



**Annual Report
and
Financial Statements
for the year ended
31st December 2024**

Registered Charity No: 246278



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Stisted Village Hall

Reference and Administrative Information

Charity Name: Stisted Village Hall

Charity Registered Number: 246278

Registered Address: Rectory Road, Stisted, Essex CM77 8AL

Correspondence Address: Rectory Road, Stisted, Essex CM77 8AL

Freehold Property: Vested in The Official Custodian for Charities

Names of the Charity Trustees who manage the Charity:

Trustee Name	Office (if any)	Dates elected (if not for whole year)	Term of Office expires at end of AGM for year:
Mr R Barnes			2026
Mr D I Cruickshank			2027
Mr M Hughes	Chairman		2025
Mr R Hughes			2025
Mrs R Jubb			2028
Mrs H Routledge			2028

Independent Examiner of Accounts: Christine White
Hunters, 37 The Street, Stisted, Essex CM77 8AW

Bankers: Barclays Bank plc, Witham Branch
59 Newland Street, Witham CM8 2AJ

Solicitors: Holmes & Hills LLP
Bocking End, Braintree, Essex CM7 9AJ

Report of the Management Committee for the year ended 31st December 2024

The Management Committee presents its report and financial statements for the year ended 31st December 2024.

Structure, Governance and Management

Governing Document

At its Annual General Meeting on the 26th March 2014, the meeting approved the changes to the administrative procedures and powers relating to Stisted Village Hall charity as set out in the Resolution of the Trustees passed on the 20th day of February 2013. The modified Conveyance sets out its objectives and powers under which Stisted Village Hall is governed.

Recruitment and Appointment of Management Committee

Members of the Management Committee are the charity trustees within the meaning of Section 177 of the Charities Act 2011. The Management Committee shall consist of not more than 6 elected members and may include not more than 3 co-opted members.

Elected members must be elected at an Annual General Meeting or a Special General Meeting convened as described in paragraph 12.7 of the modified Conveyance. Candidates for election must be declared at least 14 days before the election and shall be proposed by at least two persons qualified as parishioners to vote at the elections.

Co-opted members may be appointed at a duly constituted meeting of the Management Committee.

Term of Office

Members retire from office at the end of the fourth annual general meeting next after the date on which such member came into office but may be re-elected or re-appointed.

Trustee Induction and Training

Trustees are already familiar with the practical work of the charity as they reside within the local area. New members, on their first appointment, are given:

- A copy of the Conveyance, a copy of the 20th February 2013 Resolution and any amendments made to either
- Charity Commission - CC3a of The Essential Trustee
- A copy of the Charity's latest Annual Report and statement of accounts

Organisational Structure

Through the Conveyance and Trust Deed documents, the Management Committee is empowered to decide on alterations or enlargements to the premises and may permit the erection of additional buildings subject to relevant planning permissions.

The Management Committee has day to day responsibility for the provision of the services at the premises and all monies received in this connection are dispersed for the direct benefit of the premises, i.e. repairs, renewals, insurances, etc.

Affiliated Parties

To assist the Management Committee in its work, Stisted Village Hall is affiliated to Rural Community Council for Essex which advises village halls on aspects of its management, i.e. Licensing, Hiring Agreements and is a prime provider of relevant training.

Aims and Objectives

The Deed provides that the Trustees “*shall hold the said property hereinbefore conveyed Upon Trust to permit the same to be used in perpetuity as a non-sectarian and non-political place of recreation and social intercourse and for any religious and or charitable purpose or purposes calculated to promote the moral intellectual spiritual or physical improvement or welfare or the recreation advantage or benefit of the inhabitants of Stisted aforesaid and of the surrounding district under the name of Stisted Village Hall either gratuitously or in consideration of any money payment or on such terms as the Trustees may think fit.*”

Achievements and Performance

1. Change in Officers

The following officers appointed in 2017 continue in post:

