

# **MILLBROOK VILLAGE HALL MANAGEMENT COMMITTEE**

## **Chairperson's Report for the AGM to be held on Wednesday, 21 May 2025**

### **Covering the period 31.03.24 to 31.03.25**

This is my first year as Chair so bear with me!

I firstly would like to thank all members of the committee for their support throughout the year and especially a big thanks to Theresa and Clair for helping me get through this year. I would also like to thank Alistair for assisting with hall openings and closures for hires.

And of course, I must say a big THANK YOU to Theresa for her unfailing hard work in her role as Treasurer and Bookings Officer. She will be sorely missed especially as she will not be staying on as a committee member. But maybe we can persuade her stay.....

We have done the usual fundraising events, i.e., the fete, harvest supper and quiz night. And of course, how could I forget the Christmas party. The quiz night worked much better without the offer of a meal, it was cheaper, so I think was better attended than previous years. Not for want of trying, we have not managed to add to our social events throughout the year. I would really like to put on a fundraising event for a charity later in the year. Maybe a Halloween party, food for thought at least. I think if the villagers realise it is for a charity, it might be better attended.

Clair, Claire, and I tried to get the newsletter off the ground but have not made any progress, maybe this is something we could pick up again with the whole committee's input.

It has become evident to me over the year that we clearly need to have more clarity on the role of a volunteer/committee member and by putting together an information pack for newbies might help. Perhaps attach it to the AGM email sent out to villagers by Julie Todd. We need to bring our policies and procedures up to date in line with current legislation.

Following a recent discussion with Theresa regarding her role as Treasurer, it came to light just how much her role involved. I believe that this is more reason to look at advertising for a salaried Caretaker to alleviate the hall maintenance

responsibilities from her successor.

This role will be involved in the maintenance and servicing of the hall both inside and out. Keeping a record of contractors that can be called upon with current pricing. It would be especially convenient to be able to call upon the skills we have in the village but the expectancy of asking people to do something gratuitously needs to be reconsidered.

The Bookings Officer is a paid job, and we hope that this can be covered as soon as possible.

The only outstanding expense we have at the moment is following the fire inspection and this work is being done in September, along with replacement LED lighting to bring us up to date.

Regarding further expenditure and following feedback I have received after events, I think we should consider looking into the following -

- Acoustics – much better but we could do with adding a few more in the hall.
- Cutlery – this needs to be replaced.
- Curtains – to be updated.
- Hall – to be redecorated.
- Bench by front door – to be restored.
- PIR light at front of hall – to be replaced.
- Ashtray – to be renewed.
- Hall floor – to be renovated.
- Gardener – monthly contract

These are all aesthetic touches which I think will only improve our hall inside and out. Which in turn will be welcomed by hirers.

As I have said previously, once again thank you all for your support and I hope that you will continue to do so for the next year. If you are feeling a little despondent about anything, please let me know so rather than losing you, we can help to make being a committee an enjoyment rather than a chore.

Theresa, I wish you all the very best for the future. Now you can put your feet up and relax and most definitely can say 'that was a job well done'.

Alyson

21.05.25

# Millbrook Village Hall Trust

(Charity No. 272971)

## Annual Accounts

for the Year ended 31 March

### Contents:

- 1) Statement of Income & Expenditure
- 2) Summary of Events
- 3) Balance Sheet

Prepared by:

Theresa Evan  
Treasurer

Millbrook Village Hall Trust  
Registered Charity No. 272971

Statement of Income & Expenditure  
for the Year ended 31st March

		Current Year
Use of Hall		
Receipts		
Lettings		£ 22,074.77
Expenditure		
Cleaning & Consumables	£	3,084.52
Lettings Admin Exps	£	4,985.25
Keyholding	£	812.50
Water	£	183.48
Phone	£	875.56
Electricity	£	4,452.12
Fees & Charges	£	-
Insurance	£	1,349.72
Miscellaneous	£	124.99
Hall Maintenance	£	9,879.09
		£ 25,747.23
Net Operating Surplus/(Deficit)		£ (3,672.46)
Non-Operating Expenses		
Net Surplus/(Deficit) after Expenditure		£ (3,672.46)
Community Events		
Summer Fete		
Harvest Supper (cancelled)		
Ticket Sales (Meal)	£	-
Bar Takings	£0.00	
		£ -
Quiz Night		
Ticket Sales	£	51.54
Bar Takings	£	14.23
	£	65.78
Proceeds from Raffle		
	£	65.78
Net Surplus from Community Events		£ 65.78
Other Income		
Grant - electricity	£	100.00
Bank Interest Earned	£	791.50

Cash Surplus/(Deficit) before Depreciation	<u>£ 891.50</u>	<u>£ (2,715.18)</u>
Other Expenses		
Depreciation	<u>£ 3,733.03</u>	<u>£ 3,733.03</u>
Net Surplus/(Deficit)		£ (6,448.21)

Total to date	1st Quarter	2nd Quarter		3rd Quarter
346.00	50	155	205	120
22,319.75	6924.23	4705.63	11629.86	5464.26
3,084.52	681.02	877.38	1558.40	712.50
4,985.25	0.00	0.00	0.00	0.00
812.50	290.00	227.50	517.50	210.00
183.48	34.41	57.52	91.93	43.11
875.56	206.38	223.06	429.44	223.06
4,452.12	1275.78	447.39	1723.17	846.65
0.00	0.00	0.00	0.00	0.00
1,349.72	1349.72	0.00	1349.72	0.00
124.99	40.99	0.00	40.99	84.00
9,879.09	1108.56	0.00	1108.56	8031.03
25,747.23	4986.86	1832.85	6819.71	10,150.35
-3,427.48				

Keyholding nu  
2019  
136  
Difference  
11

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£ 83.58 £ 107.64 £ 191.22 £ 140.26

