

THE VILLAGE HALL (FELTON)

England & Wales · Charity number 254763

Details

Status Registered

Legal form Other

Registered 1968-01-30

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

Contact

Address 1 Rochester Drive
Felton
Morpeth
NE65 9DS

Phone 07815302864

Email feltonvillagehall@btinternet.com

Activities

Objects: THE PROVISION AND MAINTENANCE OF A VILLAGE HALL FOR THE USE OF THE INHABITANTS OF FELTON AND THE NEIGHBOURHOOD THEREOF WITHOUT DISCTINCTION OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, INCLUDING USE FOR MEETINGS, LECTURES AND CLASSES, AND FOR OTHER FORMS OF RECREATION AND LEISURE-TIME OCCUPATION, WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.

Activities: Provide building for public use of all people of Felton and the surrounding area without preudice.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Arts/culture/heritage/science, Amateur Sport, Environment/conservation/heritage
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** FELTON AND THE NEIGHBOURHOOD
- Northumberland

Finances

Period end	Income	Expenditure	Assets	Employees
2025-05-31	£31,238	£43,028	-	-
2024-05-31	£84,588	£81,883	-	-
2023-05-31	£26,573	£23,863	-	-
2022-05-31	£21,343	£21,189	-	-
2021-05-31	£24,777	£9,699	-	-

Trustees

Name	Role	Appointed
Eileen Cameron	Chair	2013-07-22
ALAN RAMSBOTTOM		2022-07-25
Alison Jane Rushby		2016-06-01
Anne Isobel Walton		2020-10-05
Christopher Mark Scarlott		2026-05-07
MARION CLARK		
Martin James Parker		2023-02-23
Michael McAdam		2025-07-28
Paul Richard Fitzroy Nailer		2017-08-01
Sylvia Allan		2017-07-29

THE VILLAGE HALL (FELTON)

England & Wales - Charity number 254763

Accounts

INCOME AND EXPENDITURE ACCOUNT 2024 - 2025

For year ending 31 May 2025

2023-2024	CASH AND BANK BALANCES AS AT 1/6/24	2024-2025	
	FVH Main Account		
7,732.99	Unreserved Funds	10,151.77	
	Reserved Funds	440.15	10,591.92
7,815.12	200 Club Account	9,075.12	
19,555.57	Barclays Saver Account	17,876.49	
5,072.97	Monmouth Building Society	5,220.41	
85.00	Cash	202.75	
	<u>40,261.65</u> TOTAL		<u>42,966.69</u>
	INCOME		
16,369.50	RUGS RENT	16,393.50	
1,531.75	STD RENT	2,428.00	
680.00	LEASES	680.00	
10.00	DONATIONS	1,285.63	
	BAR STOCK ADDED	761.65	
	RESERVES		
1,695.00	BALLENGER	-	
29.00	FILM CLUB	-	
54,812.90	REFURBISHMENT	-	
	HALL CENTENERY	1,196.02	
	EVENTS		
804.51	JEZ LOWE	-	
300.00	ANY QUESTIONS	-	
153.50	NORTHUMBERLAND ROOTS	-	
764.50	WAY THE LASSES	744.55	
540.00	IRISH NIGHT	-	
319.60	CLOUDBERRIES	-	
320.10	MISC	-	
	TARTAN NIGHT	230.50	
	GARETH DAVIES	58.00	
	DISCO NIGHT - CENTENERY	796.02	
	OTHER INCOME		
850.00	HALL DEPOSITS	1,050.00	
136.35	INSURANCE CONTRIBUTION	149.22	
2,341.00	FILM NIGHTS	2,802.60	
9.00	EQUIPMENT HIRE	12.00	
2,250.00	200 CLUB	2,255.00	
468.36	INTEREST	384.85	
269.25	MISC	35.00	
8.22	CREDIT CARD COSTS	-	24.59
	<u>84,588.10</u> TOTAL INCOME		<u>31,237.95</u>
	124,849.75 GRAND TOTAL		74,204.64

