

HOUGHAM VILLAGE HALL TRUST

England & Wales · Charity number 1181034

Details

Status Registered

Legal form CIO

Registered 2018-12-06

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

Contact

Address Hougham Village Hall Trust CIO
The Street
West Hougham
Dover
Kent
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Phone 07710 195331

Email dianne.oxenham@majesticfreight.co.uk

Website www.houghamvillagehall.co.uk

Activities

Objects: TO ESTABLISH AND RUN A VILLAGE HALL AND TO PROMOTE FOR THE BENEFIT OF THE INHABITANTS OF THE PARISH OF HOUGHAM ("AREA OF BENEFIT") WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, AGE, DISABILITY, NATIONALITY, RACE OR POLITICAL, RELIGIOUS OR OTHER OPINIONS THE PROVISION OF FACILITIES FOR RECREATION OR OTHER LEISURE TIME OCCUPATION OF INDIVIDUALS WHO HAVE NEED OF SUCH FACILITIES BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABLEMENT, FINANCIAL HARDSHIP OR SOCIAL AND ECONOMIC CIRCUMSTANCES OR FOR THE PUBLIC AT LARGE IN THE INTERESTS OF SOCIAL WELFARE AND WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THE SAID INHABITANTS.

Activities: Activities: The provision of the Village Hall for use for the community for various activities. These activities include social and celebration events for all ages and local clubs and fitness classes and meeting facilities in the absence of any other community building within the Villages of Hougham and Church Hougham. The Hall is the hub of the village and we intend to maintain a village hall.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Amateur Sport, Recreation, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£11,104	£10,539	-	-
2024-06-30	£7,542	£7,344	-	-
2023-06-30	£13,861	£11,266	-	-
2022-06-30	£12,267	£22,131	-	-
2021-06-30	£49,233	£58,547	-	-

Trustees

Name	Role	Appointed
Simon Harrington-Whitnall	Chair	2025-10-27
Christine Care		2019-10-30
Colin Care		2020-02-05
DIANNE OXENHAM		2018-11-14
Jacqueline Tarver		2025-10-27
MARY PRESSNELL		2019-10-30
Paul Richard Harrington-Whitnall		2025-10-27
Tracey Tomkinson		2025-10-27

HOUGHAM VILLAGE HALL TRUST

England & Wales - Charity number 1181034

Accounts

Hougham Village Hall Trust
Charitable Incorporated Organisation
Registered Charity Number: 1181034
Trustees (Management Committee) Annual Report
1 July 2024– 30 June 2025

1. Resignation of Chairman, Co-options & Chairman's comments

1.1 It is with regret that we report the resignation of Alison Barker as Chairman on 19 September 2024. Elected as Chair in October 2022, Alison significantly contributed to the continued existence of the CIO, the revival of a "The Hougham Herald," and revamped our website. Despite efforts to sustain the newsletter in 2025, it was discontinued due to insufficient content and lack of interest. Peter Robinson assumed the role of Chairman on a caretaker basis from 17/09/24 until the AGM in October 2024 where he was formally elected. He remains willing to serve until a permanent replacement can be found.

1.2 Rozannah Ludlow was co-opted onto the committee on 17/9/24 with special responsibility for children and youths and duly elected at the AGM. Steve Oxenham was co-opted back on to the MC on 27/08/25 after a short absence but sadly resigned on 18/08/25 following an assault whilst carrying out his volunteer trustee duties.

1.3 This financial year has been a difficult one for the CIO. We have not been able to hold as many activities as we would have liked as we have experienced a lack of attendance or even response to scheduled events. There is currently a lack of engagement in the parish regarding the hall as a central hub, and the future remains uncertain, especially with the resignation of two trustees, Steve and Dianne Oxenham, who have served for nine years. Additionally, the chairman is expected to step down (after 7 years including a 2 year break) once a replacement is identified. The MC wishes to formally thank them for all their commitment and hard work.

1.4 While outside this report's focus, the assault on Steve Oxenham has greatly impacted both the CIO and Steve & Dianne. This incident, combined with the three-month hall closure from 6/05/25 to 5/08/25 for safety and contractual reasons, means that challenging decisions will be necessary.

2. Names of Trustees

Nominated	User Group/Office held	Date if not full year	Reason
Steve Green	Parish Council	-	-
Mary Pressnell	Parochial Church Council	-	-
Elected		Term of office	
Oliver Button	Trustee	-	Elected 22/10/22. Completed 3-year term.
Christine Care	Functions sub-group, 100 Club, Dover Lotto, Coffee morning organizer	-	Re-elected 22/10/22 Completed 3-year term. Standing again.
Colin Care	Functions sub-group, 100 Club, Dover Lotto, Coffee morning organizer.	-	Elected 15/10/23. Completed 2 of 3-year term of office.
Carole Haines	Trustee	-	Elected 15/10/23. Completed 2 of 3-year term of office.
Allen Maurice Jones	Trustee	-	Elected 17/10/24 Completed 1 year of 3-year term
Roz Ludlow	Trustee, children & young people		Elected 17/10/24 Completed 1 yr of 3-year term
Dianne Joyce Oxenham	Treasurer/Secretary, Building improvement & fundraising sub-group, Functions subgroup	Inaugural appointee*. 1/3 years	Elected 15/10/23. Completed 2 year of 2 nd term of office
Stephen Oxenham	Trustee Vice Chairman	Co-opted 27/02/25	Resigned 18/08/25
Peter William Robinson	Chairman & Minutes Secretary		Elected 17/10/24 Agreed to stand for 1 year only

Name of Employees

Job	Name	Date started	Date Ceased
Cleaner	Tina Jones	23/08/23	

3. Sources of advice and support

Villagers of the Parish of Hougham Without
 Alison Barker
 Hougham Without Parish Council
 Dover District Council
 Kent County Council
 Funding for All
 Mowll & Mowll Solicitors
 Dan Codrea, DC Architecture Ltd
 Streetz2Streetz

4. History

4.1 The Hall, then known as the 'Reading Room' passed into private hands from the Kent Coal Fields Syndicate on 27 July 1886. It was purchased by Arthur Evanson on 30 March 1920 and subsequently gifted to the two villages in remembrance of his son and other brave men of the parish who lost their lives in WW1. The original conveyance was drawn up in 1920, the Trust deed is dated 26 November 1935 and on 1 February 1972 a committee of management was appointed with the Trust formally entered on the Register of Charities on 30 September 1994 with the Registered charity number 1041193. In 2018 the Management Committee resolved to become a Charitable Incorporated Organisation so Hougham Village Hall Trust was subsequently closed down and all assets, including the hall and land, were transferred to the CIO.

5. Constitution

5.1 The new constitution as a Charitable Incorporated Organisation dated 18 August 2018 was accepted and registered by the Charity Commission on 6 December 2018 as a new charity named "Hougham Village Hall Trust" with a new charity number 1181034.

5.2 The objects of the CIO are:-

"To establish and run a village hall and to promote for the benefit of the inhabitants of the parish of Hougham (area of benefit) without distinction of sex,orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or the public at large in interests of social welfare and with the object of improving thrr conditions of life of said inhabitants."

5.3 The new constitution says there must always be a minimum of 3 charity trustees but does not specify a maximum. These appointments are by election by parishioners; all inhabitants of the area of benefit of 18 years an upwards are entitled to attend and vote and are for terms of 3 years. Trustees can also

be co-opted but must be appointed at a duly constituted meeting of the charity trustees.

5.4 Also, one trustee may be nominated from each of the accepted user groups i.e Parish Council and Parochial Church Council to serve a term of one year. Any new or existing user group may apply for representation on the committee and may be appointed subject to the agreement of a two thirds majority of the management committee.

5.5 On becoming a trustee a member must sign a declaration of acceptance and willingness to act in the sole interests of the charity.

5.6 At the first meeting after the AGM, the committee elects from amongst all the trustees the following office holders - Chair, Vice Chair, Treasurer, and a Secretary.

5.7 Full details about AGMs, elections, accounting, rules and trustee responsibilities are in the CIO constitution a copy of which can be found on our website.

6. Policies and Procedures

6.1 To maintain quality standards and to guide the Management Committee in exercising its duty of care to members, contractors, and users of the hall we require a variety of policy documents. As well as a "Trustees Welcome Pack" we have 18 other policy documents ranging from "Administrative Policy & Procedures" to our "Safeguarding Policy" which is the latest to be added to the list.

7. Hiring agreement

7.1 Use of the Village Hall is covered by our "Hiring Policy" and subject to our "Conditions of Hire" and to completion of a "Booking Form" which must be signed by the hirer when booking. It sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement. There is also an "information Sheet" for hirers which covers practical areas like safety, power, car parking etc.

2 Bookings should be made on-line via the hall's website; payment for the charges and deposit is made via the website. The rates are reviewed annually at the beginning of each year and the new charges come into operation on 1 April each year unless the need for an earlier review arises.

7.3 The hiring policy was recently revised as were all the relevant forms including application form, guides etc. The bands and charges are set to ensure we can meet our annual running costs and are: -

Band description	Amount of charge
Villagers	£15.00
Commercial	£20.00
Daily rate	Negotiable
Overnight rate	Negotiable
Deposit (refundable)	From £150, dependent upon type of Hall usage

7.4 Although outside the reporting period, a Trustee was assaulted on 10/08/25 while serving as Bookings Secretary but thankfully has fully recovered. The incident led to a review of hiring policies, prioritizing volunteer safety. The hall now closes at 23:00 (including cleanup), and at least two trustees must be present when interacting with hire parties. These changes may lower volunteer numbers and income, affecting the hall's future.

8. Licenses

8.1 The Hall has a premises license (not including alcohol) and is registered with Dover District Council for small society lotteries i.e., 100 Club, has a Performing Rights Society and Public Performance license for live and recorded music, a TV license and a broadband license.

9. Risk Management

Insurance

9.1 The Management Committee acknowledges that it is under a legal obligation to protect the building, its users and employees/ self-employed contractors through adequate and appropriate insurance.

9.2 The Village Hall is insured by Zurich Insurance with respect to property damage (buildings insurance), contents, public liability, employers' liability, and legal assistance. The current annual premium is £58.39 which is cheaper than our previous insurer.

Health & Safety/Building Issues

9.3 Gas appliances and portable electrical appliances are tested by qualified person annually. Fire-fighting appliances are inspected annually under contract with the supplier. Volunteers from the Committee carry out other maintenance checks. A Fire Safety Risk Assessment is updated annually by the Committee's own Fire Safety Officer as required by law.

9.4 A building condition survey was last carried out in 2011, but the refurbishment has allowed us to carry out a thorough review and a full survey is not now required until 2026.

9.5 We have a Safeguarding policy which closely follows that recommended by both the Charity Commission and ACRE to ensure the safety of vulnerable

adults and children, although we always ensure that a parent acts as a responsible adult for any event solely for children. Both Health & Safety & Safeguarding are standing items on the agenda for all Management Committee meetings.

Risk Assessment

9.6 Risk Assessments are carried out before any out-of-the-ordinary event.

10. Principle activities in pursuit of objectives

10.1 The Hall is normally available for hire for private functions including children's parties, wedding receptions, funeral wakes, village social functions and occasional fund-raising fayres. It is also used for meetings by Parochial Church Council, Parish Council, CIO and as a polling station.

11. Events

11.1 The following charts detail and summarise the use of the hall during the period of this report and total 153:365 days usage:-

Summary of Activities i.e Events, Private Hires & Classes

Events

Date	Name of event	Confirmed Yes
13.07.2024	Party in The Park	Yes
31.10.2024	Children's Halloween Party	Yes
02.11.2024	George Egg Comedy Evening	Yes
12.12.2024	Defib Training	Yes
15.12.2024	Wreath Making Class	Yes
20.12.2024	Children's Christmas Party	Yes
21.02.2025	Quiz Night	Yes
22.03.2025	Mother's Day Card Making	Yes
29.03.2025	Playpark Open Meeting	Yes
21.06.2025	Village Meeting	Yes
	Pop Up Pubs	8
	Parish Council Meetings	6
	Village Hall Meetings	4
	Working Party Meetings	2

Private Hires

Type	Number of events
Baby Shower	2
Private Parties	17
School Leavers Party	1
KCC Autistic Safe Club	2
Christenings	1
Weddings	2
Band Practice	1
Polling Station	2
Other	5

Fitness Classes

Type	Frequency	Number for year
Zumba/Keep Fit	Twice a week	40
Pilates & Chair Pilates	Once a Week	22
Dog Training	Once a Week	28

TENS

Number issued	Date
None	

12. Funding Strategy

12.1 It is the strategy of the Trustees to manage the revenue budget on a self-financing basis; hire charges are set to try to achieve this aim. Other out of course requirements are raised through grants and fundraising events. Our reserves policy which we adopted in July 2020 is used to ring fence any grants we receive for building improvements.

13. Volunteers' Effort

13.1 Management costs are kept to a minimum using volunteers wherever possible. A prime example of this policy is Allen Jones who cuts the grass and keeps the plot tidy. Other tasks which often go unnoticed are setting up the hall before and after events, supervising and arranging boiler servicing, gas safety and servicing, arranging insurance, licenses, grants etc. and often involve team effort.

Anyone else not mentioned, thank you!

13.2 In addition, Trustees give in the region of 60 hours a month for meetings and an incalculable number of hours per annum organizing and running events. Also, most if not all stationery, printing ink for documents, photocopying, laminating etc., is donated free of charge.

14. Achievements 2024/25

14.1 During 2024/25 attempts were made to raise funds to refurbish the driveway following the successful completion of the refurbishment of the Village Hall. These attempts are ongoing and although the Parish Council has offered to contribute £5,000 in matched funding the MC agreed to forgo the grant in favour of the same sum being put towards the Village Green playground extension fund. Future grants will be sought when the moment is right but in meantime 5 bags of gravel have been purchased to provide a temporary surface, two of which have been laid; the rest will be laid once some minor leveling work has been carried out.

14.2 Thanks to a volunteer the yew trees have been pruned but more husbandries will probably be required.

14.3 Our bid to Dover DC community grant scheme for £1,200 was successful and enabled us to purchase 3 industrial strength picnic tables one of which is accessible which will allow us to replace our old tables; Colin Care has already managed to refurbish 3 of them and hopes to salvage at least one extra table from those that have been replaced.

15. Financial report

See separate document

16. Communications-Newsletter & Website

Website

16.1 Our new website is provided by a local Folkestone company whitefishmarketing.co.uk and went live on 21/22 February 2024 at a cost of £720 which included a rebuild cost of £450 + VAT plus an annual web hosting cost of £240 + VAT. After a few teething troubles the website seems to be working well although a recent incident has caused us to reconsider our processes.

Website – wehoughamvillagehall.co.uk

Email: houghamvillagehall.dover@gmail.com

Newsletter

16.2 Although the Hougham Herald Newsletter was relaunched in October 2022 as hardcopy for the first three months thanks to a generous donation from Majestic Freight it was forced to continue solely as an electronic version uploaded onto the Hougham Village Hall website. Sadly, our Editor resigned from the post on 17/9/24 and the newsletter ceased publication. The Trustees wish to thank her for all her efforts in relaunching and ensuring regular monthly issues were made available up to September 2024. A new temporary editor managed to resurrect the electronic copy for 3 months earlier this year

but lack of copy and interest has forced us to conclude that we can no longer support a newsletter.

Facebook

16.3 Facebook posts are administered by Steve Oxenham on behalf of the CIO and have proved to be a very effective way of publicising the activities of the Hall and to communicate quickly with those who subscribe to posts, widening the number of people with whom the Hall communicates. This may include last minute information, including cancellations. Unfortunately, this latest incident has forced him to withdraw his support and we have closed our FB page.

Hall Noticeboard

16.4 The Noticeboard outside the Hall is an important source of information and everyone is encouraged to look at it when they pass by the Hall or are there for an event or activity. There are important notices, such as the announcement of the AGM, and also posters promoting activities and events at the Hall.

17. Future

17.1 Refurbishing the driveway and some tree surgeries are planned. It will probably be necessary to commission a building inspection survey in 2026 as it will be 6 years since the refurbishment took place.

21. Conclusion

The Trustees of Hougham Village Hall Trust CIO would like to thank everyone for their practical help and support throughout this reporting year. Without your active involvement we could not have done this, and we hope for your continued support.

The Trustees declare that they have approved the above report.

Signed on behalf of the Charity's trustees

Signature: Peter Robinson

Full name: Peter William Robinson

Position: Chairman

Date: 29 August 2025

	Date	Account	
Accounts 01.07.2024-30.06.2025			
Income			
Hires:		3980.25	
Lottery		683.00	
Donations		391.35	
Pop up Pub		172.00	
Events		3872.30	
Hougham 100 Club		638.00	
Miscellaneous		97.62	
Bank Interest		69.46	
Grants		1200.00	
Total		11103.98	
Expenses			0.00
Insurance		58.39	
Energy		1081.82	
Water Rates		226.64	
Business Rates		-172.17	
Boiler Service & Gas Certificate		150.00	
Fire Extinguisher Annual Service		86.40	
PRS/PPL Licence		188.54	
Lottery Licence		20.00	
Cleaning		1380.00	
Cleaning Materials		58.57	
PAT Testing		54.00	
TV Licence		174.70	
Misc		757.64	
ACRE Membership			
TENS Licence			
Repairs & Renewals		400.36	
Petty Cash			
Website		447.59	
Hougham 100 Club Winnings		325.00	
Refurbishment		2414.42	
Event Costs		2572.16	
V-Fast Wifi		314.76	
Total		10538.82	
Nett Profit/Loss		565.16	
Funds in Current Acc		£506.89	
Funds in Deposit Acc		£5,069.81	
Funds in P/Cash		£234.50	
Funds in Zumba Pot		£60.00	
Funds to Bank		£98.50	
Total		£5,969.70	

HOUGHAM VILLAGE HALL TRUST

England & Wales - Charity number 1181034

Accounts

Hougham Village Hall Trust
Charitable Incorporated Organisation
Registered Charity Number: 1181034
Trustees (Management Committee) Annual Report
1 July 2023– 30 June 2024

1. Resignation of Chair

Although this report covers the financial year ending 30 June 2024 it is sad to report that Alison Barker resigned as Chair on 19 September 2024 and relinquished her role as editor of the Hougham Herald at the same time. Alison was elected as Chair in October 2022 and has worked hard to ensure the continued existence of the CIO and in particularly resurrected our local newsletter "The Hougham Herald". This report reflects all she with her management committee have achieved over that period. The Management Committee would like to thank her for stepping into the breach and all that has been done.

Peter Robinson has agreed to return to take on the role on a caretaker basis until the AGM in 2025 and was duly co-opted onto the committee on 17/9/24 and elected as Chairman at the same time. He is standing for election at this AGM.

Allen Jones was co-opted onto the committee on 23/5/24 and is standing for election. Rozannah Ludlow was also co-opted onto the committee on 17/9/24 with special responsibility for children and youths. She also is standing for election at this AGM.

2. Names of Trustees

Nominated	User Group/Office held	Date if not full year	Reason
Steve Green	Parish Council	-	-
Mary Pressnell	Parochial Church Council	-	-
Elected		Term of office	
Alison Barker	Chair, Newsletter Editor	-	Elected 22/10/22. Resigned 19/9/24
Oliver Button	Trustee	-	Elected 22/10/22. Completed 2 of 3-year term.
Christine Care	Functions sub-group, 100 Club, Dover Lotto, Coffee morning organizer	-	Re-elected 22/10/22. Completed 2 of 3-year term.
Colin Care	Functions sub-group, 100 Club,	-	Elected 15/10/23. Completed 1 of 3-

	Dover Lotto, Coffee morning organizer.		year term of office.
Carole Haines	Trustee, Minutes Secretary	-	Elected 15/10/23. Completed 1 of 3-year term of office.
Allen Maurice Jones		Co-opted 7/03/24	
Dianne Joyce Oxenham	Treasurer/Secretary, Building improvement & fundraising sub-group, Functions subgroup	Inaugural appointee*. 1/3 years	Elected 15/10/23. Completed 1 st year of 2 nd term of office
Christopher John Stephens		Elected 15/10/21	Resigned 27/06/2024

Name of Employees

Job	Name	Date started	Date Ceased
Cleaner	Gill Parker	2020	16/08/23
Cleaner	Tina Jones	23/08/23	

3. Sources of advice and support

Villagers of the Parish of Hougham Without
 Peter Robinson
 Hougham Without Parish Council
 Dover District Council
 Kent County Council
 Funding for All
 Mowll & Mowll Solicitors
 Dan Codrea, DC Architecture Ltd
 Streetz2Streetz

4. History

4.1 The Hall, then known as the 'Reading Room' passed into private hands from the Kent Coal Fields Syndicate on 27 July 1886. It was purchased by Arthur Evanson on 30 March 1920 and subsequently gifted to the villages in remembrance of his son and other brave men of the parish who lost their lives in WW1. The original conveyance was drawn up in 1920, the Trust deed is dated 26 November 1935 and on 1 February 1972 a committee of management was appointed with the Trust formally entered on the Register of Charities on 30 September 1994 with the Registered charity number 1041193.

4.2 Initially there were to be 2 elected members and 6 representative members but as the number of user groups dwindled the committee resolved on 13 March 2017 that to ensure they had an adequate number of trustees

that there should be 5 elected members in addition to the nominated trustees; the existing provision also allowed for 2 co-opted members.

5. Governance/Appointment of Trustees

5.1 On 22 August 2018 the committee resolved to become a Charitable Incorporated Organisation. The new constitution dated 18 August 2018 was accepted and registered by the Charity Commission on 6 December 2018 as a new charity named "Hougham Village Hall Trust CIO" with a new charity number 1181034.

5.2 The objects of the CIO are:-

"To establish and run a village hall and to promote for the benefit of the inhabitants of the parish of Hougham (area of benefit) without distinction of sex, orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or the public at large in interests of social welfare and with the object of improving their conditions of life of said inhabitants."

5.3 Hougham Village Hall Trust was subsequently closed down and all assets, including the hall and land, were transferred to the CIO.

5.4 The new constitution says there must be a minimum of 3 charity trustees but does not specify a maximum. The existing trustees became the first trustees of the new charity serving terms of 4 years (2 members), 3 years (1 member) 2 years (1 member) to allow for a turnover of volunteers. Subsequent appointments by election or according to the ordinary practice of the management committee would be for terms of 3 years.

5.5 Also, one trustee may be nominated from each of the accepted user groups i.e Parish Council and Parochial Church Council to serve a term of one year. Representative members should be appointed not more than 1 month before the AGM where possible. Each organisation is required to notify the secretary of the committee of their representative. Any new or existing user group may apply for representation on the committee and may be appointed subject to the agreement of a two thirds majority of the management committee.

5.6 Apart from the inaugural trustees charity trustees must be elected at an AGM at which all inhabitants of the area of benefit of 18 years and upwards are entitled to attend and vote. At the first and each subsequent AGMs all elected trustees reaching the end of their elected term of service shall retire from office unless by the close of the meeting the members have failed to elect sufficient charity trustees to hold a quorate (3 members) meeting of the charity trustees. Trustees can also be co-opted but must be appointed at a duly constituted meeting of the charity trustees.

5.7 On becoming a trustee a member must sign a declaration of acceptance and willingness to act in the sole interests of the charity.

5.8 No member should hold any interest in any property belonging to the charity otherwise than as a trustee for the purposes thereof or receive any remuneration or be interested in the supply or works or goods at the cost of the charity. Any member adjudged bankrupt or who makes a composition or arrangement with his creditors or who is incapacitated from acting or who communicated in writing to the committee a wish to resign shall thereupon cease to be a member (but only if enough charity trustees remain in office when the notice of resignation takes effect to form a quorum at meetings).

5.9 At the first meeting after the AGM, the committee elects from amongst all the trustees the following office holders - Chair, Vice Chair, Treasurer, and a Secretary.

5.10 Full details about AGMs, elections, accounting, rules and trustee responsibilities are in the CIO constitution a copy of which can be found on our website.

6. Policies and Procedures

6.1 To maintain quality standards and to guide the Management Committee in exercising its duty of care to members, contractors, and users of the hall we require a variety of policy documents. We have the following policy documents which are subject to regular review: -

- 1) Administration Policy & Procedures
- 2) Finance Policy
- 3) General Fire & Risk Assessment
- 4) Hiring Agreements (Revised 2021)
- 5) Hougham 100 Club
- 6) Insurance
- 7) Licenses
- 8) Current User Groups
- 9) Charitable Objectives
- 10) Conflict of Interest Policy
- 11) Policy on General Data Protection Regulations
- 12) Communication and Complaints
- 13) Trustees' declaration on taking up office
- 14) Environmental Policy
- 15) Reserves Policy
- 16) Fire Safety Management Plan+
- 17) Key logbook – Procedures
- 18) Safeguarding Policy
- 19) Trustee Welcome Pack

7. Hiring agreement

7.1 Use of the Village Hall is subject to a Hiring Agreement which must be signed by the hirer when booking. It sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement. Anyone running exercise classes, fitness groups, yoga or other groups holding physical activities whether they be a commercial enterprise or run on a voluntary basis is required to hold their own stand-alone public liability insurance.

7.2 Bookings can be made on-line via the hall's website; the rates are reviewed annually at the beginning of each year and the new charges come into operation on 1 April each year unless the need for an earlier review arises.

7.3 The hiring policy was recently revised as were all the relevant forms including application form, guides etc. The bands and charges are: -

Band description	Amount of charge
Villagers	£12.50
Commercial	£20.00
Daily rate	Negotiable
Overnight rate	Negotiable
Deposit (refundable)	From £50, dependent upon type of Hall usage

8. Licenses

8.1 The Hall has a premises license (not including alcohol) and is registered with Dover District Council for small society lotteries i.e., 100 Club, has a Performing Rights Society and Public Performance license for live and recorded music, a TV license and a broadband license.

8.2 One Temporary Event Notice (TENS) was applied for during 2023/24 for running a bar.

9. Risk Management

Insurance

9.1 The Management Committee acknowledges that it is under a legal obligation to protect the building, its users and employees/ self-employed contractors through adequate and appropriate insurance.

9.2 The Village Hall is insured by Zurich Insurance with respect to property damage (buildings insurance), contents, public liability, employers' liability, and legal assistance. The current annual premium is £509.00 which is cheaper than our previous insurer.

Health & Safety/Building Issues

10.1 Gas appliances and portable electrical appliances are tested by qualified person annually. Fire-fighting appliances are inspected annually under contract with the supplier. Volunteers from the Committee carry out other maintenance checks. A Fire Safety Risk Assessment is updated annually by the Committee's own Fire Safety Officer as required by law.

10.2 A building condition survey was last carried out in 2011 but the refurbishment has allowed us to carry out a thorough review and a full survey is not now required until 2025.

10.3 We have a Safeguarding policy which closely follows that recommended by both the Charity Commission and ACRE to ensure the safety of vulnerable adults and children, although we always ensure that a parent acts as a responsible adult for any event solely for children. Both Health & Safety & Safeguarding are standing items on the agenda for all Management Committee meetings.

Risk Assessment

10.4 Regular Risk Assessments have been carried out before any out-of-the-ordinary event.

11. Principle activities in pursuit of objectives

11.1 The Hall is normally available for hire for private functions including children's parties, wedding receptions, funeral wakes, village social functions and occasional fund-raising fayres. It is also used for meetings by Parochial Church Council, Parish Council, CIO and as a polling station.

12. Events

12.1 The following charts detail and summarizes the use of the hall during the period of this report:-

Summary of Activities i.e Events, Private Hires & Classes

Events

Date	Name of event	Total
17/6/23	Guided walk	
20/10/23	Musical Evening with Chris Stephens	
29/10/23	Children's Halloween Party	
1/12/23	Quiz Night	
6/12/23	Light Lunch	
16/12/23	Children's Christmas Party	
2/3/24	Quiz Night	

16/3/24	Ghost Walk	
30/3/24	Children's Easter Egg Hunt	
8/6/24	Quiz Night	
31/5/24	PuP + Curry Night	
Monthly	Pop up Pub	22

Private Hires

Type	Number of events	
Baby Shower	3	
Private Parties	10	
Birthday Parties	3	
Children's Parties	13	
Christenings	0	
Weddings	0	
Band Practice	0	
Polling Station	1	
Parish Council	8	
Village Hall CIO	7	
NHS Training	4	
Other	14	63

Fitness Classes

Type	Frequency	Number for year	Total
Zumba	Twice a week	44	
Yoga	Once a week finished Oct 23	13	
Pilates & Chair Pilates	Once a Week	20	
Dog Training	Twice a Week	30	107
Overall total	Events,hires&classes		192

TENS

Number issued	Date
1	20.10.23

13. Funding Strategy

13.1 It is the strategy of the Trustees to manage the revenue budget on a self-financing basis; hire charges are set to try to achieve this aim. Other out of course requirements are raised through grants and fundraising events.

14. Volunteers' Effort

14.1 Management costs are kept to a minimum using volunteers wherever possible. A prime example of this policy is Allen Jones who cuts the grass and keeps the plot tidy. Other tasks which often go unnoticed are supervising and arranging boiler servicing, gas safety and servicing, arranging insurance, licenses, grants etc. and often involve team effort and Peter Robinson, Steve Oxenham and Dianne Oxenham led this teamwork.

14.2 In addition, Trustees give in the region of 60 hours a month for meetings and an incalculable number of hours per annum organizing and running events. Also, most if not all stationery, printing ink for documents, photocopying, laminating etc., is donated free of charge.

15. Achievements 2023/24

15.1 New website up and running. Purchased chair sashes (now charging for use), 3 filling cabinets, storage boxes & sandwich board. The attempts during 2022/23 & 2023/24 to raise funds to refurbish the driveway following the refurbishment are ongoing, although it has been hard to get support for an outcome which is not very promotable. However, the Parish Council has offered to contribute £5,000 if the rest of the funding is raised.

16. Financial report

See separate document

17. Reserves Policy

The reserves policy which we adopted in July 2020 is used to ring fence any grants we receive for building improvements.

18. Communications-Newsletter & Website

Website

19.1 The last website was created on behalf of Hougham Village Hall by Richard Turner and was hosted by SquareSpace on an annual subscription basis and a booking system run using Acuity (Square Space's scheduling platform), enabling those who visit the site to book online for an event or hall hire. There are many benefits to having a website, which include convenience for those who like to book online and receive reminders of their bookings, reduced administration time for already overstretched Trustees, direct transfer of booking payments to the Hall's bank account via the platform Stripe and principally, of course, as the site where anyone can find out, for example, information about the Hall as a facility, the Constitution of the Hall and the popular 'What's On' section. However it was found that that particular website was quite expensive and did not suit our purpose and so it was agreed to move to a new website. The new website provided by a local Folkestone company whitefishmarketing.co.uk went live on 21/22 February 2024 at a cost of £720 which included a rebuild cost of £450 + VAT plus an annual web hosting cost of £240 + VAT. After a few teething troubles the website seems to be working well.