£	52.24	£	67.27	£	119.51	£	98.58
£	135.82	£	174.91	£	310.73	£	238.84

9,674.03

	4th Quarter			
325	21	346		Test
17094.12	5225.63	22319.75	£	(3,825)
2270.90	813.62	3084.52	£	313
0.00	4985.25	4985.25	£	73
727.50	85.00	812.50		
135.04	48.44	183.48	£	51
652.50	223.06	875.56	£	147
2569.82	1882.30	4452.12	£	270
0.00	0.00	0.00	£	(59)
1349.72	0.00	1349.72	£	(38)
124.99	0.00	124.99	£	(317)
9139.59	739.50	9879.09	£	4,191
16970.06	8777.17	25747.23		

umber of openings

2018  
125

9%

£ 331.48 £ 151.16 £ 482.64

£	218.09	£	90.77	£	308.86
	549.57	£	241.93	£	791.50

£ 108.00  
£ 20,680.20  
£ 20,788.20

# Millbrook Village Hall Trust

Registered Charity No. 272971

## Statement of Income & Expenditure for the Year ended 31 March 2025

	V		2023/24
Use of Hall	2024/25		12 mths
	12 mths		
Receipts			
Lettings	£ 24,614.46		£ 22,075
	<hr/>	£ 24,614.46	<hr/> £ 22,075
Expenditure			
Cleaning & Consumables	£ 4,756.33		£ 3,085
Lettings Admin Exps	£ 4,372.54		£ 4,985
Keyholding	£ 780.00		£ 813
Water	£ 163.59		£ 183
Phone	£ 970.43		£ 876
Electricity	£ 3,712.80		£ 4,452
Fees & Charges	£ 227.36		£ -
Insurance	£ 1,406.01		£ 1,350
Miscellaneous	£ 331.05		£ 125
Hall Maintenance	£ 5,864.04		£ 9,879
	<hr/>	£ 22,584.15	<hr/> £ 25,747
Net Operating Surplus/(Deficit)		£ 2,030.31	£ (3,672)
Non-Operating Expenses			
Contribution to Playground Equipment		£ 600.00	
			£ -
Net Surplus/(Deficit) after Expenditure		<hr/> £ 1,430.31	<hr/> £ (3,672)
Community Events			
Harvest Supper			
Net Ticket Sales (Meal)	£ 323.05		£ -
Net Bar Takings	£ 134.71		£ -
	<hr/>	£ 457.76	<hr/> £ -
Quiz Night			
Net Ticket Sales	£ 94.95		£ 52
Net Bar Takings	£ 47.74		£ 14
	<hr/>	£ 142.69	<hr/> £ 66
Net Surplus from Community Events		£ 600.45	£ 66
Other Income			
Grant - Electricity	£ 79.30		£ 100
Bank Interest Earned	£ 969.83		£ 792
	<hr/>	£ 1,049.13	<hr/> £ 892
Cash Surplus/(Deficit) before Depreciation		£ 3,079.89	£ (2,715)
Other Expenses			
Depreciation	£ 3,733.03		£ 3,733
	<hr/>	£ 3,733.03	<hr/> £ 3,733
Net Surplus/(Deficit)		<hr/> £ (653.14)	<hr/> £ (6,448)

**MILLBROOK VILLAGE HALL TRUST (charity reg. 272971)**

**RECEIPTS INCOME**

DATE	DETAILS	AMOUNT BANKED
02/04/24	240331	90.00
02/04/24	240803 2nd	137.50
03/04/24	240609	130.00
04/04/24	Pulse	135.00
05/04/24	Pulse	90.00
08/04/24	240413	120.00
08/04/24	240410	150.00
09/04/24	240629	130.00
11/04/24	240420X	20.00
11/04/24	CBC	140.63
17/04/24	240419MM	112.50
18/04/24	240418 ADCC	140.00
23/04/24	240714	125.00
24/04/24	240512X	20.00
26/04/24	240824	130.00
26/04/24	250816 1st	375.00
29/04/24	CBC	65.63
01/05/24	240502 PC	180.00
03/05/24	240511	120.00
07/05/24	240915	130.00
07/05/24	240720	130.00
08/05/24	240908	110.00
08/05/24	241207	130.00
09/05/24	CBC	281.25
09/05/25	241026 1st	375.00
09/05/24	240518	130.00
14/05/24	240602	110.00
14/05/24	251004 1st	375.00
15/05/24	240929	130.00
15/05/24	240816 2nd	375.00
21/05/24	240818	130.00
28/05/24	240804	130.00
30/05/24	240707	110.00
03/06/24	240630	167.50
03/06/24	240901	190.00
03/06/24	240608	257.50
03/06/24	240523 PH	45.00
03/06/24	240703 SPLD	540.00
10/06/24	240615	120.00
10/06/24	241012	190.00
10/06/24	240515 AFS	75.00
10/06/24	240606 ADCC	70.00
11/06/24	240611 T2	206.25
11/06/24	240617 M	206.25
13/06/24	240720-2	125.00
13/06/24	240830	390.00
14/06/24	240817	160.00
17/06/24	240721X	20.00
18/06/24	240714-2	50.00
21/06/24	240707-2	280.00
21/06/24	Grant	79.30
24/06/24	240607 MM	131.25
25/06/24	SumUp - Fete	186.54
27/06/24	240915X	20.00
		0.00
		0.00
		0.00
	June Quarter Totals	8,567.10
01/07/24	240625 T1	206.25
02/07/24	240714-2	100.00
02/07/24	240704 GE	180.00
04/07/24	240907-2	195.00
08/07/24	240825	170.00
11/07/24	241110	110.00
15/07/24	241110X	10.00
15/07/24	240719 MM 1-1	15.00
15/07/24	240802 MM	56.25
18/07/24	241006	120.00
23/07/24	241026 2nd	375.00
24/07/24	241012	90.00
24/07/24	241012	50.00
24/07/24	240726	125.00
24/07/24	240831	150.00
26/07/24	240817 X	25.00
02/08/24	240620 PH	247.50
05/08/24	240806 T2	206.25
06/08/24	240812 M	206.25
08/08/24	241013	130.00
09/08/24	241116	130.00
12/08/24	241117	130.00
12/08/24	240905	150.00
15/08/24	250405-2	295.00
16/08/24	240921	270.00
20/08/24	241130	110.00
21/08/24	241102	150.00
22/08/24	CBC	290.62

