

CHORLEYWOOD PARISH COUNCIL

CHORLEYWOOD VILLAGE HALLS MANAGEMENT COMMITTEE MEETING
TUESDAY 10th JANUARY 2017

Agenda item 5

SECRETARY'S REPORT

WAR MEMORIAL HALL

Actions taken:

1. Awaiting installation of a new spot light on the side door entrance
2. Blinds have been installed within the store room.
3. The new screen has been delivered and we are awaiting installation of the screen by an electrician.
4. Unfortunately one of the hanging basket chains broke just before Christmas – the basket has been removed.
5. We have placed the brooms and cleaning materials into the cupboard opposite the Gents toilet. These are available for public use and sign has been put on the cupboard door accordingly.
6. We are awaiting a quote for the soundproof door leading from the War Memorial hall into the Common Room.
7. A check will be carried out on the new door installed in the stage exit doors which will allow for entrance and exit to the new CKTS office. This door will remain a fire door with a push-bar emergency exit. All costs have been covered by CKTS.
8. Work is now completed on the Office Accommodation by CKTS to a very satisfactory standard. The Heads of Terms document have been agreed and the Council's Solicitor engaged to draft the lease agreement.

For Information

THE COMMON ROOM

1. The blinds have been installed.
2. There are now two regular bookings in the Common Room, one for computer training and one for Carers in Herts classes.

For Information.

BULLSLAND HALL

Toilet 1 - The emergency light has been replaced.

There will be a new booking from January 2017 for 4.5 hours per week on a Tuesday for the West Herts and Three Rivers Trust.

A new fridge freezer was ordered and installed in the kitchen. Unfortunately the fridge freezer stopped working and we attempted to call out an engineer.

The Fridge Freezer was ordered from AO.Com.

In small print at the back of the Guarantee details it states:

The product will be void if the product is installed or used in commercial or non-residential domestic household premises.

AO.Com has refused to carry out any repair work as the machine is situated in a commercial premise, despite the fact that it is still under guarantee, and they originally delivered it to this building.

The Secretary contacted BEKO – the manufacturer who stated that they would not cover the repair under the guarantee but would charge an £80 callout fee plus the cost of the repair. The initial cost of the Fridge Freezer was £249. Therefore this seemed excessive.

The Caretaker who has experience with this type of machinery advised that the temperature controls were faulty. Two parts were purchased to try to repair the fridge/freezer which the caretaker replaced. Unfortunately the parts did not resolve the issue.

The Secretary has spent a great deal of time trying to sort out this problem even contacting a helpline for independent legal advice. However as the hall is used by the RVS to store fresh and frozen food a replacement was needed with immediate effect. Officers agreed to purchase a fridge/freezer from Hertsfullstop at a cost of £266.75. This machine will be covered by a guarantee for faults.

A plumber has been called out to repair the boiler which is currently leaking.

An Electrician is required to look at the emergency internal lights which won't currently turn off.

For Information

HOLLYBUSH HALL

The soft play area has now been laid at the side of the Montessori Hollybush School.

The invoices have been sent to the proprietor of the Montessori Hollybush School.

The Heads of Terms document have been agreed and the Council's Solicitor engaged to draft the lease agreement.

The fencing has now been completed around the school, once inspected the Council will by the £2000 contribution towards the project. This finalises the Council's financial responsibility towards the start-up of the new Nursery School.

Photographs will be circulated at the meeting.

Date: TUESDAY 10th JANUARY 2017

Subject: WAR MEMEMORIAL HALL 2017 REEVALUATION – NOTIFICATION OF RATEABLE VALUE

Committee Member:

Officer Contributors: Yvonne Merritt Clerk

Status (public or exempt): Public

Wards affected: All

Enclosures: Appendix 1 Valuation Breakdown

Contact for further information: Clerk

1. RECOMMENDATIONS

1.1 That the Committee asks the Royal British Legion to agree to a revaluation of the building into two separate Businesses.

1.2 That the Clerk arranges for a re-evaluation accordingly.

2. RELEVANT PREVIOUS DECISIONS

None Specific

3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

3.1 The Charity is currently running at a loss and therefore any possible revenue savings should be investigated.

4. RISK MANAGEMENT ISSUES

4.1 The War Memorial Hall has been revalued but the building appears to include the Royal British Legion Building. If both building were to be valued separately it is possible that both buildings would fall under the £12,000 RV threshold allowing for a 100% rate relief. Properties between £12,000 and £15,000 will be granted a tapered relief of up to 50%.