		EXPENDITURE		
2,292.43		GAS	1,670.77	
3,019.77		ELECTRIC	3,326.10	
539.00		WATER	512.00	
		LICENCES		
180.00		ALCOHOL	180.00	
552.22		PPLPRS	575.36	
300.98		MOTION PICTURE	323.87	
40.00		LOTTERY	20.00	
265.00		HALL MASTER	265.00	
10.00		NNVHC	10.00	
		EVENTS		
564.00		JEZ LOWE		
190.58		IRISH NIGHT		
602.00		WAY THE LASSES	636.49	
		GARETH DAVIES	58.72	
		DISCO NIGHT - CENTENERY	796.02	
		RESERVES		
1,254.85		BALLENGER	£0.00	
57,695.27		REFURBISHMENT	£23,190.89	
		CENTENERY	£0.00	
3,280.48		CLEANING	3,509.26	
700.00		DEPOSIT REFUND	1,045.00	
1,540.94		FILMS	1,746.81	
4,878.58		MAINT GENERAL	390.20	
675.01		MAINT FIRE	1,097.66	
1,310.67		INSURANCE	1,390.38	
265.00		EQUIPMENT	143.85	
990.00		200 CLUB	990.00	
		GARDENS	451.00	
736.28		MISC	698.37	

81,883.06 TOTAL EXPENDITURE

43,027.75

REPRESENTED BY CASH AND BANK BALANCES

31-May-25

		FVH Main Account		
10151.77		Unreserved Funds	3,770.91	
440.15	10591.92	Reserved Funds	£1,141.17	4,912.08
9,075.12		200 Club Account	10,340.12	
17,876.49		Barclays Saver Account	15,078.04	
5,220.41		Monmouth Building Society	-	
202.75		Cash	85.00	
		Bar Stock	761.65	
	32,374.77			26,264.81

42,966.69 TOTAL

31,176.89

124,849.75 GRAND TOTAL

74,204.64

Treasurer: 

Auditor: 

Date: 30 JUNE 2025

15 Benlaw Grove
Felton
Morpeth
Northumberland
NE65 9NG
30 June 2025

Mr Alan Ramsbottom
Treasurer, Felton Village Hall
1 Rochester Drive
Felton
Morpeth
Northumberland
NE65 9DS

Dear Alan

FELTON VILLAGE HALL ANNUAL AUDIT 2024-25

I have now completed the annual audit and the accounts for Felton Village Hall remain in good order, with records that are excellently presented and an audit trail that is easy to follow.

As in previous years I am summarising the checks I have undertaken during this audit to reach my conclusions.

Finance Policy

The Village Hall Finance Policy was formally adopted on 5th October 2020, updated in May 2023 and is scheduled for review in September 2025

This document describes the key financial controls by which the funds of the charity, The Village Hall (Felton) are managed, reported to trustees and audited.

Start and end of year figures

I confirmed that last year's Income and Expenditure Account 2023-24 figures were brought forward correctly into the 2024-25 accounts, and that the start and year-end figures agreed with the Village Hall's bank account statements.

FVH Receipt and Payment Transactions

A sample of 25% of the year's receipt and payment transactions were tracked through the system from the cash book to the relevant supporting paperwork and also the bank account.

These transactions were followed through to the Receipt and Payment reports which are presented at the committee meetings. The Month 12 totals are subsequently summarised into the annual Income and Expenditure Account.

Rental Income and lease agreements

Regular user groups and one-off private hirer income is collected timely and banked regularly. Follow up of late/unpaid rental income is closely monitored.

Two users of FVH, namely Felton Healthy Lifestyle and The Bridge Newsletter are now under annual lease agreements which came into effect 1st January 2023 with rent changes agreed annually.

200 Club

The bank account reconciliations were checked for accuracy. The 200 Club receipts were checked to bank statements and the control spreadsheet.

A sample of Receipts and payments listed on the cashbook spreadsheet were checked to the bank account and to the draw winning numbers recorded in FVH minutes.