Mrs T Warner	Bookings Officer
Mrs D Rand	Treasurer (appointed May 2024)
Mr T Noonan and Mrs A Noonan	Allotments Letting Officer
Mrs U Hollands.	Secretary

2. Volunteers

The Stisted Village Hall Management Committee would like to thank all the volunteers who help in the running and maintenance of the Hall. We would particularly like to thank all those involved with the Friday evening Social Bar and the Stisted Players who staged a pantomime at the Hall this year. Without their support and goodwill much of the facilities the Village Hall, Allotments and Community Orchard provide to the local community would not be possible. Both, the Social Bar and the pantomime have proved very popular with the residents of Stisted.

Finally, the Management Committee would like to thank Mr and Mrs Bones for the donation of a sack of daffodil bulbs once again in 2024. These have been planted in front of the Hall on either side of the road.

3. Hall bookings and Allotments lettings

The Village Hall continues to hire the Hall on a regular basis for various activities across the age groups, for pilates, chair pilates, baby sensory, Basking Babies, Little Story Shapers, dog training and Women’s Institute. Additionally, the Hall was hired for 22 parties and events in 2024.

Although Aimie’s Dance Class, our main hirer for nearly 10 years, left the Hall in March 2024, the loss of income from that has been more than been replaced by the Friday Evening Social Bar, which opened in May 2024

Stisted Village Facebook page is still the most popular way to contact us for hall bookings.

Only one plot in the allotments remains unoccupied. The rest have been rented for most of the year.

4. Community Orchard

Following some publicity, folks from the community and the allotments visited the Orchard to pick fruit. Some trees were very productive and some had next to nothing, which was due to a combination of climate changes, pruning pattern and fruit variety. We did not have an apple pressing day this year.

Work on the identification of the apples in the Orchard continues. There has still been some muntjac activity, but the fencing to the rear has certainly helped. It remains to be seen whether trees that have been attacked by muntjac will be affected in the long term.

The hedging has been kept in good order through the work of volunteers, in particular Richard Hughes and Mark Hughes, and this is greatly appreciated. In the future It might be a good idea to have particular activities such as pruning, hedging, grass cutting, mulching and picking included on the SVH calendar in order to try and get more volunteers involved.

Sadly, the bees that were in the Orchard left last winter, but Ian Barnard and Howard Hollands hope to start a new colony this Spring

Howard Hollands is our rep on the Essex Orchards Group and the Community Orchard is registered with Orchards East. The most recent meeting indicated a real concern for the future of community orchards. We are fortunate having ours under the auspices of the Village Hall Trust as this provides some protection. Many old orchards are disappearing under the bulldozers due to a lack of organised protection.

We need to do more to celebrate what we have and I would also like to research old orchards in our Parish as part of the Archive work.

5. Stisted Historic Archive

Archive Team Members: Sue Buffey, Derek Pryke, Lynn McCullagh, Howard Hollands, Helen Hughes, Jane Barnard, Helen Remfry

Activity:

- Digital Cataloguing of the Montefiore Library by Jane Barnard
- Loan from Montefiore collection of artefacts, pictures and books with a view to restoration and display. This will require a funding bid and liaison with both Montefiore Trustees and the shop management
- We were able to open up the Archive space for the pantomime this year which worked well.

Exhibitions in the Fairhead Room:

Trades and Businesses Show by Sue Buffey: This exhibition has in part, transferred to Braintree Museum for the current Toys and Games Exhibition which also includes Doreen Digby's Stisted Maze Game.

As a result of the successful exhibition of the ceramic work of the late Colin Saunders in the Fairhead Room and the follow up show at Braintree Museum, Colin's work will now be featured at the 303 Gallery in Lowestoft in late 2025.

Acquisitions:

Numerous small donations or loans of documents and photographs have been received over the year, including the Petanque archive from Trevor Blows and the loan of the Montefiore Collection (this is for restoration and eventual exhibition)

Issues:

The Parish Council has a new website which is unable to accommodate the large Archive image collection. The Archive Team therefore need to find an alternative solution.

