

CHARITY OF JOHN ATTWOOD

England & Wales · Charity number 276581

Details

Other names	WRITTLE VILLAGE HALL
Status	Registered
Legal form	Other
Registered	1979-04-26
Register	View on the Charity Commission register

Contact

Address	16 The Priory Writtle Chelmsford CM1 3JE
Phone	01245421166
Email	writtlevillagehall@gmail.com

Activities

Objects: THE PROVISION AND MAINTENANCE OF A VILLAGE HALL FOR THE USE OF THE INHABITANTS OF THE AREA OF THE ANCIENT PARISH OF WRITTLE WITHOUT DISTINCTION OF POLITICAL RELIGIOUS OR OTHER OPINIONS, INCLUDING USE FOR MEETINGS, LECTURES AND CLASSES, AND FOR OTHER FORMS OF RECREATION AND LEISURE-TIME OCCUPATION, WITH OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.

Activities: Management of village hall

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training, Arts/culture/heritage/science, Amateur Sport, Recreation
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** PARISH OF WRITTLE
- Essex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£42,664	£42,631	-	-
2024-12-31	£40,700	£34,158	-	-
2023-12-31	£38,074	£34,339	-	-
2022-12-31	£28,333	£25,861	-	-
2021-12-31	£32,919	£19,783	-	-
2020-12-31	£26,689	£54,629	-	-

Trustees

Name	Role	Appointed
ROGER BAILEY	Chair	2012-03-21
Ian Arthur Nicholls		2023-08-16
Janyce Irving		2021-12-08
MAVIS AWCOCK		2013-02-24
Norman Awcock		2016-01-01
Peter Pegg		2018-12-18
Sheila Barbara Deal		2026-03-10
Stephen John Dix		2023-02-08
Timothy Myall		2024-12-10

CHARITY OF JOHN ATTWOOD

England & Wales - Charity number 276581

Accounts

WRITTLE VILLAGE HALL (CHARITY OF JOHN ATTWOOD)

TRUSTEES ANNUAL REPORT FOR 2025

CHARITY NAME

The John Attwood Charitable Trust

OTHER NAME CHARITY IS KNOWN BY

Writtle Village Hall

REGISTERED CHARITY NUMBER

276581

STRUCTURE, GOVERNANCE AND MANAGEMENT

Established as a Charity under a Scheme dated 26 April 1979

The Parish Council of Writtle shall be the Custodian Trustee of the Charity.

OBJECTS

(1) The object of the Charity shall be the provision and maintenance of a village hall for the use of the inhabitants of the area of the Ancient Parish of Writtle (hereinafter called "the area of benefit") without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and for other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the said inhabitants.

(2) Except as hereinbefore provided the said land with the building thereon shall be held upon trust for the purposes of a village hall as aforesaid

COMMITTEE OF MANAGEMENT

Constitution: - The Committee of Management shall consist when complete of nine persons (hereinafter referred to as Members) being Three Elected Members and Six Representative Members. The Elected Members shall be appointed at the annual general meeting to be held as hereinafter provided and shall hold office from the end of the annual general meeting at which they are appointed.

Representative Members: - (1) One Representative Member shall be appointed by each of the following organisations:

The Parish Council of Writtle, The Writtle Community Association, The Writtle Playgroup, The Writtle Whist and Social Club, The Writtle (Afternoon) Women's Institute and The Writtle (Evening) Women's Institute.

(2) Each organisation shall notify the name of each person appointed by it to the secretary of the Committee.

At a meeting held on 28 October 2019, a resolution was passed unanimously by all Members present to allow the appointment of additional Representative Members by any organisation in the area of benefit not already named in this Scheme i.e. Carpet Bowls, Workers' Educational Association, Home Fayre, Essex Warriors, Writtle CARDS and Writtle Art Group.

At a meeting held on 1 September 2021, a resolution was passed unanimously by all Members present to allow the appointment of an additional Representative Member not already named in this Scheme from Writtle Independent Gamers.

