

Church House (Hitchin) Trust

England & Wales · Charity number 255448

Details

Other names	CHARITY OF EDITH ELISABETH MARIE WILSHERE, CHARITY OF EDITH ELIZABETH MARIE WILSHERE, CHURCH HOUSE - HITCHIN, CHURCH HOUSE CHARITY
Status	Registered
Legal form	Other
Registered	1968-05-25
Register	View on the Charity Commission register

Contact

Address	Church House Churchyard Hitchin SG5 1HP
Phone	01462452758
Email	hitchinparishoffice@gmail.com
Website	stmaryshitchin.co.uk

Activities

Objects: THE MAINTENANCE AND IMPROVEMENT OF THE PROPERTY, ST. MARY'S CHURCH HALL,

Activities: The maintenance and improvement of the property, Church House, Hitchin, offices for the Vicar of St Mary's Church and the parish of Hitchin and to provide a hall for the use of the Parish, other charities and voluntary bodies.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space
- **What:** Education/training, Accommodation/housing, Religious Activities
- **Who:** Children/young People, Other Charities Or Voluntary Bodies, Other Defined Groups

Geography

- **Area of benefit:** ECCLESIASTICAL PARISH OF ST. MARY, HITCHIN
- Hertfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£36,348	£22,839	-	-
2023-12-31	£32,199	£30,861	-	-
2022-12-31	£35,874	£21,440	-	-
2021-12-31	£24,152	£27,487	-	-
2020-12-31	£16,188	£19,804	-	-

Trustees

Name	Role	Appointed
Anne Elizabeth Marguerite Senechal MA		2016-05-10
Elizabeth Cranfield		2018-05-19
Rev Christopher Bunce		2019-11-06
Stephen Halpin		2025-06-05

Church House (Hitchin) Trust

England & Wales - Charity number 255448

Accounts

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

(CHURCH HOUSE CHARITY)

CHARITY REGISTRATION NUMBER 255448

TRUSTEES' ANNUAL REPORT

AND

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

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CHARITY INFORMATION

Chairman of Trustees	The Revd Christopher Bunce	Rector of Hitchin Parish
Trustees	Elizabeth Cranfield	Churchwarden, St Mary's Church
	Terry Brazier	Churchwarden, St Mary's Church
	Anne Senechal	Member of St Mary's DCC
Charity registration number	255448	
Working name	Church House Charity	
Offices and registered address	Church House Hitchin Hertfordshire SG5 1HP	Telephone 01462 452758
Treasurer	Optima Accountancy Services Ltd	7 Paynes Park Hitchin, SG5 1EH
Independent examiner	Trevor Groom	6 Bell Close, Hitchin, SG4 9NJ
Bankers	Lloyds TSB Bank plc	1 Bancroft Hitchin Hertfordshire SG5 1JG

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

TRUSTEES' REPORT

The Trustees present their report for the year ended 31 December 2024.

Structure, Governance and Management

The Charity was founded by a Deed regulated by a Scheme of the Charity Commissioners dated 16 August 1929 as affected by Schemes of the Charity Commissioners dated 11 June 1965 and 22 October 1975. However, the Deed was redrawn in February 2019 to reflect the sole use of the building by St Mary's. Since the other churches have their own halls there was inefficiency in the management of the building by other Church's Wardens.

Since the formation of the Hitchin Team Parish in 1977 the incumbency of St Mary's Church was taken over by the Team Rector of the Parish of Hitchin and the local duties by the Vicar of St Mary's, although these roles are in practice held by the same person. The Charity continues to provide its former function for the incumbent but, as only residual use was being made of the hall or offices by the other churches in the Parish, the Deed has been changed to reflect this. Now only the Churchwardens of St Mary's act as Trustees along with the Vicar of St Mary's and one outside Trustee is appointed who is deemed to have relevant experience. No Trustee receives any remuneration or expenses. In the next financial year, 2024, the Parish has been reorganised to comprise solely St Mary's Church and its PCC.

Newly appointed Trustees receive guidance on trusteeship, appropriate to their position, from existing Trustees, and additional professional training may be arranged if required.

Unless otherwise approved by the Charity Commissioners the charity must invest any surplus funds in approved charity investments. Currently there are investments in the Charities Official Investment Fund and Charinco Income shares under permissions granted by the Charity Commissioners.

The Charity holds unrestricted General Funds and restricted Furniture Fund and Extraordinary Repairs Fund.

