



**Curdridge  
Reading  
Room**

The Village Hall with Endless Possibilities

**Curdridge Reading Room & Recreation Ground Charity**  
**Trustee Meeting Minutes: Monday 13<sup>th</sup> January 2025**

Agenda Item Number	Description	Action
1.	<b><u>Welcome &amp; Apologies:</u></b> Welcome: Larry Burden, Bill Priest, Vanessa Hancock, Becky Churcher  Apologies: Harriet Brocklehurst, Chloe Burden	
2.	<b><u>Outstanding items from previous minutes</u></b> Minutes from December's meeting only issued just prior to meeting. Agreed to read following meeting and advise VH if any changes needed to be made.	ALL
3.	<b><u>Financial Update</u></b> <b><u>Current Financial Position to 31<sup>st</sup> December 2024:</u></b> See copy of accounts in Appendix 1.  The accounts show an overall loss of £17,640 up to 31 <sup>st</sup> December 2024 compared with a loss of £20,409 for the same period in 2023. VH confirmed that the financial state of the Charity is just under £2,769 better than this time last year and includes a net spend of over £13,913 on facility maintenance in 2024. This figure includes just under £9,400 on capital projects (see Appendix 1 for details) which means that £4,513 was spent on ad-hoc repairs and maintenance in 2024.  Hall hire income is £4,266 for December compared to £3,595 in 2023. This increase is due to receiving most of the outstanding regular hire payments and the hire fee from CADG before year-end.  Year to date Hall Hire income in 2024 is £25,630 compared to £27,715 in 2023. The lower amount continues to reflect the loss of one of the main regular hirers earlier in the year and a reduction of Café dates compared to the previous year.  Overall expenses (£47,500) have reduced by £8,921 compared to 2023. The Trustees acknowledged that this was a significant achievement given the funds spent on house maintenance and capital projects throughout the year.  Query around the variation of costs for BT/Phone/Mobile & WIFI/Broadband as these can be very different each month. Still to be investigated	VH/BC

	<p><b><u>Event Income:</u></b> At the time of the meeting the Events finances were still being finalised and were not available.</p> <p>The next events planning meeting is on Monday 20<sup>th</sup> January at 7.30pm in the Billiard Room.</p> <p><b><u>Anticipated Expenses for January &amp; onwards:</u></b> Feature window in the main hall – refurbishment = £1,950 Various expenses for Vanessa, Larry &amp; BWMS: £500 Cottage Refurbishment: tbc Cottage external wall repair &amp; Lintels: £1,300. Additional cost agreed post Trustee meeting. Mains water pipe replacement: £1000+ Cottage Window Replacement Balance Due Feb 2025: £3,200</p>	
4.	<p><b><u>Hall Hire Update</u></b> Becky reported 7 ad-hoc hires in December with a further 7 booked for January and 3 so far for February. Three new regular hirers will start this year with monthly and twice monthly bookings. Sadly, the Thursday evening Pilates class is ceasing due to low numbers attending.</p>	
5.	<p><b><u>Staff Update</u></b> Increased staff costs due to recent budget announcements affecting NI Employer contributions and an increase to National Minimum Wage (effective 1<sup>st</sup> April 2025) were acknowledged by the Trustees. The proposal to increase the salary by 3% for the Facilities Coordinator was also agreed with a potential increase in hours to reflect additional time needed to handle increased demand for venue hire. VH to liaise with staff members to advise of changes.</p> <p>Review of cleaning requirements = ongoing</p>	<p>VH</p> <p>ALL</p>
6.	<p><b><u>Cottage Refurbishment</u></b> <b><u>Bishops Waltham Men's Shed Update:</u></b> Scope of work for refurbishment of the cottage and any additional maintenance projects being regularly updated and shared with BWMS Trustees.</p> <p>Work to erect the storage shed for Dog Agility equipment continues</p>	VH
7.	<p><b><u>Maintenance &amp; Play Area Regeneration</u></b> Projects not discussed in detail due to time constraints on attending Trustees.</p> <p>To be updated at the next Trustee meeting.</p>	ALL
8.	<p><b><u>Grants &amp; Assistance</u></b> No further progress at time of meeting</p>	

9.	<b><u>AOB:</u></b>  Resignation of current Bookkeeper. Recruitment of replacement volunteer to commence	VH
12.	<b><u>Date of next meeting:</u></b>  Monday 10 <sup>th</sup> February at 7pm	ALL

