

Hawkwell Sports Pavilion
East Essex Hackspace CIO
Hawkwell
SS5 4HF
07832 118490

<http://eehack.space>

<https://www.facebook.com/groups/eastessexhackspace/>

Twitter: @EEHackSpace

Report of the Trustees Committee for the year ended 30th June 25

Reference and Administrative Information

Charity Name: East Essex Hackspace CIO

Charity Registration Number: 1190927

Company Registration Number: CE023644

Registered Office and Operational Address:

East Essex Hackspace CIO
Hawkwell Pavilion
Park Gardens
Hawkwell
SS5 4HF

Trustees

Tim Neobard - Chair
Alex Chiolo - Treasurer
Steven Tong - Secretary
Nick Reynolds
Stephen Ford
Matthew Emerick-Law

Accountants:

Graham Stapleton
Howard & Stapleton
2nd Floor Offices, 26-28 West Street, Market Square
Rochford
SS4 1AJ

Purpose and Aims

To advance the education of the public in the subjects of STEM (Science, Technology, Engineering and Mathematics) in Essex and the surrounding areas by establishing and operating a workshop for the benefit of the local community.

Ensuring our work delivers our aims

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aim, objectives and activities remain focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

Focus of our work

EEH opened our doors in early June 2021 and since our opening, each of the workshops is in a usable state with tools and equipment.

We continue to have a large presence in the community with around 500 people utilising our space on a weekly basis. The space is now well utilised during the day and evenings by both the U3A and independent members, with some use in the very late evening to early morning (11-6am).

Since last year our membership has grown by 18, though a few have left, we are now at 138 active paying subscribers, as of the end of June 2025. We have now moved away from active recruitment, though we will continue to engage the public at events and through social media.

The workshops continue to see light use outside of regular meetings, which means we still have scope for growth. The trustees have begun discussions with the local council to discuss whether the building could be expanded, however it appears covenants on the grounds may make this impossible. Negotiations have begun and a Expression of Interest has been filed for the freight house. It is expected these negotiations will take some time.

Outreach

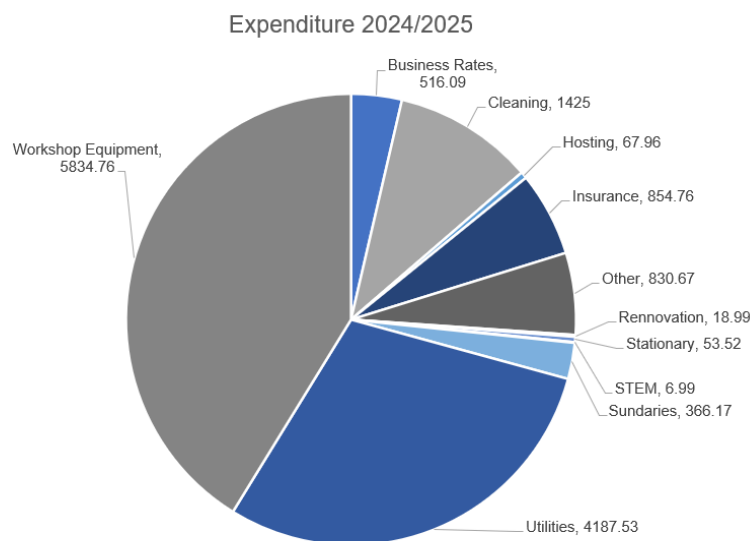
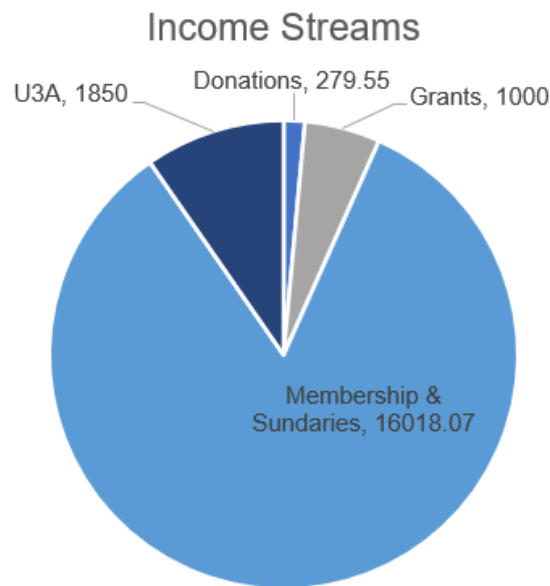
We are looking to engage the full local community of all ages. All under 18s have to be accompanied by an adult.

