

Trustees' Annual Report for the period

Period start date

Period end date

From

01 01 2025 To 31 12 2025

Section A

Reference and administration details

Charity name

Great Totham Village Hall

Other names charity is known by

Registered charity number (if any)

248492

Charity's principal address

1 Maldon Road

Great Totham

Maldon, Essex

Postcode

CM9 8NH

Names of the Trustees, also known as the Management Council

Parish Council representative: Chris Adams

WI representative: Sue Pulford

Carpet Bowls: Jean Cloughton

The Treehouse Club Nursery: Ashley Wilson

Co-opted members:

Frank Delderfield

Tina Finch

Caroline Oakley

Volunteers: Martyn Garwood, Nathan Painter

Names of the Honorary Officers:

Chairman: Chris Adams

Vice Chairman: Frank Delderfield

Treasurer: Tina Finch

Secretary: Caroline Oakley (Interim)

Lettings Secretary: Sue Pulford

Names and addresses of advisers

Danielle Frost

Rural Community Council of Essex (RCCE), Threshelfords Business Park, Inworth Road, Feering, Essex. CO5 9SE

Elizabeth Ironmonger, Independent Examiner, 20 Brook Close, Great Totham, Maldon, Essex CM9 8PE

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document	Trust Deed, dated 1 st October 1931
How the charity is constituted	Trust
Trustee selection methods	The management council consists of a single appointed representative member of each of the organisations that are users of, or are associated with, the Village Hall, plus co-opted members nominated by the appointed members of the management council. As organisations disband there is a growing concern regarding the recruitment of new trustees. Advertisements for recruiting volunteers have been published on social media and in village magazines with little response. The Chairman and Vice-Chairman have met with representatives from the Rural Community Council of Essex to get advise as this is an urgent ongoing situation which if not resolved could lead to the closure of the Village Hall.

Section C Objectives and activities

The objection of the Village Hall as detailed within the Trust Deed is that the premises are to be used for the purposes of physical and mental recreation and social, moral and intellectual development through the medium of reading and recreation rooms, library, lectures, classes, recreations, entertainments and social intercourse or otherwise as may be found expedient for the benefit of the inhabitants of the Parish of Great Totham in the County of Essex and its immediate vicinity without distinction of sex or of religious, political or other opinion subject to the provisions of the Trust Deed.

As Trustees and volunteers we have continued to work hard on behalf of the community to maintain and update the hall to its present high standard which has enabled the hall to continue to be used by all sections of the community within Great Totham and the surrounding villages. This year the hall has been used by the following:

- The Treehouse Nursery held each weekday during school term times
- Parish Council meetings; including planning meetings
- Polling Station for local and general elections
- Carpet Bowls
- Great Totham Women's Institute
- Clubbercise classes for Adults
- Sound Healing classes
- Georgia's Dance Academy classes for children and young adults
- Private parties which include family celebrations (such as children birthday parties, adult birthday and anniversary parties) as well as occasional wedding and christening celebrations

Section D

Achievements and performance

As Trustees we have continued to work hard to ensure the hall is available for hire to meet the needs of the community and that the cost of hiring the hall is kept as low as it can be to ensure that all members of the community have access to this community asset.

A review of the hire charges this year resulted in a 2.4% increase on the hourly rate for both regular and non-regular users to commence from 1st January 2026.

With an older building in daily use, there is a need to be vigilant and proactive in the halls maintenance regime.

- Annual tasks, such as, fire extinguisher inspection, insurance and performing rights certificates have been checked and completed, also oil has been ordered as necessary.
- The outside chimney stack has been rebuilt and this has been matched with the one on the other side of the hall making a very much more presentable appearance.
- The floor in the main hall has been refurbished.
- The outside doors and windows have been cleaned
- The main hall and entrance lobby have been repainted
- The clock has been repaired
- Many of the internal door locks have been replaced.

The above maintenance was all achieved within the planned budget however not all planned activity was completed; the refurbishment of the kitchen and bar area will be revisited in 2026.

Regrettably because of the actions of some of our casual hirers it has been necessary for Nursery to put locks on their cupboard, fridge and rubbish bin.

It is only with the continued support of trustees and volunteers, plus the support of their family and friends, that this can all be achieved.

Section E

Financial review

The principle source of funds for the hall is the hiring charge levied to people wishing to use the premises for hosting their events. This income for this year was higher than budgeted as our main hirer, the Nursery, extended their daily hours.

