



## Trustees' Annual Report for the period

From

Period start date

Day 01

Month 01

Year 2021

To

Period end date

Day 31

Month 12

Year 2021

### Section A

### Reference and administration details

Charity name

Little Paxton Village Hall

Other names charity is known by

Registered charity number (if any)

270549

Charity's principal address

High Street

Little Paxton, St Neots

Cambridgeshire

Postcode PE19 6EY

#### Names of the charity trustees who manage the charity

|   | Trustee name      | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|---|-------------------|-----------------|-----------------------------------|---|
| 1 | Malcolm Whale     | Chairman        |                                   | Annual General Meeting  |
| 2 | Graham Mulchinock | Treasurer       |                                   | Annual General Meeting  |
| 3 | Eddie Page        |                 |                                   | Annual General Meeting  |
| 4 | Trish Jones       |                 |                                   | Annual General Meeting  |
| 5 | John Abbott       |                 | Appointed 13/09/21                | Annual General Meeting  |
| 6 | Nicola Muhlhausen |                 | Appointed 14/02/22                |   |
|   |                   |                 |                                   |   |

#### Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name               | Dates acted if not for whole year |
|--------------------|-----------------------------------|
| Charity Commission |                                   |

#### Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

#### Name of chief executive or names of senior staff members (Optional information)

|  |
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|  |
|--|

### Section B

### Structure, governance and management

#### Description of the charity's trusts

Type of governing document

Constitution

(eg. trust deed, constitution)

How the charity is constituted  
(eg. trust, association, company)

Trustee selection methods  
(eg. appointed by, elected by)

|  |  |
|--|--|
|  |  |
| Charitable Trust                               |  |
| Elected annually at the Annual General Meeting |  |

**Additional governance issues (Optional information)**

|  |  |
|--|--|
| <p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul> | <p><b>POLICIES</b></p> <p>Equality &amp; Diversity<br/>Health &amp; Safety<br/>Safeguarding<br/>Lettings<br/>Fire<br/>Income<br/>Expenditure<br/>Reserves<br/>Compensation<br/>Environmental</p> |
|  |  |

Section C

Objectives and activities

|   |   |
|---|---|
| Summary of the objects of the charity set out in its governing document | The provision and maintenance of the village hall for the use of the inhabitants of Little Paxton without distinction 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 inhabitants. |
|---|---|

The Trustees maintain an environment where members of the public can rent the hall or meeting room for a wide variety of public benefit activities. This is done through administering, repairing and improving the hall fabric and facilities by using the funds generated. In all this the Trustees have regards for the guidance given by the Charity Commission regarding public benefit.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

#### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## **Section D**

## **Achievements and performance**

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

1. Closed and re-opened building according to lockdowns in a Covid secure format.
2. Secured Covid Grants from HM Gov (via HDC).
3. Provided hand sanitisers throughout the building as well as Covid floor markings.
4. Serviced all Emergency exit doors in building and made watertight.
5. Took out annual Emergency Exit service contract
6. Front double doors. Left leaf de-commissioned as an emergency door leaving right leaf only as such. Changed door furniture and signage accordingly. All pre-approved by Cambridgeshire Fire & Rescue Service.
7. Repaired 'blown' areas in parquet floor of Main Hall.
8. Replaced all four hand-dryers in toilets with new efficient models.
9. Updated existing extractor fan in Main Hall and installed a second therein as well as one in the Meeting Room to ensure efficient air circulation to help with Covid prevention.
10. Simplified fee structure to bring weekends in line with weekdays.
11. Renewed fascia waterproofing
12. Changed front door lock and replaced 34 keys after Contract cleaner lost keys.
13. Recruited Reef as our new Contract Cleaners
14. Installed LED lighting throughout the building some with movement detectors.
15. Provided emergency ramps for the use of wheelchair users mounted by each Emergency Exit in the Main Hall and Meeting Room.
16. Installed a constant hot water system for tea and coffee making in the Main Kitchen to remove the need for portable boilers of kettles.
17. Installed new carpet in foyer.

18. Safety check of fire extinguishers.
19. PAT tested all portable appliances.
20. Carried out an asbestos survey of the premises.
21. Carried out a re-build survey of the premises to ensure our insurance sum assured is correctly aligned to our risk.
22. Made application to Biffa Awards for funding to replace the parquet floor in the Main Hall (awaiting result).
23. Repairs made to gas boilers.
24. Modifications to rainwater downpipes.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Charity has a reserves policy which aims to maintain reserves between 50% and 75% of the current level of expenditure. This equates to a range between 10000 and 15000 GBP per annum. At year end reserves exceeded the upper limit and the Trustees will be investing in 2022 and it is planned that the reserves should fall to a level within this range by the end of that year.

### Details of any funds materially in deficit

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Primarily rental of the hall for public classes and various activities. Covid Grants from HM Government have also contributed.

