



Cromarty and District Community Council

Minutes of the meeting held on
Monday 27th April 2020, 7.30pm
via video link due to Covid-19 restrictions

Present

Community Councillors: Peter Ratcliffe (PR) Chair, Diane Brawn (DB) Secretary, Alan Plampton (AP) Treasurer, Gregor Fox (GF), Tiffany Jones (TJ), Kari Macgee (KM), Gabriele Pearson (GP) & Nigel Shapcott (NS)

Youth Representative(s): -

Highland Councillor(s): Cllr Craig Fraser (CF)

Police Scotland: -

Member(s) of the public: -

Community Council Minute Secretary: Gillian McNaught

Minutes
Approved
25.5.2020

1	<u>Chairman's Welcome</u> PR welcomed everyone to the video conference meeting. <u>Apologies:</u> GF joined the meeting but had to leave at 7.45pm due to connection issues.	
2	<u>Declarations of Interests</u> No new Declarations End	
3	<u>Agree Minutes of previous meetings - 23rd March 2020 & Extraordinary Meeting 21st April 2020</u> 3.1 The minutes of 23.3.2020 were approved by GP and seconded by DB. 3.2 The minutes of 21.4.2020 were approved by GP and seconded by KM. End	
4	<u>Youth Issues</u> 4.1 No report required this month. End	

<p>5</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>End</p>	<p><u>Police Report</u></p> <p>GP awaiting an updated monthly report.</p> <p>GP received a report with data regarding the use of emergency Covid powers in Highland, 27th March - 23rd April:</p> <ol style="list-style-type: none"> 1. Dispersal after being informed 226 2. Dispersal after being instructed 25 3. Fixed penalty notice issued 90 4. People returned home using reasonable force 3 5. Arrest 4 <p>It was agreed by Members that GP would complete a police questionnaire on behalf of the C&DCC.</p>	<p>GP</p>
<p>6</p> <p>6.1</p> <p>6.2</p> <p>6.3</p> <p>6.4</p> <p>6.5</p> <p>6.6</p> <p>6.7</p> <p>(cont)</p>	<p><u>Matters Arising from previous minutes, 23rd March 2020</u> <i>(Minute Secretary Note: Matters Arising from Extraordinary Meeting on 21st April to be discussed at next Extraordinary Meeting on 5th May).</i></p> <p>(3.a1 Act as C&DCC link person with HC and CCP during Covid-19). Done. Discharged.</p> <p>(3a.3 Follow up for advice from GP surgery and One Stop Social Care in Dingwall regarding potential shortage of carers). Ongoing.</p> <p>(3a.3 Post information once confirmed and agreed above on Facebook). Ongoing.</p> <p>(3a.3 Ask Tim Pearson to post information as above on CL website). DB emails any Covid-19 information for Cromarty Live and Tim Pearson posts. Discharged.</p> <p>(3a.4 Put together a request for suggestions on how volunteers can help the community of Facebook. Done. Discharged.</p> <p>(3a.4 Contact Dave Newman to discuss possibility of live streaming films). Done. Discharged.</p> <p>(3a.7 Speak to Ronald Young to discuss the First Responders being asked to ‘stand down’). GP contacted the Scottish Ambulance Service directly. Their response as follows, “ <i>Given the current evolving situation and regular updating of guidance from HPS & others, the Scottish Ambulance Service has taken the difficult decision to temporarily suspend the utilisation of Community First Responders & other volunteers to all calls. This decision has been taken to safeguard the health & well-being of our volunteers.</i></p>	<p>KM</p> <p>DB</p>

