

# North Wootton Village Hall - AGM 2022

Date - 13th October 2022

## Finance Report

We have had a very good year for the Village Hall, the accounts are looking very strong indeed.

Initially I would like to refer back to the accounting year of 2021. This runs from January to December of 2021. We are in the process of submitting the accounts to the Charity Commission at the moment with the following figures, Income for the year was £39879 versus an expenditure of £22,497. This left us with £35,769 in the two accounts at the end of the financial year. This proved to be a great year for us and has left our accounts in a good position for this year.

So far this year we have £29,094 in the current account and £15,552 in the premium account. This gives us a total of £44,646. This is an increase of £16,909 from the same time last year, an increase of 37%. This year to date our expenditure is £8496 less than income, helped by the £2000 donation from Anglia Water for the service interruption. This is a very healthy position to be in.

We have been able to start up the events again at the hall following on from the covid pandemic, with regular bookings and private hires all being very positive. So far year this calendar year we have taken in over £14,500 in bookings and the committee have raised over £5,719 from general village hall events. This year so far we are averaging a monthly income of £2,500. There are already three private functions and a wedding weekend in the calendar for 2023.

We have been awarded a £20,000 grant for the front porch to be done which is excellent news, and look forward to seeing this project progress.

Therefore in conclusion, I would predict that by the end of this financial year we should be in a very strong position. I would just like to thank all my fellow committee members for all their hard work and commitment to ensuring that our beautiful Village Hall continues to be at the centre of village life in North Wootton.

Wendy Border  
Treasurer

North Wootton Village Hall - ACCOUNTS 2021							
<b>Reconciliation of accounts</b>							
<b>December 2021</b>							
Bank balance at	01.01.2021	£12,161.90					
<b>INCOME</b>				<b>EXPENDITURE</b>			
Hall Events Bingo		£ 997.06		Account Transfer	£ -		
Hall Events Village Market		£ 717.10		Admin	£ 1,895.12		
Hall Events Pop Up Events		£ 2,208.82		Electricity	£ 4,136.20	£3752.24	£383.96
Baby Bees		£ 768.60		Water	£ 217.77		
Easy Dance		£ 326.80		Repairs / Maintainance	£ 3,971.30		
Private Hire - General		£ 4,650.60		Advertising	£ 389.20		
Here & Now Yoga		£ 2,556.00		Cleaning	£ 1,054.30		
Other Regular Bookings		£ 1,395.20		Fire & Electrical Safety	£ 56.88		
Grants, Donations, Charity & Bank Refunds		£ 7,713.91		Insurance	£ 835.48		
Hire Deposits		£ 550.20		Hall Deposit Returned	£ 955.00		
<b>Total</b>		<b>£21,884.29</b>		<b>Total</b>	<b>£13,511.25</b>		£8,373.04
<b>INCOME</b>				<b>EXPENDITURE</b>			
<b>Refurbishment Account 80156213</b>							
Bank balance at	01.01.2021	£ 6,224.81					
Hall Hire / Other Grant Payments		£17,419.00					
Building Expenses				Building Expenses	£8986.00		
Interest on Refurbishment Account		£ 1.37					
West Norfolk Wins Income Payments		£ 512.00					
<b>Total</b>		<b>£17,932.37</b>		<b>Total</b>	<b>£ 8,986.00</b>		
<b>Grand Total</b>		<b>£39,816.66</b>			<b>£22,497.25</b>		
				<b>Bank Balance 29th December 2021</b>			
				Refurbishment Account 80156213	£ 8,946.37		
				Community Account 70675628	£20,534.94		
				<b>Differences (unpresented chqs/unbanked income etc)</b>			
				Income	£ -		
<b>Cash</b>				<b>Expenditure</b>	<b>£ -</b>		
Float		£30.00					
Petty Cash		£26.61					
Donations -							
<b>Total</b>		<b>£56.61</b>					
				<b>Amount if all Creditors &amp; Debtors Paid</b>			
				Refurbishment Account 80156213	£ 8,946.37		
<u>Points of Note for the Year</u>				Community Account 60675679	£ -		
Village Hall Committee raised in 2021	£ 3,922.98			Community Account 70675628	£20,534.94		
Private Hirers	£ 4,650.60						
All Regular & Repeat Hirers	£ 5,046.60						
Book Sales - North Wootton	£ 920.00						
Xmas Tree Sales -	-£ 12.00						
				<b>TOTAL</b>	<b>£29,481.31</b>		