Bank account reconciliations

The monthly Receipts and Payments reporting process to the committee relies on financial statements that reconcile to the bank accounts. In this respect these were found to have been completed monthly and in order.

Film Club

The Film Club income and expenditure is recorded on spreadsheet and forms additional backup detail to that recorded in the cash book and also for the Receipts and Payments reports, which are presented to committee.

Although bar stock is now shown as a separate item in the I&E, it is thought the frequency of the check should be agreed e.g. quarterly, 6 monthly or annually.

Budgeting

A budget is prepared annually, updated monthly and forms part of the finance papers produced and reported at the monthly committee meetings.

Minutes of meetings

A review of committee meeting minutes confirmed the finance reports are presented to the committee for approval and the accounts signed by the Chair.

Banking arrangements – paying in cash

As noted in previous reports there is now no local Barclay Bank branch in Alnwick. As a consequence the treasurer is using his own personal bank account to pay in cash and subsequently having to transfer these amounts to the FVH Barclays Bank account. These transactions are evidenced by an audit trail.

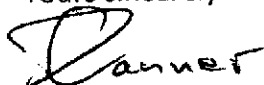
It is however difficult to achieve separation between organisational and personal bank account activity and is a weakness in control the committee is aware of. This weakness is unlikely to be unique with respect to village hall accounts generally

Conclusion

There is a sound system of financial control evident at Felton Village Hall and the finances continue to remain in good hands.

Thank you for your assistance in enabling me to undertake this audit.

Yours sincerely



Patrick Canner

MAAT

Treasurer's Report for Financial Year ending 31 May 2025

Following the major refurbishment work in 2023/24, covered by various grants, this year the kitchen was updated with new units, white goods and ovens at a cost of £22,696 which was self-funded. This resulted in a reduction of assets by £11,790 leaving an overall balance of £31,177, still a healthy position for the Village Hall funds.

Utilities have been one of the major costs for the Village Hall over the past few years; however, by May 2025, solar panels were being installed as part of an agreement with CA-North to supply electricity at a reduced cost when the panels were operating thus reducing our electricity bill by a significant amount. However, the committee decided to remove the gas supply once the gas heaters had been replaced with more efficient electric heaters so, whilst it is anticipated that the overall cost of utilities in the new year are likely to remain on a par with 24/25, the decision, taken on environmental grounds was deemed to be a sensible one. The final changeover is expected to occur in the Autumn.

Although the overall balance of the account is down, it was decided that charges would remain the same for the next year with the exception of events fund-raising for other charities when the charges would be brought into line with those for regular users.

Banking continues to be a problem; however, there is now a Barclays hub in Alnwick each week which at least makes it possible to discuss issues with a member of Barclays staff.

The books have been audited and were said to be in good order with no anomalies identified. The financial controls that are in place were reported as sound and in good order.



A Ramsbottom

1 July 2025

FVH Treasurer

Chairman's Report

Felton Village Hall AGM 2025

Where does the time go? Another busy year comes to a close. A great deal has been achieved since our last AGM.

We continue to have a significant number of regular users who use the hall weekly, monthly or at other regular intervals. We have also continued to attract one off bookings for birthday parties, wakes and other private events as well as charity events.

We continue to improve the facilities at the hall. This year we have refurbished the kitchen to a very high standard replacing the gas cooker with an induction hob and two electric ovens. We have also had solar panels and batteries fitted with the help of Community Action Northumberland which should significantly reduce our energy bills. Our next project is to replace all the outside doors.

We have enjoyed a wide range of entertainment over the past year from Rural Highlights, regular film nights, an over 30's disco which was very successful and really well attended and prompted a re-run later in the year and a Tartan Evening in November. Money from events held this year are being used to provide free or reduced cost events for our 100th anniversary next year.

Visitors to the hall are all very complimentary about the upgrades we have done, so all the planning and hard work is worthwhile.

