

Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	1	April	2024		31	March

Section A

Reference and administration details

Charity name	FINCHINGFIELD GUILDHALL CHARITABLE INCORPORATED ORGANISATION		
Other names charity is known by			
Registered charity number (if any)	1157103		
Charity's principal address	The Guildhall		
	Church Hill		
	Finchingfield, Essex		
	Postcode	CM7 4NN	

## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mrs Jacqueline Berry		12 November 2024	
2	Mr John Holford			
3	Dr Damian Loneragan			
4	Mrs Janet Ridgewell			
5	Rev Dr Alexander Shannon			The Church of St John the Baptist Parochial Church Council
6	Mrs Deborah Sheridan	Chair of Trustees		
7	Mr Paul Sheridan			
8	Mr Robert Stanger			Finchingfield Parish Council

## Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

Finchingfield Guildhall CIO does not employ any staff. All trustees and supporters are volunteers. The CIO used the services of one self-employed Events Manager, Mrs Carol Bell, during the year.

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Finchingfield Guildhall Charitable Incorporated Organisation is governed by a Constitution.
How the charity is constituted (eg. trust, association, company)	The Charity has its origins in 1567: many changes have occurred throughout the centuries. This culminated in our most recent significant revision in May 2014 when the Charity was given approval by the Charity Commission to become a Charitable Incorporated Organisation and this was amended in 2019 with approval from the Charity Commission. The Charity Commission's model documentation was used for our governing documents.
Trustee selection methods (eg. appointed by, elected by)	The Trustee board comprises currently five members approved by the members of the CIO and two others – one nominated by Finchingfield Parish Council and one by The Church of St John the Baptist Parochial Church Council.

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

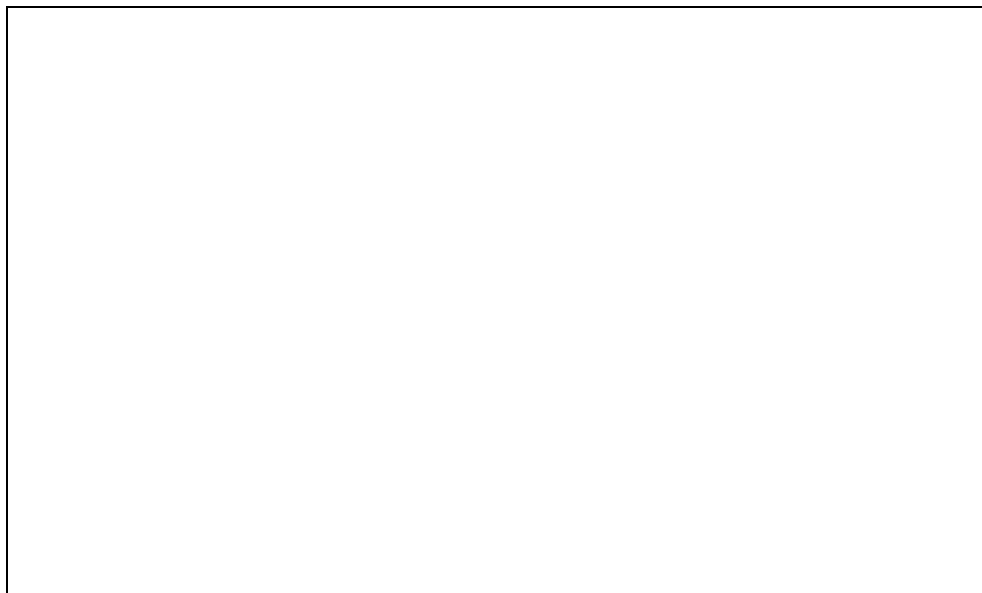
- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage

The Charity maintains relationships with Historic England, the Heritage Lottery Fund, and Finchingfield Parish Council.

The Charity has maintained relationships with the Sir Robert Kempe Education Foundation, an charity in Finchingfield.

