

CHAIRMAN'S REPORT – 27th NOVEMBER, 2020

I would like to welcome you to our Twentieth Annual General Meeting.

Those of you that use the hall on a regular basis will be aware that the upgrading of the building is now well under way. The main hall, as you can see is now finished. Grants from various organisations enabled this work to be done.

We obtained more funding and the small hall has now also been completely refurbished. We are just waiting for the new curtain rails to be fitted so that the curtains can be put back in place.

The next project is to provide new toilets . These will be in the committee room behind me – access to the small hall will be retained. It is hoped that this work will start sometime in January and we apologise – in advance – for any inconvenience caused to hall users whilst this work is being carried out. I am sure you will agree that this is a necessary addition for the hall users.

The hall bookings remain steady but, if you know of any group looking for a venue then please let us know – particularly for daytime use. We have been fortunate to have some new users of the hall this year – in addition to this the hall had been used on several occasions for “one off” events, such as birthday parties.

We are still running a “Saturday Social” and table top sale on the last Saturday of the month. These are intended to bring together the local community and, particularly, people who are on their own and need to make new friends. Attendance at these events vary but if you know of anyone on their own please let them know about these coffee mornings.

Our grateful thanks go to Charlie Burford and his son who look after all the outside ground works and keep everything looking tidy. Thanks must also go to Nigel Fish who looks after the hall cleaning.

I would like to thank Anita our Treasurer for all her hard work and for looking after our finances during the last twelve months and to Jim for his help. Anita will be presenting her balance sheet shortly.

We would like some more people to join the Committee – if you are interested then please have a word with one of the Committee Members at the close of the meeting. Most of the existing Committee have been on for well over 10 years and the time is going to come when they will be thinking of stepping down – this is another reason why some new Committee Members are necessary. We do not want to get to the position where we have to close the hall because of a lack of people on Committee.

Finally, I would like to thank all the Committee for their unfailing help, support and hard work during the last 12 months; without this we would not be able to keep the hall running.

Thank you all for coming and I would be pleased if you would join us for a coffee at the conclusion of the meeting.

POOLBROOK VILLAGE HALL
INCOME & EXPENDITURE ACCOUNT
30th September 2020

INCOME

Hire of Hall	5,314.00
Grants	25,643.00
Social	24.00
Meter	72.00
Sale of Chairs	250.00

<i>Total Income</i>	31,303.00
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EXPENDITURE

Electricity	1,031.42
Water	114.74
Insurance	1,134.85
Cleaner	195.00
Renewals	17,991.00
Covid-19	676.85
Sundry	40.00
Repairs	164.97
	21,348.83

NET PROFIT	9,954.17
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Date	Customer	Details	Total	Grants	Hire of Hall
11/10/2019	Pyjama Drama	Hall Hire	40.00		40.00
18/10/2019	Social Cash	Hall Hire	7.00		7.00
18/10/2019	Webster Cash	Hall Hire	20.00		20.00
21/10/2019	Price cheque	Hall Hire	80.00		80.00
21/10/2019	Neville cheque	Hall Hire	360.00		360.00
25/10/2019	PJ Drama cash	Hall Hire	30.00		30.00
25/10/2019	Jenny cash	Hall Hire	160.00		160.00
28/10/2019	Hire of Hall cash	Hall Hire	111.00		111.00
29/10/2019	Lin Edwards	Hall Hire	110.00		110.00
09/11/2019	Bernard Sunley Foundation	Grant	5,000.00	5,000.00	
15/11/2019	Mulka S H ADGD	Hall Hire	60.00		60.00
27/11/2019	Lin Edwards	Hall Hire	110.00		110.00
11/12/2019	Lin Edwards	Hall Hire	80.00		80.00
12/12/2019	Party - cash	Hall Hire	178.00		178.00
12/12/2019	Jenny - cash	Hall Hire	70.00		70.00
12/12/2019	Meter - cash	Meter	72.00		
27/12/2019	Church - cheque	Hall Hire	288.00		288.00
03/01/2020	Mulka S H ADGD	Hall Hire	100.00		100.00
17/01/2020	Malvern Optical	Chairs	250.00		
29/01/2020	Lin Edwards	Hall Hire	120.00		120.00
04/02/2020	Mulka S H ADGD	Hall Hire	20.00		20.00
11/02/2020	P Roper	Hall Hire	40.00		40.00
26/02/2020	Natalie Houlding	Hall Hire	110.00		110.00
26/02/2020	Lin Edwards	Hall Hire	90.00		90.00
02/03/2020	Jenny - cash		22.00		22.00
02/03/2020	Party - cash		45.00		45.00
02/03/2020	Social - cash		11.00		
02/03/2020	Oat Street Chapel	Inv 167	600.00		600.00
03/03/2020	Burford - chq		45.00		45.00
03/03/2020	Old Meg - chq		280.00		280.00
13/03/2020	Coffee Morning - cash		13.00		
16/03/2020	Trevill - chq		48.00		48.00
16/03/2020	Summarq - chq		80.00		80.00
16/03/2020	U3A - chq		215.00		215.00
16/03/2020	Neville - chq		448.00		448.00
17/03/2020	Lin Edwards		70.00		70.00
27/03/2020	Main Grants		9,893.00	9,893.00	
06/04/2020	Christian Science		342.00		342.00
16/04/2020	Local Giving		500.00	500.00	
14/05/2020	MHDC	Non Domestic Rates Refund	10,000.00	10,000.00	
26/05/2020	Oat Street Chapel	Inv 172	200.00		200.00
27/05/2020	Natalie Houlding	Hall Hire	60.00		60.00
02/06/2020	Old Meg		120.00		120.00
17/06/2020	Trefoil - chq		12.00		12.00
17/06/2020	Sumara - chq		60.00		60.00

