

Treasurers Report  
HLVH Full Year Accounts  
01 Oct 2022 – 30 Sept 2023

The fiscal position of the Village Hall remains good at the end of this year with a positive balance of **£11,669.80**.

This year has seen a full return to normality at the hall so allowing much more activity in terms of hires and work the committee could do on the infrastructure of the Hall itself.

The total income for the fiscal year was **£48,496.05** with £29,864.80 coming from Grants to either run community events or to improve the Hall infrastructure. The most notable of these has been the Car Park refurbishment, driven by A Bavabhai and G Hewett and which has been financed almost entirely from Grants provided by the Bulmers Charity, National Lottery and the Prynces Trust. Hall rental Income has also been good this fiscal year pulling in £8,156.50 with one off hires and regular new clubs being set up in the Hall. The Community Bar also continues to provide a strong revenue stream contributing £7,463.20 this year.

There has been a high total expenditure this fiscal year at **£71,586.45** for a number of reasons. Over half of the expenditure has been the use of Grants for key infrastructure improvements or support of community events at the Hall. The second largest outgoing has been our Utilities spend of £15,266.72 this year from both the increase in pricing as well as resolution of a historic issue of estimated billing resulting in build up of charges. Installation of Smart meters will resolve this moving forward. Repairs and Improvements totalling £8,635.96 came in as the 3<sup>rd</sup> largest spend as the committee sought to make improvements to the Hall easing management and improving the location for hirers out with grant funding.

This brings the total available funds at the end of the fiscal year to **£11,669.80**. Of this the committee have defined a reserve fund of **£10,000** to ensure full year running costs of the hall are provisioned for and we still hold a reserved Grant sum of a further **£750** for next fiscal year spend.

Full details of the year's accounts are provided in the Table overleaf.

Many thanks to all who have supported us over this fiscal year and we look forward to seeing you at our events in the coming year



Sarra Laycock  
Treasurer

Money we had at start of the year

£ 34,760.20

#### Money In

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Hall Rental	8,186.50
Hall Deposits	1,000.00
Donations	174.92
Grants	29,864.80
Bar	7,463.20
Event Takings	1,536.00
Advertising	-
Bar Games	-
Other	93.10
Savings Interest	177.53

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#### Money In Total

£ 48,496.05

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#### Money Out

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Hall Deposits	850.00
Insurance	-
Utilities	15,266.72
Repairs & Improvements	8,635.96
Maintenance	2,120.35
Advertising	700.05
Bar Stock	4,424.46
Grant Use	34,321.69
Event Costs	5,035.21
Admin Supplies	-
Other	140.00
iZettle fees	92.01

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#### Money Out Total

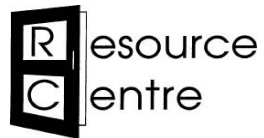
£ 71,586.45

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Money we have now

£ 11,669.80

## Simple accounts system from the Money in Mind Project



## Welcome



This system is designed for small community groups who don't need to keep track of grants or projects.

There are four sheets - you can move from one to another by using the tabs at the bottom of the screen

To start using the system, you need to enter some information about your group on [Setting up your accounts](#) sheet. Just follow the instructions at the top of the sheet. When you've entered in all your information, press the Generate button. The information you've entered will be automatically copied across to the Cash and Bank sheets so you can start using them. This takes a few seconds and the different sheets will flash up quickly on your screen - don't panic, it's supposed to do that!

The Cash and Bank sheets also have instructions at the top. Whenever you see a yellow heading with a red corner, you can hover over it for more help.

The first thing you'll need to do on each sheet is enter your starting balance - the amount of cash you have (on the Cash sheet) and the amount of money in your bank account (on the Bank sheet). You put these figures in the pink cells.

The Overview sheet combines the cash and bank sheets to give you a snapshot of your accounts so far. You can print this out and take it to your group meetings.

For more information, please  
contact the  
[Money in Mind project.](#)



Version 1.1, May 2012. This accounts system was developed with generous help from Greg Maddocks at Sussex Community Internet Project



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# Setting up your account system

Fill in the information for your group below, hit the Enter key, then press this button to copy your info to the cash and bank

List where your money comes from in the yellow cells below. For example: Donations, Membership fees, Ticket sales. You can add more headings later if you want to. Just fill them in below, hit Enter, and press Generate again. You won't lose your data.

For each heading, put an x in the cash column if you ever receive this money in cash, and an x in the bank column if you ever receive it by cheque or bank transfer

[illegible]

[illegible]

[illegible]

Enter the name of your group below

<p>Holme Lacy Village Hall</p>
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## Generate

List the types of thing you spend money on in the yellow cells below. For example: Rent, photocopying, coach hire. You can add more headings later if you want to. Just fill them in below, hit Enter, and press Generate again. You won't lose your data.