## Section F

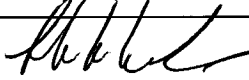

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

|                                     |   |   |
|-------------------------------------|---|---|
| Signature(s)                        |  |  |
| Full name(s)                        | Malcolm Lewis Whale   | Graham Mulchinock   |
| Position (eg Secretary, Chair, etc) | Chairman  | Treasurer   |
| Date                                | 21/02/2022  |   |

| Month                      | January 2021 |        |          |
|----------------------------|--------------|--------|----------|
|                            | Actual       | Budget | Variance |
| <b>Income</b>              | 1140         | 694    | 447      |
| <b>Expenditure</b>         |              |        |          |
| Cleaning                   | 23           | 346    | 323      |
| Maintenance                | 0            | 135    | 135      |
| Booking costs              | 275          | 278    | 3        |
| Internet                   | 24           | 28     | 4        |
| Licences                   | 14           | 550    | 536      |
| Insurance                  | 0            | 0      | 0        |
| Accountancy                | 200          | 0      | (200)    |
| Water                      | 0            | 35     | 35       |
| Electric                   | 167          | 150    | (17)     |
| Gas                        | 905          | 200    | (705)    |
| Council tax                | 0            | 0      | 0        |
| Stationery/Miscellaneous   | 45           | 25     | (20)     |
| Total expenditure          | 1653         | 1747   | 93       |
| <b>Surplus (- Deficit)</b> | -513         | -1053  | 540      |
| x check                    | 0            | 0      |          |

| <b>Bank Accounts</b>                    | Current | Savings |
|---|---------|---------|
| Opening Bank Jan 1, 2021                | 9503    | 20,001  |
| Income                                  | 1140    |         |
| Expenditure                             | 1653    |         |
| Transfer                                |         | 0       |
| Interest Transfer                       |         |         |
| Closing bank current month (calculated) | 8990    | 20,001  |
| Statement input                         | 8990    | 20,001  |
| Cross check                             | 0       | 0       |

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| Year to date | January | 2021 |
|--------------|---------|------|
|--------------|---------|------|

|        |        |          |
|--------|--------|----------|
| Actual | Budget | Variance |
|--------|--------|----------|

|      |     |     |
|------|-----|-----|
| 1140 | 694 | 447 |
|------|-----|-----|

|    |     |     |
|----|-----|-----|
| 23 | 346 | 323 |
|----|-----|-----|

|   |     |     |
|---|-----|-----|
| 0 | 135 | 135 |
|---|-----|-----|

|     |     |   |
|-----|-----|---|
| 275 | 278 | 3 |
|-----|-----|---|

|    |    |   |
|----|----|---|
| 24 | 28 | 4 |
|----|----|---|

|    |     |     |
|----|-----|-----|
| 14 | 550 | 536 |
|----|-----|-----|

|   |   |   |
|---|---|---|
| 0 | 0 | 0 |
|---|---|---|

|     |   |       |
|-----|---|-------|
| 200 | 0 | (200) |
|-----|---|-------|

|   |    |    |
|---|----|----|
| 0 | 35 | 35 |
|---|----|----|

|     |     |      |
|-----|-----|------|
| 167 | 150 | (17) |
|-----|-----|------|

|     |     |       |
|-----|-----|-------|
| 905 | 200 | (705) |
|-----|-----|-------|

|   |   |   |
|---|---|---|
| 0 | 0 | 0 |
|---|---|---|

|    |    |      |
|----|----|------|
| 45 | 25 | (20) |
|----|----|------|

|      |      |    |
|------|------|----|
| 1653 | 1747 | 93 |
|------|------|----|

|      |       |     |
|------|-------|-----|
| -513 | -1053 | 540 |
|------|-------|-----|

|   |   |  |
|---|---|--|
| 0 | 0 |  |
|---|---|--|

|       |  |         |
|-------|--|---------|
| Total |  | x check |
|-------|--|---------|

|        |  |  |
|--------|--|--|
| 29,503 |  |  |
|--------|--|--|

|               |  |  |
|---------------|--|--|
| <b>28,990</b> |  |  |
|---------------|--|--|



## **YTD Commentary**

£1,000.00 Received from Parish Council towards Flooring Repairs

Budgeted for in February

No Meter Readings in 2020, estimates were used. Reading sent now

| Month                    | February | 2021   |          |
|--------------------------|----------|--------|----------|
|                          | Actual   | Budget | Variance |
| Income                   | 7,874    | 694    | 7,180    |
| Expenditure              |          |        |          |
| Cleaning                 | 0        | 346    | 346      |
| Maintenance              | 2,025    | 135    | (1,890)  |
| Booking costs            | 0        | 278    | 278      |
| Internet                 | 20       | 28     | 8        |
| Licences                 | 14       | 0      | (14)     |
| Insurance                | 0        | 0      | 0        |
| Accountancy              | 0        | 200    | 200      |
| Water                    | 0        | 35     | 35       |
| Electric                 | 16       | 150    | 134      |
| Gas                      | 0        | 200    | 200      |
| Council tax              | 0        | 0      | 0        |
| Stationery/Miscellaneous | 13       | 25     | 12       |
| Total expenditure        | 2,088    | 1,397  | (692)    |
| Surplus (- Deficit)      | 5,785    | (703)  | 6,488    |
| x check                  | 0        | 0      |          |

| Bank Accounts                           | Current | Savings |
|---|---------|---------|
| Opening Bank Jan 1, 2021                | 9,503   | 20,001  |
| Income                                  | 9,014   |         |
| Expenditure                             | 3,742   |         |
| Transfer                                | (7,000) | 7,000   |
| Interest Transfer                       |         |         |
| Closing bank current month (calculated) | 7,775   | 27,001  |
| Statement input                         | 7,775   | 27,001  |
| Cross check                             | 0       | 0       |

