



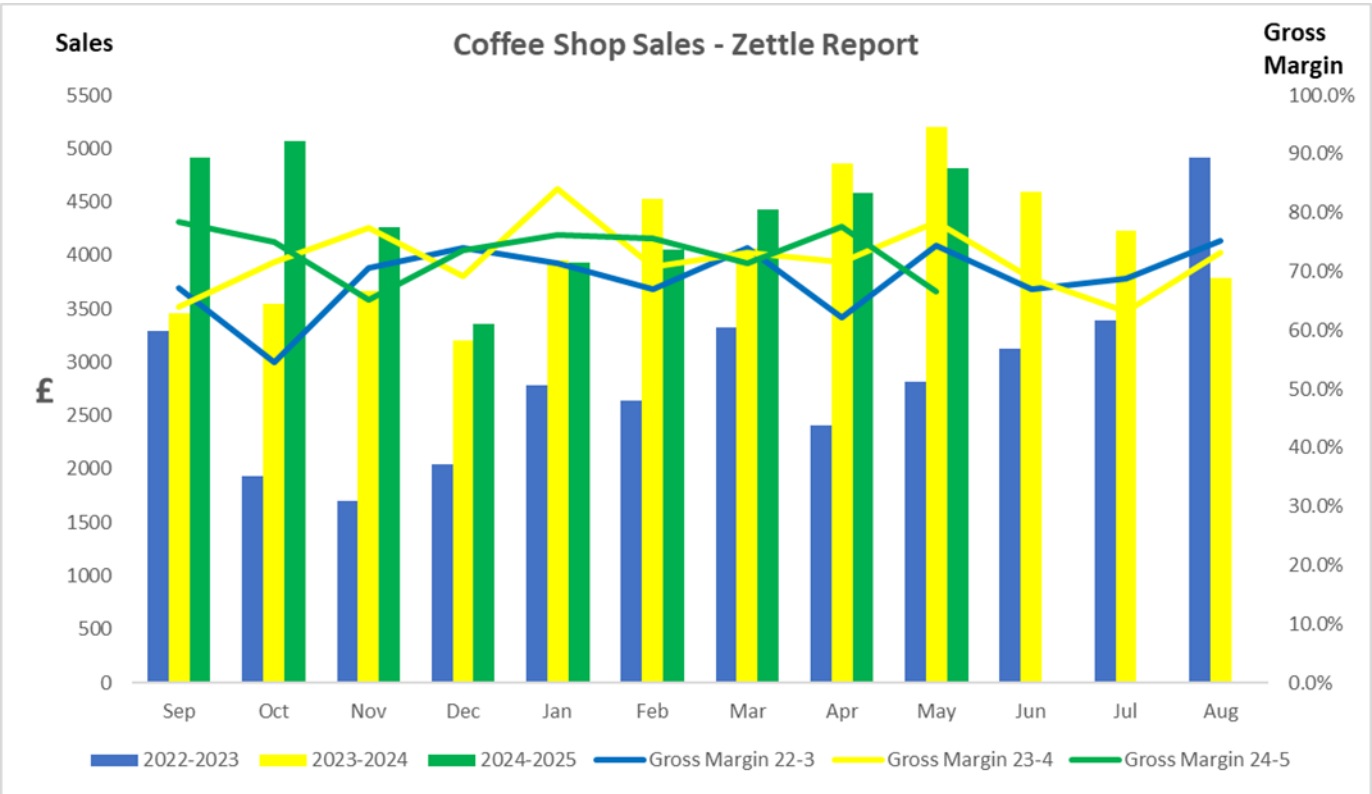
Monthly Management Report

For the period ended 31 May 2025

Prepared by
Treasurer

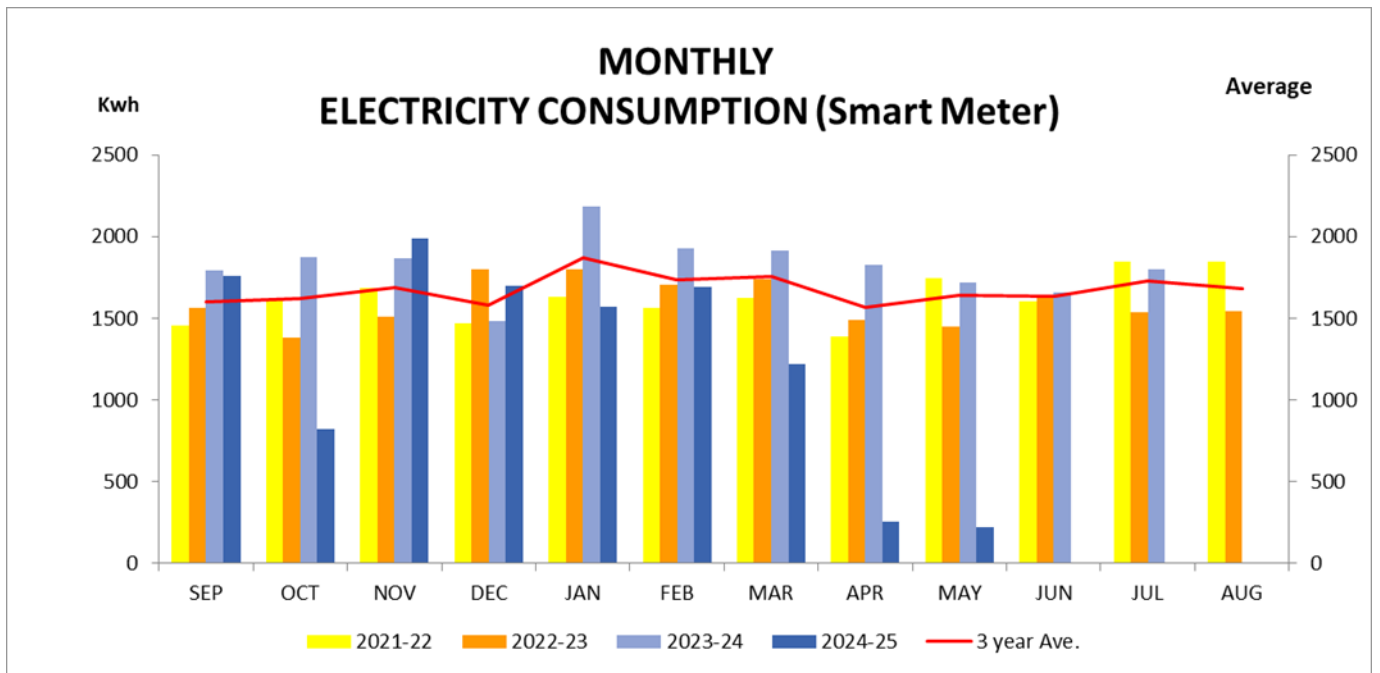
Prepared on