# MILLBROOK VILLAGE HALL TRUST (charit

DATE	DETAILS	Chq no	TOTAL
3-Apr-24	Baldry	BACS	50.00
3-Apr-24	Kirkup	BACS	50.00
3-Apr-24	Tucker	BACS	70.00
3-Apr-24	Tomkins	BACS	168.75
4-Apr-24	BT	DDR	234.74
10-Apr-24	Delaney	BACS	50.00
17-Apr-24	B Gas	DDR	512.77
17-Apr-24	Palaghita	BACS	50.00
17-Apr-24	Scharff	BACS	50.00
17-Apr-24	Ayoub	BACS	75.00
17-Apr-24	Edwards	BACS	151.42
26-Apr-24	Thompson	BACS	50.00
26-Apr-24	Prior	BACS	50.00
26-Apr-24	Wright, A	BACS	60.00
26-Apr-24	Cleveley	BACS	138.00
2-May-24	D&R Cleaning	BACS	45.00
2-May-24	Harnett	BACS	50.00
2-May-24	Barnes	BACS	50.00
2-May-24	Douglas	BACS	375.00
8-May-24	Wright, A	BACS	60.00
8-May-24	Tomkins	BACS	285.00
20-May-24	B Gas	BACS	266.99
22-May-24	Fernandes	BACS	50.00
22-May-24	Baby Sensory	BACS	50.00
22-May-24	Garner	BACS	75.00
22-May-24	NFU	BACS	1,406.01
29-May-24	Bed's Bat Grp	BACS	50.00
29-May-24	Mubheja	BACS	100.00
29-May-24	Cleveley	BACS	209.92
31-May-24	Hickey	BACS	50.00
10-Jun-24	Sonagra	BACS	50.00
10-Jun-24	Wright, A	BACS	63.00
10-Jun-24	ADE Fire Services	BACS	117.36
10-Jun-24	Cleveley	BACS	125.00
13-Jun-24	Wright, J	BACS	6.68
13-Jun-24	Naidoo	BACS	50.00
13-Jun-24	De Leon Canc...	BACS	50.00
13-Jun-24	Legg	BACS	50.00
18-Jun-24	B Gas	BACS	167.28
24-Jun-24	Anglian Water	DDR	45.74
26-Jun-24	Cross	BACS	50.00
			0.00
			0.00
	JUNE QUARTER TOTALS		5,658.66
5-Jul-24	BT	DDR	245.23

# MILLBROOK VILLAGE HALL TRUST (charity)

DATE	DETAILS	Chq no	TOTAL
15-Jul-24	Fothergill	BACS	50.00
15-Jul-24	Campbell	BACS	50.00
15-Jul-24	Kaye	BACS	50.00
15-Jul-24	Manser	BACS	69.00
15-Jul-24	Mateuro	BACS	100.00
15-Jul-24	360 Maintenance	BACS	244.80
17-Jul-24	B Gas	BACS	136.48
23-Jul-24	A Cleveley	BACS	55.00
25-Jul-24	A Wright	BACS	55.00
25-Jul-24	Middleton	BACS	75.00
25-Jul-24	Saaz Music	BACS	40.00
25-Jul-24	Fernandes	BACS	50.00
25-Jul-24	Janes	BACS	50.00
25-Jul-24	Smith	BACS	50.00
25-Jul-24	Blee	BACS	82.00
25-Jul-24	Millbrook PCC	BACS	189.90
25-Jul-24	Millbrook PCC	BACS	36.49
31-Jul-24	D&R Cleaning	BACS	45.00
31-Jul-24	Alyson Smith	BACS	40.00
31-Jul-24	Andrew	BACS	100.00
31-Jul-24	Raphael	- - - -	0.00
7-Aug-24	Skelton	BACS	75.00
7-Aug-24	Reynolds	BACS	70.00
7-Aug-24	Thomas	BACS	120.00
14-Aug-24	A Wright	BACS	75.00
14-Aug-24	Glanville	BACS	50.00
14-Aug-24	360 Maintenance	BACS	387.60

# Millbrook Village Hall Trust

Registered Charity No. 272971

## Balance Sheet as at 31st March 2025

Assets	as at 31st March 2025		as at 31st March 2024	
<b>Fixed Assets</b>		Net Book Value		Net Book Value
Land		150.00		150.00
Buildings	186,651.46		186,651.46	
Accumulated Depreciation - Buildings	(89,593.13)		(85,860.10)	
		97,058.33		100,791.36
Fixtures & Fittings	7,710.82		7,710.82	
Accumulated Depreciation - Fixtures & Fittings	(7,709.82)		(7,709.82)	
		1.00		1.00
<b>Total Fixed Assets</b>		97,209.33		100,942.36
<b>Current Assets</b>				
Barclays Bank plc				
Community Account	828.88		1,460.48	
Business Reserve Account	41,122.15		40,570.56	
Business Premium Account (IAS)	26,681.69		23,363.45	
Base Rate Tracker Account	0.11		0.11	
		68,632.83		65,394.60
Bar Stock		£216.63		£274.97
Petty Cash		20.00		20.00
<b>Net Current Assets</b>		68,869.46		65,689.57
<b>TOTAL ASSETS</b>		166,078.78		166,631.92
<b>LESS LIABILITIES</b>				
<b>Current Liabilities</b>				
Accruals	-			
Refundable Bonds	1,725.00		1,625.00	
<b>TOTAL LIABILITIES</b>		1,725.00		1,625.00
<b>Net Assets</b>		164,353.78		165,006.92
<b>Represented by:</b>				
Charitable Trust Reserve Funds B/fwd	165,006.92		171,455.13	
Net Surplus/(Deficit)	(653.14)		(6,448.21)	
<b>Charitable Trust Reserve Funds C/Fwd</b>		164,353.78		165,006.92