The Guildhall's Grade I listing denotes its national, regional and local importance. A major risk under constant consideration concerns the safe guarding of the structure and fabric of the building and the need to raise funds to ensure that this can be achieved. A maintenance plan has been compiled following advice from Historic England. Damage to the property or injury to members of the public is addressed by adequate property and public liability insurance policies. Annual checks are made to the fire extinguishers, emergency lighting, the electrical network and central heating..

them.



## Section C

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

The Constitution dated January 2019 states that the objects of the CIO are:

- 1) to restore and preserve the Finchingfield Guildhall and associated land and buildings, having historic interest, architectural merit or amenity value for the benefit of the inhabitants of the area of benefit (Finchingfield and the surrounding area);
- 2) to provide facilities for the advancement of education and in the interests of social welfare to provide facilities for recreation with the object of improving the condition of life of the inhabitants;
- 3) to establish and maintain a museum and/or art gallery for the benefit of the inhabitants; and
- 4) to undertake any other charitable activity for the benefit of the inhabitants.

### Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Finchingfield Guildhall continues to be administered in accordance with the current statutory requirements, the requirements of the CIO's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK.

The trustees maintain their duty to examine and report on the benefit to public of their charity.

1. Trustees have continued in their work to restore and preserve Finchingfield Guildhall. This includes liaising with historic buildings advisers who have supported Trustees in developing a maintenance programme and with skilled specialist contractors to inspect and maintain services in the building.
2. The objects and activities provided by Finchingfield Guildhall continue to give identifiable benefits to the inhabitants in the area of benefit including befriending coffee mornings, maintaining the village library, talks that inform and educate, visits by Finchingfield's primary school, visits by groups of tourists who also support Finchingfield's economy
3. Trustees have maintained the Museum and have maintained the display of paintings by artist Arthur Legge for the benefit of the community.
4. The Trustees have undertaken a range of activities that have supported other local charities including the Royal British Legion, Sir Robert Kempe Educational Foundation.

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The Trustees acknowledge the need to safeguard the long-term future of the Guildhall, a significant historic asset owned by the community of Finchingfield. Trustees will continue to work with Finchingfield Parish Council and other organisations to ensure it remains as such. The Trustees gratefully acknowledge the support of Finchingfield Parish Council who made a significant grant to the Guildhall.

Trustees commenced contributions to the Local Neighbourhood Plan for both Finchingfield and Wethersfield parishes to support 'Valued Landscape' designation. This included providing evidence to the built, artistic and literary heritage of Finchingfield. Trustees supported students from the Courtauld Institute and Braintree Museum in their research into a painting of a local resident by an artist in Finchingfield.

Following the damage to water and heating pipes following the protracted period of cold weather at the end of 2022/23, Trustees remain in contact with Historic England and the Heritage Lottery Fund to discuss a funding applications for repairs. A maintenance plan has been compiled following advice from Historic England.

2024/2025 saw an upturn in visitors to the Guildhall. In all, there were 1206 visitors to the Museum (760 in 2023/24). This reflects a rise in tourism to the village post-pandemic and the withdrawal by Essex CC Highways dept of their planning application to demolish Finchingfield's historic bridge, which had a negative impact on levels of tourism. Businesses in Finchingfield, however, report that midweek tourist numbers remain low

The Guildhall was again host to group visits to the Guildhall and Museum. Pupils and staff of Finchingfield's St John the Baptist C of E Primary Academy visited in December 2024. Four classes from Parkhill Junior School, Redbridge, made a return trip to explore both the village and the Guildhall. There were a number of visits by societies or by groups organised through Invitation To View.

Our weekly coffee mornings continue to be popular with residents. Trustees are extremely grateful to our Guildhall supporters for organising and baking cakes for this activity which does so much to demonstrate the Guildhall's public benefit for local people.

The Library continues to serve our village, particularly supporting the school children through imaginative displays and events. The Library is actively seeking new members from residents of the new homes built in Finchingfield.

The Guildhall organised a number of events that ran successfully but a some were cancelled because tickets were not sold. A number of successful Maker's Markets were held. Monthly meetings of the Freshwell Surgery Low Carb Programme were held in the Guildroom with many attendees from Finchingfield and surrounding villages. The Trustees are grateful to those who update the Guildhall website to show events and who promote the Guildhall on social media.