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North Wootton Village Hall - Income 2021																						
DATE	DETAILS	YEARLY TOTAL	Ref No / Paying Ir	Hall Events	Bingo	Village Market	Hall Events Pop Up Events	Baby Bees	Easy Dance	Hire - General	Here & Now Yoga	ular Bookings	Grants, Donations, Charity & Bank Refunds	Hire Deposits								
		£ 21,884.29		£ 997.06	£ 717.10	£ 2,208.82	£ 768.60	£ 326.80	£ 4,650.60	£ 2,556.00	£ 1,395.20	£ 7,713.91	£ 550.20	£ 21,884.29	£ -							
JANUARY		£ -												£ -	£ -							
														£ -	£ -							
FEBRUARY		£ -												£ -	£ -							
														£ -	£ -							
MARCH		£ 84.95												£ -	-£ 84.95							
01/03/2021	Private Hall Hire - Purfleet Trust Res	£ 55.00	20210301									£ 55.00		£ 55.00								
18/03/2021	SWALEC - Meter Reading Credit	£ 29.95	320898151										£ 29.95	£ 29.95	£ -							
														£ -	£ -							
APRIL		£ 140.00												£ -	-£ 140.00							
15/04/2021	NWPC - Wayleave Payment ( Telegraph Pole)	£ 140.00	100224										£ 140.00	£ 140.00	£ -							
														£ -	£ -							
MAY		£ 984.61												£ -	-£ 984.61							
10/05/2021	Private Hall Hire - Gibbs SL	£ 25.00	20210401											£ 25.00	£ -							
13/05/2021	Private Hall Hire - Purfleet Trust Res	£ 55.00	20210501									£ 55.00		£ 55.00	£ -							
21/05/2021	Here & Now Yoga	£ 648.00	6/21							£ 648.00				£ 648.00	£ -							
24/05/2021	BCKLWN - Polling Day	£ 250.00							£ 250.00					£ 250.00	£ -							
24/05/2021	Amazon Europe Core	£ 6.61											£ 6.61	£ 6.61								
														£ -	£ -							
JUNE		£ 752.00													-£ 752.00							
01/06/2021	Private Hall Hire - Bailey PC&TA	£ 25.00	20210504											£ 25.00	£ 25.00	£ -						
10/06/2021	Private Hall Hire - Tolley LM	£ 25.00	20210601											£ 25.00	£ 25.00	£ -						
10/06/2021	Private Hall Hire - Janet Curtis	£ 25.00	20210505											£ 25.00	£ 25.00	£ -						
10/06/2021	Private Hall Hire - Guide Dogs Coffee Morning	£ 25.00	100225											£ 25.00	£ 25.00	£ -						
10/06/2021	Donation - NWPC for VJ Day	£ 500.00	100225										£ 500.00	£ 500.00	£ -							
20/02/2020	Private Hall Hire - Deposit - Various	£ 152.00	100226			£ 102.00			£ 50.00					£ 152.00	£ -							
														£ -	£ -							
JULY		£ 5,254.99												£ -	-£ 5,254.99							
01/07/2021	Private Hall Hire - O Dunckley	£ 25.00	20210605											£ 25.00	£ 25.00	£ -						
05/07/2021	Electric - SWALEC credit	£ 3,752.24	320898151										£ 3,752.24	£ 3,752.24	£ -							
05/07/2021	Private Hall Hire - Kings Lynn U3A	£ 327.60	22062021									£ 327.60		£ 327.60	£ -							
12/07/2021	Private Hall Hire - Whitemore KF	£ 25.00	22062021						£ 25.00					£ 25.00	£ -							
12/07/2021	Private Hall Hire - DE S	£ 72.50	20210701						£ 72.50					£ 72.50	£ -							
14/07/2021	Private Hall Hire - D Mallet	£ 25.00	20210704						£ 25.00					£ 25.00	£ -							
16/07/2021	Private Hall Hire - Adele Powell	£ 50.40										£ 50.40		£ 50.40	£ -							
16/07/2021	Here & Now Yoga	£ 450.00	7/21							£ 450.00				£ 450.00	£ -							
19/07/2021	Private Hall Hire - Bailey PC&TA	£ 170.00	240721						£ 170.00					£ 170.00	£ -							
20/07/2021	BCMY Ltd - Recycle 4 Charity	£ 2.25											£ 2.25	£ 2.25	£ -							
26/07/2021	Private Hall Hire - Mandy Chiemelu	£ 230.00	20210814						£ 230.00					£ 230.00	£ -							
