

BRUNDALL MEMORIAL HALL

England & Wales · Charity number 303916

Details

Other names VILLAGE HALL

Status Registered

Legal form Other

Registered 1963-05-28

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

Contact

Address Brundall Memorial Hall
Links Avenue
Brundall
Norwich
NR13 5LL

Phone 01603 713249

Email BrundallCommunity18@outlook.com

Website brundallmemorialhall.co.uk

Activities

Objects: A VILLAGE HALL FOR THE PURPOSES OF PHYSICAL AND MENTAL TRAINING AND RECREATION AND SOCIAL MORAL AND INTELLECTUAL DEVELOPMENT THROUGH THE MEDIUM OF READING AND RECREATION ROOMS LIBRARY LECTURES CLASSES RECREATIONS AND ENTERTAINMENT FOR THE BENEFIT OF THE INHABITANTS OF THE PARISHES OF BRUNDALL AND BRADESTON.

Activities: Village Hall providing meeting space for local clubs and societies

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Education/training, Religious Activities, Arts/culture/heritage/science, Amateur Sport, Economic/community Development/employment, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** PARISHES OF BRUNDALL AND BRADESTON.
- Norfolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£52,442	£62,606	-	-
2024-03-31	£35,356	£39,378	-	-
2023-03-31	£31,994	£31,864	-	-
2022-03-31	£35,261	£22,760	-	-
2021-03-31	£25,243	£27,823	-	-

Trustees

Name	Role	Appointed
Janet Wesley Barrington	Chair	2019-07-03
Aileen Janine Beck		2019-05-17
Alan Nigel Parsons		2023-06-13
Andrew Robert Bonham		2020-11-20
Christine Ann Mason		2023-06-01
Denise Robinson		2025-06-26
Diana Rosemary Buck		2023-05-19
Eleanor Rose Mason		2022-05-26
Rebecca Wingfield		2024-03-07

BRUNDALL MEMORIAL HALL

England & Wales - Charity number 303916

Accounts



Brundall Memorial Hall
Links Avenue
Brundall
Norwich

Year Ending 31st March 2025

Brundall Memorial Hall

Links Ave
Brundall

Summary Income and Expenditure Account
To 31st March 2025

2024		2025
£		£
35,355.60	Total Income	52,441.83
<u>39,378.16</u>	Total Expenditure	<u>62,606.44</u>
<u>-4,022.56</u>		<u>-10,164.61</u>
	<u>Depreciation</u>	
-896.76	Equipment	-722.63
-1,603.43	Fittings	-1,877.72
-62.38	Office Equipment	-124.80
<u>-2,562.56</u>		<u>-2,725.15</u>
<u>-6,585.13</u>		<u>-12,889.76</u>
	Profit / Loss	

Brundall Memorial Hall**Links Ave
Brundall****Income and Expenditure Account
To 31st March 2025**

<u>2024</u>	<u>Income</u>	<u>2025</u>	
£		£	£
32,413.32	Hall Hire	36,010.89	
905.85	Interest	1,056.25	
978.22	Recycling	1,035.99	
	Donations/Grants/ Fundraising	14,013.70	
783.21	Other	325.00	
275.00			
35,355.60			52,441.83
	<u>Expenditure</u>		
14,282.56	Wages	17,843.11	
221.19	Rates	236.30	
219.02	Cleaning Materials	299.38	
957.50	Ground maintenance	500.00	
7,255.80	Repairs & Maintenance	23,385.92	
578.57	New Equipment	178.95	
2,518.22	Insurance	2,298.14	
5,476.70	Heating / Lighting	7,597.79	
2,131.40	Water Supply	1,942.12	
527.49	Telephone	571.02	
	TV License	197.80	
881.24	Postage & Staty	725.32	
1,301.62	Subscriptions	1,071.75	
1,281.25	Prof Fees	4,000.56	
1,106.70	Waste Collection	1,174.60	
16.20	Travel	-	
495.50	Recycling	427.68	
127.20	Web Fees	156.00	
-	Special	-	
39,378.16			62,606.44

Brundall Memorial Hall

Links Ave
Brundall

Balance Sheet to
31st March 2025

2024			2025		
£	£	£		£	£
		6,357.02	Fixed Assets		7,816.88
			Current Assets		
£4,313.29			Debtors	£3,685.96	
£6,340.75			Barclays Bank Account	£1,847.31	
£20.64			Sum Up	£558.84	
£14,461.86			Barclays Savers Account	£29,868.67	
£15,000.00			CCLA Deposit Fund	£15,000.00	
£207.70			Cash in hand	£442.47	
£869.79			Payment in advance	£915.27	
	£41,214.03				£52,318.52
			Less Current Liabilities		
-669.73			Creditors	0.00	
-560.00			Deposits held	-300.00	
-1,805.88			Income in advance	-28,172.20	
	-3,035.61				-28,472.20
	38,178.42		Assets less Liabilities		23,846.32
	44,535.44				31,663.20
		-6,585.13	Represented by		
	£51,138.07		Excess/Deficit In Year		-12,889.76
	44,552.94		Reserves		£44,552.96
	44,552.94				31,663.20

Bank Reconciliation

As at 31st March 2025

	Chq No	£	£
Balance as per bank statement			858.64
Less: Unpresented Chq's			
			<hr/>
Plus: Cash in Transit		988.67	
			<hr/>
			988.67
Correct Bank Statement Balance			<hr/>
			1,847.31
			<hr/>
Balance as per Cashbook			<hr/>
			1,847.31
			<hr/>

	Depreciation		b/f bal	purchases	depreciation												Total	
	Rate	original cost			adjustment	April	May	June	July	August	September	October	November	December	January	February	March	Depreciation
Equipment																		
Sanatising Stations	25%	555.00	57.90		11.56	11.56	11.56	11.56	11.66								57.90	-
CCTV	25%	2,393.00	847.64		49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	598.20	249.44
Fogger	25%	639.12	66.53		13.32	13.32	13.32	13.32	13.25								66.53	-
			972.07	-	74.73	74.73	74.73	74.73	74.76	49.85	49.85	49.85	49.85	49.85	49.85	49.85	722.63	249.44
Fixtures & Fittings																		
Commemoration bench	10%	1,250.00	572.74		10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	125.04	447.70
External Notice Board	25%	714.70	268.00		14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	178.68	89.32
Defibrulator	10%	2,082.00	1,214.50		17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	208.20	1,006.30
Furniture for meeting room	25%	471.60	216.04		9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	117.96	98.08
Blinds for Lounge		800.00										16.67	16.67	16.67	16.67	16.67	100.02	699.98
Flooring in Lounge	10%	3,385.00										28.21	28.21	28.21	28.21	28.21	169.26	3,215.74
Heaters	25%	3,894.00	2,677.06		81.13	81.13	81.13	81.13	81.13	81.13	81.13	81.13	82.13	82.13	82.13	82.13	978.56	1,698.50
			4,948.34	-	133.62	133.62	133.62	133.62	133.62	133.62	178.50	179.50	179.50	179.50	179.50	179.50	1,877.72	7,255.62
Office Equipment																		
Laptop	25%	499.00	436.62		10.40	10.40	10.40	10.40	10.40	10.40	10.40	10.40	10.40	10.40	10.40	10.40	124.80	311.82
			6,357.03	-													2,725.15	7,816.88
				6,357.03													3,631.88	