The hall continues to thrive and is a great asset to the community with a hard working group of trustees and volunteers who give up their time to provide an excellent facility for Felton & West Thirston.

I would like to thank all the trustees for their hard work over the past year and all the residents of our villages for supporting the village hall.

Eileen Cameron

Chair Person

July 2025

THE VILLAGE HALL (FELTON)

England & Wales - Charity number 254763

Accounts

INCOME AND EXPENDITURE ACCOUNT 2023-2024

For year ending 31 May 2024

2022 - 2023	CASH AND BANK BALANCES AS AT 1/6/23	2023 - 2024
4,678.63	Current Account	7,732.99
6,263.12	200 Club Account	7,815.12
21,512.56	Barclays Saver Account	19,555.57
5,012.82	Monmouth Building Society	5,072.97
85.00	Cash	85.00
	TOTAL	40,261.65
	37,552.13	
	INCOME	
14,554.53	RUGS RENT	16,369.50
2,169.00	STD RENT	2,211.75
157.95	DONATIONS	10.00
	RESERVES	
2,000.00	BALLENGER	1,695.00
- 34.40	FILM CLUB	- 29.00
-	REFURBISHMENT	54,812.90
	EVENTS	
872.00	PRELUDE	-
280.00	JEZ LOWE	804.51
	ANY QUESTIONS	300.00
	NORTHUMBERLAND ROOTS	153.50
	WAY THE LASSES	764.50
	IRISH NIGHT	540.00
	CLOUDBERRIES	319.60
58.50	MISC	320.10
	OTHER INCOME	
700.00	HALL DEPOSITS	850.00
119.67	INSURANCE CONTRIBUTION	136.35
2,527.90	FILM NIGHTS	2,341.00
20.00	EQUIPMENT HIRE	9.00
2,532.00	200 CLUB	2,250.00
103.16	INTEREST	468.36
514.99	MISC	269.25
- 2.71	CREDIT CARD COSTS	- 8.22
	26,572.59 TOTAL INCOME	84,588.10
	64,124.72 GRAND TOTAL	124,849.75
	EXPENDITURE	
2,885.36	GAS	2,292.43
3,003.28	ELECTRIC	3,019.77
276.00	WATER	539.00
	LICENCES	
360.00	ALCOHOL	180.00
982.44	PPLPRS	552.22
274.37	MOTION PICTURE	300.98
	LOTTERY	40.00
463.20	HALL MASTER	265.00
10.00	NNVHC	10.00

	EVENTS	
43.78	ANY QUESTIONS	
510.00	PRELUDE	
	JEZ LOWE	564.00
	IRISH NIGHT	190.58
	WAY THE LASSES	602.00
	RESERVES	
305.00	BALLENGER	1,254.85
	FILM NIGHT	-
	REFURBISHMENT	57,695.27
2,885.51	CLEANING	3,280.48
329.89	INTERNET	-
850.00	DEPOSIT REFUND	700.00
1,093.01	FILMS	1,540.94
2,222.16	MAINT GENERAL	4,878.58
516.52	MAINT FIRE	675.01
1,181.01	INSURANCE	1,310.67
3,176.68	EQUIPMENT	265.00
641.03	JUBILEE GARDEN	-
980.00	200 CLUB	990.00
873.83	MISC	736.28
	23,863.07 TOTAL EXPENDITURE	81,883.06

**REPRESENTED BY CASH AND BANK BALANCES
31-May-24**

6,064.99	FVH Main Account	10,151.77
7,815.12	200 Club Account	9,075.12
19,555.57	Barclays Saver Account	17,876.49
5,072.97	Monmouth Building Society	5,220.41
85.00	Cash	202.75
1,697.00	Ballenger Reserve	440.15
-	Film Night Reserve	
	40,261.65 TOTAL	42,966.69
	64,124.72 GRAND TOTAL	124,849.75

[Handwritten Signature]
23/6/24

[Handwritten Signature]
12.6.24

15 Benlaw Grove
Felton
Morpeth
Northumberland
NE65 9NG
19 June 2024

Mr Alan Ramsbottom
Treasurer, Felton Village Hall
1 Rochester Drive
Felton
Morpeth
Northumberland
NE65 9DS

Dear Alan

FELTON VILLAGE HALL ANNUAL AUDIT 2023-24

The annual audit is complete, and the accounts for Felton Village Hall remain in good order with records that continue to be excellently presented and an audit trail that is easy to follow.