## Reading Room Accounts Summary to 31<sup>st</sup> December 2024

CRR Income and Expenditure	Quarter 1 2024			Quarter 2 2024			Quarter 3 2024			Quarter 4 2024			Year to 31 December 2024		
Revenue	Income	Expenses	Net	Income	Expenses	Net	Income	Expenses	Net	Income	Expenses	Net	Income	Expenses	Net
Hall hire income	£4,447.92	£0.00	£4,447.92	£5,895.75	£0.00	£5,895.75	£7,428.53	£646.64	£6,781.89	£8,504.99	£0.00	£8,504.99	£26,277.19	£646.64	£25,630.55
Bank interest	£271.57	£0.00	£271.57	£264.30	£0.00	£264.30	£287.04	£0.00	£287.04	£288.72	£0.00	£288.72	£1,111.63	£0.00	£1,111.63
Caretaker services	£0.00	£2,457.00	-£2,457.00	£0.00	£2,457.00	-£2,457.00	£0.00	£2,457.00	-£2,457.00	£0.00	£2,504.25	-£2,504.25	£0.00	£9,875.25	-£9,875.25
House cleaning	£0.00	£2,118.05	-£2,118.05	£0.00	£1,613.56	-£1,613.56	£0.00	£1,463.76	-£1,463.76	£0.00	£1,195.05	-£1,195.05	£0.00	£6,390.42	-£6,390.42
House maintenance	£0.00	£1,458.00	-£1,458.00	£0.00	£1,505.68	-£1,505.68	£0.00	£2,892.75	-£2,892.75	£0.00	£8,056.71	-£8,056.71	£0.00	£13,913.14	-£13,913.14
Ground maintenance	£0.00	£100.00	-£100.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£100.00	-£100.00
Ground cleaning	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
PAYE	£0.00	£368.46	-£368.46	£0.00	£378.86	-£378.86	£0.00	£294.26	-£294.26	£0.00	£300.78	-£300.78	£0.00	£1,342.36	-£1,342.36
Insurance	£0.00	£767.07	-£767.07	£0.00	£767.07	-£767.07	£0.00	£511.38	-£511.38	£0.00	£523.99	-£523.99	£0.00	£2,569.51	-£2,569.51
Gas	£0.00	£2,033.84	-£2,033.84	£0.00	£860.13	-£860.13	£0.00	£318.31	-£318.31	£0.00	£541.76	-£541.76	£0.00	£3,754.04	-£3,754.04
Telephone, Wifi and Broadband	£0.00	£412.28	-£412.28	£0.00	£381.53	-£381.53	£0.00	£386.20	-£386.20	£0.00	£431.56	-£431.56	£0.00	£1,611.57	-£1,611.57
Water	£0.00	£104.10	-£104.10	£0.00	£104.10	-£104.10	£0.00	£104.10	-£104.10	£0.00	£144.57	-£144.57	£0.00	£456.87	-£456.87
Electric	£0.00	£1,081.34	-£1,081.34	£0.00	£280.28	-£280.28	£0.00	£53.41	-£53.41	£0.00	£355.46	-£355.46	£0.00	£1,770.49	-£1,770.49
Council tax and licences	£0.00	£285.00	-£285.00	£0.00	£324.09	-£324.09	£0.00	£65.94	-£65.94	£0.00	£451.17	-£451.17	£0.00	£1,126.20	-£1,126.20
PRS & PPL licences	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£267.13	-£267.13	£0.00	£267.13	-£267.13
Marketing and Website Maintenance	£0.00	£351.00	-£351.00	£0.00	£182.00	-£182.00	£0.00	£797.49	-£797.49	£0.00	£395.39	-£395.39	£0.00	£1,725.88	-£1,725.88