17/06/2020 Charlie - chq	45.00		45.00
17/06/2020 Neville - chq	152.00		152.00
07/07/2020 Church - chq	96.00		96.00
07/07/2020 U3A - chq	190.00		190.00
31/07/2020 Rank Foundation	250.00	250.00	
	31,303.00	25,643.00	5,314.00

808.00
 5,170.00
 788.00
 390.00
 240.00
 11,770.00
 842.00
 10,260.00
 389.00
 536.00

Lin Edwards Oct 19

31,193.00
 110.00
 31,303.00

Meter	Sale of Chairs	Social
72.00		
	250.00	
		11.00
		13.00

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				0.00
				0.00
				0.00
				0.00
				0.00
	72.00	250.00	24.00	0.00

Date	Payee	Details	Chq no	Total	Electricity
18/10/2019	Petty Cash		101346	20.00	
12/12/2019		Cleaner - Oct & Nov	101347	105.00	
13/12/2019	Npower	Electricity	101348	266.42	266.42
24/12/2019	Rollinson Smith	Insurance	101349	1,134.85	
02/01/2020	EDF Energy	Electricity		190.00	190.00
16/01/2020		Cleaner	101351	45.00	
03/02/2020	EDF Energy	Electricity		190.00	190.00
06/02/2020	K Yates	Fire Services	101352	40.00	
28/02/2020	Severn Trent	Water Rates	101354	47.25	
28/02/2020	P Mincke	Toilets	101353	6,000.00	
02/03/2020	EDF Energy	Electricity		190.00	190.00
16/03/2020	Severn Trent	Water Rates	101355	20.63	
16/03/2020	Petty Cash	Toilet Roll	101356	20.00	
27/03/2020	Paul Muncke	Toilet Building	101357	5,000.00	
01/04/2020	EDF Energy	Electricity		190.00	190.00
03/04/2020		Cleaner	101358	45.00	
01/05/2020	EDF Energy	Electricity		1.00	1.00
01/06/2020	EDF Energy	Electricity		1.00	1.00
01/07/2020	EDF Energy	Electricity		1.00	1.00
21/07/2020	P Roper	Post Box, Curtain Rail, Tea Urn	101359	124.97	
27/07/2020	Severn Trent	Water Rates	101361	46.86	
27/07/2020	Diverse Comm Solutions	PPE, Sanitisers, etc	101360	609.96	
03/08/2020	EDF Energy	Electricity		1.00	1.00
04/08/2020	Paul Muncke	Toilet etc	101362	5,575.00	
19/08/2020	Peggy Signs	Safety signs + cleaning products	101363	66.89	
01/09/2020	EDF Energy	Electricity		1.00	1.00
01/09/2020	Bolat Carpentry	Flooring - toilets	101364	1,416.00	
				21,348.83	1,031.42

Oct-19	20.00
Nov-19	0.00
Dec-19	1,696.27
Jan-20	275.00
Feb-20	6,047.25
Mar-20	5,040.63
Apr-20	235.00
May-20	1.00
Jun-20	1.00
Jul-20	782.79
Aug-20	5,642.89
Sep-20	1,417.00

21,158.83

EDF Electricity - March 20	190.00
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Water	Insurance	Cleaner	Renewals	Covid	Petty Cash	Repairs
					20.00	
		105.00				
	1,134.85					
		45.00				
						40.00
47.25			6,000.00			
20.63					20.00	
			5,000.00			
		45.00				
						124.97
46.86				609.96		
			5,575.00			
				66.89		
			1,416.00			
114.74	1,134.85	195.00	17,991.00	676.85	40.00	164.97

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Balance as at 1st Oct 2019	12,334.26
Add Receipts - Oct 19 - Sep 20	31,303.00
Less: Payments - Oct 19 - Sep 20	-21,348.83
Balance as at 30th September 2020	<u>22,288.43</u>

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22nd July 2021

Poolbrook Village Hall Committee
c/o Anita Fish
19 Langland Avenue
Malvern
Worcestershire
WR14 2EG

Dear Chairperson,

Ref: Independent Examiner's Report

This is my report to the Committee on my examination of the accounts for Poolbrook Village Hall for the year ended 30th September 2020.

I have undertaken the examination and completed this report as a qualified member of the Institute of Certified Bookkeepers (Practice number 18486).

I can confirm that during my examination, I identified three minor points of interest:

- A receipt from Lin Edwards for £110.00 had not been included in the accounts.
- A payment to EDF Energy for £190.00 had not been included in the accounts.
- A cheque made payable to Npower in January 2020 was never presented by the supplier.

Aside from the above, no material matters have come to my attention in connection with the examination and I therefore have no concerns nor have I come across any matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Your sincerely

Steve Wardle AICB
(Practice No. 18486)