I am summarising the checks I have undertaken during this audit to reach my conclusions.

Finance Policy

The Village Hall Finance Policy was formally adopted on 5th October 2020, updated in May 2023 and is scheduled for annual review.

This document describes the key financial controls by which the funds of the charity, The Village Hall (Felton) are managed, reported to trustees and audited.

Start of year figures

I confirmed last year's Income and Expenditure Account 2022-23 figures were brought forward into this year's 2023-24 accounts and similarly the start and year-end figures agreed with the Village Hall's bank accounts.

FVH Receipt and Payment Transactions

A sample of 25% of the year's total receipt and payment transactions were tracked through the system from the cash book to supporting paperwork and the bank account.

These transactions were followed through to (and form the basis of) the Receipt and Payment reports which are presented at the regular committee meetings.

The totals are subsequently summarised into the annual Income and Expenditure Account.

Rental Income and lease agreements

Regular user groups and one-off private hirer income is collected timely and banked regularly and there is evidence that collection of unpaid rental income is closely monitored.

The arrangements for two users of FVH, namely Felton Healthy Lifestyle and The Bridge Newsletter are now under annual lease agreements which came into effect 1st January 2023.

200 Club

The bank account reconciliations were checked for accuracy. The 200 Club receipts were checked to bank statements and the control spreadsheet.

A sample of Receipts and payments listed on the cashbook spreadsheet were checked to the bank account and to the draw winning numbers recorded in FVH minutes.

Bank account reconciliations

The monthly Receipts and Payments reporting process to the committee relies on financial statements that reconcile to the bank accounts.

In this respect these were found to have been completed monthly and in order.

Film Club

The Film Club income and expenditure is recorded on spreadsheet and forms additional backup detail to that recorded in the cash book and also for the Receipts and Payments reports, which are presented to committee.

Budgeting

A budget is prepared annually, updated monthly and forms part of the finance papers produced and reported at the monthly committee meetings.

Minutes of meetings

A review of committee meeting minutes confirmed the finance reports are presented to the committee for approval and the accounts signed by the Chair.

Banking arrangements – paying in cash

As alluded to in last year's report, the scheduled closure of the Barclay Bank branch in Alnwick has taken place and alternative means of paying cash into FVH accounts continues to prove difficult. This problem is presently overcome by the treasurer using his own personal account to pay-in cash and subsequently transferring these amounts to the FVH Barclays Bank account.

Whilst these transactions are evidenced by an audit trail, it is difficult to achieve separation between organisational and personal account activity, and is considered a weakness in control.

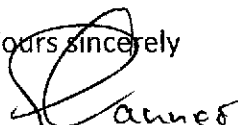
As this situation at Felton Village Hall is unlikely to be unique with respect to village hall accounts generally, perhaps a direction could be sought from supporting organisations such as the North Northumberland Village Halls or Community Action Northumberland.

Conclusion

There is a sound system of financial control evident at Felton Village Hall and the finances continue to remain in good hands.

Thank you for your assistance in enabling me to undertake this audit.

Yours sincerely



Patrick Canner

MAAT

Chairman's Report

Felton Village Hall AGM 2024

Another busy year comes to a close. A great deal has been achieved since our last AGM.

We continue to have a significant number of regular users who use the hall weekly, monthly or at other regular intervals. We have also continued to attract one off bookings for birthday parties, wakes and other private events as well as charity events.

The year began with the main hall floor being sanded and resealed to a beautiful standard. Work continued on applying for grants to fund our toilet refurbishment a projector and screen were installed in the Coquet Room.