Risk Management

The Trustees maintain a continuing risk review policy concerning the structure and contents of Church House, consistent to the resources available. A risk assessment template is given to all hirers to be populated with their unique risks and this must be submitted with the booking forms.

Objectives and Activities

The Charity was created to maintain land and property bequeathed by the late Edith E M Wilshire to provide an office for the Vicar of St. Mary's Church, Hitchin, and accommodation for the caretaker if required and for the holding of social functions.

Since the original bequest, land has been sold and the current Church House building was erected in 1968. The objects of the Charity continue largely unchanged, with some recent variation. Previously Church House provided a flat for the vergger of St Mary's Church but, as this role is no longer exists, this 2-bed accommodation, Flat 1, along with Flat 2 (1 bed) are available for letting and the income to date has been retained by the Church House charity to fund routine maintenance costs.

The offices are needed for the Vicar and the Parish administrator who assists him and maintains printing facilities for the Parish. The hall is let for a variety of purposes to local community groups. It is no longer practical for the front office to be staffed by volunteers and it is simply a second office space.

Achievements and Performance

During the year the hall is let most weekdays and evenings, while on several Saturdays of the month coffee mornings or craft fairs are held and some private functions booked intermittently. This allows various organisations to advertise their services at a central location in the town and provide valuable financial support for the Charity to cover the increasingly heavy costs of maintenance and repairs. This year it has been necessary to rewire more of the offices as the old Pyro wiring had failed and also minor repairs to the toilets. More redecoration was carried out to the rented flats due to damp problems. Repairs to lighting and wiring as well as plumbing, drainage and roofing are often required.

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

TRUSTEES' REPORT

St Mary's Church uses the hall for committee and council meetings when the Church is too cold, and some social functions, for instance the Diamond Jubilee and Coronation celebration receptions after the civic services. The congregation and groups hiring the Church must also use the toilet facilities in the hall as none exist in St Mary's. Water from the kitchen is taken over to Church and coffee is served there instead of in the hall since Covid. The verger's role was dissolved post 2020 during the Covid pandemic, as it proved impossible to recruit a full time member of staff for these duties, so the flat has been refurbished and let with the second flat ever since through a professional letting agency. The Rector's secretary continues to provide secretarial services to the Trustees and negotiation is under way over the level of charges for this with the new St Mary's Parochial Church Council, following the new parish structure in April 2024.

Reserves

The Trustees seek to hold in reserve an amount of cash reasonable to the financial activities of the Charity. Reserves may be accumulated to meet future planned major expenditure, mainly repairs to the building.

Investments

The Charity holds investments in the Charities Official Investment Fund and Charinco Common Investment Fund. Details of units held and market value at the end of the year are shown on page to the accounts.

The Charity's investments increased in value by net amount of £5391 (2023 increase of £15062). Total returns (combined income and capital) on the investments during the year vary from fund to fund because of sales and purchases in the year at different times, but returns on those shares held throughout the period were as follows:

Investment Fund	2024 % Return	2023 % Return
Charities Official Investment Fund Income Shares	5.04	12.18
Charities Official Investment Fund Accumulation Shares	5.08	12.37
Charinco Common Investment Fund Income Shares	-4.42	1.65

General

The Trustee's freehold property, Church House, Hitchin, part of the original bequest, is not shown at valuation in the accounts, not having been valued in recent years. It is classified as a Band B exempt property (estimated valuation £40,000-£52,000 at 1st April 1991) for Council Tax purposes. Costs of fixtures and equipment have similarly been excluded, and routine replacements have been written off in the year of expenditure. The building was insured for £985,070 and the contents for £45,553 as at 25th March 2019.

Plans for Future Periods

The trustees are also keeping possible areas for further preventative maintenance under review.

Approval

This report was approved by the Trustees on 4th June 2025 and signed on their behalf by

REVEREND CHRISTOPHER BUNCE

Chairman of Trustees

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

RECEIPTS AND PAYMENTS ACCOUNT

I report to the trustees on the accounts of the above named charity for the year ended 31 December 2024, which are set out on pages 5 to 8 .

Respective responsibilities of Trustee and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you as 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 in the statement below.

Independent Examiner's statement

- In connection with my examination, no matter has come to my attention which gives me cause to believe that in, any material respect:
- the accounting records were not kept in accordance with section 130 of the Charities 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 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.