The Parish Magazine has now become bi-monthly, but will now be delivered to all Stisted residents. The Archive will continue to submit material where appropriate. We also need to consider new ways of dissemination and publication of Archive material in addition to Village Facebook and Village Whats App.

With an increase in artefact/document donations, storage becomes ever more creative! We also need to consolidate the work of the oral history programme initiated by Helen Remfry and consider ways forward to manage this, and the huge amount of material involved.

Thanks to the Village Hall Trustees, Management and volunteers, and particularly Tim Noonan and Debs Rand for assistance with the accounts.

6. *Stisted Village Hall Social Committee*

From the beginning of May 2024, by popular demand, when the Village pub, the Onley, closed last year, we opened a Social Bar and arrange food trucks on Friday evenings. It is run by volunteers. It has proved to be very successful. From 1 May to 31 December 2024 the social bar has taken £18136. The Friday Evening Social Bar meets the Aims and Objectives outlined in the original Deed (*See page 5 para 2*).

We have also had a pantomime performance at the Hall this year, staged by the Stisted Players, a village based amateur drama group, which raised approximately £2000 in ticket and bar sales.

The management Committee plan to continue organising more events in 2025.

7. *Project Planning*

In 2024, project planning was discussed as part of the SVHMC meetings and the following work has been completed:

1. Sound attenuators installed
2. Stage lighting installed
3. Fridge/freezer replaced in the kitchen
4. Solar panels installed
5. Roller shutters installed for the bar
6. CCTV installed as per bar licence requirements
7. External electric sockets installed for the food trucks
8. Gate post of main gate to car park repaired
9. Wooden bollard by the allotment entrance replaced

Financial Review

Our Financial Statements confirm that a net surplus of £10,603 (2023 deficit £1,091) was returned on our activities.

Principal Funding Sources

Our main source of income is from the hire of the premises. which enables the Management Committee to plan effectively for necessary repairs and renewals to the premises, including compliance with Health & Safety regulations. The Management Committee continues to seek appropriate grants to augment funding for specific projects. In 2024, Stisted Village Hall Trust applied for, and successfully received

grants worth £31061.00 for the Village Hall including donation of £170.00. Details of all grants and expenditure are set out in the table below.

Note 1 Grants and Expenditure

Grant	Awarding Body	Purpose	Total Grant	Total cost	Total Grant c/f	Notes	Unrestricted	designated	restricted
UK Shared Prosperity Fund Community infrastructure	Braintree District Council	Solar Panels for Village Hall to reduce carbon emissions and move towards net zero	£14,600	£17,450	0	Total Cost £17,450. Balance from unrestricted funds	£2,850		£14,600
Essex CC Microgrants	Essex CC administered by EALC	Funds for Pantomime	£1,000	£1,118	0			£118	£1,000
Community Gardens, Orchards and Open Spaces Funding	Braintree District Council	Outdoor spaces and Landscaping including gates and post for orchard and allotments, planters for front of Village Hall and landscaping to rear	£3,500	£2,064	£1,436	Balance to be spent by 31.6.25, on planters, plants and landscaping			£2,064
The National Lottery Community Fund	National Lottery	Fit Sound attenuators to ceiling of Hall and £500 to disabled toilets	£9,791	£8,284	£1,507	Toilets will be done at the same time as the ladies' toilets			£8,284
	Hawthorne Charitable Trust	Purchase and installation of two roller shutters for the bar	£1,500	£2,490			£990		£1,500
	Hawthorne Charitable Trust	Materials for Exhibitions	£500	£500					£500
	Other donations	General exhibition expenses	£170	£109	£61				£109
Asset Purchased	from Unrestricted Funds	Fridge For bar		£684			£684		
Asset Purchased	from Unrestricted Funds	CCTV for Village Hall		£1,584			£1,584		
Total grants, donations and assets purchased			£31,061	£34,283	£3,004		£6,108	£118	£28,057

Investment Policy

Despite the current financial market, it is still our desire to secure the best interest rates available. Any excess funds above those needed for day-to-day expenditure are held in a savings account.

