



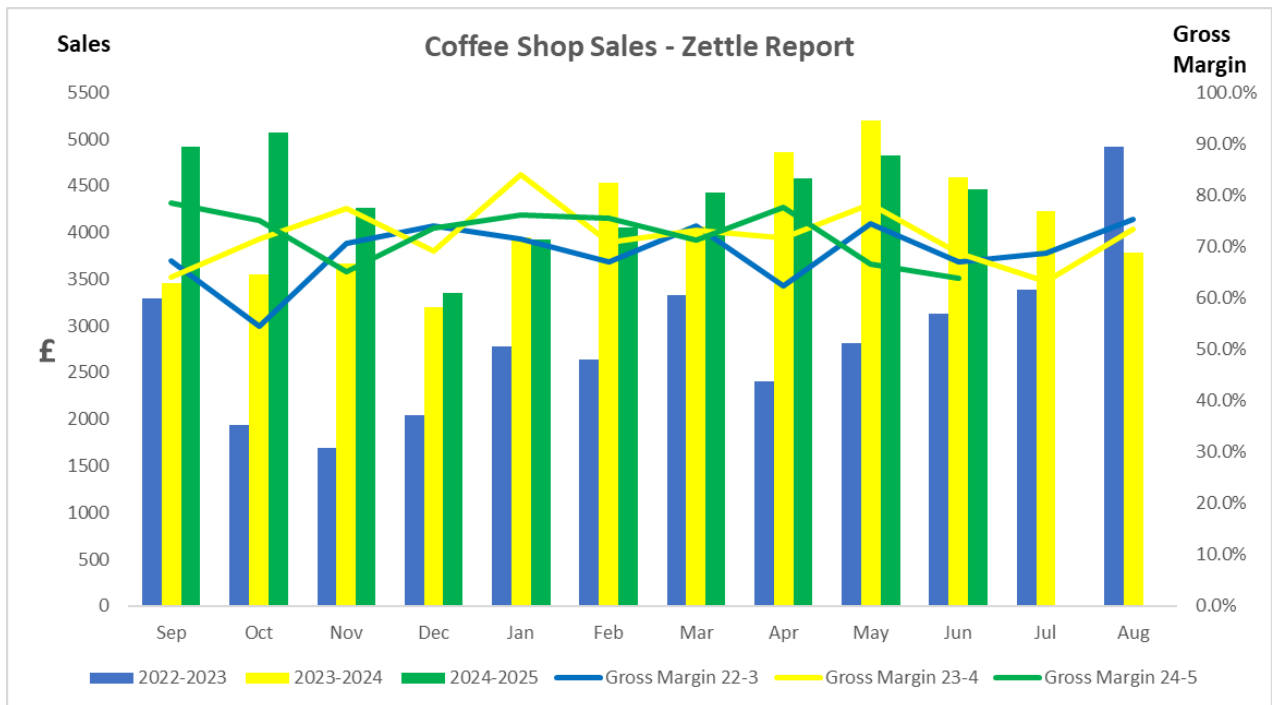
Monthly Management Report

For the period ended 30 June 2025

Prepared by
Treasurer

Prepared on
1 July 2025

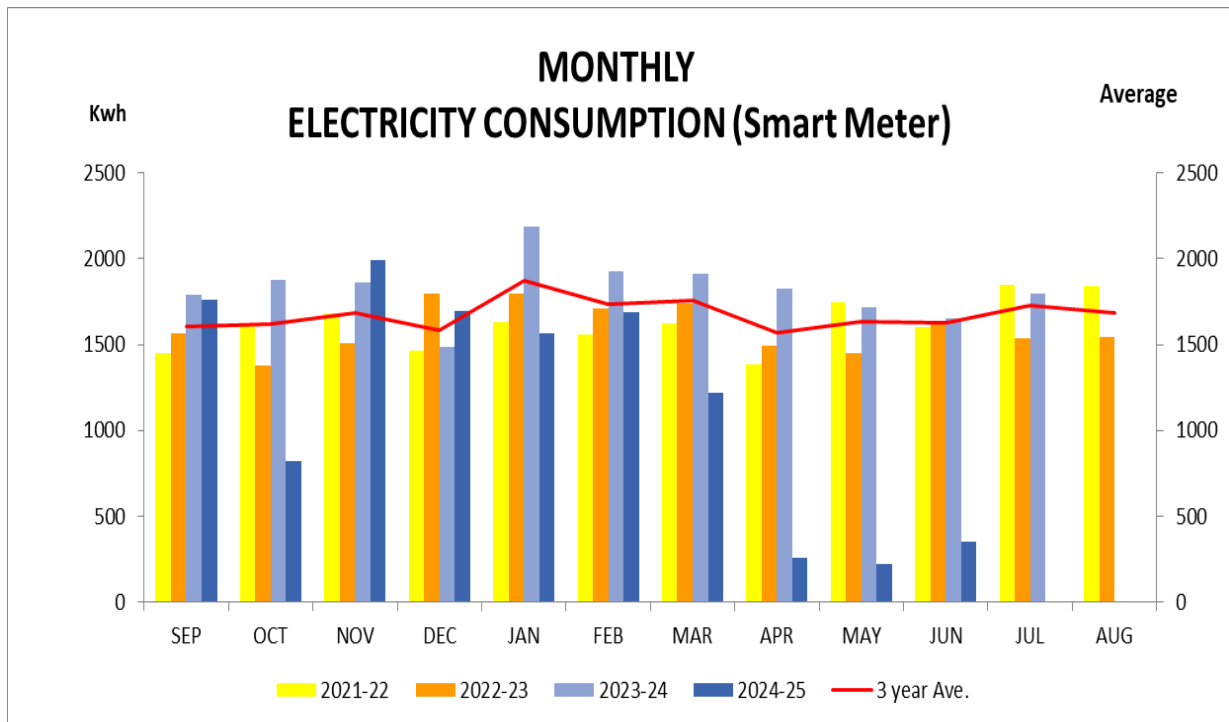
Coffee Shop



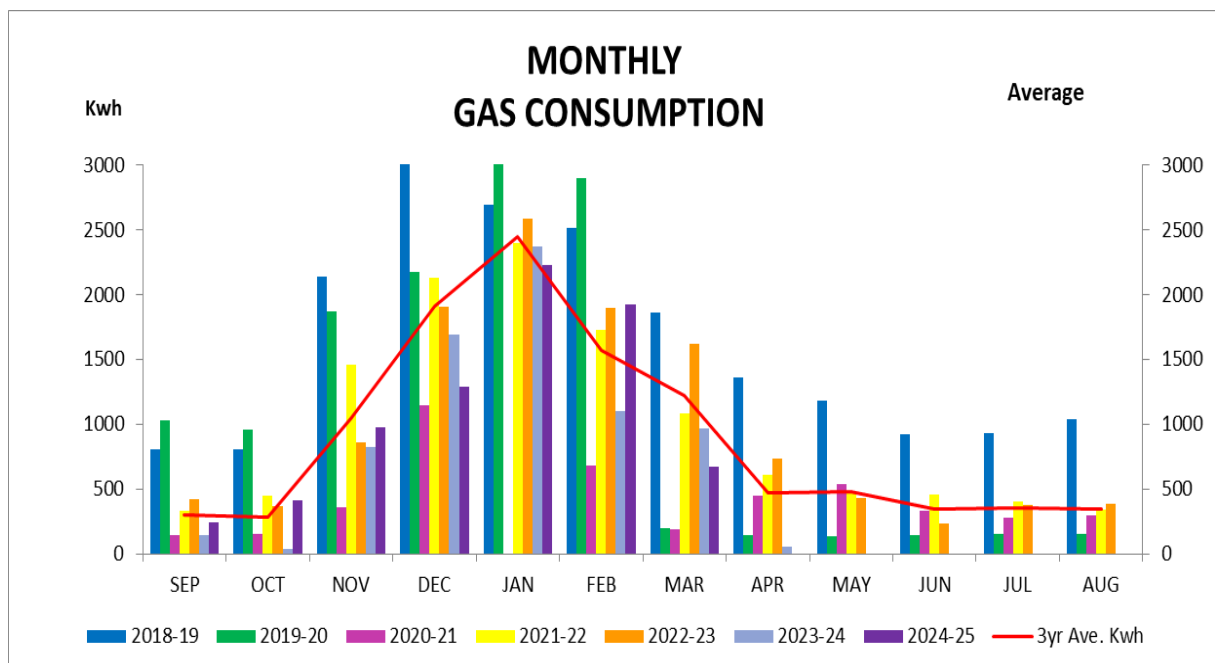
This is the 5th consecutive month where sales have exceeded £4000. Within the month day to day takings vary enormously and can range from £98 to £475. Ideally, we would like to see more consistent sales, but increased sales over £400 is not sustainable without increasing staff.