3 June 2025

Coffee Shop

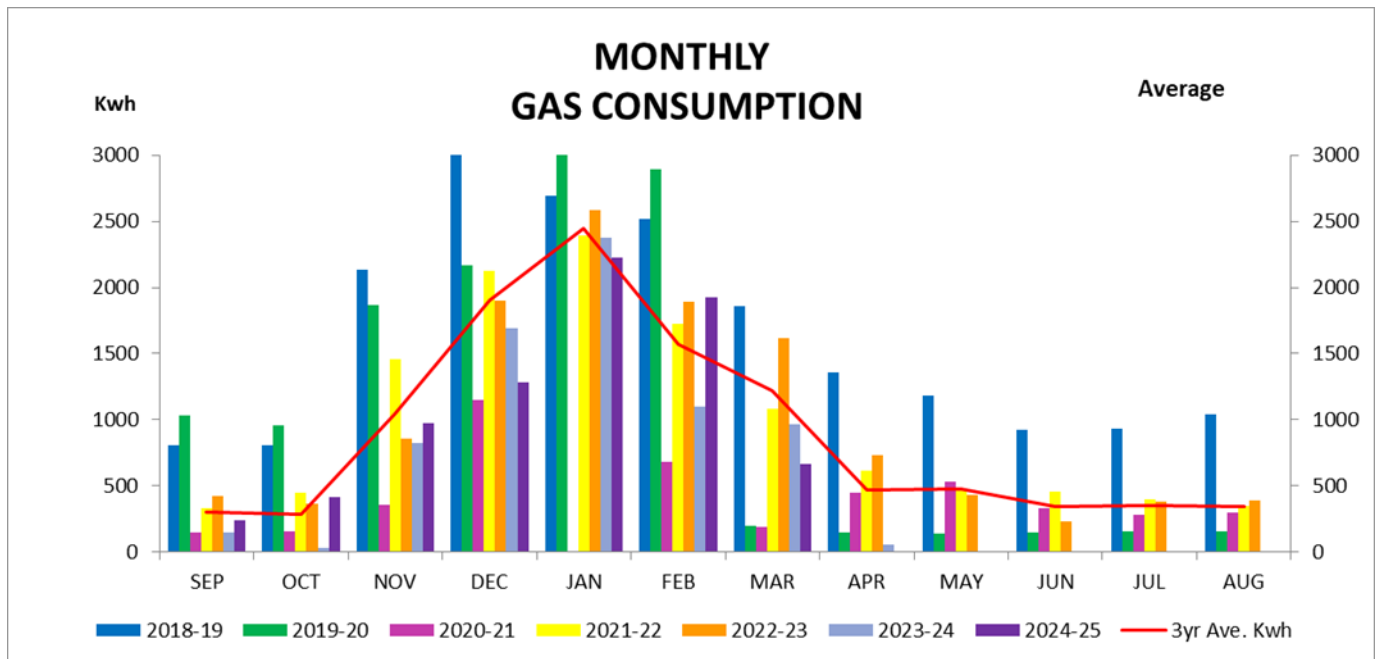


Coffee Shop Sales continue to improve month on month in 2025, although slightly down on the previous year.