We have several workshops currently running, namely:

- The sewing & textiles group running on Wednesdays in the social space has been targeting social isolation, bringing together people from different walks of life working on individual and group projects either for themselves or the community.
- The woodworking group run by Clarke in the woodshop meets Wednesdays and has been successful in teaching the basics and made or refurbished tools, wall units and tool benches in the wood workshop.
- The board and card games group have been meeting the first Friday of the month, again aimed at reducing social isolation & encouraging people to be mentally active.
- Every other Monday the Guitar group has been meeting, starting from complete beginners they have increased their membership and have a tutor visiting to help them expand their skills.
- Essex HAM radio used the space regularly and have been invited to become a regular part of the hackspace, and permission has been secured to attach radio antenna brackets to the outside of the space for easy aerial installation.
- EcoEssex has also used the space for non-commercial eco outreach meetings

Principal Funding Sources

Over the past year we've continued to demonstrate that East Essex Hackspace is fundamentally membership-led and financially self-sustaining. Grants have never been required to cover day to day operations, our running costs are fully supported by membership and sundries, and we consistently generate a surplus that can be reinvested back into the space. That strength gives us freedom. When we do secure grant funding, it is used purely to accelerate growth through the purchase of new equipment and expanded capability, not to plug operational gaps. The real challenge we now face is not financial resilience, but physical capacity, as the success of our model means we are rapidly running out of room to accommodate the additional tools and machinery our community has enabled us to acquire.



In 2023/2024, our expenditure of £24,190 reflected both a significant growth phase and a number of exceptional circumstances. Six months of energy usage had been carried over due to historic billing issues, inflating that year’s costs, and a large proportion of expenditure sat within a broad “other” category which included cleaning, electricity, water, council rates and ICO fees. At that point, we also faced uncertainty around insurance renewal. Positively, we secured a transformative upgrade to our connectivity, moving from 35mbps to 1000mbps through a dedicated fibre installation funded externally, alongside a multi year agreement providing free broadband and additional benefit through hosting LoRaWAN infrastructure.

By contrast, 2024/2025 demonstrates consolidation, clarity and control. Total expenditure has reduced significantly to approximately £14,160, with costs now clearly categorised and transparently reported. The large “other” category has reduced from £8,308 to £830, with premises related costs now properly separated into utilities (£4,187), cleaning (£1,425), business rates (£516) and insurance (£854). Energy costs are now normalised following the prior year billing irregularities, giving a far more accurate view of ongoing operational expenditure. Insurance has been secured, and digital infrastructure remains strong without the need for major additional outlay.

Capital investment continues, with £5,834 invested in workshop equipment, but this now sits within a balanced and sustainable financial structure rather than dominating the budget. Overall, 2024/2025 reflects a mature operating model: stable overheads, disciplined financial reporting, continued investment in capability, and no reliance on external funding for core operations. The organisation has moved from navigating anomalies and rapid expansion into a position of stability, resilience and controlled growth.

Investment Policy

At present we do not have any funds to invest.

Reserves Policy

We aim to have 6 months of reserves for ongoing expenses (electricity, water and telecommunication services). This remains at £2,000

The electricity issue reported previously has been resolved.

Plans for Future Periods

We are continuing to procure tools and organise the workshops to make them more practical.

Our spending on tools and machinery policy going forward is to buy better equipment than people are likely to have access to at home. This ensures that the space will remain relevant with an excellent selection of tools and machinery which would be too large, bulky or specialist and provides a useful resource in the community.

Trustee Induction and Training

All trustees were inducted on the 1st June on the health and safety policies of the hackspace. These have also been published online.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
East Essex Hackspace CIO

No (if any)
1190927

Receipts and payments accounts

CC16a

For the period
from

Period start date
01.07.2024

To

Period end date
30.06.25

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Grants	1,000	-	-	1,000	5,110
Donations	2,130	-	-	2,130	1,434
Membership fees	16,018	-	-	16,018	13,216
Rental income	-	-	-	-	1,620
Other income	-	-	-	-	185
Monies transferred from EEH CIC	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	19,148	-	-	19,148	21,565
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	19,148	-	-	19,148	21,565
A3 Payments					
Small tools and other consumables	2,380	-	-	2,380	7,598
Advertising	255	-	-	255	170
Premises costs	6,643	-	-	6,643	8,415
Insurance	855	-	-	855	835
Computer expenses	75	-	-	75	505
Postage & stationery	-	-	-	-	38
Miscellaneous expenses	504	-	-	504	621
Accountancy	-	-	-	-	-
	-	-	-	-	-
Sub total	10,712	-	-	10,712	18,182
A4 Asset and investment purchases, (see table)					
Improvements to premises	-	-	-	-	-
Plant & machinery	3,450	-	-	3,450	6,008
Sub total	3,450	-	-	3,450	6,008
Total payments	14,162	-	-	14,162	24,190
Net of receipts/(payments)	4,986	-	-	4,986	2,625
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	4,799	-	-	4,799	7,424
Cash funds this year end	9,785	-	-	9,785	4,799

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank balance	9,785	-	-
		-	-	-
		-	-	-
	Total cash funds	9,785	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Plant and machinery	General	12,062	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	