

**BURTLE VILLAGE HALL**  
**Registered Charity 1164684**

**TRUSTEES' ANNUAL REPORT**

1<sup>st</sup> January 2021 – 31<sup>st</sup> December 2021

**Correspondence address:**

Burtle Village Hall  
Burtle Road  
Burtle  
Bridgwater TA7 8NB

Telephone: 01278 287837

**Trustees:** Stephen Allen, Natasha Bloor, David Clark, Ieuan Day, Tracy Fear, Lyn Goodliffe, Rhiannon Walker

**Management Committee:**

|                                  |                 |
|----------------------------------|-----------------|
| Chair                            | Lyn Goodliffe   |
| Vice Chair                       | Ieuan Day       |
| Treasurer                        | Jim Murray      |
| Secretary                        | Rhiannon Walker |
| Bar Manager                      | Tracy Fear      |
| Bookings Secretary               | Natasha Bloor   |
| Hall Manager                     | Ieuan Day       |
| Media/Publicity                  | Jayne Murray    |
| Committee Member/Hall Management | David Clark     |

**Community Group Representatives:**

|                                         |                   |
|-----------------------------------------|-------------------|
| Parish Council Chairman                 | Richard Dallimore |
| Parish Council Representative           | Sandra Bull       |
| Harvest Home Representative             | Steve Allen       |
| Burtle Babies Representative            | Lorraine Simmonds |
| Friends of Burtle Church Representative | Rosemary Tucker   |
| Burtle Silver Band Representative       | Philip Hamlin     |

**Bank:** Unity Trust Bank

## **Governance**

Burtle Village Hall is a registered Charity original number 269598 governed by a scheme dated 30<sup>th</sup> June 2003 which replaced a conveyance dated 28 February 1948. The 2003 scheme was incorporated on 25<sup>th</sup> November 2015 to a Charitable Incorporated Organisation (CIO) Charity number 1164684. Amongst other things this enabled the Trustees/committee members to regularise the bar trading and it also limits the personal liability of Trustees/committee members. In 2016 a commercial arm, Burtle Village Enterprises Ltd, was established. Assets from the bar (stock) were transferred to the commercial arm which traded separately during 2017, 2018, 2019 and early 2020 - in order to separate profits made from the bar from those of the village hall itself. It was resolved that any profits made by the bar would, at the end of each year, be transferred to the Burtle Village Hall as a donation. In 2020 it was decided that there was no need for a separate commercial arm and that the bar accounts, although still being kept separate, could be incorporated into the main Burtle Village Hall accounts. The bar is no longer being used extensively, although still a major part of the running of the hall and events. The Director of this commercial arm was also standing down from the Committee. After much discussion, the commercial arm was closed in March 2020. This makes the accounts simpler as they do not have to be sent to Companies House. The Burtle Village Hall accounts will continue to be externally audited for good practice.

## **Background**

The original Burtle Village Hall was built in 1939 to serve as a meeting place for residents of the village. Major Luttrell of Edington donated the plot of land and villagers themselves raised the money for the building.

The Church administered the Hall for the first few years but it was soon passed over to an elected Management Committee an arrangement that continues to the present day.

The original Hall was a simple single skin wooden building with a shingle roof. Over the years walls and ceiling were lined in an attempt to insulate the building but it remained cold and draughty.

The Hall was extended in the 1960s and the ladies' toilet was moved from the back of the stage to the old kitchen area on eastern side of the Hall. A new kitchen extension was built on the same side of the Hall in line with the front wall and another entrance door was made on the front. This arrangement remained until the major refurbishment in 2008/9. In the 1990s it was realised that the Hall was in serious need of a complete replacement or major updating and fund raising was started. Many events were held in the Hall but it was a long process as the amount required was considered so large.