For each heading, put an x in the cash column if you ever spend this money in cash, and an x in the bank column if you ever spend it by cheque or bank transfer

## Money Out

[illegible]

[illegible]



[illegible]

Use this sheet to enter details of all the **cash** you take in and  
Also enter here when you take cash out of the bank and pay  
Hover over any yellow column heading for more help.

Use this sheet to enter details of all the **cash** you take in and  
Also enter here when you take cash out of the bank and pay  
Hover over any yellow column heading for more help.

Date	Description	Money In							

1/6/2023 Bar		5.50	
1/17/2023 Post office deposit			
10/3/2022 Grass Cutting Folio 2223 002			
12/31/2023 Bar NYE		230.00	
1/13/2023 Bar		5.00	
1/27/2023 Bar		45.00	
2/3/2023 Bar		25.00	
2/10/2023 Bar Bingo		80.00	
2/17/2023 Bar		12.00	
3/3/2023 Bar		12.00	
2/8/2023 Post office deposit			
10/28/2022 Bar		7.50	
2/10/2023 Bingo Takings			227.50
1/31/2023 Coffee Morning Donations	12.00		
1/31/2023 G Hewett Repairs & Improvements Folio 2223 021			
1/31/2023 G Hewett Repairs & Improvements Folio 2223 022			
1/31/2023 G Hewett Repairs & Improvements Folio 2223 023			
2/28/2023 Post office deposit			
3/10/2023 Bar		20.00	
3/17/2023 Bingo Entry & Food			112.50
3/17/2023 Bar		113.00	
2/24/2023 Bar		24.50	
3/24/2023 Bar		10.50	
3/28/2023 Post office deposit			
4/27/2023 RECONCILE DELETE			
4/22/2023 Bingo Takings			260.00
3/3/2023 Bar		12.00	
3/10/2023 Bar		20.00	
3/17/2023 Bar		113.00	
3/24/2023 Bar		10.50	
4/7/2023 Bar		18.00	
4/9/2023 Bar		33.00	
4/14/2023 Bar		25.50	
4/22/2023 Bar		69.10	
4/29/2023 Donations Tin	68.71		
5/7/2023 Coronation BBQ Raffle			172.00

5/9/2023 Deposit Post Office  
6/20/2023 Delete when RECONCILED  
5/5/2023 Bar  
5/7/2023 Bar  
5/12/2023 Bar  
5/19/2023 Bar  
5/26/2023 Bar  
6/16/2023 Bar  
7/18/2023 Deposit Post Office  
6/23/2023 Bar  
6/30/2023 Bar  
7/7/2023 Bar  
7/14/2023 Bar  
7/21/2023 Bar  
7/28/2023 Bar  
7/29/2023 Pete the weed  
8/15/2023 Post office deposit  
8/11/2023 Bar  
9/1/2023 Bar  
9/15/2023 Bar  
9/29/2023 Bar George Michael Night

21.00  
395.00  
35.00  
5.50  
74.00  
46.50  
53.00  
7.50  
12.00  
12.00  
6.50  
7.50  
2.50  
18.50  
3.00  
310.00

I spend.  
cash into the bank.

	Money Out										Total In	Total Out	Balance in hand
Other	To Bank	Hall Deposits	Repairs & Improvements	Maintenance	Advertising	Bar Stock	Grant Use	Event Costs	Admin Supplies	Other			
93.10	4,556.40	-	221.07	111.99	-	-	-	37.44	-	140.00	4,051.90	5,066.90	Opening Balance
													1,451.50
	1,381.50										-	1,381.50	70.00
											380.00	-	450.00
											23.50	-	473.50
											5.00	-	478.50
											194.00	-	672.50
											130.00	-	802.50
											45.00	-	847.50
											17.00	-	864.50
											370.00	-	1,234.50
											21.00	-	1,255.50
											8.50	-	1,264.00
											1.12	-	1,265.12
											10.37	-	1,275.49

93.10	205.49	20.00			5.50	-	1,280.99
					-	205.49	1,075.50
					-	20.00	1,055.50
					230.00	-	1,285.50
					5.00	-	1,290.50
					45.00	-	1,335.50
					25.00	-	1,360.50
					80.00	-	1,440.50
					12.00	-	1,452.50
					12.00	-	1,464.50
	1,041.10				-	1,041.10	423.40
					7.50	-	430.90
					227.50	-	658.40
					12.00	-	670.40
					-	228.57	441.83
					-	29.94	411.89
					-	51.99	359.90
					-	239.50	120.40
					20.00	-	140.40
					112.50	-	252.90
	239.50				113.00	-	365.90
					24.50	-	390.40
					10.50	-	400.90
					-	444.00	43.10
					93.10	-	50.00
					260.00	-	310.00
					12.00	-	322.00
					20.00	-	342.00
					113.00	-	455.00
					10.50	-	465.50
	444.00				18.00	-	483.50
					33.00	-	516.50
					25.50	-	542.00
					69.10	-	611.10
					68.71	-	679.81
					172.00	-	851.81

