Wadhurst Institute, Hall & Field CIO
Charitable Incorporated Organisation No. 1169908

The Commemoration Hall
High Street
Wadhurst
East Sussex
TN5 6AG

WADHURST INSTITUTE HALL AND FIELD (WIHF) CIO

(Charity Registration Number: 1169908)

TRUSTEE'S ANNUAL REPORT FOR THE YEAR ENDING 31st DECEMBER 2025

1. Chairman's Opening Remarks.

   a. On behalf of the Trustees, I am pleased to present the Annual Report for the financial year ending 31st December 2025. This report outlines the activities undertaken by the Charity, the achievements made in pursuit of our Charitable Objectives, and our Financial performance during the year.

   b. The Wadhurst Institute, Hall and Field was established in 1923 to commemorate the local Service Personnel who lost their lives in World War I, providing a central Hub for leisure and recreation in our Community. Benefiting from over 100 years of dedicated maintenance and investment, we remain committed to our Core Vision in 2025: to serve as the thriving heart of Wadhurst by fostering a vibrant Community.

   c. This year was marked by significant Capital improvements as we leveraged the National celebrations for the 80th Anniversary of the end of WWII to successfully launch a campaign aimed at replacing the Hall's floor and giving its frontage a much-needed facelift.

2. Background Information. Set out below is background information on the Organisation, including its Objectives, Governance, and Trustee selection process:

   a. Governing Document: The Charity's Governing Document is its Constitution adopted on 26th October 2016, as amended by changes unanimously approved at the Organisation's AGM on 3rd October 2024.

   b. How the Charity is Constituted: The Organisation is constituted as a Charitable Incorporated Organisation (CIO).

   c. Objectives of the Charity: To provide and run a Village Hall and Recreation Field for the benefit of the inhabitants of the Parish of Wadhurst without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions.

   d. Governance: The CIO's Board of Trustees is responsible for the overall governance and strategic direction of the Charity,[1] meeting regularly to oversee Activities, Finances, and Policies. The Organisation is managed by a 'Team Behind the Scenes', made up of Trustees and Key Personnel. As at 31st December 2025 the CIO's Team included:

[1] The Trustees are responsible for ensuring that the CIO is administered effectively and in accordance with its Governing Document and UK Charity Law. This includes:

- Ensuring that the Charity operates within its charitable objectives.
- Managing the Charity's resources responsibly.
- Maintaining proper accounting records.
- Preparing and submitting Annual Reports and Accounts to the Charity Commission.
- Ensuring the safety and well-being of all users of the Charity's facilities.

- Chris Humphrey (Chair Person)
- Michelle Carter (Treasurer)
- Chris Ince (Secretary)
- Roger Bishop
- Jonathan Butler
- Serena Gadd
- Marc Cox
- Daisy Tibbles
- Linda Carless
- David Austin
- Karen Neal
- Jemma Pantrey (Operations Manager)

e. Trustee Selection: In line with the Organisation's Constitution, Trustees are appointed by the existing Trustees based on their skills and experience relevant to the needs of the Charity.

3. Key Achievements and Activities in 2025. Throughout 2025, the CIO maintained its three primary physical assets to support a diverse range of tenants and regular users:

a. Hall and Commercial Space Usage: The Commemoration Hall continued to host regular users including, amongst others, the Wadhurst Aloud Choir, Cygnets-to-Swans, the Farmers Market, Badminton groups, Cameo, the Wadhurst Brass Band, the Cinema Club, Girl Guides, and the U3A. The Institute and Hall's Commercial spaces successfully retained key tenants including the East Sussex County Council (ESCC) Library, the Wadhurst History Society, and various local Businesses.

b. Field Usage: The Recreation Ground provided a home for vital local sports clubs, including the Wadhurst Bowls Club, Wadhurst Cricket Club and Wadhurst United Football Club.

c. Significant Infrastructure Upgrades: 2025 was a landmark year for facility modernisation and improvements. Major achievements included:

(1) A complete façade refresh for the Hall and a thorough facelift and redecoration of the Library.