5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS

5.1 This is the first year that the Trust has been charged for Business Rates as TRDC took away the Discretionary Rate Relief. Changes in legislation from 2017 mean that should the buildings be rated separately there is a potential saving of up to £1445 per year.

6. LEGAL ISSUES

6.1 The breakdown in 'Parts of the Property' is attached in Appendix 1. Highlighted in yellow are the areas leased by the Royal British Legion. This amounts to £4085. This would take the valuation for the WMH to below £12,000.

6.2 The RBL will have to agree to an independent valuation however as their value is well below the threshold it would not result in additional costs.

6.3 Once the RBL have agreed the Parish Council can appeal the decision on behalf of the Trust.

7. BACKGROUND INFORMATION

7.1 From April 2016, for the first time all the Village Halls have been charged Business Rates. The Trust receive an 80% reduction in fees as it is a registered charity and until this year TRDC have given Discretionary Rate Relief for the other 20%.

7.2 This has increased the budget by nearly £2000 per year.

7.3 However from 2017 the Government have agreed that they will grant 100% rate relief to small businesses with a rateable value of less than £12,000 and a tapered relief of up to 50% on Businesses with an RV of between £12,000 and £15,000.

7.4 The Hollybush and Bullsland Halls fall below the £12,000 threshold, however the War Memorial Hall, having recently been revalued due to the Common Room and storage extensions at £16,000.

7.5 Having requested a copy of the Valuation it appears that the Royal British Legion Hall has been included within this valuation.

7.6 if the two buildings were to be valued independently , it appears by the calculations shown within Appendix 1 that neither building would be liable for Business Rates.

Chorleywood War Memorial Hall, Chorleywood Common, Chorleywood, Rickmansworth, Herts, WD3 5LN

Description:

Hall and premises

Billing authority:

Three Rivers

Valuation scheme reference:

417853

Billing authority reference:

102001530040

Rateable value:

£16,000

Base rate:

£35.00 per m²/unit

Case number:

27755169053

- [2017 draft valuation](#)
- [Current valuation \(https://www.gov.uk/view-my-valuation/detail/current/18877165000?uarn=209185017&draftTabRequired=true\)](https://www.gov.uk/view-my-valuation/detail/current/18877165000?uarn=209185017&draftTabRequired=true)
- [Previous valuations \(https://www.gov.uk/view-my-valuation/previous-properties/209185017?asstRef=18877165000&rv=16000&address=CHORLEYWOOD+WAR+MEMORIAL+HALL%2C+CHORLEYWOOD+COMMON%2C+CHORLEYWOOD%2C+RICKMANSWORTH%2C+HERTS%2C+WD3+5LN&baRef=102001530040&baName=THREE+RIVERS&baCode=1940&description=HALL+AND+PREMISES&schemeRef=417853¤tSchemeRef=78165&effectiveFrom=1+April+2017&baseRate=%C2%A335.00&noOfAppeals=0&pageNo=1&draftTabRequired=true\)](https://www.gov.uk/view-my-valuation/previous-properties/209185017?asstRef=18877165000&rv=16000&address=CHORLEYWOOD+WAR+MEMORIAL+HALL%2C+CHORLEYWOOD+COMMON%2C+CHORLEYWOOD%2C+RICKMANSWORTH%2C+HERTS%2C+WD3+5LN&baRef=102001530040&baName=THREE+RIVERS&baCode=1940&description=HALL+AND+PREMISES&schemeRef=417853¤tSchemeRef=78165&effectiveFrom=1+April+2017&baseRate=%C2%A335.00&noOfAppeals=0&pageNo=1&draftTabRequired=true)
- [Similar properties \(https://www.gov.uk/view-my-valuation/similar-properties?asstRef=18877165000&uarn=209185017&rv=16000&address=CHORLEYWOOD+WAR+MEMORIAL+HALL%2C+CHORLEYWOOD+COMMON%2C+CHORLEYWOOD%2C+RICKMANSWORTH%2C+HERTS%2C+WD3+5LN&baRef=102001530040&baName=THREE+RIVERS&baCode=1940&description=HALL+AND+PREMISES&schemeRef=417853¤tSchemeRef=78165&effectiveFrom=1+April+2017&baseRate=%C2%A335.00&noOfAppeals=0&pageNo=1&draftTabRequired=true\)](https://www.gov.uk/view-my-valuation/similar-properties?asstRef=18877165000&uarn=209185017&rv=16000&address=CHORLEYWOOD+WAR+MEMORIAL+HALL%2C+CHORLEYWOOD+COMMON%2C+CHORLEYWOOD%2C+RICKMANSWORTH%2C+HERTS%2C+WD3+5LN&baRef=102001530040&baName=THREE+RIVERS&baCode=1940&description=HALL+AND+PREMISES&schemeRef=417853¤tSchemeRef=78165&effectiveFrom=1+April+2017&baseRate=%C2%A335.00&noOfAppeals=0&pageNo=1&draftTabRequired=true)

