



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day	Month	Year		Day	Month	Year

## Section A Reference and administration details

<b>Charity name</b>	North Stifford Village Hall		
<b>Other names charity is known by</b>			
<b>Registered charity number (if any)</b>	263507		
<b>Charity's principal address</b>	High Road		
	North Stifford		
	Grays		
	<b>Postcode</b>	RM16 5UQ	

### 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	Father David Rollins	None		Trust Deed
2	Victoria Hartstean	None		Trust Deed
3				
4				
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14				
15				
16				
17				
18				
19				
20				

### 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)

Trust Deed

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

Trust

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

Set out in Trust Deed, it has to be one from the parish council and one from the local council

**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.

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## Section C Objectives and activities

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

FOR SUCH CHARITABLE PURPOSES FOR THE WELFARE EDUCATION AND BENEFIT OF THE INHABITANTS OF THE PARISH OF NORTH STIFFORD IN THE COUNTY OF ESSEX AS THE TRUSTEES SHALL IN THEIR DISCRETION THINK FIT.

**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)**

**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.

**Summary of the main achievements of the charity during the year**

PARISH OF NORTH STIFFORD IN THE COUNTY OF ESSEX

## Section E Financial review

**Brief statement of the charity's policy on reserves**

The funds/reserves are used to maintain the use of the building and surrounding areas

**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.

## 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)**

**Position (eg Secretary, Chair, etc)**

**Date**

North Stifford Village Hall Current Account  
Statement of Accounts for the year ending 31st. December 2024

Expenditure

	2023	2024
Cleaning	1,750.00	<b>2,064.67</b>
Business Rates	156.16	<b>136.60</b>
Surety Returns	4,575.08	<b>8,300.00</b>
Electricity	3,066.11	<b>5,687.57</b>
Key Holder	565.00	<b>720.00</b>
Waste Collection	237.00	<b>234.00</b>
Premises Licence	180.00	<b>180.00</b>
Music Licence	154.80	<b>182.89</b>
Insurance	843.06	<b>1,045.12</b>
Water Rates	407.42	<b>571.51</b>
Hall Improvements	-	<b>11,568.34</b>
Hall Maintenance	261.14	<b>1,874.60</b>
Community Coffee Morning	-	<b>116.84</b>
Hall Heating	6,273.60	-
Transfer to Business a/c	5,000.00	<b>10,000.00</b>
Cancelled Hall Bookings	270.00	<b>401.25</b>
Sundries	288.94	<b>857.57</b> *

	24,028.31	<b>43,940.96</b>
Income over Expenditure	2,112.37	<b>588.36</b>
	<b>26,140.68</b>	<b>44,529.32</b>

Income

	2023	2024
Transfer from Business a/c	6,273.60	<b>8,500.00</b>
Hire Fees	14,937.00	<b>25,906.62</b>
Surety Taken	4,775.08	<b>9,750.00</b>
Surety Withheld	155.00	<b>372.70</b>

	26,140.68	<b>44,529.32</b>
Expenditure over Income	-	-
	<b>26,140.68</b>	<b>44,529.32</b>

Balance Brought Forward	1,581.44	<b>3,693.81</b>
Income over Expenditure	2,112.37	<b>588.36</b>
Balance Carried Forward	<b>3,693.81</b>	<b>4,282.17</b>

Money at Bank	3,531.26	4,282.17
Petty Cash	162.55	-
	<b>3,693.81</b>	<b>4,282.17</b>

Surety Held	100.00	1,550.00
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Available Balance	<b>3,593.81</b>	<b>2,732.17</b>
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\*Sundries Breakdown

	2023	2024
Hall Keys Cut		<b>125.15</b>
Return of overpayment for hall hire	20.00	<b>10.00</b>
Toilet Rolls	58.39	<b>57.55</b>
Kitchen Rolls		<b>59.24</b>
Clock	15.00	-
RCCE Membership	72.00	<b>80.40</b>
Ink	16.15	-
Committee thank you supper	107.40	-
Flowers		<b>21.50</b>
Cupboard		<b>45.00</b>
Signs		<b>83.80</b>
Poppies etc.		<b>268.98</b>
Catering for Pat Radley's funeral		<b>105.95</b>
	<b>288.94</b>	<b>857.57</b>

North Stifford Village Hall Business Premium Account  
Statement of Accounts for the year ending 31st. December 2024

Expenditure

	2023	2024
Transfer to Current a/c	6,273.60	8,500.00

	6,273.60	8,500.00
Income over Expenditure	-	2,039.29
	6,273.60	10,539.29

Income

	2023	2024
Bank Interest	304.57	539.29
Transfer from Current a/c	5,000.00	10,000.00

	5,304.57	10,539.29
Expenditure over Income	969.03	-
	6,273.60	10,539.29

Balance Brought Forward	33,545.58	32,576.55
Income over Expenditure	(969.03)	2,039.29
Balance Carried Forward	32,576.55	34,615.84







Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

NORTH STIFFORD VILLAGE HALL

On accounts for the year  
ended

31<sup>ST</sup> DEC. 2024

Charity no  
(if any)

263507

Set out on pages

1

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

Date:

28<sup>th</sup> September 2025

Name:

JOHN B. SMITH

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

ACTUARY

Address:

RIVENDELL, MEESONS LANE

GRAYS, ESSEX

RM17 5HR