29/07/2021	Private Hall Hire - O Dunckley	£ 125.00	20210605						£ 125.00					£ 125.00	£ -							
														£ -	£ -							
AUGUST		£ 1,541.83												£ -	-£ 1,541.83							
03/08/2021	Private Hall Hire - David Bassett	£ 25.20	20210705											£ 25.20	£ 25.20	£ -						
09/08/2021	Private Hall Hire - O Dunckley	£ 25.00	20210605						£ 25.00					£ 25.00	£ -							
09/08/2021	Private Hall Hire - Garford Adam	£ 42.00	20210703						£ 42.00					£ 42.00	£ -							
09/08/2021	Baby Bees - Tolley LM	£ 315.00	20210801				£ 315.00							£ 315.00	£ -							
16/08/2021	Private Hall Hire - Adele Powell	£ 50.40										£ 50.40		£ 50.40	£ -							
17/08/2021	Amazon Europe Core	£ 6.82											£ 6.82	£ 6.82								
18/08/2021	Private Hall Hire - Chapman L&SP	£ 25.00				£ 120.00								£ 25.00	£ 25.00	£ -						
19/08/2021	Hall Event - Village Market July	£ 120.00	100227											£ 120.00	£ -							
19/08/2021	Hall Event - VJ Day	£ 188.41	100227			£ 188.41								£ 188.41	£ -							
19/08/2021	S Broadway Easy Dance 4 wks 22/6 - 13/07	£ 51.00	100227						£ 51.00					£ 51.00	£ -							
18/08/2021	Private Hall Hire - Cawston P	£ 53.00	20210804											£ 53.00	£ -							
23/08/2021	Private Hall Hire - J Mcloughlin	£ 25.00	20210801						£ 53.00					£ 25.00	£ 25.00	£ -						
23/08/2021	Private Hall Hire - J Mcloughlin	£ 25.00	20210802											£ 25.00	£ -							
18/08/2021	Private Hall Hire - Cawston P	£ 50.00	20210807						£ 50.00					£ 50.00	£ -							
24/08/2021	Here & Now Yoga	£ 540.00	9/21							£ 540.00				£ 540.00	£ -							
														£ -	£ -							
														£ -	£ -							
SEPTEMBER		£ 729.20												£ -	-£ 729.20							
01/09/2021	Private Hall Hire Deposit - D Thurston	£ 25.00	20210806											£ 25.00	£ 25.00	£ -						
03/09/2021	Private Hall Hire - David Bassett	£ 100.80	20210705						£ 100.80					£ 100.80	£ -							
06/09/2021	Private Hall Hire - Chapman L&SP	£ 112.00	20210803						£ 112.00					£ 112.00	£ -							
13/09/2021	Private Hall Hire - D Mallet	£ 80.00	20210704						£ 80.00					£ 80.00	£ -							
17/09/2021	Private Hall Hire - K Whitemore	£ 125.00	20210622						£ 125.00					£ 125.00	£ -							
24/09/2021	Private Hall Hire - Adele Powell	£ 50.40										£ 50.40		£ 50.40	£ -							
17/09/2021	Private Hall Hire - West Burnh C	£ 50.00	20210903											£ 50.00	£ -							
27/09/2021	Private Hall Hire - L Richardson	£ 50.00	20210906											£ 50.00	£ -							
27/09/2021	Private Hall Hire - J Curtis	£ 55.00	20210505						£ 55.00					£ 55.00	£ -							
28/09/2021	Private Hall Hire - J Mcloughlin	£ 56.00	20210801						£ 56.00					£ 56.00	£ -							
29/09/2021	Private Hall Hire - J Curtis	£ 25.00	20210505						£ 25.00					£ 25.00	£ -							
														£ -	£ -							
OCTOBER		£ 2,527.32												£ -	-£ 2,527.32							
01/10/2021	S Broadway Easy Dance 4 wks 20/07 - 24/08	£ 50.00	100228						£ 50.00					£ 50.00	£ -							
01/10/2021	Hall Event - Village Market Sept	£ 140.00	100228			£ 140.00								£ 140.00	£ -							
01/10/2021	North Wootton PC - Wayleave Payment	£ 16.62	100228										£ 16.62	£ 16.62	£ -							
01/10/2021	Hall Event - Bingo September	£ 409.00	100229			£ 409.00								£ 409.00	£ -							
01/10/2021	S Broadway Easy Dance 4 wks 24/08 - 14/09	£ 51.00	100229						£ 51.00					£ 51.00	£ -							

