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Year to date February 2021

| Actual | Budget  | Variance |
|--------|---------|----------|
| 9,014  | 1,388   | 7,626    |
| 23     | 691     | 669      |
| 2,025  | 269     | (1,756)  |
| 275    | 557     | 282      |
| 44     | 56      | 12       |
| 29     | 550     | 521      |
| 0      | 0       | 0        |
| 200    | 200     | 0        |
| 0      | 70      | 70       |
| 184    | 300     | 116      |
| 905    | 400     | (505)    |
| 0      | 0       | 0        |
| 58     | 50      | (8)      |
| 3,742  | 3,143   | (598)    |
| 5,272  | (1,756) | 7,028    |
| 0      | 0       |          |

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|       |         |
|-------|---------|
| Total | x check |
|-------|---------|

29,503

34,776

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YTD Commentary

HDC Covid Grant £7,278.00

Flooring Repair

Received from LPPC - Floodlights £155.76 Pavilion £29.21



| Month                      | March 2021 |        |          |
|----------------------------|------------|--------|----------|
|                            | Actual     | Budget | Variance |
| <b>Income</b>              | 2195       | 694    | 1,501    |
| <b>Expenditure</b>         |            |        |          |
| Cleaning                   | 0          | 346    | 346      |
| Maintenance                | 0          | 135    | 135      |
| Booking costs              | 550        | 278    | (272)    |
| Internet                   | 48         | 28     | (20)     |
| Licences                   | 14         | 0      | (14)     |
| Insurance                  | 0          | 0      | 0        |
| Accountancy                | 0          | 0      | 0        |
| Water                      | 0          | 35     | 35       |
| Electric                   | 65         | 150    | 85       |
| Gas                        | 22         | 200    | 178      |
| Council tax                | 0          | 0      | 0        |
| Stationery/Miscellaneous   | 0          | 25     | 25       |
| Total expenditure          | 700        | 1,197  | 497      |
| <b>Surplus (- Deficit)</b> | 1495       | (503)  | 1,998    |
| x check                    | 0          | 0      |          |

| <b>Bank Accounts</b>                    | Current | Savings |
|---|---------|---------|
| Opening Bank Jan 1, 2021                | 9503    | 20,001  |
| Income                                  | 11209   |         |
| Expenditure                             | 4441    |         |
| Transfer                                | -7000   | 7,000   |
| Interest Transfer                       |         |         |
| Closing bank current month (calculated) | 9270    | 27,001  |
| Statement input                         | 9270    | 27,001  |
| Cross check                             | 0       | 0       |

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| Year to date | March | 2021 | YTD Commentary |
|--------------|-------|------|----------------|
|--------------|-------|------|----------------|

| Actual | Budget | Variance |                        |
|--------|--------|----------|------------------------|
| 11209  | 2081   | 9,128    | £2,096 HDC Covid Grant |

|      |      |         |
|------|------|---------|
| 23   | 1037 | 1,014   |
| 2025 | 404  | (1,621) |
| 825  | 835  | 10      |
| 92   | 84   | (8)     |
| 43   | 550  | 507     |
| 0    | 0    | 0       |
| 200  | 200  | 0       |
| 0    | 105  | 105     |
| 249  | 450  | 201     |
| 927  | 600  | (327)   |
| 0    | 0    | 0       |
| 58   | 75   | 17      |

|      |      |       |
|------|------|-------|
| 4441 | 4340 | (101) |
|------|------|-------|

|      |       |       |
|------|-------|-------|
| 6767 | -2259 | 9,026 |
|------|-------|-------|

|   |   |  |
|---|---|--|
| 0 | 0 |  |
|---|---|--|

|       |         |
|-------|---------|
| Total | x check |
|-------|---------|

29,503

**36,271**



| Month                      | April 2021 |        | Y       |
|----------------------------|------------|--------|---------|
|                            | Actual     | Budget |         |
| <b>Income</b>              | 42         | 1,084  | (1,043) |
| <b>Expenditure</b>         |            |        |         |
| Cleaning                   | 0          | 346    | 346     |
| Maintenance                | 472        | 135    | (337)   |
| Booking costs              | 275        | 278    | 3       |
| Internet                   | 24         | 28     | 4       |
| Licences                   | 54         | 0      | (54)    |
| Insurance                  | 0          | 0      | 0       |
| Accountancy                | 0          | 0      | 0       |
| Water                      | 0          | 35     | 35      |
| Electric                   | -58        | 150    | 208     |
| Gas                        | 484        | 200    | (284)   |
| Council tax                | 0          | 86     | 86      |
| Stationery/Miscellaneous   | 0          | 25     | 25      |
| Total expenditure          | 1251       | 1,283  | 31      |
| <b>Surplus (- Deficit)</b> | -1210      | (198)  | (1,011) |
| x check                    | 0          | 0      |         |

| <b>Bank Accounts</b>                    | Current | Savings |
|---|---------|---------|
| Opening Bank Jan 1, 2021                | 9503    | 20,001  |
| Income                                  | 11250   |         |
| Expenditure                             | 5693    |         |
| Transfer                                | -7000   | 7,000   |
| Interest Transfer                       |         | -1      |
| Closing bank current month (calculated) | 8061    | 27,000  |
| Statement input                         | 8061    | 27,000  |
| Cross check                             | 0       | 0       |

