



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	6	April	2024		5	4	2025

Section A Reference and administration details

Charity name

Heart of Pitsea HUB CIO

Other names charity is known by

Registered charity number (if any)

1203992

Charity's principal address

1 Chalvedon Square

Pitsea

Essex

Postcode

SS13 3QX

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	Andrew Florence	Chair		
2	Tracey Griffith	Treasurer		
3	Keith Bobbin	Secretary		
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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)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

Association

Trustee selection methods
(eg. appointed by, elected by)

Elected by a majority of Trustees

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 them.

Section C Objectives and activities

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

To promote social inclusion for the public benefit by preventing people particularly but not exclusively men aged 18 or over in the Pitsea or surrounding area, from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society through the provision of facilities in which they can meet jointly or individually to undertake creative, physical or recreational activities, learn or pass on skills and knowledge and support each other socially.
For the purpose of this clause 'socially excluded' means being

excluded from society, or parts of society, as a result of one of more of the following factors: unemployment; financial hardship; youth or old age; ill health (physical or mental).

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)

The Heart of Pitsea HUB CIO charity was set up to provide retired men and men with poor mental health, a woodworking shed to potter around in, making things for the shed or for home, or to sell for donations to the shed, meeting new people, socialising, and signposting to other local activities and support groups.

We run a fortnightly potting group where we tend large planters in Pitsea town. Weeding, removing rubbish, planting donated seeds or bulbs and generally tidying up. This is a social support group where we work together then sit together and have a cuppa and a chat.

We also run a weekly walking group, we meet at the shed, walk over to and around a local park, we sit at the café, have a cuppa and a chat, discuss what other activities are taking place locally should anyone want to attend then walk back to the shed.

All our projects are run by volunteers and FREE for attendees.

We do also have a vegetable patch that has been out of action for some years now, we are hoping to resurrect this in the future.

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

Summary of the main achievements of the charity during the year

The Heart of Pitsea HUB CIO was set up to take over from The Heart of Pitsea 'Big Local' Partnership.

The Partnership ran for 12 years and completed many projects in Pitsea. One of the main projects of the Partnership was to build a 'Men's Shed' as it was identified through consultation with residents that there was a need for this service in the area.

It took an incredibly long time to get the lease for the land from Basildon Council and start the build of the shed.

The Heart of Pitsea 'Big Local' Partnership disbanded on 31st March 2024, and the Heart of Pitsea HUB CIO took over the remaining projects at this time.

The Men's Shed build was completed early March 2025 and opened for business on 24th March 2025.

The shed provides a safe space for men of any age or ability, to come along, have a chat and a cuppa, socialise and take part in woodworking. We have templates made up by the volunteers for new people joining to give them some simple skills to start with.

Our volunteer base has grown, and we have also added 2 new Trustees to the Charity. Unfortunately, our original Chairperson passed away unexpectedly just a few weeks prior to the shed opening.

The local community have been very supportive of the Men's shed providing tools, refreshments and donations.

A local business has been providing us with free offcuts of wood to use.

We have sold some of the items made by volunteers at the shed to help fund the shed for running costs.

Our objective for 2026 is to grow the number of attendees at the shed.

The other projects we continue to run are the weekly walking group and the fortnightly potting group.

Section E

Financial review

Brief statement of the charity's policy on reserves

When the Heart of Pitsea Big Local Partnership disbanded, it gifted to the Heart of Pitsea charity all the money raised by them over the past 12 years. We have not spent much of this money yet; it is to cover running costs to keep the Men's Shed afloat for many years to come. We do top this up with other funds raised by the selling of items made at the Men's Shed by volunteers. And we do use this money to cover every day running costs.

Details of any funds materially in deficit

N/A

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.

We fund raise by selling items made by volunteers in the men's Shed and receiving donations.

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)	<i>Tracey Griffith</i>	
Full name(s)	Tracey Griffith	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	5 th January 2025	