**MILLBROOK VILLAGE HALL TRUST (charity**  
**Barclays Bank plc**  
**Current Account** **#70535893**

Date	Reference	Payments	Receipts	Balance
3-Apr-24	BACS	£ 50.00		-£ 50.00
3-Apr-24	BACS	£ 50.00		-£ 100.00
3-Apr-24	BACS	£ 70.00		-£ 170.00
3-Apr-24	BACS	£ 168.75		-£ 338.75
4-Apr-24	DDR	£ 234.74		-£ 573.49
3-Apr-24	BACS	£ 50.00		-£ 623.49
17-Apr-24	DDR	£ 512.77		-£ 1,136.26
17-Apr-24	BACS	£ 50.00		-£ 1,186.26
17-Apr-24	BACS	£ 50.00		-£ 1,236.26
17-Apr-24	BACS	£ 75.00		-£ 1,311.26
17-Apr-24	BACS	£ 151.42		-£ 1,462.68
26-Apr-24	BACS	£ 50.00		-£ 1,512.68
26-Apr-24	BACS	£ 50.00		-£ 1,562.68
26-Apr-24	BACS	£ 60.00		-£ 1,622.68
26-Apr-24	BACS	£ 138.00		-£ 1,760.68
2-Apr-24	Paid in		£ 90.00	-£ 1,670.68
2-Apr-24	Paid in		£ 137.50	-£ 1,533.18
3-Apr-24	Paid in		£ 130.00	-£ 1,403.18
4-Apr-24	Paid in		£ 135.00	-£ 1,268.18
5-Apr-24	Paid in		£ 90.00	-£ 1,178.18
8-Apr-24	Paid in		£ 120.00	-£ 1,058.18
8-Apr-24	Paid in		£ 150.00	-£ 908.18
9-Apr-24	Paid in		£ 130.00	-£ 778.18
11-Apr-24	Paid in		£ 20.00	-£ 758.18
11-Apr-24	Paid in		£ 140.63	-£ 617.55
17-Apr-24	Paid in		£ 112.50	-£ 505.05
18-Apr-24	Paid in		£ 140.00	-£ 365.05
23-Apr-24	Paid in		£ 125.00	-£ 240.05
24-Apr-24	Paid in		£ 20.00	-£ 220.05
26-Apr-24	Paid in		£ 130.00	-£ 90.05
26-Apr-24	Paid in		£ 375.00	£ 284.95
29-Apr-24	Paid in		£ 65.63	£ 350.58
		<u>£ 1,760.68</u>	<u>£ 2,111.26</u>	
2-May-24	BACS	£ 45.00		-£ 45.00
2-May-24	BACS	£ 50.00		-£ 95.00
2-May-24	BACS	£ 50.00		-£ 145.00
2-May-24	BACS	£ 375.00		-£ 520.00
8-May-24	BACS	£ 60.00		-£ 580.00
8-May-24	BACS	£ 285.00		-£ 865.00
20-May-24	BACS	£ 266.99		-£ 1,131.99
22-May-24	BACS	£ 50.00		-£ 1,181.99
22-May-24	BACS	£ 50.00		-£ 1,231.99
22-May-24	BACS	£ 75.00		-£ 1,306.99
22-May-24	BACS	£ 1,406.01		-£ 2,713.00
29-May-24	BACS	£ 50.00		-£ 2,763.00
29-May-24	BACS	£ 100.00		-£ 2,863.00
29-May-24	BACS	£ 209.92		-£ 3,072.92
31-May-24	BACS	£ 50.00		-£ 3,122.92
1-May-24	Paid in		£ 180.00	-£ 2,942.92
3-May-24	Paid in		£ 120.00	-£ 2,822.92
7-May-24	Paid in		£ 130.00	-£ 2,692.92
7-May-24	Paid in		£ 130.00	-£ 2,562.92
8-May-24	Paid in		£ 110.00	-£ 2,452.92

8-May-24 Paid in	£	130.00	-£	2,322.92
9-May-24 Paid in	£	281.25	-£	2,041.67
9-May-25 Paid in	£	375.00	-£	1,666.67
9-May-24 Paid in	£	130.00	-£	1,536.67
14-May-24 Paid in	£	110.00	-£	1,426.67
14-May-24 Paid in	£	375.00	-£	1,051.67
15-May-24 Paid in	£	130.00	-£	921.67
15-May-24 Paid in	£	375.00	-£	546.67
21-May-24 Paid in	£	130.00	-£	416.67
28-May-24 Paid in	£	130.00	-£	286.67
30-May-24 Paid in	£	110.00	-£	176.67

£	3,122.92	£	2,946.25
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10-Jun-24 BACS	£	50.00	-£	50.00
10-Jun-24 BACS	£	63.00	-£	113.00
10-Jun-24 BACS	£	117.36	-£	230.36
10-Jun-24 BACS	£	125.00	-£	355.36
13-Jun-24 BACS	£	6.68	-£	362.04
13-Jun-24 BACS	£	50.00	-£	412.04
13-Jun-24 BACS	£	50.00	-£	462.04
13-Jun-24 BACS	£	50.00	-£	512.04
18-Jun-24 BACS	£	167.28	-£	679.32
24-Jun-24 DDR	£	45.74	-£	725.06
26-Jun-24 BACS	£	50.00	-£	775.06
3-Jun-24 Paid in	£	167.50	-£	607.56
3-Jun-24 Paid in	£	190.00	-£	417.56
3-Jun-24 Paid in	£	257.50	-£	160.06
3-Jun-24 Paid in	£	45.00	-£	115.06
3-Jun-24 Paid in	£	540.00	£	424.94
10-Jun-24 Paid in	£	120.00	£	544.94
10-Jun-24 Paid in	£	190.00	£	734.94
10-Jun-24 Paid in	£	75.00	£	809.94
10-Jun-24 Paid in	£	70.00	£	879.94
11-Jun-24 Paid in	£	206.25	£	1,086.19
11-Jun-24 Paid in	£	206.25	£	1,292.44
13-Jun-24 Paid in	£	125.00	£	1,417.44
13-Jun-24 Paid in	£	390.00	£	1,807.44
14-Jun-24 Paid in	£	160.00	£	1,967.44
17-Jun-24 Paid in	£	20.00	£	1,987.44
18-Jun-24 Paid in	£	50.00	£	2,037.44
21-Jun-24 Paid in	£	280.00	£	2,317.44
21-Jun-24 Paid in	£	79.30	£	2,396.74
24-Jun-24 Paid in	£	131.25	£	2,527.99
25-Jun-24 Paid in	£	186.54	£	2,714.53
27-Jun-24 Paid in	£	20.00	£	2,734.53