NAMES OF THE CHARITY TRUSTEES WHO MANAGE THE CHARITY

Trustee name	Office (if any)	Dates acted if not for whole year	Name of body entitled to appoint Trustee
Mavis Awcock			Writtle WI
Norman Awcock			WEA and Carpet Bowls
Roger Bailey	Chair		Home Fayre
Peter Hockaday			Essex Warriors
Jan Irving			Writtle Cards
Ian Nicholls			Writtle Parish Council
Peter Pegg			Writtle Art Group
Ian Roberts			Writtle Independent Gamers
Nora Smith	Vice Chair	Died 7 February 2026	Elected Village Representative
Sheila Deal		From 10 March 2026	Elected Village Representative

OFFICERS (Employees)

Andrew Brewster	Treasurer		
Kirsti Feaviour	Secretary		

INDEPENDENT EXAMINER

The Trustees reappointed the Rural Community Council of Essex to conduct the independent examination of the Charity's accounts at a cost of £120.

SOURCES OF ADVICE AND SUPPORT

Barclays Bank plc, 40-41 High Street, Chelmsford, Essex CM1 1BE

Rural Community Council of Essex, Threshelfords Business Park, Inworth Road, Feering, Essex C05 9SE

The Charity Commission

POLICIES AND PROCEDURES

To guide the Management Committee in exercising its duty of care to members, employees and users of the hall, the following policy statements have been adopted:

- Reserves Policy
- Equality Policy

The policies have continued to be implemented to ensure that the running of the Hall remains friendly and flexible and that the Hall is not overburdened and over governed by unnecessary bureaucracy. The policies are there for the guidance of users as well as for the Trustees. These are periodically reviewed.

HIRE AGREEMENT

Use of the Hall is subject to a Hiring Agreement which must be signed by the hirer when booking. The hiring agreement sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement.

MEETINGS

The Village Hall continues to operate efficiently and to a high standard under the control of the Committee of Trustees, the Booking Secretary and the Treasurer.

The Trustees met on three occasions during the year to oversee the operation and activities of the Hall, establish resource budgets, exercise financial control and plan for its future development. During the year, the Chair, Secretary and Treasurer also met on several occasions.

The AGM was held on 6 May

ACHIEVEMENTS AND PERFORMANCE

Principal Activities in pursuit of Objectives

- The Hall has operated without interruption, during the reporting period and has been busy with both regular classes and public and private events.
- The hall is used every weekday with activities ranging from art and craft groups, wargame clubs (Essex Warriors and Writtle Independent Gamers), baby and toddler groups (Doodles of Fun, Hartbeeps and Jo Jingles) as well as Canine Society, Carpet Bowls, Guide Dogs, Home Fayre, Puppy training, Jazz Band practice, the Women's Institute, Workers Educational Association (WEA), Writtle Handbell Ringers, yoga classes and Writtle CARDS. This year we have also welcomed a Karate club, Spiritual Circle and a branch of the London Asbestos Support Awareness Group.
- Private functions including birthday parties, workshops and commercial events and use as a Polling Station in the May elections.
- The hall is available for hire for private functions including children's parties, wedding receptions, funerals, exhibitions, amateur dramatics, village social functions and occasional fund-raising events as well as formal meetings of local organisations. There are some 23 organisations using the Hall on a regular basis. It is also normally used for exhibitions, amateur dramatics, private functions, birthday parties and for occasional meetings by a wide range of clubs, societies and organisations. Some 80 organisations and individuals hired the hall for one-off events

The Hall's use has continued to be significant and we are grateful for all those who have supported the Hall, booked private functions and attended either regular classes or events.

FUNDING STRATEGY

It is the strategy of the Trustees to manage the revenue budget on a self-financing basis together with regular fundraising events as necessary and the application for grants when available.

FINANCIAL REVIEW

Total funds at the year-end stand at £60,964 an increase of £34 on the previous year.