Signed TREVOR GROOM

Dated 4th June 2025

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

RECEIPTS AND PAYMENTS ACCOUNT

	Notes	Unrestricted General Fund £	Restricted Furniture Fund £	All Funds 2024 £	All Funds 2023 £
RECEIPTS					
Operating activities					
Hire of hall, etc.		15,412		15,412	11,808
Rent of flats		19,494		19,494	19,009
Investment income					
Bank & Charities deposit interest, etc.		1,197	245	1,442	1,382
Investment withdrawal				-	
Other receipts					
Grant		-		-	-
TOTAL RECEIPTS		36,103	245	36,348	32,199
PAYMENTS					
Charitable activities - operating costs					
Maintenance, repairs & renewals		5,487	-	5,487	13,648
Legal fees		327		327	
Laundry, cleaning, refuse collection		2,845	-	2,845	2,684
Heat, light, water		9,903	-	9,903	10,052
Rates		1,017		1,017	
Insurance		2,540	-	2,540	2,479
Printing and Stationery		-	-	-	1,278
Accountancy		720	-	720	720
		22,839	-	22,839	30,861
Other Payments					
Recoupment Orders		-	-	-	-
TOTAL PAYMENTS		22,839	-	22,839	30,861
NET RECEIPTS/(PAYMENTS) FOR THE YEAR		13,264	245	13,509	1,338
Cash and bank balances at beginning of year		19,534	4,791	24,325	22,987
CASH, BANK AND INVESTMENT BALANCES AT YEAR END		32,798	5,036	37,834	24,325

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 DECEMBER 2024

	Unrestricted funds	Restricted funds	Total funds £
Cash funds			
Bank current account	32,464		32,464
Cash float	330		330
COIF - Deposit account	158		158
COIF - Deposit account Furniture Fund		4,879	4,879
Total cash funds	<u>32,952</u>	<u>4,879</u>	<u>37,831</u>
	Fund		Current Value
Investment assets			
COIF Extraordinary Repair fund	Restricted		-
Permanent Endowments	Endowment		<u>166,608</u>
			<u>166,608</u>
Assets retained for charities own use			
Church House Land & Building	Restricted		-
Tables, chairs and hall equipment	Unrestricted		-
Kitchen Equipment	Unrestricted		-
Rectors office computer	Unrestricted		-
White goods in flats	Unrestricted		-
			<u>-</u>
			<u>-</u>
Liabilities			
Trade Creditors	Unrestricted		-
St Mary's DCC - Verger costs	Unrestricted		-
Re-coupmnt order 1999	Unrestricted		730
Re-coupmnt order 2011	Unrestricted		8,130
COIF Extraordinary Repair fund	Unrestricted		<u>1,200</u>
			<u>10,060</u>

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE 1.

PERMANENT ENDOWMENT

The following investments are held under the specific authority of or restriction by, the Charity Commissioners:

PURPOSE & INVESTMENT	NO. OF UNITS	PRICE PER UNIT £	VALUE 2024 £	VALUE 2023 £
Permanent Endowment (Capital)				
The Trustees may only use this fund with an approved 'Recoupment Order' but may use the income. The Charity Commission may allow the use of capital to finance improvements to Church House but will require repayment over a period of time.				
Charities Official Investment Fund Income Shares	549.58	20.2933	11,153	10,906
Charinco Common Investment Fund Income Shares	11,296.86	1.4177	16,016	16,758
Charities Official Investment Fund Accumulation Shares	48.09	260.6156	12,533	11,926
Charities Official Investment Fund Income Shares	448.45	20.2933	9,100	8,899
AA Wilshere Augmentation Fund				
Only the income may be used				
Charities Official Investment Fund Income Shares	1,169.00	20.2933	23,723	23,199
Recoupment Order 20 December 1967 (completes 2058)				
Permission to spend £28,000 to build Church House to be recouped by a single investment of £560 accumulating over 90 years.				
Charities Official Investment Fund Accumulation Shares	361.00	260.6156	94,082	89,528
TOTAL VALUE			£166,608	£161,216

Note 2

Provision has been made for unpaid re-coupment orders over the last seven years.

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2024

Note 3

Extraordinary Repairs Fund

The Charity Commissioners made an Order on 20 December 1967 that provided for an annual sum of not less than £50 to be invested to provide for extraordinary repair, improvement or rebuilding of Church House. This Fund should be used before any permission is sought to withdraw from the Permanent Endowment capital under provisions of recoupment.

Note 4

Furniture Fund

The Trustees agreed to continue the Fund by appropriating an annual sum from General Fund but, in view of additional expenditure directly from General Funds in recent years, agreed to suspend transfers for the time being.