Subscriptions
2023/24

Name	Amount													
	in22/23	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
PPL/PRS	306.84	30.68	30.68	30.68	30.68	30.68	30.68	30.68	30.69	30.69	30.69	30.69		306.84
CAN	75.00	12.50	12.50	12.50	12.50	12.50	12.50							75.00
Community Heartbeat	135.00	13.50	13.50	13.50	13.50	13.50	13.50	13.50	13.50	13.50	13.50	13.50		135.00
Microsoft	5.00	5.00												5.00
Microsoft	40.03	6.68	6.67	6.67	6.67	6.67	6.67							40.03
Broadland DC - License	90.00	15.00	15.00	15.00	15.00	15.00	15.00							90.00
Charity Law Commision	11.25	3.75	3.75	3.75										11.25
Charity Law Commision	33.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75				33.75
ICO	2.92	2.92												2.92
	392.95	93.78	85.85	85.85	82.10	82.10	82.10	47.94	47.94	47.94	44.19	-	-	699.79
		93.78	179.63	265.48	347.58	429.68	511.78	559.72	607.66	655.60	699.79	699.79	699.79	

2024/25

Name	Amount in													Payments in advance		
	2024/25	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar			
PPL/PRS	398.35												33.19	33.19	66.38	331.97
CAN	150.00									12.50	12.50	12.50	12.50	50.00	100.00	
Community Heartbeat	162.00												13.50	13.50	148.50	
Microsoft	79.99								6.66	6.66	6.66	6.67	6.67	39.99	40.00	
Microsoft	59.99		4.99	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	54.99	5.00	
Broadland DC - License	180.00							15.00	15.00	15.00	15.00	15.00	15.00	105.00	75.00	
Charity Law Commision	40.00											3.34	3.34	10.02	29.98	
ICO	35.00		2.88	2.92	2.92	2.92	2.92	2.92	2.92	2.92	2.92	2.92	2.92	32.08	2.92	
	1,105.33	-	7.87	7.92	7.92	7.92	22.92	29.58	29.58	42.08	45.43	78.62	92.12	371.96	733.37	
			7.87	15.79	23.71	31.63	54.55	84.13	113.71	155.79	201.22	279.84	371.96		348.25	

Payments in advance balance sheet	1,711.34	1,617.62	1,523.85	1,433.83	1,343.81	1,238.79	1,161.27	1,083.75	993.73	904.11	825.49	733.37	
Payment adjustment prior year	93.78	179.63	265.48	347.58	429.68	511.78	559.72	607.66	655.60	699.79	699.79	699.79	
monthly payment in advance adj	- 1,105.33	- 1,097.46	- 1,089.54	- 1,081.62	- 1,073.70	- 1,050.78	- 1,021.20	- 991.62	- 949.54	- 904.11	- 825.49	- 733.37	

2023/24

Name	Amount in													
	2023/24	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Broadland DC - Waste														-
Broadland DC - Waste	749.94													-
Active Washrooms	170.00	34.00	34.00	34.00	34.00	34.00								170.00
	919.94	34.00	34.00	34.00	34.00	34.00	-	-	-	-	-	-	-	170.00
		34.00	68.00	102.00	136.00	170.00	170.00	170.00	170.00	170.00	170.00	170.00	170.00	

2024/25

Name	Amount in													Payments in advance	
	2022/23	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Broadland DC - Waste														-	-
Broadland DC - Waste	749.94	62.49	62.49	62.49	62.49	62.49	62.49	62.50	62.50	62.50	62.50	62.50	62.50	749.94	-
Active Washrooms	436.56							36.38	36.38	36.38	36.38	36.38	36.38	254.66	181.90
	1,186.50	62.49	62.49	62.49	62.49	62.49	98.87	98.88	98.88	98.88	98.88	98.88	98.88	1,004.60	181.90
			124.98	187.47	249.96	312.45	411.32	510.20	609.08	707.96	806.84	905.72	1,004.60		

Payments in advance balance sheet	1,260.01	1,163.52	1,067.03	970.54	874.05	775.18	676.30	577.42	478.54	379.66	280.78	181.90	
Payment adjustment prior year	34.00	68.00	102.00	136.00	170.00	170.00	170.00	170.00	170.00	170.00	170.00	170.00	
monthly payment in advance adj	- 1,124.01	- 1,061.52	- 999.03	- 936.54	- 874.05	- 775.18	- 676.30	- 577.42	- 478.54	- 379.66	- 280.78	- 181.90	

Café	Dec	Jan	Feb	March	April	May	June	July	August	September	October	November	December	January	February	March	
Warm Spaces	960.00	881.94	669.59	457.99	1,496.00	1,365.04	1,149.75	946.36	776.42	697.80	639.98	751.81	633.11	1,175.15	1,016.46	853.17	
Grant money/PC money				1,145.65							276.25		608				- 884.25
Donations to café				53.41		21.66	52.89	83.00	21.48	19.57	17.13	50.85	45.24	48.70	44.33	32.59	- 437.44 (equal cash income)
Room hire (electricity cost)	30.00	75.00	60.00	60.00	60.00	75.00	60.00	75.00	30.00	15.00	75.00	60.00	45.00	103.49	103.49	103.49	805.47
expenses contra	48.06	137.35	151.60	101.05	70.96	161.95	196.28	177.94	70.10	62.39	106.55	109.55	66.20	103.90	104.13	108.90	1,338.85
	881.94	669.59	457.99	1,496.00	1,365.04	1,149.75	946.36	776.42	697.80	639.98	751.81	633.11	1,175.15	1,016.46	853.17	673.37	
Expenses																	
Pay in payroll	-	114.80	114.80	86.10	30.13	90.39	147.89	97.50	65.00		78.00	78.00	58.50	96.10	96.10	96.10	
Pay not in payroll					30.13	60.26	32.50	65.00		32.50	26.00	26.00					1,206.10
Craft			23.50														
Consumables	48.06	22.55	13.30	14.95	10.70	11.30	15.89	15.44	5.10	29.89	2.55	5.55	7.70	7.80	8.03	12.80	104.12
	48.06	137.35	151.60	101.05	70.96	161.95	196.28	177.94	70.10	62.39	106.55	109.55	66.20	103.90	104.13	108.90	
Café setting up costs - Biscuits	18.84								27.34								
Café setting up costs - Drinks	25.77																
café refreshments	3.45	22.55	13.30	14.95	10.70	11.30	15.89	15.44	5.1	2.55	2.55	5.55	7.70	7.8	8.03	12.8	
	48.06	22.55	13.30	14.95	10.70	11.30	15.89	15.44	5.10	29.89	2.55	5.55	7.70	7.80	8.03	12.80	

Invoice raised in 2024 relating to 2025

Hirer	total amount billed	amount relating to 2024/25	amount relating to 2025/26	
Pulse Healthcare (NHS)	500.00	262.00	238.00	(7 sessions @£34)
Pulse Healthcare (NHS)	500.00	262.00	238.00	(7 sessions @£34)

