



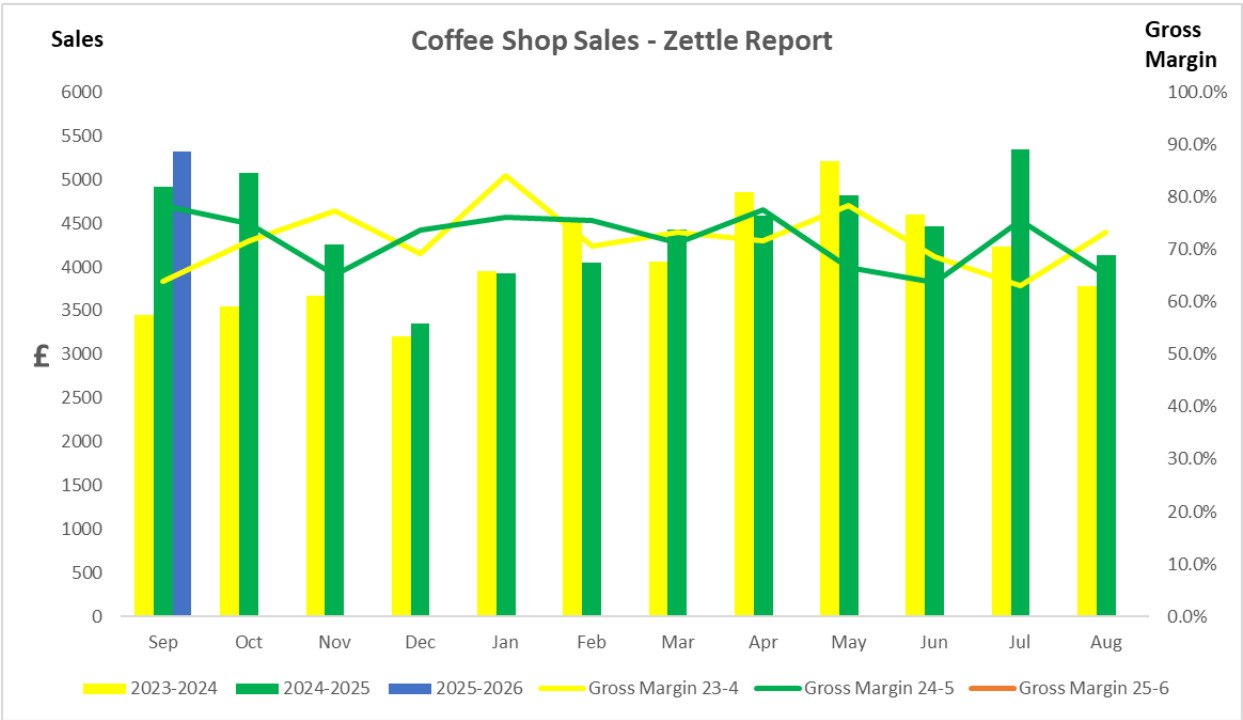
Monthly Management Report

For the period ended 30 September 2025

Prepared by
Treasurer

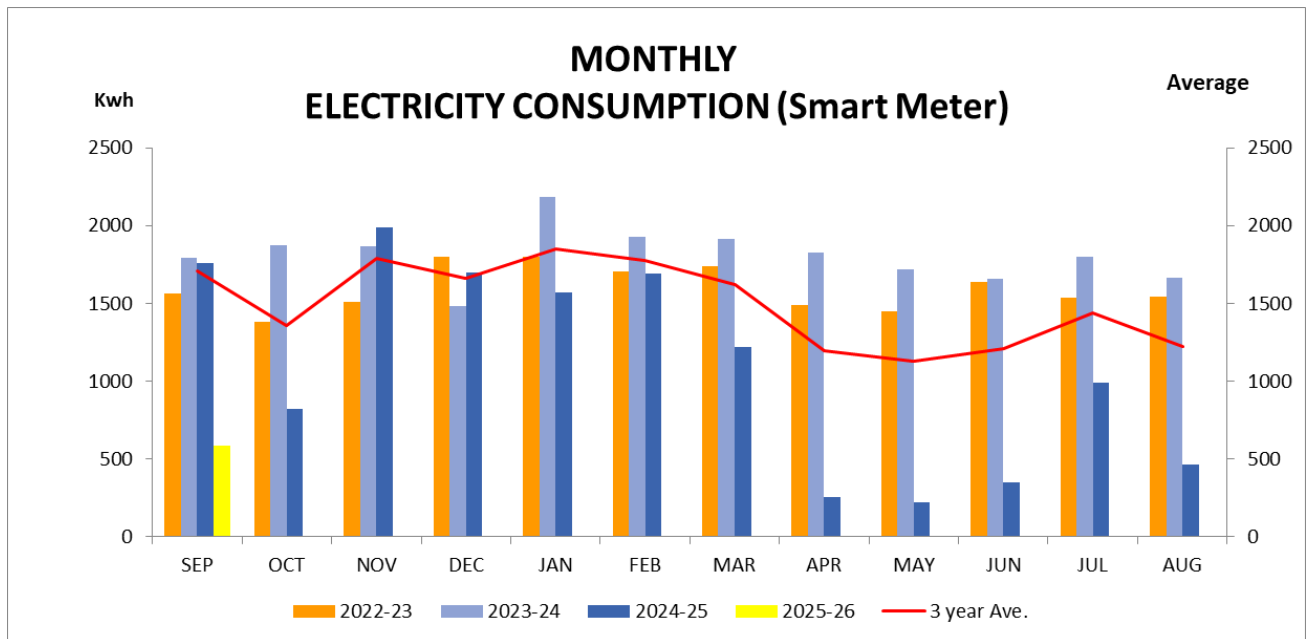
Prepared on
6 October 2025

Coffee Shop



We achieved our highest ever monthly sales in September - £5315. Granted, we had implemented a 4% price increase, but we also had 2 lighter weeks with staff absence, so the performance was still very positive.

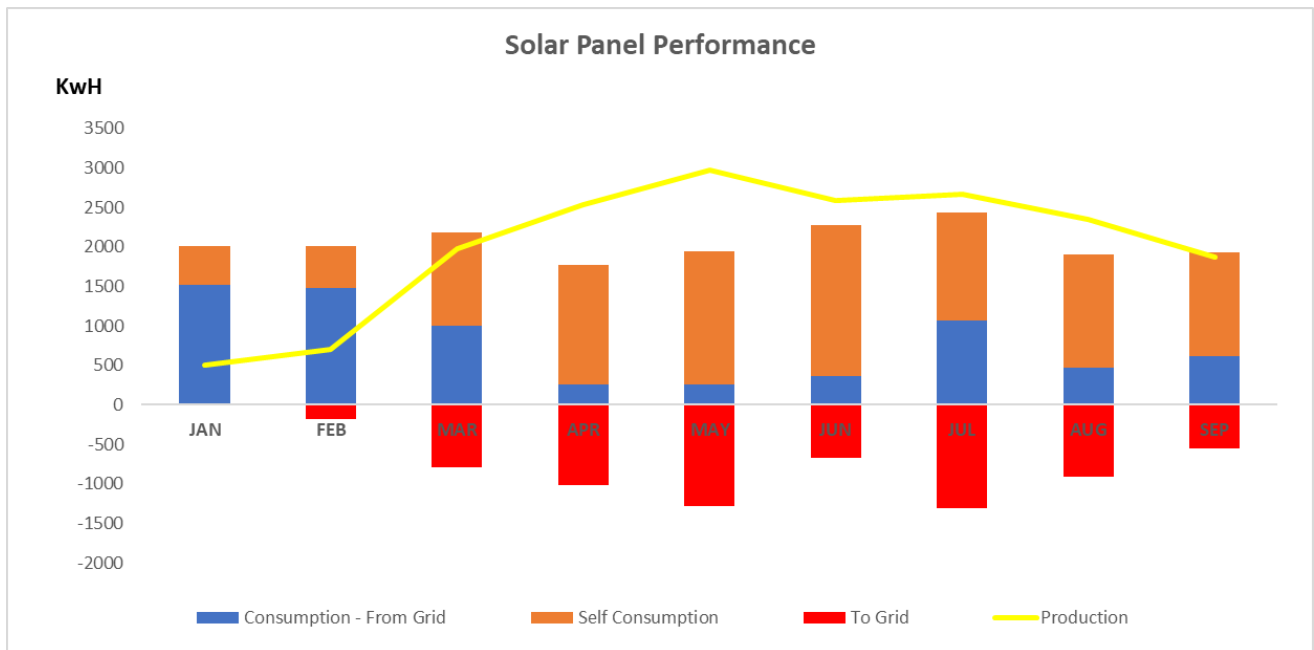
Utilities



Our purchase from the Grid is slightly higher in September as the summer starts to fade, but it was down by 66% on the 3 year average.

At last, we have had a new Gas meter installed, although we are yet to see any reported figures. Octopus offered us £150 credit compensation which is in this month's accounts.

Solar



As mentioned above, generation is now less but we continue to benefit, being 68% self sufficient in September .