North Wootton Village Hall - Expenditure 2021																			
DATE	DETAILS	MONTHLY TOTAL	Cheque No	TOTAL PAYMENTS	Hall Deposit Returned	Admin	Electricity	Water	Repairs / Maintainance	Advertising	Cleaning	Fire & Electrical Safety	Insurance	Account Transfer			Vch No.		
				£ 13,511.25	£955.00	£ 1,895.12	£4,136.20	£ 217.77	£ 3,971.30	£ 389.20	£1,054.30	£ 56.88	£ 835.48	£ -	£13,511.25	£13,511.25			
JANUARY		£ 174.35													£ -	£ 174.35			
24.02.2021	Allianz Insurance - Dec & Jan	11640460	DD	£ 128.09									£ 128.09		£ 128.09	£ -			
24.01.2021	Premier Voice & Data	NWV001	DD	£ 46.26		£46.26									£ 46.26	£ -			
															£ -				
FEBRUARY		£ 149.99													£ -	£ 149.99			
26.02.2021	Anglia Water - Wave	348404401	BACS	£ 39.70				£ 39.70							£ 39.70	£ -			
24.02.2021	Allianz Insurance - February	11640460	DD	£ 64.03									£ 64.03		£ 64.03	£ -			
26.02.2021	Premier Voice & Data	NWV001	DD	£ 46.26		£46.26									£ 46.26	£ -			
															£ -				
MARCH		£ 252.74													£ -	£ 252.74			
01.03.21	Electric - SWALEC	3208981551	BACS	£ 142.45			142.45								£ 142.45	£ -			
24.03.2021	Allianz Insurance - March	11640460	DD	£ 64.03									£ 64.03		£ 64.03	£ -			
29.03.2021	Premier Voice & Data	NWV001	DD	£ 46.26		£46.26									£ 46.26	£ -			
APRIL		£ 184.13														£ 184.13			
06.04.2021	Kitchen Supplies - WL Border			£ 16.96					£ 16.96						£ 16.96	£ -			
06.04.2021	Paramount Fire - Annual Inspection	33510 BBP		£ 56.88								£ 56.88			£ 56.88	£ -			
26.04.2021	Allianz Insurance - April	11640460	DD	£ 64.03									£ 64.03		£ 64.03	£ -			
26.04.2021	Premier Voice & Data	NWV001	DD	£ 46.26		£46.26									£ 46.26	£ -			
															£ -	£ -			
MAY		£ 595.91														£ 595.91			
10.05.2021	Anglia Water - Wave	348404401	BACS	£ 41.42				£ 41.42							£ 41.42	£ -			
10.05.2021	Mr A Lamb - New Posters		BACS	£ 89.20						89.20					89.2	£ -			
11.05.2021	Your Local Paper	33586	BACS	£ 150.00						£ 150.00					£150.00	£ -			