Day to day funds are held in a Barclays Community Account with our reserves held in a Barclays Business Premium Account earning 1.10%. 328.45 Income Shares are held in the Charities Official Investment Fund.

Income from hires increased in 2025 by 5% (£1,955) and overall income was up by 5% (£1,964).

Day to day expenditure increased by 25% (£8,472).

Staff costs went up by 15% and utilities went down by 20%. The Trustees agreed to raise the pay rate by the National Living Wage, current at the time, plus 10%, annually from 1 April. Cleaning costs

and repairs and maintenance went up due to cost of living rises and the need to maintain a building approaching 120 years old in a suitable condition to hire, befitting a venue to hire for all occasions in the 21st century.

Hire fees were last increased in April 2023. Our 36-month gas and electricity contract began on 1 February 2024 and runs until 2027. The Trustees are keen to keep hire fees as low as possible, in order to maximise access and availability, but ever-increasing costs make this a challenge. Consequently, we will need to review fees on an annual basis to ensure our income keeps pace with costs, thereby ensuring the Village Hall remains viable for everyone.

Working with the Village Hall Committee, we arranged for ultrafast 900Mbps full-fibre broadband from Gigaclear to be installed for the benefit of the community and users of the Village Hall. This service is provided free of charge by Gigaclear as part of a programme to support over 200 community connections across their network.

INSURANCE

The Management Committee recognises that it is under a legal obligation to protect the building, its users and employees through adequate and appropriate insurance. The Hall had insurance with Hiscox, using Business Services at CAS Ltd to 12th May 2026 with a premium is £1,744.41. The Hall is insured with respect to property damage (buildings insurance), contents, public and products liability, financial and administration liability, trustees and individual liability, employers' liability, personal accident and legal protection. Ansvar has insured the building at £1,317,552.

BUILDING ISSUES

The Village Hall is an old building, which is well maintained through the Buildings Maintenance Manager, Mr Roger Bailey, with the support of our handyman, Andy Hems and garden maintenance by Al Smith. The Trustees are aware of the need for ongoing maintenance and repair/ replacement to maintain modern facilities which are both in good working order and have consideration for the environment.

Within the financial year, the following has been completed

- New front entrance
- Purchase of 35 new chairs
- A number of chairs were cleaned
- Various minor maintenance issues were resolved.
- Broadband installed

The planned further refurbishment includes:

- External redecoration

To ensure the safety of users the following has been undertaken:

- Gas appliances and portable electrical appliances are tested by qualified personnel as required.
- The mains electrical installation is checked by a qualified engineer every 5 years.
- Firefighting appliances are inspected annually under contract with the supplier.
- Volunteers from the Committee carry out other regular maintenance checks.
- Defibrillator situated on external wall
- General maintenance is ongoing to electrical and heating systems

The Trustees would like to thank all those responsible for their considerable work and effort in keeping the Hall in such good and attractive condition.

STATEMENT OF THE CHARITY'S POLICY ON RESERVES

The Management Committee has established an agreed level of reserves that we wish to maintain. This is based on an assessment of:

1. The risk of incurring significant unforeseen expenditure that cannot be delayed, and the likely magnitude of such expenditure, and
2. The risk of suffering significant unforeseen loss of income which cannot be replaced in the short term, and the likely magnitude of such a loss.

The commitment is therefore both continued long-term (building maintenance and refurbishment) and short-term (e.g. electricity and water, insurance and cleaning), whilst income is almost exclusively short-term and potentially volatile.

The agreed level of reserves is designed to ensure that enough short-term funds would be available in the event of one or more of these events, such that the ongoing operations of the Hall and designated project expenditure would not be affected in all but the most extreme circumstances. The risk and magnitude of unforeseen expenditure is affected by our knowledge of the state of the building, there are significant areas that could potentially require unexpected repair.