Website – wehoughamvillagehall.co.uk
 Email: houghamvillagehall.dover@gmail.com

Newsletter

The Hougham Herald Newsletter was relaunched in October 2022 and was distributed as hardcopy through letterboxes in West Hougham, Church Hougham and Hougham for the first three months thanks to a generous donation from Majestic Freight. Subsequently, an electronic version of the Newsletter has been uploaded onto the Hougham Village Hall website and those who wish to receive it can also ask to be emailed a copy. Sadly, unless we can find a new editor no further issues will be distributed as our Editor Alison Barker has resign from the post on 17/9/24. The Trustees wish to thank her for all her efforts in relaunching and ensuring regular monthly issues were made available up to September 2024.

Facebook

Facebook posts are administered by Steve Oxenham on behalf of the CIO and have proved to be a very effective way of publicising the activities of the Hall and to communicate quickly with those who subscribe to posts, widening the number of people with whom the Hall communicates. This may include last minute information, including cancellations. The number of posts is presently about 20 per month and, as awareness grows and more people subscribe, the number of people reached in this way will grow.

Hall Noticeboard & Sandwich Board

The Noticeboard & new sandwich board outside the Hall is an important source of information and everyone is encouraged to take a look at it when they pass by the Hall or are there for an event or activity. There are important notices, such as the announcement of the AGM, and also posters promoting activities and events at the Hall.

20. Future

20.1 Refurbishing the driveway and some tree surgeries are planned. It will probably be necessary to commission a building inspection survey in 2025 as it will be 5 years since the refurbishment took place.

21. Conclusion

The Trustees of Hougham Village Hall Trust CIO would like to thank everyone for their practical help and support throughout this reporting year. Without your active involvement we could not have done this, and we hope for your continued support.

The Trustees declare that they have approved the above report.

Signed on behalf of the Charity's trustees
Signature: Peter Robinson
Full name: Peter William Robinson
Position: Chairman
Date: 7 October 2024

Date	Account	
Accounts 01.07.2023-27.06.2024		
Income		
Hires:	3644.00	
Lottery	811.50	
Donations	432.00	
Pop up Pub	215.00	
Events	1581.70	
Hougham 100 Club	514.00	
Miscellaneous	274.00	
Bank Interest	69.92	
Grants		
Total	7542.12	
Expenses		0.00
Insurance	509.98	
Energy	940.36	
Water Rates	246.07	
Business Rates	172.17	
Boiler Service & Gas Certificate		
Fire Extinguisher Annual Service	83.40	
PRS/PPL Licence	163.43	
Lottery Licence	20.00	
Cleaning	1410.00	
Cleaning Materials	97.74	
PAT Testing	54.00	
TV Licence	162.50	
Misc	548.87	
ACRE Membership		
TENS Licence	21.00	
Repairs & Renewals		
Petty Cash		
Website	739.20	
Hougham 100 Club Winnings	275.00	
Refurbishment	1457.94	
Event Costs	1176.05	
V-Fast Wifi	299.76	
Grant for Tables 2022	-1033.33	
Total	7344.14	
Nett Profit/Loss	197.98	
Funds in Current Acc	£530.52	
Funds in Deposit Acc	£5,094.86	
Funds in P/Cash	£26.50	
Funds in Zumba Pot	£77.50	
Funds to Bank	£127.20	
Total	£5,856.58	
Di Owed £61.39		

HOUGHAM VILLAGE HALL TRUST

England & Wales - Charity number 1181034

Accounts



Hougham Village Hall Trust
Charitable Incorporated Organisation (CIO)

Registered Charity Number: 1181034

Trustees Annual Report
1 July 2022 – 30 June 2023

**The Management Committee's Review of the Year in
the context of the Hall's history.**

Hougham Village Hall, The Street, West Hougham, Dover CT15 7BG

INTRODUCTION BY THE TRUSTEES

Greetings to you all from the Trustees. As you may know, the Trustees of a Charitable Organisation (CIO) are required to produce a Trustees Annual Report and Financial Report every year to be sent to the Charity Commission, the regulator of charities. However, these Reports are also of use and interest to many others who have an involvement in the work of the Hall – the Parishioners who use the Village Hall (including the User Groups), local authorities and other grant-providing funders, and the many supporters of the Hall who donate or participate in the Hall's activities.

The Reports will give details of any grants we have received and how the money was spent. It will acknowledge and thank those who gave their professional expertise free of charge and also the many volunteers who make the work of the Hall possible. It will also record the Hall's progress and achievements during the year 1 July 2022-30 June 2023.

Please love and cherish your Village Hall so that we all – from West Hougham, Church Hougham, Hougham and beyond – have a venue where we can socialise, celebrate, exercise and even learn new things!

***Best wishes,
The Trustees***



A Curry Lunch at the Village Hall attended by 60 people from Hougham Without and beyond.

THE TRUSTEES

Nominated	User Group/Office held	Date if not full year	Reason
Chris Bryan	Parish Council	04/05/2023	Resigned and replaced by Steve Green as the User Group representative.
Mary Pressnell	Parochial Church Council	-	-
Elected		Term of office	
Alison Barker	Chair, Newsletter Editor	Elected 22/10/22 1/3 years	Completed 1 st year
Oliver Button	Trustee	Elected 22/10/22 1/3 years	Completed 1 st year
Christine Care	Functions sub-group, 100 Club, Dover Lotto, Coffee morning organizer	Re-elected 22/10/22 1/3 years	Completed 1 st year
Colin Care	Functions sub-group, 100 Club, Dover Lotto, Coffee morning organizer.	Elected 15/10/20 - served 3/3 years	Completed term in office. Standing for re-election
Steve Green	Trustee, Events Organiser	04/05/2023 1/3 years	Served as Trustee 5 months. Stood down to become PCC User Group Representative.
Carole Haines	Trustee/Minutes Secretary	04/05/23 1/3 years	Served 5 months. Standing again for re-election.
Dianne Joyce Oxenham *	Treasurer/Secretary, Building improvement & fundraising sub-group, Functions subgroup	Inaugural appointee Served 1/3 years	Completed 1 st year
Stephen John Oxenham	Vice Chair, Hall bookings Secretary, Building Improvement & fundraising subgroup, Functions sub-group & Website administrator	Elected 15/10/20 - served 3/3 years	Completed term in office. Not standing for re-election after more than 7 years of service.
Christopher John Stephens		Elected 15/10/21 - served 2/3 years	
Richard Trevor Turner	Fire Precautions Lead, Complaints lead, Building improvement & fundraising sub-group & Website lead & administrator.	Elected 15/10/20 - served 3/3 years	Not standing for re-election but has offered to continue his role as website lead & administrator

* Nominated as inaugural trustee for term shown following change of status from Trust to CIO on 6 December 2018

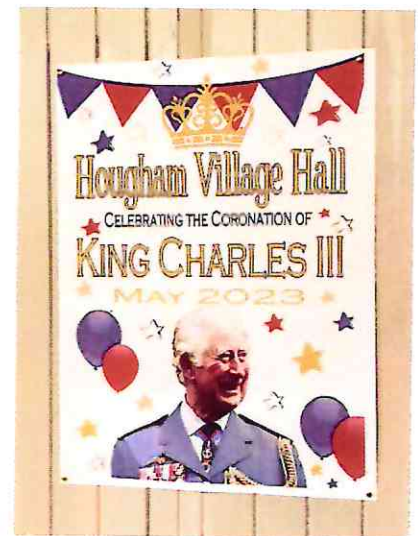
KEEP CALM AND CARRY ON: The Cost of Living Crisis & Pandemic impact

Despite mitigating measures by the Government, large increases in heating and fuel costs resulted in a cost of living crisis. People who might otherwise have hired the Hall or bought tickets to events sought to protect household incomes. In addition, since the Covid-19 pandemic, online activity has replaced face-to-face activity, causing a fall-off in people taking advantage of many of the Hall's events. It is unclear at this point whether this lifestyle change has been a permanent or temporary shift.

HALL EVENTS AND ACTIVITIES

Despite the difficulties, here are just some of the highlights of 1 July 2022-30 June 2023:

- ❖ Pop Up Pub – 11 times
- ❖ Musical Evenings – Robbie Williams Tribute Night/Pop Up Cabaret (Valentine's Day)
- ❖ Royal events – Queen's funeral/King's Coronation
- ❖ Historical walks x 3
- ❖ Quiz Nights x 2
- ❖ Curry Lunch
- ❖ Halloween Children's Party
- ❖ Christmas Children's Party
- ❖ Children's Easter Egg Hunt and Bonnet Parade
- ❖ The Lioness's Football Euro Final
- ❖ Garage Safari



These events were advertised through the Hougham Herald, the website and Facebook as well as posters being displayed on the noticeboard and elsewhere. The sandwich board in the centre of the Village, kindly maintained by Chris Care, one of the Trustees, also helped to spread the word.

REVENUE FROM PRIVATE HIRES

During the period 1 July 2022–30 June 2023, the Village Hall was also used on 180 separate occasions for private hires and commercial events. These were:

- ❖ Baby showers x 3
- ❖ Private parties x 4
- ❖ 50th birthday parties x 2
- ❖ Children's parties x 13
- ❖ Band practice x 1
- ❖ Christenings x 3
- ❖ Weddings x 1

In addition, regular fitness classes took place in the Hall:

- ❖ 61 Zumba classes
- ❖ 48 Yoga classes
- ❖ 44 Keep fit / Pilates Classes

Hires provide 36% of the Hall's total revenue for the Village Hall and events a further 28%. The Hall is used for meetings of the CIO, Hougham Without Parish Council and as a polling station.

The rates are as follows:

Description	Charge
Private hires	£12.50 per hour
Commercial	£20.00 per hour
Daily rate	Negotiable
Overnight rate	Negotiable
Deposit (refundable)	From £50, dependent upon type of Hall usage

During the pandemic, the Parish Council held its meetings online. We are delighted that the Council has now returned to holding meetings in the Village Hall, to which the public are invited.

THE HALL'S HISTORY AND CONSTITUTION

The Village Hall, then known as the 'Reading Room', passed into private hands from the Kent Coal Fields Syndicate on 27 July 1886. It was purchased by Arthur Evanson on 30 March 1920 and subsequently gifted to the villages in remembrance of his son and other brave men of the parish who lost their lives in WW1. The original conveyance was drawn up in 1920 and the Trust deed is dated 26 November 1935.

Over the years there were only a couple of trustees in office at any one time but on 1 February 1972 they resolved to exercise their power contained in the Trust Deed to appoint a committee of management and decided on a schedule which was to be followed by that committee. The Trust was formally entered on the Register of Charities on 30 September 1994 with the Registered charity number 1041193.

There were to be 2 elected members and 6 representative members as there were 6 groups using the hall. However, the number of user groups dwindled to 2 (Parish Council and Parochial Church Council), so the committee resolved on 13 March that, in addition to the nominated trustees and the existing provision of 2 co-opted members, there should be 5 elected members.

On 22 August 2018 the committee resolved to become a Charitable Incorporated Organisation. The new constitution dated 18 August 2018 was accepted and registered by the Charity Commission on 6 December 2018 as a new charity named "Hougham Village Hall Trust CIO" with a new charity number 1181034.

The CIO has the following stated aim:

"To establish and run a village hall and to promote for the benefit of the inhabitants of the parish of Hougham Without (area of benefit) without distinction of sex, orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or the public at large in interests of social welfare and with the object of improving the conditions of life of said inhabitants".

Hougham Village Hall Trust was subsequently closed down and all assets, including the hall and land, were transferred to the CIO.

The new constitution, which can be viewed on the Hougham Village Hall website says there must be a minimum of 3 charity trustees but does not specify a maximum. The existing trustees became the first trustees of the new charity serving terms of 4 years (2 members, The Chairman and Treasurer), 3 years (1 member) 2 years (1 member) to allow for a turnover of volunteers. Subsequent appointments by election or according to the ordinary practice of the management committee would be for terms of 3 years. Also, one trustee may be nominated from each of the user groups named above to serve a term of one year.

Representative members should be appointed not more than 1 month before the AGM where possible. Each organisation is required to notify the secretary of the committee of their representative. Any new or existing user group may apply for representation on the committee and may be appointed subject to the agreement of a two third majority of the management committee.

Apart from the inaugural trustees, charity trustees must be elected at an AGM at which all inhabitants of the area of benefit of 18 years and upwards are entitled to attend and vote. At the first and each subsequent AGMs all elected trustees reaching the end of their elected term of service shall retire from office unless by the close of the meeting the members have failed to elect sufficient charity trustees to hold a quorate (3 members) meeting of the charity trustees. Trustees can also be co-opted but must be appointed at a duly constituted meeting of the charity trustees.

On becoming a trustee a member must sign a Declaration of Acceptance and willingness to act in the sole interests of the charity. During 2023 Steve Green and Carole Haines were appointed Trustees in December 2022 and completed their Declarations.

The Constitution requires that no member should hold any interest in any property belonging to the charity otherwise than as a trustee for the purposes thereof or receive any remuneration or be interested in the supply of works or goods at the cost of the charity. Any member adjudged bankrupt or who makes a composition or arrangement with his creditors or who is incapacitated from acting or who communicates in writing to the committee a wish to resign shall thereupon cease to be a member (but only if enough charity trustees remain in office when the notice of resignation takes effect to form a quorum at meetings).

At the first meeting after the AGM, the committee elects from amongst all the trustees the following office holders - Chair, Vice Chair, Treasurer, and a Secretary. Peter Robinson stepped down as Chairman in October 2022 and was replaced as Chair by Alison Barker.

Full details about AGMs, elections, accounting, rules and trustee responsibilities are in the CIO constitution a copy of which can be found on our website

<https://www.westhoughamvillagehall.co.uk>

Vice Chairman Steve Oxenham and Treasurer Dianne Oxenham have been involved with the Hall for 6 years, first as a Trust and latterly as the CIO. They provide leadership as well as management of the day-to-day running of the Hall. The Trustees are very grateful to them for their commitment.

Steve will not be standing for election at the AGM due to personal reasons. The Trustees would like to thank him for all his hard work over the years.

VILLAGE HALL VOLUNTEERING 2022-23

The Committee would like to thank the many volunteers who support them. Management costs are kept to a minimum using volunteers wherever possible.

- ❖ Trustee Ollie Button, who repaired the Village Hall roof
- ❖ Tony and Jill Rawlins, who led a team of curry cooks who provide Curry Lunch at the Village Hall, raising £425 for the Village Hall.
- ❖ Helen Petulla and Sue Walker, who helped with King's Coronation event in the Village Hall.
- ❖ Henry Farrow, who delivered copies of the Hougham Herald and leaflets through letterboxes.
- ❖ Allen Jones, who cuts the grass and keeps the plot tidy.

Special mention should be given to the volunteering work of Trustee Colin Care who undertook, or contributed to, a substantial number of maintenance and repair tasks at the Village Hall. These were:

- ❖ Work on the storage container at the rear of the Hall (roof repair, shelving and building a cabinet).
- ❖ Groundworks (building concrete steps to patio doors, preparing the ground for the astroturf, and the removal of a concrete path).
- ❖ Installed blinds, painted the entrance hall and repaired the clock.
- ❖ Refurbished the patio tables.

Such tasks are often involve team effort and Peter Robinson, Steve Oxenham and Dianne Oxenham led this teamwork. Anyone else not mentioned, Thank You!

In addition, trustees give in the region of 60 hours a month for meetings and an incalculable number of hours per annum organising and running events. Also, most if not all stationery, printing ink for documents, photocopying, laminating etc., is donated free of charge.

FUNDING STRATEGY & OTHER POLICIES

It is the strategy of the Trustees to manage the revenue budget on a self-financing basis; hire charges are set to try to achieve this aim. Additional funding requirements are met by raising grants and through holding fundraising events.

HVHT CIO has been awarded two grants, both of which were from Dover District Council.

- ❖ £1,739.83 towards the new awning
- ❖ £1,033.33 towards new tables.

During 2022/23 attempts were made to raise funds to refurbish the driveway following the successful completion of the refurbishment of the Village Hall. These attempts are ongoing, although it has been hard to get support for an outcome which is not very promotable. However, the Parish Council has offered to contribute £5,000 if the rest of the funding is raised.

Hiring agreement

Use of the village hall is subject to a Hiring Agreement which must be signed by the hirer when booking. It sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement. Anyone running exercise classes, fitness groups, yoga or other groups holding physical activities whether they be a commercial enterprise or run on a voluntary basis is required to hold their own stand-alone public liability insurance.

Bookings can be made on-line via the hall's website; the rates are reviewed annually at the beginning of each year and the new charges come into operation on 1 April each year unless the need for an earlier review arises.

Reserves Policy

The reserves policy which we adopted in July 2020 is used to ring fence any grants we receive for building improvements.

The 100 Club and Dover Lotto

The 100 Club is a very helpful way for people to support the Village Hall by buying lottery tickets. This year the number of supporters increased from 59 to 63. Another way of supporting the Village Hall is through the Dover Lotto and in 2022/23 there were 13 supporters who bought 31 tickets in

total. Dover Lotto is run by a private company for Dover DC. It's a weekly on-line lottery which costs £1 per ticket. 60% or 60p of that price goes to good causes and if you nominate the hall 50p comes to us and 10p to Dover Community Fund, 20p goes towards prizes and the remaining 20p is for running costs and VAT.

Licenses

The Hall has a premises license (not including alcohol) and is registered with Dover District Council for small society lotteries i.e., 100 Club. The Hall has a Performing Rights Society and Public Performance license for live and recorded music, a TV license and a broadband license. Two Temporary Event Notices (TENS) were applied for in 2022-23 for running a bar at two events.

Insurance

The Management Committee acknowledges that it is under a legal obligation to protect the building, its users and employees/ self - employed contractors through adequate and appropriate insurance. The Village Hall was insured by Ansvar Insurance from 27/05/2018-26/05/2023 with respect to property damage (buildings insurance), contents, public liability, employers' liability. This year a better quote was obtained from Zurich Insurance Group, which is now the Hall's insurers.

Health & Safety/Building Issues

Gas appliances and portable electrical appliances are tested by qualified person annually. Fire-fighting appliances are inspected annually under contract with the supplier. Volunteers from the Committee carry out other maintenance checks. A Fire Safety Risk Assessment is updated annually by the Committee's own Fire Safety Officer as required by law.

A building condition survey was last carried out in 2011 but the refurbishment has allowed us to carry out a thorough review and a full survey is not now required until 2025.

Safeguarding Policy

We have recently agreed a Safeguarding policy which closely follows that recommended by both the Charity Commission and ACRE to ensure the safety of vulnerable adults and children although we always ensure that a parent acts as a responsible adult for any event solely for children. Both

Health & Safety & Safeguarding are standing items on the agenda for all Management Committee meetings.

Risk Assessment

Regular Risk Assessments have been carried out before any out-of-the-ordinary event.

Policies and Procedures

To maintain quality standards and to guide the Management Committee in exercising its duty of care to members, contractors, and users of the hall we require a variety of policy documents. We now have the following policy documents which are subject to regular review: -

- 1) Administration Policy & Procedures
- 2) Finance Policy
- 3) General Fire & Risk Assessment
- 4) Hiring Agreements (Revised 2021)
- 5) Hougham 100 Club
- 6) Insurance
- 7) Licenses
- 8) Current User Groups
- 9) Charitable Objectives
- 10) Conflict of Interest Policy
- 11) Policy on General Data Protection Regulations
- 12) Communication and Complaints
- 13) Trustees' declaration on taking up office
- 14) Environmental Policy
- 15) Reserves Policy
- 16) Fire Safety Management Plan+
- 17) Key logbook – Procedures
- 18) Safeguarding Policy
- 19) Trustee Handbook

HOW WE COMMUNICATE WITH YOU

Hougham Village Hall website
<https://www.westhoughamvillagehall.co.uk>
Email: houghamvillagehall.dover@gmail.com

We encourage everyone to be a regular visitor to the Hougham Village Hall website. There's a wide range of information about the Hall and how it conducts its business, but also it will keep you informed about any events and activities coming up.

The Hougham Herald Newsletter can be downloaded from the website or you can ask to have a copy emailed to you.

Website

The website was created on behalf of Hougham Village Hall by Richard Turner, a Trustee, on a voluntary basis. The site is hosted by SquareSpace on an annual subscription basis and a booking system is run using Acuity (SquareSpace's scheduling platform), enabling those who visit the site to do an online booking for an event or hall hire. There are many benefits to having a website, which include convenience for those who like to book online and receive reminders of their bookings, reduced administration for already overstretched Trustees, direct transfer of booking payments to the Hall's bank account via the platform Stripe and principally, of course, as the site to which anyone can find out information about the Hall as a facility, the Constitution of the Hall and the popular 'What's On' section. Richard is moving away from the Village, so is standing down from the CIO at the AGM, but has offered to continue to run the website on behalf of the Hall, an offer gratefully received by the Committee as technical expertise is required.

Newsletter

The Hougham Herald Newsletter was relaunched in October 2022 and was distributed as hardcopy through letterboxes in West Hougham, Church Hougham and Hougham for the first three months after relaunch thanks to a generous donation from Majestic Freight. Subsequently, an electronic version of the Newsletter has been uploaded onto the Hougham Village Hall website. This is not a popular option, so further attempts are being made to find a way to print and deliver it. Grant funding is not available for ongoing activities, so other ways are being presently being sought.

Starting from November 2023 Hougham Parish Council has requested a page in each issue. During 2022-23, there were regular contributions from vicar Brian Williams, who writes 'From the Vicarage' and supplies the Church Service dates and also Nature Diary by Tony Rawlins. Trustee

Steve Oxenham has also prompted contributions such as 'Hougham Hounds'. It is hoped that the Newsletter will grow from strength to strength as even more people get involved.

Facebook

Facebook has proved to be a very effective way of publicising the activities of the Hall and communicating quickly with those who subscribe to posts with last minute information, including cancellations. The number of posts is presently about 20 per month and, as awareness grows and more people subscribe, the number of people reached in this way is increasing.

Hall Noticeboard

The Hall Noticeboard is an important source of information and we encourage everyone to take a look at it when they pass by the Hall or are there for an event or activity. There are important notices, such as announcing the date of the AGM, and also posters promoting activities and events at the Hall.

ACHIEVEMENTS

The Achievements have been covered in detail in the sections above. However, you may have noticed that a new awning was installed at the rear of the Hall during the year.



THE FUTURE

Since the start of the CIO in 2018, Steve Oxenham (Vice Chairman) and Dianne Oxenham (Treasurer) have had to take on an ever-increasing workload running the Village Hall. This has become unsustainable so they have identified the need for the Village Hall Committee to recruit a Caretaker on a part time basis. This has been recommended after a careful assessment of where the need for Village Hall support is greatest. Once the role has been designed and costed, it will be advertised locally and it is very much hoped that we will find someone living in the Hall's surrounding area to take up this opportunity.

Refurbishing the driveway and some tree surgery are also planned for the future.

SOURCES OF ADVICE AND SUPPORT

Villagers of the Parish of Hougham Without
Peter Robinson
Hougham Without Parish Council
Dover District Council
Kent County Council
Funding for All
Mowll & Mowll Solicitors
Dan Codrea, DC Architecture Ltd
Streetz2Streetz

The Trustees would like to formally thank these individuals and organisations for working with us during the year 1 July 2022 to 30 June 2023

CONCLUSION

The Trustees of Hougham Village Hall Trust CIO would like to thank everyone for their practical help and support throughout this reporting year. Without your active involvement we could not have done this, and we hope for your continued support.



The Trustees declare that they have approved the above report.

Signed on behalf of the Charity's trustees

Signature: Alison Barker

Full name: Alison Barker

Position: Chair

Date: 14 October 2023

July		PUP	100 Club	P/C	Events	Donations	Grants	Bank Intere	Misc
01.07.17	Hanging Hougham	5.00							
02.07.17	Natwest Bank Interest							0.02	
02.07.17	Garage Safari	40.00							
12.07.17	Zumba	7.50							
14.07.17	Hougham Parish Council						600.00		
19.07.17	Zumba	7.50							
21.07.17	Heart of Hougham music evening	25.00							
26.07.17	Zumba	7.50							
28.07.17	Pop up Pub		20.35	-25.00					
August									
02.08.17	Gardening Club	15.00							
04.08.17	Paul Clements	25.00							
07.08.17	Fete Meeting	12.50							
08.08.17	Clairoyant Evening	30.00							
08.08.17	Subscription 100 Club		192.00						
08.08.17	Mrs Mulloy					50.00			
12.08.17	Gardening Club	60.00							
15.08.17	Mrs H Scopes					50.00			
15.08.17	Mrs D Hastie					25.00			
21.08.17	Fete Meeting	12.50							
25.08.17	Pop up Pub		26.00	-25.00					
25.08.17	Streetz to Streetz					20.00			
31.08.17	NatWest Bank Interest							0.02	
September									
04.09.17	Fete Meeting	12.50							
05.09.17	100 Club		24.00						
06.09.17	Gardeners Club	15.00							
07.09.17	Yoga	10.00							

08.09.17	Fete Meeting	15.00				
11.09.17	Fete Meeting	12.50				
10.09.17	Yoga	30.00				
13.09.17	Zumba	7.50				
13/14.09.17	fete Music rehersal	20.00				
14.09.17	Yoga	10.00				
15.09.17	100 Club		288.00			
15.09.17	Fete Decoration	10.00				
16.09.17	Fete Day	30.00			1421.69	
17.09.17	Fete Clear up Day	20.00				
22.09.17	Scentsy Party	20.00				
20.09.17	Zumba	7.50				
26.09.17	Mrs L Appd				5.00	
26.09.17	100 Club		240.00			
27.09.17	Zumba	7.50				
29.09.17	Pop up Pub		34.00	-25.00		
29.09.17	Streetz to Streetz				10.00	
29.09.17	Natwest Bank Interest					0.02
30.09.17	Fete Debrief	20.00				
October						
04.10.17	Gardeners Club	15.00				
04.10.17	100 Club		144.00			
07.10.17	Jules Hales Charity Coffee Morning	25.00				
08.10.17	Church Harvest Festival	12.50				
11.10.17	Zumba	9.50				
12.10.17	Mrs Mulloy				20.00	
12.10.17	Donation				3.10	
12.10.17	PCC Harvest Supper	15.00				
12.10.17	100 Club		60.00			
15.10.17	Ria/Carol	30.00				
18.10.17	Zumba	9.00				
19.10.17	Yoga	13.00				

19.10.17	100 Club		24.00		
27.10.17	Pop up Pub	39.05	-25.00		
27.10.17	Streetz to Streetz			10.00	
29.10.17	Private Party	20.00			
30.10.17	100 Club		64.00		
30.10.17	Halloween Set up	10.00			
31.10.17	Halloween Party	27.50			
31.10.17	Natwest Bank Interest				0.02
November					
02.11.17	Yoga	13.00			
03.11.17	Abba Evening	32.50			
04.11.17	Gardeners Club	15.00			
05.11.17	Chris Martin	50.00			
07.11.17	100 Club		12.00		
08.11.17	Zumba	10.00			
09.11.17	Yoga	13.00			
07.11.17	100 Club	12.00			
07.11.17	Mrs J Whitnall			25.00	
12.11.17	Ted Peel Charity Coffee/Teas	20.00			
15.11.17	Zumba	9.50			
16.11.17	Yoga	13.00			
17.11.17	Quiz			255.00	
17.11.17	Raffle			102.00	
18.11.17	Songs From Musicals	32.50			
15.11.17	Zumba	9.50			
21.11.17	Yoga	25.00			
23.11.17	South Eastern Networks wayleave				20.08
24.11.17	Pop up Pub	48.06			
24.11.17	100 Club		-25.00		
25.11.17	Wreath Making	25.00			
29.11.17	Zumba	9.50			
30.11.17	Bank Interest				0.08

December

01.12.17	Jewelry Party	7.50				
02.12.17	Christmas Fair	20.00				
02.12.17	Carole & Maureen Table				67.50	
03.12.17	Private Party	15.00				
06.12.17	Psychic Evening	30.00				
10.12.17	Carol Service Church					
16.12.17	Childrens Xmas Party	25.00				
15.12.17	Pop Up Pub		19.00	-50.00		
15.12.17	Streetz to streetz				20.00	
15.12.17	Donation Joy Hancock 100 Club				50.00	
25.12.17	Christmas Dinner	25.00			150.00	
29.12.17	Bank Interest					0.10
31.12.17	New Years Eve Party	30.00				
January						
02.01.18	Mr A Finnis					30.00
06.01.18	Chris Stephens Party	40.00				
08.01.18	Zumba	9.50				
20.01.18	Private Party	20.00				
20.01.18	Ghost Walk	38.00				
20.01.18	coffee & Tea	2.50				
22.01.18	Zumba	9.50				
26.01.18	Pop Up Pub		30.00	-25.00		
29.01.18	Zumba	9.50				
31.01.18	Bank Interest					0.11
February						
12.02.18	Zumba	8.00				
14.02.18	Robbie Williams Tribute Band	40.00				
15.02.18	Dover Gymnastics	25.00				
19.02.18	Zumba	0.00				
23.02.18	Pop Up Pub		31.50	-25.00		
23.02.18	Streetz to Streetz				20.00	

24.02.18	Rugby	20.00					
26.02.18	Zumba	7.00					
	100 Club additions		47.00		1		
28.02.18	Bank Interest						0.09
March							
05.03.18	Zumba	9.00					
07.03.18	Gardeners Group Meeting	15.00					
07.03.18	Mothering Sunday Church Service	5.00					
11.03.18	Zumba	9.00					
12.03.18	Parish Council Meeting						
13.03.18	Parish Council contribution cleaning					600.00	
13.03.18	Parish Council last years Hire Invoice	170.00					
13.03.18	Rugby	48.00					
17.03.18	Zumba	9.00					
19.03.18	KCC					5000.00	
19.03.18	Village Hall Trust Meeting	0.00					
19.03.18	Zumba	9.00					
21.03.18	Village Hall Trust Meeting						
24.03.18	Gym	5.00					
24.03.18	Zumba	9.00					
25.03.18	Gym	5.00					
27.03.18	Parish Meeting						
27.03.18	Gym	5.00					
29.03.18	100 Club						
30.03.18	Pop up Pub		22.40	-25.00			
30.03.18	Easter Raffle				44.00		
30.03.18	Wendy/Gareth					20.00	
31.03.18	Zumba	9.00					0.18
Apr-18							
01.04.18	Gym	5.00					
03.04.18	Gym	5.00					

04.04.18	Gardeners Club	15.00			
06.04.18	Gardeners set up	15.00			
07.04.18	Gardeners Spring Fair	40.00			
07.04.18	Anniversary Private Party	32.50			
08.04.18	Gym	5.00			
08.04.18	Dog First aid Course	26.00			
10.04.18	Gym	5.00			
10.04.18	Parish Meeting				
12.04.18	Gym	5.00			
13.04.18	Psychic Evening	40.00			
15.04.18	Gym	5.00			
16.04.18	Zumba	9.00			
18.04.18	Gym	5.00			
19.04.18	Gym	5.00			
19.04.18	Parish Council				300.00
21.04.18	Zumba	9.00			
21.04.18	Abba Evening	30.00			
22.04.18	Gym	5.00			
23.04.18	Zumba	9.00			
24.04.18	Gardeners Club	15.00			
25.04.18	Gym	5.00			
26.04.18	Gym	5.00			
27.04.18	Pop Up Pub		61.20		
27.04.18	Additons to 100 Club			48.00	
27.04.18	100 Club Winnings			-25.00	
27.04.18	Aiden Lowry				25.00
28.04.18	Zumba	9.00			
29.04.18	Gym	5.00			
29.04.18	Private Party	39.00			
30.04.18	Zumba	9.00			0.44
May-18					
02.05.18	Gardeners Club	15.00			