476.00

Funds raised of Lounge

Grant from Broadland District Council	9,000.00
Grant from National Lottery	16,000.00
Other Grants	1,075.83
fundraising	947.00
	<u>27,022.83</u>

total 27,498.83

Brundall Memorial Hall

Links Ave
Brundall


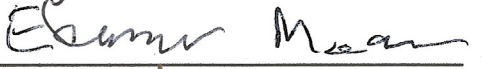

Report of the committee to the members of
Brundall Memorial Hall

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Jan Barrington Chair		Date: 2/7/25
Eleanor Mason Vice Chair		Date: 2/7/25
Jeanette Lovatt Treasurer		Date: 2-7-25

BRUNDALL MEMORIAL HALL

LINKS AVENUE
BRUNDALL

REPORT OF THE ACCOUNTANTS TO THE MEMBERS OF
BRUNDALL MEMORIAL HALL

We have reviewed the accounts of the Brundall Memorial Hall for the year ended 31st March 2025. Our procedures consisted of comparing the accounts with the accounting records kept by the Brundall Memorial Hall, and making such limited enquiries of the Committee as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

In our opinion, taking into account the above note, the accounts prepared give a true and fair view of the state of affairs of the Brundall Memorial Hall at 31st March 2025 and of its deficit of income over expenditure for the period.

GRAVER & CO LIMITED
2 Station Road
Brundall
Norwich
NR13 5LA

Date 25th June 2025.....

Chairmans report 2024/25

Well, what a year! We have achieved so much in the last twelve months it is really pleasing to report that we have repaired the floor in the lounge and while this was happening the whole room was updated including the removal of the awful pole in the middle, the result as you have seen is a much more inviting space which is now getting even more bookings, thank you Jeanette.

This was possible thanks to fund raising by the staff and trustees , thanks to Sharon, and grants secured from the Shelroy Trust and others. Following this successful work we started more fund raising and were pleased to receive £10,000 from our District Councillor Eleanor Lamming and £16,000 from the National Lottery, once again my thanks to Jeanette who applied for and received the grants, we were then able to go ahead with the exterior work which as you can see has been very well received and doubles the space available in the lounge during the summer months. Once again I have to thank Sharon and Jeanette who gave up their Bank Holiday to plant the flower beds having sourced the plants from various suppliers including Notcutts who generously donated them all. Here my appreciation must go to Patrick Lovatt who although no longer a Trustee designed and oversaw all the work that has been done, also helping with the planting, he is still working on the designs for the next phase, thank you so much Patrick.

We are still actively fund raising and made £800 on the VE Day event which was a real success, just needing more volunteers to help.

Sharon is planning our Christmas event at the moment and I am hoping it will be as successful as VE Day, although we won't have tables outside!.

The Wednesday cafe continues to run with a core of regulars enjoying coffee and cake, it is still self funding and Broadland council are still supporting us.

Bookings are still very full although we do run at a loss at present this is mostly due to the cost of re surfacing the main hall floor and I hope we can at least break even this coming year.

Thank you for supporting me as your Chairman and if you elect me I will continue for the next one.

Jan

Treasurers report

Overview of Finances

This year we have made an overall loss of £12,889.76. This loss can be broken down into following areas.

Floor in main hall being refurbished

The cost of resurfacing the floor in the Main Hall which cost £5,328 this was planned maintenance in line with the five-year plan that the trustee had adopted.

CIO

We finally finished the process of turning into a CIO which was delayed due to unforeseen circumstances the final cost of this was £2,168.

Lounge refurbishment

We had unforeseen maintenance to be carried out on the Lounge floor due to water ingress. The trustees decided that while doing this work, they would raise funds to refurbish the Lounge. Grants, donations and fundraising raised £11,799 which cover the cost of the refurbishment work with the cost of the maintenance coming out of reserves. This cost of the maintenance work was £3,947.

The work to refurbish the Lounge consisted of removing the post in the centre of the Lounge, replacing the flooring with a flooring which is more durable and easier to clean, replacing the blinding to ones that are more eco-friendly and redecorating the room. This has resulted in increased interest in hiring the room with three new regular hirers as well as positive feedback from existing hirers.

Running costs

Brundall Memorial Hall made a small loss on its running costs of £1,447.

General Comments

Hiring income increased from last year. Although we lost several regular hirers and although we gained a couple regular hirer income what slightly down. This was offset by an increase in Adhoc. hirings throughout the year.

The increase in interest rates meant a small increase in interest during the year and well as a small increase in the income from recycling even though recycling rate had been frozen at previous year rates. This means that more people are using our recycling facilities.

Expenditure excluding the items mentioned above is up on last year this is mainly down to an increase in electricity costs which have increased from last year, an increase in HR costs as staff hours were reevaluated to consider the work being undertaken. General adhoc. maintenance costs have also increased but these increases have been offset with savings in other areas.

The community café which has been run with grant funding has been a success and we were able to keep it running through out the year. The grant funding and donations cover a proportion of the costs for running the café with the hall covering the balance and we should be able to keep the café going until the winter when we will have to reapply for new grants to cover the winter period.

Jeanette Lovatt

Treasurer

BRUNDALL MEMORIAL HALL

England & Wales - Charity number 303916

Accounts



Brundall Memorial Hall
Links Avenue
Brundall
Norwich

Year Ending 31st March 2024

Brundall Memorial Hall

Links Ave
Brundall

Income and Expenditure Account
To 31st March 2024

<u>2023</u>	<u>Income</u>	<u>2024</u>	
£		£	£
30,683.37	Hall Hire	32,413.32	
310.03	Interest	905.85	
933.74	Recycling	978.22	
1.42	Donations	783.21	
65.00	Other	275.00	
	31,993.56		35,355.60

Expenditure

12,718.20	Wages	14,282.56	
419.84	Rates	221.19	
610.39	Cleaning Materials	219.02	
390.00	Ground maintenance	957.50	
2,233.01	Repairs & Maintenance	7,255.80	
390.61	New Equipment	578.57	
2,433.73	Insurance	2,518.22	
5,148.49	Heating / Lighting	5,476.70	
1,137.16	Water Supply	2,131.40	
442.69	Telephone	527.49	
546.07	Postage & Staty	881.24	
1,328.96	Subscriptions	1,301.62	
2,194.50	Prof Fees	1,281.25	
1,123.13	Waste Collection	1,106.70	
-	Travel	16.20	
501.55	Recycling	495.50	
95.81	Web Fees	127.20	
150.00	Special	-	
	31,864.14		39,378.16
	129.42		-4,022.56

Brundall Memorial Hall

Links Ave
Brundall

Summary Income and Expenditure Account
To 31st March 2024

<u>2023</u>			<u>2024</u>
	£		£
	31,993.56	Total Income	35,355.60
	<u>31,864.14</u>	Total Expenditure	<u>39,378.16</u>
	<u>129.42</u>		<u>-4,022.56</u>
		<u>Depreciation</u>	
-925.01		Equipment	-896.76
-873.26		Fittings	-1,603.43
<u>-12.12</u>		Office Equipment	<u>-62.38</u>
	<u>-1,810.39</u>		<u>-2,562.56</u>
	<u>-1,680.97</u>	<u>Deficit in year</u>	<u>-6,585.13</u>