(cont)	<i>The Scottish Ambulance Service utilises Community First Responders to compliment an ambulance response. In the event of a medical emergency please contact 999. The Scottish Ambulance Service will then determine the appropriate response and deployment of resources based on the call information”.</i>	
	GP expressed her dissatisfaction with this reply and forwarded to Diane Agnew. Members agreed their concern should be escalated to MSP Jane Freeman, Cabinet Minister for Health and Sport. Ongoing.	GP
6.8	(3a.8 Post notices to dispose of dog waste in green bins until further notice). Done. Discharged.	
6.9	(6.1 Ask Police for advice as minuted). Advice received to say that the male who had been reported by the Youth Representative has an address out with the Cromarty area and therefore should not be there. Discharged.	
6.10	(6.3 Progress a community designed “Welcome to Cromarty’ sign on the Shore Road, with design involvement from Youth Cafe). To be discussed at a future meeting. Ongoing.	GP
6.11	(6.4 Report when work is proposed to start on East Church repairs). CEO of Historic Churches Scotland Trust is engaging with contractors. Ongoing.	CF
6.12	(6.5 Report back on progress of road issues/repairs following the Ward Business meeting). CF is in regular contact with Iain Moncreiff. Ongoing.	CF
6.13	(6.6 Confirm whether Community Payback Scheme can tidy up the burial ground and sheltered housing paths in current climate). Ongoing.	CF
6.14	(6.7 Report back on progress of TMP proposals). C&DCC awaiting HC to put together a proposal for feedback. DB contact Marcel Gommers and this CC Portfolio item to be redesignated in Autumn. Discharged.	DB & GM
6.15	(6.8 Report back on BITT February meeting/news). DB contact Marcel Gommers and this CC Portfolio item to be redesignated in Autumn. Discharged.	DB & GM
6.16	(6.10 Continue to liaise with HC about Links Shrubbery). Ongoing.	CF
6.17	(6.11 Contact HC to discuss discrepancy of ownership records for Hugh Miller Monument). AP has sent an email to Sarah Murdoch, Common Good Officer. No response likely in current situation. HC staff member currently furloughed. Ongoing.	AP
6.18	(6.12 Arrange for refresher Resilience workshop for the C&DCC). To be organised when appropriate. Ongoing.	AP
(cont)		

(cont)	(6.13 Discuss upkeep of defibrillators with the named custodians at the 3 locations in town). Custodians contacted and completed form held by PR. Discharged.	
6.19		
6.20	(6.14 Progress change of Bank of Scotland Mandates after end of year accounts complete). No progress until June 2020 at the earliest. Ongoing.	AP
6.21	(6.15 Report back after roof leaks in the Hall have been repaired on proposed Carbon Neutral project). No progress during lockdown. Ongoing.	AP
6.22	(6.16 Follow up HC Planning regarding a Liaison group to monitor Nigg Development and impact on communities). No group has been set up. Ongoing.	CF
6.23	(6.17 Continue to co-ordinate the 28 day diary for Links use). No events for the foreseeable future. DB contact Marcel Gommers and this CC Portfolio item to be redesignated in Autumn. Ongoing.	DB & GM
6.24	(6.18 Report back after the end of the financial year on continuing discussions with C&DCC sub committee Events groups). To be revisited after current situation has eased. Ongoing.	AP
6.25	(6.20 Craig to progress with HC the repairs required urgently on the Davidston to Farness Road). Iain Moncrief has been made aware on the ever lengthening list. Ongoing.	CF
6.26	(6.21 Feedback to the BICC the C&DCC Members' discussions on road safety issues). Feedback given. The meeting with Kate Forbes MSP has been postponed. Ongoing.	PR
6.27	(6.25 Follow up for a response from HC about roads and poor state of burial ground access). Meeting cancelled – emailed HC with request to have potholes filled outside the burial grounds. Ongoing.	CF
6.28	(6.26 Follow up for a response from HC about damage to the steps at start of Ladies Walk). No reply received to email from HC. Ongoing.	CF
6.29	(6.28 Consider the changes suggested by Jon, Gillian & Gregor for updating CL website). GM forward the proposals to Members. Ongoing.	GM
6.30	(11.2 Report back on repair of sunken drain hole at Forsyth Place). Ongoing.	CF
6.31	(12.2 Members to be ready for virtual Emergency Meeting as and when required, via video conferencing). Done. Discharged.	
6.32	(12.3 Report back when architect plans for Townlands Housing are received from Albyn Housing). Meeting cancelled. Ongoing.	DB
End		