05.05.18	Zumba	9.00			
06.05.18	Gym	5.00			
07.05.18	Zumba	9.00			
08.05.18	Gym	5.00			
08.05.18	Parish Meeting				
12.05.18	Zumba	9.00			
13.05.18	Gym	5.00			
14.05.18	Zumba	9.00			
15.05.18	Gym	5.00			
15.05.18	Village Meeting				
19.05.18	Royal Wedding			203.50	
20.05.18	Gym				
21.05.18	Zumba	9.00			
22.05.18	Gym	5.00			
24.05.18	Gym	5.00			
25.05.18	Pop up Pub		72.00		
25.05.18	100 Club Winnings		-25.00		
25.05.18	Gareth Western			25.00	
26.05.18	Zumba	9.00			
27.05.18	Gym	5.00			
27.05.18	Folkestone Cadets	75.00			
28.05.18	Zumba	9.00			0.35
Jun-18					
02.06.18	Zumba	9.00			
04.06.18	Zumba	9.00			
06.06.18	Gardeners Club	15.00			
07.06.18	Gym				
09.06.18	Zumba	0.00			
09.06.18	Irish Music	30.00			
10.06.18	Gym	5.00			
11.06.18	Zumba	9.00			
12.06.18	Parish Council				

13.06.18	Village Hall Trustees meeting								
16.06.18	Zumba	9.00							
17.06.18	Gym	5.00							
18.06.18	Zumba	9.00							
23.06.18	Zumba	9.00							
24.06.18	Gym								
25.06.18	Zumba	9.00							
29.06.18	Pop Up Pub		41.00					0.31	
30.06.18	Zumba								
		2323.00	444.56	843.00	604.50	2018.29	6500.00	1.74	50.08

£11.38 per day to run

03.07.17	Gill Parker Cleaning	96.00 last financial year		
04.07.17	Paper Towels	21.00		
14.07.17	Ansvar Ins		86.32	
24.07.17	Administration	26.25		
24.07.17	Website	57.31		
31.07.17	Gill Parker Cleaning		108.00	
28.07.17	100 Club winnings			
08.08.17	Gill Parker Cleaning		24.00	
16.08.17	Ansvar Insurance		86.27	
17.08.17	Affinity Water			99.01
23.08.17	Gill Parker Cleanin		24.00	
25.08.17	100 Club Winnings			
29.08.17	Gill Parker Cleanin		24.00	
04.09.17	Tea Lights	2.00		
13.09.17			24.00	
11.09.17	British Gas Gas	45.59		

11.09.17	British Gas Electricity		63.09		
18.09.17	Ansvar Insurance			86.27	
25.09.17	McCrystal Heating Boiler Service	84.00			
19.09.17			24.00		
29.09.17	Gill Parker Cleaning		24.00		
29.09.17	100 Club winnings				
04.10.17	Gill Parker Cleaning		24.00		
11.10.17	Gill Parker Cleaning		24.00		
10.10.17	Cleaning materials	7.90			
13.10.17	Window Cleaner	8.00			
17.10.17	Gill Parker Cleaning		24.00		
17.10.17	Ansvar Ins			86.27	
18.10.17	Toilet Rolls	3.35			
23.10.17	Toilet Rolls	8.00			

25.10.17	Gill Parker Cleaning		24.00	
27.10.17	100 Club Winnings			
31.10.17	Rubber Door Mat	7.99		
31.10.17	Office Sundries	48.49		
31.10.17	Gill Parker Cleaning		24.00	
02.11.17	Dry Home Solutions			888.54
08.11.17	Gill Parker Cleaning		24.00	
14.11.17	Gill Parker Cleaning		24.00	
17.11.17	Ansvar Insurance			86.27
17.11.17	Quiz Expenses	32.69		
24.11.17	100 Club Donation			
30.11.17	Cleaning Materials	20.35		
25.11.17	Gill Parker Cleaning		24.00	

01.12.17	Gill Parker Cleaning		24.00	
08.12.17	Gill Parker Cleaning		24.00	
13.12.17	DDC Lottery Registration	20.00		
14.12.17	Atman Pat Testing	54.00		
11.12.17	Gill Parker Cleaning		24.00	
17.12.17	British Gas Electricity Bill	79.11		
15.12.17	100 club			
18.12.17	Ansvar Ins		86.27	
17.12.17	British Gas Bill	118.08		
31.12.17	Gill Parker Cleaning		24.00	
12.01.18	Affinity Water Bill			69.41
15.01.18	PRS/PPL Licence fee	117.60		
16.01.18	Ansvar Insurance		86.27	
24.01.18	Storage Boxes/Baloons	13.95		
26.01.18	100 Club			
31.01.18	Cleaning Materials	6.90		
31.01.18	Gill Parker Cleaning		150.00	
16.02.17	Ansvar Insurance		86.27	
26.02.18	ACRE Convention 2018	30.00		

26.02.18	100 prize			
28.02.18	Gill Parker Cleaning		120.00	
04.03.18	Ladder Storage Door Stop	117.79		
07.03.18	Hasp & Staple	3.99		
10.03.18	Wood for Shelves	56.25		
11.03.18	Padlock x2 /Bolt	20.56		
14.03.18	British Gas Electricity Bill		78.92	
15.03.18	British Gas Bill		197.54	
16.03.18	Ansvar Insurance			86.27
19.03.18	3 x Keys Cut	16.45		
27.03.18	Storage Boxes	10.00		
26.03.18	Sign	3.18		
25.03.18	Vinyl Tape & Batteries	17.44		
30.03.18.	100 Club Prize			
31.03.18	ACRE Membership	40.00		
31.03.18	Cleaning Materials	5.00		
31.03.18	Gill Parker Cleaning		127.50	
04.04.18	Gill Parker Cleaning		30.00	

04.04.18	FirstAid4 Less Box & Accid Book	46.38		
04.04.18	Signs	13.10		
10.04.18	Gill Parker Cleaning		30.00	
11.04.18	Mop & Toilet Brushes	11.00		
16.04.18	M-Fire Ltd	135.47		
16.04.18	Paint and Timber/battern	28.86		
17.04.18	Ansvar Insurance			86.27
19.04.18	Gill Parker Cleaning		30.00	
24.04.18	Gill Parker Cleaning		30.00	
02.05.18	Gill Parker Cleaning		30.00	

02.05.18	Floor Cleaner	3.00		
02.05.18	Bin Bags	1.99		
08.05.18	Gill Parker Cleaning		30.00	
09.05.18	Warick & Warick			2665.62
22.05.18	Gill Parker Cleaning		30.00	
04.06.18	Gill Parker Cleaning		30.00	
	Bin Bags	2.98		
11.06.18	Gill Parker Cleaning		30.00	
12.06.18	British Gas Electricity Bill	66.44		

13.06..18	British Gas Gas Bill	133.05					
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21.06.18	Gill Parker Cleaning					30.00	
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21.06.18	Voucher for Allen re grass cuttin	50.00					
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		1153.22	781.82	1237.50	862.75	168.42	3554.16
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	Date	Account Current	Account Deposit	Account Petty Cash		
Opening Balance	03.07.17	1002.93	2316.02	177.46	3496.41	
					12785.17	
					16281.58	
					-7757.87	
Income					8523.71	
Hires:		2323.00				
Donations		2018.29				
Pop up Pub		444.56				
Events		604.50				
Hougham 100 Club		1143.00				
Hougham 100 Club Winnings		-300.00				
Miscellaneous		50.08				
Bank Interest		1.74				
Grants		6500.00				
Total		12785.17				
Expenses						
Insurance		-862.75				
Energy		-781.82				
Water Rates		-168.42	14.12.16 to 05.01.18			
Boiler Service & Gas Certificate		-84.00				
Fire Extinguisher Annual Service		-135.47				
PRS/PPL Licence		-117.60				
Lottery Licence		-20.00				
Cleaning		-1237.50				
PAT Testing		-54.00				
Hougham 100 Club						
Misc Cleaning Materials/Admin		-614.84				
ACRE Membership		-40.00				
ACRE Convention		-30.00				
Warick & Warick Roof Repair		-3554.16				
Website		-57.31				
Total		-7757.87				
Closing Balance		981.50	7757.06	0.00	8738.56	214.85
			Previous Financial Year Gill Parker			-96.00
			Direct Debits for energy bills			-105.00
			Difference more in the bank			13.85

Jul-18		Balance	981.50 Lottery	PUP	100 Club	P/C	Events	Donations	Grants	Bank Interest
01.07.18	Gym Club	5.00								
01.07.18	Childrens Party	30.00								
02.07.18	Zumba	9.00								
07.07.18	Zumba	9.00								
08.07.18	Gym Club	5.00								
09.07.18	Zumba	9.00								
10.07.18	Parish Council Meeting									
14.07.18	Zumba	9.00								
15.07.18	Gym Club	5.00								
16.07.18	Zumba	9.00								
20.07.18	Quiz Night						58.30			
21.07.18	Zumba	9.00								
22.07.18	Gym Club	5.00								
22.07.18	BBQ HOH		100							
23.07.18	Zumba	9.00								
27.07.18	Pop Up Pub			40.00						
27.07.18	Sue Robinson Donation				-25.00			25.00		
28..07.18	Zumba									
30.07.18	Anna Lisa Devoil Donation							30.00		
30.07.18	Zumba	9.00								
31.07.18	Parish Council Meeting									0.34
Aug-18										
01.08.18	Gardeners Club Meeting	15.00								
03.08.18	Gardeners Show Set Up	15.00								
04.08.18	Gardeners Show Set Up	45.00								
05.08.18	Garage Safari	30.00								
05.08.18	Peter & Sue Robinson							30.00		
06.08.18	Zumba	9.00								
11.08.18	Zumba	9.00								
12.08.18	Gym	5.00								
13.08.18	Zumba	5.00								

18.08.18	Zumba					
22.08.18	Village Hall Meeting					
27.08.18	Gym	5.00				
29.08.18	HOH AGM	20.00				
31.08.18	Pop Up Pub		21.00			
31.08.18	Shirley Humphries			-25.00	25.00	0.32
Sep-18						
03.09.18	Ryan Davies				20.00	
03.09.18	Zumba	9.00				
05.09.18	Gardeners Club Meeting	15.00				
08.09.18	Zumba	9.00				
10.09.18	Zumba	9.00				
11.09.18	Parish Council Meeting					
13.09.18	100 Club Membership	Mark/Jane/Richard/Anne/		48.00		
15.09.18	Zumba	9.00				
15.09.18	Party in the Park HOH	20.00				
17.09.18	Zumba	9.00				
19.09.18	Village Hall Meeting					
22.09.18	Zumba	9.00				
24.09.18	Zumba	9.00				
28.09.18	Pop Up Pub		38.00			0.28
	Joy Hanncock			24.00		
	Dapphne Hastie			48.00		
	Simon Hastie			24.00		
	Peter & Sue Robinson			24.00		
	Jean Whitnall			36.00		
	Val & Keith Duncan			24.00		
	Helen Scopes			24.00		
	Sally			24.00		
	100 Club Winnings			-25.00		
	Steve & Di Oxenham			24.00		
Oct-18						

01.10.18	Zumba	9.00		
03.10.18	Gwen's Wake	21.00		
03.10.18	Gardeners Club	15.00		
06.10.18	Zumba	9.00		
08.10.18	Zumba	9.00		
13.10.18	Zumba	9.00		
14.10.18	Harvest Festival Church	5.50		
15.10.18	Village Hall AGM			
15.10.18	Andrew Finnis 100 club		24.00	
16.10.18	Chris Stephens 100 club		24.00	
17.10.18	Zumba	0.00		
20.10.18	Zumba	9.00		
20.10.18	Simon's Party	20.00		
22.10.18	Zumba	9.00		
26.10.18	Pop Up Pub		34.00	
26.10.18	100 Club Winnings		-25.00	
26.10.18	Brian Humphries 100		24.00	
26.10.18	Tina & Allen		24.00	
26.10.18	Maureen Potts		12.00	
	Mary		12.00	
27.10.18	Ghost Walk	20.00		
29.10.18	Zumba	9.00		
31.10.18	Childrens Halloween	20.00		1.22
Nov-18				
03.11.18	Dog First aid Course	50.00		
07.11.18	Gardeners Club	15.00		
10.11.18	Zumba	9.00		
11.11.18	Rememberance Service	27.40		
12.11.18	Zumba	9.00		
13.11.18	Parish Council Meeting			
14.11.18	Village Hall Meeting			

17.11.18	Zumba	5.00				
19.11.18	Zumba	9.00				
27.11.18	Scentsy Party	15.00				
30.11.18	Electric wayleave					
30.11.18	Pop Up Pub		54.00			
30.11.18	Rachel Hogbin 100 club			24.00		
30.11.18				-25.00		
30.11.18	D Oxenham Donation				25.00	
30.11.18	Parish Council Grant					1956.00
30.11.18	P Ulllyut			24.00		
30.11.18	Brian & Shirley Humphries			24.00		
30.11.18	Tony & Jill Rawlings			24.00		1.19
Dec-18						
01.12.18	Private Party	175.50				
10.12.18	Zumba	5.00				
12.12.18	Zumba	5.00				
15.12.18	Christmas Fayre	100.00				
15.12.18	Raffle				155.60	
15.12.18	Cakes Teas Bacon Rolls				99.07	
16.12.18	Church Carol Service					
17.12.18	Zumba	5.00				
21.12.18	Pop up Pub		30.00			
21.12.18	Maureen Potts winner			-50.00		
22.12.18	Childrens Christmas Part	20.00				
31.12.18	New Years Party	40.00				
31.12.18	Bank Interest					1.23
Jan-19						
07.01.19	Zumba	5.00				
08.01.19	Parish Coucil Meeting					
11.01.19	Clairvoyant Evening	50.00				

11.01.19	Coffee & Cakes				20.52
11.01.19	Raffle				44.00
12.01.19	Zumba	5.00			
14.01.19	Zumba	9.00			
16.01.19	Village Hall Committee				
19.01.19	Zumba	9.00			
19.01.19	Private Party	80.00			
21.01.19	Zumba	9.00			
25.01.19	Pop up Pub		34.50		
25.01.19	Streetz 2 Streetz				10.00
25.01.19	Dan 100 club			12.00	
26.01.19	Zumba	9.00			
28.01.19	Zumba	9.00			
31.01.19	Bank Interest				1.23

Feb-19

02.02.19	Zumba	9.00			
04.02.19	Zumba	9.00			
09.02.19	Zumba	9.00			
11.02.19	Zumba	9.00			
16.02.19	Zumba	9.00			
17.02.19	Private Party	40.00			
18.02.19	Zumba	9.00			
22.02.19	Pop up Pub		33.00		
22.02.19	Rachel Hogben Winner			-25.00	
22.02.19	Justine Stephens Winner			-25.00	
23.02.19	Zumba	9.00			
25.02.19	Zumba	9.00			
27.02.19	Village Hall Committee				
28.02.19	Bank Interest				1.27

Mar-19

04.03.19	Zumba	5.00			
06.03.19	Dover Lottery		19.00		
06.03.19	Gardeners Club	10.00			
09.03.19	Zumba	5.00			
11.03.19	Village Hall special meeting				
12.03.19	Parish Council Meeting				
16.03.19	Zumba	9.00			
18.03.19	Zumba	9.00			
23.03.19	Christening	75.00			
25.03.19	Zumba	5.00			
29.03.19	Pop up Pub		37.00		
29.03.19	Interest	1.31			1.31
30.03.19	Zumba	9.00			
Apr-19					
01.04.19	Zumba	9.00			
02.04.19	Lottery		101.00		
03.04.19	Gardeners Club	10.00			
04.04.19	Village Hall Meeting				
05.04.19	Gardeners set Up	15.00			
06.04.19	Gardeners Spring Show	55.00			
07.04.19	Children's Birthday Party	26.00			
08.04.19	Zumba	5.00			
11.04.19	Parish Council Hire	170.00			
13.04.19	Zumba	9.00			
15.04.19	Zumba	9.00			
20.04.19	Zumba	9.00			
24.01.19	Church Meeting	5.00			
26.04.19	Pop up Pub		40.00		
26.04.19	Simon Hastie winner			-25.00	
26.04.19	Steve Oxenham Winner			-25.00	25.00
26.04.19	Helen Scopes Donation				10.00

27.04.19	Zumba	9.00			
29.04.19	Zumba	9.00			
30.04.19	Parish Council Meeting				
30.04.19	Bank Interest				1.52
May-19					
01.05.19	Gardeners Meeting	15.00			
02.05.19	DDC Polling Station	260.00			
03.05.19	Clairvoyant Eveing	10.00		56.50	
04.05.19	Zumba	9.00			
06.05.19	Zumba	9.00			
07.05.19	Village Meeting	15.00			
08.05.19	Lottery		132.50		
11.05.19	Zumba	9.00			
13.05.19	Zumba	5.00			
14.05.19	Parish Council Meeting				
15.05.19	Village Hall Meeting				
18.05.19	Zumba	5.00			
18.05.19	Village Meeting				
20.05.19	Zumba	5.00			
23.05.19	DDC Polling Station	260.00			
25.05.19	Zumba	5.00			
26.05.19	Cadets March	50.00			
31.05.19	Pop Up Pub		41.00		
31.05.19	Daphne Hastie Winner			-25.00	
31.05.19	Bank Interest				1.49
Jun-19					
01.06.19	Zumba	9.00			
03.06.19	Zumba	5.00			
04.06.19	Lottery		108.00		
05.06.19	Gardners Meeting	15.00			

08.06.19	Zumba	5.00							
09.06.19	Dog First Aid	50.00							
10.06.19	Zumba	5.00							
15.06.19	Zumba	5.00							
17.06.19	Zumba	5.00							
18.06.19	Parish Council Meeting								
22.06.19	Zumba	5.00							
22.06.19	Party in the Park								
24.06.19	Zumba	9.00							
28.06.19	Pop up Pub			37.90					
28.06.19	Dan Codrea winner			-25.00			25.00		
		2567.71	360.50	440.40	203.00	433.99	225.00	1956.00	11.40
	TV Licence								
30.04.19	Microwave Purchase							50.00	

Misc		Cleaning	Materials	Water	Gas Elect	Insurance	Legal	Lice/MemlRepairs/renewals
	01.07.18	Affinity Water		-73.60				
	01.07.18	Affinity Water		67.17				
	04.07.18	Hand Towels		43.08	Paid by SJO			
	05.07.18	Gill Parker Cleaning	30.00					
	09.07.18	Affinity Water		102.26				
	11.07.18	Gill Parker Cleaning	30.00					
	17.07.18	Cleaning Materials		6.00				
	17.07.18	Gill Parker Cleaning	30.00					
	17.07.18	Ansvar Insurance				90.87		
	16.07.18	British Gas						
	16.07.18	British Gas Electric						
	23.07.18	British Gas						
	27.07.18	Gill Parker Cleaning	30.00					
	31.07.18	British Gas Electric						
	31.07.18	Gill Parker Cleaning	30.00					
	06.08.18	Gill Parker Cleaning	30.00					
	16.08.18	Mowll & Mowll					500.00	
	14.08.18	Gill Parker Cleaning	30.00					
	16.08.18	Ansvar Insurance				90.74		

21.08.18	Gill Parker Cleaning	30.00		
28.08.18	Gill Parker Cleaning	30.00		
02.09.18	Gill Parker Cleaning	30.00		
03.09.18	British Gas Bill		106.65	
08.09.18	Opus Gas Supply		4.88	
10.09.18	British Gas Electricity		89.10	
10.09.18	Affinity water			
18.09.18	Ansvar Insurance			90.74
18.09.18	Gill Parker Cleaning	30.00		
27.09.18	Gill Parker Cleaning	30.00		

01.10.18	Gill Parker Cleaning	30.00		
08.10.18	Opus Energy		16.19	
08.10.18	Gill Parker Cleaning	30.00		
16.10.18	Gill Parker Cleaning	30.00		
16.10.18	Ansvar Insurance		90.74	
26.10.18	Gill Parker Cleaning	30.00		
30.10.18	Gill Parker Cleaning	30.00		
06.11.18	Gill Parker Cleaning	30.00		
16.11.18	Ansvar Insurance		90.74	
17.11.18	Gill Parker Cleaning	30.00		

21.11.18	Gill Parker Cleaning	30.00				
23.11.18	Opus Gas Supply			34.71		
25.11.18	Curtain Hooks & Gliders				36.00	Steve Owed
10.62 26.11.18	Gill Parker Cleaning	30.00				
08.12.18	Opus Energy			-17.68		
05.12.18	Gill Parker Cleaning	30.00				
12.12.18	Gill Parker Cleaning	30.00				
	Cleaning Materials		6.38			
18.12.18	Gill Parker Cleaning	30.00				
18.12.18	Ansvar Insurance			90.74		
19.12.18	Atman UK Pat Testing				54.00	
19.12.18	British Gas			87.37		
18.12.18	DDC Lottery Licence				20.00	
29.12.18	Polyfilla/paint/rollers					35.23 Di owed
31.12.18	Affinity Water		63.84			
02.01.19	British Gas			10.24		
04.01.19	Gill Parker Cleaning	30.00				
07.01.19	Gill Parker Cleaning	30.00				
08.01.19	Opus Energy			39.82		

10.01.19	Coffee & Milk		5.52		
10.01.19	Raffle		4.00		
15.01.19	Ansvar Insurance			90.74	
18.01.19	Gill Parker Cleaning	30.00			
22.01.19	Gill Parker Cleaning	30.00			
26.01.19	24 inch Broom				18.95
29.01.19	Gill Parker Cleaning	30.00			
01.02.19.	PPL/PTRS Licence				121.20
04.02.19	Gill Parker Cleaning	30.00			
08.02.19	Opus Energy		68.02		
10.02.19	Two Coat Hooks				59.90 Steve owed
15.02.19	Gill Parker Cleaning	30.00			
15.02.19	Ansvar Insurance			90.74	
18.02.19	Gill Parker Cleaning	30.00			
18.02.19	M-Fire				48.69
25.02.19	Gill Parker Cleaning	30.00			
27.02.19	Fire Action Notices				23.40 Di Owed

06.03.19	Gill Parker Cleaning	30.00			
06.03.19	Handwash		1.95		
08.03.19	Opus Energy			45.98	
11.03.19	Gill Parker Cleaning	30.00			
12.03.19	British Gas Electricity			63.11	
18.03.19	Ansvar Insurance			90.74	
26.03.19	Gill Parker Cleaning	30.00			
28.03.19	Hougham Heating			84.00	
	Toilet Seat & Taps				156.00
30.03.19	Weather Vane Repair				165.00 Steve Owed £130.00
01.04.19	Gill Parker Cleaning	30.00			
05.04.19	LCD Digital Sound Level				24.40 Di owed
06.04.19	Gill Parker Cleaning	30.00			
08.04.19	Opus Energy			46.02	
15.04.19	Gill Parker Cleaning	30.00			
16.04.19	Ansvar Insurance			90.74	
23.04.19	Gill Parker Cleaning	30.00			

30.04.19	Gill Parker Cleaning	30.00		
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08.05.19	Opus Energy			29.79
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08.05.19	Gill Parker Cleaning	30.00		
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08.05.19	Cleaning Materials		5.40	
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14.05.19	Gill Parker Cleaning	30.00		
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17.05.19	Tea Coffee Bread			17.47 Di owed
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22.05.19	Affinity Water		181.24	
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22.05.19	Affinity Water		-67.17	
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24.05.19	Gill Parker Cleaning	30.00		
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01.06.19	Gill Parker Cleaning	30.00		
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01.06.19	Cleaning Mop Head		3.00	
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04.06.19	Gill Parker Cleaning	30.00		
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087.06.19 Opus Energy 16.59

10.06.19 Gill Parker Cleaning 30.00

12.06.19 ACRE Membership 52.00

18.06.19 British Gas/Electric 86.14

19.06.19 Gill Parker Cleaning 30.00

25.06.19 Gill Parker Cleaning 30.00
TV Licence

153.02 Di owed

10.62 1470.00 75.33 273.74 726.93 907.53 500.00 532.91 536.35

Bank Reconciliation & Cash Flow

Bank Balance at	31.07.18	542.92
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Receipts Banked			
Date	Customer		Sterling
03.18.18	TSF	TRANSFER	40
03.08.18	TSF	TRANSFER	193
	TSF	TRANSFER	
	FROM BUSINESS RESERVE A/C		
	Total receipts banked not on statement		233
			776

Date	Chq No.	Payee	Held	Amount
01.08.18	TSF	Gillian Parker SENT		126.00
01.08.18	TSF	Gillian Parker SENT		30.00
19.07.18	TSF	Affinity Water SENT		
31.07.18	TSF	British Gas SENT		
	TSF	SENT		
		Total Cheques in Issue	0	156
				620

Direct Debits & Standing Orders due next 7 Days

Date	Payee	Amount
8th	TV Licence MBP	
8th	Affinity Water	16.00
16th	British Gas	66.00
16th	British Gas	21.00
17th	Ansvar Insurance	90.87
30th	Gillian Parker Cleaning	
	To Reserve Account	
	Total DD/SO due	-

UNDER LIMIT
BY 620

620

	Date	Account Current	Account Deposit	Account Petty Cash
Opening Balance		981.50	7757.06	
Income				
Hires:		2567.71		
Lottery		360.50		
Donations		225.00		
Pop up Pub		440.40		
Events		433.99		
Hougham 100 Club		528.00		
Miscellaneous		10.62		
Bank Interest		11.40		
Grants		1956.00		
Total		6533.62		
Expenses				
Insurance		907.53		
Energy		726.93		
Water Rates		273.74		
Boiler Service & Gas Certificate		84.00		
Fire Extinguisher Annual Service		48.69		
PRS/PPL Licence		121.20		
Lottery Licence		20.00		
Cleaning		1470.00		
PAT Testing		54.00		
TV Licence		153.02		
Misc Cleaning Materials/Admin		75.33		
ACRE Membership		52.00		
Hougham 100 Club Winnings		325.00		
Repairs & Renewals		536.35		
Solicitor Fees re Land Registry		500.00		
Website				
Total		5347.79		
Nett Profit		1185.83		
Funds in Current Acc		£845.91	28.06.19	
Funds in Deposit Acc		£9,388.43	28.06.19	
		<u>£10,234.34</u>		
Opening Balance		£8,738.56		
Income		<u>£6,533.62</u>		
		£15,272.18		
Expenses		<u>£5,347.79</u>		

	£9,924.39
Owed to Di & Steve	<u>£522.50</u>
	£10,446.89
Less B Gas Bills paid re	<u>£370.95</u>
Last Year	£10,075.94
plus Hire Paid early	<u>£39.00</u>
Hire in July 19	£10,114.94
Pre-paid Affinity Water	<u>£21.48</u>
	£10,136.42

01.07.17 Hanging Hougham
02.07.17 Garage Safari
12.07.17 Zumba
14.07.17 Hougham Parish Council
19.07.17 Zumba
21.07.17 Heart of Hougham music evening
26.07.17 Zumba
28.07.17 Pop up Pub
02.08.17 Gardening Club
04.08.17 Paul Clements
07.08.17 Fete Meeting
08.08.17 Clairvoyant Evening
12.08.17 Gardening Club
21.08.17 Fete Meeting
25.08.17 Pop up Pub
04.09.17 Fete Meeting
06.09.17 Gardeners Club
07.09.17 Yoga
08.09.17 Fete Meeting
11.09.17 Fete Meeting
10.09.17 Yoga
13.09.17 Zumba
13/14.09.17 Fete Music rehearsal
14.09.17 Yoga
15.09.17 Fete Decoration
16.09.17 Fete Day
17.09.17 Fete Clear up Day
22.09.17 Scentsy Party
20.09.17 Zumba
26.09.17 Mrs L Appd
27.09.17 Zumba
29.09.17 Pop up Pub
30.09.17 Fete Debrief
04.10.17 Gardeners Club
07.10.17 Jules Hales Charity Coffee Morning
08.10.17 Church Harvest Festival
11.10.17 Zumba
15.10.17 Ria/Carol
18.10.17 Zumba
19.10.17 Yoga
27.10.17 Pop up Pub
29.10.17 Private Party
30.10.17 Halloween Set up
31.10.17 Halloween Party
02.11.17 Yoga
03.11.17 Abba Evening
04.11.17 Gardeners Club
05.11.17 Chris Martin

08.11.17 Zumba
09.11.17 Yoga
12.11.17 Ted Peel Charity Coffee/Teas
15.11.17 Zumba
16.11.17 Yoga
17.11.17 Quiz
18.11.17 Songs From Musicals
15.11.17 Zumba
21.11.17 Yoga
24.11.17 Pop up Pub
25.11.17 Wreath Making
29.11.17 Zumba
01.12.17 Jewelry Party
02.12.17 Christmas Fair
03.12.17 Private Party
06.12.17 Psychic Evening
10.12.17 Carol Service Church
16.12.17 Childrens Xmas Party
15.12.17 Pop Up Pub
25.12.17 Christmas Dinner
31.12.17 New Years Eve Party
06.01.18 Chris Stephens Party
08.01.18 Zumba
20.01.18 Private Party
20.01.18 Ghost Walk
22.01.18 Zumba
26.01.18 Pop Up Pub
29.01.18 Zumba
12.02.18 Zumba
14.02.18 Robbie Williams Tribute Band
15.02.18 Dover Gymnastics
19.02.18 Zumba
23.02.18 Pop Up Pub
24.02.18 Rugby
26.02.18 Zumba
05.03.18 Zumba
07.03.18 Gardeners Group Meeting
07.03.18 Mothering Sunday Church Service
11.03.18 Zumba
12.03.18 Parish Council Meeting
13.03.18 Rugby
17.03.18 Zumba
19.03.18 Zumba
21.03.18 Village Hall Trust Meeting
24.03.18 Gym
24.03.18 Zumba
25.03.18 Gym
27.03.18 Parish Meeting

27.03.18 Gym
30.03.18 Pop up Pub
31.03.18 Zumba
01.04.18 Gym
03.04.18 Gym
04.04.18 Gardeners Club
06.04.18 Gardeners set up
07.04.18 Gardeners Spring Fair
07.04.18 Anniversary Private Party
08.04.18 Gym
08.04.18 Dog First aid Course
10.04.18 Gym
10.04.18 Parish Meeting
12.04.18 Gym
13.04.18 Psychic Evening
15.04.18 Gym
16.04.18 Zumba
18.04.18 Gym
19.04.18 Gym
19.04.18 Parish Council
21.04.18 Zumba
21.04.18 Abba Evening
22.04.18 Gym
23.04.18 Zumba
24.04.18 Gardeners Club
25.04.18 Gym
26.04.18 Gym
27.04.18 Pop Up Pub
28.04.18 Zumba
29.04.18 Gym
29.04.18 Private Party
30.04.18 Zumba
02.05.18 Gardeners Club
05.05.18 Zumba
06.05.18 Gym
07.05.18 Zumba
08.05.18 Gym
08.05.18 Parish Meeting
12.05.18 Zumba
13.05.18 Gym
14.05.18 Zumba
15.05.18 Gym
15.05.18 Village Meeting
19.05.18 Royal Wedding
20.05.18 Gym
21.05.18 Zumba
22.05.18 Gym
24.05.18 Gym