£	775.06	£	3,509.59
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5-Jul-24 DDR	£	245.23	-£	245.23
15-Jul-24 BACS	£	50.00	-£	295.23
15-Jul-24 BACS	£	50.00	-£	345.23
15-Jul-24 BACS	£	50.00	-£	395.23
15-Jul-24 BACS	£	69.00	-£	464.23
15-Jul-24 BACS	£	100.00	-£	564.23
15-Jul-24 BACS	£	244.80	-£	809.03
17-Jul-24 BACS	£	136.48	-£	945.51
23-Jul-24 BACS	£	55.00	-£	1,000.51
25-Jul-24 BACS	£	55.00	-£	1,055.51
25-Jul-24 BACS	£	75.00	-£	1,130.51
25-Jul-24 BACS	£	40.00	-£	1,170.51
25-Jul-24 BACS	£	50.00	-£	1,220.51

25-Jul-24 BACS	£	50.00			-£	1,270.51
25-Jul-24 BACS	£	50.00			-£	1,320.51
25-Jul-24 BACS	£	82.00			-£	1,402.51
25-Jul-24 BACS	£	189.90			-£	1,592.41
25-Jul-24 BACS	£	36.49			-£	1,628.90
31-Jul-24 BACS	£	45.00			-£	1,673.90
31-Jul-24 BACS	£	40.00			-£	1,713.90
31-Jul-24 BACS	£	100.00			-£	1,813.90
31-Jul-24 - - - -	£	-			-£	1,813.90
1-Jul-24 Paid in			£	206.25	-£	1,607.65
2-Jul-24 Paid in			£	100.00	-£	1,507.65
2-Jul-24 Paid in			£	180.00	-£	1,327.65
4-Jul-24 Paid in			£	195.00	-£	1,132.65
8-Jul-24 Paid in			£	170.00	-£	962.65
11-Jul-24 Paid in			£	110.00	-£	852.65
15-Jul-24 Paid in			£	10.00	-£	842.65
15-Jul-24 Paid in			£	15.00	-£	827.65
15-Jul-24 Paid in			£	56.25	-£	771.40
18-Jul-24 Paid in			£	120.00	-£	651.40
23-Jul-24 Paid in			£	375.00	-£	276.40
24-Jul-24 Paid in			£	90.00	-£	186.40
24-Jul-24 Paid in			£	50.00	-£	136.40
24-Jul-24 Paid in			£	125.00	-£	11.40
24-Jul-24 Paid in			£	150.00	£	138.60
26-Jul-24 Paid in			£	25.00	£	163.60
	£	1,813.90	£	1,977.50		

7-Aug-24 BACS	£	75.00			-£	75.00
7-Aug-24 BACS	£	70.00			-£	145.00
7-Aug-24 BACS	£	120.00			-£	265.00
14-Aug-24 BACS	£	75.00			-£	340.00
14-Aug-24 BACS	£	50.00			-£	390.00
14-Aug-24 BACS	£	387.60			-£	777.60
19-Aug-24 DDR	£	118.14			-£	895.74
21-Aug-24 BACS	£	150.00			-£	1,045.74
21-Aug-24 BACS	£	63.59			-£	1,109.33
28-Aug-24 BACS	£	50.00			-£	1,159.33
28-Aug-24 BACS	£	50.00			-£	1,209.33
28-Aug-24 BACS	£	192.00			-£	1,401.33
28-Aug-24 BACS	£	850.19			-£	2,251.52
28-Aug-24 BACS	£	45.00			-£	2,296.52
2-Aug-24 Paid in			£	247.50	-£	2,049.02
5-Aug-24 Paid in			£	206.25	-£	1,842.77
6-Aug-24 Paid in			£	206.25	-£	1,636.52
8-Aug-24 Paid in			£	130.00	-£	1,506.52
9-Aug-24 Paid in			£	130.00	-£	1,376.52
12-Aug-24 Paid in			£	130.00	-£	1,246.52
12-Aug-24 Paid in			£	150.00	-£	1,096.52
15-Aug-24 Paid in			£	295.00	-£	801.52
16-Aug-24 Paid in			£	270.00	-£	531.52
20-Aug-24 Paid in			£	110.00	-£	421.52
21-Aug-24 Paid in			£	150.00	-£	271.52
22-Aug-24 Paid in			£	290.62	£	19.10
27-Aug-24 Paid in			£	130.00	£	149.10
27-Aug-24 Paid in			£	20.00	£	169.10
29-Aug-24 Paid in			£	110.00	£	279.10
30-Aug-24 Paid in			£	150.00	£	429.10
	£	2,296.52	£	2,725.62		

# MILLBROOK VILLAGE HALL TRUST (charity reg. 2

## Barclays Bank plc - Reconciliations

Current Account		#70535893	
Date	Reference		
	Bal B/fwd 31/3/2024	£	1,460.48
<b>April</b>			
3/31/2024	B/fwd	£	1,460.48
	Payments	-£	1,760.68
	Receipts	£	2,111.26
		£	350.58
4/30/2024	<b>Bank Balance in Balance Sheet</b>	<b>£</b>	<b>1,811.06</b>
	<b>Reconciled to Bank Stmt</b>	£	1,811.06 R
<b>May</b>			
4/30/2024	B/fwd	£	1,811.06
	Payments	-£	3,122.92
	Receipts	£	2,946.25
		-£	176.67
5/31/2024	<b>Bank Balance in Balance Sheet</b>	<b>£</b>	<b>1,634.39</b>
	<b>Reconciled to Bank Stmt</b>	£	1,634.39 R
<b>June</b>			
5/31/2024	B/fwd	£	1,634.39
	Payments	-£	775.06
	Receipts	£	3,509.59
		£	2,734.53
6/30/2024	<b>Bank Balance in Balance Sheet</b>	<b>£</b>	<b>4,368.92</b>
	<b>Reconciled to Bank Stmt</b>	£	4,368.92 R
<b>July</b>			
6/30/2024	B/fwd	£	4,368.92
	Payments	-£	1,813.90
	Receipts	£	1,977.50
		£	163.60
7/31/2024	<b>Bank Balance in Balance Sheet</b>	<b>£</b>	<b>4,532.52</b>
	<b>Reconciled to Bank Stmt</b>	£	4,532.52 R
<b>August</b>			
7/31/2024	B/fwd	£	4,532.52
	Payments	-£	2,296.52
	Receipts	£	2,725.62