Approval

This report was approved by the trustees on 4th June 2025 and sign on their behalf by

REVEREND CHRISTOPHER BUNCE

Chairman of Trustees

Church House (Hitchin) Trust

England & Wales - Charity number 255448

Accounts

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

(CHURCH HOUSE CHARITY)

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FOR THE YEAR ENDED 31 DECEMBER 2023

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CHARITY INFORMATION

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Trustees	Elizabeth Cranfield	Churchwarden, St Mary's Church
	Terry Brazier	Churchwarden, St Mary's Church
	Anne Senechal	Member of St Mary's DCC
Charity registration number	255448	
Working name	Church House Charity	
Offices and registered address	Church House Hitchin Hertfordshire SG5 1HP	Telephone 01462 452758
Treasurer	Optima Accountancy Services Ltd	7 Paynes Park Hitchin, SG5 1EH
Independent examiner	Trevor Groom	6 Bell Close, Hitchin, SG4 9NJ
Bankers	Lloyds TSB Bank plc	1 Bancroft Hitchin Hertfordshire SG5 1JG

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

TRUSTEES' REPORT

The Trustees present their report for the year ended 31 December 2023.

Structure, Governance and Management

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Since the formation of the Hitchin Team Parish in 1977 the incumbency of St Mary's Church was taken over by the Team Rector of the Parish of Hitchin and the local duties by the Vicar of St Mary's, although these roles are in practice held by the same person. The Charity continues to provide its former function for the incumbent but, as only residual use was being made of the hall or offices by the other churches in the Parish, the Deed has been changed to reflect this. Now only the Churchwardens of St Mary's act as Trustees along with the Vicar of St Mary's and one outside Trustee is appointed who is deemed to have relevant experience. No Trustee receives any remuneration or expenses. In the next financial year, 2024, the Parish has been reorganised to comprise solely of St Mary's Church and its PCC.

Newly appointed Trustees receive guidance on trusteeship, appropriate to their position, from existing Trustees, and additional professional training may be arranged if required.

Unless otherwise approved by the Charity Commissioners the charity must invest any surplus funds in approved charity investments. Currently there are investments in the Charities Official Investment Fund and Charinco Income shares under permissions granted by the Charity Commissioners.

The Charity holds unrestricted General Funds and restricted Furniture Fund and Extraordinary Repairs Fund.

Risk Management

The Trustees maintain a continuing risk review policy concerning the structure and contents of Church House, consistent to the resources available.

Objectives and Activities

The Charity was created to maintain land and property bequeathed by the late Edith E M Wilshire to provide an office for the Vicar of St. Mary's Church, Hitchin, and accommodation for the caretaker if required and for the holding of social functions.

Since the original bequest, land has been sold and the current Church House building was erected in 1968. The objects of the Charity continue largely unchanged, with some recent variation. Previously Church House provided a flat for the verger of St Mary's Church but, as this role is no longer exists, this 2-bed accommodation, Flat 1, along with Flat 2 (1 bed) are available for letting and the income to date has been retained by the Church House charity.

The offices are needed for the Vicar and the Parish administrator who assists him and maintains printing facilities for the Parish. The hall is let for a variety of purposes to local community groups. It is no longer practical for the front office to be staffed by volunteers and it is simply a second office space.

Achievements and Performance

During the year the hall is let most weekdays and evenings, while on several Saturdays of the month coffee mornings or craft fairs are held and some private functions booked intermittently. This allows various organisations to advertise their services at a central location in the town and provide valuable financial support for the Charity to cover the increasingly heavy costs of maintenance and repairs. This year it has been necessary to completely replace the wooden front doors of the building, which are fitted with quick release bars and handles in compliance with Fire safety regulations. Some redecoration was carried out to the rented flats. Repairs to lighting and wiring as well as plumbing are often required.

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

TRUSTEES' REPORT

St Mary's Church uses the hall for committee and council meetings when the Church is too cold, and some social functions, for instance the Diamond Jubilee celebration reception after the civic service. The congregation and groups hiring the Church must also use the toilet facilities in the hall as none exist in St Mary's. Water from the kitchen is taken over to Church and coffee is served there instead of in the hall since Covid. The verger's role was dissolved post 2020 during the Covid pandemic, as it proved impossible to recruit a full time member of staff for these duties, so the flat has been refurbished and let with the second flat throughout the current year. The Rector's secretary continues to provide secretarial services to the Trustees and negotiation is under way over charges for this with the new St Mary's Parochial Church Council.