Bank Reconciliation

As at 31st March 2024

	Chq No	£	£
Balance as per bank statement			6,358.25
31/03/2024			
Less: Unpresented Chq's			
			<hr/>
			-
Plus: Cash in Transit			
			<hr/>
			-
Correct Bank Statement Balance			<hr/>
			6,358.25
			<hr/>
Balance as per Cashbook			<hr/>
			£6,358.25
			<hr/>

Brundall Memorial Hall

Links Ave
Brundall

Report of the committee to the members of
Brundall Memorial Hall

We acknowledge as committee members that the committee is responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time, the financial position of the Club and for safeguarding the assets of the Club and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

We hereby approve the foregoing Income and Expenditure Account for the year ended 31st March 2024 and Balance Sheet as at that date and confirm that we have made all relevant information available

Approved by the Committee

[Signature]

Treasurer

[Signature]

Chairman

12-6-24

Date

BRUNDALL MEMORIAL HALL

LINKS AVENUE
BRUNDALL

REPORT OF THE ACCOUNTANTS TO THE MEMBERS OF

BRUNDALL MEMORIAL HALL

We have reviewed the accounts of the Brundall Memorial Hall for the year ended 31st March 2024. Our procedures consisted of comparing the accounts with the accounting records kept by the Brundall Memorial Hall, and making such limited enquiries of the Committee as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

In our opinion, taking into account the above note, the accounts prepared give a true and fair view of the state of affairs of the Brundall Memorial Hall at 31st March 2024 and of its deficit of income over expenditure for the period.

GRAVER & CO LIMITED
2 Station Road
Brundall
Norwich
NR13 5LA

Date 7th June 2024.....

Brundall Memorial Hall Treasurer's report for year ending 31st March 2024

I am very pleased to be able to report that the accounts show that the Memorial Hall is still well used. Unfortunately we did lose a couple of regular hirers during the year, however the total hire income for the year was £32,413, compared to £30,683 for the year ending 2023.

The total income for the year ending 31st March 2024 is £35,356 which is an increase on last year's figure of £31,994. This figure includes the grant received from Broadland District Council to enable Brundall Memorial Hall to run the warm spaces café over the winter. This café facility on a Wednesday morning continues to run.

As you will see from the accounts, the expenditure for this year has been £39,378 (an increase on last year's figure of £31,864). The increase in costs can be attributed to the painting of the toilets, new overhead lights being fitted in the Parish Council office and new spotlights being fitted in the main hall. The trustees also approved the clearing of the gutters which will now be an ongoing annual expense. The other large expense during the year was the deposit paid for the sanding and sealing of the main hall floor.

The main hall is in regular use, with the lounge and small room being used less often however usage has increased during the year as both rooms now have regular hirers that use them. So, if anyone is looking for a smaller space to hire, please contact the hall manger to discuss costs and availability.

The Memorial Hall made a £4,000 loss during the year which can be attributed to the costs outlined above. This was envisaged, so hiring prices have been reviewed and increased.

The reserves remain steady, so the trustees with the unwavering assistance of the staff, will do their best to keep the hall on an even keel for the future.

Aileen Beck
Treasurer
19th June 2024

BRUNDALL MEMORIAL HALL CHAIRMAN'S REPORT 2023/24

We have had a difficult year with the problems in the lounge which we are now in the process of rectifying. We have raised about £6,500 of the £14,000 needed to refurbish this room (lounge) which will include removing the post in the middle and replacing it with a steel which will open up the space and make it more inviting and usable, we also have to completely replace the floor and the blinds which we hope will be done this summer. In the meantime we have had the floor in the main hall completely resurfaced, unfortunately the supplier of the top surface sent a faulty batch, which has been recalled and therefore it will have to be redone.

With the wonderful assistance of our hall assistant manager we have held two successful fund raising events, a pre-loved table top sale and a Music Bingo night which between them have raised just over £1000 and we have been given very generous donations by the Shelroy Trust, Acle and Brundall Lions and the Parish Council which are enabling us to go ahead with the work in here. But we still need an awful lot more. We are applying for grants and intend to hold more fund raising events because we would like to improve the existing doors and re-work the outside space to allow users access to the area with seating and the lovely views over to Blofield Church.

I would like to express my thanks to Patrick for all his hard work producing the plans and drawings for the Hall and also the work he did as a Trustee. I would also like to thank all the Trustees for their support over the past year, we could not run the Hall without you.

My sincere thanks must also go to Jeanette and Sharon who both work so hard behind the scenes keeping the Hall going and all the bookings running smoothly, it is down to them that we have so many successful bookings and make the money to keep the Hall financially viable, a small loss last year but we are hopeful we can break even this year.

Once again thank you all for your help.

Jan

BRUNDALL MEMORIAL HALL

England & Wales - Charity number 303916

Accounts

REPORT FROM CHAIRMAN OF TRUSTEES 2022/3

This year has seen most activities and events returning to “normal” and I think that the threat we all faced from Covid is now in the past, thank goodness.

The Hall has seen bookings increasing and the refurbishment of the small meeting room is a success leading to a useful space for the hall to let out. I am pleased to say that the toilets have been decorated and some parts replaced to update them.

The investigations into the problems in the lounge are still ongoing but we think we may have the problem sorted quite soon.

We have engaged with the Parish Council in discussion about the land to the East of the hall and the future is looking quite exciting, we have many ideas about how the Hall can be improved in the future.

The Jubilee event held at the Hall in June last year was a success despite the awful weather on that day and I think the village appreciated the work that was put into the day.

Here I wish to thank Jeanette and Sharon for all their hard work to ensure that everything runs smoothly and the Hall is always clean and tidy. We all appreciate that this can be a thankless task at times so I wish it to be on record how grateful we the Trustees are for all you do.

The Hall would not run without you so thanks very much.

It has been a privilege to be the Chair of Trustees and I wish to record my thanks to all the Trustees for their work on the Committee

Thanks very much

Jan

Brundall Memorial Hall Treasurer’s report for year ending 31st March 2023

I am very pleased to be able to report that the accounts show the Memorial Hall has been used more this year than in recent years – income from hire amounted to £30,683 compared to £23,064 for the year ending 2022. The total income for this year is £31,993 which is a reduction on last year’s figure of £35,261 (which was boosted by grants of £10,667 from Broadland District Council) so a promising sign for the times ahead, due to our many regular hirers complemented by the ad-hoc bookings as and when there is availability. As you will see from the accounts, the expenditure for this year has been £31,864 (an increase on last year’s figure of £22,760). However, the increased cost of living explains the majority of the additional costs - the hall has paid £3,748 more towards the cost of utilities compared to last year. The legal work involved in updating the constitution to bring it into line with modern practices continues, at little financial cost, due to the involvement and guidance offered by Community Action Norfolk. Users of the hall will have seen the new heating system and could not miss the recent painting in the toilets – the view being to keep the premises in good, clean and comfortable condition for all users. Where possible, local tradespeople or volunteers are approached to keep the community spirit alive. The main hall is in regular use, with the lounge and small room being used less often. So if anyone is looking for a smaller space to hire, please

contact the hall administrator to discuss costs and availability. Overall, the Memorial Hall broke even this year, although once depreciation is taken into account there is a small loss. This was envisaged, so hiring prices have been reviewed and increased slightly. The reserves remain steady, so the trustees with the unwavering assistance of the staff, will do their best to keep the hall on an even keel for the future. Aileen Beck Treasurer
25th May 2023