Wall and roof insulation was added where necessary to assist with reducing our heating bills.

The quotes for the toilet refurbishment were checked and a contractor decided upon, work started in March and is finished apart from a few decorative snags.

We have also installed new shutters in the kitchen and servery to help with the general insulation in the hall.

The Ballinger Trust supplied funding for youth activities and Meta Dance provided some free dance sessions.

The hall won £250 from Dobbies for garden plants following our runners up place in their community garden project.

We have enjoyed a wide range of entertainment over the past year from Rural Highlights, Northumberland Roots, Edwardian Music Hall, St. Patrick Day event, Classical Music with Afternoon Tea to name but a few.

The hall continues to thrive and is a great asset to the community with a hard working group of trustees who give up their time to provide an excellent facility for Felton & West Thirston.

I would like to thank all the trustees for their hard work over the past year and all the residents of our villages for supporting the village hall.

Eileen Cameron

Chair Person

July 2024



Treasurer's report for Financial Year ending 31 May 2024

This year was a time of major refurbishment, with updated toilets, new roof insulation and new screens on the kitchen and servery hatches.

The cost for this work came to £58, 797 with grants totalling £57, 620 being received towards the work. These changes have much improved the hall and we are extremely grateful to those organisations that have provided the funding.

So, excluding the refurbishment income and costs, income for the year was £,25,978 with costs at £23,273 showing a net profit of £2,705, down slightly on budget because of the Hall's contribution towards the refurbishment costs. Figures are very much in line with the previous year.

The major variable regarding costs in the past couple of years has been utilities and this meant a slight increase in booking charges two years ago; however, with the hall currently running under a fixed contract, utilities have remained steady for the past two years and with funds now standing at just short of £43,000, it was agreed that charges would remain the same for the next 12 months.

The loss of banking facilities in the local area has been an ongoing problem, particularly when dealing with cash, and this has been further exacerbated following the closure of Barclays Bank in Alnwick and the planned closure of both Halifax and Lloyds in January 2025 when there will be no local banks in the immediate area. The nearest Barclays Bank, the bank we use, is now in Newcastle, some 30+ miles distance.

The books have been audited and were said to be in good order with no anomalies identified. The financial controls that are in place were reported as sound and in good order.


Alan Ramsbottom

FVH Treasurer

10 July 2024

THE VILLAGE HALL (FELTON)

England & Wales - Charity number 254763

Accounts

Chair's report for Financial Year ending 31 May 2023

Another busy year comes to an end.

We welcomed a new trustee at last year's AGM, who was willing to be treasurer. We organised a village showcase in September to advertise all the activities that take place in the hall and in other venues around the villages. We had lots of stands but the turnout of villagers was a little disappointing.

We welcomed Prelude in December and enjoyed an evening of excellent music. Rural Highlights provided two events over the year which were well attended and Jez Lowe, local singer and songwriter, performed an amazing selection of his songs to a packed audience.

We had a Hallmark assessment in December to renew Hallmark one and gain Hallmark two, we passed both with flying colours.

The film club continues to flourish with attendance gradually increasing since Covid, no doubt due to the good range of films that have been on offer.

We have joined the Northumberland Village Hall Heritage Project in conjunction with CAN, Northumberland Archives and The Heritage Fund and hope to find out about the history of the hall and how it has changed over the years. In February we co-opted two new trustees and hope they enjoy working on our thriving committee.

Any Questions? Was eventually broadcasted from the village hall on May 26th after being postponed due to the death of the Queen in September. This was a very successful well organised event with a capacity crowd.

Grants from the Ballinger Trust have provided opportunities for young people to try new activities.

Feltonbury provided another opportunity to use the hall's excellent facilities. Then Felton Fair gave us a chance to advertise all the groups who use the hall regularly and keep people updated about the changes we are making in the hall. I would like to take this opportunity to thank all the Trustees and volunteers for all their hard work throughout the year, it would not be such a successful hall without you.