Reserves

The Trustees seek to hold in reserve an amount of cash reasonable to the financial activities of the Charity. Reserves may be accumulated to meet future planned major expenditure, mainly repairs to the building.

Investments

The Charity holds investments in the Charities Official Investment Fund and Charinco Common Investment Fund. Details of units held and market value at the end of the year are shown on page 7 to the accounts.

The Charity's investments increased in value by net amount of £15062 (2022 decrease of £18377). Total returns (combined income and capital) on the investments during the year vary from fund to fund because of sales and purchases in the year at different times, but returns on those shares held throughout the period were as follows:

Investment Fund	2023 % Return	2022 % Return
Charities Official Investment Fund Income Shares	12.18	-8.99
Charities Official Investment Fund Accumulation Shares	12.37	-8.99
Charinco Common Investment Fund Income Shares	1.65	-17.29

General

The Trustee's freehold property, Church House, Hitchin, part of the original bequest, is not shown at valuation in the accounts, not having been valued in recent years. It is classified as a Band B exempt property (estimated valuation £40,000-£52,000 at 1st April 1991) for Council Tax purposes. Costs of fixtures and equipment have similarly been excluded, and routine replacements have been written off in the year of expenditure. The building was insured for £985,070 and the contents for £45,553 as at 25th March 2019.

Plans for Future Periods

Plans included the installation of a ramp and new entrance doors to the front of the property to enable unrestricted access to all members of the community and the trustees are currently looking into the feasibility of this project. The trustees are also keeping possible areas for further refurbishment and preventative maintenance under review.

Approval

This report was approved by the Trustees on 4th June 2025 and signed on their behalf by

REVEREND CHRISTOPHER BUNCE

Chairman of Trustees

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

RECEIPTS AND PAYMENTS ACCOUNT

I report to the trustees on the accounts of the above named charity for the year ended 31 December 2023, which are set out on pages 4 to 8.

Respective responsibilities of Trustee and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you as 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 in the statement below.

Independent Examiner's statement

- In connection with my examination, no matter has come to my attention which gives me cause to believe that in, any material respect:
- the accounting records were not kept in accordance with section 130 of the Charities 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 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.

Signed TREVOR GROOM

Dated 4th June 2025

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

RECEIPTS AND PAYMENTS ACCOUNT

	Notes	Unrestricted General Fund £	Restricted Furniture Fund £	All Funds 2023 £	All Funds 2022 £
RECEIPTS					
Operating activities					
Hire of hall, etc.		11,808		11,808	14,068
Rent of flats		19,009		19,009	18,908
Investment income					
Bank & Charities deposit interest, etc.		1,187	195	1,382	1,898
Investment withdrawal				-	
Other receipts					
Grant		-		-	1,000
TOTAL RECEIPTS		32,004	195	32,199	35,874
PAYMENTS					
Charitable activities - operating costs					
Maintenance, repairs & renewals		13,648	-	13,648	1,885
Contribution to Merger costs				-	
Laundry, cleaning, refuse collection		2,684	-	2,684	4,391
Heat, light, water		10,052	-	10,052	11,925
Rates		-		-	
Insurance		2,479	-	2,479	2,304
Printing and Stationery		1,278	-	1,278	215
Accountancy		720	-	720	720
		30,861	-	30,861	21,440
Other Payments					
Recoupment Orders		-	-	-	-
TOTAL PAYMENTS		30,861	-	30,861	21,440
NET RECEIPTS/(PAYMENTS) FOR THE YEAR		1,143	195	1,338	14,434
Cash and bank balances at beginning of year		18,541	4,446	22,987	8,553
CASH, BANK AND INVESTMENT BALANCES AT YEAR END		19,684	4,641	24,325	22,987

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 DECEMBER 2023

	Unrestricted funds	Restricted funds	Total funds £
Cash funds			
Bank current account	19,202		19,202
Cash float	330		330
COIF - Deposit account	150		150
COIF - Deposit account Furniture Fund		4,641	4,641
Total cash funds	<u>19,682</u>	<u>4,641</u>	<u>24,323</u>
	Fund		Current Value
Investment assets			
COIF Extraordinary Repair fund	Restricted		-
Permanent Endowments	Endowment		<u>161,217</u>
			<u>161,217</u>
Assets retained for charities own use			
Church House Land & Building	Restricted		-
Tables, chairs and hall equipment	Unrestricted		-
Kitchen Equipment	Unrestricted		-
Rectors office computer	Unrestricted		-
White goods in flats	Unrestricted		-
			<u>-</u>
			<u>-</u>
Liabilities			
Trade Creditors	Unrestricted		-
St Mary's DCC - Verger costs	Unrestricted		-
Re-coupmnt order 1999	Unrestricted		730
Re-coupmnt order 2011	Unrestricted		8,130
COIF Extraordinary Repair fund	Unrestricted		<u>1,200</u>
			<u>10,060</u>

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023

NOTE 1.