25.05.18 Pop up Pub
26.05.18 Zumba
27.05.18 Gym
27.05.18 Folkestone Cadets
28.05.18 Zumba
02.06.18 Zumba
04.06.18 Zumba
06.06.18 Gardeners Club
07.06.18 Gym
09.06.18 Zumba
09.06.18 Irish Music
10.06.18 Gym
11.06.18 Zumba
12.06.18 Parish Council
13.06.18 Village Hall Trustees meeting
16.06.18 Zumba
17.06.18 Gym
18.06.18 Zumba
23.06.18 Zumba
24.06.18 Gym
25.06.18 Zumba
29.06.18 Pop Up Pub
30.06.18 Zumba

Jul-19		Balance	981.50 Lottery	PUP	100 Club	P/C	Events	Donations	Grants	Bank Interi
02.07.19	Lottery		108.50							
08.07.19	Zumba	5.00								
09.07.19	Parish Council Meeting									
11.07.19	Village Hall Meeting									
12.07.19	Leavers Ball	39.00								
13.07.19	Zumba	5.00								
13.07.19	Birthday Party	20.00								
15.07.19	Zumba	9.00								
20.07.19	Zumba	9.00								
22.07.19	Zumba	5.00								
24.07.19	Village Hall Meeting									
26.07.19	Pop up Pub									
26.07.19	100 Club winner				-25.00					
26.07.19	BBQ						56.00			
27.07.19	Zumba	9.00								
29.07.19	Zumba	9.00								
31.07.18	Bank Interest		13							1.70
Aug-19										
03.08.19	Zumba	9.00								
06.08.19	Parish Council Meeting									
07.08.19	Gardeners Meeting	15.00								
07.08.19	Lottery		113.00							
09.08.19	Gardeners set up	15.00								
10.08.19	Gardeners Show	45.00								
17.08.19	Zumba	9.00								
17.08.19	Childrens Party	32.00								
19.08.19	Zumba	5.00								
30.08.19	Pop up Pub event						210.00			
30.08.19	100 Club winner				-25.00					1.58
31.08.19	Zumba	5.00	10							

Sep-19			
02.09.19	Zumba	5.00	
04.09.19	Gardeners Club	15.00	
07.09.19	Zumba	5.00	
09.09.19	Zumba		
10.09.19	Lottery		92.00
16.09.19	Zumba	5.00	
17.09.19	Parish Council Meeting		
21.09.19	Zumba	5.00	
23.09.19	Zumba	9.00	
27.09.19	Pop up Pub		16.00
27.09.19			
27.09.19	Gill Hancock		24.00
28.09.19	Zumba	9.00	
30.09.19	Zumba	9.00	11
30.09.19	Bank Interest		1.65
Oct-19			
01.10.19	Village Hall Meeting		
02.10.19	Gardeners Club	15.00	
05.10.19	Zumba	9.00	
07.10.19	Zumba	5.00	
08.10.19	Lottery		115.00
08.10.19	HOH Fete Donation		555.00
	Harvest Festival Church	10.00	
14.10.19	Zumba	5.00	
18.10.19	DDC Grant		1000.00
19.10.19	Zumba	5.00	
25.10.19	Pop up Pub	0.00	
25.10.19	Gill Hancock winner		-25.00
25.10.19	Gill Hancock donation		25.00
25.10.19	Rachel Hogbin winner		-25.00
	Daphne Hastie		72.00

	Jean Whitnall			36.00	
	Shirley/Brian Humphrey			24.00	
	Rachel Hogben			24.00	
	Helen Scopes			24.00	
	Sally Grilli			24.00	
	Peter & Sue Robinson			24.00	
	Caroline Moore			12.00	
	Keith & Val Duncan			25.00	
26.10.19	Zumba	9.00			
28.10.19	Zumba	5.00			
30.10.19	Village Hall AGM				
31.10.19	HOH Halloween Party	20.00			
31.10.19	Bank Interest				1.73
31.10.19	Mowll & Mowll Refund				
	Nov-19				
04.11.19	Zumba	5.00			
05.11.19	Lottery		92.00		
06.11.19	Gardeners Club	15.00			
09.11.19	Zumba	5.00			
09.11.19	Dog First Aid Training	50.00			
11.11.19	Zumba	0.00			
12.11.19	Steve & Di			24.00	
16.11.19	Zumba	9.00			
18.11.19	Zumba	9.00			
19.11.19	Parish Council Meeting				
23.11.19	Zumba	9.00			
25.11.19	Zumba	9.00			
29.11.19	Pop up Pub		75.00		
29.11.19	100 Club Maureen			12.00	
29.11.19	Tina & Alan 100 club			20.00	
29.11.19	Bank Interest				1.75
	Dec-19				

02.12.19	Zumba	0.00				
03.12.19	Lottery		92.00			
05.12.19	Clairvoyant Evening	40.00				
05.12.19	Raffle Teas & Cake				60.00	
07.12.19	Zumba	9.00				
08.12.19	Christmas Fayre	50.00				
	Teas & Cake				36.20	
	Guess the Snowman				54.00	
09.12.19	Zumba	5.00				
12.12.19	Polling Station	260.00				
14.12.19	Childrens Party	20.00				
16.12.19	Zumba	0.00				
20.12.19	Pop up Pub					
20.12.19	100 club win P robinson			-50.00	50.00	
	100 club win Joy Hancock			-25.00	25.00	
21.12.19	Zumba	5.00				
28.12.19	Zumba	9.00				
30.12.19	Zumba	9.00				
31.12.19	Bank Interest					0.54
	Jan-20					
04.01.20	Zumba	9.00				
06.01.20	Zumba	5.00				
07.01.20	Lottery		111.00			
11.01.20	Zumba	5.00				
13.01.20	Zumba	5.00				
18.01.20	Zumba	5.00				
20.01.20	Zumba	5.00				
21.01.20	Parish Council Meeting					
25.01.20	Zumba	9.00				
27.01.20	Zumba	5.00				
31.01.20	Pop up Pub		28.00			
31.01.20	100 Club Winner			-25.00		

31.01.20	Dan Codrea			10.00		
31.01.20	Bank Interest					1.77
Feb-20						
01.02.20	Zumba	5.00				
10.02.20	Zumba	0.00				
11.02.20	Lottery		86.00			
15.02.20	Zumba	5.00				
17.02.20	Zumba	5.00				
22.02.20	Zumba	9.00				
22.02.20	Hey Rudi	50.00				
24.02.20	Zumba	9.00				
28.02.20	Pop Up Pub		26.00			
28.02.20	100 Club Winner			-25.00		
28.02.20	Bank Interest					1.69
29.02.20	Zumba	5.00				
Mar-20						
02.03.20	Zumba	0.00				
03.03.20	Dover Lottery		80.00			
04.03.20	Gardeners Club					
04.03.20	Purchase of Shed					
07.03.20	Zumba	5.00				
09.03.20	Heart Of Hougham				229.00	
09.03.20	Heart Of Hougham				500.00	
14.03.20	Zumba					
16.03.20	Zumba					
17.03.20	Parish Council Meeting					
17.03.20	Parish Council rental	170.00				
25.03.20	Parish Council Grant				1000.00	
31.03.20	Bank Interest					1.72
31.03.20	Caroline Moore			-25.00		

Apr-20									
03.04.20	Lottery Funds for all						10000		
07.04.20	Dover Lottery	102.50							
30.04.20	Brian Humphrey			-25.00					
30.04.20	Bank Interest							3.12	
May-20									
12.05.20	Dover Lottery	82.00							
29.05.20	Bank Interest							3.18	
31.05.20	Helen Scopes			-25.00		25.00			
Jun-20									
02.06.20	Dover Lottery	81.00							
30.06.20	Dianne Oxenham			-25.00		25.00			
30.06.20	Bank Interest							0.18	
30.06.20	Tony Rawlings					25.00			
		1219.00	1155.00	145.00	30.00	266.00	1459.00	12000.00	20.61

Misc		Cleaning	Materials	Water	Utilities	Insurance	TV Licence	Lice/Mem	Repairs/renewals	Misc
	01.07.19	TV Licence					13.20			
	02.07.19	Gill Parker Cleaning	30.00							
	08.07.19	OPUS Energy			-1.94					
	09.07.19	Affinity Water		165.68						
	12.07.19	Gill Parker Cleaning	30.00							
	16.07.19	Ansvar Insurance				93.42				
	16.07.19	Gill Parker Cleaning	30.00							
	23.07.19	Gill Parker Cleaning	30.00							
	23.07.19	Cleaning Products		9.94						
	29.07.19	Gill Parker Cleaning	30.00							
	01.08.19	TV Licence					13.20			
	06.08.19	Gill Parker Cleaning	30.00							
	08.08.18	Opus Energy			4.44					
	12.08.19	Gill Parker Cleaning	30.00							
	16.08.19	Ansvar Insurance				93.35				
	14.08.19	British Gas Elec			46.41					
	19.08.19	Gill Parker Cleaning	30.00							
	27.08.19	Gill Parker Cleaning	30.00							

01.09.19	TV Licence			13.20
04.09.19	Gill Parker Cleaning	30.00		
08.09.19	Opus Energy		-4.44	
09.09.19	Gill Parker Cleaning	30.00		
16.09.19	Gill Parker Cleaning	30.00		
19.07.19	Ansvar Insurance		93.35	
24.09.19	Gill Parker Cleaning	30.00		

01.10.19	TV Licence			13.20	
01.10.19	British Gas Elec		38.47		
02.10.19	Keys Cut for filing Cabinet			8.95	Di owed
02.10.19	Gill Parker Cleaning	30.00			
07.10.18	Gill Parker Cleanin	30.00			400.00
08.10.18	Mowll & Mowll		6.83		
08.10.18	Opus Energy		3.07		
10.10.18	Cleaning Materials				
14.10.19	Gill Parker Cleaning	30.00		93.35	
16.10.19	Ansvar Insurance				
	Towards Buying Shed				
21.10.19	Gill Parker Cleaning	30.00			

29.10.19	Gill Parker Cleaning	30.00			
31.10.19	Mowll & Mowll rfund				-50.00
01.11.19	TV Licence			13.20	
04.11.19	Gill parker Cleaning	30.00			
08.11.19	Opus Energy		27.85		
11.11.19	Gill Parker Cleaning	30.00			
12.11.19	Toilet Rolls		7.00 (DI owed)		
18.11.19	Ansvar Insurance			93.35	

02.12.19	Gill Parker Cleaning	30.00					
02.12.19	T V Licence				13.20		
03.12.19	Coffee, Tea Sugar Milk						9.80 Di Owed
08.12.19	Opus Energy			43.43			
08.12.19	Soup Ingre & Milk Snowman						16.35 24.99 Di Owed
09.12.19	Gill Parker Cleaning	30.00					
11.12.19	British Gas electricity			56.82			
12.12.19	Cleaning Products		8.54				
16.12.19	Gill Parker Cleaning	30.00					
18.12.19	Atman UK LTD Ansvar Insurance				93.35	54.00	
13.12.19	Christmas Tree						34.99 Steve owe
23.12.19	Affinity Water		251.05				
23.12.19	DDC Lottery Licence					20.00	
03.01.20	Gill Parker Cleaning	30.00					
03.01.20	T V Licence				13.20		
06.01.20	Gill Parker Cleaning	30.00					
08.01.20	Opus Energy			9.37			
13.01.20	PPL PRS					124.80	
14.01.20	Gill Parker Cleaning	30.00					
16.01.20	Ansar Insurance				93.35		
16.01.20	TENS Licence					21.00	
21.01.20	Gill Parker Cleaning	30.00					
27.01.20	Gill Parker Cleaning	30.00					
30.01.20	Hoover Bags		10.00				

30.01.20	Laminating Pouches				12.74 Di owed
03.02.20	TV Licence			13.20	
05.02.20	Oak posts and Post Crete				113.66 Steve Owe
03.02.20	Gill Parker Cleaning	30.00			
08.02.20	Opus Energy		45.62		
10.02.20	Gill Parker Cleaning	30.00			
11.02.20	Funding For All				240.00
14.02.20	Funding For All				160.00
17.02.20	Gill Parker Cleaning	30.00			
19.02.20	Race Night DVD Fund				40.00 Di Owed
24.02.20	Gill Parker Cleaning	30.00		48.73	
24.02.20	M-Fire Ansvar Insurance				
02.03.20	TV Licence			13.20	
03.03.20	Gill Parker Cleaning	30.00			
03.03.20	ACRE			52.00	
04.03.20	Buy Sheds Direct				1229.00
08.03.20	Opus Energy		43.29		
07.03.20	Postfix re Notice Board Difference in Purchase of Shed Flooring For Shed				11.20 Steve owe
10.03.20	Gill Parker Cleaning	30.00			
13.03.20	Gill Parker Cleaning	30.00			
17.03.20	Ansvar Insurance			93.35	
23.03.20	Gill Parker Cleaning	30.00			
26.03.20	Affinity Water		97.88		
31.03.20	British Gas electricity		96.93		

4.2 TV Licence						13.20			
08.04.20 Opus Energy				-0.84					
16.04.20 Ansvar Insurance					93.35				
29.04.20 Hougham Heating & Plumbing								168.00	

5.2 TV Licence						13.20			
08.05.20 Opus Energy				14.77					

6.2 TV Licence						13.20			
08.06.20 Opus Energy				9.77					

1080.00	38.55	514.61	436.78	840.22	158.40	320.53	176.95	2242.73
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Di Paid £1.55 to Gill
Di Owed TV Licence

d

d

d

Date	Account	Account	Account
Accounts 01.07.2019-30.06.2020			
	Current	Deposit	Petty Cash
Opening Balance	945.41	9390.13	
Income			
Hires:	1219.00		
Lottery	1155.00		
Donations	1459.00		
Pop up Pub	145.00		
Events	266.00		
Hougham 100 Club	355.00		
Miscellaneous	85.82		
Bank Interest	20.61		
Grants	12000.00		
Total	16705.43		
Expenses			
Insurance	840.22		
Energy	436.78		
Water Rates	514.61		
Boiler Service & Gas Certificate	168.00		
Fire Extinguisher Annual Service	48.73		
PRS/PPL Licence	124.80		
Lottery Licence	20.00		
Cleaning	1080.00		
PAT Testing	54.00		
TV Licence	158.40		
Misc Cleaning Materials/Admin	186.37		
ACRE Membership	52.00		
TENS Licence	21.00		
Repairs & Renewals	124.86		
Solicitor Fees re Land Registry	350.00		
Website			
Hougham 100 Club Winnings	325.00		
Purchase of shed	1229.00		
Funding For All	400.00		
Total	6133.77		
Nett Profit	10571.66		
Funds in Current Acc	£1,316.30		
Funds in Deposit Acc	£20,007.18		
Di Owed £256.43			

Steve Owed £159.85

Total £416.28

Accounts		Accounts		Accounts	
Year 01.07.19-30.06.20		Year 01.07.18-30.06.19		Year 01.07.17-30.06.18	
Income		Income		Income	
Hires:	1219.00	Hires:	2567.71	Hires:	2323.00
Lottery	1155.00	Lottery	360.50		
Donations	1459.00	Donations	225.00	Donations	2018.29
Pop up Pub	145.00	Pop up Pub	440.40	Pop up Pub	444.56
Events	266.00	Events	433.99	Events	604.50
Hougham 100 Club	355.00	Hougham 100 Club	528.00	Hougham 100 Club	1143.00
Miscellaneous	85.82	Miscellaneous	10.62	Miscellaneous	50.08
Bank Interest	20.61	Bank Interest	11.40	Bank Interest	1.74
Grants	12000.00	Grants	1956.00	Grants	6500.00
Total	16705.43	Total	6533.62	Total	13085.17
Expenses		Expenses		Expenses	
Insurance	840.22	Insurance	907.53	Insurance	862.75
Energy	436.78	Energy	726.93	Energy	781.82
Water Rates	514.61	Water Rates	273.74	Water Rates	168.42
Boiler Service & Gas Certificate	168.00	Boiler Service & Gas Certificate	84.00	Boiler Service & Gas Certificate	84.00
Fire Extinguisher Annual Service	48.73	Fire Extinguisher Annual Servic	48.69	Fire Extinguisher Annual Service	135.47
PRS/PPL Licence	124.80	PRS/PPL Licence	121.20	PRS/PPL Licence	117.60
Lottery Licence	20.00	Lottery Licence	20.00	Lottery Licence	20.00
Cleaning	1080.00	Cleaning	1470.00	Cleaning	1237.50
PAT Testing	54.00	PAT Testing	54.00	PAT Testing	54.00
TV Licence	158.40	TV Licence	153.02	Hougham 100 Club	300.00
Misc Cleaning Materials/Admin	186.37	Misc Cleaning Materials/Admin	75.33	Misc Cleaning Materials/Admin	614.84
ACRE Membership	52.00	ACRE Membership	52.00	ACRE Membership	40.00
TENS Licence	21.00	Hougham 100 Club Winnings	325.00	ACRE Convention	30.00
Repairs & Renewals	124.86	Repairs & Renewals	536.35	Warick & Warick Roof Repair	3554.16
Solicitor Fees re Land Registry	350.00	Solicitor Fees re Land Registry	500.00	Website	57.31
Website		Website			

Hougham 100 Club Winnings	325.00
Purchase of shed	1229.00
Funding For All	400.00
Total	6133.77
Nett Profit	10571.66
Funds in Current Acc	£1,316.30
Funds in Deposit Acc	£20,007.18

Total	5347.79
Nett Profit	1185.83
Funds in Current Acc	£845.91
Funds in Deposit Acc	<u>£9,388.43</u>
	£10,234.34

Total	8057.87
Nett Profit	£5,027.30
Funds in Current Acc	981.50
Funds in Deposit Acc	<u>7757.06</u>
	£8,738.56

Accounts		Accounts		Accounts	
Year 01.07.2020-30.06.2021	Current	Year 01.07.19-30.06.20		Year 01.07.18-30.06.19	
Income		Income		Income	
Hires:	613.00	Hires:	1219.00	Hires:	2567.71
Lottery	1208.50	Lottery	1155.00	Lottery	360.50
Donations	1568.00	Donations	1459.00	Donations	225.00
Pop up Pub		Pop up Pub	145.00	Pop up Pub	440.40
Events		Events	266.00	Events	433.99
Hougham 100 Club	228.00	Hougham 100 Club	355.00	Hougham 100 Club	528.00
Miscellaneous	10.62	Miscellaneous	85.82	Miscellaneous	10.62
Bank Interest	0.67	Bank Interest	20.61	Bank Interest	11.40
Grants	45604.43	Grants	12000.00	Grants	1956.00
Loan	5580.00				
Total	54813.22	Total	16705.43	Total	6533.62
Expenses		Expenses		Expenses	
Insurance	947.61	Insurance	840.22	Insurance	907.53
Energy	1211.86	Energy	436.78	Energy	726.93
Water Rates	340.36	Water Rates	514.61	Water Rates	273.74
Boiler Service & Gas Certificate		Boiler Service & Gas Certificate	168.00	Boiler Service & Gas Certificate	84.00
Fire Extinguisher Annual Service	106.20	Fire Extinguisher Annual Service	48.73	Fire Extinguisher Annual Service	48.69
PRS/PPL Licence		PRS/PPL Licence	124.80	PRS/PPL Licence	121.20
Lottery Licence	20.00	Lottery Licence	20.00	Lottery Licence	20.00
Cleaning	207.07	Cleaning	1080.00	Cleaning	1470.00
PAT Testing	54.00	PAT Testing	54.00	PAT Testing	54.00
TV Licence		TV Licence	158.40	TV Licence	153.02
Misc	995.70	Misc Cleaning Materials/Admin	186.37	Misc Cleaning Materials/Admin	75.33
ACRE Membership	52.00	ACRE Membership	52.00	ACRE Membership	52.00
TENS Licence		TENS Licence	21.00	Hougham 100 Club Winnings	325.00
Covid 19 Requirements	365.54	Repairs & Renewals	124.86	Repairs & Renewals	536.35
Repairs & Renewals		Solicitor Fees re Land Registry	350.00	Solicitor Fees re Land Registry	500.00
Solicitor Fees re Land Registry		Website		Website	
Website		Hougham 100 Club Winnings	325.00	Total	5347.79

Hougham 100 Club Winnings	75.00
Refurbishment	54172.17
Funding For All	
Loan Re-paid	5580.00
Total	64127.51
Nett Profit/Loss	-9182.82
Funds in Current Acc	£1,134.62
Funds in Deposit Acc	<u>£10,385.90</u>
	£11,520.52

Purchase of shed	1229.00	
Funding For All	400.00	Nett Profit 1185.83
Total	6133.77	
Nett Profit	10571.66	Funds in Current Acc £845.91
		Funds in Deposit Acc <u>£9,388.43</u>
Funds in Current Acc	£1,316.30	£10,234.34
Funds in Deposit Acc	<u>£9,388.43</u>	
	£10,704.73	

Jul-20	Hires	Balance	Lottery	PUP	100 Club	P/C	Events	Donations	Grants	Bank Inter	Misc
01.07.20											
07.07.20			100.00								
31.07.20										0.17	
31.07.20	Jean Whitnall 100 club winner							25.00			
04.08.20			80.00								
28.08.20										0.15	
28.08.20	Dan Codrea 100 Club Winner							25.00			
01.09.20											
11.09.20	Heart of Hougham							1378.05			
15.09.20	Dover Lottery		100.00								
23.09.20	Val & Kieth				24.00						
28.09.20	Maureen Potts				12.00						
30.09.20										0.09	
30.09.20	Allen Jones 100 Club Winner										
06.10.20	Peter & Sue				24.00						
08.10.20	Helen & Sally				48.00			22.00			
08.10.20	Jean Whitnal				36.00						
08.10.20	Bernard Sunley Foundation								5000.00		
12.10.20	Dover Lottery		80.50								
16.10.20	Alan & Tina				24.00						
16.10.20	Rachel Hogben				24.00						
16.10.20	Roger De Haan								5000.00		
19.10.20	Christine & Colin				24.00						
26.10.20	Christine & Colin				12.00						

30.10.20	Dover District Council		916.67		
30.10.20				0.02	
05.11.20	Temporary Loan				5580.00
10.11.20	Dover Lotto	85.50			
25.11.20	Kent County Council		8840.00		
09.12.20	Dover Lottery	116.50			
31.12.20				0.01	
18.12.20	Kent County Council		4781.00		
05.01.21	Dover Lottery	99.50			
05.01.21	Parish Council		4778.62		
05.01.21	Parish Council		1813.14		
05.01.21	UK Power Networks				10.62
12.01.21	Dover Lott Donation		25.00		
02.02.21	Dover Lottery	99.50			

26.02.21	Bank Interest			0.01
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09.03.21	Dover Lottery	98.00		
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19.03.21	Dover District Council		2096.00	
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07.04.21	Dover Lottery	124.00		
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13.04.21	Dover Lottery Donation		25.00	
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14.04.21	KCC Grant			379.00
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16.04.21	DDC Grants			12000.00
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30.04.21 Bank Interest

0.05

May-21			
06.05.21	KCC & PCC Elections	260.00	
11.05.21	Dover Lotto		100.00
18.05.21	DDC Paint		67.95
21.05.21	Yoga	20.00	
21.05.21	Childrens Party	50.00	
23.05.21	Private Party	39.00	
28.05.21	Yoga	20.00	
28.05.21	Bank Interest		0.08
04.06.21	Yoga	20.00	
07.06.21	Sing & Sign	88.00	
11.06.21	Dover Lotto		125.00
11.06.21	Yoga	20.00	
18.06.21	Yoga	20.00	
19.06.21	Zumba	6.50	
21.06.21	Zumba	6.50	
25.06.21	Yoga	20.00	
26.06.21	Zumba	6.50	
27.06.21	Childrens Party	30.00	
28.06.21	Zumba	6.50	

30.06.21 Bank Interest

0.09

613.00

1208.50

228.00

1568.00

45604.43

0.67

5590.62

Steve Paid £50.00 to 100 club winners

27.10.20	Howdens Kitchen				
05.11.20	Craig Simpson				
17.11.20	Craig Simpson				
17.11.20	Ansvar Insurance		94.75		
23.11.20	Opus Energy		28.77		
24.11.20	British Gas		36.45		
03.12.20	Castle Water	178.64			
16.12.20	Ansvar Insurance		94.75		
19.12.20	Uplighter				10.99
21.12.20	Craig Simpson				
23.12.20	Opus Energy		38.41		
30.12.20	Dover District Council			20.00	
30.12.20	British Gas		27.32		
06.01.21	Craig Simpson				
18.01.21	Ansvar Insurance		94.75		
25.01.21	Opus Energy		49.50		
27.01.21	British Gas		28.23		
05.02.21	British Gas		302.88		
16.02.21	Ansvar Insurance		94.75		
15.02.21	Craig Simpson				

23.02.21	Opus Energy	190.02		
03.03.21	Castle Water	-25.00		
16.03.21	Ansvar Insurance		94.75	
23.03.21	Opus Energy	50.02		
26.03.21	British Gas	96.39		
31.03.21	Key Svcs Extinguisher service		106.20	
02.04.21	Remland Carpets			
06.04.21	British Gas Credit	-96.39		
06.04.21	Acre Membership		52.00	
07.04.21	Fire signs			19.92
07.04.21	British Gas	24.90		
08.04.21	Opus Energy	192.13		
08.04.21	British Gas	21.34		
08.04.21	Blinds			
08.04.21	Toilet roll Holder postage			
08.04.21	Automatic Hand Sanitisers x 3			
08.04.21	Hand Sanitiser Gel			
08.04.21	Soap Dispensers x 3			
08.04.21	Toilet Brushes x 2			
11.04.21	Door Signs			45.90
11.04.21	Hand Towel Dispensers x 3			
12.04.21	COVID signs			
12.04.21	Hand Towel Dispenser			
12.04.21	Toilet Signs			
12.04.21	Liquid Gel Dispensers			
12.04.21	Toilet Signs			
12.04.21	Track & Trace Books			
12.04.21	Batteries			17.85
12.04.21	Liquid Soap			
12.04.21	Entrance Mats			

13.04.21	Track & Trace QR Poster			
14.04.21	Toilet Roll Holders x 2			
16.04.21	Ansvar Insurance		94.75	
19.04.21	Sanitise safety signs x 2			
19.04.21	Emergency Fire Exit Sign			2.89
19.04.21	Toilet Accessible Sign			
20.04.21	100 face Masks and Vinyl Gloves			
20.04.21	Door Sign			
20.04.21	Mirrors. Towel Rail Cleaning Mat	5.28		
21.04.21	Floor Tape Keep 2 m Apart			
21.04.21	Kitchen Covid signs			
21.04.21	Floor Stickers Safety Sign Covid			
21.04.21	Face Shields			
21.04.21	1st Aid PPE Pack			
21.04.21	Kitchen Hand Washing Sign			10.49
21.04.21	5 Bins			93.95
21.04.21	2 Pack signs please wear a face Mask			
22.04.21	Cleaning items for Kitchen	25.83		
24.04.21	Extension Lead & Screw Eyes			
24.04.21	Stabalising Solution, Tarpaulin/Screws			
26.04.21	Dishwasher Tablets	9.00		
26.04.21	6 Oak Tables			
27.04.21	Mop and Refill	16.47		
27.04.21	Donation Coin Jar			14.99
27.04.21	Pen Pots Covid			
27.04.21	Box for Track & Trace Details			
27.04.21	Table Cloth for Meeting Room			13.49
27.04.21	Pens Scissors & Blue Tack			4.00
27.04.21	Anit Viral Wipes & Stool			0.79
28.04.21	Atman Pat Testing		54.00	
29.04.21	COSHH Safety Signs x 2			6.77
29.04.21	Letter Stickers			6.50

29.04.21	Furniture adhesive Vinyl			9.69
29.04.21	Hasp Staple Lock			12.99
02.05.21	Filler Stabilising Solution/Hooks			
06.05.21	Henry Hoover			
18.05.21	Wickes			
06.05.21	Hoover Bags	22.99		
08.05.21	Opus Energy		41.00	
13.05.21	British Gas		19.45	
29.05.21	Savers Dinner Set			12.00
03.06.21	Savers Dinner Set			12.00
05.06.21	Long Extension Lead			18.00
05.06.21	Yatch Varnish			12.46
08.06.21	Opus Energy		21.47	
10.06.21	Savers Dinner Set			12.00
15.06.21	British Gas		18.36	
15.06.21	Tina's Care Company	127.50		
15.06.21	Orange Core Replacement Glass			216.00
16.06.21	Seat Cover for Couch			42.49
17.06.21	Savers Dinner Set			12.00
18.06.21	Savers Dinner Set			12.00
24.06.21	Savers Dinner Set			12.00
30.06.21	Diary			7.98
				5.62

207.07	5580.00	340.36	1211.86	947.61	72.00	160.20	75.00	995.70
	Paid	£613.00	£1,224.20					

Refurb	Covid 19
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5000.00
5000.00
3000.00

5000.00
8000.00

1199.00
5000.00

3426.67

5580.00

490.00

4000.00

3850.00

2500.00

720.00

174.19

3.99
104.97
15.49
47.97

18.90

51.36

14.05

17.12

7.42

31.98

6.95

15.96

19.99

231.30

12.99
16.50

7.87

13.90

21.48

9.18

211.64

3.84

5.96

4.99

8.98

4.99

3.68

11.40

38.71

330.00

9.99

17.19

3.99

85.18

119.99

67.95

54172.17 365.54

Date	Account	Account
Accounts 01.07.2020-30.06.2021		
	Current	Deposit
Opening Balance	1316.30	20007.18
Income		
Hires:	613.00	
Lottery	1208.50	
Donations	1568.00	
Pop up Pub		
Events		
Hougham 100 Club	228.00	
Miscellaneous	10.62	
Bank Interest	0.67	
Grants	45604.43	
Loan	5580.00	
Total	54813.22	21323.48
		54813.22
Expenses		76136.70
Insurance	947.61	
Energy	1211.86	
Water Rates	340.36	
Boiler Service & Gas Certificate		
Fire Extinguisher Annual Service	106.20	
PRS/PPL Licence		
Lottery Licence	20.00	
Cleaning	207.07	
PAT Testing	54.00	
TV Licence	133.76	
Misc	995.70	
ACRE Membership	52.00	
TENS Licence		
Covid 19 Requirements	365.54	
Repairs & Renewals		
Solicitor Fees re Land Registry		
Website		
Hougham 100 Club Winnings	75.00	
Refurbishment	54172.17	
Funding For All		
Loan Re-paid	5580.00	
Total	64261.27	76136.70
		64261.27
		11875.43
Nett Profit/Loss	-9448.05	
Funds in Current Acc	£1,134.62	Water DD -272.64
Funds in Deposit Acc	£10,385.90	Chq -168.00
		Zumba -26.00
		BG Electric -12.34
		Di owed -9.69