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| Year to date | April | 2021 | YTD Commentary |
|--------------|-------|------|----------------|
|--------------|-------|------|----------------|

|        |        |          |
|--------|--------|----------|
| Actual | Budget | Variance |
| 11250  | 3166   | 8,085    |

|      |      |         |
|------|------|---------|
| 23   | 1383 | 1,360   |
| 2497 | 538  | (1,958) |
| 1100 | 1113 | 13      |
| 116  | 112  | (4)     |
| 98   | 550  | 452     |
| 0    | 0    | 0       |
| 200  | 200  | 0       |
| 0    | 140  | 140     |
| 191  | 600  | 409     |
| 1411 | 800  | (611)   |
| 0    | 86   | 86      |
| 58   | 100  | 42      |

|      |      |      |
|------|------|------|
| 5693 | 5623 | (70) |
|------|------|------|

|      |       |       |
|------|-------|-------|
| 5558 | -2457 | 8,015 |
|------|-------|-------|

|   |   |  |
|---|---|--|
| 0 | 0 |  |
|---|---|--|

|       |         |
|-------|---------|
| Total | x check |
|-------|---------|

29,503

**35,061**

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| Month                    | May    | 2021   |          |
|--------------------------|--------|--------|----------|
|                          | Actual | Budget | Variance |
| Income                   | 8,265  | 1,084  | 7,181    |
| Expenditure              |        |        |          |
| Cleaning                 | 11     | 346    | 335      |
| Maintenance              | 54     | 135    | 81       |
| Booking costs            | 275    | 278    | 3        |
| Internet                 | 28     | 28     | (0)      |
| Licences                 | 14     | 0      | (14)     |
| Insurance                | 0      | 0      | 0        |
| Accountancy              | 0      | 0      | 0        |
| Water                    | 0      | 35     | 35       |
| Electric                 | 106    | 150    | 44       |
| Gas                      | 173    | 200    | 27       |
| Council tax              | 0      | 86     | 86       |
| Stationery/Miscellaneous | 34     | 25     | (9)      |
| Total expenditure        | 696    | 1,283  | 587      |
| Surplus (- Deficit)      | 7,569  | (198)  | 7,767    |
| x check                  | 0      | 0      |          |

| Bank Accounts                           | Current | Savings      |
|---|---------|--------------|
| Opening Bank Jan 1, 2021                | 9,503   | 20,001       |
| Income                                  | 19,515  |              |
| Expenditure                             | 6,389   |              |
| Transfer Feb                            | (7,000) | Total 15,000 |
| Transfer May                            | (8,000) |              |
| Interest Transfer                       |         | (1)          |
| Closing bank current month (calculated) | 7,630   | 35,000       |
| Statement input                         | 7,630   | 35,000       |

|             |   |   |
|-------------|---|---|
| Cross check | 0 | 0 |
|-------------|---|---|

42,630



| Month                    | June 2021 |        |          | Year to date |         |          | YTD Commentary |
|--------------------------|-----------|--------|----------|--------------|---------|----------|----------------|
|                          | Actual    | Budget | Variance | Actual       | Budget  | Variance |                |
| Income                   | 419       | 1,084  | (665)    | 19,935       | 5,335   | 14,600   |                |
| Expenditure              |           |        |          |              |         |          |                |
| Cleaning                 | 30        | 346    | 316      | 64           | 2,074   | 2,010    |                |
| Maintenance              | 37        | 135    | 98       | 2,588        | 808     | (1,780)  |                |
| Booking costs            | 275       | 278    | 3        | 1,650        | 1,670   | 20       |                |
| Internet                 | 28        | 28     | (0)      | 172          | 168     | (4)      |                |
| Licences                 | 37        | 0      | (37)     | 149          | 550     | 401      |                |
| Insurance                | 0         | 0      | 0        | 0            | 0       | 0        |                |
| Accountancy              | 0         | 0      | 0        | 200          | 200     | 0        |                |
| Water                    | 0         | 35     | 35       | 0            | 210     | 210      |                |
| Electric                 | 103       | 150    | 47       | 400          | 900     | 500      |                |
| Gas                      | 0         | 200    | 200      | 1,584        | 1,200   | (384)    |                |
| Council tax              | 0         | 0      | 0        | 0            | 172     | 172      |                |
| Stationery/Miscellaneous | 60        | 25     | (35)     | 152          | 150     | (2)      |                |
| Total expenditure        | 570       | 1,197  | 626      | 6,959        | 8,102   | 1,143    |                |
| Surplus (- Deficit)      | (151)     | (112)  | (39)     | 12,976       | (2,767) | 15,743   |                |
| x check                  | 0         | 0      |          | 0            | 0       |          |                |

| Bank Accounts                           | Current | Savings | Total  | x check |
|---|---------|---------|--------|---------|
| Opening Bank Jan 1, 2021                | 9,503   | 20,001  | 29,503 |         |
| Income                                  | 19,935  |         |        |         |
| Expenditure                             | 6,959   |         |        |         |
| Transfer Feb                            | (7,000) | Total   | 15,000 |         |
| Transfer May                            | (8,000) |         |        |         |
| Interest Transfer                       |         | (1)     |        |         |
| Closing bank current month (calculated) | 7,479   | 35,000  |        |         |
| Statement input                         | 7,479   | 35,000  | 42,479 |         |
| Cross check                             | 0       | 0       |        |         |