Utilities

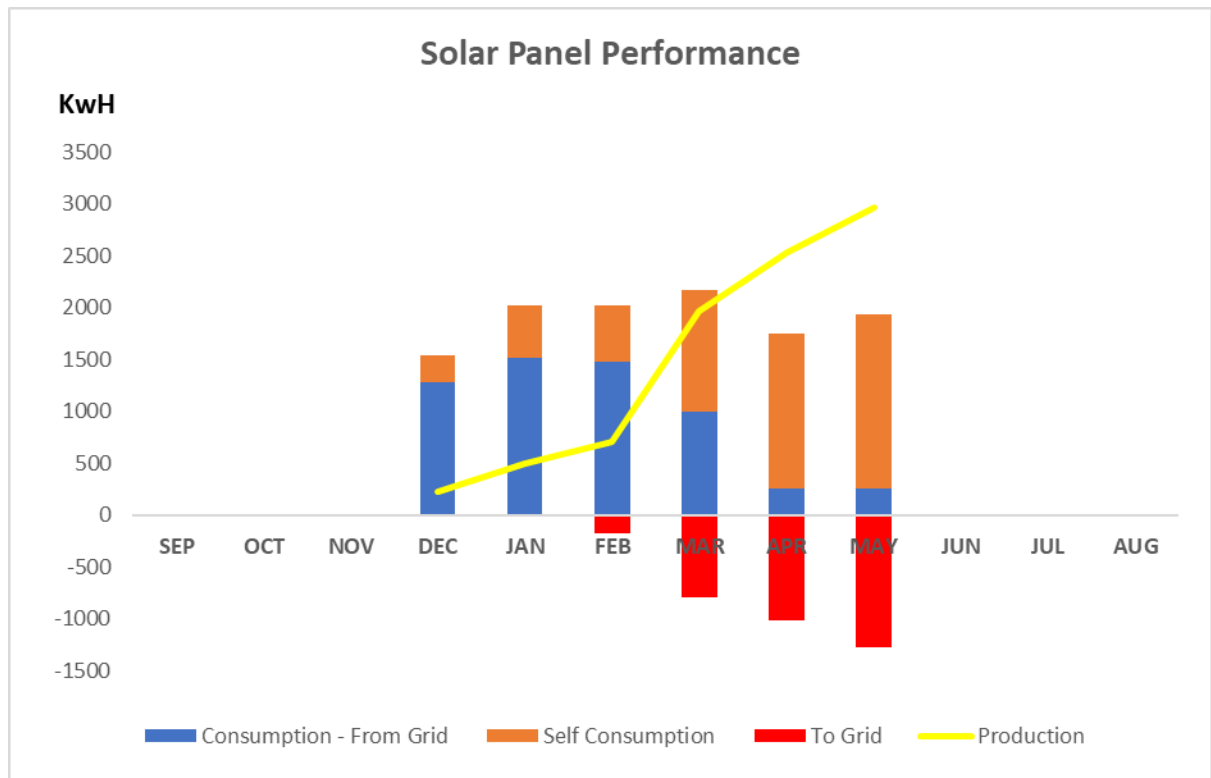


Consumption continues to be low as we benefit from the solar panels and batteries.



Octopus are still unable to resolve our metering problem, so we have not had any readings since 19th March.

Solar



May was a very good month, and we were 87% self sufficient. We are also earning income from exporting to the grid - £140 to date, although this has yet to be credited.

Budget vs. Actuals - Month

May 2025

				Total
	Actual	Budget	over Budget	% of Budget
INCOME				
Coffee Shop				
Card Sales		0.00	0.00	
Cash Sales		0.00	0.00	
Zettle sales	4,825.32	4,324.32	501.00	111.58564%
Total Coffee Shop	4,825.32	4,324.32	501.00	111.58564%
Hall Hire				
Deposits	-50.00		-50.00	
Kitchen	100.00	20.00	80.00	500.00%
Main Hall	1,561.20	2,329.00	-767.80	67.03306%
Meeting Room	220.95	661.00	-440.05	33.42663%
Servery	138.60	129.00	9.60	107.44186%
Total Hall Hire	1,970.75	3,139.00	-1,168.25	62.78273%
Total Income	6,796.07	7,463.32	-667.25	91.05961%
COST OF SALES				
C/S Costs				
Cash Adjustments		0.00	0.00	
Coffee Machines	395.93	305.50	90.43	129.60065%
Furniture and Equipment		50.00	-50.00	
NI, Pension & Tax	848.18	728.26	119.92	116.46665%
Other		0.00	0.00	
Supplies	1,609.99	1,210.81	399.18	132.96801%
Training		0.00	0.00	
Wages	3,032.73	2,907.26	125.47	104.31575%
Total C/S Costs	5,886.83	5,201.83	685.00	113.16844%
Zettle Usage Charge	70.38	56.00	14.38	125.67857%
Total Cost of Sales	5,957.21	5,257.83	699.38	113.30169%