<p>7</p> <p>7.1</p> <p>7.2</p> <p>7.3</p> <p>7.4</p> <p>7.5</p> <p>End</p>	<p><u>Treasurer's Report</u></p> <p>AP circulated the following, prior to the meeting:</p> <ol style="list-style-type: none"> 1. Treasurer's Report Notes (Appendix A) 2. Treasurer's Monthly Report (Appendix B) 3. Draft Annual Financial Statement as at 31st March 2020 (Appendix C) 4. Victoria Hall accounts notes as at 31st March 2020 (Appendix D) 5. Cromarty Victoria Hall, Resilience Centre Emergency Response Procedures updated on 25th April 2020 (<i>Minute Secretary Note: This will be available to view in the CC document library in the HMI</i>) <p>There was no further questions and AP was thanked for his reports.</p>	
<p>8</p> <p>8.1</p> <p>End</p>	<p><u>Victoria Hall Management Committee (VHMC) Report</u></p> <p>AP circulated the VHMC Report prior to the meeting. (Appendix E) AP was thanked for his input.</p>	
<p>9</p> <p>9.1</p> <p>9.1a</p> <p>9.1b</p> <p>9.2</p> <p>9.2a</p> <p>9.3</p> <p>9.3a</p> <p>End</p>	<p><u>Community Councillors' Portfolios</u></p> <p><u>Gabriele Pearson</u> Planning applications - no new applications</p> <p>9.1a Cromarty Development Trust Planning permission for the work on the slips has been granted and the CDT is getting quotes in from contractors and renegotiating dates for funding deadlines. No prospects of any actual work starting in the current situation of course, no progress on Townlands Barn/Albyn and the Thrift Shop is in abeyance for the time being.</p> <p>9.1b Estelle Quick passed on her thanks personally and on behalf of the Post Office to GP the great job the C&DCC is doing of coordinating and providing information.</p> <p>9.2 <u>Peter Ratcliffe</u> It has been confirmed there will be no Cromarty to Nigg Ferry service this season due to Covid-19.</p> <p>9.2a PR agreed to take on the Links & Beaches Portfolio items.</p> <p>9.3 <u>Diane Brawn</u> DB will join the next Port of Cromarty Firth Liaison Meeting on 29th April meeting via Webex.</p> <p>9.3a There has been a Facebook update online and DB has been experiencing difficulties uploading some documents.</p>	<p>PR & GM</p> <p>DB</p> <p>DB</p>

<p>10</p> <p>10.1</p> <p>10.2</p> <p>End</p>	<p><u>Craig Fraser, Highland Councillor (HC) Report</u></p> <p>The HC grounds maintenance workforce has been reduced significantly in current times. CF has been active volunteering to keep Cromarty Streets clean and doing maintenance work in the Burial Grounds. HC Vice Convener, Cllr Allan Henderson expressed gratitude for the grass cutting in the New Wester Burial ground by local volunteer, William McKay.</p> <p>Grass Cutting - NS raised concern about maintenance of public spaces in Town. In the light of <i>item 11.1</i>, members agreed that much of this will have to be undertaken by volunteers at this time. After discussion, NS volunteered to cut the grass areas at Burnside Place and Stornaway House and AP is mowing around the Victoria Hall and Shed. All agreed AP approach Navity Farm about the possibility of cutting the grass on the Links and the Victoria Park. DB will approach volunteer groups for assistance with grass cutting and community composting.</p>	<p>CF</p> <p>NS, AP & DB</p>
<p>11</p> <p>11.1</p> <p>11.2</p> <p>11.3</p> <p>11.4</p> <p>11.5</p> <p>End</p>	<p><u>Correspondence</u></p> <p>Community Newspaper received from Mrs Glenys Brown, HC Trading Standards Officer, including the impact of Covid-19 on travel, holidays and events and helpful information on consumer rights.</p> <p>Email received from Stuart MacDonald Butler, Port of Cromarty Firth with an updated information for Community Councils.</p> <p>Email received from local resident experiencing difficulties maintaining social distancing on the Reeds Loop path. Members discussed and advise that residents can continue use the path within the current guidelines.</p> <p>Email received from local resident in response to CC call for suggestions for residents without internet, including Slow Bingo.</p> <p>Poster received from Cromarty Care Project to promote the funding awarded by the Karen Napier Charitable Trust. These funds have made financial support vouchers available for Cromarty residents who have suffered financial loss due to Covid-19. NS remains in close contact with the Trust and acknowledged the generous £10,000 given to support Cromarty to date.</p>	<p>DB</p>

