

AGM.

The Trustees of Caversham Hall met for their AGM meeting on Wednesday 29th March 2023 to discuss events which had happened over the past year(s). Due to Covid, an in person AGM had not been permissible but the Trustees had been kept informed of events, when necessary by email.

It was decided that decisions put in place during and after Covid, would continue to be retained as it was felt that the restrictions had worked well and had not hampered events from happening at the hall. The hall hire rental was raised by £1.00 an hour to help with the cost of supplies which had and still are used during and after Covid. Covid items, posters, hand sanitization, paper towels, signing in and out of the building were kept in place in each hall and the rest of the building would stay in place as all hirers adhered to the guidelines and no problems had occurred.

The new entrance system, one door for the South Hall and one North Hall continued to make for ease of access and would definitely be retained and used into the future. The use of one toilet for each hall restrictions were to be maintained also.

The website had made booking online easy for both hirers and trustees and had generated more recurring bookings as well as one-off party bookings. This was a bonus as finances continued to improve making up for the losses during the Covid period.

The rental charge from the hire of the car park was updated and put onto a more commercial footing with a yearly rental of £13k p.a. for a ten year lease with a five year rent review period. Unpaid back rental was also collected and the increased monthly rental generated a healthy increase in the finances and would continue to do so. Strict control would be kept on the revenue to ensure the rental price for the car park was relevant and in line with market prices within the area.,

Maintenance was done and the new UPVC windows retained the warmth in the winter months, as well as bringing the outside up to date with no painting having to be done.

The Trustees worked well together and would continue to do so continuing to uphold the guidelines in the constitution making Caversham Hall a place for the people of Lower Caversham and surrounding area to enjoy the facilities which are now in place for future years.

K. Deane . 1.4.23

TRUSTEES OF CAVERSHAM HALL

RECEIPTS AND PAYMENTS ACCOUNT Y/E 31/12/2022

<u>2021</u>	<u>RECEIPTS</u>	<u>2022</u>	
9,283.52	Lettings	25,569.64	
4,200.00	Caversham Vehicle Hire: rent	9,666.64	
	Caversham Vehicle Hire: rental uplift	244.45	
	Caversham Vehicle Hire: 50% FSP lease fees	1,773.00	37,253.73
16.55	Bank Interest Deposit a/c	2.24	
13,500.07		37,255.97	37,255.97

EXPENDITURE

4,407.84	Wages	4,479.24	
150.40	4,558.24 PAYE/HMRC	150.40	4,629.64
435.00	Electricity		564.00
1,151.83	Gas		2,134.49
261.55	Business Rates		302.90
185.56	Water Rates		60.00
1,951.21	Insurance: Hall + trustees liability		1,335.02
0.00	Building maintenance		0.00
2,125.50	Solicitor fees: CVH lease and rental		2,643.60
0.00	Grounds maintenance		0.00
103.34	Housekeeping (Bowak)		162.19
1,147.30	Hall maintenance inc. Chubb		6,875.28
100.00	Auditing year-end accounts		50.00
115.20	Payroll administration		144.00
210.24	Web template subsc: Squarespace		229.43
0.00	Email subscription: Office 365		0.00
1,194.50	Returned hirer's deposits		2,348.00
224.40	Hallmaster subscription '22		224.40
-	Repayment for Hallmaster subscription		-
-	Online advertising: Venues4hire		20.00
19.19	Domain name fees: 123-reg		-
-	Hirer accidental credit return		507.50
-	Reimbursements to S. McQueen from 2020 & 2021 expenses		200.00
-	Hall support & web maintenance year 2019 Jan-Dec		3,600.00
13,783.06		26,030.45	26,030.45

Excess income over expenditure	11,225.52
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FINANCIAL STATEMENT

Balance in Bank 28.12.2021	24,939.94
Excess receipts over payments	11,225.52
Balance in Bank 31.12.2022	36,165.46
Represented by:-	
Barclays Current Account	28,123.11
Barclays Rate Reward Account	8,042.35
	36,165.46

Sue McQueen

Treasurer

Audited and Certified correct (signed):

Financial summary 2022		
Income	£	37,255.97
Expenditure	£	26,030.45
Excess receipts over expenditure	£	11,225.52

Balance in bank 28.12.21	£	18,915.69
Reward account	£	8,040.11
Community account	£	10,875.58
Excess receipts over expenditure 2022	£	11,225.52
Balance in bank 30.12.22	£	36,165.46
Reward account	£	8,042.35
Community account	£	28,123.11

From bank		
Expenditure		
Jan	£	950.69
Feb	£	2,214.14
Mar	£	2,614.39
Apr	£	3,067.69
May	£	1,284.48
Jun	£	1,276.40
Jul	£	4,396.25
Aug	£	2,163.81
Sep	£	1,529.27
Oct	£	1,326.75
Nov	£	3,420.32
Dec	£	1,786.26
	£	26,030.45

Bank statements	
Income: hirers	
Jan	£ 1,517.86
Feb	£ 1,973.34
Mar	£ 2,620.65
Apr	£ 1,506.41
May	£ 1,850.50
Jun	£ 1,166.61
Jul	£ 2,502.04
Aug	£ 792.99
Sep	£ 2,654.02
Oct	£ 3,934.87
Nov	£ 2,821.35
Dec	£ 2,229.00
Total hirers income	£ 25,569.64

Income: Caversham Vehicle Hire	
Rent	£ 9,666.64
Rent uplift re new lease	£ 244.45
New lease: 50% FSP fees	£ 1,773.00
Total CVH income	£ 11,684.09

Total income 2022 less bank interest	£ 37,253.73
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Income: Bank interest Reward account	
Jan	£ 0.07
Feb	£ 0.06
Mar	£ 0.06
Apr	£ 0.07
May	£ 0.07
Jun	£ 0.06
Jul	£ 0.07
Aug	£ 0.07
Sept	£ 0.07
Oct	£ 0.07
Nov	£ 0.08
Dec	£ 1.49
Total bank interest	£ 2.24

Total income 2022 inc. bank interest	£ 37,255.97
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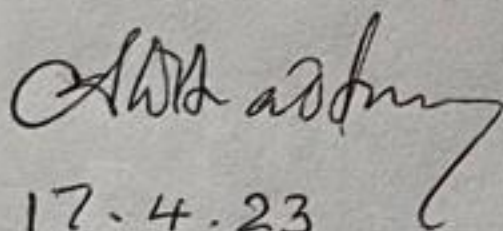
CVH rent 2022	CVH income: misc
£ 1,033.33	
£ 1,033.33	
£ 1,033.33	
£ 1,033.33	
£ 1,033.33	
£ 1,033.33	
£ 1,033.33	
£ 350.00	
£ 1,000.00	
£ 366.66	
£ 350.00	
£ 350.00	
£ 350.00	
£ 350.00	£ 244.45
£ 350.00	£ 1,773.00
£ 9,666.64	£ 2,017.45

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Caversham Hall
Auditor's Report 2022

This is to certify that I have audited the accounts for Caversham Hall's income and expenditure for the financial year 2021-2022.

Signed



17.4.23

Alan Bradbury