A planning application was submitted to Sedgemoor District Council in 2004 and permission was granted to demolish the existing Hall and replace it with a steel framed modular building. Following this an application was made to the Lottery Fund for a grant but hopes were dashed when the application was declined because it was deemed there were sufficient local halls to satisfy the community. The people from the lottery had obviously not realised that Burtle was a very strong independent community. During all this time the Hall was still well used but was deteriorating rapidly. Just as the prospect of a new Hall seemed further away than ever a local man, Robin Howell, who is a retired builder, came forward with an unusual plan for an affordable solution. He proposed an innovative design using straw bales, sheep fleece and old wine bottles to construct a new Hall around the old one. The first step would

be to 'drop' an agricultural type roof over the old Hall and extensions. This new roof would be supported on metal posts and the new walls constructed from compressed straw bales with an exterior cladding of clay and wood.

With the help of Community Council for Somerset match funding grants were secured from Somerset County Council and Sedgemoor District Council. Planning consent for the revised design was obtained by Burtle Parish Council and work was set to begin.

The work took almost eighteen months to complete during which time the Hall never closed and activities carried on amongst the building work. The project came in on budget of £150,000. This could not have been achieved without the support of the whole community both young and old many of whom brought their skills or a willingness to learn new skills.

The 'new' Hall which comprises a main Hall complete with large stage with a small room/store, a separate small meeting room, well equipped kitchen, separate bar and up to date toilet facilities, was opened on 20 June 2009. The Hall is fully accessible to those with disabilities. The new roofing arrangement also made a large upstairs storage area. The Hall is energy efficient with its thick straw bale walls and sheep fleece insulation in the loft and a heat exchange system for ventilation and heating. An outside ramp with rails was added in 2014 for disabled access.

### **Trustees**

The Trustees are responsible for the overall management of the Hall, its finances and for keeping the building in a good state of repair. This responsibility is made easier by the fact that the innovative design, the generosity of local people and businesses and the use of so much voluntary labour kept costs to a minimum with the result that there are no loans or mortgages to service as all the costs of the building work were covered by fundraising, donations and grants. In 2017 the Trustees delegated responsibility for the day to day running of the hall to an elected Management Committee.

### **Appointment of Trustees**

The 'Trust Deed' governs the appointment of trustees and the management of the charity. Trustees are elected at the Annual General Meeting each year, usually in April. In addition, certain local organisations that regularly use the hall have a right to appoint a trustee.

Trustees appointed by local groups are full trustees with all the same rights and responsibilities as elected trustees and when voting or acting as a trustee of the Hall are required to act in the best interests of the Hall. Not all of the organisations elect to appoint a trustee. There is one ex-officio trustee, the Chairman of Burtle Parish Council.

The Trustees have delegated day to day running of the Hall to a Management Committee made up of Trustees and other committee members elected at the Annual General Meeting and non-elected representatives from the designated community groups. The Management Committee are required to carry out the duties involved in running Burtle Village Hall and are accountable to the Trustees. The Management Committee usually meets on the second Tuesday of each month in the Village Hall. These meetings are open to the public.

## **Objectives of the Charity**

The trust deed states that:

‘the object of the charity is the provision and maintenance of a village hall for use by the inhabitants of the area of benefit without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the inhabitants’

## **Principal Activities in pursuit of Objectives**

The Hall is the social hub of the village and is fully licensed with a well-stocked bar, run and staffed by volunteers from the Management Committee and other villagers. The Management Committee control and run the bar, even if it is hired by an outside group, and the Bar Manager is a member of the Committee,

Many different types of events organised by local groups take place in the Hall and it is well used for private celebrations such as birthday parties, wedding receptions, funeral wakes, and anniversary parties.

The long standing ‘Cafe Burtle’ is held in the Hall once a month on a Saturday morning giving villagers the opportunity to meet up with friends and neighbours over a cup of tea or coffee and homemade cakes. There are local craft stalls, and regular attendance by the Community Police Officer, Councillors and even the local MP. A ‘Community Coffee Shop’ was started in 2019 and is held once a month on a Wednesday morning. This provides another gentler social environment for people to meet and chat with refreshments and cakes. It raises funds for local charities as well as the Village Hall. The Hall is the home of Burtle Babies Mother and Toddler group and to the Burtle Silver Band. Weekly dance classes for children and private dance bookings are also run in the hall providing both community services and much needed regular income. Monthly Parish Council meetings and the Burtle Village Hall Management Committee meetings are also held in the Hall.