12	<u>AOB</u>	
12.1	Entries to a Childrens’ “Beat the Bug” logo competition produced a winning design that NS suggested should be used in leaflets and correspondence during the Covid-19 crises.	NS
12.2	Grass Cutting. Discussed under <i>item 10.2</i> .	
12.3	Marcel Gommers resigned on <u>4th April 2020</u> from the C&DCC due to the increase in his work commitments during Covid-19. He was thanked for his valuable input during his tenure.	
End		
13	<u>Date of next meeting(s)</u>	
13.1	Next Extraordinary meeting, Tuesday 5th May 2020 @ 7.30pm via video conference.	
13.2	Next ordinary Meeting, Monday 25th May 2020 @ 7.30pm via video conference.	
13.3	It was recognised that emergency meetings may need to be held at short notice for the time being.	
End		
	PR thanked everyone for attending and the meeting concluded at 8.50 pm.	

Summary of Matters Arising & Action Points

Reference	To whom allocated	Notes
5.3	Gabriele	Complete police Questionnaire on behalf of C&DCC
6.2	Kari	Follow up for advice from GP surgery and One Stop Social Care in Dingwall regarding potential shortage of carers
6.3	Diane	Post information once confirmed and agreed above on Facebook
6.7	Gabriele	Escalate issue of standing down of First Responders to MSP Jane Freeman
6.10	Gabriele	Update on a community designed “Welcome to Cromarty” sign on the Shore Road, with design involvement from Youth Cafe
6.11	Craig	Report when work is proposed to start on East Church repairs
6.12	Craig	Report back on any progress of road issues/repairs
6.13	Craig	Confirm whether Community Payback Scheme can tidy up the burial ground and sheltered housing paths in current climate

6.14	Diane & Gillian	Diane contact Marcel about HC's progress of Traffic Management Proposals for Cromarty and GM have on Autumn agenda to redesignate Portfolio item
6.15	Diane & Gillian	Diane contact Marcel about Black Isle Tourism portfolio transfer and GM have on Autumn agenda to redesignate Portfolio item
6.16	Craig	Continue to liaise with HC about a survey of the Links Shrubbery
6.17	Alan	Report back on request for information re: discrepancy of ownership records for Hugh Miller Monument
6.18	Alan	Arrange for refresher resilience training workshop for the C&DCC when appropriate
6.20	Alan	Report back on progress of the change of Bank of Scotland Mandates after June 2020
6.21	Alan	Report back after lockdown, on repair of roof leaks in the Hall and proposed Carbon Neutral project
6.22	Craig	Report back on any progress from HC Planning regarding a Liaison group to monitor Nigg Development and impact on communities
6.23	Diane & Gillian	Diane contact Marcel about 28 Day Links Diary portfolio transfer and GM have on Autumn agenda to redesignate Portfolio item
6.24	Alan	Revisit discussions with C&DCC sub committee Events groups once current situation eased
6.25	Craig	Report back on any progress with HC the repairs required urgently on the Davidston to Farness Road
6.26	Peter	Update Members on rescheduling of the A9/Munlochy junction road safety meeting
6.27	Craig	Report back on request to HC to fill potholes at burial ground
6.28	Craig	Follow up for a response from HC about damage to the steps at start of Ladies Walk
6.29	Gillian	Forward for consideration the changes suggested by Jon, Gillian & Gregor for updating CL website
6.30	Craig	Report back on repair of sunken drain hole at Forsyth Place
6.32	Diane	Report back when architect plans for Townlands Housing are received from Albyn Housing
9.2a	Peter	Take on Beaches and Links portfolio
9.2a	Gillian	Update Portfolio List
9.3	Diane	Join PoCF CC virtual meeting, 29th April
9.3a	Diane	Research problem of uploading some files to CC Facebook
10.1	Craig	Continue with efforts alongside volunteers to maintain burial grounds etc
10.2	Nigel	Mow grass at Burnside and Stornaway house areas