20.05.2021	Your Local Paper	33668	BACS	£ 150.00						£ 150.00					£150.00	£ -			
21.05.2021	Purfleet Trust - Rental Refund	20210501	BACS	£ 55.00	£ 55.00										£55.00	£ -			
26.04.2021	Allianz Insurance - May	11640460	DD	£ 64.03									£ 64.03		£ 64.03	£ -			
26.04.2021	Premier Voice & Data	NWV001	DD	£ 46.26		£46.26									£ 46.26	£ -			
JUNE		£ 4,094.21													£ -	£ 4,094.21			
14.06.2021	Pulse Electrics	INV1328	BACS	£ 99.00					£ 99.00						£ 99.00				
01.03.21	Electric - SWALEC	3208981551	BACS	£ 3,859.92			3859.92								£ 3,859.92	£ -			
18.06.21	Rental Refund -Stephanie Lauren		BACS	£ 25.00	£ 25.00										£25.00				
24.06.21	Allianz Insurance - June	11640460	DD	£ 64.03									£ 64.03		£ 64.03	£ -			
25.06.21	Premier Voice & Data	NWV001	DD	£ 46.26		£46.26									£ 46.26	£ -			
															£ -	£ -			
JULY		£ 3,089.45													£ -	£ 3,089.45			
15.07.21	Greenbarnes Ltd	24764	BACS	£ 2,852.62					£ 2,852.62						£ 2,852.62	£ -			
23.07.21	Bloodworth Phoenix - Cleaning Services	INV9776	BACS	£ 172.80							£ 172.80				£ 172.80	£ -			
24.07.21	Allianz Insurance - July	11640460	DD	£ 64.03									£ 64.03		£ 64.03	£ -			
															£ -	£ -			
															£ -	£ -			
AUGUST		£ 749.55													£ -	£ 749.55			
09.08.21	Rental Refund -T Bailey		BACS	£ 25.00	£ 25.00										£25.00	£ -			
09.08.21	Anglia Water - Wave	348404401	BACS	£ 43.00				£ 43.00							£ 43.00	£ -			
09.08.21	Swervy World - Band for VJ Day	VJ DAY	BACS	£ 150.00		£150.00									£ 150.00	£ -			
13.08.21	Premier Voice & Data	NWV001	DD	£ 46.26		£46.26									£ 46.26	£ -			
16.08.21	Andrew Lamb for VJ Day	VJ DAY	BACS	£ 116.00		£116.00									£ 116.00	£ -			
17.08.21	Jason Harper for VJ Day	VJ DAY	BACS	£ 84.00		£84.00									£ 84.00	£ -			
19.08.21	Swervy World - Band for VJ Day	VJ DAY	BACS	£ 150.00		£150.00									£ 150.00	£ -			
23.08.21	Donation - Remembrance Donna Leadly		BACS	£ 25.00		£25.00									£ 25.00	£ -			

