

**BRAMLEY VILLAGE HALL MANAGEMENT COMMITTEE
MEETING 12th JANUARY 2024.**

Present: Lindi van Rensburg (LvR), Tony Coleman (TC), Bob Stern (BS), Colin Marshall (CM), Dennis Lordan (DL), Debbie Ersser (DE)

Apologies: Francesca Stern

Minutes: The minutes of October 12th, 2023 were agreed upon and signed by the chairman.

Matters Arising: None.

Bookings Outlook:

DL submitted a list of confirmed regular bookings and various children's parties from January 1st to March 31st, 2024. The estimated revenue amounts to £6587.00. The Hall hire charges for 2024/5 will remain at £23 per hour, reduced to £18 for Bramley residents. The bookings officer has the authority to recommend and adjustment of the charges should he deem it appropriate.

Budget:

The 2024/5 budget was agreed. Net income forecast £3764.00.

YTD Actual to Budget:

Cleaning costs and utility charges were over budgeted. Insurance premiums are over budget as 2022/3 was paid in this financial year. Net income forecast £9726.00.

Payments and Receipts:

The reported amounts were reviewed and agreed upon between October 1, 2023, and January 8, 2024. The bank balance on January 8th, 2024, was £19,618.83.

Audit:

The audit for 2021/22 will be carried out for a sum of £280; after the completion, the 2022/3 accounts will be signed off.

Maintenance:

The Clerk is processing a grant from Surrey County Council to replace the hot water boiler in the small kitchen.

The Stairlift from the hall entrance lobby to the first floor will be inspected, and a service contract will be arranged.

Signed: _____ Date: _____

Tony Coleman
Chairman