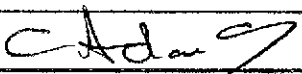
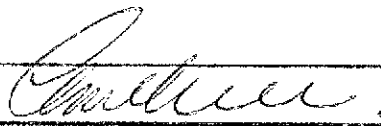
All received funds support the day to day running of the hall (Electricity, Oil, Water, Insurances and licenses), cleaning and maintenance to ensure that the hall remains somewhere that the community wish to hold their events.

The hall has a reserve policy and reserves of £35,000 to cover a loss of income which cannot be replaced in the short term (e.g. loss of Nursery income) and significant unforeseen expenditure that cannot be delayed (e.g. Roof Replacement). The reserves are held across two bank accounts (Natwest Reserve Account and 35 Notice Account) so that funds can be accessed in a reasonable timescale whilst earning a reasonable interest rate.

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)		
Full name(s)	Christine Adams	Caroline Oakley
Position (eg Secretary, Chair, etc)	Chair	3/8/26
Date	3/8/26	

GREAT TOTHAM VILLAGE HALL MANAGEMENT COMMITTEE
Registered Charity No 248492

Receipts and Payments Account for year ended 31st December 2025

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
INCOME RECEIPTS				
From Voluntary Sources				
Grants	0.00	0.00	0.00	0.00
Donations	0.00	0.00	0.00	0.00
Fundraising	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
From Trading Activities				
Deposits Taken	383.00		383.00	450.00
Indemnities Banked	2199.00		2199.00	1750.00
Balances Banked	23120.00		23120.00	20742.00
	25702.00	0.00	25702.00	22942.00
From Assets				
Bank Interest	1232.84		1232.84	1431.09
Total Receipts	26934.84	0.00	26934.84	24373.09
PAYMENTS				
Charitable Activities				
Caretaker Costs	4612.00		4612.00	4281.55
Cleaning & Maintenance	6411.81		6411.81	5727.47
Energy, waste and water	2659.89		2659.89	3957.22
Internet	644.20		644.20	607.86
Insurance and Licenses	2300.24		2300.24	2283.32
Affiliation Fees	84.60		84.60	80.40
Refunded Indemnities	2024.00		2024.00	1750.00
	18736.74	0.00	18736.74	18687.82
Other Expenditure				
Fund Raising Events	0.00		0.00	0.00
Administration Costs	0.00		0.00	91.60
Marketing and promotion	0.00		0.00	0.00
Independent Examiner's Fee	0.00		0.00	0.00
	0.00	0.00	0.00	91.60
On Assets and Equipment Purchases i.e. Capital Expenditure	0.00	0.00	0.00	0.00
Total Payments	18736.74	0.00	18736.74	18779.42
Net Receipts for the year	8198.10	0.00	8198.10 (A)	5593.67
Balances at start of year	58913.82	0.00	58913.82 (B)	53320.15
Balances at end of year (C)	67111.92	0.00	67111.92	58913.82

Independent Financial Examiners Initials



GREAT TOTHAM VILLAGE HALL MANAGEMENT COMMITTEE
Registered Charity No 248492

Statement of Assets and Liabilities at 31st December 2025

	2025 £	2024 £
MONETARY ASSETS		
Deposits and Bank Balances		
Current account	872.76	685.50
Current account - No 2	582.23	558.50
Business Reserve Account	22132.35	15447.68
35 Day Notice Account	43992.31	42944.14
	<u>67579.65</u>	<u>59635.82</u>
Creditors		
Deposits held for future bookings	467.73	722.00
Uncleared Payments	0.00	0.00
	<u>67111.92 (C)</u>	<u>58913.82</u>
Debtors		
Unpaid Lettings	0.00	0.00
Reserves (restricted funds)	35000.00	35000.00
Value of Zero shows that account books balance (A+B=C)	0	

I have examined the above accounts for the year ended 31.12.2025
and in my opinion represent a True & Fair record of
Great Totham Village Hall affairs for that period.

Elizabeth IronMonger

Independent Financial Examiner

Independent Financial Examiners Initials





**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's report
on the accounts**

**Report to the trustees/
members of**

Charity Name
GREAT TOTHAM VILLAGE HALL

**On accounts for the year
ended**

31/12/2025

**Charity no
(if any)**

248492

Set out on pages

(remember to include the page numbers of additional sheets)

**Respective
responsibilities of trustees
and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]].
Delete [] if not applicable.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the 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 includes a review of the accounting 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 material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

E. Ironmonger

Date:

18/1/26

Name:

ELIZABETH IRONMONGER

Relevant professional qualification(s) or body (if any):

Address:

20 BROOK CLOSE

CREAT TOTHAM

ESSEX CM9 8PE

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Basis of independent
examiner's statement

Independent examiner's
statement

May 2018

IER

Give here details of any items that the examiner wishes to disclose.