The rateable value is rounded down to

£16,000

This is not the amount you will pay. The rateable value is used to calculate your rates bill.

[Get an estimate of your business rates bill for 2017 \(https://www.gov.uk/view-my-valuation/calculate-rates/209185017?newRv=16000&baCode=1940&address=Chorleywood+War+Memorial+Hall%2C+Chorleywood+Common%2C+Chorleywood%2C+Rickmansworth%2C+Herts%2C+WD3+5LN\)](https://www.gov.uk/view-my-valuation/calculate-rates/209185017?newRv=16000&baCode=1940&address=Chorleywood+War+Memorial+Hall%2C+Chorleywood+Common%2C+Chorleywood%2C+Rickmansworth%2C+Herts%2C+WD3+5LN)

Parts of the property

Floor	Description	Area m ² /unit	Cost per m ² /unit	Value
Ground	Office	13.00	£23.33	£303
Ground	Committee room (extended 2016)	41.34	£23.33	£964
Ground	Ladies cloaks	N/A	£17.50	£0
Ground	Hall	154.50	£35.00	£5,408
Ground	General room	32.70	£35.00	£1,145
Ground	Kitchen	11.60	£23.33	£271
Ground	Staff toilets	N/A	£17.50	£0
Ground	Store	21.70	£17.50	£380
Ground	Boiler room	11.10	£17.50	£194
Ground	Store	3.90	£17.50	£68
Ground	Games room	35.60	£35.00	£1,246
Ground	Hall	73.70	£35.00	£2,580

Floor	Description	Area m ² /unit	Cost per m ² /unit	Value
Ground	Kitchen	11.10	£23.33	£259
Ground	Staff toilets	N/A	£17.50	£0
Ground	Stage	63.10	£35.00	£2,209
Ground	Changing room	27.50	£23.33	£642
Ground	Changing room	11.90	£23.33	£278
Ground	Store (extension 2016)	8.34	£17.50	£146
		521.08		£16,093

Total value: **£16,093**

[Tell us if you think any of the property details are incorrect \(https://www.gov.uk/view-my-valuation/amend-property-details/start/209185017?reference=18877165000\)](https://www.gov.uk/view-my-valuation/amend-property-details/start/209185017?reference=18877165000)

How the valuation was calculated

The Valuation Office Agency (VOA) puts similar properties into a group called a valuation scheme and:

- applies a range of values per m² (or unit) to the valuation scheme
- applies a base rate to individual properties in the scheme

The base rate for this property is **£35.00 per m²/unit**.

The VOA measured this property using a method called net internal area (NIA).

NIA measures the useable area within a property. Spaces such as toilets, cleaners' cupboards, lift rooms, boiler rooms and some plant rooms are not included.

If necessary, the VOA then make adjustments to the rate given to each of the property's different parts.

The rateable value of this property is the sum of all the rates given to its different parts, rounded down to **£16,000**.

[Learn more about how the VOA values properties \(https://www.gov.uk/guidance/how-to-check-your-rateable-value-is-correct#how-the-voa-values-your-property\)](https://www.gov.uk/guidance/how-to-check-your-rateable-value-is-correct#how-the-voa-values-your-property)

CHORLEYWOOD PARISH COUNCIL

CHORLEYWOOD VILLAGE HALLS TRUST

Agenda Item 8.