With several regular user groups and our potential fundraising activities our income is quite healthy and predictable. However, the unexpected loss of a few users would result in a loss of income that could be difficult to replace in the short-term. Taking these factors into account, the current minimum level of reserves that we wish to maintain is £20,000 comprising:

Unforeseen major repairs	£15,000
Loss of income from user groups	£5,000

PUBLIC BENEFIT

The Trustees have complied with their legal duty to have due regard to the Charity Commission's guidance on public benefit when exercising their duties in managing the Charity, as this Annual Report demonstrates. During the year WVHMC continued to achieve its aim of providing our community with a facility that meets a range of needs. The Village Hall is used for the purpose of physical exercise, recreation, and social and educational activities for a diverse range of the community.

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

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)	Roger Bailey

Position (e.g. Secretary, Chair, etc)	Chair
Date	12 May 2026

WRITTLE VILLAGE HALL
Registered Charity No 276581

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2025

	2025			2024		
	Unrestricted £	Restricted £	Total £	Unrestricted £	Restricted £	Total £
Receipts						
From Trading Activities						
Room hire fees	41,729.00	-	41,729.00	39,773.75	-	39,773.75
Other	-	-	-	38.00	-	38.00
Assets						
Investment income	186.33	-	186.33	181.45	-	181.45
Interest on Business Premium Account	748.72	-	748.72	707.00	-	707.00
Total receipts	42,664.05	-	42,664.05	40,700.20	-	40,700.20
Payments						
Staff costs	13,776.05	-	13,776.05	11,958.10	-	11,958.10
Utilities						
Electricity	1,727.95	-	1,727.95	948.88	-	948.88
Gas	1,628.89	-	1,628.89	3,533.41	-	3,533.41
Water	205.22	-	205.22	-	-	-
	3,562.06	-	3,562.06	4,482.29	-	4,482.29
Cleaning (inc consumables)	11,104.05	-	11,104.05	10,435.11	-	10,435.11
Administration	729.32	-	729.32	679.34	-	679.34
Licences (inc compliance)	84.60	-	84.60	80.40	-	80.40
Business rates	538.92	-	538.92	438.02	-	438.02
Insurance	1,744.41	-	1,744.41	1,425.53	-	1,425.53
Repairs and maintenance						
General maintenance	6,947.96	-	6,947.96	3,745.71	-	3,745.71
Refuse collection	585.62	-	585.62	571.57	-	571.57
	7,533.58	-	7,533.58	4,317.28	-	4,317.28
On Assets						
Purchase of stacking chairs	3557.70	-	3557.70	342.13	-	342.13
Total payments	42,630.69	-	42,630.69	34,158.20	-	34,158.20
Surplus for the year	33.36	-	33.36	6,542.00	-	6,542.00
Balance as at 31 December 2024	60,930.22	15.00	60,945.22	54,388.22	15.00	54,403.22
Balance as at 31 December 2025	60,963.58	15.00	60,978.58	60,930.22	15.00	60,945.22

Independent Examiner's Report to the trustees of Chairty of John Attwood (Writtle Village Hall) (Registered Charity Number 276581)

I report to the trustees on my examination of the accounts of Charity of John Attwood (Writtle Village Hall) for the year ended 31st December 2025

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 all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Gemma Humphries
Rural Community Council of Essex
RCCE House, Threshelfords Business Park, Inworth Road, Feering CO5 9SE
7th May 2026

CHARITY OF JOHN ATTWOOD

England & Wales - Charity number 276581

Accounts

WRITTLE VILLAGE HALL
TRUSTEES ANNUAL REPORT FOR 2024

CHARITY NAME

The John Attwood Charitable Trust

OTHER NAME CHARITY IS KNOWN BY

Writtle Village Hall

REGISTERED CHARITY NUMBER

276581

STRUCTURE, GOVERNANCE AND MANAGEMENT

Established as a Charity under a Scheme dated 26 April 1979

The Parish Council of Writtle shall be the Custodian Trustee of the Charity.