Eileen Cameron
FVH Chairperson

13/7/23

Treasurer's report for Financial Year ending 31 May 2023

As the country started to return to some kind of normality following the pandemic of the previous two years, the income for the Village Hall began to return to the level we would expect.

Income for the year was £26,573, some £5,200 higher than the previous year's figure, which also included a grant of just under £2,700 from NCC which was to help offset the costs of covid. Specifically, there was a significant increase in hire charges from £10,023 to £16,725.

Also worth noting is the grant received from Ballenger specifically for youth activities with £1,000 donated in June and a further £1,000 received in May. Only just over £300 was utilised during the year so just under £1,700 has been carried forward into the current financial year.

Expenditure was higher than the previous year with the biggest increase coming from utilities – some of which was a problem of underpayment the previous year, but the majority was increased costs caused by the global price increase. To help steady the costs going forward, the Village Hall now has a 3-year fixed price contract and is also looking at ways to reduce the costs of gas and electricity.

The year finished with the closing balance £2,700 higher than the opening balance.

The books have been audited and were said to be in good order with no anomalies identified. The financial controls that are in place were reported as sound and in good order.

Alan Ramsbottom

FVH Treasurer

13/7/23

INCOME & EXPENDITURE ACCOUNT 2022-2023

For the year ending 31 May 2023

2021 - 2022

2022 - 2023

CASH AND BANK BALANCES AS AT 1/6/22

970.68	Current Account	4,678.63
4,999.62	200 Club Account	6,283.12
31,342.94	Barclays Saver Account	21,512.56
-	Monmouth Building Society	5,012.82
85.00	Cash	85.00
<u>37,398.24</u>	TOTAL	<u>37,552.13</u>

INCOME

8,412.78	RUGS RENT	14,554.53
1,610.50	STD RENT	2,169.00
896.70	DONATIONS	157.95

RESERVES

50.00	BALLENGER	2,000.00
	FILM CLUB	34.40

EVENTS

1,746.50	PRELUDE	872.00
	MISC FUND RAISING	58.50
	JEZ LOWE	280.00

DEPOSITS FOR HALL USE

80.75	INSURANCE CONTRIBUTION	700.00
2,702.10	FILMS	119.67
3,568.51	MISC INCOME	2,527.40
	EQUIP HIRE	514.99
	200 CLUB	20.00
2,260.00	INTEREST	2,532.00
15.44	CREDIT CARD COSTS	103.16

21,343.28

TOTAL INCOME

26,572.59

58,741.52

GRAND TOTAL

64,124.72

EXPENDITURE

262.89	GAS	2,885.36
1,072.01	ELECTRIC	3,003.28
210.00	WATER	276.00

LICENCES:

-	ALCOHOL	380.00
470.20	PPLPRS	982.44
249.20	MOTION PIC	274.37
-	LOTTERY	-
10.00	SUBS	-
-	HALL MASTER	463.20
-	NNVHC	10.00

2,463.23	CLEANING	2,885.51
442.16	INTERNET	329.89
136.00	RENT REFUND	150.00
67.00	DEPOSIT REFUND	700.00
2,550.29	FILMS	1,093.01
3,112.73	MAINT GENERAL	2,222.16
-	MAINT FIRE	516.52
59.34	MAINT COVID	
1,202.05	INSURANCE	1,181.01

INCOME & EXPENDITURE ACCOUNT 2022-2023 CONT

For the year ending 31 May 2023

2,959.63	MISC	873.83
4,637.00	EQUIPMENT / CAPITAL EXPENDITURE	3,176.68
289.16	JUBILEE GARDEN	641.03
996.50	200 CLUB	980.00
	EVENTS	
	BALLENGER	305.00
	PRELUDE	510.00
	ANY Q	43.78
21,189.39	TOTAL EXPENDITURE	23,863.07