Date: 10th JANUARY 2017

Subject: PROPOSED FEES AND CHARGES

Committee Member:

Officer Contributors: Treasurer and Secretary

Status (public or exempt): Public

Wards affected: All

Enclosures: Hall fees comparison sheet

Contact for further information: Clerk,

1.RECOMMENDATIONS

1.1 That the Committee agree the fees and charges for all three halls for the 2017/18 municipal year.

2. RELEVANT PREVIOUS DECISIONS

2.1 Policy and Resources Minute 16/30

The P&R Committee

RESOLVED

That the budget strategy for 2017/18 would be a 2% increase in line with RPI and that the shortfall in the revenue be replenished over a two year period.

3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

None specific.

4. RISK MANAGEMENT ISSUES

4.1 The current deficit in the budget will need to be addressed and an increase in fees and charges should carefully be considered to allow for growth but not to loose hirers due to high fees.

5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS

5.1 By keeping the rates the same it is likely that the deficit balance on the halls will increase.

6. LEGAL ISSUES

Nil

7. BACKGROUND INFORMATION

Current Fees and Charges - War Memorial Hall (rounded to the nearest 5p)

Events – Per Hour	Monday – Friday Up to 6.00pm	Monday – Friday After 6.00pm	Saturday and Sunday
	£	£	£
Function Rate	24.45	29.20	32.20
Group Rate	17.55	29.50	26.60
Classes	19.65	25.55	30.35
Commercial	42.50	44.60	48.00
Concerts/Filming, bank Holidays, Amateur Dramatics, Weddings	Price on application	Price on application	Price on application

Proposed Fees and Charges for 2017/2018 - From 1st April, 2017

Events – Per Hour	Monday – Friday Up to 6.00pm	Monday – Friday After 6.00pm	Saturday and Sunday
	£	£	£
Function Rate	24.95	29.80	32.85
Group Rate	17.90	30.00	27.15
Classes	20.05	26.05	30.95
Commercial	43.35	45.50	48.95
Concerts/Filming, bank Holidays, Amateur Dramatics, Weddings	Price on application	Price on application	Price on application

Alcohol Licence - £25.00

Current Fees and Charges for 2016/2017 - Bullsland Hall & The Common Room

Events – Per Hour	Monday – Friday Up to 6.00pm	Monday – Friday After 6.00pm	Saturday and Sunday
	2016/17	2016/17	2016/17
Rate	£14.60	£17.55	£20.20

Proposed Fees and Charges for 2017/2018 - From 1st April, 2017

Events – Per Hour	Monday – Friday Up to 6.00pm	Monday – Friday After 6.00pm	Saturday and Sunday
	2017/18	2017/18	2017/18
Rate	£14.90	£17.90	£20.60

WRVS

Lunch Club Rate = £12.00 per hour Revised rate - £12.25 per hour

Comparisons to other local halls will be circulated at the meeting, however Members are asked to consider are the following:-

- A number of halls have an extra hire charge before 8am and after 11pm.
Currently the charges for after midnight are doubled.
- There is an additional charge for use of the kitchens and hire of the crockery and cutlery
Currently there is no charge for these items but charges could go towards the additional cleaning required.

CHORLEYWOOD PARISH COUNCIL

CHORLEYWOOD VILLAGE HALLS COMMITTEE MEETING

Agenda Item 9

Date: TUESDAY 10th JANUARY 2017

Subject: DRAFT CAPITAL AND REVENUE BUDGET 2017/18

Committee Member:

Officer Contributors: Yvonne Merritt Clerk,

Status (public or exempt): Public

Wards affected: All

Enclosures: Appendix 1 Draft Budget, Appendix 2 Capital budget

Contact for further information: Clerk

1. RECOMMENDATIONS

1.1 That the Committee consider the draft budget for 2017 – 2018 with the possibility of asking for further assistance from the Parish Council towards reducing the shortfall.

1.2 That the Committee consider items from the Four Year Vision for capital projects.

2. RELEVANT PREVIOUS DECISIONS

2.1 Policy and Resources Minute 16/30

The P&R Committee

RESOLVED

That the budget strategy for 2017/8 would be a 2% increase in line with RPI and that the shortfall in the reserves be replenished over a two year period.

This was proposed from the Chair and carried unanimously.

3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

3.1 The Village Halls budget must break even – the account does not have the added security of the Instant Access Account should the expenditure become more than the income. The closing balance of the accounts for 2015/17 was £5700. However this will be insufficient to cancel out the shortfall in income over expenditure.

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4. RISK MANAGEMENT ISSUES

4.1 In the past year £5,000 was allocated to the Village Halls reserve fund to pay for future maintenance. The fund was depleted to zero following the recent refurbishment and should be built up again for the long term security of the buildings.