OBJECTS

(1) The object of the Charity shall be the provision and maintenance of a village hall for the use of the inhabitants of the area of the Ancient Parish of Writtle (hereinafter called "the area of benefit") without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and for other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the said inhabitants.

(2) Except as hereinbefore provided the said land with the building thereon shall be held upon trust for the purposes of a village hall as aforesaid

COMMITTEE OF MANAGEMENT

Constitution: - The Committee of Management shall consist when complete of nine persons (hereinafter referred to as Members) being Three Elected Members and Six Representative Members. The Elected Members shall be appointed at the annual general meeting to be held as hereinafter provided and shall hold office from the end of the annual general meeting at which they are appointed.

Representative Members: - (1) One Representative Member shall be appointed by each of the following organisations:

The Parish Council of Writtle, The Writtle Community Association, The Writtle Playgroup, The Writtle Whist and Social Club, The Writtle (Afternoon) Women's Institute and The Writtle (Evening) Women's Institute.

(2) Each organisation shall notify the name of each person appointed by it to the secretary of the Committee.

At a meeting held on 28 October 2019, a resolution was passed unanimously by all Members present to allow the appointment of additional Representative Members by any organisation in the area of benefit not already named in this Scheme i.e. Carpet Bowls, Workers' Educational Association, Home Fayre, Essex Warriors, Writtle CARDS and Writtle Art Group.

At a meeting held on 1 September 2021, a resolution was passed unanimously by all Members present to allow the appointment of an additional Representative Member not already named in this Scheme from Writtle Independent Gamers.

NAMES OF THE CHARITY TRUSTEES WHO MANAGE THE CHARITY

Trustee name	Office (if any)	Dates acted if not for whole year	Name of body entitled to appoint Trustee
Mavis Awcock			Writtle WI
Norman Awcock			WEA and Carpet Bowls
Roger Bailey	Chair		Home Fayre
Peter Hockaday			Essex Warriors
Jan Irving			Writtle Cards
Ian Nicholls			Writtle Parish Council
Peter Pegg			Writtle Art Group
Ian Roberts			Writtle Independent Gamers
Nora Smith	Vice Chair		Elected Village Representative

OFFICERS (Employees)

Andrew Brewster	Treasurer		
Kirsti Feaviour	Secretary		

INDEPENDENT EXAMINER

The Trustees reappointed the Rural Community Council of Essex to conduct the independent examination of the Charity's accounts at a cost of £114.

SOURCES OF ADVICE AND SUPPORT

Barclays Bank plc, 40-41 High Street, Chelmsford, Essex CM1 1BE

Rural Community Council of Essex, Threshelfords Business Park, Inworth Road, Feering, Essex C05 9SE

The Charity Commission

POLICIES AND PROCEDURES

To guide the Management Committee in exercising its duty of care to members, employees and users of the hall, the following policy statements have been adopted:

- Reserves Policy
- Equality Policy

The policies have continued to be implemented to ensure that the running of the Hall remains friendly and flexible and that the Hall is not overburdened and over governed by unnecessary bureaucracy. The policies are there for the guidance of users as well as for the Trustees. These are periodically reviewed.

HIRE AGREEMENT

Use of the Hall is subject to a Hiring Agreement which must be signed by the hirer when booking. The hiring agreement sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement.

MEETINGS

The Village Hall continues to operate efficiently and to a high standard under the control of the Committee of Trustees, the Booking Secretary and the Treasurer.

The Trustees met on three occasions during the year to oversee the operation and activities of the Hall, establish resource budgets, exercise financial control and plan for its future development. During the year, the Chair, Secretary and Treasurer also met on several occasions.

