Stisted Village Hall

Annual Report
and
Financial Statements
for the year ended
31st December 2025

Registered Charity No: 246278

Green Flag Award Community

RCCE RURAL COMMUNITY COUNCIL OF ESSEX

HALLMARK a quality standard scheme for village halls level 1 achieved

Contents

	Page
Reference and Administrative Information	3
Report of the Management Committee	4
Independent External Examiner's Report	11
Balance Sheet	11
Receipts and Payments	12
Notes forming part of the Financial Statements	13

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			2025
Mr R Hughes	Chairman		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 2025

The Management Committee presents its report and financial statements for the year ended 31st December 2025.

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 continue in post:

Mrs T Warner	Bookings Officer
Mrs D Rand	Treasurer
Mr T Noonan and Mrs A Noonan	Allotments Letting Officer
Mrs U Hollands	Secretary (to December 27th, 2025)

The Management Committee extends its thanks to Mrs Hollands for her contribution as Secretary over the last 9 years.

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.

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, Yoga, Little Story Shapers, Dog Training and Women's Institute. Baby Sensory, Basking Babies ceased regular bookings during 2025, but we welcomed new regular bookings from the Braintree Radio Club and Sound Baths. Additionally, the Hall was hired for 17 parties and events in 2025.

Launch of the new Website and Booking System during 2025 has meant that this has gradually overtaken the Stisted Village Facebook page as the most popular way to contact us for hall bookings, it has also significantly simplified the invoicing and payment processes. Additionally, the on-line ticketing functionality of the site have made ticketing and payment for events much more straightforward.

All plots in the allotments have been rented for most of the year.

4. Community Orchard – Howard Hollands

The orchard coped well with the long hot spells and drought in 2025. It continues to be plagued by Muntjac, which gain access where the original fencing has become degraded. The results for blossom and harvest were mixed with performance varying by variety. Some trees need extra support again as they are leaning dramatically and seems not to be simply due to strong wind. Thanks go to the volunteers who have assisted with the pruning, hedging and grass cutting.
During a meeting with Stisted Academy in relation to the Archive an offer has been extended to visit both the orchard and allotments, when they use Rolfe's land for activities.
Progress on identifying all the varieties amongst the 40 or so trees has been limited, we are certain of only a handful. No record from the time of planting has been found and whilst DNA can be used to identify but is expensive.
A maze for children in the long grass around the trees has been cut in the Autumn before the mowing, a few children tried it out and loved it. If possible, it will be repeated in future.
Potential activities at the orchard include Community Apple Pressing and such as pruning and scything. The Orchard provides an accessible, peaceful location to sit and reflect, or walk, and might be enhanced by the provision of a few basic wooden benches.
The SVH management Committee wishes to thank Mr Hollands for his continuing voluntary efforts to maintain the orchard on behalf of the Village Hall and his engagement with the East of England Orchard Group.

5. Stisted Historic Archive – Howard Hollands

Archive Team Members**:** Sue Buffey, Howard Hollands, Jane Barnard, Derek Pryke, Helen Remfry, Jane Bailey, Stella Harrington-Keeton

The Aims of the Archive: Stisted Archive is an ongoing collection of historical artefacts, texts, maps and photographs charting the story of Stisted from earliest times to the present day

The Archive Team: changes this year: Last year, Helen Hughes and Lynn McCulloch stepped back from the team due to personal and family commitments, Stella Harrington-Keeton and Jane Bailey joined the group. There are areas of expertise amongst the team and folk can focus on these, and at their own pace (see full report for details).

Archive Publicity and Access: Following the migration of the Parish Council website the archive photographic collection is currently inaccessible except in the archive itself. Alternatives to provide wider on-line access are being investigated. A social media survey was conducted during the year to identify the most appropriate mechanisms to engage the community and disseminate material. In the end it was concluded to maintain the existing process of using the village Facebook and WhatsApp groups, this will be subject to ongoing review. The Archive also continues to publicise its themes and projects through the Parish Magazine.

2025 public activities: The archive has been involved in numerous activities during the year, details of which can be found in the full report: Stisted Fun Day; Stisted VE Day; Colin Saunders Ceramics 303 Gallery Lowestoft; All Saints Bells Restoration; Montefiore Collection; Horticultural Trophies; The Harrington Archive; Early Parish Council Minute Books; Stisted Primary Academy; 123 Club; Oral History

Funding: In addition to personal donation the archive has received funding from the Hawthorne Trust and the Councillors Community Grants Scheme. Archive funds are handled as a Restricted Fund within the Village Hall finances, and we thank the Village Hall Management Committee for providing this support

The Archive Room: The archive is housed in the Fairhead Room at the rear of the Village Hall, which is provided by the Management Committee without charge. During the year improvements have been made to the access to the room and the installation of Air Conditioning is anticipated early in 2026.