5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS

5.1 Income has been raised by 2%

5.2 The salary budget has not increased. It is estimated that due to changes to work contracts and the leasing of the Hollybush Hall there are sufficient funds in the current budget to cover the 2% increase.

5.3 The figures assumes that the Committee agree the proposed fees and charges detailed within the relevant report.

5.4 There is currently the following figures in the Capital Budget

- ❖ War Memorial Hall £14219.00
- ❖ Bullsland Hall £7776.00

6. LEGAL ISSUES

6.1 None Specific

7 BACKGROUND INFORMATION

7.1 The draft budget assumes that the Committee have agreed the draft fees and charges.

7.2 Salaries, Tax and NI and Superannuation have remained static

7.3 All other items have been increased by 2% or in fact stayed the same.

7.4 The current increase from the original 2016/17 revenue budget is therefore £7785.00

7.5 Whilst the funds from the hire of the Hollybush Hall duplicate the previous grant from the Parish Council, income at the Bullsland Hall has decreased due to the loss of the Meals on Wheels equating to a loss of £4000. The loss of income of £1000 from the Indoor Boot Sales and the 2% growth in the budget means there is still a shortfall.

7.6 The budget includes £1475 Business Rates which may alter.

7.7 Attached in appendix 2 of this report is the current capital budget allocation, again this has remained static from last year.

7.8 It is possible that with the brought forward balance of £5700 and the possible gain from reduction of Business Rates that the Committee budget may break even, however it is advisable to act with caution as there could be a shortfall if any of the variables alter, even slightly.

7.9 Members will also need to consider any capital projects for the next financial year, taken from the agreed Four Year Vision. Once these priorities are agreed costs will be obtained for consideration.

Budget Detail - By Committee

Note : Village Halls Draft Budget 2017/18

	<u>Current Year</u>			<u>Next Year</u>	
	<u>Agreed Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>	
<u>Village Hall Trust</u>					
<u>100 General Administration</u>					
4000	Salaries	26,850	17,525	26,850	26,850
4020	Inc Tax & NI	6,320	4,158	6,320	6,320
4030	Superannuation	9,900	7,200	9,900	9,900
4055	Travelling Expenses	810	621	810	825
4056	Mobile Phones	300	255	300	360
4060	Consumables	950	355	950	970
4065	Hand Drier & Sanitary Costs	1,390	1,417	1,390	1,420
4080	Insurance	1,565	1,437	1,565	1,650
4085	Licence Costs	1,550	1,253	1,550	1,580
4090	Trade Refuse Costs	1,430	1,480	1,480	1,510
4095	Affiliation Fee CDA	35	0	35	35
4100	Annual Safety Inspection	120	0	120	125
4105	Bank Charges	50	14	50	50
4110	Parish Events Costs	50	0	50	0
4115	Audit Fees	370	189	370	380
4120	Post & Stationery	400	0	400	410
4125	Computer Services	1,340	0	1,340	1,370
4130	Health & Safety	500	427	500	500

Note : Village Halls Draft Budget 2017/18

		<u>Current Year</u>			<u>Next Year</u>
		Agreed Budget	Actual YTD	Projected Actual	Next Year Budget
4160	Hall Maintenance	0	130	0	0
4900	Miscellaneous Expenditure	200	48	200	200
	OverHead Expenditure	54,130	36,510	54,180	54,455
1000	Parish Events Income	800	50	800	0
1020	Grants & Donations Received	20,000	20,000	20,000	0
1030	Interest Received	35	1	35	35
1900	Miscellaneous Income	0	152	0	0
	Total Income	20,835	20,203	20,835	35
100	Net Expenditure	33,295	16,307	33,345	54,420
200	<u>War Memorial Hall</u>				
4000	Salaries	0	660	0	0
4055	Travelling Expenses	0	34	0	0
4150	Rates	1,445	970	1,445	1,475
4155	Hall Cleaning	745	349	745	560
4160	Hall Maintenance	4,000	4,856	5,000	4,080
4165	Minor Improvements	1,000	383	1,000	1,000
4200	War Memorial Services	7,560	834	7,560	0
4201	War Memorial Gas	0	1,118	0	4,000
4202	War Memorial Electricity	0	1,094	0	2,200

