

**GRENDON UNDERWOOD VILLAGE HALL  
POST CODE HP18 OSP  
Registered Charity 300271**

**TREASURERS NOTES TO THE ACCOUNTS 2017**

**1. INTRODUCTION**

These notes should be read in conjunction with the accounts for 2017, which were signed by the Auditor on 8/Feb/18, and the income/expenditure statement for the year.

**2. DEVELOPMENTS AND ACHIEVEMENTS**

Consistent with our continuous improvement policy, a grant of £300 was obtained in 2016 from the Ali Haddow Community Fund to help fund the sanding and resealing of the main hall and committee room floors. As planned, the work was completed during the Easter 2017 holiday period. The Trustees wish their thanks for this assistance to be placed on record. They also wish to thank Mr Stephen Grimwood who donated the floor lacquer.

At the end of 2015 Grendon Rangers donated £70, being their grant from the Buckingham Charity Cup, and the Parish Council awarded a grant of £1368.80 towards the cost of purchasing 120 banqueting chairs, provision of blinds for the committee room and purchase of decorating materials. The chair purchase was completed in January 2016. Also the blinds were fitted in 2016 and the main hall, committee room, bars and entrance hall were all redecorated during 2017.

The Trustees wish their thanks for this assistance also to be placed on record and especially they wish to thank Mr Andrew Benfield who carried out all of these decorating works.

During the year, the mandatory 5 year electrical check and consequent improvements were successfully completed. The total cost of this was £1173.84 which was entirely funded by a grant from the Parish Council for which the Trustees are extremely grateful.

**3. PLANS FOR THE FUTURE**

The completion of the car park remains our highest priority for medium/long term improvement along with other external improvements which have been subject to a plan drawn up by Mr Christie.

It also is intended to build a small cupboard, to house cleaning materials for use by hirers, and to update the gent's toilets.

It should be noted that major possible improvements to the building have been identified in principle by the Parish Council should S106 money become available from any of the large housing developments under consideration in the parish.

**4 RELATIONSHIPS WITH OTHER ORGANISATIONS**

The Hall Charity has no formal ongoing relationships with other Charities although the adjacent village sports field/recreation area is owned by the Charitable Saye & Sele Trust. This leads to quite frequent informal cooperation between the two charities when events are arranged which include the use of both facilities.

The Trustees allow visitors to the nearby school, including parents dropping off or picking up their children on a daily basis, to use the Hall car park free of charge.

## 5 RESERVES

The Trustees have two main financial policies: -

Firstly, at least six months day to day running costs (including insurance) should always be available to enable us to continue should the revenue stream be disrupted

At year end the financial assets were £10423.39, which is over 12 months running costs, thus meeting our target.

Secondly, hire charges (including income from electricity meters) should exceed day-to-day running costs (including insurance) by at least 20% to provide a reserve for extraordinary expenditure.

In 2017 the running costs (electricity costs, water, insurance, cleaning, miscellaneous expenditure and general maintenance) were £6909.84

(It should be noted that the maintenance cost of £3614.30 includes £554 for floor sanding/resealing and £1180 for decorations of which £78 was covered by the funds remaining from the 2015 PC grant. It also includes £117384 for electrical work which was entirely funded by a PC grant. The net cost to our fund was thus £2362.46 and this figure has been used to calculate our running costs.)

In 2017 the income was some £7766.81 which is 12.4% above costs (As with the costs above, the income figures does not include the electrical work as it was entirely funded by the Parish Council).

Thus we did not meet our target.

## 6 RISKS

One risk acknowledged by the Trustees is that currently the Hall is exempted from Business Rates. Part of this exemption is discretionary and if this were removed hire charges would need to be increased by some 10% to cover the cost. We have recently had the exemption again confirmed for a period of one year, which offsets this risk for that period.

A second risk is the gap between revenue from the meters and the cost of the electricity supply. It is recognised that lighting is not metered and so some shortfall is to be expected but some users are known to use unmetered sockets for their own heaters and this need to be monitored.

## 7 HIRE CHARGES

A review of hire charges was undertaken towards the end of the 2013 with the new price structure taking effect during 2014. It is recommended that this structure stays in place for at least one more year.

*P E Jackman*

**P E Jackman  
Treasurer and Trustee Grendon Underwood Village Hall  
13/Feb/18**