Brundall Memorial Hall
Links Avenue
Brundall
Norwich

Year Ending 31st March 2023

Brundall Memorial Hall

Links Ave
Brundall

Income and Expenditure Account
Year Ended 31st March 2023

<u>2022</u>		<u>Income</u>	<u>2023</u>	
£			£	£
23,064.51		Hall Hire	30,683.37	
6.37		Interest	310.03	
1,407.84		Recycling	933.74	
10,667.19		Donations	1.42	
115.01		Other	65.00	
	35,260.92			31,993.56
		<u>Expenditure</u>		
10,147.85		Wages	12,718.20	
214.32		Rates	419.84	
14.77		Cleaning Materials	610.39	
1,279.00		Ground maintenance	390.00	
1,923.50		Maintenance	2,233.01	
265.89		New Equipment	390.61	
2,117.04		Insurance	2,433.73	
2,670.65		Heating / Lighting	5,148.49	
227.20		Water Supply	1,137.16	
345.97		Telephone	442.69	
365.91		Postage & Staty	546.07	
809.33		Subscriptions	1,328.96	
1,172.00		Prof Fees	2,194.50	
743.61		Waste Collection	1,123.13	
-		Travel	-	
378.54		Recycling	501.55	
84.00		Web Fees	95.81	
-		Special	150.00	
	22,759.58			31,864.14
	12,501.34			129.42

Brundall Memorial Hall

Links Ave
Brundall

Summary Income and Expenditure Account
Year Ended 31st March 2023

2022			2023
	£		£
	35,260.92	Total Income	31,993.56
	<u>22,759.58</u>	Total Expenditure	<u>31,864.14</u>
	<u><u>12,501.34</u></u>		<u><u>129.42</u></u>
		<u>Depreciation</u>	
-844.35		Equipment	-925.01
-573.16		Fittings	-873.26
<u>-145.20</u>		Office Equipment	<u>-12.12</u>
	<u>-1,562.71</u>		<u>-1,810.39</u>
	<u><u>10,938.63</u></u>	Excess/Deficit in year	<u><u>-1,680.97</u></u>

Bank Reconciliation

As at 31st March 2023

	Chq No	£	£
Balance as per bank statement 31/03/2023			2,992.06
Less: Unpresented Chq's	102727	17.50	
			<u>17.50</u>
Plus: Cash in Transit			<u>-</u>
Correct Bank Statement Balance			<u><u>2,974.56</u></u>
Balance as per Cashbook			<u><u>£2,974.56</u></u>

Equipment	Depreciation Rate	original cost	b/f bal	purchases 2022/23	depreciation adjustment	Total																
						April	May	June	July	August	September	October	November	December	January	February	March	Depreciation	c/f bal			
Equipment																						
Fender Passport PA System	25%	338.00	-	-	-	9.37	9.37	9.51												28.25	0.00	
Vacuum Cleaner	25%	449.99	28.25			11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	138.72	196.62	
Sanatising Stations	25%	555.00	335.34			11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	598.20	1,445.85	
CCTV	25%	2,393.00	2,044.05			49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	159.84	226.37	
Fogger	25%	639.12	386.20			13.32	13.32	13.32	13.32	13.32	13.32	13.32	13.32	13.32	13.32	13.32	13.32	13.32	13.32	925.02	1,868.82	
			2,793.84	-		84.11	84.10	84.24	74.73	74.73	74.73	74.73	74.73	74.73	74.73	74.73	74.73	74.73	74.73			
Fixtures & Fittings																						
Showcase Display	25%	524.00	-			10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	125.04	697.77	
Commemoration bench	10%	1,250.00	822.81			14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	178.68	446.68	
External Notice Board	25%	714.70	625.36			17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	208.20	1,422.70	
Defibrillator	10%	2,082.00	1,630.90			9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	117.96	334.00	
Furniture for meeting room	25%	471.60	451.95			52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	873.26	#REF!	
Heaters	25%					3,894.00	3,894.00															
			3,531.02	3,894.00		52.48	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49			
Office Equipment																						
Laptop	25%	580.84	12.12			12.12														12.12		
			6,336.98	3,894.00																1,810.39	#REF!	
				10,230.98																8,420.59		

Brundall Memorial Hall

Links Ave

Brundall

Report of the committee to the members of
Brundall Memorial Hall

We acknowledge as committee members that the committee is responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time, the financial position of the Club and for safeguarding the assets of the Club and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

We hereby approve the foregoing Income and Expenditure Account for the year ended 31st March 2022 and Balance Sheet as at that date and confirm that we have made all relevant information available

Approved by the Committee

ABecl

Treasurer

JW Bainger

Chairman

27/4/23

Date

BRUNDALL MEMORIAL HALL

LINKS AVENUE

BRUNDALL

REPORT OF THE ACCOUNTANTS TO THE MEMBERS OF

BRUNDALL MEMORIAL HALL

We have reviewed the accounts of the Brundall Memorial Hall for the year ended 31st March 2023. Our procedures consisted of comparing the accounts with the accounting records kept by the Brundall Memorial Hall, and making such limited enquiries of the Committee as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

In our opinion, taking into account the above note, the accounts prepared give a true and fair view of the state of affairs of the Brundall Memorial Hall at 31st March 2023 and of its deficit of income over expenditure for the period.

GRAVER & CO LIMITED

2 Station Road

Brundall

Norwich

NR13 5LA

Date 22nd May 2023.....



Brundall Memorial Hall
Links Avenue
Brundall
Norwich

Year Ending 31st March 2023

Brundall Memorial Hall

Links Ave
Brundall

Income and Expenditure Account
Year Ended 31st March 2023

<u>2022</u>		<u>Income</u>	<u>2023</u>	
£			£	£
23,064.51		Hall Hire	30,683.37	
6.37		Interest	310.03	
1,407.84		Recycling	933.74	
10,667.19		Donations	1.42	
115.01		Other	65.00	
	35,260.92			31,993.56
		<u>Expenditure</u>		
10,147.85		Wages	12,718.20	
214.32		Rates	419.84	
14.77		Cleaning Materials	610.39	
1,279.00		Ground maintenance	390.00	
1,923.50		Maintenance	2,233.01	
265.89		New Equipment	390.61	
2,117.04		Insurance	2,433.73	
2,670.65		Heating / Lighting	5,148.49	
227.20		Water Supply	1,137.16	
345.97		Telephone	442.69	
365.91		Postage & Staty	546.07	
809.33		Subscriptions	1,328.96	
1,172.00		Prof Fees	2,194.50	
743.61		Waste Collection	1,123.13	
-		Travel	-	
378.54		Recycling	501.55	
84.00		Web Fees	95.81	
-		Special	150.00	
	22,759.58			31,864.14
	12,501.34			129.42