Budget Detail - By Committee

Note : Village Halls Draft Budget 2017/18

		<u>Current Year</u>			<u>Next Year</u>
		Agreed Budget	Actual YTD	Projected Actual	Next Year Budget
4203	War Memorial Water	0	391	0	500
4204	War Memorial Telecoms	0	631	0	1,000
4900	Miscellaneous Expenditure	350	322	350	350
	OverHead Expenditure	15,100	11,642	16,100	15,165
1200	WMH Lettings	32,825	22,421	32,825	33,500
1210	Common Room Lettings	2,000	1,029	2,000	2,050
1900	Miscellaneous Income	1,000	547	1,000	1,000
	Total Income	35,825	23,997	35,825	36,550
200	Net Expenditure	-20,725	-12,355	-19,725	-21,385
300	<u>Bullsland</u>				
4150	Rates	175	86	175	0
4155	Hall Cleaning	0	121	0	200
4160	Hall Maintenance	0	390	390	1,000
4165	Minor Improvements	0	365	239	250
4300	Bullsland Services	1,600	188	1,600	0
4301	Bullsland Gas	0	191	0	600
4302	Bullsland Electricity	0	190	0	400
4303	Bullsland Water	0	192	0	250
4304	Bullsland Telecoms	0	363	0	350
	OverHead Expenditure	1,775	2,085	2,404	3,050

Budget Detail - By Committee

Note : Village Halls Draft Budget 2017/18

		<u>Current Year</u>			<u>Next Year</u>
		Agreed Budget	Actual YTD	Projected Actual	Next Year Budget
1300	Bullsland Lettings	10,000	7,389	11,500	10,000
	Total Income	10,000	7,389	11,500	10,000
300	Net Expenditure	-8,225	-5,303	-9,096	-6,950
400	Hollybush				
4150	Rates	220	128	220	0
4155	Hall Cleaning	0	0	0	0
4160	Hall Maintenance	0	1,155	1,500	1,000
4165	Minor Improvements	0	0	0	0
4400	Hollybush Services	535	0	535	0
4402	Hollybush Electricity	0	90	0	500
4403	Hollybush Water	0	152	0	200
	OverHead Expenditure	755	1,526	2,255	1,700
1400	Hollybush Lettings	2,000	255	5,000	20,000
	Total Income	2,000	255	5,000	20,000
400	Net Expenditure	-1,245	1,271	-2,745	-18,300
Village Hall Trust - Expenditure		71,760	51,763	74,939	74,370
Income		68,660	51,843	73,160	66,585
Net Expenditure		3,100	-80	1,779	7,785

Budget Detail - By Committee

Note : Village Halls Draft Budget 2017/18

	<u>Current Year</u>			<u>Next Year</u>
	<u>Agreed Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>
Total Budget Expenditure	71,760	51,763	74,939	74,370
Income	68,660	51,843	73,160	66,585
Net Expenditure	<u>3,100</u>	<u>-80</u>	<u>1,779</u>	<u>7,785</u>

CHORLEYWOOD PARISH COUNCIL

VILLAGE HALLS CAPITAL GRANT

	Capital Replacement programme	YEAR 9 09/10	YEAR 10 10/11	YEAR 11/12	YEAR 12/13	YEAR 13/14	YEAR 14/15	YEAR 15/16	YEAR 16/17	YEAR 17/18
Refurbish Toilets							£50,000			
Common Room Extension								£50,000		
Capital Repairs		£5,000	£2500	£2500	£2500	£2600	£2675	£2730	£5000	£5000

Capital Budget

Village Halls	2016/17				Remaining
	Budget	Balance B/F	Total	Spent	Balance
Hall Capital	£ 5,000.00	£ 9,219.00	£14,219.00		£ 14,219.00
Bullsland Hall		£ 7,776.00	£ 7,776.00		£ 7,776.00
			Total balance fund		£ 21,995.00

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Village Halls Draft Budget 2017/18