10.2	Alan	Continue to mow grass at Hall and Sheddie
10.2	Diane	Approach volunteer group for grass cutting and community composting help
11.3	Diane	Respond as minuted to resident about use of Reds Loop path
12.1	Nigel	Circulate to Members the Beat the Bug logo for use in CC leaflets and publicity

Agenda item 7.1

Appendix A

Treasurer's Report Notes

1. New Covid-19 Resilience Fund created to reflect all income and expenditure relating to the current crisis. Two payments made to the Stores and April Extraordinary Meeting Honorarium paid totalling £700. £500 paid by Black Isle Ward Discretionary Resilience Fund not yet received in bank at date of report.
2. Community Amenities Fund increase from public donations in local collecting tins in Post Office and Stores.
3. £248.26 reduction in Accumulated Fund, in April, reflects C&DCC 2020/21 Insurance Premium and usual Ordinary Meeting Honorarium for April.
4. Lunch Club payment re early March events prior to lockdown restrictions.
5. Please note that Accumulated Fund figures at 1st April are subject to change in the Final 2019/20 Accounts.

Alan Plampton

25/4/20

Agenda item 7.2
Appendix B

Cromarty & District Community Council Meeting				
Held on Monday 27th April 2020				
Agenda Item No 7 - Treasurer's Report				
Statement of Financial Position at 25th April 2020				
		£	£	£
Net Assets			Movement	at 23/3/20
Bank & Cash in hand balances as at 25th April 2020		13,305.88	-1,008.37	14,314.25
Paypal Balance as at 25th April 2020		0.00	0.00	0.00
Amounts Receivable		0.00	0.00	0.00
Amounts Payable		0.00	0.00	0.00
Total Net Assets at 25th April 2020		£13,305.88	-1,008.37	£14,314.25
		£	£	£
Represented by:				
C&DCC Accumulated Fund Reserves at 1st April 2020 ***		2,620.63	503.49	2,117.14
Surplus/Deficit for the year to date		-241.35	-751.75	510.40
		2,379.28	-248.26	2,627.54
Community Amenities Fund (formerly CDF)		872.32	48.64	823.68
Emergency Resilience Centre Fund		242.72	0.00	242.72
Covid-19 Resilience Fund		-700.00	-700.00	0.00
Provision for Guidebook reprinting at 25th April 2020		78.75	0.00	78.75
Net C&DCC Reserves		2,873.07	-899.62	3,772.69
Cromarty Event Funds				
Bonfire Night Fund	2,072.14		0.00	2,072.14
Seaplane Plinth Fund	48.93		0.00	48.93
Gala Fund	4,446.13		0.00	4,446.13
Splash & Dash Fund	126.00		0.00	126.00
Open Gardens Fund	6.86		0.00	6.86
Gluren bij de Buren Fund	202.06	6,902.12	0.00	202.06
Other Community Funds				
Monday Lunch Club Fund		422.75	-108.75	531.50
Cromarty Rising Fund		2,298.42	0.00	2,298.42
Gritting Fund		809.52	0.00	809.52
		£13,305.88	-1,008.37	£14,314.25
*** Subject to change in Final 2019/20 Accounts				
Alan Plampton 25/04/2020				

Agenda item 7.3
Appendix C

CROMARTY & DISTRICT COMMUNITY COUNCIL
Consolidated Statement of Financial Position (including Victoria Hall)
as at 31st March 2020