24.08.21	Allianz Insurance - August	11640460	DD	£ 64.03								£ 64.03		£ 64.03	£ -					
27.08.21	Premier Voice & Data	NWV001	DD	£ 46.26		£46.26								£ 46.26	£ -					
														£ -	£ -					
														£ -	£ -					
														£ -	£ -					
SEPTEMBER		£ 553.08												£ -	£ 553.08					
02.09.21	Electric - SWALEC	3208981551	BACS	£ 15.18			15.18							£ 15.18	£ -					
03.09.21	Dusters - WL Border			£ 16.80				£ 16.80						£ 16.80	£ -					
13.09.21	Kitchen Supplies - WL Border			£ 35.61				£ 35.61						£ 35.61	£ -					
21.09.21	Rental Refund - ODunkley		BACS	£ 25.00	£ 25.00									£25.00	£ -					
24.09.21	Allianz Insurance - September	11640460	DD	£ 64.03								£ 64.03		£ 64.03	£ -					
24.09.21	Premier Voice & Data	NWV001	DD	£ 46.26		£46.26								£ 46.26	£ -					
24.09.21	Bloodworth Phoenix - Cleaning Services	INV9894	BACS	£ 259.20						£ 259.20				£ 259.20	£ -					
30.09.21	Window Cleaner - TL Gurhy	22/9	BACS	£ 16.00						£ 16.00				£ 16.00	£ -					
30.09.21	Rental Refund - J McLaughlin	20211114	BACS	£ 25.00	£ 25.00									£25.00	£ -					
30.09.21	Rental Refund - DJ Mallet		BACS	£ 25.00	£ 25.00									£25.00	£ -					
30.09.21	Rental Refund - K Whitmore		BACS	£ 25.00	£ 25.00									£25.00	£ -					
														£ -	£ -					
OCTOBER		£ 420.03												£ -	£ 420.03					
06/10/21	V & J Knitwear	333653	BACS	£ 42.54						£ 42.54				£ 42.54	£ -					
07/10/21	P Witt - Hall Cleaning	Inv 001/21	BACS	£ 145.00						£ 145.00				£ 145.00	£ -					
18.10.21	Rental Refund - J McLaughlin	20211010	BACS	£ 25.00	£ 25.00									£25.00	£ -					
18.10.21	Rental Refund - J L Curtis		BACS	£ 25.00	£ 25.00									£25.00	£ -					
25.10.21	Premier Voice & Data	NWV001	DD	£ 46.26		£46.26								£ 46.26	£ -					
25.10.21	Allianz Insurance - September	11640460	DD	£ 64.03								£ 64.03		£ 64.03	£ -					
29.10.21	Window Cleaner - TL Gurhy	26/10	BACS	£ 16.00						£ 16.00				£ 16.00	£ -					
29.10.21	Rental Refund - H Taylor		BACS	£ 25.00	£ 25.00									£25.00	£ -					
29.10.21	V & J Knitwear	335210	BACS	£ 31.20						£ 31.20				£ 31.20	£ -					
														£ -						
NOVEMBER		£ 798.10												£ -	£ 798.10					
01.11.21	Rental Refund - P Cawston		BACS	£ 25.00	£ 25.00									£25.00	£ -					