	<u>Current Year</u>			<u>Next Year</u>	
	<u>Agreed Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>	
<u>Village Hall Trust</u>					
<u>100</u>	<u>General Administration</u>				
4000	Salaries	26,850	17,525	26,850	26,850
4020	Inc Tax & NI	6,320	4,158	6,320	6,320
4030	Superannuation	9,900	7,200	9,900	9,900
4055	Travelling Expenses	810	621	810	825
4056	Mobile Phones	300	255	300	360
4060	Consumables	950	355	950	970
4065	Hand Drier & Sanitary Costs	1,390	1,417	1,390	1,420
4080	Insurance	1,565	1,437	1,565	1,650
4085	Licence Costs	1,550	1,253	1,550	1,580
4090	Trade Refuse Costs	1,430	1,480	1,480	1,510
4095	Affiliation Fee CDA	35	0	35	35
4100	Annual Safety Inspection	120	0	120	125
4105	Bank Charges	50	14	50	50
4110	Parish Events Costs	50	0	50	0
4115	Audit Fees	370	189	370	380
4120	Post & Stationery	400	0	400	410
4125	Computer Services	1,340	0	1,340	1,370
4130	Health & Safety	500	427	500	500

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Note : Village Halls Draft Budget 2017/18

		<u>Current Year</u>		<u>Next Year</u>
		Agreed Budget	Actual YTD	Projected Actual
				Next Year Budget
4160	Hall Maintenance	0	130	0
4900	Miscellaneous Expenditure	200	48	200
	OverHead Expenditure	54,130	36,510	54,180
1000	Parish Events Income	800	50	800
1020	Grants & Donations Received	20,000	20,000	20,000
1030	Interest Received	35	1	35
1900	Miscellaneous Income	0	152	0
	Total Income	20,835	20,203	20,835
100	Net Expenditure	33,295	16,307	33,345
200	<u>War Memorial Hall</u>			
4000	Salaries	0	660	0
4055	Travelling Expenses	0	34	0
4150	Rates	1,445	970	1,445
4155	Hall Cleaning	745	349	745
4160	Hall Maintenance	4,000	4,856	5,000
4165	Minor Improvements	1,000	383	1,000
4200	War Memorial Services	7,560	834	7,560
4201	War Memorial Gas	0	1,118	0
4202	War Memorial Electricity	0	1,094	0

Continued on Page 3

Note : Village Halls Draft Budget 2017/18

		<u>Current Year</u>			<u>Next Year</u>
		Agreed Budget	Actual YTD	Projected Actual	Next Year Budget
4203	War Memorial Water	0	391	0	500
4204	War Memorial Telecoms	0	631	0	1,000
4900	Miscellaneous Expenditure	350	322	350	350
	OverHead Expenditure	15,100	11,642	16,100	15,165
1200	WMH Lettings	32,825	22,421	32,825	33,500
1210	Common Room Lettings	2,000	1,029	2,000	2,050
1900	Miscellaneous Income	1,000	547	1,000	1,000
	Total Income	35,825	23,997	35,825	36,550
200	Net Expenditure	-20,725	-12,355	-19,725	-21,385
300	<u>Bullsland</u>				
4150	Rates	175	86	175	0
4155	Hall Cleaning	0	121	0	200
4160	Hall Maintenance	0	390	390	1,000
4165	Minor Improvements	0	365	239	250
4300	Bullsland Services	1,600	188	1,600	0
4301	Bullsland Gas	0	191	0	600
4302	Bullsland Electricity	0	190	0	400
4303	Bullsland Water	0	192	0	250
4304	Bullsland Telecoms	0	363	0	350
	OverHead Expenditure	1,775	2,085	2,404	3,050

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Note : Village Halls Draft Budget 2017/18

		<u>Current Year</u>			<u>Next Year</u>
		Agreed Budget	Actual YTD	Projected Actual	Next Year Budget
1300	Bullsland Lettings	10,000	7,389	11,500	10,000
	Total Income	10,000	7,389	11,500	10,000
	300 Net Expenditure	-8,225	-5,303	-9,096	-6,950
400	<u>Hollybush</u>				
4150	Rates	220	128	220	0
4155	Hall Cleaning	0	0	0	0
4160	Hall Maintenance	0	1,155	1,500	1,000
4165	Minor Improvements	0	0	0	0
4400	Hollybush Services	535	0	535	0
4402	Hollybush Electricity	0	90	0	500
4403	Hollybush Water	0	152	0	200
	OverHead Expenditure	755	1,526	2,255	1,700
1400	Hollybush Lettings	2,000	255	5,000	20,000
	Total Income	2,000	255	5,000	20,000
	400 Net Expenditure	-1,245	1,271	-2,745	-18,300
Village Hall Trust - Expenditure		71,760	51,763	74,939	74,370
Income		68,660	51,843	73,160	66,585
Net Expenditure		3,100	-80	1,779	7,785