TOTAL	838.86	2,205.49	-1,366.63	38.03509%
EXPENDITURES				
Maintenance				
Air Conditioning Service		0.00	0.00	
Boiler & Plumbing		0.00	0.00	
Decoration		0.00	0.00	
Electrical Work	59.19	0.00	59.19	
Fire & Security Alarms	170.30	0.00	170.30	
Fire Extinguishers & PAT		0.00	0.00	
Garden and Landscaping	66.90	0.00	66.90	
Misc.		0.00	0.00	
Repair & Maintenance		0.00	0.00	
Stair Lift Service	44.00	0.00	44.00	
Total Maintenance	340.39	0.00	340.39	
Other Expenses				
Misc.		10.00	-10.00	
Stationery & Expenses		10.00	-10.00	
Total Other Expenses		20.00	-20.00	

				Total
	Actual	Budget	over Budget	% of Budget
Utilities				
Auditors		0.00	0.00	
Cleaning	810.00	826.80	-16.80	97.96807%
Cleaning Materials	101.45	60.31	41.14	168.21423%
Electricity		200.00	-200.00	
Gas		51.00	-51.00	
I.T.	47.00	47.00	0.00	100.00%
Public Licences		0.00	0.00	
Refuse Collection	86.80	94.75	-7.95	91.6095%
Telephone & Broadband		35.62	-35.62	
TV License	15.00	13.25	1.75	113.20755%
Water		281.32	-281.32	
Window Cleaning		33.28	-33.28	
Total Utilities	1,060.25	1,643.33	-583.08	64.51839%
Total Expenditures	1,400.64	1,663.33	-262.69	84.20698%
NET OPERATING INCOME	-561.78	542.16	-1,103.94	-103.61886%
OTHER INCOME				
Other Income				
Book Exchange	19.15	10.00	9.15	191.50%
Savings Account Interest		0.00	0.00	
Total Other Income	19.15	10.00	9.15	191.50%
Total Other Income	19.15	10.00	9.15	191.50%
NET OTHER INCOME	19.15	10.00	9.15	191.50%
NET INCOME/(EXPENDITURE)	£ -542.63	£552.16	£ -1,094.79	-98.27405%