Brundall Memorial Hall

Links Ave
Brundall

Summary Income and Expenditure Account
Year Ended 31st March 2023

2022			2023
	£		£
	35,260.92	Total Income	31,993.56
	<u>22,759.58</u>	Total Expenditure	<u>31,864.14</u>
	<u>12,501.34</u>		<u>129.42</u>
		<u>Depreciation</u>	
-844.35		Equipment	-925.01
-573.16		Fittings	-873.26
<u>-145.20</u>		Office Equipment	<u>-12.12</u>
	<u>-1,562.71</u>		<u>-1,810.39</u>
	<u>10,938.63</u>	Excess/Deficit in year	<u>-1,680.97</u>

Bank Reconciliation

As at 31st March 2023

	Chq No	£	£
Balance as per bank statement 31/03/2023			2,992.06
Less: Unpresented Chq's	102727	17.50	
			<u>17.50</u>
Plus: Cash in Transit			<u>-</u>
Correct Bank Statement Balance			<u><u>2,974.56</u></u>
Balance as per Cashbook			<u><u>£2,974.56</u></u>

Equipment	Depreciation Rate	original cost	b/f bal	purchases 2022/23	depreciation adjustment	Total															
						April	May	June	July	August	September	October	November	December	January	February	March	Depreciation	c/f bal		
Equipment																					
Fender Passport PA System	25%	338.00	-	-	9.37	9.37	9.51													28.25	0.00
Vacuum Cleaner	25%	449.99	28.25		11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	138.72	196.62
Sanatising Stations	25%	555.00	335.34		11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	11.56	598.20	1,445.85
CCTV	25%	2,393.00	2,044.05		49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	49.85	159.84	226.37
Fogger	25%	639.12	386.20		13.32	13.32	13.32	13.32	13.32	13.32	13.32	13.32	13.32	13.32	13.32	13.32	13.32	13.32	13.32	925.02	1,868.82
			2,793.84	-	84.11	84.10	84.24	74.73	74.73	74.73	74.73	74.73	74.73	74.73	74.73	74.73	74.73	74.73	74.73		
Fixtures & Fittings																					
Showcase Display	25%	524.00	-		10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	125.04	697.77
Commemoration bench	10%	1,250.00	822.81		14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	14.89	178.68	446.68
External Notice Board	25%	714.70	625.36		17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	208.20	1,422.70
Defibrillator	10%	2,082.00	1,630.90		9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	9.83	117.96	334.00
Furniture for meeting room	25%	471.60	451.95		52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	243.39	#REF!
Heaters	25%			3,894.00	52.48	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	52.49	873.26	#REF!
			3,531.02	3,894.00																	
Office Equipment																					
Laptop	25%	580.84	12.12		12.12															12.12	
			6,336.98	3,894.00																1,810.39	#REF!
				10,230.98																8,420.59	

Brundall Memorial Hall

Links Ave

Brundall

Report of the committee to the members of
Brundall Memorial Hall

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Approved by the Committee

ABecl

Treasurer

JW Bainger

Chairman

27/4/23

Date

BRUNDALL MEMORIAL HALL

LINKS AVENUE

BRUNDALL

REPORT OF THE ACCOUNTANTS TO THE MEMBERS OF

BRUNDALL MEMORIAL HALL

We have reviewed the accounts of the Brundall Memorial Hall for the year ended 31st March 2023. Our procedures consisted of comparing the accounts with the accounting records kept by the Brundall Memorial Hall, and making such limited enquiries of the Committee as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

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GRAVER & CO LIMITED

2 Station Road

Brundall

Norwich

NR13 5LA

Date 22nd May 2023.....

BRUNDALL MEMORIAL HALL

England & Wales - Charity number 303916

Accounts

Links Ave
Brundall

Brundall Memorial Hall

Income and Expenditure Account
Year Ended 31st March 2022



Expenditure

10,147.82	Wages	7,592.86
214.32	Rates	
18.77	Cleaning Materials	887.13
1,279.00	Ground Maintenance	122.86
1,923.20	Repairs & Maintenance	777.77
262.80	New Equipment	636.21
2,117.04		1,904.20
2,670.68	Printing	3,294.00
227.20	Postage & Stationery	349.22
342.97		204.41
19,238.91	Postage & Stamp	287.86
809.33	Subscriptions	927.34
1,172.00	Fuel Fees	918.00
743.61	Waste Collection	1,669.62
378.24	Printing	343.20
84.00		

Brundall Memorial Hall
Links Avenue
Brundall
Norwich
Year Ending 31st March 2022

22,729.28

22,729.28

Income and Expenditure Account
Year Ended 31st March 2022

<u>2021</u>	<u>Income</u>	£	£
4,195.00	Hall Hire	23,064.51	
32.81	Interest	6.37	
1,107.80	Recycling	1,407.84	
19,907.43	Donations	10,667.19	
-	Other	115.01	
<hr/>		<hr/>	
	25,243.04		35,260.92
 <u>Expenditure</u>			
7,696.66	Wages	10,147.85	
-	Rates	214.32	
887.13	Cleaning Materials	14.77	
152.86	Ground maintenance	1,279.00	
7,701.58	Repairs & Maintenance	1,923.50	
636.21	New Equipment	265.89	
1,904.50	Insurance	2,117.04	
3,594.00	Heating / Lighting	2,670.65	
349.52	Water Supply	227.20	
204.41	Telephone	345.97	
597.96	Postage & Staty	365.91	
987.34	Subscriptions	809.33	
978.00	Prof Fees	1,172.00	
1,669.65	Waste Collection	743.61	
343.80	Recycling	378.54	
119.00	Web Fees	84.00	
<hr/>		<hr/>	
	27,822.62		22,759.58

Brundall Memorial Hall

Links Ave
Brundall

Summary Income and Expenditure Account
Year Ended 31st March 2022

2021

£		£	£
25,243.04	Total Income		35,260.92
27,822.62	Total Expenditure		22,759.58
<u>-2,579.58</u>			<u>12,501.34</u>
	<u>Depreciation</u>		
-371.06	Equipment	-844.35	
-464.29	Fittings	-573.16	
-145.20	Office Equipment	-145.20	
<u>-980.55</u>			<u>-1,562.71</u>
<u>-3,560.13</u>	<u>Deficit / Excess</u>		<u>10,938.63</u>

Brundall Memorial Hall

Links Ave
Brundall

Balance Sheet to
31st March 2022

2021			2020	
£	£		£	£
	4,320.39	<u>Fixed Assets</u>		6,336.98
		<u>Current Assets</u>		
		Debtors	£3,524.75	
£447.18		Barclays Bank Account	£5,682.08	
£4,475.24		Barclays Savers Account	£22,765.45	
£17,765.45		CCLA Deposit Fund	£15,000.00	
£15,000.00		Cash in hand	£246.33	
£50.75		Payment in advance	£904.00	
£872.66				
<u>38,611.28</u>			<u>£48,122.61</u>	
		<u>Less Current Liabilities</u>		
-599.76		Creditors	-1,238.05	
-300.00		Deposits held	-350.00	
-151.50		Income in advance	-52.50	
<u>-1,051.26</u>			<u>-1,640.55</u>	
	37,560.02	<u>Assets less Liabilities</u>		£46,482.06
	<u>41,880.41</u>			<u>52,819.04</u>
		<u>Represented by</u>		
-3,560.13		Deficit/Excess In Year		10,938.63
<u>45,440.55</u>		Reserves brought forward		<u>41,880.42</u>
<u>41,880.42</u>		Reserves carried forward		<u>52,819.05</u>