SUBJECT TO AUDIT

<u>31 March 2019</u>		<u>31 March 2020</u>
£		£
	ASSETS	
	Current Assets	
	Other Current Assets	
223.38	Council Accounts Receivable	0.00
1,292.00	Victoria Hall Accounts Receivable	666.50
<u>1,515.38</u>	Total Other Current Assets	666.50
	Cash at Bank and in hand	
13,630.07	Council BoS Current Account	14,197.32
3.87	Council Petty Cash	49.91
18,301.05	Hall BoS Current Account	17,243.84
107.57	Hall Petty Cash	120.64
14,279.55	Youth Work BoS Current Account	13,813.65
<u>46,322.11</u>	Total Cash at bank and in hand	45,425.36
<u>£ 47,837.49</u>	Total Current Assets	<u>£ 46,091.86</u>
	LIABILITIES	
	Current Liabilities	
0.00	Council Accounts Payable	0.00
6,099.46	Victoria Hall Accounts Payable/Advance Rental	4,595.80
<u>£ 6,099.46</u>	Total Current Liabilities	<u>£ 4,595.80</u>
<u>£ 41,738.03</u>	Total Current Assets less Current Liabilities	<u>£ 41,496.06</u>
	Represented by -	
	Capital and Reserves	
1,840.42	Council Accumulated Fund	2,117.14
276.72	Surplus/(Deficit) for the Year	503.49
2,117.14		2,620.63
0.00	Ferry Slip Fund	0.00
48.93	Seaplane Plinth Fund	48.93
2,155.60	Bonfire Night Fund	2,072.14
126.00	Splash & Dash Fund	126.00
559.46	Community Christmas Fund (prev Lonna's Lights Fund)	872.32
4,661.35	Gala Day Fund	4,446.13
25.50	Monday Club Fund	422.75
110.92	Gritting Fund (previous Tractor Operations Fund)	809.52
72.40	Tractor Maintenance Fund (Transferred to Gritting Fund)	0.00
1,120.15	Publications Reprinting Fund	78.75
2,408.23	Cromarty Rising Fund	2,298.42
242.72	Emergency Resilience Fund	242.72
202.06	Gluren bij de Buren Fund	202.06
6.86	Open Gardens Fund	6.86
	Victoria Hall Fund	13,601.16
	Surplus/(Deficit) for the Year	(165.98)
13,601.16		13,435.18
14,279.55	Youth Cafe Projects Fund	13,813.65
<u>£ 41,738.03</u>	Total Capital and Reserves	<u>£ 41,496.06</u>

CROMARTY & DISTRICT COMMUNITY COUNCIL
Consolidated Statement of Financial Performance (including Victoria Hall)
for year ended 31st March 2020

SUBJECT TO AUDIT

<u>Year to 31st March 2019</u>		<u>Year to 31st March 2020</u>
£		£
	INCOME	
833.02	Total Community Council Income	1,055.52
10,400.49	Total Victoria Hall Income	9,849.30
£ <u>11,233.51</u>	TOTAL CONSOLIDATED INCOME	£ <u>10,904.82</u>
	EXPENDITURE	
336.85	Total Community Council Administration Costs	323.43
219.45	Total Council Other Costs	228.60
£ <u>556.30</u>		£ 552.03
10,224.22	Total Victoria Hall Costs	10,015.28
£ <u>10,224.22</u>		£ 10,015.28
£ <u>10,780.52</u>	TOTAL CONSOLIDATED EXPENDITURE	£ <u>10,567.31</u>
£ <u><u>452.99</u></u>	CONSOLIDATED SURPLUS/(DEFICIT) FOR THE YEAR	£ <u><u>337.51</u></u>
	Analysed by -	
276.72	COMMUNITY COUNCIL	503.49
176.27	VICTORIA HALL	(165.98)
£ <u><u>452.99</u></u>		£ <u><u>337.51</u></u>

Independent Examiners Certificate

I hereby certify that the Accounts to the 31st March 2020 are an accurate summary of the underlying books and records of Cromarty & District Community Council.

Signature: Margi Campbell Date: _____

Print Name Margi Campbell, 12 Bank Street Cromarty IV11 8YE

CROMARTY & DISTRICT COMMUNITY COUNCIL
Detailed Statement of Financial Performance
for year ended 31st March 2020

