

Marldon Village Hall Council

Treasurers report AGM 2024 16th July 2024

Accounts for 2023 to be circulated

Bookings

- Hall bookings have gone well over the last year and we are slowly attempting to move to an electronic booking system. This will incur a cost of £250 a year but will make the process more streamlined and the booking calendar will be able to be viewed live online.
- Stepped fees for Preschool, girl guiding groups have been implemented and will continue at the agreed rate until they are in line with general regular village organisation rates.
- The hall continues to be well used by village, regular and occasional bookings. At present, we have 26 regular groups using the hall, of these 18 are village organisations who receive a subsidised rental rate. The other 7 are regular private groups who pay a slightly higher rate. These regular bookings provide a varied and important range of opportunities and services for villagers of all ages to take advantage of. They range from groups for young people including preschool and toddler groups, Guides, brownies and rainbows and youth club; social and interest groups for older members of the village such as Military modelling whist and WI. Creative types can join in with Art club, have a go at Mosaic, tread the boards with Panto, learn Djembe drumming or the organ, or sing their hearts out at the Community choir. Exercise classes range from yoga and Tai chi to pilates and Zumba whilst others can take a more green fingered approach at Gardening club or the compost group or discover more about the local history of the village. 1st Marldon, cubs and scouts are intending to start using the hall in January 2023 whilst their hall is out of action.
- On top of this we had 74 occasional private bookings, for a range of parties, celebrations, dances, discos and meetings. These bookings pay a slightly higher hourly rate.
- All of the prices for the hall can be found on our website and the accounts are presented at the AGM each year as well as lodged with the Charity commission.

Staffing

- The cleaner continues to come in twice a week with an

option to cover extra hours for larger bookings at an agreed cleaning rate.

- Deborah Capel continues as the bookings secretary, and this has made it much easier to liaise with the treasurers and keep track of fees / invoicing.
- The caretaker role was still vacant during all of 2023. The officers have been covering this role jointly. We would be interested to hear of any volunteers who could assist with some of the locking and checking after groups have been in. A WhatsApp group has been set up by the chair.
- Minimum wage increases have been applied to staff employed by the VHC.

Hall maintenance costs

2023 was a fairly expensive year as many safety checks needed to be updated. We also undertook some works to improve storage for users. We also had a few issues with equipment needing replacing or repairing. The boiler was not working for most of December and we had many visitors from 3 different engineers. Amazingly we managed to get most of the electronics of the boiler replaced on a fixed Worcester call out rate, saving us a lot of money!

- General hall repairs (e.g. outdoor area, lighting, toilets) £412
- 5-yearly EICR and recommended works £1128
- Oven repairs and subsequent replacement £1482
- Boiler repairs (local and main Worcester serviceman) £432
- Refurbishment to storage room and changing room £750
- Plumbing replacement and repairs £527
- Fire extinguisher replacement and checks £230

Accounts

Please refer to the accounts circulated.

- As expected Utility costs rose this current year, rising from £4409 in 2022 to £5648. Water costs fell as we had suffered from a leak in 2022.
- We have had to carry out some repairs as detailed above and expect more over the next few years.
- We raised the fees for occasional private users to further increase income. This doesn't seem to have had an impact on use and the hall still seems to be priced competitively.
- Apple Pie Fair proceeds are aimed to provide extra funding for hall improvements and facilities. You will notice that during the last year, Apple Pie Fair profits came to just over £8500. This is slightly more than the

excess income for the year. So while this is an improvement. We need to make sure that hall fees cover more of these costs and the APF profits are then able to be used for the purpose they are raised for. We cannot rely on APF profits to be this good each year and should not be necessary to cover general Hall costs.

- We investigated alternative WiFi provision in conjunction with the preschool and have got a new contract due to start January 2024 which will be £30 a month between us instead of £87 each.
- Staff costs are reported lower than actual spend as we had a delay in getting the account set up with HMRC. The bookings secretary cost for 2023 were all paid in 2 lump sums in 2024.

Recommendations

- In order to ease the move to an electronic hall booking system, we recommend implementing a single fee for regular village users regardless of time of day. This will be the only rise in fees this year for village groups.
- We recommend raising the regular users fees by 50p per hour. Occasional users fees were increased significantly last year so we recommend they remain static.
- Due to historical arrangements, the guiding groups paid a reduced fee. This is not in line with other users of the hall and we now recommend that this agreement is terminated and the guiding groups are charged the same as other village users.
- Preschool is our largest single booking and we will continue to support them to manage their increase in charges from the historical agreement.
- We will have to review how this affects our accounts for the next financial year.
- We will continue to set a different rate for regular and occasional users, as well as village organisations and private bookings.
- As before, external private booking fees will subsidise fees for village organisations.

Occasional private bookings

Room	Current rate per hour
Main hall	£20
Community room	£15
Committee room	£12
Exclusive use of whole hall	£40
Other charges	
Projector and screen	£25
Cleaning fee (for large parties)	£35

Regular private bookings

Room	Current rate per hour	New rate per hour
Main hall	£10.50	£11
Community room	£7.50	£8
Committee room	£6.50	£7
Other charges		
Projector and screen	N/A	
Cleaning fee (for large parties)	N/A	

Regular Village Organisation bookings

Room	Before 6pm Current rate per hour	After 6pm Current rate per hour	All users New rate per hour	Preschool / agreed historical children's groups Current rate	Preschool New rate per hour
Main hall	£6.50	£7.50	£7.50	£4.75	£5.60
Community room	£4.30	£4.80	£4.80	£3.05	£3.90
Committee room	£3.50	£3.70	£3.70	£2.70	£3.55

Marldon Village Hall

Treasurer Nicky Bailey
Vice Treasurer Stephanie Webb
Date 26.6.24

Marldon Village Hall

Income and Expenditure Account For the Year Ended 31st December 2023

<u>2022</u>	<u>INCOME</u>	<u>2023</u>
	Interest	
13269	Lettings	23431
8109	Apple Pie Fair (Net)	8578
	Insurance	
285	Miscellaneous	365
2667	Covid Grants	
	Excess of Expenditure Over Income	
<u>24330</u>		<u>32374</u>
	<u>EXPENDITURE</u>	
2152	Water Rates	995
2510	Gas	3640
1899	Electricity	2008
2385	Insurance	2576
732	Caretaker	200
4384	Cleaner	4758
1784	Cleaning & waste disposal	2152
1150	Bookings Secretary	314
2620	Maintenance	4444
557	Repairs	1595
879	Internet	1077
1731	Miscellaneous	817
	Excess of Income Over Expenditure	
<u>1548</u>		<u>7798</u>
<u>24330</u>		<u>32374</u>

Marldon Village Hall

Balance Sheet as at 31st December 2023

Consolidated Fund as at 1st January 2023	78701
Plus Excess of income over expenditure	7835
	86536

Equipment	606
National Westminster Bank	46063
Business Reserve	12

New Village Hall	164445	
Less		
Grants and Donations	<u>124590</u>	<u>39855</u>
		<u>86536</u>

I have prepared the Income and Expenditure Accounts from the books and receipts produced to me by the Treasurer, and in my opinion the accounts are correct and the Balance Sheet shows the true financial position as at 31st December 2023

J Owen MAAT AATQB