Bank Reconciliation

As at 31st March 2022

	Chq No	£	£
Balance as per bank statement			5,243.40
Less: Unpresented Chq's	102726		40.50
			5,202.90
			-
Plus: Cash in Transit	200592		479.18
			-
Correct Bank Statement Balance			5,682.08
Balance as per Cashbook			

Brundall Memorial Hall

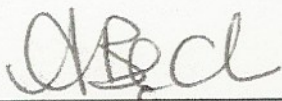
Links Ave
Brundall

Report of the committee to the members of
Brundall Memorial Hall

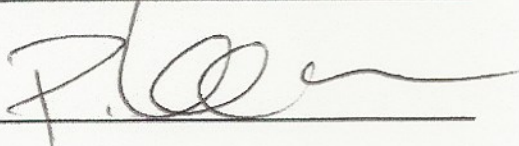
We acknowledge as committee members that the committee is responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time, the financial position of the Club and for safeguarding the assets of the Club and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

We hereby approve the foregoing Income and Expenditure Account for the year ended 31st March 2021 and Balance Sheet as at that date and confirm that we have made all relevant information available

Approved by the Committee



Treasurer



Chairman

25-5-22

Date

BRUNDALL MEMORIAL HALL

LINKS AVENUE
BRUNDALL

REPORT OF THE ACCOUNTANTS TO THE MEMBERS OF
BRUNDALL MEMORIAL HALL

We have reviewed the accounts of the Brundall Memorial Hall for the year ended 31st March 2022. Our procedures consisted of comparing the accounts with the accounting records kept by the Brundall Memorial Hall, and making such limited enquiries of the Committee as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

In our opinion, taking into account the above note, the accounts prepared give a true and fair view of the state of affairs of the Brundall Memorial Hall at 31st March 2022 and of its excess on income over expenditure for the period.

GRAVER & CO LIMITED
2 Station Road
Brundall
Norwich
NR13 5LA

Date 23rd May 2022.....

Treasurer's Report for Brundall Memorial Hall

To accompany accounts ending 31st March 2022

It is very pleasing to see that although the hall received grants of £10,667.19 this financial year to assist during the Covid19 pandemic it was also able to raise £23,155 through hire of the hall.

Expenditure has been prudent; the meeting room has been decorated and fitted out with new furniture to offer a different environment to users who may be in need of such a space.

General repairs and maintenance continue, with a new improved outside notice board and updated CCTV system covering the entirety of the hall exterior.

Recycling facilities have provided just over £1,000 of income so thanks to those who donate their glass and paper.

I offer my thanks and gratitude to Jeanette, the Hall Administrator for ensuring the hall is run as cost effectively as possible and for her continued diligence.

The year end shows healthy reserves of almost £53,000 which will enable the Trustees to proceed with plans to upgrade the current heating facilities and ensure that the hall continues to meet the needs of the community now and in the future.

Aileen Beck

Treasurer

Brundall Memorial Hall Chairperson's report 2022

This year has felt much steadier than the last two. Coming out of COVID has not been without its challenges, not least with the changing guidance and many more decisions being left to individual organisations. The trustees and staff of the Brundall Hall took a pragmatic approach, recognising the responsibility they held and balancing the desire to return to 'normal' with the recognition that there continued to be a high level of anxiety within the community. We have merged from the pandemic slowly and steadily. It is testimony to the dedication of both the staff and the trustees that the hall remained a safe place for all to enjoy. As we continue to move beyond the pandemic, the hall is as popular a venue as ever with bookings quickly returning, and at times surpassing, pre-pandemic levels. We have completed minor repairs and carried out investigative work in the lounge. We have agreed to completely refurbish the small meeting room. We continue to work closely with the parish council, particularly concerning the land east of the Memorial Hall. As trustees, we agreed to encourage the parish council to include the memorial hall and the land held within its care in the wider conversations about how the land should be developed. As trustees, we believe that this will be of most benefit to the wider community as we seek to ensure that the land is developed with the community at the centre of all decisions made. It has been an honour and privilege to be able to serve as the chairperson on the trustee committee and I thank each of the trustees for their hard work and dedication. The trustees meetings have always been good natured and light hearted, even when we have had tough decisions to make. We've ensured that the jobs have been carried out whilst ensuring that we never lost sight about what we were there for: to maintain a facility that was

entrusted to us for use by the whole community. Of course, our role as trustees would have been harder (if not impossible) without the commitment and expertise of our staff: Jeanette and Sharon. They have always been willing to enact the decisions made by the trustees and have done so with good humour and good grace. I take this opportunity, on behalf of the trustees, to thank them both for their hard work.

Peter Leech May 2022

BRUNDALL MEMORIAL HALL

England & Wales - Charity number 303916

Accounts

Brundall Memorial Hall AGM Report[2021]

Chairman's report

This year has felt very stop-start as we have all needed to adapt to changing Government restrictions and lockdowns.

During the lockdowns, a number of outstanding jobs have been able to be carried out: deep clean, office refurbishment as well as other minor works.

We've been fortunate to have received financial support through the Broadland COVID support package and we are appreciative of the way that Broadland has responded to the local needs as the pandemic continued to impact.

Work continues as we seek to change the status of the hall to Charitable Incorporated Organisation. This will not affect how the hall runs on a day-to-day basis. Community Action Norfolk is supporting us in this process.

Bookings continue to be full (pre-COVID and also between lockdowns).

The daily management of the hall is overseen by our fantastic team: Jeanette Lovatt and Sharon Harper. The strategic oversight is provided by a strong team of trustees who work with Jeanette Sharon to ensure that the memorial continues to serve the local community.

The staff are currently on furlough whilst the hall is closed. We will be reopening (with COVID-safe procedures in place) from after half term (beginning of June). The hall will be open on the 6th May to allow local councillor and crime commissioner elections to take place.

A significant piece element of the trustees work has been to work with the Parish Council and the Yare Valley Churches to develop the Accord which we see as being a positive move in order to ensure the three organisations continue to work closely together into the future.

Whilst many will have a view concerning the land east of the memorial hall, we are committed to working closely with the Parish Council in order to maximise the opportunities for our community.

My thanks to all those who continue to help ensure the Memorial Hall is an amenity that can be enjoyed by the whole community.

Peter Leech
Chairperson

Brundall Memorial Hall – Registered Charity Number 303916

Treasurer's Report on Accounts for year ending 31st March 2021

As treasurer I am very pleased to report that the Profit and Loss account for the year ending 31st March 2021 shows a loss of just £2,579.58. Although a loss, it needs to be taken into account that the hall suffered from an enforced closure for the majority of the year due to covid so received hire fees of just £4,195.