01.11.21	Pulse Electrics	INV1439	BACS	£ 57.60				£ 57.60						£ 57.60	£ -					
16.11.21	Rental Refund - S Chapman		BACS	£ 25.00	£ 25.00									£25.00	£ -					
16.11.21	Anglia Water - Wave	348404401	BACS	£ 93.65			£ 93.65							£ 93.65	£ -					
16.11.21	Rental Refund - L Thompson		BACS	£ 100.00	£ 100.00									£100.00	£ -					
16.11.21	P Witt - Hall Cleaning	Inv 002/21	BACS	£ 135.00						£ 135.00				£ 135.00	£ -					
24.11.21	Premier Voice & Data	NWV001	DD	£ 46.26		£46.26								£ 46.26	£ -					
24.11.21	Allianz Insurance - October	11640460	DD	£ 64.03								£ 64.03		£ 64.03	£ -					
24.11.21	Window Cleaner - TL Gurhy	22/11	BACS	£ 16.00						£ 16.00				£ 16.00	£ -					
24.11.21	Rental Refund -Carly Louise West		BACS	£ 50.00	£ 50.00									£50.00	£ -					
24.11.21	Kitchen Supplies - WL Border			£ 85.56						£ 85.56				£ 85.56	£ -					
24.11.21	Rental Refund - Dana Platpire		BACS	£ 100.00	£ 100.00									£100.00	£ -					
DECEMBER		£ 2,499.71												£ -	£ 2,449.71					
01.12.21	Rental Refund -Iwona Logic		BACS	£ 25.00	£ 25.00									£25.00	£ -					
01.12.21	P Witt - Hall Cleaning	Inv 003/21	BACS	£ 135.00						£ 135.00				£ 135.00	£ -					
06.12.21	Heatcool Ltd - New Hot Water Tank	A21-7674		£ 892.71				£ 892.71						£ 892.71	£ -					
07.12.21	Cadeby Tree Trust	11248	DD	£ 720.00		£720.00								£ 720.00	£ -					
13.12.21	Electric - SWALEC	3208981551	BACS	£ 118.65			118.65							£ 118.65	£ -					
15.12.21	Rental Refund - D Thurston		BACS	£ 25.00	£ 25.00									£25.00	£ -					
15.12.21	Rental Refund - Sophie Kerr		BACS	£ 50.00	£ 50.00									£50.00	£ -					
15.12.21	Christmas Tree for the Hall		BACS	£ 95.00		£95.00								£ 95.00	£ -					
20.12.21	Rental Refund - Guide Dogs		CHQ 101000	£ 25.00	£ 25.00									£25.00	£ -					
21.12.21	Rental Refund - Melody Flores		BACS	£ 50.00	£ 50.00									£50.00	£ -					
21.12.21	Rental Refund - Emily Kendall		BACS	£ 100.00	£ 100.00									£100.00	£ -					
21.12.21	Rental Refund - P Whitehurst		BACS	£ 100.00	£ 100.00									£100.00	£ -					
24.12.21	Premier Voice & Data	NWV001	DD	£ 46.26		£46.26								£ 46.26	£ -					
24.12.21	Allianz Insurance - November	11640460	DD	£ 67.09								£ 67.09		£ 67.09	£ -					
