We continue to support the Sir Robert Kempe Educational Foundation in furtherance of our charitable objectives.

The Guildhall was pleased to accept donations of a railway poster featuring Finchingfield from Mr & Mrs G Willetts and an iron chest and other expert metalwork from Mr & Mrs M Suckling.

## Section E Financial review

### Brief statement of the charity's policy on reserves

The charity has a Reserves Policy which is currently met.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The principal sources of funding for Finchingfield Guildhall CIO are:

1. Funds raised through hiring the Guildhall for private family functions, for meetings, talks and events
2. From donations made by visitors to the Guildhall and its museum

## Section F Other optional information

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	D. Sheridan	
Full name(s)	Deborah Sheridan	
Position (eg Secretary, Chair, etc)	Chair	
Date	8 July 2025	



## Receipts and payments account

For the period from	Period start date 01/04/2024	To
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
<b>A1 Receipts</b>			
Donations	3,539	-	-
Grants	2,500	-	-
Hire of Guildhall	2,288	-	-
Events	861	-	-
Kemp Land income	3,690	-	-
Other income	47	-	-
Library income	600	-	-
Plant donations	248	-	-
Guided Tours	607	-	-
Deposit Account interest	75	-	-
	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>14,455</b>	<b>-</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>			
	-	-	-
	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>14,455</b>	<b>-</b>	<b>-</b>
<b>A3 Payments</b>			
Accounting Fees	219	-	-
Bank Charges	421	-	-
Insurance	3,886	-	-
Kemp Educational Foundation Donation	2,767	-	-
Electricity, Oil and Water	2,205	-	-
Office Costs	396	-	-
Event expenditure	481	-	-
Repairs and Maintenance	1,693	-	-
	-	-	-
<b>Sub total</b>	<b>12,068</b>	<b>-</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>			
	-	-	-
	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>12,068</b>	<b>-</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>2,387</b>	<b>-</b>	<b>-</b>

<b>A5 Transfers between funds</b>	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-
<b><i>Cash funds this year end</i></b>	<b>2,387</b>	-	-



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

Categories	Details	Unrestricted funds to nearest £
B1 Cash funds	Current Account	9,141
	Deposit Account	5,152
		-
	<b>Total cash funds</b>	<b>14,293</b>
	(agree balances with receipts and payments account(s))	Agreement Error
B2 Other monetary assets		-
		-
		-
		-
		-
		-
		-
B3 Investment assets	Kemp Land rented to the Spains Hall Estate	
B4 Assets retained for the charity's own use	Finchingfield Guildhall	
	Guildhall Depreciation	
	Museum Equipment	
	Museum Depreciation	
B5 Liabilities	Finchingfield Guildhall Depreciation	

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21/07/2023

Signed by one or two trustees on  
behalf of all the trustees



Signature

Print Name

D. Sheridan

Deborah S

157103

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Period end date

31/03/2025

CC16a

Total funds

Last year

to the nearest £

to the nearest £

3,539	385
2,500	-
2,288	1,671
861	503
3,690	3,690
47	937
600	-
248	
607	287
75	
-	-
14,455	7,473

-	
-	-
-	-

14,455	7,473
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219	-
421	-
3,886	3,630
2,767	2,766
2,205	4,248
396	1,214
481	279
1,693	3,177
-	-
12,068	15,314

-	
-	
-	-

12,068	15,314
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2,387	- 7,841
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-	-
-	-
2,387	- 7,841

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Restricted funds	Endowment funds
to nearest £	to nearest £
-	-
-	-
-	-
-	-
OK	OK

Restricted funds	Endowment funds
to nearest £	to nearest £
-	-
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	250,000
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	1,146,132
54,006	-
-	17,258
2,694	-
-	-
-	-
-	-
-	-
-	-

Amount due (optional)	When due (optional)

-	
-	
-	
-	

ame	Date of approval
sheridan	08-Jul-25