PERMANENT ENDOWMENT

The following investments are held under the specific authority of or restriction by, the Charity Commissioners:

PURPOSE & INVESTMENT	NO. OF UNITS	PRICE PER UNIT £	VALUE 2023 £	VALUE 2022 £
Permanent Endowment (Capital)				
The Trustees may only use this fund with an approved 'Recoupment Order' but may use the income. The Charity Commission may allow the use of capital to finance improvements to Church House but will require repayment over a period of time.				
Charities Official Investment Fund Income Shares	549.58	19.8450	10,906	9,988
Charinco Common Investment Fund Income Shares	11,296.86	1.4834	16,758	16,485
Charities Official Investment Fund Accumulation Shares	48.09	248.0003	11,926	10,613
Charities Official Investment Fund Income Shares	448.45	19.8450	8,899	8,151
AA Wilshere Augmentation Fund				
Only the income may be used				
Charities Official Investment Fund Income Shares	1,169.00	19.8450	23,199	21,246
Re coupment Order 20 December 1967 (completes 2058)				
Permission to spend £28,000 to build Church House to be recouped by a single investment of £560 accumulating over 90 years.				
Charities Official Investment Fund Accumulation Shares	361.00	248.0003	89,528	79,672
TOTAL VALUE			£161,217	£146,155

Note 2

Provision has been made for unpaid re-coupment orders over the last seven years.

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023

Note 3

Extraordinary Repairs Fund

The Charity Commissioners made an Order on 20 December 1967 that provided for an annual sum of not less than £50 to be invested to provide for extraordinary repair, improvement or rebuilding of Church House. This Fund should be used before any permission is sought to withdraw from the Permanent Endowment capital under provisions of recoupment.

Note 4

Furniture Fund

The Trustees agreed to continue the Fund by appropriating an annual sum from General Fund but, in view of additional expenditure directly from General Funds in recent years, agreed to suspend transfers for the time being.

Approval

This report was approved by the trustees on 4th June 2025 and sign on their behalf by

REVEREND CHRISTOPHER BUNCE

Chairman of Trustees

Church House (Hitchin) Trust

England & Wales - Charity number 255448

Accounts

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

(CHURCH HOUSE CHARITY)

CHARITY REGISTRATION NUMBER 255448

TRUSTEES' ANNUAL REPORT

AND

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

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Receipts and payments account	4
Statement of assets and liabilities	6
Notes to the accounts	8

CHARITY INFORMATION

Chairman of Trustees	The Revd. Christopher Bunce	Rector of Hitchin Parish
Trustees	Anne Senechal	Member of St Marys DCC
	Elizaberh Cranfield	Churchwarden, St Mark's Church
	Terry Brazier	Churchwarden, St Mary's Church
Charity registration number	255448	
Working name	Church House Charity	
Offices and registered address	Church House Hitchin Hertfordshire SG5 1HP	Telephone 01462 452758
Treasurer	Optima Accountancy Services Ltd	7 Paynes Park, Hitchin, SG5 1EH
Independent examiner	Trevor Groom	6 Bell Close, Hitchin, SG4 9NJ
Bankers	Lloyds TSB Bank plc	1 Bancroft Hitchin Hertfordshire SG5 1JG

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

TRUSTEES' REPORT

The Trustees present their report for the year ended 31 December 2022.

Structure, Governance and Management

The Charity was founded by a Deed regulated by a Scheme of the Charity Commissioners dated 16 August 1929 as affected by Schemes of the Charity Commissioners dated 11 June 1965 and 22 October 1975.

Under the terms of the Trust Deeds, the Trustees are the Rector and Churchwardens of the Parish of Hitchin, for the time being, together with the Bishop of St Albans or his nominee. The Districts represented are shown in the list of Trustees. No Trustee receives any remuneration or expenses.

Newly appointed Trustees receive guidance on trusteeship, appropriate to their position, from existing Trustees, and additional professional training may be arranged if required.

Unless otherwise approved by the Charity Commissioners the charity must invest any surplus funds in approved charity investments. Currently there are investments in the Charities Official Investment Fund and Charinco Income shares under permissions granted by the Charity Commissioners.