The Management Committee fulfils its primary objective of the provision and maintenance of a Village Hall and also organises regular events for the benefit of the village and to raise much needed funds for maintenance and refurbishment.

## **Hall Bookings**

These are made primarily by telephone and email at the moment. A new village website has been developed and a Google electronic booking system was established in 2021. An ‘Events Calendar’ is in place helping prospective hirers to see when the Hall is available. A Booking form, Booking rates, Health and Safety Policy, and Terms and Conditions are sent to each prospective hirer – all of these were reviewed and updated in 2018.

## **Publicity**

The Management Committee prepares, publishes and distributes a free monthly Newsletter to every household in the village. There is a dedicated Facebook page which is very popular, especially with the younger residents, and this is used to advise about upcoming events and community issues. There is also a Village Hall website page as part of the Burtle Village website. In 2018 the Committee also prepared a ‘Welcome Booklet’ to be given to all new residents in the village introducing them to the various groups and facilities in and around

Burtle. There is also a regular email sent to those that have 'opted-in' to receive it, the email list was updated following the new GDPR regulations introduced in 2018. A new Data Protection Policy (GDPR) and Privacy Notice were put in place in 2018. The Management Committee have made a concerted effort to increase publicity and marketing which resulted in new rental income and generally more awareness.

### **Licences**

The Hall has a Premises Licence issued by Sedgemoor District Council governing the provision of entertainment to the public and the sale and supply of alcohol. The licence is held by the Trustees who are collectively responsible for its administration.

The Hall is registered with Sedgemoor District Council under the Food and Hygiene Ratings Scheme and has received a 5\* grading, the highest. The hall is not registered as a 'food business', as limited food and refreshments are prepared and served on the premises. The main two women who organise the kitchen for events renewed their 'Food and Hygiene' Level Two Awards in 2019.

The Hall holds a combined Music Licence - Performing Rights Society (PRS) for live music and Phonographic Performance (PPL) for the playing of recorded music – Licence Account Number 01628866.

### **Risk Management**

The Management Committee recognises that it is under a legal obligation to protect the building, its hirers and volunteers through adequate and appropriate insurance.

The Hall is insured with respect to property damage (buildings insurance) with ANSVAR - Insurance (£650,705 buildings cover).

It is insured with the same company with respect to contents (£18,082), Public Liability (£5 million), Employers' Liability (£10 million), Property Ownership Liability (£5 million), Public and Products Liability (£5 million), Trustee Indemnity (£250,000) and Legal Expenses (£250,000).

Subject to certain conditions, hirers who have no public liability cover of their own are included under the Hall's public liability insurance. This cover does not extend to commercial hirers.

A new and more comprehensive Risk Assessment of the Hall was undertaken in December 2018 and this Risk Assessment was subsequently updated in August 2020.

### **Maintenance Matters**

The Hall Manager as well as dealing with day to day maintenance issues, ensures that:

- Portable electrical appliances are tested by qualified personnel periodically as required by law
- Safety Risk Assessments are carried out as necessary
- Fire Fighting Appliances and Fire Alarm System are inspected and serviced under their respective contracts
- Security Alarm System is regularly inspected and serviced
- Pest Control is activated and regularly maintained, as rodents are a problem in this rural setting

- Regular monthly Maintenance checks are made
- A log is kept giving the name of company with whom the Village Hall has a contract and details of all visits both routine and call outs are recorded with details of the outcome
- A new comprehensive Maintenance File was put in place in 2018 which includes all aspects of maintenance, all logs, all details of tradespeople used, all assessments, and all documentation
- Hall users are required to record all accidents in the Accident Record Book. The Accident/Injury forms were updated in 2018
- A Complaints procedure and form was added in 2019

In 2019 the front of the hall was given a 'facelift'. The original wooden front had weathered since the hall refurbishment in 2009 and was badly stained in some parts. The work was done with only the cost of the materials needed, as all the labour was provided by Committee members. Local villagers supplied the scaffolding and the use of an industrial power washer. The front of the hall was prepped and washed and it looks like new! Hopefully this will last another ten years. New Security Cameras with active 24 hour CCTV were installed in autumn 2019 following security issues in some other village halls.