Holidays and sickness continue to cause manning problems, as we only have a core of 3-4 regular volunteers.

Utilities

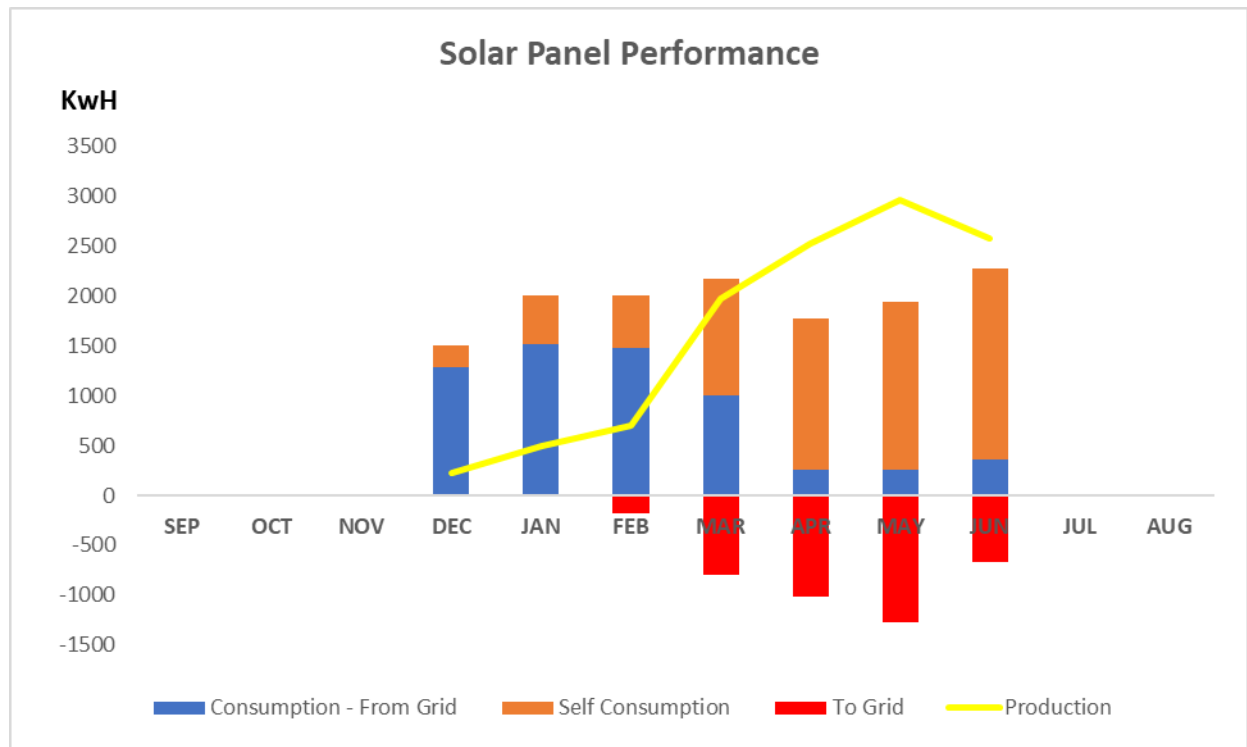


The solar panels continue to reduce our consumption from the Grid. The slight increase in June is perhaps explained by the installation of the kitchen and coffee shop aircon.



No change, with Octopus failing to resolve the smart meter issues.

Solar



Overall solar generation was down in June, although we were able to use more of it. As mentioned above, the new aircon units increased daytime usage, when we are already using a lot of electricity with the kitchen equipment.