Village Events Account

The Management Committee continues to administer the funds associated with village events and is therefore deemed to be restricted.

Reserves Policy

Unless specifically instructed otherwise, all surplus funds and bank interest earned are deemed as unrestricted funds, available for the continued improvement of premises facilities. However, it is agreed that our reserves are equal to or greater to the value of Designated and Restricted Funds.

We have allocated £15,000.00, an increase of £3000.00 from previous years, as a designated fund, which is available to the Trustees should income from hirings be insufficient to meet our overheads.

The Allotments are self-supporting and do not use funds from our main income of hall hire. In 2018 we created funds so the Allotments Funds (and future trading) is a restricted fund.

Plans for Future Periods

Viability on need and affordability – with or without external funding – will dictate whether projects can be implemented. The following are still under consideration:

- Internal redecoration of lobby
- Refurbishment of toilets
- Upgrade of heating facility
- Review security alarm and fire alarm
- Purchase and Install big screen TV
- Purchase and install dishwasher in the bar
- Reconfigure access to the Fairhead Room

Responsibilities of the Management Committee

The Management Committee is required to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the management committee should follow best practice and:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The Management Committee is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to ensure that the financial statements apply to the relevant reporting standards. The Management Committee is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Management Committee

Members of the Management Committee who are Trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 3.

Independent Examiner of Accounts

Mrs C White of Hunters, 37 The Street, Stisted, Essex CM77 8AW

Declaration

The Trustees declare that they have approved the Trustees' report above.

Signed on behalf of the Charity's Trustees

Mr Mark Hughes
Chairman

Date: 28 May 2025

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the Trustees of the Stisted Village Hall (Registered Charity number 246278) on the accounts for the year ended 31 December 2024.

Respective responsibilities of trustees and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examiner is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act
- To follow the procedures laid down in the General Direction given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- To state whether particular 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 included a review of the account records kept by the charity and a 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 no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in, any material respect, the requirements:
 - a) to keep accounting records in accordance with section 130 of the Charities Act;
 - b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met: 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:



Date:

13/5/25.

Name: Mrs C White

Relevant professional qualification: Fellow of The Chartered Association of Certified Accountants. (FCCA – retired)

Hunters, 37 The Street, Stisted, Essex CM77 8AW

**STISTED VILLAGE HALL
BALANCE SHEET as at 31.12.2024**

	2024	2023
	£	£
Fixed Asset- Village Hall Building at cost	323173	323173
Fixtures & Fittings	-	210
Total Fixed Assets	323173	323383
Current Assets		
Barclays Current Account	37840	40701
Barclays Premium Account	48500	22899
Cash In Hand	271	881
Bar Stock	422	-
Sundry Debtors	215	388
TOTAL CURRENT ASSETS	87248	64869
Current Liabilities		
Creditors	11278	285
Barclay card	572	-
TOTAL CURRENT LIABILITIES	11850	285
NET CURRENT ASSETS	75398	64584
TOTAL ASSETS	398571	387967