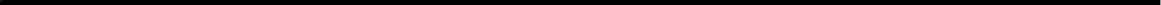
| Month                      | 2021 |        | Variance |
|----------------------------|------|--------|----------|
|                            | July | Budget |          |
| <b>Income</b>              | 1904 | 1,084  | 820      |
| <b>Expenditure</b>         |      |        |          |
| Cleaning                   | 465  | 346    | (119)    |
| Maintenance                | 0    | 135    | 135      |
| Booking costs              | 275  | 278    | 3        |
| Internet                   | 28   | 28     | (0)      |
| Licences                   | 14   | 60     | 46       |
| Insurance                  | 0    | 0      | 0        |
| Accountancy                | 0    | 0      | 0        |
| Water                      | 0    | 35     | 35       |
| Electric                   | 109  | 150    | 41       |
| Gas                        | 0    | 200    | 200      |
| Council tax                | 32   | 32     | 0        |
| Stationery/Miscellaneous   | 213  | 25     | (188)    |
| Total expenditure          | 1136 | 1,289  | 153      |
| <b>Surplus (- Deficit)</b> | 768  | (204)  | 972      |
| x check                    | 0    | 0      |          |

| <b>Bank Accounts</b>                    | Current | Savings      |
|---|---------|--------------|
| Opening Bank Jan 1, 2021                | 9,503   | 20,001       |
| Income                                  | 21,839  |              |
| Expenditure                             | 8,095   |              |
| Transfer Feb                            | (7,000) | Total 15,000 |
| Transfer May                            | (8,000) |              |
| Interest Transfer                       |         | (1)          |
| Closing bank current month (calculated) | 8,247   | 35,000       |
| Statement input                         | 8,247   | 35,000       |

Cross check

0

0



| Year to date | July | 2021 | YTD Commentary |
|--------------|------|------|----------------|
|--------------|------|------|----------------|

|        |        |          |
|--------|--------|----------|
| Actual | Budget | Variance |
| 21839  | 6419   | 15,420   |

|      |      |         |
|------|------|---------|
| 529  | 2420 | 1,891   |
| 2588 | 942  | (1,646) |
| 1925 | 1948 | 23      |
| 201  | 196  | (5)     |
| 164  | 610  | 446     |
| 0    | 0    | 0       |
| 200  | 200  | 0       |
| 0    | 245  | 245     |
| 508  | 1050 | 542     |
| 1584 | 1400 | (184)   |
| 32   | 204  | 172     |
| 365  | 175  | (190)   |

|      |      |       |
|------|------|-------|
| 8095 | 9390 | 1,296 |
|------|------|-------|

|       |        |        |
|-------|--------|--------|
| 13744 | (2,971 | 16,715 |
|-------|--------|--------|

|   |   |
|---|---|
| 0 | 0 |
|---|---|

|       |         |
|-------|---------|
| Total | x check |
|-------|---------|

29,503

43,247





| Month                      | August 2021 |         |          |
|----------------------------|-------------|---------|----------|
|                            | Actual      | Budget  | Variance |
| <b>Income</b>              | 866         | 1,084   | (218)    |
| <b>Expenditure</b>         |             |         |          |
| Cleaning                   | 397         | 346     | (51)     |
| Maintenance                | 2444        | 135     | (2,309)  |
| Booking costs              | 275         | 278     | 3        |
| Internet                   | 46          | 28      | (18)     |
| Licences                   | 14          | 130     | 116      |
| Insurance                  | 771         | 771     | (0)      |
| Accountancy                | 0           | 0       | 0        |
| Water                      | 0           | 35      | 35       |
| Electric                   | 131         | 150     | 19       |
| Gas                        | 0           | 200     | 200      |
| Council tax                | 30          | 30      | 0        |
| Stationery/Miscellaneous   | 117         | 25      | (92)     |
| Total expenditure          | 4226        | 2,128   | (2,098)  |
| <b>Surplus (- Deficit)</b> | (3,360)     | (1,043) | (2,316)  |
| x check                    | 0           | 0       |          |

| <b>Bank Accounts</b>                    | Current | Savings      |
|---|---------|--------------|
| Opening Bank Jan 1, 2021                | 9,503   | 20,001       |
| Income                                  | 22,705  |              |
| Expenditure                             | 12,321  |              |
| Transfer Feb                            | (7,000) | Total 15,000 |
| Transfer May                            | (8,000) |              |
| Interest Transfer                       |         | (1)          |
| Closing bank current month (calculated) | 4,887   | 35,000       |
| Statement input                         | 4,887   | 35,000       |