656.81	140.00	-	656.81	195.00
		-	140.00	55.00
		21.00	-	76.00
		395.00	-	471.00
		35.00	-	506.00
		5.50	-	511.50
		74.00	-	585.50
		46.50	-	632.00
		529.50	-	
-	529.50	102.50		
53.00	-	155.50		
7.50	-	163.00		
12.00	-	175.00		
12.00	-	187.00		
6.50	-	193.50		
7.50	-	201.00		
58.50	40.00	-	40.00	161.00
-	58.50	-	58.50	102.50
2.50	-	-	2.50	105.00
18.50	-	-	18.50	123.50
3.00	-	-	3.00	126.50
310.00	-	-	310.00	436.50

## Delete selected row

Use this sheet to enter details of any money that comes into or goes out of your **bank account**.  
Cash paid into or withdrawn from the bank will be entered here automatically when you write it on the cash sheet.  
Hover over any yellow column heading for more help.

[illegible]







[illegible]

Date	Description	Accrual amount	Column1	Account
5/10/2021	Reserve Funds	-£ 10,000.00	Approved	Reserves
6/2/2023	Local Giving	-£ 500.00	Approved	Reserves
2/9/2023	Worcestershire Council - Menopause Evening	-£ 250.00	Approved	Reserves
Total		-£ 10,750.00		

Date	Description	Accrual amount	Column1	Account
1/31/2023	Bar Glasses Rack	-£ 250.00	Approved	Current
4/27/2023	Door Camera System	-£ 100.00	Approved	Current
Total		-£ 350.00		

Bar Date	Cash	Card	izettle	net	Total
10/5/2022	£ -	£ 37.50	£ 36.84	£ 36.84	
10/7/2022	£ 380.00	£ 334.00	£ 328.09	£ 708.09	
10/12/2022	£ -	£ 41.00	£ 40.28	£ 40.28	
10/14/2022	£ 23.50	£ 19.00	£ 18.67	£ 42.17	
10/21/2022	£ 5.00	£ 55.00	£ 54.04	£ 59.04	
10/28/2022	£ 7.50	£ 67.50	£ 66.32	£ 73.82	
11/4/2022	£ 130.00	£ 181.00	£ 177.82	£ 307.82	
11/18/2022	£ 45.00	£ 75.00	£ 73.68	£ 118.68	
11/25/2022	£ 17.00	£ 19.50	£ 19.15	£ 36.15	
12/2/2022	£ 21.00	£ 82.00	£ 80.55	£ 101.55	
12/9/2022	£ 8.50	£ 41.50	£ 40.77	£ 49.27	
12/16/2022	£ -	£ 24.00	£ 21.61	£ 21.61	
12/31/2022	£ 230.00	£ 633.00		£ 230.00	
1/6/2023	£ 5.50	£ 50.50	£ 49.62	£ 55.12	
1/13/2023	£ 5.00	£ 17.00	£ 16.70	£ 21.70	
1/27/2023	£ 45.00	£ 50.00		£ 45.00	
2/3/2023	£ 25.00	£ 36.00		£ 25.00	
2/10/2023	£ 80.00	£ 185.00		£ 80.00	
2/17/2023	£ 12.00	£ 50.00		£ 12.00	
2/24/2023				£ -	
3/3/2023	£ 12.00	£ 28.00		£ 12.00	
3/10/2023	£ 20.00	£ 77.50		£ 20.00	
3/17/2023	£ 113.00			£ 113.00	
3/24/2023	£ 10.50	£ 50.50		£ 10.50	
3/31/2023				£ -	
4/7/2023	£ 18.00	£ 66.00		£ 18.00	
4/9/2023	£ 33.00	£ 101.50		£ 33.00	
4/14/2023	£ 25.50	£ 29.50		£ 25.50	
4/22/2023	£ 69.10	£ 322.50		£ 69.10	
4/28/2023	£ -			£ -	
5/5/2023	£ 21.00	£ 100.50		£ 21.00	
5/7/2023	£ 395.00	£ 725.00		£ 395.00	
5/12/2023	£ 35.00	£ 43.50		£ 35.00	
5/19/2023	£ 5.50	£ 21.00		£ 5.50	
5/26/2023	£ 74.00	£ -	£ -	£ 74.00	
6/2/2023				£ -	
6/9/2023	£ 46.50			£ 46.50	
6/16/2023	£ 46.50	£ 70.00		£ 46.50	
6/23/2023	£ 53.00			£ 53.00	
6/30/2023	£ 7.50			£ 7.50	
7/7/2023	£ 12.00			£ 12.00	
7/14/2023	£ 12.00			£ 12.00	
7/21/2023	£ 6.50			£ 6.50	
7/28/2023	£ 7.50			£ 7.50	
8/4/2023	£ -			£ -	
8/11/2023	£ 2.50	£ 65.00		£ 2.50	
8/18/2023				£ -	
8/25/2023				£ -	
9/1/2023	£ 18.50	£ 141.00		£ 18.50	
9/8/2023				£ -	
9/15/2023	£ 3.00	£ 31.50		£ 3.00	
9/22/2023				£ -	
9/29/2023	£ 310.00	£ 475.00		£ 310.00	