Book Loan project: There is a book loan scheme in place where duplicate copies of Stisted historical publications are available.

6. Stisted Village Hall Social Committee

The volunteer supported Social Bar and food trucks on Friday evenings continued throughout 2025 and is a regular feature on the social calendar in the village. The Friday Evening Social Bar meets the Aims and Objectives outlined in the original Deed *(See page 5 para 2).*

During 2025 there were several events arranged by volunteers on a Friday evening including quizzes themed around Valentines Day, St George's Day, Essex and Music and the Management Committee would particularly like to thank Keith and Debs Rand and Helen Horton for arranging the quizzes

There was a very successful all-day event celebrating VE Day supported by Braintree Radio Club, the WI and Stisted Players who provided entertainment during the evening along with a group of Village Singers led by Jane Stringer.

Another innovation this year was opening of the Bat at lunchtime on Christmas Day which proved very popular.

The Stisted Players also performed a Dick Whittington pantomime performance at the Hall this year, which raised approximately £2,500 in ticket and bar sales taking into account the cost of production.

The management Committee plan to continue organising more events in 2026.

7. Project Planning

In 2025, project planning was discussed as part of the SVHMC meetings, and the following work has been completed:

1. Bar refurbishment including new fridges, glasswasher and ice machine
2. Installation of a permanent Sound System
3. New Access to Fairhead Room including fencing, paving, access lighting and creation of a new garden area and the installation of Ron Sanderson's bench
4. Progressive relocation of the allotment compost heaps and conversion to storage bays for manure
5. Dedicated Cleaners Cupboard created at the front of the building
6. Replacement of water trough in the allotments

Financial Review

Our Financial Statements confirm that a net surplus of £10,355 (2024 surplus £10,603) 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 2025, Stisted Village Hall Trust applied for, and successfully received grants worth £18,484 for the Village Hall. Details of all grants and expenditure are set out in the table below.

Note 1 Grants and Expenditure

Awarding Body	Purpose	Grant	Total Cost
National Lottery	Heating and Air Conditioning	£ 10,079	£ 13,493
BDC (Councillor Grant)	VE Day Benvch	£ 300	£ 493
EALC	Ladies Tiolets	£ 7,500	£ 11,881
Hawthorne Trust	Arcive Scanner	£ 500	£ 525
Stisted Parish Council	Photgraphic Exhibition	£ 85	£ 92

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 £30,000.00, 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 Installation large screen TV
- Redecoration of the Hall

- Refurbishment of Fairhead Room Roof

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 Richard Hughes
Chairman

Date: 20th May 2026

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 2025.

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

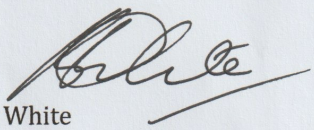
Basis of Independent examiner's statement
My examination was carried out in accordance with general directions given by the Charity Commission. An examination included a review of the account records kept by the charity and a comparison of the accounts presented with those records.
It also includes consideration 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:** 14/5/25.

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 at 31.12.2025

		2025	2024
		£	£
Fixed Assets	Property	**323,173**	**323,173**
Current Assets			
	Bank Current account	40,324	37,840
	Deposit Account	49,139	48,500
	Cash in hand	326	271
	Debtors	502	213
	Stock	2,811	422
	TOTAL CURRENT ASSETS	**93,101**	**87,246**
	\		
Current Liabilities			
	Creditors	7,318	11,278
	Barclay card	51	572
	TOTAL CURRENT LIABILITIES	**7,369**	**11,850**
NET CURRENT ASSETS		**85,732**	**75,398**
	TOTAL CAPITAL & RESERVES	**408,905**	**398,571**