Cross check

(0)

0

| Year to date | August | 2021 | YTD Commentary |
|--------------|--------|------|----------------|
|--------------|--------|------|----------------|

|        |        |          |
|--------|--------|----------|
| Actual | Budget | Variance |
|--------|--------|----------|

|       |      |        |
|-------|------|--------|
| 22705 | 7503 | 15,202 |
|-------|------|--------|

|      |      |         |                                    |
|------|------|---------|------------------------------------|
| 926  | 2766 | 1,840   |                                    |
| 5031 | 1077 | (3,955) | Door Repair £1,544 Had Dryers £738 |
| 2200 | 2227 | 27      |                                    |
| 247  | 224  | (23)    |                                    |
| 178  | 740  | 562     |                                    |
| 771  | 771  | (0)     |                                    |
| 200  | 200  | 0       |                                    |
| 0    | 280  | 280     |                                    |
| 639  | 1200 | 561     |                                    |
| 1584 | 1600 | 16      |                                    |
| 62   | 234  | 172     |                                    |
| 482  | 200  | (282)   | ACRE Subs £57 Software £60         |

|       |       |       |
|-------|-------|-------|
| 12321 | 11518 | (803) |
|-------|-------|-------|

|       |         |        |
|-------|---------|--------|
| 10384 | (4,015) | 14,399 |
|-------|---------|--------|

|   |   |
|---|---|
| 0 | 0 |
|---|---|

|       |         |
|-------|---------|
| Total | x check |
|-------|---------|

|        |
|--------|
| 29,503 |
|--------|

|               |
|---------------|
| <b>39,887</b> |
|---------------|



| Month                      | September 2021 |        |          |
|----------------------------|----------------|--------|----------|
|                            | Actual         | Budget | Variance |
| <b>Income</b>              | 2711           | 1,084  | 1,626    |
| <b>Expenditure</b>         |                |        |          |
| Cleaning                   | 36             | 346    | 310      |
| Maintenance                | 542            | 135    | (407)    |
| Booking costs              | 275            | 278    | 3        |
| Internet                   | 28             | 28     | (0)      |
| Licences                   | 14             | 0      | (14)     |
| Insurance                  | 0              | 0      | 0        |
| Accountancy                | 0              | 0      | 0        |
| Water                      | 0              | 35     | 35       |
| Electric                   | 137            | 150    | 13       |
| Gas                        | 0              | 200    | 200      |
| Council tax                | 30             | 30     | 0        |
| Stationery/Miscellaneous   | 0              | 25     | 25       |
| Total expenditure          | 1062           | 1,227  | 164      |
| <b>Surplus (- Deficit)</b> | 1,648          | (142)  | 1,790    |
| x check                    | 0              | 0      |          |

| <b>Bank Accounts</b>                    | Current |       | Savings |
|---|---------|-------|---------|
| Opening Bank Jan 1, 2021                | 9,503   |       | 20,001  |
| Income                                  | 25,416  |       |         |
| Expenditure                             | 13,383  |       |         |
| Transfer Feb                            | (7,000) | Total | 15,000  |
| Transfer May                            | (8,000) |       |         |
| Interest Transfer                       |         |       | (1)     |
| Closing bank current month (calculated) | 6,536   |       | 35,000  |
| Statement input                         | 6,535   |       | 35,000  |

Cross check

(0)

0

| Year to date | September | 2021 |
|--------------|-----------|------|
|--------------|-----------|------|

YTD Commentary

|        |        |          |
|--------|--------|----------|
| Actual | Budget | Variance |
| 25416  | 8588   | 16,828   |

|      |      |         |                                 |
|------|------|---------|---------------------------------|
| 961  | 3111 | 2,150   |                                 |
| 5573 | 1211 | (4,362) | Fan Controls £371 PAT Test £108 |
| 2475 | 2505 | 30      |                                 |
| 275  | 252  | (23)    |                                 |
| 193  | 740  | 547     |                                 |
| 771  | 771  | (0)     |                                 |
| 200  | 200  | 0       |                                 |
| 0    | 315  | 315     |                                 |
| 777  | 1350 | 573     |                                 |
| 1584 | 1800 | 216     |                                 |
| 92   | 264  | 172     |                                 |
| 482  | 225  | (257)   |                                 |

|        |        |       |
|--------|--------|-------|
| 13,383 | 12,745 | (638) |
|--------|--------|-------|

|        |         |        |
|--------|---------|--------|
| 12,033 | (4,157) | 16,189 |
|--------|---------|--------|

