

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>
<u>124,849.75</u>	GRAND TOTAL	<u>74,204.64</u>

	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

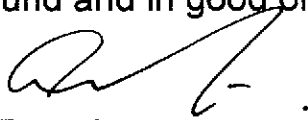
Following the major refurbishment work in 2023/24, covered by various grants, this year the kitchen was updated with new units, white goods and ovens at a cost of £22,696 which was self-funded. This resulted in a reduction of assets by £11,790 leaving an overall balance of £31,177, still a healthy position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