The AGM was held on 1 May

ACHIEVEMENTS AND PERFORMANCE

Principal Activities in pursuit of Objectives

- The Hall has operated without interruption, during the reporting period and has been busy with both regular classes and public and private events.
- The hall is used every weekday with activities ranging from art and craft groups, wargame clubs (Essex Warriors and Writtle Independent Gamers), baby and toddler groups (Doodles of Fun, Hartbeeps and Jo Jingles) as well as Canine Society, Carpet Bowls, Guide Dogs, Home Fayre, Puppy training, Jazz Band practice, the Women's Institute, Workers Educational Association (WEA), Writtle Handbell Ringers, yoga classes and Writtle CARDS.
- Private functions including birthday parties, workshops and commercial events.
- The hall is available for hire for private functions including children's parties, wedding receptions, funerals, exhibitions, amateur dramatics, village social functions and occasional fund-raising events as well as formal meetings of local organisations. There are some 24 organisations using the Hall on a regular basis. It is also normally used for exhibitions, amateur dramatics, private functions, birthday parties and for occasional meetings by a wide range of clubs, societies and organisations. Some 106 organisations and individuals hired the hall for one-off events

The Hall's use has continued to be significant and we are grateful for all those who have supported the Hall, booked private functions and attended either regular classes or events.

FUNDING STRATEGY

It is the strategy of the Trustees to manage the revenue budget on a self-financing basis together with regular fundraising events as necessary and the application for grants when available.

FINANCIAL REVIEW

Total funds at the year-end stand at £60,930 an increase of £6,542 on the previous year.

Day to day funds are held in a Barclays Community Account with our reserves held in a Barclays Business Premium Account earning 1.40%. 328.45 Income Shares are held in the Charities Official Investment Fund.

Income from hires increased in 2024 by 6% (£2,263) and overall income was up by 7% (£2,626).

Day to day expenditure decreased by 0.5% (£181).

Hire fees were last increased in April 2023. Our new 36-month gas and electricity contract started on 1 February 2024 and runs until 2027. The Trustees are keen to keep hire fees as low as possible,

in order to maximise access and availability, but ever-increasing costs make this a challenge. Consequently, we will need to review fees on a regular basis to ensure our income keeps pace with costs, thereby ensuring the Village Hall remains viable for everyone.

Staff costs went up by 14% and utilities went down by almost 50% after the Water Company agreed our 2023 bill have been overstated.

INSURANCE

The Management Committee recognises that it is under a legal obligation to protect the building, its users and employees through adequate and appropriate insurance. The Hall had insurance with Hiscox, using Business Services at CAS Ltd to 13th April 2025 with a premium is £1,425.53. The Hall is insured with respect to property damage (buildings insurance), contents, public and products liability, financial and administration liability, trustees and individual liability, employers' liability, personal accident and legal protection. Hiscox has insured the building at £1,108,023.93.

BUILDING ISSUES

The Village Hall is an old building, which is well maintained through the Buildings Maintenance Manager, Mr Roger Bailey, with the support of our handyman, Andy Hems and garden maintenance by Al Smith. The Trustees are aware of the need for ongoing maintenance and repair/ replacement to maintain modern facilities which are both in good working order and have consideration for the environment.

Within the financial year, the following has been completed

- 5-year EICR inspection and remedial works undertaken
- PAT testing
- A number of chairs were cleaned
- Various minor maintenance issues were resolved.

The planned further refurbishment includes:

- A new front entrance
- Purchase of new chairs
- External redecoration

To ensure the safety of users the following has been undertaken:

- Gas appliances and portable electrical appliances are tested by qualified personnel as required.
- The mains electrical installation is checked by a qualified engineer every 5 years.
- Firefighting appliances are inspected annually under contract with the supplier.
- Volunteers from the Committee carry out other regular maintenance checks.
- Defibrillator situated on external wall
- General maintenance is ongoing to electrical and heating systems

The Trustees would like to thank all those responsible for their considerable work and effort in keeping the Hall in such good and attractive condition.