The Charity holds unrestricted General Funds and restricted Furniture Fund and Extraordinary Repairs Fund.

Risk Management

The Trustees maintain a continuing risk review policy concerning the structure and contents of Church House, consistent to the resources available.

Objectives and Activities

The Charity was created to maintain land and property bequeathed by the late Edith E M Wilshire to provide an office for the Vicar of St. Mary's Church, Hitchin, and accommodation for the caretaker and for the holding of social functions.

Since the formation of the Hitchin Team Parish in 1977 the incumbency of St Mary's Church has been taken over by the Team Rector of the Parish of Hitchin and the local duties by the Vicar of St Mary's. The Charity continues to provide its former function for the incumbent and the property is now available for the Parish as a whole as well as for the local Minister in charge of St Mary's. So far in the life of the Team Parish the posts of Team Rector of the Parish and Team Vicar of St Mary's Church have been held by the same person as a joint office.

Since the original bequest, land has been sold and the current Church House building was erected in 1968. The objects of the Charity continue and Church House provides a flat for the verger of St Mary's Church, a further flat for letting and rooms and a hall for the use of the parish and its District Churches and also for letting.

The incumbent's office is staffed by volunteers organising the work of the Parish. The Rector's Secretary is financed by the Parish and carries out all the central administration of the Parish and Church House.

Achievements and Performance

During the year coffee mornings were held twice a week for most weeks of the year and tea afternoons occasionally. This allows the various religious, charitable or voluntary organisations to advertise their services and provide valuable financial support for the Charity. St Mary's Church used the hall every Sunday for coffee following morning service and for its various committee and council meetings.

The Verger's flat has been occupied by the verger to St Mary's Church in office during the year. It is occupied rent free to comply with the trust deed. The second flat was let through-out the current year.

The Rector's secretary continues to provide secretarial services to the Trustees and no charge is made by the Parochial Church Council.

Various groups and organisations have used the hall on a regular basis for meetings, whist drives and refreshments for concerts. The offices continue to be used as an administrative centre for the Parish.

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

TRUSTEES' REPORT

Reserves

The Trustees seek to hold in reserve an amount of cash reasonable to the financial activities of the Charity. Reserves may be accumulated to meet future planned major expenditure, mainly repairs to the building.

Investments

The Charity holds investments in the Charities Official Investment Fund and Charinco Common Investment Fund. Details of units held and market value at the end of the year are shown on page 7 to the accounts.

The Charity's investments decreased in value by net amount of £18377 (2021 increase of £18729). Total returns (combined income and capital) on the investments during the year vary from fund to fund because of sales and purchases in the year at different times, but returns on those shares held throughout the period were as follows:

Investment Fund	2022 % Return	2021 % Return
Charities Official Investment Fund Income Shares	-8.99%	17.01%
Charities Official Investment Fund Accumulation Shares	-8.99%	17.44%
Charinco Common Investment Fund Income Shares	-17.29%	-3.70%

General

The Trustee's freehold property, Church House, Hitchin, part of the original bequest, is not shown at valuation in the accounts, not having been valued in recent years. It is classified as a Band B exempt property (estimated valuation £40,000-£52,000 at 1st April 1991) for Council Tax purposes. Costs of fixtures and equipment have similarly been excluded, and routine replacements have been written off in the year of expenditure. The building was insured for £985,070 and the contents for £45,553 as at 25th March 2019.

Plans for Future Periods

Plans included the installation of a ramp and new entrance doors to the front of the property to enable unrestricted access to all members of the community and the trustees are currently looking into the feasibility of this project. The trustees are also keeping possible areas for further refurbishment and preventative maintenance under review.

Approval

This report was approved by the Trustees on 4th June 2025 and signed on their behalf by

REVEREND CHRISTOPHER BUNCE

Chairman of Trustees

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

RECEIPTS AND PAYMENTS ACCOUNT

I report to the trustees on the accounts of the above named charity for the year ended 31 December 2022, which are set out on pages 4 to 8.

Respective responsibilities of Trustee and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you as 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 in the statement below.

Independent Examiner's statement

- In connection with my examination, no matter has come to my attention which gives me cause to believe that in, any material respect:
- the accounting records were not kept in accordance with section 130 of the Charities 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 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.

