**Treasurer’s Report meeting 10th October 2019**

I am gradually becoming familiar with our finances and am continuing to use Beacon to record transactions and prepare the accounts. At the same time I am using the tried and tested spreadsheets that Ian devised and finding these very useful. As forewarned by Ian the last two months have been very busy with membership subscriptions. Many thanks to Linda for her help and guidance. The use of Paypal has been very helpful meaning far fewer cheques to be recorded and banked – a time-consuming business however Paypal comes at a cost which is likely to be circa £400.

I have been checking invoices carefully as I am unfamiliar with what charges I should be expecting. I have found a couple of discrepancies and I think it would be useful if group leaders could be reminded to let the venues and me know if they change sessions at all. Recently we have been charged for a session that we did not use and did not cancel.

My current concerns centre on the fall in membership which will leave us under-performing budget for subcriptions by approximately £4,000. We have almost 100 fewer members than at the same time last year. There is little room for reducing expenditure this year particularly as we spent almost double on printing the year book than we had catered for. The bulk of our expenditure is in venue hire and this may be an area we can look at. I will be happy to hear committee members’ views on this. Currently I estimate our deficit at year end will be £2,500 to £3,500. Obviously this cannot continue.

No doubt the increase in membership fees has contributed to the fall in numbers. We need to look at ways to redress the fall in income and increase in expenses.

Sue Seamour Treasurer

8th October 2019