STATEMENT OF THE CHARITY'S POLICY ON RESERVES

The Management Committee has established an agreed level of reserves that we wish to maintain. This is based on an assessment of:

1. The risk of incurring significant unforeseen expenditure that cannot be delayed, and the likely magnitude of such expenditure, and
2. The risk of suffering significant unforeseen loss of income which cannot be replaced in the short term, and the likely magnitude of such a loss.

The commitment is therefore both continued long-term (building maintenance and refurbishment) and short-term (e.g. electricity and water, insurance and cleaning), whilst income is almost exclusively short-term and potentially volatile.

The agreed level of reserves is designed to ensure that enough short-term funds would be available in the event of one or more of these events, such that the ongoing operations of the Hall and designated project expenditure would not be affected in all but the most extreme circumstances. The risk and magnitude of unforeseen expenditure is affected by our knowledge of the state of the building, there are significant areas that could potentially require unexpected repair.

With several regular user groups and our potential fundraising activities our income is quite healthy and predictable. However, the unexpected loss of a few users would result in a loss of income that could be difficult to replace in the short-term. Taking these factors into account, the current minimum level of reserves that we wish to maintain is £20,000 comprising:

Unforeseen major repairs	£15,000
Loss of income from user groups	£5,000

PUBLIC BENEFIT

The Trustees have complied with their legal duty to have due regard to the Charity Commission's guidance on public benefit when exercising their duties in managing the Charity, as this Annual Report demonstrates. During the year WVHMC continued to achieve its aim of providing our community with a facility that meets a range of needs. The Village Hall is used for the purpose of physical exercise, recreation, and social and educational activities for a diverse range of the community.

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

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)	Roger Bailey
Position (e.g. Secretary, Chair, etc)	Chair
Date	6 May 2025

WRITTLE VILLAGE HALL
Registered Charity No 276581

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2024

	2024			2023		
	Unrestricted £	Restricted £	Total £	Unrestricted £	Restricted £	Total £
Receipts						
Room hire fees	39,773.75	-	39,773.75	37,511.10	-	37,511.10
Other	38.00	-	38.00	-	-	-
Assets						
Investment income	181.45	-	181.45	178.95	-	178.95
Interest on Business Premium Account	707.00	-	707.00	384.30	-	384.30
Total receipts	40,700.20	-	40,700.20	38,074.35	-	38,074.35
Payments						
Staff costs	11,958.10	-	11,958.10	10,491.00	-	10,491.00
Utilities						
Electricity	948.88	-	948.88	1,302.26	-	1,302.26
Gas	3,533.41	-	3,533.41	4,548.01	-	4,548.01
Water	-	-	-	3,013.90	-	3,013.90
	4,482.29	-	4,482.29	8,864.17	-	8,864.17
Cleaning (inc consumables)	10,435.11	-	10,435.11	10,384.35	-	10,384.35
Administration	679.34	-	679.34	454.48	-	454.48
Licences (inc compliance)	80.40	-	80.40	72.00	-	72.00
Business rates	438.02	-	438.02	412.24	-	412.24
Insurance	1,425.53	-	1,425.53	1,285.49	-	1,285.49
Repairs and maintenance						
Internal redecoration	-	-	-	-	-	-
General maintenance	3,745.71	-	3,745.71	1,563.63	-	1,563.63
Refuse collection	571.57	-	571.57	427.31	-	427.31
	4,317.28	-	4,317.28	1,990.94	-	1,990.94
On Assets						
Purchase of stacking chairs	342.13	-	342.13	384.48	-	384.48
Total payments	34,158.20	-	34,158.20	34,339.15	-	34,339.15
Surplus for the year	6,542.00	-	6,542.00	3,735.20	-	3,735.20
Balance as at 31 December 2023	54,388.22	15.00	54,403.22	50,653.02	15.00	50,668.02
Balance as at 31 December 2024	60,930.22	15.00	60,945.22	54,388.22	15.00	54,403.22

**Independent Examiner's Report to the Trustees of Charity of John Attwood
(Writtle Village Hall) (registered charity number 276581)**

I report to the trustees on my examination of the accounts of Charity of John Attwood (Writtle Village Hall) for the year ended 31st December 2024.