Budget vs. Actuals - Year to Date

September 2024 - May 2025

				Total
	Actual	Budget	over Budget	% of Budget
INCOME				
Coffee Shop				
Bank Payments	384.65		384.65	
Card Sales	3,242.75	3,200.00	42.75	101.33594%
Cash Sales	1,322.55	1,124.32	198.23	117.6311%
Zettle sales	34,466.62	34,594.56	-127.94	99.63017%
Total Coffee Shop	39,416.57	38,918.88	497.69	101.27879%
Donations				
Unrestricted	189.80		189.80	
Total Donations	189.80		189.80	
Hall Hire	106.00		106.00	
Deposits	-200.00		-200.00	
Deposits Retained	125.00		125.00	
Kitchen	150.00	180.00	-30.00	83.33333%
Main Hall	21,341.69	20,961.00	380.69	101.81618%
Meeting Room	3,354.45	5,949.00	-2,594.55	56.38679%
Servery	1,625.75	1,161.00	464.75	140.03015%
Stage	183.00		183.00	
Total Hall Hire	26,685.89	28,251.00	-1,565.11	94.45998%
Unapplied Cash Payment Income	-10.40		-10.40	
Total Income	66,281.86	67,169.88	-888.02	98.67795%
COST OF SALES				
C/S Costs				
Cash Adjustments	0.00	0.00	0.00	
Coffee Machines	2,035.31	1,817.00	218.31	112.01486%
Furniture and Equipment	336.05	450.00	-113.95	74.67778%
NI, Pension & Tax	6,774.41	6,554.34	220.07	103.35762%
Other	100.00	100.00	0.00	100.00%
Supplies	10,485.65	10,897.29	-411.64	96.22255%
Training		100.00	-100.00	
Wages	26,460.21	26,165.34	294.87	101.12695%
Total C/S Costs	46,191.63	46,083.97	107.66	100.23362%
Zettle Usage Charge	503.37	560.00	-56.63	89.8875%
Total Cost of Sales	46,695.00	46,643.97	51.03	100.1094%
TOTAL	19,586.86	20,525.91	-939.05	95.42505%
EXPENDITURES				
Maintenance				
Air Conditioning Service	275.00	286.00	-11.00	96.15385%
Boiler & Plumbing	1,202.68	167.52	1,035.16	717.93219%
Decoration	700.00	1,500.00	-800.00	46.66667%
Electrical Work	665.02	346.66	318.36	191.83638%
Fire & Security Alarms	872.29	176.80	695.49	493.3767%
Fire Extinguishers & PAT	170.00	300.00	-130.00	56.66667%
Garden and Landscaping	160.64	300.00	-139.36	53.54667%
Misc.		600.00	-600.00	

