

WESTWOOD PARISH ROOMS – CHAIRMAN'S ANNUAL REPORT FOR YEAR 2024

The year has seen the Westwood Parish Rooms (WPR) continue to thrive as a well-used village facility, for parishioners and local community groups. Indeed, there is a full programme of mid-week activities and bookings on Saturdays have increased markedly. As a consequence, annual revenue meets anticipated regular outgoings and the funds are in a healthy state.

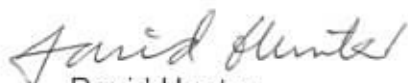
Expenditure in recent years on the fabric of the building, most particularly its re-roofing, the installation of secondary glazing and the replacement of the wall panel heaters, has resulted in reduced energy use, although because of the general increase in charges by utilities companies costs have increased. Acknowledging this, whilst taking note of the overall financial situation, the trustees agreed a modest increase in hiring charges of £1, in order to perpetuate the favourable financial situation.

Regretfully, the trustees decided to end the winter monthly village lunches, after the lunch held in March 2024. This was because the number of villagers attending fell away considerably in the latter half of the 2023/24 winter period, no longer justifying the work involved in preparing and serving the meals. In reality, despite a brief resurgence at the end of the lockdown era, numbers never returned to their pre-pandemic level. The lunches had run since 2018, on the initiative of trustee Caroline Philpott, who was responsible for providing the appetizing fare.

On a brighter note, there was a resumption of the Manor Teas, albeit to a reduced programme, in June, July and August. Teas were offered on the Sundays in these months, commensurate with the opening hours of Westwood Manor. The Friends of Westwood School, the Parochial Church Council and Westwood Women's Institute all took their turn to use the WPR facilities to provide the teas, the profits from which boosted each group's funds. On the few Sundays not taken up by one of these organizations WPR volunteers provided the teas. As usual, the WPR provided the venue for teas at the annual Westwood Summer Show, held on August Bank Holiday Monday.

The year has been quiet as far as a major capital project is concerned, although work continues exploring the feasibility of installing solar panels on the roof. General maintenance has been low key, with a section of peeling plaster removed from the wall in one of the toilets, so reducing damp condensation and a dehumidifier purchased and set up in the vestry, which greatly reduced a recurrent damp problem in that room. There was also some minor wall painting carried out, to touch up blemishes caused by wear and tear. All this was done on a self-help basis.

Trustee Emma Purdie withdrew from her role after a short tenure and the trustees decided not to take forward a remodelling of the WPR online presence with trustee James Crawford resuming responsibility for media and IT matters. The trustees helped carefully monitor the performance of the WPR to make this another busy and successful year.



David Hunter
Chairman
Westwood Parish Rooms

24th February 2025

Westwood Parish Room Charity

Balance Sheet Comparison

As of September 30, 2024

	TOTAL	
	AS OF SEP 30, 2024	AS OF SEP 30, 2023 (PY)
Fixed Asset		
Total Fixed Asset		
Cash at bank and in hand		
Westwood Parish Room Charity (5968)	✓ 21,470.47 ✓	29,813.91
Total Cash at bank and in hand	£21,470.47	£29,813.91
Current Assets		
Uncategorised Asset	0.00	0.00
Total Current Assets	£0.00	£0.00
NET CURRENT ASSETS	£21,470.47	£29,813.91
Creditors: amounts falling due within one year		
Trade Creditors		
Deferred Income	0.00	0.00
Total Trade Creditors	£0.00	£0.00
Current Liabilities		
Room hire deposit	✓ 90.00 ✓	80.00
Total Current Liabilities	£90.00	£80.00
Total Creditors: amounts falling due within one year	£90.00	£80.00
NET CURRENT ASSETS (LIABILITIES)	£21,380.47	£29,733.91
TOTAL ASSETS LESS CURRENT LIABILITIES	£21,380.47	£29,733.91
TOTAL NET ASSETS (LIABILITIES)	£21,380.47	£29,733.91
Charity funds		
Opening Balance Equity	29,672.40	29,672.40
Retained Earnings	61.51	10,314.68
Surplus/(Deficit)	-8,353.44	-10,253.17
Total Charity funds	£21,380.47	£29,733.91

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Westwood Parish Room Charity

Financial Activities Comparison

October 2023 - September 2024

	TOTAL	
	OCT 2023 - SEP 2024	OCT 2022 - SEP 2023 (PY)
Income		
Donations and legacies	15.00	250.00
Room & Kitchen Hire	2,012.00 ✓	1,345.35
Room Hire only	8,388.80 ✓	7,941.20
Sales - Teas	1,669.18 ✓	218.37
Sales of Product Income	0.00	0.00
Winter lunches	9.82	323.32
Total Income	£12,094.80	£10,078.24
Cost of Sales		
Teas Supplies and materials	422.32 ✓	36.73
Total Cost of Sales	£422.32	£36.73
TOTAL	£11,672.48	£10,041.51
Expenditures		
Bank charges	5.60 ✓	85.70
Business Rates	72.04 ✓	91.67
Cleaning	496.28 ✓	395.72
Community Donations	350.00 ✓	891.83
Computer Costs	215.99 ✓	367.53
Furniture & equipment	45.00 ✓	1,577.66
Garden maintenance	200.00 ✓	281.00
Insurances	608.93 ✓	595.43
Office/General Administrative Expenses	107.44 ✓	70.00
Phone Costs	508.74 ✓	448.79
Professional Fees	65.00 ✓	0.00
Repair and maintenance	12,521.47 ✓	13,470.38
Utilities - Power	4,448.17 ✓	2,004.29
Utilities - Water	381.26 ✓	264.68
Total Expenditures	£20,025.92	£20,544.68
NET OPERATING INCOME	£ -8,353.44	£ -10,503.17
Other Income		
Other Miscellaneous Income	0.00	250.00
Total Other Income	£0.00	£250.00
NET OTHER INCOME	£0.00	£250.00
NET INCOME/(EXPENDITURE)	£ -8,353.44	£ -10,253.17

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Westwood Parish Room Charity

Statement of Cash Flows

October 2023 - September 2024

	TOTAL
OPERATING ACTIVITIES	
Net Income	-8,256.29
Adjustments to reconcile Net Income to Net Cash provided by operations:	0.00
Debtors	-97.15
Room hire deposit	10.00
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	-87.15
Net cash provided by operating activities	£ -8,343.44
NET CASH INCREASE FOR PERIOD	£ -8,343.44
Cash at beginning of period	29,813.91
CASH AT END OF PERIOD	£21,470.47

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Westwood Parish Rooms Charity

	Restricted Fund	Unrestricted Fund	Total Funds at bank
Opening balance 01.10.2022	11,175	28,892	£ 40,067.08
Heating & Fans installation Dec-22	(5,814.00)		(5,814.00)
Storm Windows deposit 26-Apr-23	(5,361.00)	(693.00)	(6,054.00)
unrestricted net cash movement	0.00	1,614.83	1,614.83
closing balance 30.09.23	0.00	29,813.91	29,813.91

opening balance 01.10.2023	0.00	29,813.91	29,813.91
Storm Windows balance October		(12,108.00)	(12,108.00)
transfer to restricted fund 13.11.23 see Minutes 13.11.2023, para 4.5.3	5,000.00	(5,000.00)	0.00
unrestricted net cash movement		3,764.56	3,764.56
balance as at 30.09.2024	5,000.00	16,470.47	21,470.47

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