Total	£11,520.52	11520.52
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Jul-21		Balance	Lottery	PUP	100 Club	P/C	120.00
02.07.21	Yoga	20.00					
03.07.21	Zumba	6.50					
03.07.21	Football evening						
05.07.21	Zumba	6.50					
07.07.21	Football evening						
09.07.21	Yoga	20.00					
09.07.21	Dover Lottery		100.00				
10.07.21	Zumba	6.50					
11.07.21	Football evening						
12.07.21	Zumba	6.50					
16.07.21	Yoga	20.00					
17.07.21	Zumba	6.50					
19.07.21	Zumba	6.50					
22.07.21	DDC Polling Station	260.00				Keys	-17.80
23.07.21	Yoga	20.00					
24.07.21	Zumba	6.50					
26.07.21	Zumba	6.50					
27.07.21	Debbie S June Zumba		26.00				
31.07.21	Zumba	6.50					
31.07.21	Bank Interest						
Aug-21							
02.08.21	Zumba	6.50					
03.08.21	Dover Lottery		100.00				
05.08.21	Refund Castle Water		510.68				
06.08.21	Yoga	20.00					
07.08.21	Zumba	6.50					
07.08.21	Hayley Di Rito Eve						
07.08.21	Bar						
07.08.21	Bar Sum Up						
09.08.21	Zumba	6.50					
13.08.21	Yoga	20.00					
14.08.21	Zumba	6.50					
18.08.21	Refund Castle Water		122.09				
16.08.21	Zumba	6.50					
20.08.21	Yoga	20.00					
20.08.21	DDC						
21.08.21	Baby Shower	0.00					
23.08.21	Zumba	6.50					
27.08.21	Yoga	20.00				Hooks	-9.25
30.08.21						Filler	-9.80
31.08.21	Bank Interest						
Sep-21							
03.09.21	Yoga	20.00					
07.09.21	Dover Lottery		125.00				

10.09.21	Yoga	20.00		
15.09.21	Keep Fit/Pilates	30.00		
17.09.21	Yoga		Clean/Mat	-6.28
18.09.21	Childrens Party	29.25		
19.09.21	Dog First Aid Training	55.00		
22.09.21	Keep Fit/Pilates	30.00		
24.09.21	Yoga	20.00		
24.09.21	Pop Up Pub		24.00	
24.09.21	Yoga	20.00		
26.09.21	Baby Shower	30.00		
29.09.21	Keep Fit/Pilates	30.00		
30.09.21	Bank Interest			-6.28

Oct-21

01.10.21	Yoga	20.00		
02.10.21	Zumba	9.00		
05.10.21	V/Hall Meeting			
05.10.21	Dover Lottery		100.00	
06.10.21	Keep Fit/Pilates	30.00		
08.10.21	Yoga	20.00		
09.10.21	Gardners Coffee/M	26.00		
10.10.21	Harvest Festival	12.00		
12.10.21	Natasha Owen/Halloween			
12.10.21	Zumba	9.00		
13.10.21	Keep Fit/Pilates	30.00		
15.10.21	Yoga	20.00		
16.10.21	Zumba	0.00		
19.10.21	Zumba	0.00		
20.10.21	Keep Fit/Pilates	30.00		
22.10.21	Yoga	20.00		
22.10.21	Abba Tribute band			
22.10.21	Abba Raffle			
22.10.21	Abba Bar	709.50		
26.10.21	Zumba	9.00		
27.10.21	Keep Fit/Pilates	30.00		
29.10.21	Yoga	20.00		
29.10.21	Pop up Pub		35.75	
29.10.21	Bank Interest			
30.10.21	Zumba	15.00		
31.10.21	Childrens Halloween			

Nov-21

02.11.21	Zumba	15.00		
02.11.21	Dover Lottery		98.50	
04.11.21	100 Club			120.00

03.11.21	Keep Fit/Pilates	30.00		
05.11.21	Yoga	20.00		
06.11.21	Zumba	6.00		
09.11.21	Cleaning Products			-2.07
09.11.21	Zumba	15.00		
10.11.21	Keep Fit/Pilates	30.00		
12.11.21	Yoga	20.00		
16.11.21	Zumba	9.00		
17.11.21	Keep Fit/Pilates	30.00		
18.11.21	Uk Power Wayleave			
19.11.21	Yoga	20.00		
20.11.21	Zumba	6.00		
21.11.21	Children's Party	30.00		
23.11.21	Zumba	9.00		
26.11.21	Yoga	20.00		
26.11.21	Pop up Pub			
27.11.21	Zumba	12.00		
27.11.21	Children's Party	19.50		
30.11.21	Bank Interest			
Dec-21				
01.12.21	Keep Fit/Pilates	30.00		
02.12.21	Heart of Hougham			
03.12.21	Yoga	20.00		
04.12.21	Christmas Fayre			
04.12.21	Christmas Raffle			
04.12.21	Christmas Cake/Teas			
04.12.21	100 Club		276.00	
05.12.21	Hall Hire Ryan	6.50		
07.12.21	Zumba	9.00		
07.12.21	Dover Lottery		124.00	
08.12.21	Keep Fit/Pilates	30.00		
10.12.21	Yoga	20.00		
14.12.21	Zumba	9.00		
17.12.21	Yoga	20.00		
19.12.21	Family Party	33.00		
20.12.21	Nick H Donation			
21.12.21	100 Club Winner		-50.00	
21.12.21	Helen Scopes			
31.12.21	Bank Interest			
Jan-22				
04.01.22	Zumba	9.00		
05.01.22	Dover Lottery		100.00	
07.01.22	Yoga	20.00		
09.01.22	Zumba	15.00		
11.01.22	Zumba	6.00		
12.01.22	100 Club Steve & Di		24.00	
12.01.22	Keep Fit/Pilates	30.00		
14.01.22	Yoga	20.00		

15.01.22	Zumba	15.00		
18.01.22	Zumba	9.00		
19.01.22	Keep Fit/Pilates	30.00		
21.01.22	Yoga	20.00		
22.01.22	Zumba	12.00		
25.01.22	Zumba	9.00		
26.01.22	Keep Fit/Pilates	30.00		
28.01.22	Yoga	20.00		
28.01.22	Pop Up Pub		20.00	
28.01.22	100 Club Winner			-25.00
29.01.22	Zumba	12.00		
31.01.22	Zumba	9.00		
31.01.22	Bank Interest			
Feb-22				
02.02.22	Keep Fit/Pilates	0.00		
04.02.22	Yoga	20.00		
05.02.22	Zumba	12.00		
08.02.22	Zumba	12.00		
09.02.22	Keep Fit/Pilates	30.00		
09.02.22	Dover Lottery		125.00	
11.02.22	Yoga	20.00		
12.02.22	Zumba	15.00		
14.02.22	Zumba	15.00		
15.02.22	Village Hall Meeting			
19.02.22	Zumba	15.00		
22.02.22	Zumba	12.00		
23.02.22	Keep Fit/Pilates	30.00		
25.02.22	Yoga	20.00		
25.02.22	Pop up Pub		16.00	
25.02.22	Jean Whitnall 100			10.00
25.02.22	100 Club Winner			-25.00
26.02.22	Zumba	12.00		
28.02.22	Bank Interest			
01.03.22	Zumba	15.00		
02.03.22	Keep Fit/Pilates	30.00		
04.03.22	Yoga	20.00		
05.03.22	Children's Party	37.50		
08.03.22	Zumba	9.00		
08.03.22	Dover Lottery		97.00	
09.03.22	Keep Fit/Pilates	30.00		
11.03.22	Yoga	20.00		
15.03.22	Zumba	12.00		
18.03.22	Yoga	20.00		
19.03.22	Zumba	12.00		
22.03.22	Zumba	12.00		
25.03.22	Yoga	20.00		
25.03.22	Pop up Pub		36.00	

25.03.22.	Brian 100 Club Winner			-25.00
26.03.22	Zumba	6.00		
29.03.22	Zumba	18.00		
30.03.22	Keep Fit/Pilates	30.00		
31.03.22	Bank Interest			
02.04.22	Zumba	9.00		
05.04.22	Zumba	12.00		
05.04.22	Dover Lottery		94.00	
06.04.22	Keep Fit/Pilates	25.00		
06.04.22	KCC			
08.04.22	Yoga	20.00		
09.04.22	Zumba	15.00		
09.04.22	Children's Party	30.00		
10.04.22	Children's Party	19.50		
13.04.22	Keep Fit/Pilates	25.00		
16.04.22	Zumba	12.00		
17.04.22	Easter Egg Hunt	74.00		
19.04.22	Village Hall Meeting			
20.04.22	Keep Fit/Pilates	25.00		
22.04.22	Rachel Harrington Wak	75.00		
23.04.22	Zumba	9.00		
23.04.22	Children's Party			-48.06
26.04.22	Zumba	0.00		
27.04.22	Keep Fit/Pilates	25.00		
29.04.22	Yoga	20.00		
29.04.22	Pop up Pub		4.00	
29.04.22	100 Club Winner			-25.00
29.04.22	Bank Interest			
30.04.22	Zumba	15.00		
30.04.22	Children's Party	30.00		
May-22				-21.64
03.05.22	Zumba	9.00		
04.05.22	No Keep Fit COVID	0.00		
04.05.22	Dover Lottery		94.00	
06.05.22	Yoga	20.00		
07.05.22	Zumba	12.00		
07.05.22	Sue Clements Party	52.00		
09.05.22	Lawn Refund			
11.05.22	Keep Fit/Pilates	25.00		
13.05.22	Yoga	20.00		
13.05.22	Wedding Preparation			
14.05.22	Wedding Reception	250.00		
15.05.22	Wedding Clear up			
17.05.22	Zumba	12.00		
18.05.22	Keep Fit/Pilates	25.00		
20.05.22	Yoga	20.00		-8.82

20.05.22	Dover District Council					
21.05.22	Zumba	6.00				
24.05.22	Zumba	6.00				
25.05.22	Keep Fit/Pilates	25.00				
27.05.22	Yoga	20.00				
27.05.22	Pop up Pub					
27.05.22	100 Club Winner Don				-25.00	
28.05.22	Zumba	12.00				
30.05.22	Bounce	7.50				
31.05.22	Zumba	6.00				
31.05.22	Bank Interest					
Jun-22						
01.06.22	Keep Fit/Pilates	0.00				
03.06.22	Yoga	20.00				
03.06.22	Jubilee Street Party					
03.06.22	Raffle					
06.06.22	Bounce	7.50				
07.06.22	Dover Lotto		116.00			
08.06.22	Keep Fit/Pilates	0.00				
10.06.22	Yoga	20.00				
11.06.22	Zumba	9.00				
14.06.22	Zumba	9.00				
15.06.22	Keep Fit/Pilates	25.00				
15.06.22	Sandra Schiele					
17.06.22	Yoga	20.00				
18.06.22	Zumba	12.00				
21.06.22	Zumba	9.00				
21.06.22	Dianne Oxenham					
22.06.22	Keep Fit/Pilates	25.00				
24.06.22	Yoga	20.00				
24.06.22	Pop up pub					
24.06.22	100 Club Winner Mary				-25.00	
25.06.22	Zumba	12.00				
29.06.22	Keep Fit/Pilates	25.00				
30.06.22	Bank Interest					
		4232.25	1273.50	135.75	230.00	-10.00

02.12.21 Tina Jones re Pauline paid £20.00

Clements Paid 45.50

Francesca Paid 77.50

23.05.22	Richard Turner	£10.00	Garage Safari July	0.34	£15.00
24.05.22	Kim Evernden	£10.00	Garage Safari July	0.34	
04.06.22	Emma Milner	£10.00	Garage Safari July	0.34	
17.06.22	Tina Jones	£10.00	Garage Safari July	0.34	
29.06.22	Sarah Sabin	£10.00	Garage Safari July	0.34	

8464.50

2547

Events	Donations Grants	Bank Inter	Misc		Cleaning	Materials
				01.07.21	TV Licence	
				01.07.21	Dinner set	
				01.07.21	TV Stand	
				01.07.21	Vfast	
				01.07.21	Indoor TV Ariel	
				02.07.21	TV 85 Inch	
				05.07.21	British Gas Elec	
				08.07.21	Dinner set	
				08.07.21	Opus Energy	
				15.07.21	Dinner Set	
				16.07.21	Ansvar Insurance	
				19.07.21	British Gas	
				20.07.21	DDC Tens Licence	
				22.07.21	Dinner Set	
				23.07.21	Opus Energy	
				23.07.21	Keys Cut	
				26.07.21	Tina's Care Services	120.00
				29.07.21	Dinner Set	
		0.07				
				02.08.21	Shelving Unit/Shed	
				02.08.21	V-fast	
				02.08.21	TV Licence	
				03.08.21	Gill Parker Cleaning	30.00
				05.08.21	Sum Up Card PMT	
150.00						
106.23				08.08.21	Opus Energy	
96.37						
				10.08.21	Gill Parker Cleaning	30.00
				13.08.21	British Gas	
				17.08.21	Ansvar Insurance	
				17.08.21	Gill Parker Cleaning	30.00
				17.08.21	British Gas	
	916.67			18.08.21	Chair Sashes	
				24.08.21	Gill Parker Cleaning	30.00
				26.08.21	New Windows	
				30.08.21	Polycell exterior Filler	
		0.08		31.08.21	Gill Parker Cleaning	30.00
				01.09.21	Vfast	

	01.09.21	TV Licence		
	01.09.21	British Gas		
	06.09.21	Green Box Skip		
	03.09.21	Metal Storage		
	07.09.21	Fence panels ect.		
	07.09.21	Gill Parker Cleaning		
	08.09.21	Abba Deposit		
	14.09.21	Key safe/Key fobs/Diary		
	14.09.21	Gill Parker Cleaning	30.00	
0.06	16.09.21	Ansvar Insurance		
	17.09.21	Bleach Floor cleaner		6.28
	22.09.21	Gill Parker Cleaning	30.00	
	28.09.21	Gill Parker Cleaning	30.00	
	29.09.21	Dover District TENS Licence		
	30.09.21	Bank Fee		
	01.10.21	Vfast		
	01.10.21	TV Licence		
	04.10.21	DVD Player and Cable		
	05.10.21	Gill Parker Cleaning	30.00	
	07.10.21	Soup Bowls		
	07.10.21	Halloween Bits		
10.00	12.10.21	Gill Parker Cleaning	30.00	
	13.10.21	British Gas		
	14.10.21	Halloween Bits		
	17.10.21	Amazon Outdoor Ashtrays		
	18.10.21	Ansvar Insurance		
	19.10.21	Table Cloths		
	19.10.21	Gill Parker Cleaning	30.00	
	21.10.21	Sum Up Fee		
1110.00				
147.00	21.10.21	Mike Reed Promotions		
765.59	22.10.21	Bar Costs		
	25.10.21	Gill Parker Cleaning	30.00	
	25.10.21	British Gas		
	26.10.21	Outdoor Ashtray		
	26.10.21	Halloween Bits		
	30.10.21	Halloween Various		
	30.10.21	Halloween Various		
184.50				
	01.11.21	Vfast		
	01.11.21	TV Licenece		

		02.11.21	Gill Parker	0	30.00	
		09.11.21	Bleach & Rubbish Sacks			2.07
		09.11.21	Gill Parker Cleaning	30.00		
		09.11.21	Purchase Christmas Tree			
		09.11.21	Opus Energy			
		16.11.21	Ansvar Insurance			
	10.62	16.11.21	Gill Parker Cleaning	30.00		
		23.11.21	Gill Parker Cleaning	30.00		
		26.11.21	RK Graphics Sign			
		29.11.21	Gill Parker Cleaning	30.00		
		30.11.21	DW Electrical			
						0.06
	60.52					
35.00		01.12.21	Christmas Tree Decorations			
43.50		01.12.21	Raffle Prizes			
32.20		01.12.21	Vfast			
		01.12.21	TV Licence			
		02.12.21	Angel for Xmas Tree			
		02.12.21	Numbered Discs for 100 club			
		02.12.21	Tea Coffee Milk Cakes			
		07.12.21	Gill Parker Cleaning	30.00		
		07.12.21	Snowman Toy for Party			
		10.12.21	Toilet Rolls bulk			19.99
		14.12.21	Gill Parker Cleaning	30.00		
		14.12.21	British Gas			
		14.12.21	Pass The Parcel Game			
	50.00	16.12.21	Ansvar Insurance			
	20.00	21.12.21	Gill Parker Cleaning	30.00		
						0.06
		04.01.22	Gill Parker Cleaning	30.00		
		04.01.22	Vfast			
		04.01.22	TV Licence MBP			
		05.01.22	Castle Water			
		11.01.22	Gill Parker Cleaning	30.00		

0.06	13.01.22	British Gas	
	18.01.22	Ansvar Insurance	
	18.01.22	Gill Parker Cleaning	30.00
	25.01.22	Gill Parker Cleaning	30.00
	29.01.22	Plants for Baskets	
	31.01.22	Alexander Square Website	
0.05	01.02.22	TV Licence	
	01.02.22	Vfast	
	01.02.22	Gill Parker Cleaning	30.00
	04.02.22	DDC Lottery Licence	
	08.02.22	Gill Parker Cleaning	30.00
	12.02.22	Colin Care	
	14.02.22	Gill Parker Cleaning	30.00
	15.02.22	British Gas Elec	
	16.02.22	EDF Energy	
	16.02.22	British Gas Elec	
	16.02.22	Ansvar Insurance	
	22.02.22	Gill Parker Cleaning	30.00
	28.03.22	Key Services Ltd	
	01.03.22	Gill Parker Cleaning	30.00
	01.03.22	Vfast Ltd	
	01.03.22	TV Licence	
	01.03.22	Stripe	
	08.03.22	Gill Parker Cleaning	30.00
	08.03.22	PPL PRS Ltd	
	15.03.22	Atman UK Ltd	
	15.03.22	Gill Parker Cleaning	30.00
	16.03.22	Ansvar Insurance	
	22.03.22	Gill Parker Cleaning	30.00

	29.03.22	Gill Parker Cleaning	30.00	
0.05				
	01.04.22	Vfast Ltd		
	01.04.22	TV Licence		
	01.04.22	Stripe		
	05.04.22	Gill Parker Cleaning	30.00	
800.00				
	12.04.22	Gill Parker Cleaning	30.00	
	13.04.22	British Gas		
	17.04.22	Eggs & Prizes		
	19.04.22	Gill Parker Cleaning	30.00	
	20.04.22	Ansvar Insurance		
	22.04.22	Luxury Lawns		
	25.04.22	Bostik/Sealant		
	26.04.22	Gill Parker Cleaning	30.00	
	26.04.22	Tool Hire Travis Perkins		
10.00	28.04.22	R&R Landscaping		
0.43				
	03.05.22	Cement/Gloves		
	03.05.22	Gill Parker Cleaning	30.00	
	03.05.22	Peter Wright Fencing		
	03.05.22	Vfast		
	03.05.22	TV Licence		
	07.05.22	D Taylor Plant Hire		
	01.05.22	Turfs Homebase		
	10.05.22	Gill Parker Cleaning	30.00	
	13.05.22	British Gas Elec		
	17.05.22	R & R Landscaping		
	17.05.22	Gill Parker Cleaning	30.00	
	18.05.22	ACRE		
	19.05.22	Cleaning Materials		8.82

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Bounce Paid 15.09.22

Water	Utilities	Insurance	TV Licence	Lice/Mem	Repairs/renewals	Misc	Refurb	Event Cost
			13.37				12.00	
						195.99		
				24.98				
						21.95		
						1854.00		
	12.48						12.00	
	86.06							
							12.00	
		95.37						
	0.14							
				21.00			12.00	
	86.06							
						17.80		
							12.00	
							100.00	
				24.98				
			13.37					
						44.79	Di owed	
	10.08							
	18.77							
		95.22						
	6.72							
						19.49		
							2531.00	
							9.80	
				24.98				

13.37

6.72

348.00

176.95

379.00

100.00

33.97

95.22

21.00

20.00

24.98

13.37

39.98

68.72

43.97

32.51

19.98

47.98

95.22

130.54

4.90

650.00

317.59

13.28

23.99

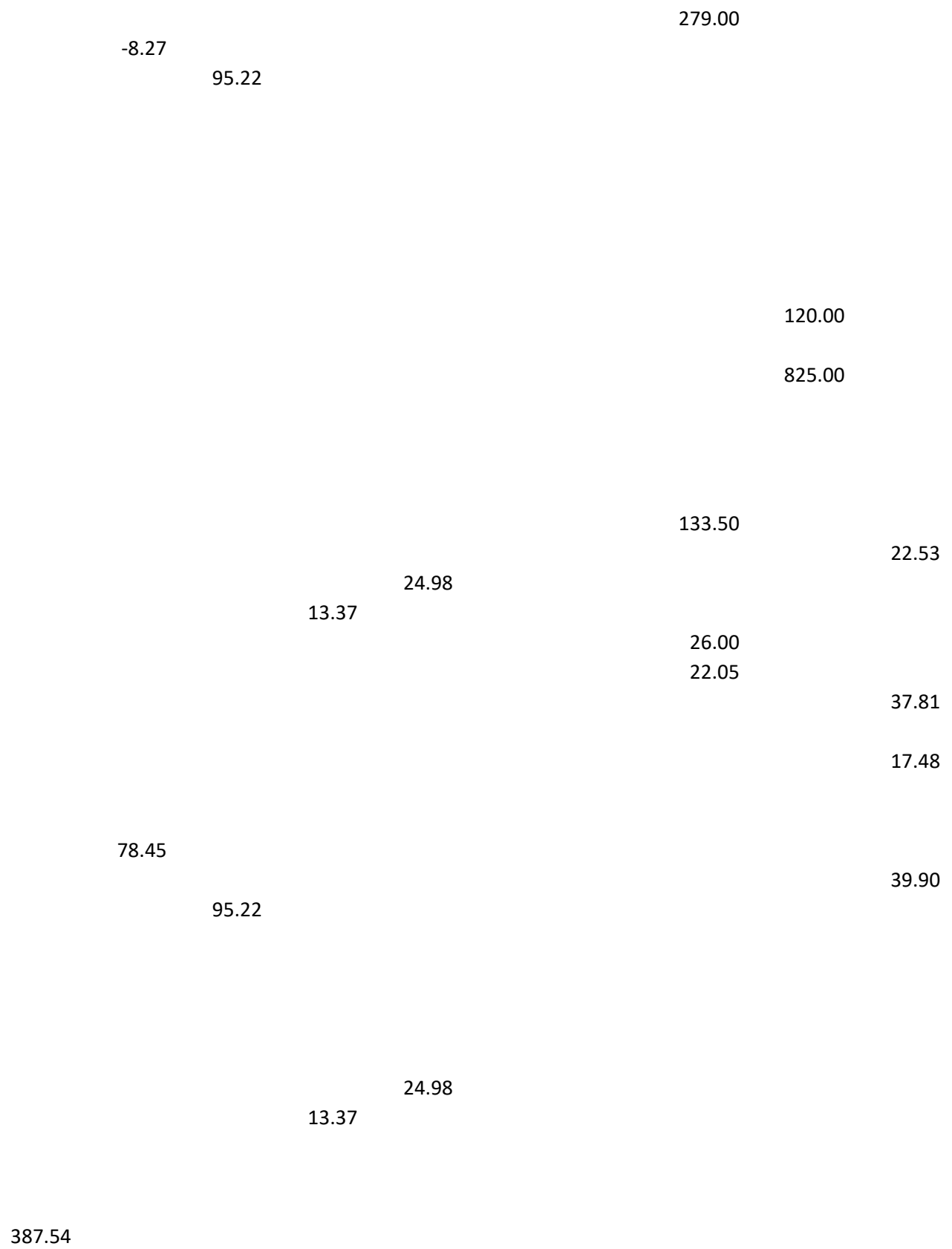
12.94

24.99

171.16

24.98

13.43



59.81

95.22

44.80

598.00

13.37

24.98

20.00

59.30 Paid Cash

63.53

425.09

23.07

95.22

58.20

24.98

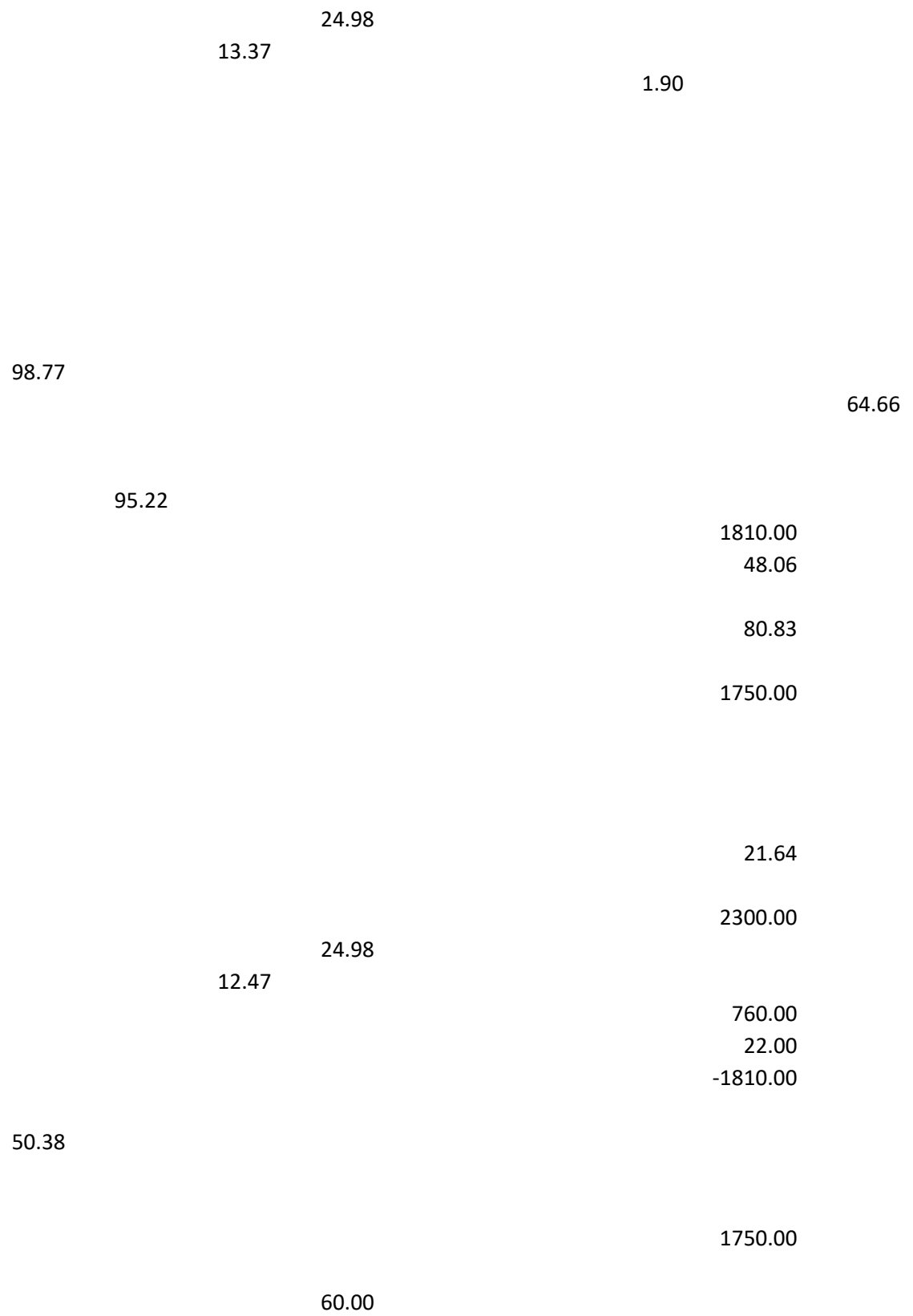
13.37

1.61

114.48

54.00

95.22



128.88
97.99

4.99
11.36
12.99

24.98

2.17

13.25

57.85

75.37
166.01

81.92

469.46	1362.88	952.35	159.48	1134.24	171.50	2878.90	11689.82	1527.91
58.90 in Credit								

2725.76

318.96 2268.48

5757.8

Jul-22		Balance	Lottery	PUP	100 Club	100 Winners	P/C
01.07.22	Yoga	20.00					
02.07.22	Zumba	9.00					
03.07.22	Baby Shower	60.00					
06.07.22	Keep Fit/Pilates	25.00					
08.07.22	Yoga	20.00					
09.07.22	Zumba	12.00					
10.07.22	Safari Tables Refreshments Donations						
12.07.22	Dover Lotto		91.00				
13.07.22	Keep Fit/Pilates	25.00					
15.07.22	Yoga	20.00					
16.07.22	Zumba	9.00					
20.07.22	Keep Fit/Pilates	10.00					
22.07.22	Yoga	20.00					
23.07.22	Zumba	9.00					
26.07.22	Zumba	19.00					
27.07.22	Keep Fit/Pilates	25.00					
29.07.22	Yoga	20.00					
29.07.22	Pop up Pub			14.50			
29.07.22	Sue Walker						
29.07.22	100 Club Winner					-25.00	
29.07.22	Bank Interest						
30.07.22	Zumba	12.00					
31.07.22	Ladies Football						
Aug-22							
03.08.22	Keep fit/pilates	25.00					
05.08.22	Yoga	20.00					
09.08.22	Dover Lotto		90.00				
10.08.22	Keep fit/pilates	25.00					
12.08.22	Yoga	20.00					
13.08.22	Sue Clements	90.00					
16.08.22	Zumba	20.00					
19.08.22	Yoga	20.00					
19.08.22	DDC Grant/Awning						
23.08.22	Zumba	6.00					
24.08.22	Keep fit/pilates						
26.08.22	Yoga	20.00					
26.08.22	Pop up Pub			16.00			
26.08.22	100 Club Winner					-25.00	
27.08.22	Baby Shower	105.00					
30.08.22	Zumba	9.00					
31.08.22	Keep Fit/Pilates	25.00					
31.08.22	Bank Interest						
Sep-22		Sep-22					

06.09.22	Dover Lotto		111.50		
06.09.22	Zumba	9.00			
07.09.22	Keep Fit Pilates	25.00			
13.09.22	Zumba	9.00			
14.09.22	Keep Fit Pilates	25.00			
16.09.22	Yoga	20.00			
19.09.22	Queens Funeral	40.00			
19.09.22	Darran Wilkins				
19.09.22	Donation				
20.09.22	Zumba	9.00			
21.09.22	Keep Fit Pilates	25.00			
23.09.22	Yoga	20.00			
23.09.22	Candice	250.00			
24.09.22	Candice				
25.09.22	Candice				
27.09.22	Zumba	9.00			
28.09.22	Keep Fit Pilates	25.00			
30.09.22	Yoga	20.00			
30.09.22	Pop up Pub				
30.09.22	100 Club Winner		18.00		-25.00
30.09.22	Bank Interest				
30.09.22	Streetz 2 streetz			24.00	
30.09.22	Streetz 2 streetz advert H H				
Oct-22					
01.10.22	Zumba	9.00			
04.10.22	Zumba	9.00			
04.10.22	Dover Lotto		87.00		
06.10.22	Tina Jones Robbie				
05.10.22	Keep Fit Pilates	25.00			
07.10.22	Yoga	20.00			
12.10.22	Keep Fit Pilates	25.00			
14.10.22	Yoga	20.00			
15.10.22	Childrens Party	40.00			
18.10.22	Zumba	9.00			
19.10.22	No Pilates	0.00			
21.10.22	Yoga	20.00			
22.10.22	Birthday Party	60.00			
25.10.22	Zumba	6.00			
25.10.22	D Hastie 100			60.00	
	Tina & Alan			20.00	
26.10.22	No Pilates	0.00			
28.10.22	Yoga	20.00			
28.10.22	Pop up Pub		16.00		
28.10.22	Sally/Helen 100			96.00	
28.10.22	Gill/Tony 100			24.00	