Signed TREVOR GROOM

Dated 4th June 2025

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

RECEIPTS AND PAYMENTS ACCOUNT

	Unrestricted General Fund	Restricted Furniture Fund	All Funds 2019	All Funds 2019
Notes	£	£	£	£
RECEIPTS				
Operating activities				
Hire of hall, etc.	14,068		14,068	5,178
Rent of flats	18,908		18,908	16,545
Investment income				
Bank & Charities deposit interest, etc.	1,854	44	1,898	1,824
Investment withdrawal			-	
Other receipts				
Grant	1,000		1,000	-
TOTAL RECEIPTS	35,830	44	35,874	23,547
PAYMENTS				
Charitable activities - operating costs				
Maintenance, repairs & renewals	1,885	-	1,885	14,871
Contribution to Verger costs			-	3,233
Laundry, cleaning, refuse collection	4,391	-	4,391	1,554
Heat, light, water	11,925	-	11,925	3,166
Rates	-		-	
Insurance	2,304	-	2,304	1,769
Printing and Stationery	215	-	215	1,018
Accountancy	720	-	720	720
	21,440	-	21,440	26,331
Other Payments				
Recoupment Orders	-	-	-	-
TOTAL PAYMENTS	21,440	-	21,440	26,331
NET RECEIPTS/(PAYMENTS) FOR THE YEAR	14,390	44	14,434	(3,134)
Cash and bank balances at beginning of year	4,008	4,545	8,553	11,687
CASH, BANK AND INVESTMENT BALANCES AT YEAR END	18,398	4,589	22,987	8,553

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 DECEMBER 2022

	Unrestricted funds	Restricted funds	Total funds
			£
Cash funds			
Bank current account	18,067		18,067
Cash float	330		330
COIF - Deposit account	144		144
COIF - Deposit account Furniture Fund		4,446	4,446
Total cash funds	<u>18,541</u>	<u>4,446</u>	<u>22,987</u>
	Fund		Current Value
Investment assets			
COIF Extraordinary Repair fund	Restricted		-
Permanent Endowments	Endowment		<u>146,171</u>
			<u>146,171</u>
Assets retained for charities own use			
Church House Land & Building	Restricted		-
Tables, chairs and hall equipment	Unrestricted		-
Kitchen Equipment	Unrestricted		-
Rectors office computer	Unrestricted		-
White goods in flats	Unrestricted		-
			<u>-</u>
			<u>-</u>
Liabilities			
Trade Creditors	Unrestricted		-
St Mary's DCC - Verger costs	Unrestricted		-
Re-coupmnt order 1999	Unrestricted		730
Re-coupmnt order 2011	Unrestricted		8,130
COIF Extraordinary Repair fund	Unrestricted		<u>1,200</u>
			<u>10,060</u>

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

NOTE 1.

PERMANENT ENDOWMENT

The following investments are held under the specific authority of or restriction by, the Charity Commissioners:

PURPOSE & INVESTMENT	NO. OF UNITS	PRICE PER UNIT £	VALUE 2021 £	VALUE 2021 £
Permanent Endowment (Capital)				
The Trustees may only use this fund with an approved 'Recoupment Order' but may use the income. The Charity Commission may allow the use of capital to finance improvements to Church House but will require repayment over a period of time.				
Charities Official Investment Fund Income Shares	549.58	18.1749	9,988	11,303
Charinco Common Investment Fund Income Shares	11,296.86	1.4593	16,485	20,752
Charities Official Investment Fund Accumulation Shares	48.09	220.6990	10,613	11,663
Charities Official Investment Fund Income Shares	448.45	18.1749	8,151	9,223
AA Wilshire Augmentation Fund				
Only the income may be used				
Charities Official Investment Fund Income Shares	1,169.00	18.1869	21,260	24,042
Re coupment Order 20 December 1967 (completes 2058)				
Permission to spend £28,000 to build Church House to be recouped by a single investment of £560 accumulating over 90 years.				
Charities Official Investment Fund Accumulation Shares	361.00	220.6990	79,672	87,551
TOTAL VALUE			£146,171	£164,534

Note 2

Provision has been made for unpaid re-coupment orders over the last seven years.

THE CHARITY OF EDITH ELISABETH MARIE WILSHERE

Charity Registration Number 255448

TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

Note 3

Extraordinary Repairs Fund

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Note 4

Furniture Fund

The Trustees agreed to continue the Fund by appropriating an annual sum from General Fund but, in view of additional expenditure directly from General Funds in recent years, agreed to suspend transfers for the time being.

Approval

This report was approved by the trustees on 4th June 2025 and sign on their behalf by

REVEREND CHRISTOPHER BUNCE

Chairman of Trustees