PLanche

**Annual Audit 2020/21**

I thank the Village Hall Management Committee for inviting me to undertake your annual audit

I also thank the Treasurer for her exemplary record keeping.

I am confident that the records **represent a true and fair picture** of the Committee finances for the year ending March 2021.

Yours sincerely



Viv Evans (Mrs) Cert HE Community Governance