|   |   |
|---|---|
| 0 | 0 |
|---|---|

|       |         |
|-------|---------|
| Total | x check |
|-------|---------|

29,503

41,535





| Month                      | October 2021   |              | Year to date   |        |
|----------------------------|----------------|--------------|----------------|--------|
|                            | Actual         | Budget       | Variance       | Actual |
| <b>Income</b>              | 1701           | 1,084        | 616            | 27116  |
| <b>Expenditure</b>         |                |              |                |        |
| Cleaning                   | 747            | 346          | (401)          | 1709   |
| Maintenance                | 3922           | 135          | (3,788)        | 9495   |
| Booking costs              | 285            | 278          | (7)            | 2760   |
| Internet                   | 28             | 28           | (0)            | 303    |
| Licences                   | 14             | 0            | (14)           | 207    |
| Insurance                  | 0              | 0            | 0              | 771    |
| Accountancy                | 0              | 0            | 0              | 200    |
| Water                      | 0              | 35           | 35             | 0      |
| Electric                   | 171            | 150          | (21)           | 947    |
| Gas                        | 0              | 200          | 200            | 1584   |
| Council tax                | 30             | 30           | 0              | 122    |
| Stationery/Miscellaneous   | 73             | 25           | (48)           | 555    |
| Total expenditure          | 5271           | 1,227        | (4,044)        | 18,653 |
| <b>Surplus (- Deficit)</b> | <b>(3,570)</b> | <b>(142)</b> | <b>(3,428)</b> | 8,463  |
| x check                    | 0              | 0            |                | 0      |

| <b>Bank Accounts</b>                    | Current | Savings      | Total  |
|---|---------|--------------|--------|
| Opening Bank Jan 1, 2021                | 9,503   | 20,001       | 29,503 |
| Income                                  | 27,116  |              |        |
| Expenditure                             | 18,653  |              |        |
| Transfer Feb                            | (7,000) | Total 15,000 |        |
| Transfer May                            | (8,000) |              |        |
| Interest Transfer                       |         | (1)          |        |
| Closing bank current month (calculated) | 2,965   | 35,000       |        |
| Statement input                         | 2,965   | 35,000       | 37,965 |

Cross check

(0)

0

---

|                |             |
|----------------|-------------|
| <b>October</b> | <b>2021</b> |
|----------------|-------------|

## YTD Commentary

Budget      Variance

9672      17,444      Lottery £185

3457      1,749      2 mos Flexeserve

1346      (8,149)      Flooring £398 Doors £957 Lighting £2535

2783      23

280      (23)

740      533

771      (0)

200      0

350      350

1500      553

2000      416

294      172

250      (305)

13,971      (4,682)

(4,299)      12,762

0

x check



| Month                      | November 2021 |        | Variance |
|----------------------------|---------------|--------|----------|
|                            | Actual        | Budget |          |
| <b>Income</b>              | 2449          | 1,084  | 1,365    |
| <b>Expenditure</b>         |               |        |          |
| Cleaning                   | 400           | 346    | (54)     |
| Maintenance                | 1341          | 135    | (1,206)  |
| Booking costs              | 275           | 278    | 3        |
| Internet                   | 28            | 28     | (0)      |
| Licences                   | 14            | 0      | (14)     |
| Insurance                  | 0             | 0      | 0        |
| Accountancy                | 0             | 0      | 0        |
| Water                      | 0             | 35     | 35       |
| Electric                   | 171           | 150    | (21)     |
| Gas                        | 69            | 200    | 131      |
| Council tax                | 30            | 30     | 0        |
| Stationery/Miscellaneous   | 13            | 25     | 12       |
| Total expenditure          | 2342          | 1,227  | (1,115)  |
| <b>Surplus (- Deficit)</b> | 107           | (142)  | 249      |
| x check                    | 0             | 0      |          |

| <b>Bank Accounts</b>                    | Current | Savings      |
|---|---------|--------------|
| Opening Bank Jan 1, 2021                | 9,503   | 20,001       |
| Income                                  | 29,565  |              |
| Expenditure                             | 20,996  |              |
| Transfer Feb                            | (7,000) | Total 15,000 |
| Transfer May                            | (8,000) |              |
| Interest Transfer                       |         | (1)          |
| Closing bank current month (calculated) | 3,072   | 35,000       |
| Statement input                         | 3,072   | 35,000       |

Cross check

(0)

0

---

| Year to date | November | 2021 |
|--------------|----------|------|
|--------------|----------|------|

# YTD Commentary

| Actual | Budget  | Variance |                        |
|--------|---------|----------|------------------------|
| 29565  | 10757   | 18,808   | Lottery £125           |
| 2109   | 3803    | 1,694    |                        |
| 10836  | 1480    | (9,356)  | Ramps £424 Boiler £731 |
| 3035   | 3062    | 27       |                        |
| 331    | 308     | (23)     |                        |
| 221    | 740     | 519      |                        |
| 771    | 771     | (0)      |                        |
| 200    | 200     | 0        |                        |
| 0      | 385     | 385      |                        |
| 1118   | 1650    | 532      |                        |
| 1653   | 2200    | 547      |                        |
| 152    | 324     | 172      |                        |
| 568    | 275     | (293)    |                        |
| 20,996 | 15,198  | (5,798)  |                        |
| 8,569  | (4,441) | 13,011   |                        |
| 0      | 0       |          |                        |