28.10.22	100 Club Winner Sue			-25.00
28.10.22	100 Club Peter Robinson		24.00	
29.10.22	Childrens Party	40.00		
30.10.22	Zumba	9.00		
31.10.22	Halloween Party			
31.10.22	Viv & Bob 100 Club		24.00	
Nov-22				
01.11.22	Zumba	9.00		
02.11.22	Keep Fit Pilates	25.00		
04.11.22	Yoga	20.00		
05.11.22	Zumba	9.00		
08.11.22	Zumba	19.00		
08.11.22	Dover Lotto		105.00	
09.11.22	Keep Fit Pilates	25.00		
11.11.22	Yoga	20.00		
12.11.22	AGM			
16.11.22	Keep Fit Pilates	25.00		
18.11.22	Yoga	20.00		
18.11.22	Band	5.00		
18.11.22	Herald Advert			
18.11.22	Quiz Night			
18.11.22	Heads & Tails			
19.11.22	Childrens Party	75.00		
19.11.22	Sue Clements	70.00		
19.11.22	100 Club Ally & Dan		24.00	
19.11.22	100 Club Wendy & Andrew		24.00	
20.11.22	Childrens Party	40.00		
21.11.22	100 Club Deb Bailey		24.00	
21.11.22	Jane Hughes Robbie			
21.11.22	Paul Taylor Robbie			
21.11.22	Paula Taylor Robbie			
22.11.22	Zumba	6.00		
23.11.22	Keep Fit Pilates	25.00		
24.11.22	Uk Power Waylieve			
25.11.22	Yoga	20.00		
25.11.22	Pop up Pub		12.00	
25.11.22	STREETZ 2 streetz			
25.11.22	100 Club D Talor		24.00	
25.11.22	100 Club Winner			-25.00
26.11.22	Christening	70.00		
27.11.22	Childrens Party	30.00		
28.11.22	100 Club Steve & Di		24.00	
28.11.22	Karen Craig Robbie			
29.11.22	Zumba	9.00		
30.11.22	Keep Fit Pilates	25.00		
30.11.22	Bank Interest			
Dec-22				
02.12.22	Yoga	20.00		

02.12.22	Dover District Grant			
03.12.22	Zumba	12.00		
03.12.22	Baby Shower	50.00	25.00	
04.12.22	Childrens Party	45.00		
06.12.22	Dover Lotto		75.00	
06.12.22	Zumba	9.00		
06.12.22	Nick Abel Robbie			
06.12.22	Sarah Sabin Robbie			
07.12.22	Keep Fit Pilates	25.00		
07.12.22	Nicola Stokes Robbie			
09.12.22	Yoga	20.00		
14.12.22	Keep Fit/Pilates	25.00		
15.12.22	SueWalker Robbie			
16.12.22	Yoga	20.00		
17.12.22	Childres Xmas Party			
21.12.22	Keep Fit/Pilates	10.00		
21.12.22	Richard Turner Robbie			
22.12.22	Steve& Di Robbie			
22.12.22	Christine Care 100		36.00	
22.12.22	Luke Britton Evening Tickets Bar cash Bar Card Raffle			
22.12.22	100 Club Winner Sally			-50.00
	Rachel Hogben 100 club		24.00	
	Mary Pressnell 100 club		24.00	
	Jodie 100 Club		48.00	
	Jo & Tim 100 Club		12.00	
	Tony Holman 100 Club		24.00	
	Jean Whitnall 100 Club		48.00	
	Sue & Nigel 100 Club		24.00	
22.12.22	Money Lost		-204.00	
23.12.22	Dave Humphries 100		24.00	
30.12.22	Yoga	20.00		
30.12.22	Bank Interest			

Jan-23

01.01.23	Christening	65.00		
02.01.23	Christening	165.00		
02.01.23	Gill and Chris 100 club		12.00	
03.01.23	Zumba	12.00		
04.01.23	No Keep Fit			
05.01.23	Dover Lotto		99.00	
05.01.23	Laurien Perkins	85.00		
06.01.23	Yoga	20.00		

10.01.23	Zumba	9.00		
11.01.23	Keep Fit/Pilates	25.00		
13.01.23	Yoga	20.00		
14.01.23	Zumba	6.00		
14.01.23	Childrens Party	75.00	25.00	
18.01.23	Keep Fit/Pilates	25.00		
20.01.23	Yoga	20.00		
21.01.23	Zumba	9.00		
24.01.23	Zumba	9.00		
25.01.23	Keep Fit/Pilates	25.00		
27.01.23	Yoga	20.00		
27.01.23	Refund Perkins	-85.00		
27.01.23	Pop up Pub		13.00	
27.01.23	100 Club Winner			-25.00
28.01.23	Zumba	12.00		
30.01.23	Refund Depo Finni	-25.00		
31.01.23	Zumba	6.00		
31.01.23	Bank Interest			
Feb-23				
01.02.23	Keep fit/pilates	25.00		
03.02.23	Yoga	20.00		
04.02.23	Zumba	12.00		
07.02.23	Zumba	12.00		
07.02.23	I Bryan	70.00		
08.02.23	Keep Fit/Pilates	25.00		
08.02.23	Dover Lotto		89.50	
09.02.23	Village Hall Meeting			
10.02.23	Yoga	20.00		
11.02.23	Zumba	12.00		
11.02.23	Pop Up Caberet			
	Tickets			
	Bar Cash			
	Bar Card			4.00
	Raffle			
14.02.23	Zumba	9.00		
15.02.23	Keep Fit/Pilates	25.00		
16.02.23	Refund I Bryan	-70.00		
17.02.23	Yoga	20.00		
18.02.23	Zumba	12.00		
21.02.23	Zumba	9.00		
22.02.23	Keep Fit/Pilates	25.00		
24.02.23	Yoga	20.00		
24.02.23	Pop Up Pub		17.00	
24.02.23	100 Club Winner Jean Whitnall			-25.00
25.02.23	Zumba	12.00		
28.02.23	Zumba	6.00		
28.02.23	Bank Interest			
Mar-23				

01.03.23	Keep Fit/Pilates	25.00			
03.03.23	Yoga	20.00			
04.03.23	Zumba	12.00			
07.03.23	No Zumba				
08.03.23	No Keep Fit				
07.03.23	Village Hall Meeting				
10.03.23	Yoga	20.00			
11.03.23	Zumba	12.00			
11.03.23	History Walk				
14.03.23	Zumba	6.00			
14.03.23	Dover Lotto		69.00		
14.03.23	Anton Nattandige	100.00			
15.03.23	Keep Fit/Pilates	25.00			
17.03.23	No Yoga	0.00			
18.03.23	Zumba	12.00			
21.03.23	Zumba	9.00			
22.03.23	Keep Fit/Pilates	25.00			
24.03.23	Yoga	20.00			
25.03.23	Sue Clements	70.00			
25.03.23	No Zumba				
28.03.23	No Zumba				
29.03.23	Keep Fit/Pilates	25.00			
31.03.23	Yoga	20.00			
31.03.23	Pop up Pub		40.00		
31.03.23	Craig 100			9.00	
31.03.23	Ulllyutts			18.00	
31.03.23	100 Club Winner				-25.00
31.03.23	Bank Interest				
Apr-23					
01.04.23	Zumba	9.00			
01.04.23	Childrens Party	65.00			
01.04.23	Deposit Refund	-25.00			
02.04.23	Childrens Party	65.00			
02.04.23	Deposit Refund	-25.00			
04.04.23	Zumba	9.00			
04.04.23	Dover Lotto		72.00		
05.04.23	Keep Fit/Pilates	25.00			
09.04.23	Easter Egg Hunt				
09.04.23	Childrens Party	45.00			
11.04.23	Zumba	9.00			
12.04.23	Keep Fit/Pilates	25.00			
14.04.23	Yoga	20.00			
14.04.23	Quiz Night				
15.04.23	Zumba	12.00			
18.04.23	Zumba	6.00			
19.04.23	No Keep fit 2 weeks				
21.04.23	Yoga	20.00			
21.04.23	Sara Goodden				

22.04.23	Zumba	9.00			
25.04.23	Zumba	9.00			
26.04.23	No Keep Fit				
28.04.23	Yoga	20.00			
28.04.23	Pop up Pub		28.00		
28.04.23	100 Club Win Bob				-25.00
28.04.23	Juliette Graham			9.00	
28.04.23	Bank Interest				
29.04.23	Zumba	12.00			
May-23					
02.05.23	Zumba	9.00			
03.05.23	Keep Fit/Pilates	25.00			
03.05.23	Dover Lotto		64.50		
04.05.23	Polling Station	260.00			
05.05.23	Yoga	20.00			
06.05.23	Kings Coronation				
09.05.23	Sara Goodden refund				
09.05.23	Parish Coucil Meet	20.00			
10.05.23	Keep Fit/Pilates	25.00			
12.05.23	Yoga	20.00			
12.05.23	50th Party Set up	20.00			
13.05.23	50th Birthday Part	300.00			
16.05.23	Zumba	9.00			
17.05.23	Keep fit/pilates	25.00			
18.05.23	Village Hall Meeting				
19.05.23	Yoga	20.00			
20.05.23	Zumba	12.00			
23.05.23	Zumba	9.00			
24.05.23	Keep fit/pilates	10.00			
26.05.23	Yoga	20.00			
26.05.23	Pop up Pub		22.50		
26.05.23	100 Club			14.00	
26.05.23	100 Club Winner				-25.00
27.05.23	Zumba	6.00			
27.05.23	Childrens Party	50.00			
28.05.23	Childrens Party	50.00			
30.05.23	Zumba	9.00			
30.05.23	Anton Nattandige	20.00			
31.05.23	Keep Fit/Pilates	15.00			
31.05.23	Bank Interest				
Jun-23					
02.06.23	Yoga	20.00			
04.06.23	Children's Party	20.00			
05.06.23	Alkham Village	-150.00			
	Hall Double booking				
07.06.23	Keep Fit/Pilates	25.00			
09.06.23	Yoga	20.00			
10.06.23	Zumba	9.00			

11.06.23	Curry Lunch					
13.06.23	Dover Lotto		79.50			
14.06.23	Keep Fit/Pilates	25.00				
16.06.23	Yoga	20.00				
17.06.23	Zumba	6.00				
21.06.23	Keep Fit/Pilates	15.00				
23.06.23	Yoga	20.00				
24.06.23	Wedding	140.00				
24.06.23	Bins/Wedding					
24.06.23	Peter Donation					
25.06.23	Christening	20.00				
28.06.23	Keep Fit/Pilates	10.00				
29.06.23	Parish Coucil Meet	20.00				
30.06.23	Yoga	20.00				
30.06.23	Pop up Pub		24.00			
30.06.23	100 Club Winner					-25.00
30.06.23	Bank Interest					
		4968.00	1033.00	221.00	518.00	-325.00

£75.00 owed by Keep fit/pilates

£75.00 Paid by JM Farrow-House hall Hire July

217.13 Steve owed

1240.68 Di Owed

Events	Donations	Grants	Bank Inter	Misc		Cleaning	Materials
					01.07.22	Vfast	
					01.07.22	TV Licence	
					01.07.22	Stripe Fees	
					05.07.22	British Gas	
					05.07.22	EDF Energy	
4.50							
200.00					11.07.22	Sum Up Fee	
229.20					10.07.22	Food/tea/sugar	
	80.00				10.07.22	Baking Trays/Foil Ect	
					12.07.22	Gill Parker Cleaning	30.00
					18.07.22	Ansvar	
					19.07.22	Gill Parker Cleaning	30.00
					27.07.22	Gill Parker Cleaning	30.00
	5.00						
				0.17			
57.00							
					01.08.22	Vfast	
					01.08.22	TV licence	
					01.08.22	Stripe Fees	
					02.08.22	Gill Parker Cleaning	30.00
					09.08.22	Gill Parker Cleaning	30.00
					12.08.22	British Gas	
					16.08.22	Gill Parker Cleaning	30.00
					16.08.22	Ansvar Insurance	
	1739.83						
					30.08.22	Gill Parker Cleaning	30.00
				0.24			

150.00

31.12.22	Halloween Costs
31.12.22	Halloween Costs
31.12.22	Halloween Costs

01.11.22	Vfast		
01.11.22	TV Licence		
01.11.22	Gill Parker Cleaning	30.00	
01.11.22	Cleaning Products		10.57
01.11.22	Stripe Fees		
02.11.22	Castle Water		
02.11.22	Castle Water		
02.11.22	Castle Water		
08.11.22	Gill Parker Cleaning	30.00	
15.11.22	British Gas		
15.11.22	Gill Parker Cleaning	30.00	
16.11.22	Ansvar Insurance		

3.00

80.00
20.00

18.11.22 Prizes

40.00
20.00
20.00

21.11.22 Tens Licence

23.11.22	Gill Parker Cleaning	30.00
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10.62

12.00

28.11.22	British Gas
28.11.22	British Gas
28.11.22	British Gas
28.11.22	British Gas

60.00

2.76

01.12.22 V Fast

	1033.33	01.12.22	TV Licence	
		01.12.22	Stripe Deposit refund	
		01.12.22	Stripe Fee	
120.00		02.12.22	Tinas Care Services	30.00
160.00				
20.00				
40.00		07.12.22	Tinas Care Services	30.00
		13.12.22	British Gas	
		13.12.22	British Gas	
100.00		14.12.22	Tinas Care Services	30.00
		14.12.22	British Gas	
125.00		14.12.22	British Gas	
		16.12.22	Ansvar Insurance	
60.00		16.12.22	Pizza Tray for Kitchen	
40.00		17.12.22	Childrens xmas Party	
		17.12.22	Gift Peter Robinson	
		22.12.22	Tinas Care Services	30.00
190.00		22.12.22	Luke Britton	
408.00		22.12.22	Alcohol	
251.00				
144.00		22.12.22	Raffle Prizes	
50.00				

28.12.22	Tinas Care Services	30.00
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3.68

01.01.23	Sum Up Fees	
01.01.23	Stripe fees	
03.01.23	Vfast	
03.01.23	TV Licence	
03.01.23	Lottery Licence	
03.01.23	Cleaning Products	19.75
03.01.23	Gill Parker Cleaning	30.00

		04.01.23	Gill Parker Cleaning	52.50	
		05.01.23	PPL/PRS Music Licence		
		09.01.23	Gill Parker Cleaning	30.00	
		09.01.23	Gill Parker Cleaning	30.00	
		13.01.23	British Gas		
		17.01.23	Squarespace/Website		
		17.01.23	Ansvar Insurance		
		17.01.23	Castle Water		
		17.01.23	Gill Parker Cleaning	30.00	
		18.01.23	Castle Water		
		24.01.23	Gill Parker Cleaning	30.00	
		26.01.23	Cleaning Products		5.13
25.00					
		31.01.23	Gill Parker Cleaning	30.00	
	4.10				
		01.02.23	Squarespace/Website		
		01.02.23	Vfast		
		01.02.23	TV Licence		
		01.02.23	Stripe Fees		
		02.02.23	British Gas		
		07.02.23	Gill Parker Cleaning	30.00	
		10.02.23	Curtain Lights		
		11.02.23	Performers		
312.00	24.00	11.02.23	Tens Licence		
63.40	1.00	11.02.23	Bar Costs		
84.50		11.02.23	Bar Costs		
48.00		11.02.23	Raffle Prizes		
		14.02.23	Gill Parker Cleaning	30.00	
		16.02.23	Ansvar Insurance		
		21.02.23	Gill Parker Cleaning	30.00	
		28.02.23	Gill Parker Cleaning	30.00	
		28.02.23	Atman		
	4.15				

01.03.23	Vfast	
01.03.23	TV Licence	
01.03.23	Sum Up Fees	
01.03.23	Stripe Fees	
07.03.23	Gill Parker Cleaning	30.00

14.03.23	Gill Parker Cleaning	30.00
14.03.23	British Gas	
14.03.23	Key Services Ltd	
16.03.23	Ansvar Insurance	

21.03.23	Gill Parker Cleaning	30.00
21.03.23	Primrose Awnings	

1.00

5.67

01.04.23	Stripe Fees	
03.04.23	Vfast	
03.04.23	TV Licence	
05.04.23	Gill Parker Cleaning	30.00

46.00

09.04.23	Easter Eggs	
11.04.23	Gill Parker Cleaning	30.00
12.04.23	British Gas	
12.04.23	British Gas	

58.00

17.04.23	EDF ENERGY	
18.04.23	Ansvar Insurance	
19.04.23	Gill Parker Cleaning	30.00
24.04.23	British Gas	

16..00

25.04.23	British Gas	
25.04.23	British Gas	
25.04.23	Gill Parker Cleaning	30.00
25.04.23	British Gas	
25.04.23	British Gas	

4.18

214.00
-16.00

01.05.23	Stripe Fees		
02.05.23	Vfast		
02.05.23	TV Licence		
02.05.23	Gill Parker Cleaning	30.00	
03.05.23	Cleaning Materials		3.60
06.05.23	Coronation Food		
06.05.23	Coronation Decorations		
09.05.23	Gill Parker Cleaning	30.00	
09.05.23	LB Carpentry		

14.05.23	Geraniums for Window boxes	
16.05.23	Gill Parker Cleaning	30.00

24.05.23	Gill Parker Cleaning	30.00
24.05.23	Zurich Insurance	

29.05.23	EDF Energy	
30.05.23	Tina's Cleaning	90.00

4.91

01.06.23	Vfast
01.06.23	TV Licence

01.06.23	Stripe fees
02.06.23	Castle Water
06.06.23	Table Runners

425.00 5.00

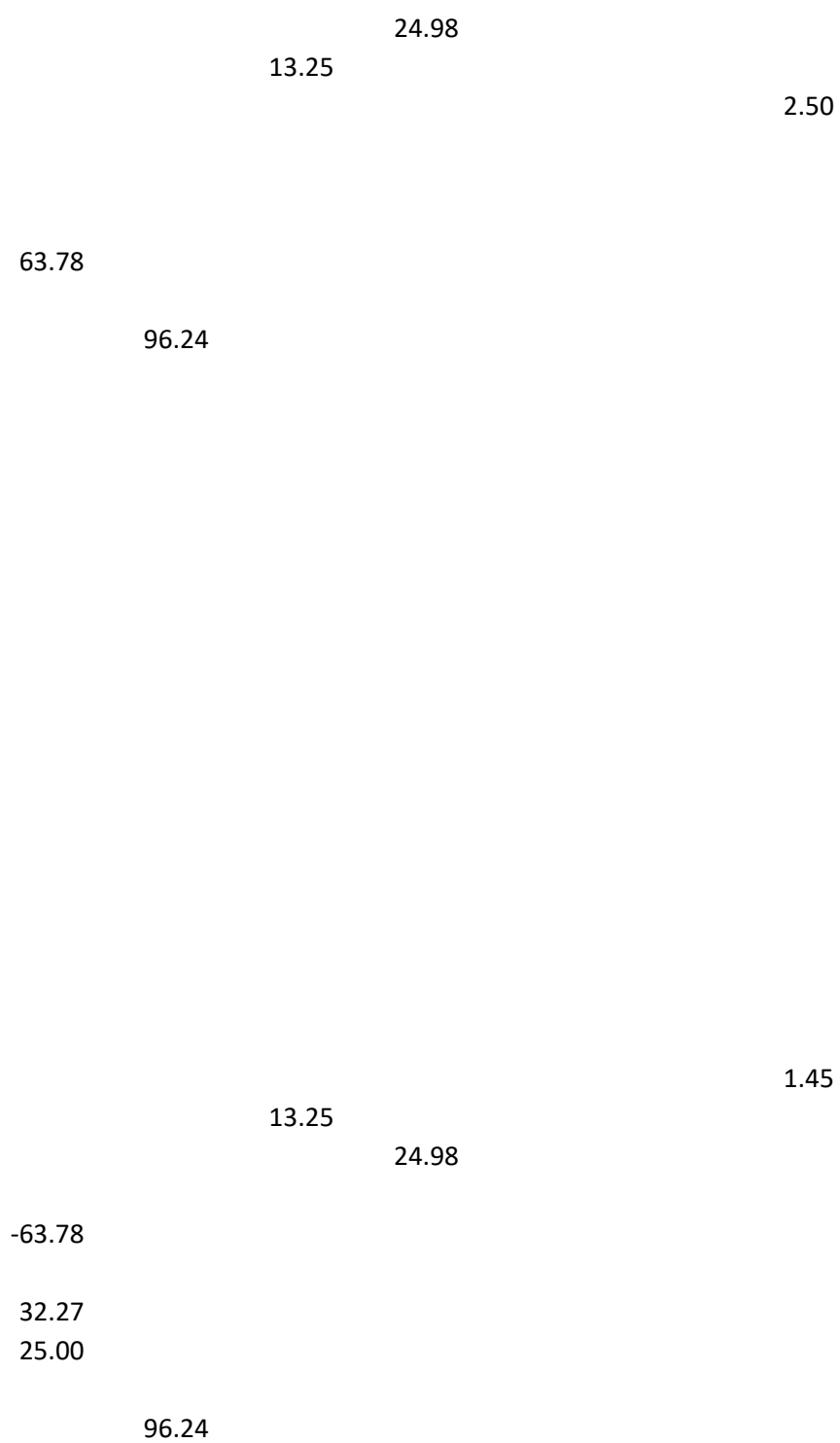
06.06.23 Table Cloths
06.06.23 Signs
11.06.23 Signs
13.06.23 British Gas
20.06.23 Gill Parker Cleaning 30.00

10.00 200.00 24.06.23 Shaw Waste

27.06.23 EDF
27.06.23 Gill Parker Cleaning 30.00
28.06.23 Emergency Toilet rolls 7.79
28.06.23 Hand Towels 20.50
28.06.23 Toilet Rolls 45.98

3813.60 248.00 2773.16 4.60 34.46 251.62 1522.50 135.32

Water	Utilities	Insurance	TV Licence	Lice/Mem	Repairs/renewals	Misc	Refurb	Event Cost
			13.25	24.98				
						2.27		
	75.37							
	166.01							
						0.10		68.57
						52.15		
		96.34						
				24.98				
			13.25					
						2.69		
	71.44							
		96.24						



19.98
74.67
91.68

24.98

13.25

4.84

-81.92
-265.45
283.13

55.46

96.24

21.45

21.00

-55.46
24.72
37.56
-25.00

24.98

13.25

25.00
4.82

33.58
-33.58

31.58
14.70

96.24

4.00

123.90

26.99

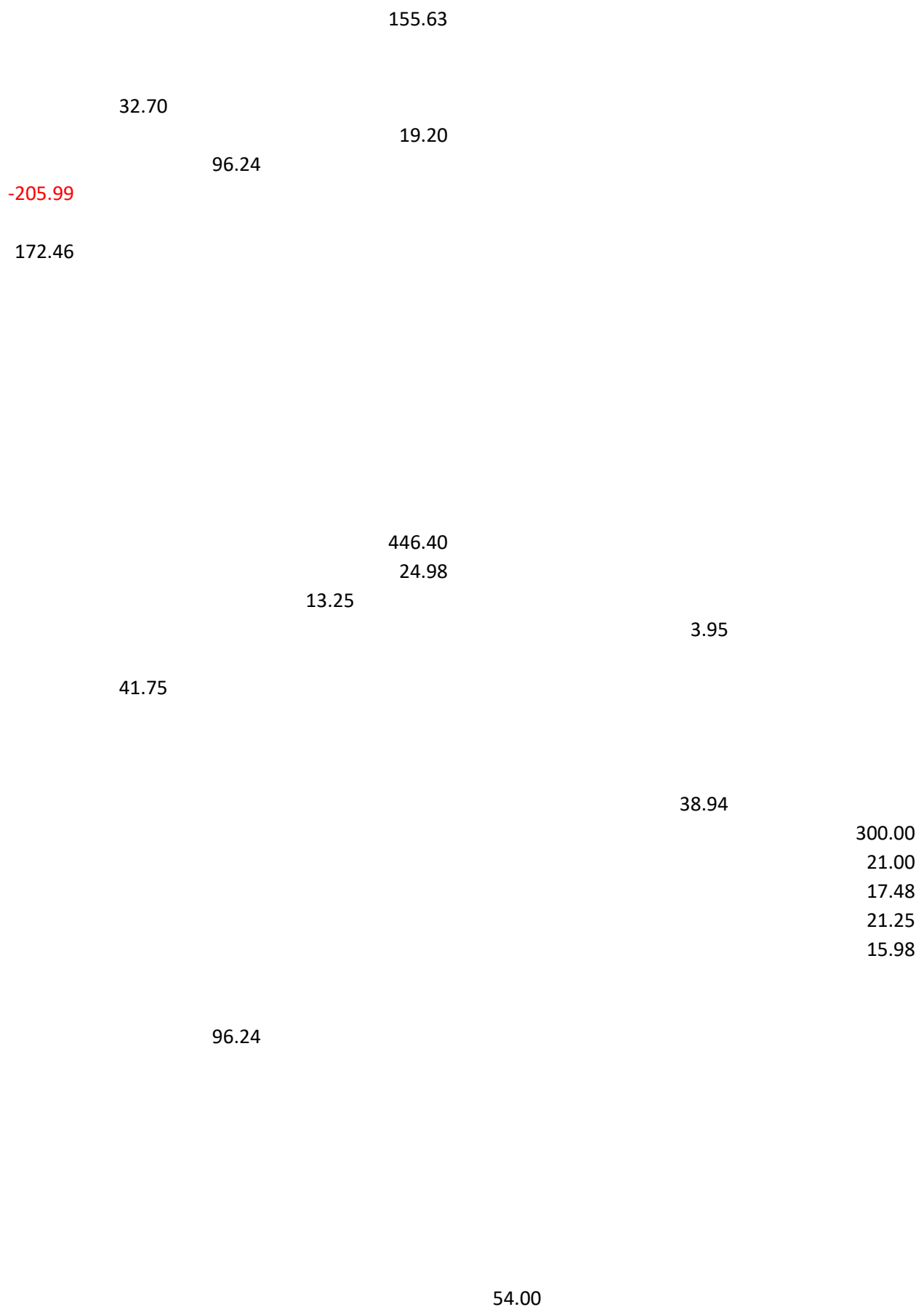
250.00
373.51
89.20
5.50

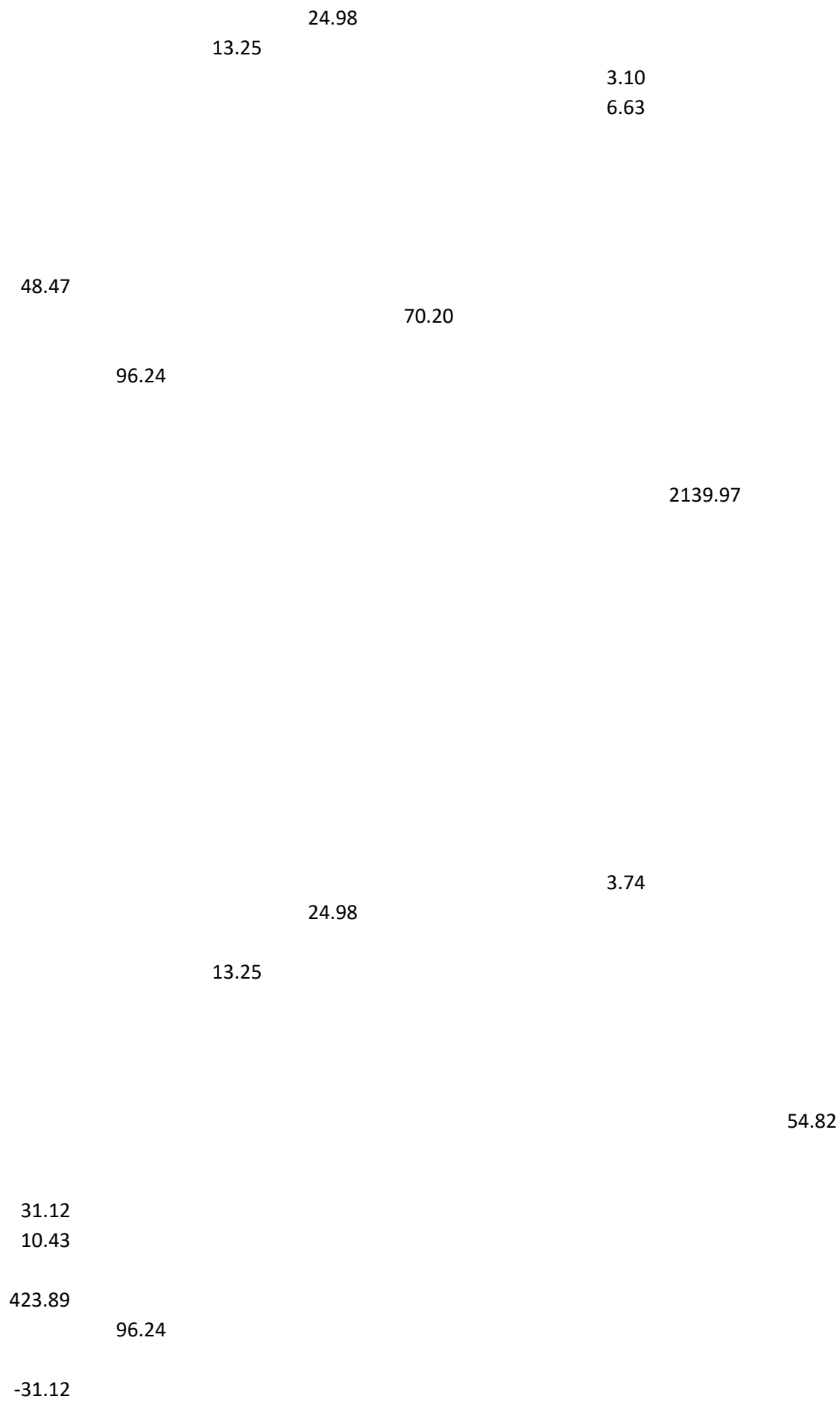
4.23
6.10

24.98

13.25

20.00 Di Paid





-10.43
20.14

6.84
17.73

13.25
24.98

2.41

78.22
62.81

920.00

70.00

444.77

38.16

13.25
24.98

5.91

103.32

37.28

31.98
13.69
10.95

61.55

150.00

10.77

Paid Aug

5.55	1155.65	1407.27	159.00	940.99	124.20	515.72	3059.97	1711.02
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Di Owed