8/31/2024 <b>Bank Balance in Balance Sheet</b>			£	429.10	
			£	<b>4,961.62</b>	
<b>Reconciled to Bank Stmt</b>			£	4,961.62	R
<b>September</b>					
8/31/2024 B/fwd			£	4,961.62	
Payments			-£	4,024.66	
Receipts			£	3,331.88	
			-£	692.78	
9/30/2024 <b>Bank Balance in Balance Sheet</b>			£	<b>4,268.84</b>	R
<b>Reconciled to Bank Stmt</b>			£	4,268.84	
<b>October</b>					
9/30/2024 B/fwd			£	4,268.84	
Payments			-£	2,650.19	
Receipts			£	2,875.85	
			£	225.66	
10/31/2024 <b>Bank Balance in Balance Sheet</b>			£	<b>4,494.50</b>	R
<b>Reconciled to Bank Stmt</b>			£	4,494.50	
<b>November</b>					
10/31/2024 B/fwd			£	4,494.50	
Payments			-£	5,887.61	
Receipts			£	2,903.13	
			-£	2,984.48	
11/30/2024 <b>Bank Balance in Balance Sheet</b>			£	<b>1,510.02</b>	R
<b>Reconciled to Bank Stmt</b>			£	1,510.02	
<b>December</b>					
11/30/2024 B/fwd			£	1,510.02	
Payments			-£	1,457.07	
Receipts			£	2,107.50	
			£	650.43	
12/31/2024 <b>Bank Balance in Balance Sheet</b>			£	<b>2,160.45</b>	R
<b>Reconciled to Bank Stmt</b>			£	2,160.45	
<b>January 2025</b>					
12/31/2024 B/fwd			£	2,160.45	
Payments			-£	1,812.02	
Receipts			£	3,270.00	
			£	1,457.98	
1/31/2025 <b>Bank Balance in Balance Sheet</b>			£	<b>3,618.43</b>	R

<b>Reconciled to Bank Stmt</b>			<u>£</u>	<u>3,618.43</u>	
<b>February</b>					
1/31/2025 B/fwd			£	3,618.43	
Payments	-£	1,865.63			
Receipts	£	<u>2,860.55</u>			
			£	994.92	
2/28/2025 <b>Bank Balance in Balance Sheet</b>			<b>£</b>	<b>4,613.35</b>	R
<b>Reconciled to Bank Stmt</b>			<u>£</u>	<u>4,613.35</u>	
<b>March</b>					
2/28/2025 B/fwd			£	4,613.35	
Payments	-£	6,687.91			
Receipts	£	<u>2,903.44</u>			
			-£	3,784.47	
3/31/2025 <b>Bank Balance in Balance Sheet</b>			<b>£</b>	<b>828.88</b>	
<b>Reconciled to Bank Stmt 31/3/25</b>			<u>£</u>	<u>828.88</u>	

72971)

## Business Reserve Acc

#90190497

Date

Reference

### April

31/3/24 B/fwd		£	40,570.56
Payments	£	-	
Receipts	£	-	
		£	-
30/4/24 <b>Bank Balance in Balance Sheet</b>		<b>£</b>	<b>40,570.56</b>

### May

30/4/24 B/fwd		£	40,570.56
Payments	£	-	
Receipts	£	-	
		£	-
31/5/24 <b>Bank Balance in Balance Sheet</b>		<b>£</b>	<b>40,570.56</b>

### June

31/5/24 B/fwd		£	40,570.56
Payments	£	-	
Receipts	£	151.72	
		£	151.72
30/6/24 <b>Bank Balance in Balance Sheet</b>		<b>£</b>	<b>40,722.28</b>

### July

30/6/24 B/fwd		£	40,722.28
Payments	£	-	
Receipts	£	-	
		£	-
<b>Bank Balance in Balance Sheet</b>		<b>£</b>	<b>40,722.28</b>

### August

31/7/24 B/fwd		£	40,722.28
Payments	-£	50.00	
Receipts	£	-	

			-£	50.00	
<b>Bank Balance in Balance Sheet</b>			<b>£</b>	<b>40,672.28</b>	
<b>September</b>					
31/8/24	B/fwd		£	40,672.28	
	Payments	£	-		
	Receipts	£	152.26		
			£	152.26	
<b>Bank Balance in Balance Sheet</b>			<b>£</b>	<b>40,824.54</b>	R
<b>October</b>					
30/9/24	B/fwd		£	40,824.54	
	Payments	£	-		
	Receipts	£	-		
			£	-	
<b>Bank Balance in Balance Sheet</b>			<b>£</b>	<b>40,824.54</b>	
<b>November</b>					
31/10/24	B/fwd		£	40,824.54	
	Payments	£	-		
	Receipts	£	-		
			£	-	
<b>Bank Balance in Balance Sheet</b>			<b>£</b>	<b>40,824.54</b>	
<b>December</b>					
30/11/24	B/fwd		£	40,824.54	
	Payments	£	-		
	Receipts	£	152.67		
			£	152.67	
<b>Bank Balance in Balance Sheet</b>			<b>£</b>	<b>40,977.21</b>	
<b>January 2025</b>					
31/12/24	B/fwd		£	40,977.21	
	Payments	£	-		
	Receipts	£	-		
			£	-	
<b>Bank Balance in Balance Sheet</b>			<b>£</b>	<b>40,977.21</b>	

**February**

31/1/25 B/fwd		£	40,977.21
Payments	£	-	
Receipts	£	-	
			<u>£</u>
			-
<b>Bank Balance in Balance Sheet</b>		<b>£</b>	<b>40,977.21</b>

**March**

28/2/25 B/fwd		£	40,977.21
Payments	£	-	
Receipts	£	144.94	
			<u>£</u>
			144.94
31/3/25 <b>Bank Balance in Balance Sheet</b>		<b>£</b>	<b>41,122.15</b>