Total x check

29,503

**38,072**





| Month                      | December     | 2021         |
|----------------------------|--------------|--------------|
|                            | Actual       | Budget       |
| <b>Income</b>              | 3742         | 1,084        |
| <b>Expenditure</b>         |              |              |
| Cleaning                   | 600          | 346          |
| Maintenance                | 2921         | 135          |
| Booking costs              | 275          | 278          |
| Internet                   | 28           | 28           |
| Licences                   | 212          | 230          |
| Insurance                  | 0            | 0            |
| Accountancy                | 0            | 0            |
| Water                      | 0            | 35           |
| Electric                   | 199          | 150          |
| Gas                        | 252          | 200          |
| Council tax                | 30           | 30           |
| Stationery/Miscellaneous   | 30           | 25           |
| Total expenditure          | 4547         | 1,457        |
| <b>Surplus (- Deficit)</b> | <b>(805)</b> | <b>(372)</b> |
| x check                    | 0            | 0            |

|   |         |       |
|---|---------|-------|
| <b>Bank Accounts</b>                    | Current |       |
| Opening Bank Jan 1, 2021                | 9,503   |       |
| Income                                  | 33,307  |       |
| Expenditure                             | 25,543  |       |
| Transfer Feb                            | (7,000) | Total |
| Transfer May                            | (8,000) |       |
| Transfers Dec                           | 3,000   |       |
| Interest Transfer                       |         |       |
| Closing bank current month (calculated) | 2,267   |       |
| Statement input                         | 2,267   |       |

Cross check

(0)

| Year to date | December | 2021 |
|--------------|----------|------|
|--------------|----------|------|

# YTD Commentary

| Variance | Actual | Budget | Variance |
|----------|--------|--------|----------|
| 2,658    | 33307  | 11841  | 21,466   |

|         |       |      |          |                   |
|---------|-------|------|----------|-------------------|
| (254)   | 2709  | 4149 | 1,440    |                   |
| (2,786) | 13757 | 1615 | (12,142) | New Fans & Carpet |
| 3       | 3310  | 3340 | 30       |                   |
| (0)     | 360   | 336  | (24)     |                   |
| 18      | 434   | 970  | 536      |                   |
| 0       | 771   | 771  | (0)      |                   |
| 0       | 200   | 200  | 0        |                   |
| 35      | 0     | 420  | 420      |                   |
| (49)    | 1318  | 1800 | 482      |                   |
| (52)    | 1905  | 2400 | 495      |                   |
| 0       | 182   | 354  | 172      |                   |
| (5)     | 598   | 300  | (298)    |                   |

|         |        |        |         |
|---------|--------|--------|---------|
| (3,091) | 25,543 | 16,655 | (8,888) |
|---------|--------|--------|---------|

|       |       |         |        |
|-------|-------|---------|--------|
| (433) | 7,764 | (4,814) | 12,578 |
|-------|-------|---------|--------|

|   |   |
|---|---|
| 0 | 0 |
|---|---|

|         |       |         |
|---------|-------|---------|
| Savings | Total | x check |
|---------|-------|---------|

|        |        |
|--------|--------|
| 20,001 | 29,503 |
|--------|--------|

12,000

(1)

32,000

|        |        |
|--------|--------|
| 32,000 | 34,267 |
|--------|--------|

0



**Little Paxton Village Hall Accounts for the year ended 31 st December 2021**

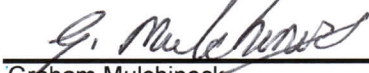
| <b><u>Income and Expenditure Account</u></b> | <b><u>2021</u></b> | <b><u>2020</u></b> |
|--|--------------------|--------------------|
| <b>Income</b>                                |                    |                    |
| Regular and casual users fees                | 10,482             | 6,120              |
| Little Paxton Parish Council                 | 1,725              | 1,273              |
| Cambridgeshire County Council                | 0                  | 297                |
| Huntingdonshire District Council             | 0                  | 265                |
| Grants received                              | 17,639             | 11,334             |
| Other  | 458                | 0                  |
| Interest                                     | 4                  | 16                 |
| <b>Total income</b>                          | <b>30,307</b>      | <b>19,304</b>      |
| <b>Expenditure</b>                           |                    |                    |
| Energy, water, telephone                     | 3,583              | 3,365              |
| Council tax                                  | 182                | 82                 |
| Cleaning and maintenance                     | 16,466             | 3,412              |
| Admin  | 3,907              | 3,357              |
| Insurance                                    | 771                | 1,000              |
| Licences                                     | 434                | 1,009              |
| Accountancy                                  | 200                | 360                |
| <b>Total expenditure</b>                     | <b>25,543</b>      | <b>12,585</b>      |
| <b>Surplus for year</b>                      | <b>4,764</b>       | <b>6,719</b>       |

| <b><u>Bank Balances</u></b> | <b>Current</b> | <b>Deposit</b> | <b>Total</b>    |
|-----------------------------|----------------|----------------|-----------------|
| As at 31 st December 2021   | 2,266.80       | 32,000.00      | 34,266.80       |
| As at 31 st December 2020   | 9,502.91       | 20,000.58      | 29,503.49       |
| Change                      | -7,236.11      | 11,999.42      | <b>4,763.31</b> |

**Signature**

I confirm that these accounts are in accordance with the books and records

of Little Paxton Village Hall Management Committee



Graham Mulchinnock  
Treasurer

**Certification**

I certify that I have verified the above accounts and find them to be a true

and accurate record of the Little Paxton Village Hall's accounts for the

year ended 31 st December 2021



Brian Kelly  
B.A., FCCA

January 29, 2021