STISTED VILLAGE HALL

Receipts & Payments for the year ended 31.12.2005

		UNRESTRICTED	DESIGNATED		RESTRICTED							TOTAL	memo: 2024
			Panto	Overheads/ Property	Allotments	Community Grant	Events	Archieve	National Lottery Cummunity Fund toilets	Heating/ aircon	Freehold		
		£	£	£	£	£	£	£	£	£	£	£	
INCOME													
	Allotment rent/ compost				1,808							1,808	1,376
	Archieve Income							605				605	
	Bank Interest	638										638	604
	Bar Sales	31,694										31,694	18,136
	Donations	25										25	
	Event Tickets	1,148	1,387									2,535	705
	GRANTS Parish Council	300										300	31,261
	BDC bench	300										300	
	hall lettings	10,649										10,649	13,096
	Cash Book 2025											0	
	TOTAL INCOME	**44,754**	**1,387**	**0**	**1,808**	**0**	**0**	**605**	**0**	**0**	**0**	**48,554**	**65,178**
Direct Expenses	Allotment				(527)							(527)	(313)
	Archieve							(751)				(751)	
	Bar Stocks	(9,504)										(9,504)	(8,427)
	Total Expenses	(9,504)	0	0	(527)	0	0	(751)	0	0	0	(10,782)	(8,740)
Net Income over Direct Exenses		**35,250**	**1,387**	**0**	**1,281**	**0**	**0**	**(146)**	**0**	**0**	**0**	**37,773**	**56,438**
Administration Costs													
	Bank Fees	(156)										(156)	
	Booking Clerk	(600)										(600)	(600)
	Bench for Village hall (bdc)	(400)										(400)	
	Repairs & maintenance	(7,038)				(1,436)						(8,474)	(2,939)
	Cleaning	(5,096)										(5,096)	(5,108)
	Consumables	(388)										(388)	
	Bar & catering Equiment	(3,281)										(3,281)	
	Event Costs	(1,216)	(904)									(2,121)	(118)
	Insurance	(1,076)										(1,076)	(1,099)
	IT etc	(814)										(814)	
	Lighting & Heating	(1,778)										(1,778)	(1,073)
	Printing & Stationery	(15)										(15)	
	Refuse	(439)										(439)	
	Subscriptions	(1,050)										(1,050)	
	Water	(830)										(830)	
												0	
	TOTAL Admin Costs	**(24,175)**	**(904)**	**0**	**0**	**(1,436)**	**0**	**0**	**0**	**0**	**0**	**(26,515)**	**(26,515)**
Net income/ deficit before project Expenditure		**11,075**	**483**	**0**	**1,281**	**(1,436)**	**0**	**(146)**	**0**	**0**	**0**	**11,257**	**11,257**
Projects/ Grants	Grant Income								7,500	10,079		17,579	34,165
	Expense Solar Heating									(6,513)		(6,513)	
	Expense Sound System	(11,988)										(11,988)	
	Total balance Projects	**(11,988)**	**0**	**0**	**0**	**0**	**0**	**0**	**7,500**	**3,566**	**0**	**(922)**	**34,165**
Net Income/ Deficit		**(913)**	**483**	**0**	**1,281**	**(1,436)**	**0**	**(146)**	**7,500**	**3,566**	**0**	**10,335**	**10,603**
Balance b/f 31.12.2024		30,946	587	30,000	5,005	1,436	5,624	389	1,507		323,077	**398,571**	**387,988**
roundings												(1)	
Transfers beween funds		5,624					(5,624)						
C/f 31.12.2025		**35,657**	**1,070**	**30,000**	**6,286**	**0**	**0**	**243**	**9,007**	**3,566**	**323,077**	**408,905**	**387,968**

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 - £323,077 – 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
Mar 2025	Forrester Hughes Ltd	Refurbishment of Entrance to Archive and Rear Garden	£4,054
May 2025	Tiger Furniture	VE Day Bench	£400
Jun 2025	NV Boxes	lass Storage Boxes	£288
Jun 2025	Stronghold Direct	Archive Gate Lock	£235
Jul 2025	House of Worktops	Bar Counter	£307
Jul 2025	Nisbets	Fridges & Glass Washer	£2,377
Jul 2025	Hardy Electrics Ltd	Bar and External lighting Install	£1,200
Aug 2025	D McGurl	Bar Refurb Electrics & Plumbing	£250
Aug 2025	Nisbets	Wine Glasses	£167
Oct 2025	Nisbets	Ie Machine	£240
Oct 2025	Square	Credit Card Terminal	£209
Nov 2025	Professional AV Ltd	Equipment for Sound System	£6,734
Nov 2025	AV Leisure Outdoors	Sound System Installation	£5,180
Nov 2025	Amazon	Microphone Table Stands	£29
Dec 2025	Simply Shutters	Partition between Office and Chair Store	£288
Dec 2025	CPC	CPC - Microphone Stands. & Leads	£45
Dec 2025	Soltec UK Ltd	Heating system installation - Deposit	£6,513
Total Assets 2025			**£28,517**

c) Sundry Debtors and Creditors

In presenting the Financial Statements as Receipts and Payments, it is confirmed that outstanding creditors is £7,318 and outstanding debtor amount is £502 for 2024. The balance outstanding on the Barclay card is £51. These are all included in the balance sheet.

d) Established Funds of the Charity

Restricted funds of £19,103 set aside by the Trustees of Stisted Village Hall includes £6,286 for Allotments, and a surplus of £12,573 grant funds for Heating and toilet refurbishment and £243 Stisted Historic Archive fund.

Designated reserves of £31,070 includes £1,070 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 £30,946are available for the running of the Village Hall.