Budget vs. Actuals - Month

September 2025

	Sep 2025			
	Actual	Budget	over Budget	% of Budget
INCOME				
Coffee Shop				
Zettle sales	5,330	4,655	675	114%
Total Coffee Shop	5,330	4,655	675	114%
Hall Hire				
Deposits	300		300	
Main Hall	2,920	2,457	463	119%
Meeting Room	584	370	214	158%
Servery	187	181	6	103%
Stage	18	0	18	
Total Hall Hire	4,009	3,008	1,001	133%
Unapplied Cash Payment Income	1		1	
Total Income	9,340	7,663	1,677	122%
COST OF SALES				
C/S Costs				
Coffee Machines		100	-100	
Furniture and Equipment		20	-20	
NI, Pension & Tax	912	882	30	103%
Other		0	0	
Supplies	1,099	1,303	-204	84%
Wages	3,019	3,043	-24	99%
Total C/S Costs	5,030	5,348	-318	94%
Zettle Usage Charge	68	60	8	113%
Total Cost of Sales	5,098	5,409	-310	94%
TOTAL	4,241	2,254	1,987	188%
EXPENDITURES				
Maintenance		0	0	
Air Conditioning Service		0	0	
Boiler & Plumbing		0	0	
Decoration		0	0	
Fire & Security Alarms	74	88	-15	84%
Fire Extinguishers & PAT		0	0	
Garden and Landscaping	78		78	
Misc.		20	-20	
Repair & Maintenance		432	-432	
Stair Lift Service	46	0	46	
Total Maintenance	198	540	-342	37%
Utilities				
Auditors	3	0	3	
CCTV		0	0	
Cleaning		795	-795	
Cleaning Materials		75	-75	
Electricity	117	88	29	133%
F.I.T.	-110	-120	10	91%
Total Electricity	7	-32	39	-23%

Sep 2025				
	Actual	Budget	over Budget	% of Budget
Gas	-10	331	-341	-3%
I.T.	47	49	-2	96%
Pest Control		190	-190	
Public Licences		0	0	
Refuse Collection	109	90	19	121%
Telephone & Broadband	33	34	-1	97%
TV License	15	15	0	100%
Water		0	0	
Window Cleaning		66	-66	
Total Utilities	204	1,613	-1,409	13%
Total Expenditures	402	2,153	-1,751	19%
NET OPERATING INCOME	3,839	101	3,738	3,788%
OTHER INCOME				
Other Income				
Book Exchange	14	15	-1	95%
Savings Account Interest	83	100	-17	83%
Total Other Income	97	115	-18	85%
Total Other Income	97	115	-18	85%
NET OTHER INCOME	97	115	-18	85%
NET INCOME/(EXPENDITURE)	£3,937	£216	£3,720	1,820%

Balance Sheet

As of September 30, 2025

	Total
FIXED ASSET	
Tangible assets	
Fixtures and fittings - accumulated depreciation	-37,998.68
Fixtures and fittings - cost	45,159.94
Freehold Property - Cost	1,124,586.31
Solar Panels - additions	5,500.15
Total Tangible assets	1,137,247.72
Total Fixed Asset	1,137,247.72
CASH AT BANK AND IN HAND	
Barclays Current Account	5,255.43
Barclays Savings Account	31,363.22
Cash	
Float	47.00
Petty Cash	0.00
Till	109.40
Total Cash	156.40
Zettle Cash Payments	477.32
Zettle liquid account	1,185.76
Zettle/Paypal Bank	0.00
Total Cash at bank and in hand	38,438.13
CURRENT ASSETS	
Prepayments	225.12
Stock Asset	600.00
Total Current Assets	825.12
NET CURRENT ASSETS	39,263.25
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	
Trade Creditors	
Creditors	-28.54
Total Trade Creditors	-28.54
Current Liabilities	
Accruals	2,102.11
VAT Control	-2,763.64
VAT Suspense	0.00
Zettle gift card	18.05
Total Current Liabilities	-643.48
Total Creditors: amounts falling due within one year	-672.02
NET CURRENT ASSETS (LIABILITIES)	39,935.27
TOTAL ASSETS LESS CURRENT LIABILITIES	1,177,182.99
TOTAL NET ASSETS (LIABILITIES)	£1,177,182.99
CHARITY FUNDS	
General fund - Restricted	0.00
General Fund - Unrestricted	1,170,331.00
Grant - Kitchen A/C - restricted	6,960.00
Grant - Solar Panels - restricted	0.00
Solar Panels - Cost	-15,124.96
Total Grant - Solar Panels - restricted	-15,124.96

	Total
Kitchen AC Unit - Cost	-5,788.16
Retained Earnings	16,868.29
Surplus/(Deficit)	3,936.82
Total Charity funds	£1,177,182.99

Notes

Month:

The first month of the new Financial Year and it will take a few months to realise whether our budget assumptions are accurate.

Both income streams performed very well, giving us a £2000 positive start to the year.

Costs were down – NG Cleaning have had admin problems and failed to invoice.

We have also had a very quiet month on maintenance, apart from the dressing of the car park borders with stone, which is a vast improvement and thanks to the volunteers.

Whilst the Gas meter has been replaced and we have received a £150 credit, this is not reported correctly in the accounts and is under investigation. It is also unclear how Octopus intend to treat the months when the meter wasn't working. Provision has been made.

Savings Account. Although interest rates have fallen further, I have transferred £1500 from our Current Account.