Continued on Page 5

Note : Village Halls Draft Budget 2017/18

	<u>Current Year</u>		<u>Next Year</u>	
	<u>Agreed Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>
Total Budget Expenditure	71,760	51,763	74,939	74,370
Income	68,660	51,843	73,160	66,585
Net Expenditure	<u>3,100</u>	<u>-80</u>	<u>1,779</u>	<u>7,785</u>

Budget Detail - By Committee

Note : Village Halls Revised Budget 2016/17

		<u>Current Year</u>		
		<u>Agreed Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>
<u>Village Hall Trust</u>				
<u>100</u>	<u>General Administration</u>			
4000	Salaries	26,850	17,525	26,850
4020	Inc Tax & NI	6,320	4,158	6,320
4030	Superannuation	9,900	7,200	9,900
4055	Travelling Expenses	810	621	810
4056	Mobile Phones	300	255	300
4060	Consumables	950	355	950
4065	Hand Drier & Sanitary Costs	1,390	1,417	1,390
4080	Insurance	1,565	1,437	1,565
4085	Licence Costs	1,550	1,253	1,550
4090	Trade Refuse Costs	1,430	1,480	1,480
4095	Affiliation Fee CDA	35	0	35
4100	Annual Safety Inspection	120	0	120
4105	Bank Charges	50	14	50
4110	Parish Events Costs	50	0	50
4115	Audit Fees	370	189	370
4120	Post & Stationery	400	0	400
4125	Computer Services	1,340	0	1,340
4130	Health & Safety	500	427	500

Continued on Page 2

Budget Detail - By Committee

Note : Village Halls Revised Budget 2016/17

		<u>Current Year</u>		
		Agreed Budget	Actual YTD	Projected Actual
4160	Hall Maintenance	0	130	0
4900	Miscellaneous Expenditure	200	48	200
	OverHead Expenditure	54,130	36,510	54,180
1000	Parish Events Income	800	50	800
1020	Grants & Donations Received	20,000	20,000	20,000
1030	Interest Received	35	1	35
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	Total Income	20,835	20,203	20,835
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200	<u>War Memorial Hall</u>			
4000	Salaries	0	660	0
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4150	Rates	1,445	970	1,445
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4201	War Memorial Gas	0	1,118	0
4202	War Memorial Electricity	0	1,094	0

Budget Detail - By Committee

Note : Village Halls Revised Budget 2016/17

		<u>Current Year</u>		
		Agreed Budget	Actual YTD	Projected Actual
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4204	War Memorial Telecoms	0	631	0
4900	Miscellaneous Expenditure	350	322	350
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	Total Income	35,825	23,997	35,825
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300	Bullisland			
4150	Rates	175	86	175
4155	Hall Cleaning	0	121	0
4160	Hall Maintenance	0	390	390
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4300	Bullisland Services	1,600	188	1,600
4301	Bullisland Gas	0	191	0
4302	Bullisland Electricity	0	190	0
4303	Bullisland Water	0	192	0
4304	Bullisland Telecoms	0	363	0
	OverHead Expenditure	1,775	2,085	2,404

Note : Village Halls Revised Budget 2016/17

		<u>Current Year</u>		
		<u>Agreed Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>
1300	Bullsland Lettings	10,000	7,389	11,500
	Total Income	10,000	7,389	11,500
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400	Hollybush			
4150	Rates	220	128	220
4155	Hall Cleaning	0	0	0
4160	Hall Maintenance	0	1,155	1,500
4165	Minor Improvements	0	0	0
4400	Hollybush Services	535	0	535
4402	Hollybush Electricity	0	90	0
4403	Hollybush Water	0	152	0
	OverHead Expenditure	755	1,526	2,255
1400	Hollybush Lettings	2,000	255	5,000
	Total Income	2,000	255	5,000
400	Net Expenditure	-1,245	1,271	-2,745
Village Hall Trust - Expenditure		71,760	51,763	74,939
	Income	68,660	51,843	73,160
	Net Expenditure	3,100	-80	1,779

Budget Detail - By Committee

Note : Village Halls Revised Budget 2016/17

	<u>Current Year</u>		
	<u>Agreed Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>
Total Budget Expenditure	71,760	51,763	74,939
Income	68,660	51,843	73,160
Net Expenditure	<u>3,100</u>	<u>-80</u>	<u>1,779</u>