Business Premium ME - 80156213								
North Wootton Village Hall - Income & Expenditure 2021								
DATE	DETAILS	YEARLY TOTAL	Building Expenses	Hall Hire / Other Grant Payments	West Norfolk Wins	Account Interest		
Balance @ Jan 01	£6224.81		Expenditure	Income	Income	Income		
Income	£17932.37			£ 17,419.00	£ 512.00	£ 1.37	£ 17,932.37	-£ 17,932.37
Expenditure	£ 8,986.00		£ 8,986.00					
Present Balance	£ 15,171.18							£ -
JANUARY		£ 8,723.62					£ -	-£ 8,723.62
12 Jan 2021	Gatherwell - West Norfolk Wins	£ 38.00			£ 38.00		£ 38.00	£ -
2 Feb 2021	BCKLWN - Covid -19 Business Grant	£ 476.43		£ 476.43			£ 476.43	£ -
2 Feb 2021	BCKLWN - Covid -19 Business Grant	£ 800.57		£ 800.57			£ 800.57	£ -
2 Feb 2021	Gatherwell - West Norfolk Wins	£ 39.50			£ 39.50		£ 39.50	£ -
5 Feb 2021	BCKLWN - Covid -19 Business Grant	£ 2,001.00		£ 2,001.00			£ 2,001.00	£ -
5 Feb 2021	BCKLWN - Covid -19 Business Grant	£ 4,000.00		£ 4,000.00			£ 4,000.00	£ -
2 Mar 2021	Gatherwell - West Norfolk Wins	£ 39.00			£ 39.00		£ 39.00	£ -
8 Mar 2021	Account Interest	£ 0.22				£ 0.22	£ 0.22	£ -
16 Mar 2021	BCKLWN - Covid -19 Business Grant	£ 2,096.00		£ 2,096.00			£ 2,096.00	£ -
7 Apr 2021	Gatherwell - West Norfolk Wins	£ 47.50			£ 47.50		£ 47.50	£ -
19 Apr 2021	BCKLWN - Covid -19 Business Grant	£ 8,000.00		£ 8,000.00			£ 8,000.00	£ -
27 Apr 2021	M C Nurse Builders	-£ 8,976.00	£ 8,976.00				£ 8,976.00	£ 17,952.00
11 May 2021	Dennis Blackmore - Banner Sponser	£ 20.00		£ 20.00			£ 20.00	£ -
11 May 2021	Gatherwell - West Norfolk Wins	£ 38.00			£ 38.00		£ 38.00	£ -
7 Jun 2021	Account Interest	£ 0.40				£ 0.40	£ 0.40	£ -
11 Jun 2021	Gatherwell - West Norfolk Wins	£ 46.00			£ 46.00		£ 46.00	£ -
9 Jul 0021	Gatherwell - West Norfolk Wins	£ 57.00			£ 57.00		£ 57.00	£ -
12 Jul 2021	Dennis Blackmore - Banner Sponser	£ 25.00		£ 25.00			£ 25.00	£ -
10 Aug 2021	Gatherwell - West Norfolk Wins	£ 32.00			£ 32.00		£ 32.00	£ -
6 Sep 2021	Account Interest	£ 0.37				£ 0.37	£ 0.37	£ -
15 Sep 2021	Gatherwell - West Norfolk Wins	£ 40.00			£ 40.00		£ 40.00	£ -
15 Oct 2021	Gatherwell - West Norfolk Wins	£ 32.00			£ 32.00		£ 32.00	£ -
10 Nov 2021	Gatherwell - West Norfolk Wins	£ 33.00			£ 33.00		£ 33.00	£ -
22 Nov 2021	Village Hall Mobile - O2 Contract	£ 5.00	£ 5.00				£ 5.00	£ -
6 Dec 2021	Account Interest	£ 0.38				£ 0.38	£ 0.38	£ -
7 Dec 2021	Gatherwell - West Norfolk Wins	£ 45.00			£ 45.00		£ 45.00	£ -
21 Dec 2021	Village Hall Mobile - O2 Contract	£ 5.00	£ 5.00				£ 5.00	£ -
21 Dec 2021	Gatherwell - West Norfolk Wins	£ 25.00			£ 25.00		£ 25.00	£ -
							£ -	£ -

Internal Audit Report

**North Wootton Village Hall**

Financial Year 2021

Prepared by Rachel Curtis, 12/10/2022

I have completed an internal audit of the accounts for North Wootton Village Hall for the year ending 2021.

I would like to thank the Treasurer for providing me with all the information required for the Internal Audit.

Internal control	Test	Observations
Proper bookkeeping	Is the cashbook maintained and up to date?	Yes
	Is the cashbook arithmetically correct?	Yes
	Are payments in the cashbook supported by purchase orders, invoices and authorised?	Yes
Income controls	Is income properly recorded and promptly banked?	Yes
Bank reconciliation	Is there a bank reconciliation for each account?	Yes
	Are there any unexplained balancing entries in any reconciliation?	No
Year-end procedures	Do accounts agree with the cash book?	Yes
	Has a year-end bank reconciliation been undertaken?	Yes
	Is there an audit trail from underlying financial records to the accounts?	Yes

### Summary of my recommendations:

I have verified that the accounting entries were accurately recorded and all items were supported with appropriate paperwork.

The reconciliation was easy to follow and well prepared.

In my opinion there are no areas of concern relating to the accounting procedures of North Wootton Village Hall.

*Rachel Curtis*  
*Internal auditor*