Recycling	£259.60	£0.00	£259.60	£548.20	£0.00	£548.20	£133.60	£0.00	£133.60	£106.00	£0.00	£106.00	£1,047.40	£0.00	£1,047.40
Administration	£300.00	£754.40	-£454.40	£214.40	£392.41	-£178.01	£110.08	£489.63	-£379.55	£0.00	£253.89	-£253.89	£624.48	£1,890.33	-£1,265.85
Bank Charges	£0.00	£15.00	-£15.00	£0.00	£15.00	-£15.00	£0.00	£15.00	-£15.00	£0.00	£15.00	-£15.00	£0.00	£60.00	-£60.00
Equipment Hire	£0.00	£0.00	£0.00	£160.00	£0.00	£160.00	£352.50	£0.00	£352.50	£286.25	£0.00	£286.25	£798.75	£0.00	£798.75
<b>Total Revenue Items</b>	<b>£5,279.09</b>	<b>£12,305.54</b>	<b>-£7,026.45</b>	<b>£7,082.65</b>	<b>£9,261.71</b>	<b>-£2,179.06</b>	<b>£8,311.75</b>	<b>£10,495.87</b>	<b>-£2,184.12</b>	<b>£9,185.96</b>	<b>£15,436.71</b>	<b>-£6,250.75</b>	<b>£29,859.45</b>	<b>£47,499.83</b>	<b>-£17,640.38</b>
<b>Capital</b>															
Curdridge Fete	£36.00	£0.00	£36.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£36.00	£0.00	£36.00
Unallocated	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
virgin	£42,949.77	£0.00	£42,949.77	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£42,949.77	£0.00	£42,949.77
Playground	£1,500.00	£0.00	£1,500.00	£0.00	£0.00	£0.00	£5,177.99	£828.54	£4,349.45	£254.00	£0.00	£254.00	£6,931.99	£828.54	£6,103.45
Donations and Grants/Purchases	£144.10	£0.00	£144.10	£95.97	£0.00	£95.97	£1,191.60	£0.00	£1,191.60	£12,889.47	£0.00	£12,889.47	£14,321.14	£0.00	£14,321.14
xmas party	£955.31	£335.36	£619.95	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£449.80	-£449.80	£955.31	£785.16	£170.15
Refund to fundraising	£0.00	£0.00	£0.00	£2,746.08	£3,774.76	-£1,028.68	£9,108.98	£4,203.96	£4,905.02	£550.08	£550.08	£0.00	£12,405.14	£8,528.80	£3,876.34
<b>Total Capital Items</b>	<b>£45,585.18</b>	<b>£335.36</b>	<b>£45,249.82</b>	<b>£2,842.05</b>	<b>£3,774.76</b>	<b>-£932.71</b>	<b>£15,478.57</b>	<b>£5,032.50</b>	<b>£10,446.07</b>	<b>£13,693.55</b>	<b>£999.88</b>	<b>£12,693.67</b>	<b>£77,599.35</b>	<b>£10,142.50</b>	<b>£67,456.85</b>
<b>Operational Movement of Funds</b>	<b>£50,864.27</b>	<b>£12,640.90</b>	<b>£38,223.37</b>	<b>£9,924.70</b>	<b>£13,036.47</b>	<b>-£3,111.77</b>	<b>£23,790.32</b>	<b>£15,528.37</b>	<b>£8,261.95</b>	<b>£22,879.51</b>	<b>£16,436.59</b>	<b>£6,442.92</b>	<b>£107,458.80</b>	<b>£57,642.33</b>	<b>£49,816.47</b>