Heart of Pitsea HUB CIO income and expenditure for 2024-2025

INCOME			EXPENDITURE				
06/11/2024	HoP build fund	£50.00	21/11/2024	British Gas metre installation	£171.53	Income	£35,217.59
			28/11/2024	Gesas duct work corection	£600.00 REFUNDED	Expenditure	£11,889.08
			02/12/2024	A Salter digging out for duct work corection	£225.00 £200 REFUNDED		
12/11/2024	HoP build fund	£11,513.00	18/12/2024	Public liability ins excess	£216.49	Balance left	£23,328.51
12/11/2025	HoP Nature trail	£5,000.00	19/12/2024	EE phone contract	£20.00		
			23/12/2024	Pipe Media (should have been paid prior to grant)	£360.00		
			13/01/2025	Convactor heater	£89.99 REFUNDED	Account balances as at 5th April 2025	
20/11/2025	HoP GIFTED	£522.31	20/01/2025	EE phone contract	£20.00		
21/11/2025	HoP GIFTED	£8,000.00	22/01/2025	Tool trolley	£35.92	Current	£112.63
25/11/2025	HoP GIFTED	£10,000.00	22/01/2025	Warm-a-lite (windows boarded up	£226.00	Savings	£23,215.88
			24/01/2025	Eales window shutters 50% deposit	£2,385.00		
02/12/2024	Interest	£14.53	24/01/2025	Everett Electrical - shed electrics	£2,892.00	Total	£23,328.51
16/12/2024	Interest	£7.52	27/01/2025	Heater	£59.40		
03/03/2025	Interest	£110.23	28/01/2025	Tool trolley - sanding stuff	£107.01		
			05/02/2025	2 oil filled radiators	£257.98		
	TOTAL	£35,217.59	05/02/2025	First aid kit - signs	£72.12		
			06/02/2025	External shed sign	£158.10		
			06/02/2025	Templates - bird feeder - picture frame	£23.38		
			06/02/2025	Waste bin - cloths - cleaning supplies	£11.56		
			07/02/2025	Mop - Bucket - Broom - Dustpan	£20.50		
			11/02/2025	Coat rack - sign in book - glue	£34.57		
			12/02/2025	Work gloves	£22.65		
			12/02/2025	Notice board - pins - leaflet rack	£27.38		
			14/02/2025	Tool trolley liner	£8.40		
			17/02/2025	Warning stickers - Mind your head	£4.94		
			20/02/2025	EE phone contract	£20.00		
			24/02/2025	Printer ink	£13.99		
			25/02/2025	Cups - plates - serviettes for opening event	£29.94		
			28/02/2025	Canva - Flyers	£68.00		
			06/03/2025	Kerb ramps - tool trolley - name badges	£66.27 £25.99 REFUNDED		
			06/03/2025	2 torches and batteries	£18.83		
			06/03/2025	Disposable cups for opening event	£10.44		
			06/03/2025	Potting group teas, coffees	£20.00		
			11/03/2025	British Gas Electric bill	£24.22		
			12/03/2025	Wood storage shed	£165.99		
			12/03/2025	Ring alarm system	£259.99		
			13/03/2025	Sanding belt	£15.41		
			13/03/2025	Bin liners and storage boxes	£20.50		
			14/03/2025	Sharps box	£4.95		
			17/03/2025	Tea, coffee, sugar, milk for opening event	£19.18		
			17/03/2025	Shed keys cut	£39.00		
			17/03/2025	PAT testing	£80.00		
			18/03/2025	Name badges	£11.47		

19/03/2025	EE phone contract	£21.50
20/03/2025	Nail and screw storage	£31.98
21/03/2025	First aid course for volunteers	£300.00
21/03/2025	Eales window shutters 50% final payment	£2,385.00
21/03/2025	2 stools - laminating pouches	£42.98
24/03/2025	First aid sign	£3.77
24/03/2025	Dry wipe board and pens	£7.79
24/03/2025	Key tin and key tags	£11.24
25/03/2025	Refreshments for opening event	£86.04
26/03/2025	Walking group teas, coffees	£12.10
26/03/2025	British Gas Electric bill	£23.73
27/03/2025	Wood for shed	£15.00
31/03/2025	Tools and safety equipment	£480.25
31/03/2025	Primer and brushes	£32.27
01/04/2025	Nail and screw storage	£30.39
01/04/2025	Circulr saw and padlocks	£118.64
01/04/2025	Fire safety equiment	£197.45
04/04/2025	Storage tower	£41.90
04/04/2025	Plants for potting group	£24.93
Sub total		£12,805.06
30/01/2025	£89.99 13/01/25 Refunded by Amazon	£89.99 Minus
04/02/2025	£600 28/11/24 + £200 02/12/24 Refunded by UKPN	£800.00 Minus
24/03/2025	£25.99 part of £66.27 06/03/25 Refunded by Amazon	£25.99 Minus
Total		£11,889.08

LTG Accountants Limited

First Floor
39 High Street
Billerica
CM12 9BA

Tel: 01277 314000
info@ltg.accountants

www.ltg.accountants

Heart of Pitsea Hub CIO
Chalvedon Square
Pitsea
Basildon
SS13 3QX

27 January 2026

Our Ref: SES/337700

To whom it may concern,

**HEART OF PITSEA
YEAR ENDED 06 APRIL 2025**

We have scrutinised the accounting records for the year ended 6 April 2025. This included a review of income and expenditure records, bank statements, reconciliations, and supporting documentation provided to us for the period.

Based on the information provide, we confirm that the accounting records are consistent with the underlying documentation and present, in our opinion, a true and fair view of the charity's financial position as at the year ended 06 April 2025.

Please find enclosed our financial report for the period. The trustees have already produced the trustees' annual report for the period.

We trust this assists with any queries.



Sebastian Sharpe MAAT
Senior Accounts Associate
LTG Accountants