R

**Reconciled to Bank Stmt 31/3/25**

# Business Premium Acc

#23026396

Interest

Date

Reference

## April

3/31/2024 B/fwd £ 23,363.45

Interest Received £ -

**Bank Balance in Balance Sheet £ 23,363.45**

## May

4/30/2024 B/fwd £ 23,363.45

Interest Received £ -

**Bank Balance in Balance Sheet £ 23,363.45**

## June

5/31/2024 B/fwd £ 23,363.45

Interest Received (4/3>2/6) £ 88.32 £ 88.32

**Bank Balance in Balance Sheet £ 23,451.77**

## July

6/30/2024 B/fwd £ 23,451.77

Interest Received £ -

**Bank Balance in Balance Sheet £ 23,451.77**

## August

7/31/2024 B/fwd £ 23,451.77

BACS pymt-240818 -£ 50.00 \*\*

<b>Bank Balance in Balance Sheet</b>		<b>£ 23,401.77</b>	
<b>September</b>			
8/31/2024 B/fwd	£	23,401.77	
9/2/2019 Interest Received>3/6>1/9/24	£	87.68	£ 87.68
9/9/2024 Tsfr from C/a	£	3,000.00	
<b>Bank Balance in Balance Sheet</b>	<b>£</b>	<b>26,489.45</b>	R
<b>October</b>			
9/30/2024 B/fwd	£	26,489.45	
Interest Received			
<b>Bank Balance in Balance Sheet</b>	<b>£</b>	<b>26,489.45</b>	R
<b>November</b>			
10/31/2024 B/fwd	£	26,489.45	
<b>Bank Balance in Balance Sheet</b>	<b>£</b>	<b>26,489.45</b>	
<b>December</b>			
11/30/2024 B/fwd	£	26,489.45	
12/2/2024 Interest Received>01/12/24	£	98.20	£ 98.20
<b>Bank Balance in Balance Sheet</b>	<b>£</b>	<b>26,587.65</b>	
<b>January 2025</b>			
12/31/2024 B/fwd	£	26,587.65	
<b>Bank Balance in Balance Sheet</b>	<b>£</b>	<b>26,587.65</b>	

**February**

1/31/2025 B/fwd £ 26,587.65  
Interest Received>31/01/15

**Bank Balance in Balance Sheet** £ **26,587.65**

**March**

2/28/2025 B/fwd £ 26,587.65  
3/3/2025 Interest Received>2/3/25 £ 94.04 £ 94.04

**Bank Balance in Balance Sheet** £ **26,681.69** R

£ 368.24

\*\* Bond refunded from ias a/c in error!

Net interest

## Summary of Events

### Harvest Supper - Oct 2024

#### Ticket Sales

Gross takings	£	530.00
Less Purchases		
Food	£	205.07
SumUp transaction fees	£	1.88
		£206.95
Net surplus from Ticket Sales	£	323.05

#### Bar Takings

Gross takings	£	315.00
Opening Stock	£	270.64
Add Purchases	£	87.55
	£	358.19
Less Closing Stock	£	(177.90)
Cost of stock sold	£	180.29
Net surplus from Bar Takings		£134.71

**Net Surplus overall for Harvest Supper £457.76**

### Quiz Night - Feb 2025

#### Ticket Sales

Gross takings	£	180.00
Less Purchases		
Snacks	£	30.22
Prizes	£	52.50
SumUp transaction fees	£	2.33
	£	85.05
Net surplus from Ticket Sales	£	94.95

#### Bar Takings

Gross takings	£	233.50
Opening Stock	£	166.29
Add Purchases	£	236.10
	£	402.39
Less Closing Stock	£	(216.63)
Cost of stock sold	£	185.76
Net surplus from Bar Takings	£	47.74

**Net Surplus overall for Quiz Night £ 142.69**

### Bar Takings

Gross takings		
Opening Stock		
Purchases		

Less Closing Stock

Net Surplus for Summer Fete

Purchased
£                    "
£                    "
£                    "

**Purchased by Church > reconcile**

## Beer - cask                      Hat-T

Lager Cans	Kronenbourg 1664
Coke cans	Diet
Coke cans	Regular
Coke cans	Zero
Robinsons Squash	1.75L Summer Fruit
Robinsons Squash	1.75L Orange

2L Lemonade  
Robinsons Squash

Starting value stock	£0.00	
Stock purchased	£201.35	
Total stock	£201.35	Pimms = c/fw
Value of closing stock	£82.49	-£46.00
Value of stock sold	£118.86	

(inc 1x damaged)

## Hardy's Cre

£274.97	£30.49	<b>£311.46</b>
£274.97	Starting value stock	£274.97
£0.00	Stock Written Off	£0.00
		£274.97
	Stock purchased	£36.49
		<b>£311.46</b>

Carperelli Pinot Grigio	4	£5.00	£19.99				4		£0.00
Blossom Hill Rose	3	£5.08	£15.23				2		£0.00
Calvert Merlot	1	£6.50	£6.50						£0.00
Hardy's VR Merlot	4	£6.00	£24.00				3		£0.00
Hardy's Shiraz	2	£6.00	£12.00				2		£0.00



## Quiz Nite - Jan

### Ticket Sales

Gross takings	£180.00
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Purchases	Crisps & Snacks	£30.22	
	Prizes	£52.50	
	Misc - Pymt svc fee	£2.33	
			£85.05
			£85.05

<b>Surplus from Ticket Sales</b>	<b>£94.95</b>
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### Bar Takings

Gross takings Cash	£96.00
SumUp	£137.50
	£233.50

Opening Stock	£177.90
Less Stock Written Off	(£11.61)

	£166.29
Purchases Bar Stock	£236.10

£402.39

Less Closing Stock	(£216.63)
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Cost of stock sold	£185.76
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<b>Net Bar Takings Surplus</b>	<b>£47.74</b>
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**Proceeds from Raffle**

<b>Net Surplus overall from Quiz Nite</b>	<b>£142.69</b>
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**Quiz Night 2025**