### Compliance

Throughout 2018 and 2019, the Management Committee has reviewed every one of its existing Policies and Procedures. New Policies and Procedures have also been put in place to make sure that Burtle Village Hall is compliant with new legislation. Policies and Procedures are no good as paper exercises and so it is important to monitor them to make sure they are working practice. All Policies and Procedures are reviewed every three years or earlier if required by practice and/or change of legislation;

- Terms and Conditions for Hirers – updated May 2018
- Hire Charges document - updated June 2018
- Booking Form – updated and new receipt Form – June 2018. New electronic form December 2021
- Data Protection Policy (GDPR) and Privacy Notice – June 2018
- Health and Safety – updated August 2018
- Risk Assessment – December 2018
- Safeguarding and Protecting Children and Vulnerable Adults – January 2019
- Equality and Equal Opportunities Policy – March 2019
- Complaints Form – May 2019
- Media Policy – February 2020
- Financial Policy – June 2021

Due to the unprecedented Coronavirus pandemic in 2020 and 2021, further compliance policies needed to be put in place;

- Terms and Conditions for Hire – updated August 2020

- Special Conditions for Hirers Covid-19 – new August 2020
- Coronavirus Risk Assessment – new August 2020
- Risk Assessment – updated August 2020
- Health and Safety – updated June 2021
- Checklist for opening and closing the Village Hall – new August 2020
- Hire Charges document - updated December 2020

### **Financial Strategy**

The Trustees previously agreed a formal Financial Policy which sets out their responsibility for the prudent management of Hall funds and this policy was updated in June 2021. It is the objective of the trustees to maintain income at a level which ensures that basic running costs are met – this is approximately £10,000 per year. Finance is an item on every monthly Committee meeting agenda and monthly statements are produced for each meeting – transparency is considered very important. A change of bank was made in September 2021, moving to 24/7 online banking. The four accounts previously held with a high street bank have now been consolidated into one online banking account. All invoices for payment are now brought to each monthly committee meeting and authorised. The Treasurer then sets up the payments with Unity Trust Bank but does not make the payments. There are four signatories with the bank and only when two of these four - randomly selected – have authorised payments electronically are the payments released. This gives protection to the Treasurer but also keeps the whole committee informed of income and expenditure throughout the year. This new system is working well.

Trustees make regular checks to ensure that hire charges remain comparable with other halls in the area and in 2017 the discounts for local groups and for individuals from the village were reviewed. From June 2018, all users of the Hall are now paying the same hire charges with a 20% discount for local resident groups. The Committee aims to ensure that local residents and groups benefit from discounted charges on a fair and equal basis and to particularly assist groups that will enhance village life during their ‘start up’ period. The hire charges were reviewed in December 2020 and a small increase was set effective from 1<sup>st</sup> January 2021. The same level of discount for local users was kept in place.

### **Volunteers’ Efforts**

The running costs are kept as low as possible by the continuing generosity of the village and the voluntary work of Trustees and other villagers. However, the Hall now employs a professional Cleaning Agency which has improved the standard and consistency of cleaning. A new detailed cleaning schedule has also been agreed and put in place. The Management Committee ensures all statutory regulations regarding fire, electricity and other services are maintained by professional contracts.