Budget vs. Actuals - Month

June 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	4,488.45	4,324.32	164.13	103.79551%
Total Coffee Shop	4,488.45	4,324.32	164.13	103.79551%
Hall Hire				
Deposits	0.00		0.00	
Deposits Retained	50.00		50.00	
Kitchen		20.00	-20.00	
Main Hall	3,341.00	2,329.00	1,012.00	143.45213%
Meeting Room	452.25	661.00	-208.75	68.41906%
Servery	215.15	129.00	86.15	166.78295%
Total Hall Hire	4,058.40	3,139.00	919.40	129.28958%
Unapplied Cash Payment Income	0.00		0.00	
Total Income	8,546.85	7,463.32	1,083.53	114.51807%
COST OF SALES				
C/S Costs				
Cash Adjustments		0.00	0.00	
Coffee Machines		500.00	-500.00	
Furniture and Equipment	20.38	250.00	-229.62	8.152%
NI, Pension & Tax	847.98	728.26	119.72	116.43918%
Other		0.00	0.00	
Supplies	1,616.45	1,210.81	405.64	133.50154%
Training		0.00	0.00	
Wages	2,926.30	2,907.26	19.04	100.65491%
Total C/S Costs	5,411.11	5,596.33	-185.22	96.69033%
Zettle Usage Charge	57.38	56.00	1.38	102.46429%
Total Cost of Sales	5,468.49	5,652.33	-183.84	96.74754%
TOTAL	3,078.36	1,810.99	1,267.37	169.98216%
EXPENDITURES				
Maintenance				
Air Conditioning Service		0.00	0.00	
Boiler & Plumbing		0.00	0.00	
Decoration		0.00	0.00	
Electrical Work	508.50	0.00	508.50	
Fire & Security Alarms		0.00	0.00	
Fire Extinguishers & PAT		0.00	0.00	
Garden and Landscaping		0.00	0.00	
Misc.	10.83	100.00	-89.17	10.83%
Repair & Maintenance		0.00	0.00	
Stair Lift Service		44.00	-44.00	
Total Maintenance	519.33	144.00	375.33	360.64583%
Other Expenses				
Misc.		10.00	-10.00	

				Total
	Actual	Budget	over Budget	% of Budget
Stationery & Expenses		10.00	-10.00	
Total Other Expenses		20.00	-20.00	
Utilities				
Auditors		0.00	0.00	
Cleaning	810.00	826.80	-16.80	97.96807%
Cleaning Materials	66.46	60.31	6.15	110.19731%
Electricity	135.46	200.00	-64.54	67.73%
F.I.T.	-161.26		-161.26	
Total Electricity	-25.80	200.00	-225.80	-12.90%
Gas	18.12	38.00	-19.88	47.68421%
I.T.	47.00	47.00	0.00	100.00%
Public Licences		0.00	0.00	
Refuse Collection	108.50	94.75	13.75	114.51187%
Telephone & Broadband		35.62	-35.62	
TV License	15.00	13.25	1.75	113.20755%
Water	320.43	0.00	320.43	
Window Cleaning	32.00	0.00	32.00	
Total Utilities	1,391.71	1,315.73	75.98	105.77474%
Total Expenditures	1,911.04	1,479.73	431.31	129.14789%
NET OPERATING INCOME	1,167.32	331.26	836.06	352.38785%
OTHER INCOME				
Other Income				
Book Exchange	20.81	10.00	10.81	208.10%
Savings Account Interest	82.92	100.00	-17.08	82.92%
Total Other Income	103.73	110.00	-6.27	94.30%
Total Other Income	103.73	110.00	-6.27	94.30%
NET OTHER INCOME	103.73	110.00	-6.27	94.30%
NET INCOME/(EXPENDITURE)	£1,271.05	£441.26	£829.79	288.05013%

Budget vs. Actuals - Year to Date

September 2024 - June 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	38,955.07	38,918.88	36.19	100.09299%
Total Coffee Shop	43,905.02	43,243.20	661.82	101.53046%
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	175.00		175.00	
Kitchen	150.00	200.00	-50.00	75.00%
Main Hall	24,682.69	23,290.00	1,392.69	105.97978%
Meeting Room	3,806.70	6,610.00	-2,803.30	57.59002%
Servery	1,840.90	1,290.00	550.90	142.70543%
Stage	183.00		183.00	
Total Hall Hire	30,744.29	31,390.00	-645.71	97.94294%
Unapplied Cash Payment Income	-10.40		-10.40	
Total Income	74,828.71	74,633.20	195.51	100.26196%
COST OF SALES				
C/S Costs				
Cash Adjustments	0.00	0.00	0.00	
Coffee Machines	2,035.31	2,317.00	-281.69	87.84247%
Furniture and Equipment	356.43	700.00	-343.57	50.91857%
NI, Pension & Tax	7,622.39	7,282.60	339.79	104.66578%
Other	100.00	100.00	0.00	100.00%
Supplies	12,102.10	12,108.10	-6.00	99.95045%
Training		100.00	-100.00	
Wages	29,386.51	29,072.60	313.91	101.07975%
Total C/S Costs	51,602.74	51,680.30	-77.56	99.84992%
Zettle Usage Charge	560.75	616.00	-55.25	91.03084%
Total Cost of Sales	52,163.49	52,296.30	-132.81	99.74604%
TOTAL	22,665.22	22,336.90	328.32	101.46985%
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	1,173.52	346.66	826.86	338.52189%
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.	10.83	700.00	-689.17	1.54714%