				Total
	Actual	Budget	over Budget	% of Budget
Repair & Maintenance	1,108.48	6,200.00	-5,091.52	17.87871%
Stair Lift Service	176.00	132.00	44.00	133.33333%
Total Maintenance	5,330.11	10,008.98	-4,678.87	53.25328%
Other Expenses				
Misc.	241.24	90.00	151.24	268.04444%
Stationery & Expenses	18.63	90.00	-71.37	20.70%
Total Other Expenses	259.87	180.00	79.87	144.37222%
Unapplied Cash Bill Payment Expenditure	0.00		0.00	
Utilities				
Auditors	1,630.00	1,616.16	13.84	100.85635%
Cleaning	7,401.31	7,441.20	-39.89	99.46393%
Cleaning Materials	681.80	542.79	139.01	125.61027%
Electricity	1,996.74	2,337.00	-340.26	85.44031%
Gas	394.34	917.00	-522.66	43.00327%
I.T.	764.56	479.00	285.56	159.61587%
Public Licences	154.20	446.70	-292.50	34.51981%
Refuse Collection	796.80	852.75	-55.95	93.43887%
Telephone & Broadband	284.07	320.58	-36.51	88.61127%
TV License	129.75	119.25	10.50	108.80503%
Water	270.50	551.82	-281.32	49.01961%
Window Cleaning	128.00	232.96	-104.96	54.94505%
Total Utilities	14,632.07	15,857.21	-1,225.14	92.27392%
Total Expenditures	20,222.05	26,046.19	-5,824.14	77.63919%
NET OPERATING INCOME	-635.19	-5,520.28	4,885.09	11.50648%
OTHER INCOME				
Other Income				
Book Exchange	121.79	90.00	31.79	135.32222%
Savings Account Interest	481.96	460.00	21.96	104.77391%
Total Other Income	603.75	550.00	53.75	109.77273%
Total Other Income	603.75	550.00	53.75	109.77273%
NET OTHER INCOME	603.75	550.00	53.75	109.77273%
NET INCOME/(EXPENDITURE)	£ -31.44	£ -4,970.28	£4,938.84	0.63256%

Balance Sheet

As of May 31, 2025

	Total
FIXED ASSET	
Tangible assets	
Fixtures and fittings - accumulated depreciation	-36,734.89
Fixtures and fittings - cost	50,948.10
Freehold Property - Cost	1,124,586.31
Solar Panels - additions	5,500.15
Total Tangible assets	1,144,299.67
Total Fixed Asset	1,144,299.67
CASH AT BANK AND IN HAND	
Barclays Current Account	3,798.25
Barclays Savings Account	22,197.12
Cash	
Float	47.00
Petty Cash	0.00
Till	109.40
Total Cash	156.40
Zettle Cash Payments	134.30
Zettle liquid account	583.10
Zettle/Paypal Bank	0.00
Total Cash at bank and in hand	26,869.17
CURRENT ASSETS	
Prepayments	61.75
Stock Asset	100.00
Total Current Assets	161.75
NET CURRENT ASSETS	27,030.92
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	
Current Liabilities	
Accruals	1,655.22
VAT Control	-7,072.30
VAT Suspense	5,351.09
Zettle gift card	10.55
Total Current Liabilities	-55.44
Total Creditors: amounts falling due within one year	-55.44
NET CURRENT ASSETS (LIABILITIES)	27,086.36
TOTAL ASSETS LESS CURRENT LIABILITIES	1,171,386.03
TOTAL NET ASSETS (LIABILITIES)	£1,171,386.03
CHARITY FUNDS	
General fund - Restricted	350.00
General Fund - Unrestricted	1,169,981.99
Grant - Solar Panels - restricted	22,000.00
Solar Panels - Cost	-22,000.00
Total Grant - Solar Panels - restricted	0.00
Retained Earnings	1,085.48
Surplus/(Deficit)	-31.44
Total Charity funds	£1,171,386.03

Notes

Month:

Total Hall Hire: A marked drop in income. However, for whatever reason, we have £1700 of unpaid invoices at the end of month, half of which has since been paid.

Electrical Work: Upgrade to the Comms. Cabinet

Fire & Security Alarms: Intruder alarm fault and parts; rear door service.

Garden & Landscaping: Plants for exterior of Hall

Year to Date:

We are at breakeven with 75% of the year gone.

There are no significant unbudgeted costs expected in the next 3 months and income looks stable. We can therefore expect to at least breakeven for this Financial Year, which would be a good achievement.

We received the VAT refund of £5,351.09 during the month, which was paid into the Savings Account.

We paid for the new air conditioning in the kitchen and coffee shop area, a total of £6945, from the Savings Account. This purchase did not go through the accounts, but appears on the Balance Sheet.

The Grant Application for the air conditioning was submitted to the Lottery Fund on 7th May and we await to hear the outcome.