STISTED VILLAGE HALL
Receipts & Payments for the year ended 31.12.2024

	Unrestricted	Designated	Restricted	Endowment	Total 2024	2023
	£	£	£	£	£	£
RECEIPTS						
Allotment Rents			1376		1376	1283
Hall Lettings	13096				13096	17362
Grants and Donations Received			31061		31061	1583
Stisted Parish Council	200				200	300
Bank Interest	601				601	216
Village hall Events(Inc Bar takings)	18136				18136	8886
Panto Sales		705			705	
Total Revenue Receipts	32033	705	32437		65175	29630
PAYMENTS						
Allotment Expenses			313		313	165
Cleaners & Cleaning Supplies	5108				5108	4637
Hall Maintenance	2939				2939	13228
Hall Insurance	1099				1099	1126
electric, Refuse & Water	882		191		1073	3162
Other	730				730	2309
Village Hall events Inc. bar costs	8427				8427	3884
Panto Expenses		118			118	
Officer Expenses	600				600	600
TOTAL DAY TO DAY PAYMENTS	19785	118	504	0	20407	29111
Asset & Project Costs						
Projects - & Assets See Notes)	6108		28057		34165	1610
Total PAYMENTS	25893	118	28561	0	54572	30721
Net Surplus/ Deficit	6140	587	3876	0	10603	-1091
TOTAL FUNDS B/F 1.1.2024	35786	19020	10085	323077	387968	389059
Transfers to designated funds	-10980	10980				
Total Funds @31.12.2024 (note 1)	30946	30587	13961	323077	398571	387968
NOTE 1						
FUND BALANCES @ 31.12.2024						
General Fund	30946					
Panto Fund		587				
Reserve For overheads if no rental income		15000				
Trustee Funds For Property Alteration		15000				
Allotments						
Brought Forward			4133			
Add Income			1376			
Less Expenses			-504			
Allotment C/f			5005			
Community Grant			3500			
Less gates Etc purchased			-2064			
Total Community c/f			1436			
STISTED ARCHIVE						
Balance brought forward			328			
Add Grants			670			
Less Expenses			-609			
STISTED ARCHIVE c/f			389			
Village Hall Events B/f			5624			
National Lottery Community Fund						
Grant Received			9791			
Less expenditure on Attenuators			-8284			
Balance National Lottery for Toilet Upgrade			1507			
LAND & CAPITAL				323077		
TOTAL FUNDS@ 31.12.2024	30946	30587	13961	323077	398571	

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NOTES TO THE 2024 FINANCIAL STATEMENTS

General Notes

The accounts conform to the latest requirements of the Charity Commission as they comply with the Charities Act 2011. The Statement of Financial Activities and the Balance Sheet will provide a standard view for the general public and the Charity Commission.

Balance Sheet Items

a) Fixed Assets: Freehold Land and Buildings

The figure for Freehold Land and Buildings - £323,173 – remains at the same historic valuation in the absence of any independent, professional assessment, and any further expenditure of a capital nature for this financial year.

Freehold Land and Buildings remain categorised, in line with the requirements of the Charities Act 2011, as a Permanent Endowment under the Restricted Funds category because of its capital nature and implicit restrictions in its charitable use.

b) Fixed Assets

The Village Hall accounts have been prepared on a receipts and payments basis, so fixed assets are written off to expenditure in the year. Below is a list of purchases this year.

Date	Supplier	Details	Cost
Sept 2024	D J Installations	CCTV	£1584
Oct 2024	Solar Power Direct	Solar Panels	£17450
Oct 2024	The Wolley Shepard	Acoustic Clouds	£8284
June 2024	Nesbits	Fridge for Kitchen	£684
Dec 2024	CML Building	Gates & planters for Allotments	£2064
May 2024	Lockdown Shutters	Shutters For Bar	£2490
Total Assets 2024			£32556

c) Sundry Debtors and Creditors

In presenting the Financial Statements as Receipts and Payments, it is confirmed that outstanding creditors is £11,278 and outstanding debtor amount is £215 for 2024. The balance outstanding on the Barclay card is £572. These are all included in the balance sheet.

d) Established Funds of the Charity

Restricted funds of £13,961 set aside by the Trustees of Stisted Village Hall includes £5,005 for Allotments, and the historic surplus of £5,624 for Village Hall events to be used for improvements to the premises. It also includes £1,507 unspent National Lottery grant, £1,436 Community Gardens grant and £389 Stisted Historic Archive fund.

Designated reserves of £30,587 includes £587 for the Stisted Players group, £15,000.00 Reserve to cover loss of rental income and £15,000 for alterations and improvements.

Unrestricted funds of £30,946 are available for the running of the Village Hall.