Di owed
Di owed
Di owed

Di owed

Di owed

Date	Account	Account
Accounts 01.07.2021-30.06.2022		
	Current	Deposit
Opening Balance	1134.62	10385.90
Petty cash	0.00	
Income		
Hires:	4232.25	
Lottery	1273.50	
Donations	265.52	
Pop up Pub	135.75	
Events	2801.29	
Hougham 100 Club	430.00	
Miscellaneous	10.62	
Bank Interest	1.41	
Grants	3116.67	
Total	12267.01	23787.53
Expenses		
Insurance	952.35	
Energy	1362.88	
Water Rates	469.46	
Boiler Service & Gas Certificate		
Fire Extinguisher Annual Service	58.20	
PRS/PPL Licence	114.48	
Lottery Licence	20.00	
Cleaning	1500.00	
Cleaning Materials	84.93	
PAT Testing	54.00	
TV Licence	159.48	
Misc	2878.90	
ACRE Membership	60.00	
TENS Licence	42.00	
Covid 19 Requirements		
Repairs & Renewals	59.30	
Petty Cash	0.00	
Website	598.00	
Hougham 100 Club Winnings	200.00	
Refurbishment	11689.82	
Event Costs	1527.91	
V-Fast Wifi	299.76	
Total	22131.47	22131.47
		1656.06
Nett Profit/Loss	-9864.46	20.00 Paid Prior T Jones Event Canx
Funds in Current Acc	£803.09	250.00 Candice Roberts Sept Booking
Funds in Deposit Acc	£2,203.41	48.30 Safri Tables July Event
Zumba From Previous Year	-£26.00	86.00 In Zumba Pot
		175.00 Pilates Class owed
		451.34 Dianne Owed
		59.44 Steve Owed

	Paid in New Financial Year	58.90 Water Acc in credit
		-35.61 Owed to EDF
		8.27 Opus Energy in credit
		168.00 Cheque from last year
		34.80 Funds in P/cash
Total	£2,980.50	2980.50

Date	Account	Date	Account	Date	Account
Accounts 01.07.2020-30.06.2021		Accounts 01.07.2021-30.06.2022		Accounts 01.07.2022-30.06.2023	
Income		Income		Income	
Hires:	613.00	Hires:	4232.25	Hires:	4968.00
Lottery	1208.50	Lottery	1273.50	Lottery	1033.00
Donations	1568.00	Donations	265.52	Donations	248.00
Pop up Pub		Pop up Pub	135.75	Pop up Pub	221.00
Events		Events	2801.29	Events	3813.60
Hougham 100 Club	228.00	Hougham 100 Club	430.00	Hougham 100 Club	518.00
Miscellaneous	10.62	Miscellaneous	10.62	Miscellaneous	251.62
Bank Interest	0.67	Bank Interest	1.41	Bank Interest	34.46
Grants	45604.43	Grants	3116.67	Grants	2773.16
Loan	5580.00	Total	12267.01	Total	13860.84
Total	54813.22				
Expenses		Expenses		Expenses	
Insurance	947.61	Insurance	952.35	Insurance	1407.27
Energy	1211.86	Energy	1362.88	Energy	1155.65
Water Rates	340.36	Water Rates	469.46	Water Rates	5.55
Boiler Service & Gas Certificate		Boiler Service & Gas Certificate		Boiler Service & Gas Certificate	
Fire Extinguisher Annual Service	106.20	Fire Extinguisher Annual Service	58.20	Fire Extinguisher Annual Service	70.20
PRS/PPL Licence		PRS/PPL Licence	114.48	PRS/PPL Licence	155.63
Lottery Licence	20.00	Lottery Licence	20.00	Lottery Licence	20.00
Cleaning	207.07	Cleaning	1500.00	Cleaning	1522.50
PAT Testing	54.00	Cleaning Materials	84.93	Cleaning Materials	135.32
TV Licence	133.76	PAT Testing	54.00	PAT Testing	54.00
Misc	995.70	TV Licence	159.48	TV Licence	159.00
ACRE Membership	52.00	Misc	2878.90	Misc	515.72
TENS Licence		ACRE Membership	60.00	ACRE Membership	
Covid 19 Requirements	365.54	TENS Licence	42.00	TENS Licence	42.00
Repairs & Renewals		Repairs & Renewals	59.30	Repairs & Renewals	

Solicitor Fees re Land Registry		Petty Cash	0.00	Website	465.60
Website		Website	598.00	Hougham 100 Club Winnings	325.00
Hougham 100 Club Winnings	75.00	Hougham 100 Club Winnings	200.00	Hougham 100 Club lost money	204.00
Refurbishment	54172.17	Refurbishment	11689.82	Refurbishment	3059.97
Funding For All		Event Costs	1527.91	Event Costs	1669.02
Loan Re-paid	5580.00	V-Fast Wifi	299.76	V-Fast Wifi	299.76
Total	64261.27	Total	22131.47	Total	11266.19
Nett Profit/Loss	-9448.05	Nett Profit/Loss	-9864.46	Nett Profit/Loss	2594.65
Funds in Current Acc	£1,134.62	Funds in Current Acc	£803.09	Funds in Current Acc	£1,061.53
Funds in Deposit Acc	£10,385.90	Funds in Deposit Acc	£2,203.41	Funds in Deposit Acc	£4,870.13

Date	Account	Account
Accounts 01.07.2022-30.06.2023		
	Current	Current Deposit
Income		1258.22 2203.41
Hires:	4968.00	
Lottery	1033.00	
Donations	248.00	
Pop up Pub	221.00	
Events	3813.60	
Hougham 100 Club	518.00	
Miscellaneous	251.62	
Bank Interest	34.46	
Grants	2773.16	
Total	13860.84	17322.47
Expenses		
Insurance	1407.27	
Energy	1155.65	
Water Rates	5.55	
Boiler Service & Gas Certificate		
Fire Extinguisher Annual Service	70.20	
PRS/PPL Licence	155.63	
Lottery Licence	20.00	
Cleaning	1522.50	
Cleaning Materials	135.32	
PAT Testing	54.00	
TV Licence	159.00	
Misc	515.72	
ACRE Membership		
TENS Licence	42.00	
Repairs & Renewals		
Website	465.60	
Hougham 100 Club Winnings	325.00	
Hougham 100 Club lost money	204.00	
Refurbishment	3059.97	
Event Costs	1669.02	
V-Fast Wifi	299.76	
Total	11266.19	6056.28
Nett Profit/Loss	2594.65	
Funds in Current Acc	£1,061.53	
Funds in Deposit Acc	£4,870.13	
Funds in P/Cash		40.50
Funds in Zumba Pot		388.00
Alocohol Stock		360.24
Di Owed		-1260.68
Steve Owed		-217.13
Paid Out re 21/22 Year		510.78
Castle Water Credit		13.67

Parish Council		40.00
Total	£5,931.66	5931.66

Date Account
Accounts 01.07.2023-29.02.2024

Income		
Hires:	2170.00	
Lottery	548.00	
Donations	137.00	
Pop up Pub	192.00	
Events	848.50	
Hougham 100 Club	514.00	
Miscellaneous	274.00	
Bank Interest	51.23	
Grants		
Total	4734.73	
Expenses		0.00
Insurance		
Energy	576.98	
Water Rates	99.16	
Boiler Service & Gas Certificate		
Fire Extinguisher Annual Service	83.40	
PRS/PPL Licence	163.43	
Lottery Licence	20.00	
Cleaning	930.00	
Cleaning Materials	59.00	
PAT Testing	54.00	
TV Licence	106.00	
Misc	413.36	
ACRE Membership		
TENS Licence	21.00	
Repairs & Renewals		
Petty Cash		
Website	19.20	
Hougham 100 Club Winnings	225.00	
Refurbishment	1244.40	
Event Costs	892.00	
V-Fast Wifi	199.84	
Total	5106.77	
Nett Profit/Loss	-372.04	
Funds in Current Acc	£375.00	
Funds in Deposit Acc	£5,131.87	
Funds in P/Cash	£26.50	
Funds in Zumba Pot	£81.50	
Funds to Bank	£474.50	
Total	£6,089.37	

		Balance	Lottery	PUP	100 Club	100 WinneP/C
Jul-23						
01.07.23	Childrens Party	70.00				
05.07.23	Keep Fit/Pilates	20.00				
07.07.23	Yoga	20.00				
11.07.23	Dover Lottery		63.00			
12.07.23	No Keep fit/Pilates	0.00				
14.07.23	Yoga	20.00				
15.07.23	Zumba	12.00				
15.07.23	Childrens Party	30.00				
18.07.23	Zumba	9.00				
19.07.23	Pilates	15.00				
21.07.23	No Yoga					
22.07.23	Zumba	9.00				
25.07.23	Zumba	9.00				
25.07.23	Hire Refund	-75.00				
26.07.23	Pilates	15.00				
28.07.23	Yoga	20.00				
28.07.23	Pop Up Pub			26.00		
28.07.23	100 Club Winner Dan					-25.00
28.07.23	Dan Codrea Donation					
29.07.23	No Zumba					
29.07.23	Childrens Party	50.00				
31.07.23	Bank Interest					
Aug-23						
01.08.23	No Zumba					
02.08.23	Pilates	15.00				
04.08.23	Yoga	20.00				
05.08.23	Zumba	12.00				
07.08.23	Parish Council	20.00				
08.08.23	Zumba	9.00				
08.08.23	Dover Lotto		77.50			
09.08.23	Pilates	15.00				
11.08.23	Yoga	20.00				
12.08.23	No Zumba	0.00				
15.08.23	Zumba	9.00				
16.08.23	Pilates	15.00				
18.08.23	Yoga	20.00				
23.08.23	Pilates	15.00				
25.08.23	Yoga	20.00				
25.08.23	PuP Cancelled	0.00				
25.08.23	100 Club Winner					-25.00
26.08.23	Zumba	12.00				
30.08.23	Private Hire	20.00				
30.08.23	Pilates	15.00				
31.08.23	Bank Interest					

Sep-23

01.09.23	Yoga	20.00		
02.09.23	Zumba	9.00		
02.09.23	Parish Council	0		
02.09.23	Private Party	75.00		
02.09.23	Deposit Returned	-25.00		
05.09.23	Dover Lotto		62.00	
07.09.23	Village Hall Meeting			
08.09.23	Yoga	20.00		
09.09.23	No Zumba			
15.09.23	Yoga	20.00		
16.09.23	Zumba	9.00		
19.09.23	Parish Council	20.00		
21.09.23	De Fib Training	0.00		
22.09.23	Yoga	20.00		
23.09.23	Zumba	12.00		
23.09.23	Children's Party	40.00		
24.09.23	Baby Shower	50.00		
26.09.23	Zumba	9.00		
27.09.23	Training Day NHS	170.00		
28.09.23	Fire Safety Talk	0.00		
29.09.23	No Yoga	0.00		
29.09.23	Pop up Pub		24.00	
29.09.23	100 Club Winner Viv			-25.00
29.09.23	100 Club Viv & Bob			24.00
29.09.23	100 Club Helen/Sally			96.00
29.09.23	Bank Interest			
30.09.23	Zumba	12.00		

Oct-23

03.10.23	Zumba	9.00		
03.10.23	Parish Council Meeting	20.00		
	Dover Lottery		62.00	
06.10.23	Yoga	20.00		
07.10.23	Zumba	9.00		
08.10.23	Harvest Festival	20.00		
08.10.23	Children's Party	50.00		
09.10.23	Children's Party	40.00		
10.10.23	Zumba	9.00		
13.10.23	Yoga	20.00		
	Last Yoga			
14.10.23	AGM			
17.10.23	Zumba	6.00		
20.10.23	Ska evening			
20.10.23	Tickets Cash			
20.10.23	Sum Up Card Pmts/Tickets			
20.10.12	Sum Up Card Pmts/Bar			
20.10.12	Bar Cash			

21.10.23	Children's Party	30.00		
22.10.23	Baby Shower	80.00		
24.10.23	NHS Training	170.00		
24.10.23	Zumba	9.00		
27.10.23	Pop Up Pub		41.00	
27.10.23	100 Club Winner Hastie			-25.00
28.10.23	Zumba	9.00		
29.10.23	Halloween Party			
31.10.23	NHS Training	170.00		
31.10.23	Zumba	9.00		
31.10.23	Bank Interest			
Nov-23				
01.11.23	Baby & Toddler	15.00		
03.11.23	Zumba Social	30.00		
04.11.23	Children's Party	50.00		
08.11.23	Baby & Toddler			
08.11.23	Havey Grammar			
08.11.23	Dover Lottery		77.50	
11.11.23	Zumba	9.00		
15.11.23	Baby & Toddler	15.00		
15.11.23	Coffee Morning			
15.11.23	Zumba	9.00		
16.11.23	Village Hall Meeting			
16.11.23	Mary Pressnell 100 Club		24.00	
18.11.23	Zumba	9.00		
21.11.23	Parish Council Meeting	20.00		
22.11.23	Zumba			
24.11.23	Pop Up Pub		10.00	
	100 Club Winner			-25.00
24.11.23	100 Club Fish & Chip Ladies		24.00	
24.11.23	100 Club Peter Robinson		12.00	
25.11.23	Children's Party	30.00		
25.11.23	Private Hire	30.00		
27.11.23	Craig Simpson	20.00		
28.11.23	100 Club Don Taylor		24.00	
	100 Club Dan & Ally		24.00	
	100 Club Jill & Tony		24.00	
	100 Club Wendy & Andrew		24.00	
30.11.23	Bank Interest			
Dec-23				
01.12.23	Quiz Night			
04.12.23	100 Club Debbie Bailey		24.00	
06.12.23	Light Lunch			
10.12.23	Church Carol Service	10.00		
12.12.23	Dover Lottery		64.00	
16.12.23	Childres Xmas Party			
31.12.23	N/Y pop Up Pub		53.50	
31.12.23	100 Club Winner Helen Scopes			-50.00

31.12.23	100 club Tina & Allen			24.00	
31.12.23	100 Club Chritine Colin Dell			36.00	
31.12.23	Bank Interest				
Jan-24					
01.01.24	Private Hire	10.00			
02.01.24	100 Club Jodie Lamb			48.00	
03.01.24	100 Club Steve & Di			24.00	
04.01.24	Dover Lottery		64.50		
06.01.24	Zumba	12.00			
07.01.24	Private Hire	40.00			
10.01.24	Zumba	6.00			
13.01.24	Zumba				
13.01.24	Village Meeting				
13.01.24	Peter & Trisha 100 Club			24.00	
13.01.24	Rachel Hogben 100 Club			24.00	
16.01.24	Parish Council Meeting	20.00			
18.01.24	Action Group Meeting				
20.01.24	18th Birthday Party	40.00			
22.01.24	Sale of Stock				
26.01.24	Pop Up Pub	0.00	0.00		
26.01.24	100 Club Winner Finnis				-25.00
27.01.24	Childrens's Party	20.00			
27.01.24	Private Hire	80.00			
29.01.24	Action Group Meeting				
31.01.24	Bank Interest				
Feb-24					
01.02.24	Village Hall Meeting				
01.02.24	Dave & Sue 100 Club			24.00	
02.02.24	Action Group Meeting				
03.02.24	Zumba	9.00			
07.02.24	Zumba	6.00			
07.02.24	Dover Lottery		77.50		
10.02.24	Zumba	6.00			
10.02.24	1st Birthday Party	40.00			
11.02.24	Village Meeting				
19.02.24	Sale of Tables/Cloths				
21.02.24	Dog Training	10.00			
21.02.24	Zumba	6.00			
23.02.24	Pop Up Pub		37.50		
23.02.24	100 Club Winner Helen S				-25.00
23.02.24	Helen Scopes				
23.02.24	Julliette & Graham			10.00	
28.02.24	Dog Training	10.00			
28.02.24	Zumba	6.00			
29.02.24	Bank Interest				

Mar-24

02.03.24	Quiz Night		
03.03.24	Dog Traini 2 hours	10.00	
05.03.24	Parish Council Meeting	20.00	
05.03.24	Dover Lottery		62.00
06.03.24	Dog Training	10.00	
06.03.24	Zumba	6.00	
07.03.24	Village Hall Meeting		
09.03.24	Private Party	90.00	
10.03.24	Private Party	90.00	
13.03.24	Dog Training	10.00	
13.03.24	Zumba	6.00	
16.03.24	Gender Reveal Party	90.00	
16.03.24	Ghost Walk		
17.03.24	Dog Training	10.00	
20.03.24	Dog Training	10.00	
22.03.24	Pop Up Pub	22.00	
22.03.24	100 Club Winner J King		-25.00
23.03.24	Private Hire	37.50	
27.03.24	Dog Training	10.00	
28.03.24	Village Green Working Group		
31.03.24	Easter Egg Hunt		
31.03.24	Dog Training	10.00	
31.03.24	Bank Interest		

Apr-24

03.04.24	Dog Training	10.00	
03.04.24	Zumba	6.00	
04.04.24	Dover Lottery		62.00
06.04.24	Church Coffee Morning	15.00	
06.04.24	Private Childrens Party	37.50	
07.04.24	Dog Training	10.00	
09.04.24	Pilates		
10.04.24	Dog Training	10.00	
10.04.24	Zumba	6.00	
13.04.24	Zumba	9.00	
14.04.24	Dog Training	10.00	
16.04.24	Pilates		
17.04.24	Dog Training	10.00	
18.04.24	NHS Training	150.00	
18.04.24	Village Green Working Group		
21.04.24	Dog Training	10.00	
23.04.24	Pilates		
24.04.24	Dog Training	10.00	
26.04.24	Pop up Pub		23.00
26.04.24	100 Club Winner Rachael Hogben		
27.04.24	Zumba	6.00	
27.04.24	Dog Training	10.00	
30.04.24	Pilates		

30.04.24 Bank Interest

May-24

01.05.24	Dog Training	10.00			
01.05.24	Zumba	6.00			
02.05.24	DDC Polling Station	260.00			
07.05.24	Pilates				
07.05.24	Alison Barker				
08.05.24	Dog Training	10.00			
08.05.24	Dover Lotto		77.50		
11.05.24	Zumba	9.00			
12.05.24	Dog Training	10.00			
13.05.24	Dog Training	10.00			
14.05.24	Pilates				
15.05.24	Dog Training	10.00			
20.05.24	Dog Training	10.00			
21.05.24	Pilates				
21.05.24	Parish Council Meeting	20.00			
22.05.24	Dog Training	10.00			
23.05.24	Village Hall Meeting				
25.05.24	Childrens Party	62.50			
28.05.24	Pilates				
30.05.24	Village Hall Meeting				
31.05.24	100 Club Winner				-25.00
31.05.24	Curry Evening				
31.05.24	Bank Interest				

Jun-24

01.06.24	Zumba	6.00			
03.06.24	Dog Training	10.00			
04.06.24	Pilates				
08.06.24	Zumba	6.00			
08.06.24	Baby Shower	50.00			
08.06.24	Quiz Night				
09.06.24	Dog Training	10.00			
11.06.24	Pilates				
15.06.24	Zumba	6.00			
16.06.24	Dog Training	10.00			

3360.50	749.50	215.00	514.00	-275.00
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Events	Donations	Grants	Bank Inter	Misc	Cleaning	Materials
				01.07.23	Cleaning Products	
				01.07.23	Stripe Fees	
				03.07.23	Gill Parker Cleaning	30.00
				03.07.23	Vfast	
				03.07.23	TV Licence	
				12.07.23	Gill Parker Cleaning	30.00
				13.07.23	British Gas	
				13.07.23	EDF Gas	
				19.07.23	Gill Parker Cleaning	30.00
				23.07.23	Washing up Bowl/Calboard	
				25.07.23	Gill Parker Cleaning	30.00
				25.07.23	Gill Gough Chair Saches	
				26.07.23	EDF GAS	
	25.00					
			5.48			
				01.08.2023	TV Licence	
				01.08.2023	VFast	
				02.08.2023	Gill Parker Cleaning	30.00
				01.08.2023	Stripe Fees	
				09.08.2023	Gill Parker Cleaning	30.00
				11.08.23	EDF Gas	
				15.08.23	3 Filing Cabinets	
				15.08.23	British Gas Electric	
				16.08.23	Gill Parker Cleaning	30.00
				22.08.23	Tina	150.00
			5.91			

	01.09.23	V Fast	
	01.09.23	TV Licence	
	01.09.23	Stripe Fees	
	13.09.23	British Gas Elec	
	19.09.23	Laminating Pouches	
	23.10.23	Sum Up Fees	
	24.09.23	Halloween Decorations	
	25.09.23	EDF Gas	
	28.09.23	Coffee Biscuits	
1.00			
2.00			
			6.03
	01.10.23	Stripe Fees	
	02.10.23	V Fast	
	02.10.23	TV Licence	
	10.10.23	Tinas Care Services	90.00
	11.10.23	EDF Gas	
	13.10.23	British Gas Electricity	
	13.10.23	Bread for the AGM	
	20.10.23	Tens Licence	
140.00	20.10.23	Alcohol for Bar	
60.00	20.10.23	Bar Stock	
117.00	20.10.23	Payment To Singer	
110.50			

		24.10.23	EDF Gas	
		27.10.23	Storage Boxes	
		27.10.23	Toilet Rolls	20.00
		27.10.23	Childrens Games	
105.00	2.00	29.10.23	Halloween Party Costs	
	7.64			
		01.11.23	TV Licence	
		01.11.23	Vfast	
		01.11.23	Sum Up Fees	
		01.11.23	Stripe Fees	
	30.00	09.11.23	EDF Gas	
		13.11.23	Office Furniture/New Tables and Trolley	
		14.11.23	British Gas Electricity	
25.50				
		21.11.23	Allen Re Grass Cutting	
		21.11.23	Tinas Care Services	120.00
		22.11.23	EDF Gas	
		24.11.23	Castle Water	
		24.11.23	DDC Small Lottery Licence	
		24.11.23	A1 A2 a Board pavement sign frame	
	1.00			
	6.71			
45.00		01.12.23	Stripe Fees	
		01.12.23	TV Licence	
48.00		01.12.23	Vfast	
		08.12.23	EDF Gas	
		13.12.23	British Gas	
197.50		16.12.23	Children's Xmas Party Costs	
		18.12.23	British Gas	
	50.00	21.12.23	Tinas Care Service	90.00

	21.12.23	Disco/New Year		
	26.12.23	EDF Gas		
6.34				
	01.01.24	Stripe Fees		
	02.01.24	V Fast		
	02.01.24	TV Licence		
	09.01.24	Hand Towels		21.50
	12.01.24	EDF Gas		
1.00				
	17.01.24	Squarespace		
	23.01.24	Tinas Care Services	150.00	17.50
	24.00	24.01.24	EDF Gas	
7.21				
	01.02.24	Vfast		
	01.02.24	TV Licence		
	01.02.24	PPLPRS		
	01.02.24	Tinas Care Services	120.00	
	01.02.24	Stripe Fees		
	09.02.24	EDF Gas		
	13.02.24	British Gas		
	15.02.24	British Gas		
	16.02.24	British Gas		
	250.00	16.02.24	British Gas	
		19.02.24	Ebay Fees	
25.00				
5.91				

145.00		01.03.24	Stripe Fees		
		01.03.24	Vfast		
		01.03.24	TV Licence		
		04.03.24	Pat Testing		
		06.03.24	XL Displays Sandwich Board		
		11.03.24	EDF Gas		
		12.03.24	Table Cloths		
47.20	20.00	19.03.24	Tinas Care Services	120.00	
		19.03.24	Cleaning Materials		18.75
		25.03.24	Key Services Fire Extinguisher Servicing		
		26.03.24	EDF Gas		
		28.03.24	Whitefish Website		
44.00		31.03.24	Easter Egg costs		
	5.70				
		02.04.24	TV Licence		
		03.04.24	Vfast		
		05.04.24	Business Rates		
		12.04.24	Geraniums/Compost		
		12.04.24	British Gas Electric		
		15.04.24	EDF Gas		
		23.04.24	Tinas Care Services	150.00	

Water	Utilities	Insurance	TV Licence	Lice/Mem	Repairs/renewals	Misc	Refurb	Event Cost
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3.56

24.98

13.25

39.02

-0.44

8.98 Steve Owed

130.00

10.55

13.25

24.98

2.68

-0.45

50.00

39.83

24.98

13.25

1.30

41.04

13.13

2.99

10.68

17.16

9.49

4.77

24.98

13.25

-0.15

41.82

5.51

21.00

49.70

78.50

100.00

15.90

20.00

23.98

5.75

132.89

13.25

24.98

2.99

4.30

-1.35

1244.40

47.01

50.00

50.67

99.16

20.00

47.45

0.65

13.25

24.98

-7.16

52.19

180.91

16.81

61.66				350.00
			0.50	
	13.25	24.98		
-9.06				
		19.20		
61.65				
		24.98		
	13.25			
		163.43		
			1.35	
-9.01				
96.35				
-96.35				
72.42				
9.25				
			13.30	

			2.97	44.00
		24.98		
	13.25			
		54.00		
			122.40	
-12.96				
			91.14	
		83.40		
84.30				
		720.00		
	13.25			
		24.98		
		56.17		
			65.45	
64.40				
-12.92				

24.98

15.00

58.00

106.02

36.25

509.98

146.92

55.00

246.08

814.45

509.98

147.50

1448.98

481.78

1457.94

957.00

HOUGHAM VILLAGE HALL TRUST

England & Wales - Charity number 1181034

Accounts

Hougham Village Hall Trust
Charitable Incorporated Organisation
Registered Charity Number: 1181034
Trustees (Management Committee) Annual Report
1 July 2021– 30 June 2022

1.Covid -19 Pandemic

Although the Government Road map allowed for partial reopening in May 2021 some restrictions were maintained, and we only reopened our hall on 27/7/21 and even then business began slowly.

2. Names of Trustees

Nominated	User Group/Office held	Date if not full year	Reason
Chris Bryan	Parish Council	-	-
Mary Pressnell	Parochial Church Council	-	-
Debbie Sales	Zumba	-Date required	Ceased -ill health
No nominee	Gardening Club	-	Wound-up
Elected		Term of office	
Christine Care	Functions sub-group, 100 Club, Dover Lotto, Coffee morning organizer	Elected 15/10/19 Served 3/3 years	Completed term in office, standing for re-election
Colin Care	Functions sub-group, 100 Club, Dover Lotto, Coffee morning organizer.	15/10/20 - served 2/3 years	
Dianne Joyce Oxenham *	Treasurer/Secretary, Building improvement & fundraising sub-group, Functions subgroup	Inaugural appointee Served 4/4years	Completed term in office, standing for re-election
Stephen John Oxenham	Vice Chair, Hall bookings Secretary, Building Improvement & fundraising subgroup, Functions sub-group & Website administrator	Elected 15/10/20 - served 2/3 years	
Peter William Robinson *	Chairman/ Minutes Secretary, Building improvement &	Inaugural appointee-	Completed term in office – not

	Fundraising subgroup, Dover Lotto, Website administrator & Safeguarding lead.	Served 4/4years	standing for re-election
Christopher John Stephens		Elected 15/10/21 - served 1/3years	
Richard Trevor Turner	Fire Precautions Lead, Complaints lead, Building improvement & fundraising sub-group & Website lead & administrator.	Elected 15/10/20- served 2/3years	

* Nominated as inaugural trustee for term shown following change of status from Trust to CIO on 6 December 2018

3. Sources of advice and support

Villagers of the parish of Hougham Without
 NatWest Bank, Dover
 Hougham Without Parish Council
 Dover District Council
 Kent County Council
 ACRE
 Funding for All
 Mowll & Mowll Solicitors
 Dan Codrea, DC Architecture Ltd
 Alison Barker, Independent Examiner
 Streetz2Streetz

4. History

4.1 The hall, then known as the 'Reading Room' passed into private hands from the Kent Coal Fields Syndicate on 27 July 1886. It was purchased by Arthur Evanson on 30 March 1920 and subsequently gifted to the villages in remembrance of his son and other brave men of the parish who lost their lives in WW1. As stated the original conveyance was drawn up in 1920 and the Trust deed is dated 26 November 1935. Over the years there were only a couple of trustees in office at any one time but on 1 February 1972 they resolved to exercise their power contained in the Trust Deed to appoint a committee of management and decided on a schedule which was to be followed by that committee. The Trust was formally entered on the Register of Charities on 30 September 1994 with the Registered charity number 1041193.

4.2 At the time there were to be 2 elected members and 6 representative members as there were 6 groups using the hall. As the number of user groups

had dwindled to 4 (Gardener's Club, Heart of Hougham, Parish Council and Parochial Church Council) the committee resolved on 13 March 2017 that to ensure they had an adequate number of trustees that in addition to the nominated trustees there should be 5 elected members; the existing provision also allowed for 2 co-opted members.

5. Governance/Appointment of Trustees

5.1 On 22 August 2018 the committee resolved to become a Charitable Incorporated Organisation. The new constitution dated 18 August 2018 was accepted and registered by the Charity Commission on 6 December 2018 as a new charity named "Hougham Village Hall Trust CIO" with a new charity number 1181034.

5.2 The objects of the CIO are:-

"To establish and run a village hall and to promote for the benefit of the inhabitants of the parish of Hougham (area of benefit) without distinction of sex, orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or the public at large in interests of social welfare and with the object of improving thrr conditions of life of said inhabitants."

5.3 Hougham Village Hall Trust was subsequently closed down and all assets, including the hall and land, were transferred to the CIO.

5.4 The new constitution says there must be a minimum of 3 charity trustees but does not specify a maximum. The existing trustees became the first trustees of the new charity serving terms of 4 years (2 members), 3 years (1 members) 2 years (1 member) to allow for a turnover of volunteers. Subsequent appointments by election or according to the ordinary practice of the management committee would be for terms of 3 years.

5.5 Also, one trustee may be nominated from each of the user groups named above to serve a term of one year. Representative members should be appointed not more than 1 month before the AGM where possible. Each organisation is required to notify the secretary of the committee of their representative. Any new or existing user group may apply for representation on the committee and may be appointed subject to the agreement of $\frac{2}{3}$ majority of the management committee. Because of dwindling attendance, the Gardening Club was wound up. And, unfortunately, because of ill health, Debbie Sales was unable to continue running the Zumba user group and it finished in August 2021. However, members of the group voluntarily resurrected the Zumba class a few months later and they meet twice a week as friends.

5.6 Apart from the inaugural trustees charity trustees must be elected at an AGM at which all inhabitants of the area of benefit of 18 years an upwards are entitled to attend and vote. At the first and each subsequent AGMs all elected

trustees reaching the end of their elected term of service shall retire from office unless by the close of the meeting the members have failed to elect sufficient charity trustees to hold a quorate (3 members) meeting of the charity trustees. Trustees can also be co-opted but must be appointed at a duly constituted meeting of the charity trustees.

5.7 Full details about AGMs, elections, accounting, rules and trustee responsibilities are in the CIO constitution a copy of which can be found on our website.

5.8 On becoming a trustee a member must sign a declaration of acceptance and willingness to act in the sole interests of the charity. No member should hold any interest in any property belonging to the charity otherwise than as a trustee for the purposes thereof or receive any remuneration or be interested in the supply or works or goods at the cost of the charity. Any member adjudged bankrupt or who makes a composition or arrangement with his creditors or who is incapacitated from acting or who communicated in writing to the committee a wish to resign shall thereupon cease to be a member (but only if enough charity trustees remain in office when the notice of resignation takes effect to form a quorum at meetings).

5.9 At the first meeting after the AGM, the committee elects from amongst all the trustees the following office holders - Chair, Vice Chair, Treasurer, and a Secretary.

