

**WETHERSFIELD VILLAGE HALL CIO**

**Registered Charity Number: 1171017**

**ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2025**

## **WETHERSFIELD VILLAGE HALL CIO**

### **Contents of the Annual Report and Accounts for the year ended 31 December 2025**

	Page(s)
• Index	2
• Report of the Trustees	3 to 5
• Finance Account of the Trustees Receipts & Payments	6
• Finance Account of the Trustees Notes	7 to 8
• Statement of Assets & Liabilities	9

## **WETHERSFIELD VILLAGE HALL CIO**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2025**

The trustees present their annual report together with the accounts of the charity for the year ended 31 December 2025.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Wethersfield Village Hall CIO is a charitable incorporated organisation controlled by its governing document and a deed of trust.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

The CIO is registered as a charity with the Charity Commission for England and Wales. Its registered charity number is 1171017.

It is situated on and its correspondence address is The Green, Wethersfield, Braintree, Essex CM7 4BS.

#### **TRUSTEES AND MEMBERS**

The following acted as Trustees during the financial year and were trustees on the date that this annual report was approved:

C. West	Chairman
E. Hodgson	Treasurer
C. Holliday	Secretary
S. Pilgrim	Bookings Clerk
D. Martin	
D. Ling	
P. Bragg	
M. Kemp	
H. Everett	

The following also acted as Trustees during the financial year:

G. Hitchings  
D. Brignall-Harvey  
W. Martin  
M. Suckling

The charity trustees are also members of the CIO. The only persons that are currently eligible to be members of the CIO are the charity trustees.

## **WETHERSFIELD VILLAGE HALL CIO**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2025**

#### **OBJECTIVES AND ACTIVITIES**

The objects of the CIO are to establish and run a village hall and to promote for the benefit of the inhabitants of the Parish of Wethersfield the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

It is the trustees' view that they have complied with the duty in Section 4 of the 2006 Charities Act in discharging and fulfilling their duties.

#### **ACHIEVEMENTS AND PERFORMANCE**

During 2025, the Village Hall trustees met monthly and continued to maintain an excellent suite of two halls and a kitchen which could be hired for regular activities or for one-off events. The former included several keep fit, sporting, and leisure activities, along with sewing days, social lunches, and film evenings. One-off events included a charity choir evening and birthday parties, amongst other activities.

The structure of the running of the Hall changed during the year to permit the board of trustees to focus on governance, and for a separate committee to focus on activities. This change is still bedding down, but is showing greater clarity of responsibilities for the excellent team of volunteers who deliver the Hall facilities to the community.

## WETHERSFIELD VILLAGE HALL CIO

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2025

#### Reserves Policy

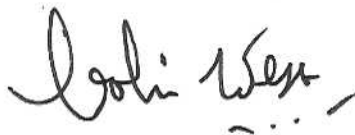
The CIO trustees approved an Unrestricted Reserve Policy for 2025 in September 2024, whereby it was agreed to maintain sufficient cash reserves to cover 6 months of operating costs to ensure that the hall can continue to operate in the event of no income for a period of time. The amount agreed to be set aside is £5,000.

#### Financial Review

The payments for 2025, which included investments of £ 2,349, exceeded receipts by £495. The total assets less liabilities increased by £1,505 comprising of the release of the provision of £2,000 set up in 2024. The assets as at 31<sup>st</sup> December 2025 are stated as £ 9,445.

The annual report was approved by the Trustees and signed on their behalf on 18.02.26

by:

A handwritten signature in black ink, appearing to read 'Colin West', with a horizontal line underneath.

Colin West  
Chairman

**WETHERSFIELD VILLAGE HALL CIO**

**FINANCIAL ACCOUNT OF THE TRUSTEES**

**STATEMENT OF RECEIPTS LESS PAYMENTS FOR THE YEAR ENDED 31 DECEMBER 2025**

Nominal Code	Account Description	Notes	2025 Unrestricted Fund	2024 Unrestricted Fund
4000	General Sales - Hall Hire	1	£6,780	£7,356
4001	Fundraising Sales	2	£8,170	£1,209
4010	Refundable deposits for following year	3	£100	£0
4900	Bank Interest		£139	£446
4900	Miscellaneous Income		£136	£0
	<b>Total Receipts</b>		<b>£15,325</b>	<b>£9,011</b>
5000	Fundraising Purchases	4	£4,260	£1,128
5201	Closing Stock	5	£501	£0
6201	Advertising		£186	£107
6202	Gifts		£26	£0
6900	Miscellaneous	6	£375	£60
7102	Water Rates	7	£731	£1,016
7103	General Rates	8	£30	£104
7200	Electricity		£1,137	£1,090
7202	Oil		£1,075	£1,377
7500	Printing		£87	£237
7501	Postage and Carriage		£10	£9
7502	Phone Charges	9	£49	£0
7503	Broadband Internet and Fax		£736	£782
7504	Stationery		£76	£0
7602	Consultancy (Website Management)	10	£340	£0
7800	Repairs and Renewals		£247	£200
7801	Cleaning	11	£1,193	£1,538
7803	Premises Expenses	12	£1,381	£1,068
7803	Asset & Investment Purchases	13	£2,349	£12,826
7901	Bank Charges		£60	£60
8201	Subscriptions	14	£483	£356
8203	Training Costs		£0	£155
8204	Insurance		£489	£464
	<b>Total Payments</b>		<b>£15,820</b>	<b>£22,577</b>
	<b>NET RECEIPTS/PAYMENTS</b>		<b>-£495</b>	<b>-£13,566</b>