### **Hallmark**

Hallmark is a nationally recognised Quality Standards scheme for village halls. It recognises good quality of management administration and practice and ensures compliance with legislation relating to community buildings. The Hall had been awarded Hallmark One in 2014 but unfortunately this Award had lapsed. The new Committee appointed in April 2018

made this a priority and worked hard to meet the assessment criteria and external validation. The Management Committee applied for Hallmark One and Hallmark Two accreditation in February 2019, with a subsequent visit and report in June 2019. They were rewarded for their hard work by achieving Hallmark One and Hallmark Two. In addition to these Awards, Burtle Village Hall was surprised and delighted to receive the 'District Hall of the Year' for Sedgemoor in 2019. The Management Committee applied for Hallmark Three early in 2020 but due to the Coronavirus pandemic, all visits and assessments were cancelled. The application stood for 2021 when external validation resumed. The Burtle Village Hall is delighted to report the achievement of **Hallmark Three in July 2021** – the final award. I would like to thank the present BVH Committee and the previous Committee for all their support and hard work with this project. It has helped to maintain and improve all standards for the benefit of current and future users.

## OVERALL VIEW OF THE YEAR

At the AGM in April 2021 – held by Zoom once again - two existing members stood down from the Management Committee but we welcomed three new members, giving a total of eight Committee members, plus user group representatives. This included a new Treasurer, Secretary and Assistant Hall Manager. All three have settled in well to the Committee bringing different strengths and expertise. The Chair remained in place and there was a change of Vice Chair.

### 2021 was another Coronavirus disrupted and disappointing year!

The Burtle Village Hall had been forced into a second lockdown from 5<sup>th</sup> November 2020 and it did not reopen again in 2020. We started the year of 2021 in a third national Lockdown, after coming out of a Tier system. It was such a disappointing start to the year as we had planned to reopen the Burtle Village Hall on 4<sup>th</sup> January 2021. At this stage there was optimism as the vaccine roll out had started and we were looking forward to the New Year. However, it was a very long haul before Government restrictions lifted and we were able to reopen.

The Burtle Village Hall Management Committee continued to hold **monthly meetings** but all via Zoom, as was the AGM in April and the first meeting of the new Committee in May. It was not until June that we were able to meet in person in the hall where we welcomed three new people to the BVH Committee in person.

**The BVH finally reopened** in mid-April but only for a few rental groups who could comply with the restrictions at the time. Although further restrictions were lifted in May, it was not until July that Government restrictions were fully lifted and a few more rental groups returned. It was lovely to welcome back groups and to see the hall being used again. We were itching to start holding social events for the community and two took place in August. It was

wonderful to see villagers and friends enjoying these events. A 'Welcome morning' was also held to give Newcomers to the village some information about Burtle and its activities. The long standing monthly Saturday Café Burtle restarted in September and the Macmillan Cancer Support Charity coffee morning was also held that month. We really thought we were on our way and back to a sense of 'normality' but the situation began to change once again. The 'Delta' variant arrived later in October with an increase of Coronavirus cases and more hospital admissions. So, once again events were cancelled in November. A new variant 'Omicron' in December altered the landscape once again. The Government introduced new restrictions and all the lovely events leading up to Christmas had to be cancelled. Community events have been sorely missed in 2021 and it was the 'here we go again' that made a depressing end to 2021.

The **financial situation** continued to be worrying having had very little income for 2020 and now very little income in 2021. Our rental income for 2021 was only £2,457 – this in 'normal' times would have been approximately £6,000. Other income was only £1,000. At the same time, the maintenance of the Burtle Village Hall continued. The Management Committee has to ensure the hall complies with all relevant legislation and is up to date with all the necessary checks and assessments – whether the hall is open or not. All appliances have to be tested and serviced regularly by qualified personnel, and all equipment inspected and serviced under respective contracts. Once again, there were visiting rodents and the Pest Controller was a frequent visitor. All of this maintenance had to be scheduled and paid for. The hall also had to cover an increased cleaning schedule, and pay for the various licences that are required.

The biggest expenditure is the Insurance cover which is just under £2,000. The hall is very energy efficient due to the straw bales in the walls and the sheep's fleeces in the loft but this does add to the Insurance premium, as it is classed as a 'non-standard' village hall. The second biggest expenditure is on the Utility bills – approximately £1800 - and electricity in particular. With increasing costs of heating bills, this is only set to increase drastically in 2022.