				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	176.00	0.00	100.00%
Total Maintenance	5,849.44	10,152.98	-4,303.54	57.61304%
Other Expenses				
Misc.	241.24	100.00	141.24	241.24%
Stationery & Expenses	18.63	100.00	-81.37	18.63%
Total Other Expenses	259.87	200.00	59.87	129.935%
Unapplied Cash Bill Payment Expenditure	0.00		0.00	
Utilities				
Auditors	1,630.00	1,616.16	13.84	100.85635%
Cleaning	8,211.31	8,268.00	-56.69	99.31434%
Cleaning Materials	748.26	603.10	145.16	124.06898%
Electricity	2,132.20	2,537.00	-404.80	84.04415%
F.I.T.	-161.26		-161.26	
Total Electricity	1,970.94	2,537.00	-566.06	77.68782%
Gas	412.46	955.00	-542.54	43.18953%
I.T.	811.56	526.00	285.56	154.28897%
Public Licences	154.20	446.70	-292.50	34.51981%
Refuse Collection	905.30	947.50	-42.20	95.54617%
Telephone & Broadband	284.07	356.20	-72.13	79.75014%
TV License	144.75	132.50	12.25	109.24528%
Water	590.93	551.82	39.11	107.08746%
Window Cleaning	160.00	232.96	-72.96	68.68132%
Total Utilities	16,023.78	17,172.94	-1,149.16	93.30831%
Total Expenditures	22,133.09	27,525.92	-5,392.83	80.40818%
NET OPERATING INCOME	532.13	-5,189.02	5,721.15	-10.25492%
OTHER INCOME				
Other Income				
Book Exchange	142.60	100.00	42.60	142.60%
Savings Account Interest	564.88	560.00	4.88	100.87143%
Total Other Income	707.48	660.00	47.48	107.19394%
Total Other Income	707.48	660.00	47.48	107.19394%
NET OTHER INCOME	707.48	660.00	47.48	107.19394%
NET INCOME/(EXPENDITURE)	£1,239.61	£ -4,529.02	£5,768.63	-27.37038%

Balance Sheet

As of June 30, 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	4,229.84
Barclays Savings Account	22,280.04
Cash	
Float	47.00
Petty Cash	0.00
Till	109.40
Total Cash	156.40
Zettle Cash Payments	238.35
Zettle liquid account	889.31
Zettle/Paypal Bank	0.00
Total Cash at bank and in hand	27,793.94
CURRENT ASSETS	
Prepayments	61.75
Stock Asset	100.00
Total Current Assets	161.75
NET CURRENT ASSETS	27,955.69
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	
Current Liabilities	
Accruals	1,655.22
VAT Control	-2,039.14
VAT Suspense	0.00
Zettle gift card	-17.80
Total Current Liabilities	-401.72
Total Creditors: amounts falling due within one year	-401.72
NET CURRENT ASSETS (LIABILITIES)	28,357.41
TOTAL ASSETS LESS CURRENT LIABILITIES	1,172,657.08
TOTAL NET ASSETS (LIABILITIES)	£1,172,657.08
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)	1,239.61
Total Charity funds	£1,172,657.08

Notes

Month:

Hall Hire: The late payments from May account for the seemingly high figure for the month. Late payment is becoming a feature, with £500 of June invoicing being paid in July.

Electrical Works: New laptop and controller for the LED stage lights. The Drama Group will be refunding 50% of the ex vat cost, once the training has been given and invoiced.

Electricity: Octopus have finally caught up with the feed in tariff, and the net effect is that we are in credit.

Water: Budgeted for May which explains why there doesn't appear to be a budget.

Net Income: A good month, helped by good Coffee Shop sales, the lag in hire payments and reduced electricity costs.

Year to Date:

The good month has carried through into the YTD. With 2 months of the Financial Year to go, a review suggests that we will finish the year at breakeven or perhaps with a loss of as much as £2000. This is thought likely as the hire bookings are currently £2000 down.