(2) The successful replacement of the Hall floor and the acquisition of new chairs.

(3) The installation of new smart door locking systems for secure access, alongside new external Night Sky Compliant lighting.

(4) The repurposing of former Commercial space to create the highly flexible new 'Institute Hub'.

4. Financial Review. A copy of the CIO's, Independently Examined, Full Financial Statement for the Year Ending 31st December 2025 can be found attached at Annex A - an extract of which is set out below. As Trustees, we have maintained a prudent approach to financial management, ensuring that resources are used effectively and in furtherance of the Charity's Objectives.

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2025

	2025 £	2024 £
Rental Income (restated)	45,561	48,016
Managed Services	14,264	11,264
Hirings	38,502	40,079
Event Income (restated)	6,939	2,719
Grants, Donations & Misc Income (restated)	29,094	0
Insurance claims - against expenditure	0	0
Bank interest received	676	808
Credit Card Cashback	26	0
	135,062	102,886
Employment costs	23,790	23,440
Rates & Council Tax	5,156	3,722
Electricity and Gas (restated)	17,848	24,421
Water	4288.32	3037
Refuse collection	1564.24	1871
Cleaning (restated)	11,359	15,059
Telephone & broadband - cottage	0	0
Insurances	5,695	5,215
Website, marketing and advertising	1,666	240
Licences and subscriptions	1,506	694
Legal and professional fees	2,137	4,201
Repairs, maintenance and Projects	53,916	21,891
Remedial works flood damage	0	0
Event Costs (restated)	5,072	2,640
Office costs inc mobile and wifi (restated)	1,784	1,703
Miscellaneous	0	506
Bank Charges (restated)	325	62
Depreciation	0	0
Utility Recoveries	-13,348	-14,180
Insurance claims	0	-3,128
Customer refund	145	0
Donations, Misc and Grants costs	147	0
	123,051	91,394
SURPLUS/(DEFICIT) for the year	12,011	11,492
GENERAL FUND		
Balance at 1 January	76,306	64,814
(Deficit)/Surplus for the year	12,011	11,492
Balance as at 31 December	88,317	76,306

a. Income Generation and Diversification: We successfully secured dedicated Grants to finance our major Infrastructure upgrades, while our Community fundraising events directly funded the acquisition of new assets and equipment, enhancing the facilities available to our users.

b. Cost Control and Operational Efficiency: Alongside driving income, we have worked to mitigate the impact of rising costs. We have maintained a strict focus on expenditure by continuing to secure recoveries on utility costs. Additionally, by implementing new Operational efficiencies, we have successfully managed to keep our staffing and day-to-day running costs down without compromising the quality of the service we provide.

c. Balancing Finances with Community Commitment: Crucially, these combined efforts - driving new revenue, securing grants, and implementing cost-saving efficiencies - have allowed us to balance our financial prudence with our Core commitment to the Wadhurst Community. By managing our resources effectively, we have been able to absorb wider economic pressures rather than passing them on to our users. As a result, we have successfully kept our hiring charges low and restricted rent increases to a minimum, ensuring the Wadhurst Institute, Hall and Field remains an accessible and affordable Hub for everyone.

5. Reserves Policy. The Trustees have reviewed the Charity's Reserves Policy and are satisfied that the current level of reserves is adequate to meet the CIO's Operational needs and to provide a buffer for unforeseen circumstances, in line with our stated policy of maintaining Reserves equivalent to approximately 80% of Operating expenditure.

6. Principal Risks and Uncertainties. The Trustees regularly consider the principal risks facing the Charity and mitigates them accordingly. Key risks include:

a. Building Maintenance: The Historic age of the Commemoration Hall requires an ongoing, planned maintenance schedule.

b. Financial Sustainability: Maintaining diverse income streams through Hall hire, Commercial rentals, Field usage, and active Fundraising remains crucial.

c. Volunteer Capacity: The Charity heavily relies on volunteers and its Trustees[2] to function; ongoing efforts are made to recruit and support these vital individuals.

d. Single Points of Failure: We continue to build greater resilience into our Operational structures and workforce to avoid over-reliance on single individuals.

7. Strategic Priorities and Future Plans for 2026. Looking ahead to 2026, the Organization has identified three major Capital and Community Projects alongside a revitalized Community Engagement strategy:

a. Community Accessibility: Executing the Field Community Accessibility Improvement Project, which will include the installation of accessible social seating on the Field.

b. Sustainability & Infrastructure: Launching a major Hall Insulation and Refurbishment Project to ensure our building remains fit for the future.

[2] All Trustees give their time voluntarily and receive no remuneration for their services.

c. Community Engagement: Actively seeking Community involvement by encouraging residents to become ‘Supporters of the Hall’, engaging in a new calendar of Fundraising events starting in the Autumn, and identifying new aligned Community partnerships and Grant opportunities.

8. Conclusion. 2025 has been a transformative year of modernisation for the Wadhurst Institute, Hall and Field. Operating with a focus on Community, Accessibility, Enrichment, and Stewardship, the CIO has successfully delivered on its major Capital Goals while providing a vibrant space for all inhabitants. The Organisation expresses its deepest thanks to its Staff, Volunteers, and all those who support this essential work.

9. Declaration. We, the Trustees, declare that we have approved this Report and are satisfied that it accurately reflects the activities and financial performance of the Wadhurst Institute, Hall and Field for the year ended 31st December 2025.

Signatures:



Chris Humphrey
Chair of Trustees
Date: 1st June 2026



Chris Ince
Secretary to the Board of Trustees
Date: 1st June 2026

Annexes:

A. CIO Accounts for 2025.

Annex A
CIO Accounts for 2025

WADHURST INSTITUTE HALL AND FIELD CIO

Registered Charity No. 1169908

Report and Accounts for the Year Ended 31 December 2025

WADHURST INSTITUTE HALL AND FIELD CIO

Registered Charity No. 1169908

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for the Year ended 31 December 2025

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INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE WADHURST INSTITUTE HALL AND FIELD CIO (Registered Charity No. 1169908) For the year ended 31 December 2025

Report to the Trustees of Wadhurst Institute Hall and Field for the year ended 31 December 2025 Charity No 1169908 set out on the proceeding pages

Respective Responsibilities of Trustees and Examiner

The Charity's Trustees consider that an audit is not required for this year (under section 144 of the Charities Act 2011 (the Act) and that an independent examination is needed

It is my responsibility to:

Examine the accounts (under section 145 of the Act)

To follow procedures laid down in the General Directions given by the Charity Commission (under section 145(5) of the Act) and to state whether matters have come to my attention

Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and in comparison, of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the Trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently, I do not express an audit opinion on the accounts.

Independent Examiners statement

In the course of my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect, the Trustees have not met the requirements to ensure that:

Proper accounting records are kept (in accordance with section 130 of the Act); and accounts are prepared which agree with the accounting records and comply within the accounting requirements of the Act; or

2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Signed 

Dated 01.07.2026

P J Langdon FCA
Southerndown, Forewood Lane
Crowhurst
Battle
East Sussex TN33 9AG

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2025

		2025		2024
		£		£
INCOME				
	Rental Income (restated)	45,561		48,016
	Managed Services	14,264		11,264
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	Insurance claims - against expenditure	0		0
	Bank interest received	676		808
	Credit Card Cashback	26		0
		135,062		102,886
EXPENDITURE				
	Employment costs	23,790		23,440
	Rates & Council Tax	5,156		3,722
	Electricity and Gas (restated)	17,848		24,421
	Water	4288.32		3037
	Refuse collection	1564.24		1871
	Cleaning (restated)	11,359		15,059
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	Insurances	5,695		5,215
	Website, marketing and advertising	1,666		240
	Licences and subscriptions	1,506		694
	Legal and professional fees	2,137		4,201
	Repairs, maintenance and Projects	53,916		21,891
	Remedial works flood damage	0		0
	Event Costs (restated)	5,072		2,640
	Office costs inc mobile and wifi (restated)	1,784	0	1,703
	Miscellaneous	0		506
	Bank Charges (restated)	325		62
	Depreciation	0		0
	Utility Recoveries	-13,348		-14,180
	Insurance claims	0		-3,128
	Customer refund	145		0
	Donations, Misc and Grants costs	147		0
		123,051		91,394
	SURPLUS/(DEFICIT) for the year	12,011		11,492
	GENERAL FUND			
	Balance at 1 January 2025	76,306		64,814
	(Deficit)/Surplus for the year	12,011		11,492
	Balance as at 31 December 2025	88,317		76,306

BALANCE SHEET AS AT 31 DECEMBER 2025

	Notes	2025		2024	
		£	£	£	£
Fixed Assets					
Freehold premises at Insured Value	1		6,881,600		3,921,113
Annexe refurbishment at cost	2	53,769		53,769	
Institute refurbishment at cost	3	6,892		6,892	
		60,661		60,661	
Less: Depreciation of refurbishments		-60,661		-60,661	
Equipment at cost	4	6,053		6,053	
Less: depreciation		-6,053		-6,053	
			0		0
Net book value of Fixed Assets			6,881,600		3,921,113
Current Assets					
Debtors and prepayments		0		0	
Cash at bank and in hand	5	89,205		76,306	
			89,205		76,306
Current Liabilities					
Creditors and accruals	6		888		0
Net current assets			88,317		76,306
Total Net Assets			**6,969,917**		**3,997,419**
REPRESENTED BY:					
Premises valuation reserve			6,881,600		3,921,113
General Fund			88,317		76,306
			6,969,917		**3,997,419**
Signed:					
		MICHELLE CARTER		CHRIS INCE	
Dated:		1st June 2026		1st June 2026	

ON BEHALF OF THE BOARD OF TRUSTEES

NOTES TO THE ACCOUNTS 31 DECEMBER 2025

TANGIBLE FIXED ASSETS

1	**Property**	Acquired	**£**	**£**
	Commemoration Hall	1923	Not individually valued	
	Institute	1904	Not individually valued	
	Cricket Pavilion		Not individually valued	
	Bowls Pavilion		Not individually valued	
	Playing Field	1921	Not individually valued	
				6,881,600

The cost of the above assets is not ascertainable and in the absence of a market valuation they are recorded at their current insured value. Any surplus arising has been credited to the Premises Valuation Reserve.

2	**Refurbishment of Annexe**	
	COST	
	At 1 January 2025	53,769
	DEPRECIATION	
	At 1 January 2025	53,769
	NET BOOK VALUE	
	At 31 December 2025	NIL
	At 31 December 2024	NIL

3	**Refurbishment of Institute**	
	COST	
	At 1 January 2025	6,892
	DEPRECIATION	
	At 1 January 2025	6,892
	NET BOOK VALUE	
	At 31 December 2025	NIL
	At 31 December 2024	NIL

4 **Equipment**	Sound System	Ceiling fans	Total
COST			
At 1 January 2025	3,416	2637	6,053
Additions	0	0	0
At 31 December 2025	3,416	2,637	6,053
DEPRECIATION			
At 1 January 2025	3416	2637	6053
Charge for the year	0	0	0
At 31 December 2025	3,416	2,637	6,053
NET BOOK VALUE			
At 31 December 2025	0	0	0
At 31 December 2024	0	0	0

5 **Cash at Bank and in Hand**	**2025**	**2024**
	£	**£**
Current account	21,564.52	16,170
Reserve account	67,560.17	60,136
Cash	0.00	0
Paypal	80.34	
	89,205	76,306

6 **Creditors and accruals**	**2025**	**2024**
	£	**£**
Credit card	888	0