A lot of time was spent on sourcing and applying for different grants and support. We received a Government grant of £2,000 in February for the third national lockdown. We also received £500 from the Burtle Parish Council *'for loss of income that would have arisen from the Parish Council's use of the hall for meetings and events'* to cover both 2020 and 2021. We managed to obtain rate relief from Sedgemoor District Council and some other small rebates. The Management Committee runs the Burtle Village Hall 100 Club which adheres to the gambling rules and regulations, with a one-off yearly payment for a number and monthly cash prizes. This raises funds for the Hall and continued all through the year 2021. In May BVH was delighted to obtain a business support grant from Sedgemoor District Council of £8,000 which relieved the financial pressure. **Without these grants, the Burtle Village Hall would be in a very different place financially.**

One of the most important issues in 2021 was to continue with a rigorous **cleaning schedule** – this meant high expenditure on cleaning but the Committee felt it was a priority for all our users. In February a 'Fogging Machine' was bought and this has been one of the best purchases made for the hall. We are delighted with its performance, how it enhances the

cleaning, destroys any viruses and gives extra confidence to hall users. Due to its success several other village halls have followed our lead and purchased the same machine.

Behind the scenes this year there has been a considerable amount of work to **maintain and improve** the Burtle Village Hall, paid partially from the reserves built up from prudent housekeeping over the three years prior to the pandemic and from the grants received in 2020 and 2021. In April, the old, stained and badly worn flooring in the Bar was replaced with a new plywood base and new safety vinyl. It was a big project as all the big coolers and machines had to be disconnected and moved out of the bar to allow access. Stock was checked, the bar was deep cleaned, including shelves and glasses.

The Kitchen was also deep cleaned, including cupboards, fridges and freezers. In July the walls and skirting boards in the main hall were painted. Later the bar area, entrance and foyer were also painted. In August, the main hall floor was professionally cleaned and refurbished and the entrance and Kitchen floors were also professionally cleaned. This took a complete week but the results are spectacular and will hopefully last a long time. In September, a new lock was fitted to the front door as this had been causing trouble for some time and new keys were issued. In November, a new key safe for the kitchen key was installed and a hand rail fitted in the store room on the stairs.

I would like to take this opportunity to **thank the BVH 2020 and 2021 Committee members** during this disruptive Coronavirus pandemic. I have nothing but praise for every one of them. They are all volunteers and the majority are in full time employment, including key workers, which mean they have great demands on their time, and yet they all give as much as they can for the benefit of the BVH and the community. It has been a constantly changing landscape and not easy at times having to respond to the restrictions, guidance and paperwork of the Government, ACRE, Community Council of Somerset, and our Insurers.

**So, 2022** – Let's hope 2022 will be a more stable year with less restrictions and a much more positive outlook for us all. We all hope we can gradually return to a more 'normal' timetabling of rental groups and social events and that we can learn to live without the viruses dominating our lives in the community. The Burtle Village Hall is the social hub of the village and it has been sorely missed. We also need to return to a more secure financial footing in order to run the Burtle Village Hall without the financial pressures.

### **Acknowledgements**

The Trustees would like to thank the residents and friends of Burtle their continued support of the Hall. The majority of Hall bookings come from the Parish and local clubs, organisations and individuals who either live in the village or have links with Burtle. Unlike many village Halls, Burtle Village Hall does not receive regular grant support towards running costs and has to be self-supporting.

The Trustees acknowledge the continued advice and support received from the Community Council for Somerset (CCS). Once again in 2021 we have appreciated the guidance, help and support of both 'Action with Communities in Rural England' (ACRE) and CCS – this has taken the form of numerous emails and information sheets with updates as the situation

constantly changed. There have also been Zoom Webinars on various topics concerning the pandemic and the running of village halls which have been informative and helpful.