REPRESENTED BY CASH AND BANK BALANCES

31-May-23

4,678.63	FVH Main Acct	6,072.39
	Ballinger Reserve	1,695.00
	Reserve Film Night	- 34.40
6,263.12	200 Club Account	7,815.12
21,512.56	Barclays Saver Account	19,555.57
5,012.82	Monmouth Building Society	5,072.97
85.00	Cash	85.00
37,552.13	TOTAL	40,261.65

58,741.52	GRAND TOTAL	64,124.72
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[Handwritten Signature]
18/6/23

[Handwritten Signature]
18.6.23

15 Benlaw Grove
Felton
Morpeth
Northumberland
NE65 9NG
18th June 2023

Mr Alan Ramsbottom
Treasurer, Felton Village Hall
1 Rochester Drive
Felton
Morpeth
Northumberland
NE65 9DS

Dear Alan

FELTON VILLAGE HALL ANNUAL AUDIT 2022 - 23

The annual audit is complete, and the accounts for Felton Village Hall continue to be in good order with records that are excellently presented and an audit trail that is easy to follow through.

As in previous years, I am summarising the checks I have undertaken to reach my conclusions.

Finance Policy

The Village Hall Finance Policy was formally adopted on 5th October 2020 and updated during the year in May 2023.

This policy document describes the key financial controls by which the funds of the charity, The Village Hall (Felton) are managed, reported to trustees and audited.

Start of year figures

The component figures from last year's Income and Expenditure Account 2021-22 were checked to ensure that the totals for this year's 2022-23 accounts had been carried forward correctly.

Similarly the start and end of year figures were checked to confirm they agreed with the Village Hall's bank accounts.

FVH Receipt and Payment Transactions

A sample of 25% of the year's total receipt and payment transactions were tracked through the system from the cash book to supporting paperwork and the bank account.

These transactions were then followed through to (and form the basis of) the Receipt and Payment reports which are presented at the regular committee meetings.

The totals are subsequently summarised into the annual Income and Expenditure Account.

Rental Income and lease agreements

Regular user groups and one-off private hirer income is collected timely and banked regularly.

There is evidence that collection of unpaid rental income is closely monitored.

The arrangements for two users of FVH, namely Felton Healthy Lifestyle and The Bridge Newsletter are now encapsulated in annual lease agreements which came into effect 1st January 2023.

200 Club

The bank account reconciliations were checked for accuracy. The 200 Club receipts were checked to bank statements and the control spreadsheet.
Receipts and payments listed on the cashbook spreadsheet were checked to the bank account and to the draw winning numbers recorded in FVH minutes.

Bank account reconciliations

The monthly Receipts and Payments reporting process to the committee relies on financial statements that reconcile to the bank accounts.
In this respect these were found to have been completed monthly and in order.

Film Club

The Film Club income and expenditure is recorded on spreadsheet and forms additional backup detail to that recorded in the cash book and also for the Receipts and Payments reports which are presented to committee.

Budgeting

A budget is prepared annually, updated monthly and forms part of the finance papers produced for the monthly committee meetings.

Minutes of meetings

A review of committee meeting minutes confirmed the finance reports are presented to the committee for approval and the accounts signed by the Chair.

Banking arrangements – paying in cash

As reported in recent minutes, the Barclay Bank branch in Alnwick is scheduled to close and alternative means of paying cash into FVH accounts is proving difficult. To facilitate this problem currently, the treasurer is using his own personal account to pay-in cash and subsequently transferring these amounts to the FVH Barclays Bank account. Each transaction was evidenced by an audit trail.

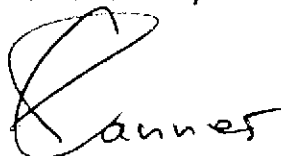
To achieve greater separation between organisational and personal account activity it is felt that an alternative solution should be sought to overcome this.

Conclusion

There is a sound system of financial control evident at Felton Village Hall and the finances continue to remain in good hands.

Thank you for your assistance in enabling me to undertake this audit.

Yours sincerely



Patrick Canner

MAAT