	Opening Stock			<b>BBD</b>
	Qty	Cost	Value	
Hardy's Crest Chardonnay	3	£6.50	£19.50	
Mcguigan Reserve Pinot Grigio	1	£6.75	£6.75	
Caparelli Pinot Grigio	4	£5.00	£19.99	
Zinfandel - Sundown Beach				
Blossom Hill Rose	2	£5.08	£10.16	
Prosecco (From Meet&Greet)	2	£0.00	£0.00	
Most Wanted Malbec	3	£6.50	£19.50	
Beefsteak Club Malbec	3	£7.00	£21.00	
Barefoot Merlot				
McGuigan Reserve Cab Sav				
Doombar				
London Pride				
Kronenbourg 1664- 568ml cans	18	£1.04	£18.74	May-25
Kronenbourg 1664- 450ml cans	15	0.73	£11.00	Aug-25
B....Moretti				
Peroni 0.0%	5	£1.00	£5.00	Nov-24
Strongbow Cider	16	£0.67	£10.67	Sep-25
Famous Grouse 70cl	0.50	£13.19	£6.60	
Famous Grouse 100cl	0.80	£0.00	£0.00	
Smirnoff Vodka 70cl	0.75	£0.00	£0.00	
Haysmiths Raspberry & Redcurrent Pink Gin - 75cl				
Coke - Diet	2	£0.33	£0.67	Oct-24
Coke - Original	3	£0.36	£1.08	Sep-23
Coke - Original	2	£0.56	£1.12	May-25
Coca Cola Cans Zero	2	£0.33	£0.67	Sep-24
Fanta - Orange				
Lemonade - 330ml cans	4	£0.30	£1.20	Sep-24
Lemonade 2L Tesco's Regular	5	£0.60	£3.00	Nov-24
Lemonade 2L Tesco's Diet	4	£0.60	£2.40	Nov-24
Tonic water - Schweppes	1	£1.75	£1.75	Mar-25
Tonic water - Tesco's	1	£0.80	£0.80	Jun-25
Tonic Water - Diet - Tesco's	1	£0.75	£0.75	Jun-25
Soda Water	2	£0.65	£1.30	Oct-24
Sparkling Water 500ml - Tesco				
Orange juice - Tesco	3	£1.13	£3.38	May-25
Pineapple juice - Tesco	2	£1.06	£2.12	Mar-25
J20-Orange & Passionfruit	4	£0.75	£3.00	Sep-23
J20-Pear & Guava	4	£0.75	£3.00	Apr-25
J20-Apple & Raspberry				
Robinsons Squash 1.75L Summe	0.5	£2.00	£1.00	Mar-25
Robinsons Squash 1.75L Orange	0.88	£2.00	£1.75	Mar-24

**MILLBROOK VILLAGE HALL TRUST (charity reg. 272971)**

<b>Jnl Ref</b>	<b>Date</b>	<b>Nominal Account</b>	<b>Debit £</b>	<b>Credit £</b>
24/25-01	11/30/2024	Lettings Admin Exps	£2,800.00	
		Accruals		£2,800.00
24/25-02	3/31/2025	Accruals	£2,800.00	
		Lettings Admin Exps		£2,800.00
24/25-03	3/31/2025	Lettings	£25.00	
		Refundable Bonds		£25.00

## **Explanation**

Accrue for Booking Officer commission (£350/mth x8mths)

Accrue for Booking Officer commission (£350/mth x8mths)

Reverse Accrual

Reverse Accrual

Addnl Bond money held to reconcile account

Addnl Bond money held to reconcile account

# Reconcile Bonds Held at Year End

## at 31 March 2025

Paid for Advance Date	TOTAL	Received			
		September 2024	April 2024	May 2024	August 2024
Apr-25	£ 450.00				£ 100.00
May-25	£ 350.00				
Less Refunded (cnxl)	£ (150.00)				
Jun-25	£ 175.00				
Jul-25	£ 350.00	£ 150.00			
Aug-25	£ 250.00		£ 150.00		
Oct-25	£ 150.00			£ 150.00	
Dec-25	£ 50.00				
	£ -				
	£ -				
	£ 1,625.00	£ 150.00	£ 150.00	£ 150.00	£ 100.00
Not refunded					
250131 & 250328	£ 50.00	pd 02/04/2025			
250330	£ 50.00	pd 02/04/2025			
	£ 100.00				
	£ 1,725.00				
Balance Sheet 31/03/2025					
Difference	£ 1,725.00				

d during			
December 2025	January 2025	February 2025	March 2025
	£ 150.00	£ 50.00	£ 150.00
	£ 100.00	£ 200.00	£ 50.00
	£ (50.00)	£ (100.00)	
	£ 50.00	£ 50.00	£ 75.00
	£ 50.00		£ 150.00
£ 50.00		£ 50.00	
	£ 50.00		
£ 50.00	£ 350.00	£ 250.00	£ 425.00

£ 1,625.00

B/fwd	1,625.00
Receipts	7,000.00
Payments	(6,925.00)
	<u>1,700.00</u>

<u>1,700.00</u>	
(1,725.00)	
<u>(25.00)</u>	Jnl Dr Lettings, Cr Bond

Millbrook Village Hall  
Detail of Hall Maintenance Costs

26-Apr-24	Cleveley	138.00	Restain front doors
29-May-24	Cleveley	209.92	Replace 3x window winders & p
10-Jun-24	ADE Fire Services	117.36	Ann Fire Ext svc
10-Jun-24	Cleveley	125.00	Interior & exterior works
13-Jun-24	Wright, J	6.68	Ant Spray
23-Jul-24	A Cleveley	55.00	Kitchen Window handles & sec
28-Aug-24	Virtue Facilities	192.00	Repair water boiler
28-Aug-24	T Evan -exps	284.85	Entrance mat, fridge service + c
23-Oct-24	A Cleveley	50.00	Hang photo frames & door clos
8-Nov-24	RAS Electrical	3459.00	Replace internal lights with LED
27-Nov-24	J Peake	383.47	Repair bar roller shutter
5-Feb-25	A Smith	36.00	Wine glasses
5-Mar-25	Ben Palmer	714.00	Gutter/drain cleaning, roof tiles
26-Mar-25	T Evan	92.76	Water boiler filters x2, Wood pr

5864.04

aint porch

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**Examiner's unqualified report (for a non-company charity preparing receipts and payments accounts) with a gross income of £250,000 or less in the relevant financial year**

**Independent examiner's report to the trustees of Millbrook Village Hall Trust  
(Registered Charity No. 272971)**

I report to the trustees on my examination of the accounts of the Millbrook Village Hall Trust (the Trust) for the year ended 31<sup>st</sup> March 2025.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Jacalyn Heather Parrish

Address:

Manor Farm,  
Millbrook Road  
Houghton Conquest  
Bedfordshire  
MK45 3JL

Date: 4 January 2026