Comments

Stock Value

Bingo

Date	Description	Accrual amount	
31/09/21	Bar Stock	£	1,112.00
Total		£	1,112.00

Bingo

NYE

Bingo

Not on Guys sheet!



Item Budget	Price	VAT	Total
Tarmac	-£ 17,000.00	-£ 3,400.00	-£ 20,400.00
Groundwork	-£ 5,250.00	£ -	-£ 5,250.00
Fence & Gate	-£ 3,980.00	£ -	-£ 3,980.00
Bulmers Charity	£ 8,391.00	£ -	£ 8,391.00
Prynces Trust	£ 8,400.00	£ -	£ 8,400.00
National Lottery	£ 9,230.00	£ -	£ 9,230.00
Total			-£ 3,609.00

Item Actual	Price	VAT	Total
Tarmac	-£ 17,000.00	-£ 3,400.00	-£ 20,400.00
Groundwork	-£ 5,250.00	£ -	-£ 5,250.00
Fence & Gate	-£ 3,980.00	£ -	-£ 3,980.00
Bulmers Charity	£ 8,391.00	£ -	£ 8,391.00
Prynces Trust	£ 8,400.00	£ -	£ 8,400.00
National Lottery	£ 9,230.00	£ -	£ 9,230.00
Total			-£ 3,609.00

**This page gives an overview of your accounts. Use the print button to produce a report for your group**

[Print](#)

## Overall picture

**Money we had at start of the year** ###

### Money In

Hall Rental	8,186.50
Hall Deposits	1,000.00
Donations	174.92
Grants	29,864.80
Bar	7,463.20
Event Takings	1,536.00
Advertising	-
Bar Games	-
Other	93.10
Savings Account	49,396.12
Savings Interest	177.53

<b>Money In Total</b>	<b>97,892.17</b>
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### Money Out

Hall Deposits	850.00
Insurance	421.62
Utilities	14,845.10
Repairs & Improvements	8,635.96
Maintenance	2,120.35
Advertising	700.05
Bar Stock	4,424.46
Grant Use	34,321.69
Event Costs	5,035.21
Admin Supplies	-
Other	140.00
Savings Account	56,656.93
iZettle fees	92.01

<b>Money Out Total</b>	<b>128,243.38</b>
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**Money we have now** **4,408.99**



Money we had at start of the year	£	34,760.20	Savings
Money In			
Hall Rental	£	8,186.50	
Hall Deposits	£	1,000.00	
Donations	£	174.92	
Grants	£	29,864.80	
Bar	£	7,463.20	
Event Takings	£	1,536.00	
Advertising	£	-	
Bar Games	£	-	
Other	£	93.10	
Savings Account	£	49,396.12	
Savings Interest	£	177.53	
Money In Total	£	97,892.17	£ 48,496.05
Money Out			
Hall Deposits	£	850.00	
Insurance	£	-	
Utilities	£	15,266.72	
Repairs & Improvements	£	8,635.96	
Maintenance	£	2,120.35	
Advertising	£	700.05	
Bar Stock	£	4,424.46	
Grant Use	£	34,321.69	
Event Costs	£	5,035.21	
Admin Supplies	£	-	
Other	£	140.00	
Savings Account	£	56,656.93	
iZettle fees	£	92.01	
Money Out Total	£	128,243.38	£ 71,586.45
Money we have now	£	4,408.99	£ 11,669.80

£ 7,260.81

£ 4,408.99 £ 18,930.61

I mistakenly understood that we were under the threshold to require an audit of the accounts. As such I have not had one done but will do so now and resubmit on completion. Apologies for the error and please send me a message ([holmelacytreasurer@gmail.com](mailto:holmelacytreasurer@gmail.com) or [s.laycock@sky.com](mailto:s.laycock@sky.com)) if you have any questions in the meantime.

Sarra Laycock

Treasurer

Holme Lacy Village Hall