Responsibilities and basis of report

As the charity trustees 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 charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



Benjamin Lown BSc (Hons) Accounting and Finance
RCCE House, Threshelfords Business Park, Inworth Road, Feering CO5 9SE
10 April 2025

CHARITY OF JOHN ATTWOOD

England & Wales - Charity number 276581

Accounts

WRITTLE VILLAGE HALL
TRUSTEES ANNUAL REPORT FOR 2023

CHARITY NAME

The John Attwood Charitable Trust

OTHER NAME CHARITY IS KNOWN BY

Writtle Village Hall

REGISTERED CHARITY NUMBER

276581

STRUCTURE, GOVERNANCE AND MANAGEMENT

Established as a Charity under a Scheme dated 26 April 1979

The Parish Council of Writtle shall be the Custodian Trustee of the Charity.

OBJECTS

(1) The object of the Charity shall be the provision and maintenance of a village hall for the use of the inhabitants of the area of the Ancient Parish of Writtle (hereinafter called "the area of benefit") without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and for other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the said inhabitants.

(2) Except as hereinbefore provided the said land with the building thereon shall be held upon trust for the purposes of a village hall as aforesaid

COMMITTEE OF MANAGEMENT

Constitution: - The Committee of Management shall consist when complete of nine persons (hereinafter referred to as Members) being Three Elected Members and Six Representative Members. The Elected Members shall be appointed at the annual general meeting to be held as hereinafter provided and shall hold office from the end of the annual general meeting at which they are appointed.

Representative Members: - (1) One Representative Member shall be appointed by each of the following organisations:

The Parish Council of Writtle, The Writtle Community Association, The Writtle Playgroup, The Writtle Whist and Social Club, The Writtle (Afternoon) Women's Institute and The Writtle (Evening) Women's Institute.

(2) Each organisation shall notify the name of each person appointed by it to the secretary of the Committee.

At a meeting held on 28 October 2019, a resolution was passed unanimously by all Members present to allow the appointment of additional Representative Members by any organisation in the area of benefit not already named in this Scheme i.e. Carpet Bowls, Workers' Educational Association, Home Fayre, Essex Warriors, Writtle CARDS and Writtle Art Group.

At a meeting held on 1 September 2021, a resolution was passed unanimously by all Members present to allow the appointment of an additional Representative Member not already named in this Scheme from Writtle Independent Gamers.

Following the sad death of Wendy Walker in May, we welcomed Ian Nicholls as Writtle Parish Council representative.

NAMES OF THE CHARITY TRUSTEES WHO MANAGE THE CHARITY

Trustee name	Office (if any)	Dates acted if not for whole year	Name of body entitled to appoint trustee
Mavis Awcock			Writtle WI
Norman Awcock			WEA and Carpet Bowls
Roger Bailey	Chair		Home Fayre
Jan Irving			Writtle Cards
Peter Hockaday			Essex Warriors
Ian Nicholls		From 16 August 2023	Writtle Parish Council
Peter Pegg			Writtle Art Group
Ian Roberts			Writtle Independent Gamers
Nora Smith	Vice Chair		Elected Village Representative
Wendy Walker		To May 2023	Writtle Parish Council

OFFICERS (Employees)

Andrew Brewster	Treasurer		
Kirsti Feaviour	Secretary		

SOURCES OF ADVICE AND SUPPORT

Barclays Bank plc, 40-41 High Street, Chelmsford, Essex CM1 1BE

Rural Community Council of Essex, Threshelfords Business Park, Inworth Road, Feering, Essex CO5 9SE

POLICIES AND PROCEDURES

To guide the Management Committee in exercising its duty of care to members, employees and users of the hall, the following policy statements have been adopted:

- Reserves Policy
- