Wivelsfield Village Hall and Recreation Ground

Wivelsfield Village Hall

Trustees Report and Accounts

For the Year ended 31 December 2025

Trustees Annual Report for the period

Period start date				Period end date		
From	Day 01	Month 01	Year 2025	To	Day 31	Month 12	Year 2025

Reference and administration details

Charity name	**Wivelsfield Village Hall and Recreation Ground**
Registered charity number (if any)	**235098**
Charity's principal address	The Secretary, Springfields, Ditchling Road,
	Wivelsfield, Haywards Heath, West Sussex
	Postcode RH17 7RF

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole period
Elected Trustees		
Cameron Wallis	Chairman	
Andrew Savidge	Vice-Chairman	
Peter Burton	Secretary	
Ann Savidge	Treasurer	Jan 2025 – June 2025
David Callaghan	Treasurer	June 2025 – Dec 2025
Liz Burton		
Lesley Corbett		
Representative Trustees		
Dave Callaghan	Wivelsfield Little Theatre	
Sue Blunden	Mid-Sussex Parkinson's Group	Jan 2025 – June 2025
Rhonda Janes	Wivelsfield Films	
Non-Voting Representatives		
Chloe Hodgson	Letting Secretary	
Ian Haffenden	Parish Council	
Sue Morris	Parish Council	
Jacqui Essen	Mid-Sussex Parkinson's Group	June 2025 – Dec 2025
Sheila Blair	Historical Society/Church	
Alison Cumberland	Wivelsfield Community Club	
Sandra Truran	Green Park Corner	

Names of the custodian trustees for the charity,

Wivelsfield Parish Council	

Names and addresses of Banks

Name	Address
Lloyds TSB Bank plc	Haywards Heath Branch, PO Box 1000, BX1 1LT
CCLA Investment Management Ltd	COIF Charity Funds, Senator House, 85 Queen Victoria Street, London EC4V 4ET
Shawbrook Bank Ltd	Lutea House, Warley Hill Business Park, The Drive, Great Warley, Brentwood, Essex, CM13 3BE

Structure, governance and management

Description of the charity's trusts

Type of governing document	The governing document is a Charity Commission Scheme dated 27 September 1978, which amalgamated two charities: the Wivelsfield Reading Room and Institute (1912) and the Wivelsfield Playing Field and Recreation Ground (1956 and 1966). Some of the Charity's rules have been subsequently amended by agreement of the Managing Committee and these amendments have been submitted to the Charities Commission
How the charity is constituted	Trust
Trustee selection methods	The managing trustees consist of up to 8 members elected at each annual general meeting and up to 13 representative members appointed before it by the local organisations listed above. All trustees retire at the start of each annual general meeting but are eligible to be re-elected or reappointed at that meeting.

Additional governance issues (Optional information)

• Policies and procedures adopted for the induction and training of trustees.	The Trustees met four times in person in 2025. The Trustees have had regular email contact during this year.

Objectives and activities

Summary of the objects of the charity set out in its governing document	The object is to provide recreation and leisure facilities for the inhabitants of the Wivelsfield Parish.

Summary of the main activities undertaken for the public benefit in relation to these objects	Its main activities are to run the Village Hall, built in 1981, together with the Recreation Ground, its pavilion, and the car park. Its mission, for the public benefit, is to maintain and enhance the existing facilities, making them available at the lowest cost, consistent with long-term economic viability.

Achievements and performance

Summary of the main achievements of the charity during the year	2025 has been a busy year, with lots of work taking place to the buildings. This year, we have completed the ground works to the rear of the hall, replaced the slabbed pathway around the front of the building, improved furniture around the building, re-stained equipment sheds, along with improvements to our sound and lighting systems. This year has been another great year, creating a functional community venue for our hirers.

Financial review

Brief statement of the charity's policy on reserves	The policy on reserves is to hold enough to cover the wear and tear of the buildings, along with the general maintenance and eventual replacement of certain facilities, as well as contingencies. We are holding a larger than normal reserve at present, due to several smaller hall enhancement projects, for which funding has been allocated, and the works are yet to be completed.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about: • The charity's principal sources of funds. • How expenditure has supported the key objectives of the charity.	The charity's main source of income has been from hirings of the Village Hall, Pavilion and Recreation Ground. The charity also receives income from long term parking in the Village Hall car park and from the solar energy array. The main items of expenditure have been the day to day running costs of the village hall and pavilion, including cleaning, heating, lighting, water and insurance. Other items have been completed this year, using grant funding, which we have been very lucky to receive.

Other optional information

Future Plans

As always with our growing venue, there are many items that we would like to complete in order to improve upon and enhance our building. We always aim to complete these whenever there is any available funding.

This year, we are hoping to do a number of projects, including fencing installations, projector installation, outdoor bar, outdoor BBQ area, outdoor seating, additional signage, new and improved community noticeboards, new chairs and much more.

We will also be looking to continue with the updating of our website, moving over to a brand new booking system, and generally improving all facilities within the site wherever possible.

We will also be working very closely with our Parish Council this year to install new facilities on the Recreation Ground, using monies from the local housing development, alongside any further grant funding that we achieve.

Trustees responsibilities as to accounts.

Charity law requires the Trustees to prepare financial statements for each financial period which give a true and fair view of the situation of the Charity's financial activities and of its financial position at the end of the year.

In preparing the financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently; make judgements and estimates that are reasonable and prudent; state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements, and prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with applicable law. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees confirm that the financial statements comply with the requirements of the Charities Statement of Recommended Practice (2005) and the accounting provisions of the Charities Act 1993 and Regulations thereafter.

Declaration

The trustees approved the trustees report above on

Signed on behalf of the charity's trustees:

Signature(s)		
Full name(s)	Cameron Wallis	Peter Burton
Position	Chairman	Secretary
Date	1/5/26	

Wivelsfield Village Hall and Recreation Ground	

Receipts and payments accounts

For the period from	01/01/2025	To	31/12/2025

Section A Receipts and payments

Funds:	Unrestricted	Restricted		
	Village Hall/ Recreation Ground	Charity Fund	Total funds	Last year Total
	£	£	£	£
A1 Receipts				
Hall Hirings	43,503	-	43,503	40,114
Pavilion Hirings	2,010	-	2,010	1,830
Parking income	6,786	-	6,786	6,488
Interest on funds	2,156	50	2,206	2,234
Donations and fundraising	350	-	350	213
Solar energy	6,413	-	6,413	5,635
Miscellaneous	100	-	100	- 600
Grants received	32,786	-	32,786	
Sub total	94,103	50	94,153	55,914
A2 Asset, Investment sales, etc.	-	-	-	-
Total receipts	94,103	50	94,153	55,914
A3 Payments				
Wages	12,715	-	12,715	13,064
Repairs and maintenance	9,062	-	9,062	4,470
Light and heating	9,516	-	9,516	8,180
Water and wastewater	2,879	-	2,879	- 115
Insurance	2,600	-	2,600	2,913
Cleaning materials	6,675	-	6,675	5,973
Telephone	742	-	742	579
Admin expenses (including licences)	1,391	-	1,391	1,103
Furniture and equipment	5,057	-	5,057	1,236
Miscellaneous projects	35,909	-	35,909	12,775
Building project	-	-	-	
Sub total	86,547	-	86,547	50,178
A4 Asset and investment purchases, etc.	-	-	-	-
Total payments	86,547	-	86,547	50,178

	Village Hall/ Recreation Ground	Charity Fund	Total funds	Last year Total
	£	£	£	£
Net of receipts/(payments)	7,556	50	7,606	5,736
A5 Transfers between funds			-	-
A6 Cash funds last year end	60,928	1,170	62,098	56,362
Cash funds this year end	68,484	1,220	69,704	62,098

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Cash at Bank	68,484	1,220
		-	-
		-	-
	Total cash funds	68,484	1,220
	(agree balances with receipts and payments account(s))		

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B2 Other monetary assets	None	-	-
		-	-

Categories	Details	Fund to which asset belongs	Cost (optional)
B3 Investment assets	None		-
			-

Categories	Details	Fund to which asset belongs	Cost (optional)
B4 Assets retained for the charity's own use	Village Hall & Pavilion Annexe including fixtures and fittings	unrestricted	124,630
	Recreation Ground	restricted	-
			-
			-

Categories	Details	Fund to which liability relates	Amount due (optional)
B5 Liabilities	None		-
			-

Signed by one or two trustees on behalf of all the trustees	Signature	Name	Date of approval
		Peter Burton	1/5/26
		CAMERON WALLIS	1/5/26

CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees/ members of	Wivelsfield Village Hall and Recreation Ground Charity		
On accounts for the year ended	31 December 2025	**Charity no (if any)**	**235098**
Set out on pages	7 and 8		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2025

Responsibilities and basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:	B S Kite	**Date:**	16/2/2026
Name:	Barbara Patricia Kite		
Relevant professional qualification(s) or body (if any):	Fellow Chartered Accountant and Business Finance Professional - Institute of Chartered Accountants in England and Wales Chartered Tax Adviser – Institute of Taxation		
Address:	4 The Waldrons, Oxted, Surrey. RH8 9DY		

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.