6. Policies and Procedures

6.1 To maintain quality standards and to guide the Management Committee in exercising its duty of care to members, contractors, and users of the hall we require a variety of policy documents. We now have the following policy documents which are subject to regular review: -

- 1) Administration Policy & Procedures
- 2) Finance Policy
- 3) General Fire & Risk Assessment
- 4) Hiring Agreements (Revised 2021)
- 5) Hougham 100 Club
- 6) Insurance
- 7) Licenses
- 8) Current User Groups
- 9) Charitable Objectives
- 10) Conflict of Interest Policy
- 11) Policy on General Data Protection Regulations
- 12) Communication and Complaints
- 13) Trustees' declaration on taking up office
- 14) Environmental Policy
- 15) Reserves Policy
- 16) Fire Safety Management Plan+
- 17) key logbook – Procedures
- 18) Safeguarding Policy

19) Trustee Handbook

7. Hiring agreement

7.1 Use of the village hall is subject to a Hiring Agreement which must be signed by the hirer when booking. It sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement. Anyone running exercise classes, fitness groups, yoga or other groups holding physical activities whether they be a commercial enterprise or run on a voluntary basis is required to hold their own stand-alone public liability insurance.

7.2 Bookings can be made on-line via the hall's website; the rates are reviewed annually at the beginning of each year and the new charges come into operation on 1 April each year unless the need for an earlier review arises.

7.3 The hiring policy was recently revised as were all the relevant forms including application form, guides etc. The recent review increased the charges and introduced a more simplified scale. The new bands and charges are: -

Date	Band description	Amount of charge
1/06/22	Villagers	£10.00
	Commercial	£20.00
	Daily rate	Negotiable
	Overnight rate	Negotiable
	Deposit (refundable)	£25.00

8. Licenses

8.1 The Hall has a premises license (not including alcohol) and is registered with Dover District Council for small society lotteries i.e., 100 Club, has a Performing Rights Society and Public Performance license for live and recorded music a TV license and a broadband license.

8.2 One Temporary Event Notices (TENS) was taken out to allow us to sell alcohol on musical evenings.

9. Risk Management

Insurance

9.1 The Management Committee acknowledges that it is under a legal obligation to protect the building, its users and employees/ self - employed contractors through adequate and appropriate insurance.

9.2 The Village Hall is insured by Ansvar Insurance with respect to property damage (buildings insurance), contents, public liability, employers' liability, and legal assistance.

Health & Safety/Building Issues

10.1 Gas appliances and portable electrical appliances are tested by qualified person annually. Fire-fighting appliances are inspected annually under contract with the supplier. Volunteers from the Committee carry out other maintenance checks. A Fire Safety Risk Assessment is updated annually by the Committee's own Fire Safety Officer as required by law.

10.2 A building condition survey was last carried out in 2011 but the refurbishment has allowed us to carry out a thorough review and a full survey is not now required until 2025.

Safeguarding Policy

10.3 We have recently agreed a Safeguarding policy which closely follows that recommended by both the Charity Commission and ACRE to ensure the safety of vulnerable adults and children although we always ensure that a parent acts as a responsible adult for any event solely for children. Both Health & Safety & Safeguarding are standing items on the agenda for all Management Committee meetings.

Risk Assessment

10.4 Regular Risk Assessments have been carried out before any out of the ordinary event and during the Covid pandemic. The last assessment for Covid was on 27/2/21 when the Government roadmap allowed for the reopening of most premises.

11. Principle activities in pursuit of objectives

11.1 The hall is normally available for hire for private functions including children's parties, wedding receptions, funeral wakes, village social functions and occasional fund-raising fayres. It is also used for meetings by Parochial Church Council, Parish Council, CIO and is used occasionally as a polling station.

11.2 The hall has been used by the following (number of times used): -

- CIO – 5 (including AGM)
- Parish Council - NIL
- Parochial Church Council – NIL but harvest Festival & Church Christmas Carols - 2
- Gardening Club – NIL but Coffee morning - 1
- Zumba – 73
- Yoga - 46
- Keep Fit/ Pilates– 31
- Pop Up Pub – monthly – 9

- Polling station – 1 on 22/7/21
- Football on TV evenings -3
- Private children's parties – 7
- Private hires -4
- Wedding – 1
- Baby Showers -2
- Dog First Aid Training -1
- Bounce class - 2
- CIO organized events - 5

In other words, used on 191 separate occasions or 52% usage.

12. Events

12.1 During 2020/21 a whole host of events were planned by CIO but had to be postponed until 22/7/21 when Covid restrictions were lifted. From then until the end of the reporting year the following events have taken place:

- Pop Up Pub – 9 times
- Musical Evenings – Hayley Di Rito & Abba Tribute Band
- Christmas Fayre
- Football on TV Evenings – 3 times
- Halloween Children's Party
- Children's Easter Egg Hunt

13. Funding Strategy

13.1 It is the strategy of the Trustees to manage the revenue budget on a self-financing basis; hire charges are set to try to achieve this aim. Other out of course requirements are raised through grants and fundraising events.

13.2 The continued improvements to the hall following on from the refurbishment have been mainly funded by grants plus reserves. The details are shown at section 18 below.

14. Volunteers' Effort

14.1 Management costs are kept to a minimum using volunteers wherever possible. Although not exhaustive, examples of this policy are: -

- ❖ Bookings management and our website are maintained free of charge
- ❖ extra cleaning of the hall outside the regular paid weekly clean
- ❖ Allen Jones continues to manage grass cutting, keeping the green in front of the hall tidy and cut by the trees and shrubs at side of building on a voluntary basis.
- ❖ Painting outside of building
- ❖ The plant troughs were donated to the hall by HoH, planted and maintained along with the beautiful hanging baskets by Carole Ash. Until her untimely death in February 2022. * Hall

- ❖ Dan Codrea has contributed his architectural expertise and advice to the planning of the refurbishment of the hall.
- ❖ Alison Barker volunteered to independently examine and certify our annual accounts
- ❖ Colin Care – carried out the groundworks at rear of building to allow for the laying of artificial turf and refurbished the picnic tables.

*The MC passed a resolution on 15/2/22 in which they expressed their sadness at her passing, extended sympathies to family and friends and placed on record their thanks and appreciation for her support for the hall and all our activities and for planting and maintaining the wonderful display of flowers in the wall troughs and hanging baskets.

In addition, trustees give in the region of 60 hours a month for meetings and an incalculable number of hours per annum organizing and running events. Also, most if not all stationery, printing ink for documents, photocopying, laminating etc., is donated free of charge.

15. Achievements 2021/22

15.1 The Trustees work hard to make the hall attractive to potential users and measure their success by the range of users and hall occupancy. Unfortunately, the Covid lockdown prevented virtually all activities. The major part of the refurbishment was completed on 6/1/21 which was followed by a fitting out period to ensure the building was fit for purpose. Subsequently we have been busy with the following, which were all on our wish list at last year's AGM and in our Trustees Annual Report: -

- Erecting new close boarded fence at rear with concrete posts and gravel boards- Peter Wright Fencing, groundwork, and paving services – 3/5/22 £2,300
- Preparing the ground and installing artificial turf at rear of building Don Taylor April 2022 £760: R&R Landscaping 17/5/22 £3200
Large Screen TV-

15.2 Everyone, without exception, has been delighted with our new look hall and we regularly receive very positive feedback so much so that users from outside the parish have begun to use it as a preferred location.

16. Financial report

See separate document

17. Reserves Policy

The reserves policy which we adopted in July 2020 is used to ring fence any grants we receive for building improvements.

18. Building improvements to the hall

18.1 The details of income and expenditure for continued improvements to the hall are as follows: -

Income from Grants

Purpose		Amount	Total
Front windows	Dover DC Community Grant	,£916.67	
Rear Fence	KCC	£800.00	
	Dover DC Community Grant	£1,400.00	
TOTAL			£3,116.67

The cost of the improvements was:

Type+date	Name	Amount	Total
Side fence 7/9/21	Wickes	£379.00	
Electrical 11/12/13/11/21	DW Electrical	£825.00	
Back fence 3/5/22	Peter Wright	£2,300.00	
Groundworks April 2022	Don Taylor	£760.00	
Artificial Lawn 17/5/22	R&R Landscaping	£3,500.00	
TOTAL			£7,764.00

19. Communications-Newsletter & Website

Newsletter

19.1 We have been diligently pursuing the launch of the Hougham Herald Newsletter as we consider it an essential vehicle for communication in the parish along with the website, social media and notice boards. Whilst, we haven't managed to get it off the ground this financial year we are optimistic that it will launch in 2022.

NB First issue to be launched October 2022.

Website

19.2 With Richard Turner taking the lead we launched a new website in January which has allowed us to expand our content and allow the hall to be hired, events booked and paid for on-line together with displaying information

and photographs about the hall to keep the parish informed. Our host site is Square Space and the costs of setting up the website, domain and scheduling were £598.00 with subsequent costs of £388.00 annually. The contact details are: -

Website – www.westhoughamvillagehall.co.uk

Email: houghamvillagehall.dover@gmail.com

20. Future

20.1 The Management Committee are committed to continue to improve the hall and its environment and build on the success of the refurbishment. The following are or were on our wish list: -

- Installing new windows to front of building – completed by Peter Oliver Windows on 26/8/22 at cost of £2530.80
- Installing power and lights to metal workshop – completed by Dan Williams on 9/9/22 at a cost of £825.00
- Installing outside power point and 2 PIRs – completed by Dan Williams on 9/9/22 at cost shown above
- Re-launch newsletter – due October 2022
- Revamp car park and drive
- Pruning and maintenance of yew trees in front garden

21. Conclusion

The Trustees of Hougham Village Hall Trust CIO would like to thank everyone for their practical help and support throughout this reporting year. Without your active involvement we could not have done this, and we hope for your continued support.

The Trustees declare that they have approved the above report.

Signed on behalf of the Charity's trustees

Signature: Peter Robinson

Full name: Peter William Robinson

Position: Chairman

Date: 7 October 2022

[Final version 7/10/22]

Date	Account	Account
Accounts 01.07.2021-30.06.2022		
	Current	Deposit
Opening Balance	1134.62	10385.90
Petty cash	0.00	
Income		
Hires:	4232.25	
Lottery	1273.50	
Donations	265.52	
Pop up Pub	135.75	
Events	2801.29	
Hougham 100 Club	430.00	
Miscellaneous	10.62	
Bank Interest	1.41	
Grants	3116.67	
Total	12267.01	23787.53
Expenses		
Insurance	952.35	
Energy	1362.88	
Water Rates	469.46	
Boiler Service & Gas Certificate		
Fire Extinguisher Annual Service	58.20	
PRS/PPL Licence	114.48	
Lottery Licence	20.00	
Cleaning	1500.00	
Cleaning Materials	84.93	
PAT Testing	54.00	
TV Licence	159.48	
Misc	2878.90	
ACRE Membership	60.00	
TENS Licence	42.00	
Covid 19 Requirements		
Repairs & Renewals	59.30	
Petty Cash	0.00	
Website	598.00	
Hougham 100 Club Winnings	200.00	
Refurbishment	11689.82	
Event Costs	1527.91	
V-Fast Wifi	299.76	
Total	22131.47	22131.47
Nett Profit/Loss	-9864.46	1656.06
Funds in Current Acc	£803.09	20.00 Paid Prior T Jones Event Canx
Funds in Deposit Acc	£2,203.41	250.00 Candice Roberts Sept Booking
Zumba From Previous Year	-£26.00	48.30 Safri Tables July Event
		86.00 In Zumba Pot
		175.00 Pilates Class owed
		451.34 Dianne Owed
		59.44 Steve Owed
		58.90 Water Acc in credit
		-35.61 Owed to EDF
	Paid in New Financial Year	

I confirm these accounts
have been audited by myself.

[Signature]

27th APRIL 2023.

Total

£2,980.50

8.27 Opus Energy in credit
168.00 Cheque from last year
34.80 Funds in P/cash
2980.50

HOUGHAM VILLAGE HALL TRUST

England & Wales - Charity number 1181034

Accounts

Hougham Village Hall Trust
Charitable Incorporated Organisation
Registered Charity Number: 1181034
Trustees (Management Committee) Annual Report
1 July 2020 – 30 June 2021

1. Covid -19 Pandemic/Refurbishment

Covid - 19 and the Government shutdown from March to July 2020, September 2020 to May 2021 has had a major impact on our activities this period and this has been exacerbated by our need to close the hall from September 2020 – January 2021 to carry out a major refurbishment.

2. Names of Trustees

Nominated	User Group/Office held	Date if not full year	Reason
Chris Bryan	Parish Council	-	-
Stephen John Oxenham	Heart of Hougham Vice Chair/ Events Secretary	-Date ceased 10/9/20	HoH wound up but see below
Mary Pressnell	Parochial Church Council	-	-
Debbie Sales	Zumba	-	-
No nominee	Gardening Club	-	-
Elected		Term of office	
Christine Care	Lunch club	Served 2/3	
Colin Care		15/10/20 - served 1/3 years	
Dianne Joyce Oxenham *	Treasurer/Secretary/ Fundraising & Refurbishment subgroup	Served 3/4years	
Stephen John Oxenham	Vice Chair/ Bookings Secretary/ Fundraising & Refurbishment subgroup	Co-opted 10/9/20- 15/10/20. Elected 15/10/20 – served 1/3 years	
Peter William Robinson *	Chairman/ Minutes Secretary/ Fundraising & Refurbishment subgroup	Served 3/4years	

Christopher John Stephens *	Bookings Secretary	Served 3/3years	Willing to stand for re-election
Richard Trevor Turner	Pop up Pub &100 Club/ Fundraising & Refurbishment subgroup/Fire Precautions Lead	15/10/20-served 1/3years	Previously served 2-year term as inaugural trustee of CIO, Re-elected at AGM

* Nominated as inaugural trustee for term shown following change of status from Trust to CIO on 6 December 2018

3. Sources of advice and support

Villagers of the parish of Hougham Without
 NatWest Bank, Dover
 Hougham Without Parish Council
 Dover District Council
 Kent County Council
 ACRE
 Funding for All
 Mowll & Mowll Solicitors
 Dan Codrea, DC Architecture Ltd
 Karen Raeburn, Funding for All
 Streetz2Streetz

4. History

4.1 The hall, then known as the 'Reading Room' passed into private hands from the Kent Coal Fields Syndicate on 27 July 1886. It was purchased by Arthur Evanson on 30 March 1920 and subsequently gifted to the villages by Major Arthur Charles Tarver Evanson in remembrance of his son and other brave men of the parish who lost their lives in WW1. As stated the original conveyance was drawn up in 1920 and the Trust deed is dated 26 November 1935. Over the years there were only a couple of trustees in office at any one time but on 1 February 1972 they resolved to exercise their power contained in the Trust Deed to appoint a committee of management and decided on a schedule which was to be followed by that committee. The Trust was formally entered on the Register of Charities on 30 September 1994 with the Registered charity number 1041193.

4.2 At the time there were to be 2 elected members and 6 representative members as there were 6 groups using the hall. As the number of user groups had dwindled to 4 (Gardener's Club, Heart of Hougham, Parish Council and Parochial Church Council) the committee resolved on 13 March 2017 that to ensure they had an adequate number of trustees that in addition to the nominated trustees there should be 5 elected members; the existing provision also allowed for 2 co-opted members.

5. Governance/Appointment of Trustees

5.1 On 22 August 2018 the committee resolved to become a Charitable Incorporated Organisation. The new constitution dated 18 August 2018 was accepted and registered by the Charity Commission on 6 December 2018 as a new charity named "Hougham Village Hall Trust CIO" with a new charity number 1181034.

5.2 The objects of the CIO are:-

"To establish and run a village hall and to promote for the benefit of the inhabitants of the parish of Hougham (area of benefit) without distinction of sex, orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or the public at large in interests of social welfare and with the object of improving the conditions of life of said inhabitants."

5.3 Hougham Village Hall Trust was subsequently closed down and all assets, including the hall and land, were transferred to the CIO.

5.4 The new constitution says there must be a minimum of 3 charity trustees but does not specify a maximum. The existing trustees became the first trustees of the new charity serving terms of 4 years (2 members), 3 years (1 member) 2 years (1 member) to allow for a turnover of volunteers. Subsequent appointments by election or according to the ordinary practice of the management committee would be for terms of 3 years.

5.5 Also, one trustee may be nominated from each of the user groups named above to serve a term of one year. Representative members should be appointed not more than 1 month before the AGM where possible. Each organisation is required to notify the secretary of the committee of their representative. Any new or existing user group may apply for representation on the committee and may be appointed subject to the agreement of $\frac{2}{3}$ majority of the management committee. On 5/02/19 It was unanimously agreed to add Zumba to list of User Groups. HoH, having served its purpose was wound up on 10/9/20.

5.6 Apart from the inaugural trustees charity trustees must be elected at an AGM at which all inhabitants of the area of benefit of 18 years and upwards are entitled to attend and vote. At the first and each subsequent AGMs all elected trustees reaching the end of their elected term of service shall retire from office unless by the close of the meeting the members have failed to elect sufficient charity trustees to hold a quorate (3 members) meeting of the charity trustees. Trustees can also be co-opted but must be appointed at a duly constituted meeting of the charity trustees.

5.7 Full details about AGMs, elections, accounting, rules and trustee responsibilities can be found in the CIO constitution.

5.8 On becoming a trustee a member must sign a declaration of acceptance and willingness to act in the sole interests of the charity. No member should hold any interest in any property belonging to the charity otherwise than as a trustee for the purposes thereof or receive any remuneration or be interested in the supply or works or goods at the cost of the charity. Any member adjudged bankrupt or who makes a composition or arrangement with his creditors or who is incapacitated from acting or who communicates in writing to the committee a wish to resign shall thereupon cease to be a member (but only if enough charity trustees remain in office when the notice of resignation takes effect to form a quorum at meetings).

5.9 At the first meeting after the AGM, the committee elects from amongst all the trustees the following office holders - Chair, Vice Chair, Treasurer, and a Secretary.

6. Policies and Procedures

6.1 To guide the Management Committee in exercising its duty of care to members, contractors, and users of the hall we require a variety of policy documents. We now have the following policy documents: -

- 1) Administration Policy & Procedures
- 2) Finance Policy
- 3) General Fire & Risk Assessment
- 4) Hiring Agreements (Revised 2021)
- 5) Hougham 100 Club
- 6) Insurance
- 7) Licenses
- 8) Current User Groups
- 9) Charitable Objectives
- 10) Conflict of Interest Policy
- 11) Policy on General Data Protection Regulations
- 12) Communication and Complaints
- 13) Trustees' declaration on taking up office
- 14) Environmental Policy
- 15) Reserves Policy
- 16) Fire Safety Management Plan+
- 17) key logbook – Procedures+
- 18) Safeguarding Policy+
- 19) Trustee Handbook+

[+ New for 2020/21]

7. Hiring agreement

7.1 Use of the village hall is subject to a Hiring Agreement which must be signed by the hirer when booking. It sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement. Anyone running exercise classes, fitness groups, yoga or other groups

holding physical activities whether they be a commercial enterprise or run on a voluntary basis is required to hold their own stand-alone public liability insurance.

7.2 Bookings can be made on-line via the hall's website; the rates are reviewed annually at the beginning of each year and the new charges come into operation on 1 April each year.

7.3 The hiring policy was recently reviewed as were all the relevant forms including application form, guides etc. The recent review increased the charges and introduced a more simplified scale. The new bands and charges are: -

Date	Band description	Amount of charge
1/04/20	Villagers	£6.00
	User Group/Charity	£7.50
	Commercial	£15.00

8. Licenses

8.1 The Hall has a premises license (not including alcohol) and is registered with Dover District Council for small society lotteries i.e., 100 Club, has a Performing Rights Society and Public Performance license for live and recorded music a TV license and a broadband license.

8.2 Because we were closed no Temporary Event Notices (TENS) were needed this accounting year.

9. Risk Management

Insurance

9.1 The Management Committee acknowledges that it is under a legal obligation to protect the building, its users and employees/ self - employed contractors through adequate and appropriate insurance.

9.2 The Village Hall is insured by Ansvar Insurance with respect to property damage (buildings insurance), contents, public liability, employers' liability, and legal assistance. During the Covid-19 lockdown special arrangements have had to be made to ensure that we have been insurance compliant and so covered. Our policy is subject to regular review and is going through that process at the moment.

Building Issues

10.1 Gas appliances and portable electrical appliances are tested by qualified person annually. Fire-fighting appliances are inspected annually under contract with the supplier. Volunteers from the Committee carry out other

maintenance checks. A Fire Safety Risk Assessment is updated annually by the Committee's own Fire Safety Officer as required by law.

10.2 A building condition survey was last carried out in 2011 but the refurbishment has allowed us to carry out a thorough review and a full survey is not now required until 2025.

Risk Assessment

10.3 Regular Covid-19 Risk Assessments have been carried out before any attempt has been made to re-open the hall when lockdown has eased, and we have been scrupulously following ACRE guidance.

11. Principle activities in pursuit of objectives

11.1 The hall is normally available for hire for private functions including children's parties, wedding receptions, funeral wakes, village social functions and occasional fund-raising fayres and is used occasionally as a polling station.

11.2 Because of Covid use has been very restricted but regular users have been: -

- Parish Council - NIL
- Parochial Church Council - NIL
- Gardening Club - NIL
- Heart of Hougham (including Fete & party in the park) – NIL (Closed 10/9/20)
- Zumba – Monday & Saturday weekly– resumed 19/6/21 after Covid – 4 classes
- Yoga – Friday weekly – resumed 21/5/21 – 6 classes
- Pop Up Pub – monthly - NIL
- Other users have been: -
Private parties – 2 x children's birthday parties, 1 adult private party and once as a polling station.

In other words, ONLY used on 14 separate occasions.

11.3 The Hall CIO usually use the hall for committee meetings, but because of Covid-19 had to resort to virtual meetings.

12. Events since 19/5/21

12.1 During 2020/21 a whole host of events were planned but had to be postponed until 19/5/21 when Covid restrictions were partially lifted. From then until the end of the reporting year the following events have taken place: -

- 6/5/21 Polling Station for local government elections (prior to actual reopening but exceptionally permitted)
- 21/5/21 Yoga class started on Friday mornings
- 21/5/21 Private children's party

23/5/21 Private party for adults
 19/6/21 Zumba returned on Monday evening and Saturday morning
 27/6/21 Private children's party

The "Grand Reopening Party" scheduled for 28/5/21 had to be cancelled as we were so over prescribed with numbers that we could not accommodate them safely and socially distanced in the prescribed manner

13. Funding Strategy

13.1 It is the strategy of the Trustees to manage the revenue budget on a self-financing basis; hire charges are set to try to achieve this aim. Other out of course requirements are raised through grants and fundraising events.

13.2 The refurbishment of the hall was funded mainly by grants plus reserves. The details are shown at section 18 below.

14. Volunteers' Effort

14.1 Management costs are kept to a minimum using volunteers wherever possible. Although not exhaustive, examples of this policy are: -

- ❖ Bookings management and our website are maintained free of charge
- ❖ extra cleaning of the hall outside the regular paid weekly clean
- ❖ Grass cutting and keeping the green in front of the hall tidy continues to be managed on a voluntary basis by Allen Jones.
- ❖ The plant troughs were donated to the hall by HoH, planted and continues to be maintained along with the beautiful hanging baskets by Carole Ash.
- ❖ Dan Codrea has contributed his architectural expertise and advice to the planning of the refurbishment of the hall.

In addition, trustees give in the region of 60 hours a month for meetings and an incalculable number of hours per annum organising and running events. Also, most if not all stationery, printing ink for documents, photocopying, laminating etc., is donated free of charge.

15. Achievements 2020/21

15.1 The Trustees work hard to make the hall attractive to potential users and measure their success by the range of users and hall occupancy. Unfortunately, the Covid lockdown prevented virtually all activities. But we were able to take advantage of this closure by ensuring the work on refurbishing the hall took place at the same time. The refurbishment took from 5/9/20 to 18/12/20 with the floor being laid on 6/1/21. Since then, we have been busy; the following list is not exhaustive: -

- Redecorating the meeting room
- Purchasing and erecting new fixtures and fitting
- New curtain rails, repurposed curtains, and new blinds
- New toilet fittings – hand towel dispensers, soap, toilet roll holders etc.

- Notice boards and signage in lobby
- Hand cleaning equipment, notices special first aid kit etc., purchased and installed because of Covid requirements.
- Metal workshop brought into use for storage
- Audit of crockery and cutlery and other kitchen equipment undertaken – disposal of old or unused items and replaced with new.

15.2 We were very heartened to receive such positive feedback from everyone who has seen the refurbished hall; without exception it has all been very positive so much so that users from outside the parish have begun to use it as a preferred location.

16. Financial report

See separate document

17. Reserves Policy

Towards the end of the period of this report a reserves policy was under active discussion. It was finally agreed and adopted on 27/07/20. The funding we will receive in grants for the refurbishment will be ring fenced as restricted reserves held for that specific purpose.

18. Refurbishment of the hall

18.1 The details of income and expenditure for refurbishing the hall are as follows: -

Income

Type	Name	Amount	Total
Grants	KCC Combined members Grant	£5,000.00	
	National Lottery Awards for All	£10,000.00	
	KCC Village & Community Halls Grant	£14,000.00	
	Hougham Without PC	£4778.62	
	Dover DC Community Grant	£916.67	£34,695.29
Match funding	Bernard Sunley Foundation	£5,000.00	
	Roger De Haan Trust	£5,000.00	£10,000.00
Hall	Savings A/C	£5,000.00	£5,000.00
	HoH	£1378.05	£1,378.05

TOTAL			£51,073.34
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The cost of the refurbishment was

Type	Name	Amount	Total
Tender	Hougham B&P	£44,200.00	£44,200.00
Extras	Kitchen	£3,426.67	
	Ceiling	£2,300.00	
	Door	£430.00	
	Worktop	£400.00	
	Floor	£90.00	
	Cooker	£1,199.00	£7,845.67
TOTAL			£52,045.67

19. Future

19.1 The Management Committee are committed to continue to improve the hall and its environment and build on the success of the refurbishment. The following are on our wish list: -

- Sealing and repainting the outside of the hall
- New furniture for snug
- Large screen TV
- Replacement windows
- Installing power to workshop and PIRs
- Outside signage
- New fencing at side of back and rear perimeter
- Improving hard standing at rear of building to create picnic area
- Revamping car park

20.Conclusion

The Trustees of Hougham Village Hall Trust CIO would like to thank everyone for their practical help, support and not least the professional support from Dan Codrea, Architect, our builders, and the encouraging support for the refurbishment. Also, for your patience and understanding about the difficulties we've faced together this reporting year. Without your active involvement we could not have done this, and we hope for your continued support.

The Trustees declare that they have approved the above report.

Signed on behalf of the Charity's trustees
 Signature: Peter Robinson
 Full name: Peter William Robinson
 Position: Chairman
 Date: 20 September 2021

Financial Report 2020/2021

The Hall was closed due to COVID restrictions from the beginning of our financial Year, that being the 1st of July 2020 and did not re-open until 06.05.2021 when there were elections for the KCC, and PCC held in the Hall. We were please that a Yoga Class started on the 21.05.2021 and is held every Friday from then on, we had a couple of Children's Parties a private party and Zumba re-commenced on the 19.06.2021. The hire income was therefore significantly reduced for this year amounting to £613.00, we had further income from the Dover Lottery to the tune of £1208.50, Donations of £1568.00 and Hougham 100 Club £228.00.

We were very fortunate with being awarded £45604.43 in Grants from the following organisations

Roger De Haan £5000.00

Bernard Sunley Foundation £5000.00

Dover District Council Community Grant £916.67

KCC Combined Members Grant £14000.00

Hougham Parish Council £6591.76

DDC Covid Closure Grant £2096.00

DDC Restart Grant £12000.00

We did not hold any Pop-up Pubs due to COVID restrictions

Our Turnover excluding a temporary loan was therefore £49233.22 which consists of mainly the grants.

The costs were not extensively down due to the closure as we had to maintain Insurance payments the usual licences and water gas and electric costs. The miscellaneous was high due to buying Fire Signs Door Signs, Bins, Notice Board, New Hoover, Plates and bowls and various small items the new hall required. We also had to invest in COVID 19 items to ensure safety and enable us to open the hall. The cost of the refurbishment was £54172.17 of which I am sure you will agree has been well spent.

The accounts look on paper to have made a year end loss of £9182.82 but we had been awarded grants in previous years that was to go towards the refurbishment.

At the end of the financial year there was £1134.62 in the Current Account and £10385.90 in the Deposit Account.

Date	Account	Account
Accounts 01.07.2020-30.06.2021		
	Current	Deposit
Opening Balance	1316.30	20007.18
Income		
Hires:	613.00	
Lottery	1208.50	
Donations	1568.00	
Pop up Pub		
Events		
Hougham 100 Club	228.00	
Miscellaneous	10.62	
Bank Interest	0.67	
Grants	45604.43	
Loan	5580.00	
Total	54813.22	21323.48
		54813.22
Expenses		76136.70
Insurance	947.61	
Energy	1211.86	
Water Rates	340.36	
Boiler Service & Gas Certificate		
Fire Extinguisher Annual Service	106.20	
PRS/PPL Licence		
Lottery Licence	20.00	
Cleaning	207.07	
PAT Testing	54.00	
TV Licence		
Misc	995.70	
ACRE Membership	52.00	
TENS Licence		
Covid 19 Requirements	365.54	
Repairs & Renewals		
Solicitor Fees re Land Registry		
Website		
Hougham 100 Club Winnings	75.00	
Refurbishment	54172.17	
Funding For All		
Loan Re-paid	5580.00	
Total	64127.51	76136.70
		64127.51
		12009.19
Nett Profit/Loss	-9182.82	
Funds in Current Acc	£1,134.62	Water DD -272.64
Funds in Deposit Acc	£10,385.90	Chq -168.00
		Zumba -26.00
		BG Electric -12.34
		Di owed -9.69
Total	£11,520.52	11520.52

*I confirm these
accounts have been
audited by myself*

Alison Barker
ALISON BARKER

02/03/2022

ACCOUNTANT

Date	Account	Account
Accounts 01.07.2020-30.06.2021		
	Current	Deposit
Opening Balance	1316.30	20007.18
Income		
Hires:	613.00	
Lottery	1208.50	
Donations	1568.00	
Pop up Pub		
Events		
Hougham 100 Club	228.00	
Miscellaneous	10.62	
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Loan	5580.00	
Total	54813.22	21323.48
		54813.22
Expenses		76136.70
Insurance	947.61	
Energy	1211.86	
Water Rates	340.36	
Boiler Service & Gas Certificate		
Fire Extinguisher Annual Service	106.20	
PRS/PPL Licence		
Lottery Licence	20.00	
Cleaning	207.07	
PAT Testing	54.00	
TV Licence		
Misc	995.70	
ACRE Membership	52.00	
TENS Licence		
Covid 19 Requirements	365.54	
Repairs & Renewals		
Solicitor Fees re Land Registry		
Website		
Hougham 100 Club Winnings	75.00	
Refurbishment	54172.17	
Funding For All		
Loan Re-paid	5580.00	
Total	64127.51	76136.70
		64127.51
		12009.19
Nett Profit/Loss	-9182.82	
Funds in Current Acc	£1,134.62	Water DD -272.64
Funds in Deposit Acc	£10,385.90	Chq -168.00
		Zumba -26.00
		BG Electric -12.34
		Di owed -9.69
Total	£11,520.52	11520.52

*I confirm these
accounts have been
audited by myself*

Alison Barker
ALISON BARKER

02/03/2022

ACCOUNTANT