## Reading Room Quarter 4 as at 31<sup>st</sup> December 2024

CRR Income and Expenditure	October 2024			November 2024			December 2024			Quarter 4 2024		
Revenue	Income	Expenses	Net	Income	Expenses	Net	Income	Expenses	Net	Income	Expenses	Net
Hall hire income	£2,435.24	£0.00	£2,435.24	£1,804.14	£0.00	£1,804.14	£4,265.61	£0.00	£4,265.61	£8,504.99	£0.00	£8,504.99
Bank interest	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£288.72	£0.00	£288.72	£288.72	£0.00	£288.72
Caretaker services	£0.00	£866.25	-£866.25	£0.00	£819.00	-£819.00	£0.00	£819.00	-£819.00	£0.00	£2,504.25	-£2,504.25
House cleaning	£0.00	£394.71	-£394.71	£0.00	£400.58	-£400.58	£0.00	£399.76	-£399.76	£0.00	£1,195.05	-£1,195.05
House maintenance	£0.00	£1,950.00	-£1,950.00	£0.00	£1,784.99	-£1,784.99	£0.00	£4,321.72	-£4,321.72	£0.00	£8,056.71	-£8,056.71
Ground maintenance	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Ground cleaning	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
PAYE	£0.00	£98.22	-£98.22	£0.00	£98.02	-£98.02	£0.00	£104.54	-£104.54	£0.00	£300.78	-£300.78
Insurance	£0.00	£0.00	£0.00	£0.00	£262.06	-£262.06	£0.00	£261.93	-£261.93	£0.00	£523.99	-£523.99
Gas	£0.00	£115.87	-£115.87	£0.00	£229.39	-£229.39	£0.00	£196.50	-£196.50	£0.00	£541.76	-£541.76
Telephone, Wifi and Broadband	£0.00	£133.04	-£133.04	£0.00	£44.44	-£44.44	£0.00	£254.08	-£254.08	£0.00	£431.56	-£431.56
Water	£0.00	£48.19	-£48.19	£0.00	£48.19	-£48.19	£0.00	£48.19	-£48.19	£0.00	£144.57	-£144.57
Electric	£0.00	£135.78	-£135.78	£0.00	£219.15	-£219.15	£0.00	£0.53	-£0.53	£0.00	£355.46	-£355.46
Council tax and licences	£0.00	£451.17	-£451.17	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£451.17	-£451.17
PRS & PPL licences	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£267.13	-£267.13	£0.00	£267.13	-£267.13
Marketing and Website Maintenance	£0.00	£156.00	-£156.00	£0.00	£0.00	£0.00	£0.00	£239.39	-£239.39	£0.00	£395.39	-£395.39
Recycling	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£106.00	£0.00	£106.00	£106.00	£0.00	£106.00
Administration	£0.00	£0.00	£0.00	£0.00	£220.89	-£220.89	£0.00	£33.00	-£33.00	£0.00	£253.89	-£253.89
Bank Charges	£0.00	£5.00	-£5.00	£0.00	£5.00	-£5.00	£0.00	£5.00	-£5.00	£0.00	£15.00	-£15.00
Equipment Hire	£126.25	£0.00	£126.25	£80.00	£0.00	£80.00	£80.00	£0.00	£80.00	£286.25	£0.00	£286.25
<b>Total Revenue Items</b>	<b>£2,561.49</b>	<b>£4,354.23</b>	<b>-£1,792.74</b>	<b>£1,884.14</b>	<b>£4,131.71</b>	<b>-£2,247.57</b>	<b>£4,740.33</b>	<b>£6,950.77</b>	<b>-£2,210.44</b>	<b>£9,185.96</b>	<b>£15,436.71</b>	<b>-£6,250.75</b>
<b>Capital</b>												
Curridge Fete	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
unallocated	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
virgin	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
playground	£254.00	£0.00	£254.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£254.00	£0.00	£254.00
Donations	£4,341.99	0	£4,341.99	£4,795.77	£0.00	£4,795.77	£3,751.71	£0.00	£3,751.71	£12,889.47	£0.00	£12,889.47
xmas party	£0.00	£449.80	-£449.80	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£449.80	-£449.80
Refund to fundraising	£550.08	£550.08	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£550.08	£550.08	£0.00
<b>Total Capital Items</b>	<b>£5,146.07</b>	<b>£999.88</b>	<b>£4,146.19</b>	<b>£4,795.77</b>	<b>£0.00</b>	<b>£4,795.77</b>	<b>£3,751.71</b>	<b>£0.00</b>	<b>£3,751.71</b>	<b>£13,693.55</b>	<b>£999.88</b>	<b>£12,693.67</b>
<b>Operational Movement of Funds</b>	<b>£7,707.56</b>	<b>£5,354.11</b>	<b>£2,353.45</b>	<b>£6,679.91</b>	<b>£4,131.71</b>	<b>£2,548.20</b>	<b>£8,492.04</b>	<b>£6,950.77</b>	<b>£1,541.27</b>	<b>£22,879.51</b>	<b>£16,436.59</b>	<b>£6,442.92</b>
<b>Movement on Deposits</b>	<b>£50.00</b>	<b>£50.00</b>	<b>£0.00</b>	<b>£150.00</b>	<b>£50.00</b>	<b>£100.00</b>	<b>£50.00</b>	<b>£50.00</b>	<b>£0.00</b>	<b>£250.00</b>	<b>£150.00</b>	<b>£100.00</b>
			<b>£2,353.45</b>			<b>£2,648.20</b>			<b>£1,541.27</b>			<b>£6,542.92</b>
<b>Bank Account Movements</b>												
Virgin Account									£0.00			£0.00
Cash and Gold Account			£2,353.45			£2,648.20			£1,541.27			£6,542.92
Cash Account			£0.00			£0.00			£0.00			£0.00
			<b>£2,353.45</b>			<b>£2,648.20</b>			<b>£1,541.27</b>			<b>£6,542.92</b>
<b>Bank Balances</b>												
Cash Account			£500.00			£500.00			£500.00			£500.00
Gold Account			£49,589.70			£52,237.90			£53,779.17			£53,779.17
CAF Total			<b>£50,089.70</b>			<b>£52,737.90</b>			<b>£54,279.17</b>			<b>£54,279.17</b>
Curridge Show Account												£0.00
Virgin Savings Account												£0.00
<b>Total Cash at month end</b>			<b>£50,089.70</b>			<b>£52,737.90</b>			<b>£54,279.17</b>			<b>£54,279.17</b>

## **Fundraising Events – Donations to 31<sup>st</sup> December 2024**

Not available at the time of the Trustee meeting

### **Capital Project Spend for 2024:**

Roof Repair (Feb)	£1,020.00
Electrical work (May)	£990.00
Billiard Room Floor (Aug)	£1,650.00
Playground repair (Sept)	£300.00
Hall Floor Refurb (Sept)	£300.00
Hall feature window refurb deposit (oct)	£1,950.00
Cottage Windows Deposit (Dec)	£3,167.00
<b>Total Capital Spend:</b>	<b>£9,377.00</b>