The income for the year of £25,243.04 is due mainly to grants from Broadland District Council and furlough scheme arrangements. However, although slightly down on last year, £764 has been raised from use of the recycling banks which will help support the hall.

Expenditure includes the required sanitising stations and fogging machine to make the building covid secure, as well as incidental requirements due to prolonged closure. Planned work has been completed to provide the staff with an office accessible to them, and Trustees, whenever required without interrupting other users. Repairs have also been carried out to the play equipment to ensure it is safe for all users.

The end of year reserves stand at £41,880.41 – a healthy balance going forward to reopen the hall when we hope to be able to welcome hirers back to make full use of all facilities available and plan for the future.

Aileen Beck
Trustee/Treasurer
Brundall Memorial Hall
20th May 2021



Brundall Memorial Hall
Links Avenue
Brundall
Norwich

Year Ending 31st March 2021

Brundall Memorial HallLinks Ave
BrundallIncome and Expenditure Account
To 31st March 2021

<u>2020</u>	<u>Income</u>	<u>2021</u>	
		£	£
29,070.43	Hall Hire	4,195.00	
171.79	Interest	32.81	
1,418.87	Recycling	1,107.80	
2,160.98	Donations	19,907.43	
-	Other	-	
	32,822.07		25,243.04
	<u>Expenditure</u>		
10,995.83	Wages	7,696.66	
826.56	Rates	-	
	Cleaning		
256.33	Materials	887.13	
	Ground		
745.24	maintenance	152.86	
	Repairs &		
5,431.09	Maintenance	7,701.58	
	New		
602.22	Equipment	636.21	
1,875.64	Insurance	1,904.50	
	Heating /		
3,053.90	Lighting	3,594.00	
2,416.66	Water Supply	349.52	
131.55	Telephone	204.41	
	Postage &		
415.55	Staty	597.96	
348.10	Subscriptions	987.34	
532.00	Prof Fees	978.00	
	Waste		
1,305.14	Collection	1,669.65	
-	Travel	-	
307.80	Recycling	343.80	
84.20	Web Fees	119.00	
-	Prior year deposits	-	
	Special		
	29,327.81		27,822.62

Brundall Memorial Hall

Links Ave
Brundall

Summary Income and Expenditure Account
To 31st March 2021

2020		2021
£		£
32,822.07	Total Income	25,243.04
<u>29,327.81</u>	Total Expenditure	<u>27,822.62</u>
<u>3,494.26</u>		<u>-2,579.58</u>
	<u>Depreciation</u>	
-196.98	Equipment	-371.06
-320.99	Fittings	-464.29
-145.21	Office Equipment	-145.20
<u>-663.18</u>		<u>-980.56</u>
<u>2,831.08</u>	Profit / Loss	<u>-3,560.14</u>

Brundall Memorial Hall

Links Ave
Brundall

Movement of Fixed Assets

	Depreciation Rate	b/f bal	purchases 2020/21	April	May	June	July	August	September	October	November	December	January	February	March	Total Depreciation	c/f bal
<u>Equipment</u>																	
Fender Passport PA System	25%	338.00	169.00		7.04	7.04	7.04	7.04	7.04	7.04	7.04	7.04	7.04	7.04	7.04	84.48	84.52
Vacuum Cleaner	25%	449.99	253.13		9.37	9.37	9.37	9.37	9.37	9.37	9.37	9.37	9.37	9.37	9.37	112.44	140.69
Sanatising Stations	25%		555.00						11.56	11.56	11.56	11.56	11.56	11.56	11.56	80.94	474.06
Fogger	25%		639.12						13.32	13.32	13.32	13.32	13.32	13.32	13.32	93.21	545.92
		<u>422.13</u>	<u>1,194.12</u>		<u>16.41</u>	<u>16.41</u>	<u>16.41</u>	<u>16.41</u>	<u>16.41</u>	<u>41.29</u>	<u>41.29</u>	<u>41.29</u>	<u>41.29</u>	<u>41.29</u>	<u>41.29</u>	<u>371.06</u>	<u>1,245.19</u>
<u>Fixtures & Fittings</u>																	
Showcase Display	25%	524.00	261.99		10.92	10.92	10.92	10.92	10.92	10.92	10.92	10.92	10.92	10.93	10.93	131.06	130.93
Commemoration bench	10%	1,250.00	1,072.89		10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	10.42	125.04	947.85
Defibrulator	10%	2,082.00	2,047.30		17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	208.20	1,839.10
		<u>2,132.00</u>	<u>3,382.18</u>	-	<u>38.68</u>	<u>38.69</u>	<u>38.69</u>	<u>38.69</u>	<u>38.69</u>	<u>38.69</u>	<u>38.69</u>	<u>38.69</u>	<u>38.69</u>	<u>38.69</u>	<u>38.70</u>	<u>464.29</u>	<u>2,917.89</u>
<u>Office Equipment</u>																	
Laptop	25%	580.84	302.52		12.10	12.10	12.10	12.10	12.10	12.10	12.10	12.10	12.10	12.10	12.10	145.20	157.32
		<u>4,106.83</u>	<u>1,194.12</u>													<u>980.56</u>	<u>4,320.39</u>

Bank Reconciliation

As at 31st March 2021

	Chq No	£	£
Balance as per bank statement			4,475.24
Less: Unpresented Chq's			-
Plus: Cash in Transit			-
			<hr/>
Correct Bank Statement Balance			<u>4,475.24</u>
Balance as per Cashbook			<u>£4,475.24</u>

BRUNDALL MEMORIAL HALL

LINKS AVENUE
BRUNDALL

REPORT OF THE ACCOUNTANTS TO THE MEMBERS OF

BRUNDALL MEMORIAL HALL

We have reviewed the accounts of the Brundall Memorial Hall for the year ended 31st March 2021. Our procedures consisted of comparing the accounts with the accounting records kept by the Brundall Memorial Hall, and making such limited enquiries of the Committee as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

In our opinion, taking into account the above note, the accounts prepared give a true and fair view of the state of affairs of the Brundall Memorial Hall at 31st March 2021 and of its excess on income over expenditure for the period.

GRAVER & CO LIMITED
2 Station Road
Brundall
Norwich
NR13 5LA

Date 19th May 2021.....

Brundall Memorial Hall

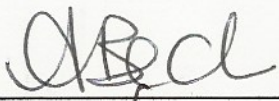
Links Ave
Brundall

Report of the committee to the members of
Brundall Memorial Hall

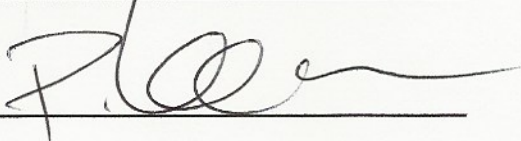
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We hereby approve the foregoing Income and Expenditure Account for the year ended 31st March 2021 and Balance Sheet as at that date and confirm that we have made all relevant information available

Approved by the Committee



Treasurer



Chairman

Date

BRUNDALL MEMORIAL HALL

LINKS AVENUE
BRUNDALL

REPORT OF THE ACCOUNTANTS TO THE MEMBERS OF

BRUNDALL MEMORIAL HALL

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Date 19th May 2021.....