<u>Year to 31st</u> <u>March 2019</u>	SUBJECT TO AUDIT	<u>Year to 31st</u> <u>March 2020</u>
	Income	
0.00	Bank Interest received	0.00
360.95	Publications	583.45
472.07	HC Admin Grant	472.07
0.00	Other Grants and Donations	0.00
0.00	Miscellaneous Income	0.00
<u>833.02</u>	Total Income	<u>1,055.52</u>
	Expenditure	
	Administration costs	
0.00	Election Costs	0.00
0.00	Gardening Mtce Costs	0.00
172.01	Insurance	173.18
53.95	Internet costs	94.75
9.75	Miscellaneous	9.79
66.14	Printing, Postage & Stationery	10.71
0.00	Repairs etc	0.00
0.00	Secretarial Services	0.00
0.00	Storage Rental Costs	0.00
35.00	Subscriptions & Fees	35.00
0.00	Venue Hire costs	0.00
<u>336.85</u>	Total Administration costs	<u>323.43</u>
0.00	Christmas expenses	0.00
0.00	Monday Club Fund shortfall	0.00
0.00	Publications expenses	0.00
219.45	Publications Reprinting Fund Transfer	228.60
0.00	Gifts & Donations	0.00
<u>556.30</u>	Total Expenditure	<u>552.03</u>
<u><u>£276.72</u></u>	Surplus/(Deficit) for the Year	<u><u>£503.49</u></u>

VICTORIA HALL
Detailed Statement of Financial Performance
for year ended 31st March 2020

SUBJECT TO AUDIT

Year to 31st March 2019		Year to 31st March 2020
<u>£</u>		<u>£</u>
	Income	
108.49	Donations & Gifts	73.80
0.00	Grants	0.00
8,492.00	Hall rental income	7,975.50
0.00	Interest Income	0.00
<u>1,800.00</u>	Office Rental	<u>1,800.00</u>
10,400.49	Total Income	9,849.30
	Expend	
	Office Expenditure	
0.00	Professional fees	0.00
500.00	Community Administration	500.00
1.50	Printing, Postage & Stationery	80.98
0.00	Sundry Petty Cash	0.00
<u>0.00</u>	Telecom & Internet	<u>21.60</u>
<u>501.50</u>	Total Office Expenditure	602.58
	Premises Expenditure	
476.75	Electricity	509.00
392.01	Insurance	403.77
3,557.39	Oil	3,122.28
1,406.80	Repairs and Maintenance	1,402.20
214.73	Supplies	95.04
<u>724.00</u>	Water charges	<u>38.00</u>
<u>6,771.68</u>	Total Premises Expenditure	5,570.29
	Staff Costs	
2,951.04	Salaries	3,842.41
<u>2,951.04</u>	Total Staff Costs	<u>3,842.41</u>
10,224.22	Total Expenditure	10,015.28
<u>176.27</u>	Surplus/(Deficit) for the Year	(165.98)
<u>£176.27</u>	Surplus/(Deficit) for the Year	£(165.98)

Agenda item 7.4
Appendix D

VICTORIA HALL - Notes to Accounts at 31st March 2020

Hall Rental Income	Prepayment of Hall Rental received in advance for YC use. At 31st March 2019, balance was £720 equivalent to 90 Hours at £8 per hour. Register held by Bookings Officer, Joanna Rose.
Telecom & Internet	Cost of BT charges funded by monthly YC standing Order. Surplus of £96.31 paid to W. MacKay to reimburse her mobile/email charges incurred on behalf of YC.
Electricity	Actual reading taken . No accrual required.
Insurance	PY Accruals will be used to donate funds to the C&DCC Amenities Fund, equivalent to the C&DCC insurance premium (£173.18 in 2019/20)
Oil	Same deliveries as PY, no adjustment required.
Repairs & Maintenance	Accrual (3k) still needed for the planned lighting/fuseboard replacement.
Water Charges	Eventually convinced Business Stream we had TWO meters, so bills now reflect accurate consumption. PY accruals over cautious so lower cost now.
Salaries	This year's extra cost reflects back dated pay award to Caretaker. Paid in March 2020.

Agenda item 8.1
Appendix E

Victoria Hall Report

- 1. Emergency Resilience Centre** Given the current situation, please find attached the updated Emergency Response Procedures for the Hall. This includes a full electrical test of the Auxiliary Circuit powered by the emergency generator. This is also in preparation for the ERP Refresher Training, which will commence following the current lockdown restrictions and ban on social gatherings.

ACTION – Information only, no action required.

Alan Plampton, VHMC

25/04/20