## WETHERSFIELD VILLAGE HALL CIO

### FINANCIAL ACCOUNT OF THE TRUSTEES

#### NOTES FOR STATEMENT OF RECEIPTS LESS PAYMENTS FOR THE YEAR ENDED 31 DECEMBER 2025

1. Regular hire income has reduced due to the loss of two regular hirers during the year and a significant reduction in another regular hire. This reduction was offset by another new regular hire towards the latter part of 2025.
2. The events income has significantly increased due to the number of events managed by the CIO during the year; 12 cinema events, 2 Jazz Evenings, 1 Live Band.
3. The CIO received a booking and refundable deposit for 2026, reflected in the receipts
4. The fundraising payments are those costs associated with supporting the events and have increased due to the income received also increasing. They make up 52% of the income.

Category	Amount	Description
Advertising	£ 76	Leaflets
Charges	£ 47	WIX & PayPal
Direct Exp	£ 22	Non stock ie delivery
Entertainment	£ 1,000	Bands
Film - DVD	£ 94	DVD costs
Film - License	£ 1,292	License to screen film
Stock	£ 1,727	Bar stock expensed
<b>TOTAL</b>	<b>£ 4,260</b>	<b>Fund Raising Payments</b>

5. Closing stock comprises of the purchase value of goods held for sale at events
6. Miscellaneous purchases cover one off payment for a mobile phone
7. Water rates are shared 50/50 with the Wethersfield Club
8. General business rates have reduced as the CIO challenged the charge. There will be no charge going forward
9. The CIO purchased a mobile phone to access the calendar, use at events to take card payments and be a central number for enquiries hence the top-up costs
10. The trustees of the CIO recognised that they did not have the skill set to maintain the halls website, this was outsourced and payments reflect these costs
11. The cleaning costs of the CIO have reduced as we no longer have a caretaker, the cleaning is outsourced and this amount reflects the cleaning charge and materials

**WETHERSFIELD VILLAGE HALL CIO**  
**FINANCIAL ACCOUNT OF THE TRUSTEES**

**NOTES FOR STATEMENT OF RECEIPTS LESS PAYMENTS FOR THE YEAR ENDED 31 DECEMBER 2025**

12. Premises expenses include statutory checks to the hall (fire extinguisher, fire alarm service, boiler service) and increased due the 5 yearly EICR report and some repairs. The CIO purchased a ring doorbell for the rear of the hall
13. It was necessary to make some improvements to the electrical circuits as identified in the EICR report; this included a fuse board. The CIO also invested in HIVE thermostats to improve the efficiency and management of the heating system, which should see a drop in oil purchases, shared with the Wethersfield Club on a 50/50 basis
14. Subscriptions increased due to costs increasing and we are now registered with the Information Commissioner's Office for data protection.

**STOCK**

	<b>2025</b>	<b>2024</b>
<b>Stock balance</b>	£    0	£    0

**ACCOUNTING POLICIES**

1. Fixed assets are not capitalised but are expensed when acquired
2. Stock is stated at the lower average cost and net realisable value



**WETHERSFIELD VILLAGE HALL CIO**  
**FINANCIAL ACCOUNT OF THE TRUSTEES**

**STATEMENT OF ASSETS & LIABILITIES FOR THE YEAR ENDED 31 DECEMBER 2025**

	2025	2024
<b>Cash Funds</b>		
Current Debtors Control	£ 0	£ 0
CAF Bank Current Account	£ 345	£ 1,376
CAF Bank Reserve Account	£ 9,000	£ 8,380
Petty Cash	£ 100	£ 184
<b>Sub-total Cash Funds</b>	<u>£ 9,445</u>	<u>£ 9,940</u>
Stock	£ 0	£ 0
<b>Sub-Total Total Assets</b>	<u>£ 9,445</u>	<u>£ 9,940</u>
<b>Liabilities</b>		
Provisions	£ 0	£ 2,000 (1)
<b>NET Assets</b>	<u>£ 9,445</u>	<u>£ 7,940</u>

(1) The related provision from 2024 was released in the current year

**Basis of Preparation**

The accounts comprising the receipts and payments account and statement of assets and liabilities are prepared in accordance with Section 133 of the Charities Act 2011 and Guidance Note CC16b published by the Charity Commission for England and Wales.

**Audit and Independent Examination**

The charity's trustees are responsible for the preparation of the accounts. An audit is not required for this year under Section 144 of the Charities Act 2011 and an Independent Examination is not required under Section 145 of the Charities Act 2011 as the gross income is less than £25,000. The CIO's constitution (paragraph 15.7.4) does not require an audit or independent examination to be carried out unless required by the Charities Act 2011.

Finance report presented by the Treasurer and approved by the CIO Trustees on

18/02/2026

Trustee

S. PIERCE  
S. PIERCE

Trustee

DAVID LINC.

18/02/2026.. Page 9 of 9