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature: 

Name: LYN GOODLIFFE

Date: 12.03.2022

Trustee – Burtle Village Hall

and CHAIR of BVH Committee

**BURTLE VILLAGE HALL  
RECEIPT AND PAYMENTS ACCOUNT 2021**

|                          | 2,021         | 2,020         |
|--------------------------|---------------|---------------|
| Opening Balance          | 17,465        | 14,341        |
| <b>RECEIPTS</b>          |               |               |
| Grant Income             | 16,835        | 11,334        |
| Function Income          | 275           | 826           |
| Hire of Hall             | 2,300         | 556           |
| Bank Interest            | 1             | 46            |
| Donations                | 230           | 157           |
| Advertising              | 216           | 0             |
| 100 Club                 | 1,070         | 1,050         |
| Café Burtle              | 59            | 308           |
| GMBC                     | 0             | 0             |
| Community Coffee Morning | 24            | 60            |
| Profit from Bar          | 748           | 251           |
| <b>Total Receipts</b>    | <b>21,758</b> | <b>14,388</b> |

|                                    |               |               |
|------------------------------------|---------------|---------------|
| <b>PAYMENTS</b>                    |               |               |
| Gifts                              | 24            | 30            |
| Function/Bar Expenditure           | 832           | 406           |
| Telephone                          | 337           | 280           |
| Electricity Charges                | 821           | 1,131         |
| Insurance                          | 1,874         | 1,841         |
| Water                              | 65            | 58            |
| Hall Maintenance                   | 3,991         | 4,864         |
| Fire Extinguisher and Pest Control | 551           | 524           |
| Equipment                          | 961           | 0             |
| Sundry - incl Chairman Expenses    | 321           | 0             |
| Bank Charges                       | 18            | 0             |
| Sundry Overheads - Licences        | 158           | 131           |
| Charity                            | 0             | 17            |
| Cleaning                           | 1,082         | 1,236         |
| VAT to recover                     | 187           | 0             |
| 100 Club Prizes                    | 90            | 400           |
| Membership                         | 100           | 100           |
| Stationery/Printing/ Adverts       | 192           | 274           |
| Café Burtle Expenses               | 0             | 72            |
| <b>Total Payments</b>              | <b>11,804</b> | <b>11,284</b> |

Net of Receipts/payments 10,154 3,124

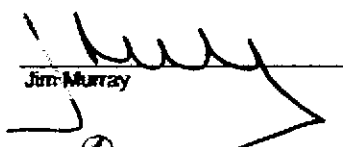
|                                          |               |               |
|------------------------------------------|---------------|---------------|
| Cash Fund Brought Forward                | 17,465        | 14,341        |
| Add Net Receipts                         | 10,154        | 3,124         |
| <b>Closing Cash Fund Carried Forward</b> | <b>27,620</b> | <b>17,465</b> |

|                                           |               |               |
|-------------------------------------------|---------------|---------------|
| <u>Reconciled by</u>                      |               |               |
| Balance at Bank                           | 27,070        | 16,881        |
| Cash in Hand                              | 550           | 50            |
| Amounts owed by Burtle V Hall Enterprises | 0             | 0             |
| Creditors outstanding at year end         | 0             | 0             |
| Debtors outstanding at year end           | 0             | 534           |
| Small Variance                            | (0)           | 0             |
| <b>Closing Balance</b>                    | <b>27,620</b> | <b>17,465</b> |

**ASSETS**

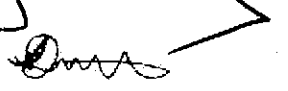
|                                               |                |                |
|-----------------------------------------------|----------------|----------------|
| Float for Café Burtle Kept by Maureen (see a) | 30             | 30             |
| Float for GMBC (see above)                    | 20             | 20             |
| Float for Bar Kept by Tracy                   | 500            | 0              |
| Village Hall                                  | 500,000        | 500,000        |
| Fixtures & Fittings                           | 20,000         | 20,000         |
| <b>Total Assets</b>                           | <b>547,620</b> | <b>537,465</b> |

Prepared by

  
Jim Murray

23.03.22

Independent Review

  
Karen Nobes

23/03/2022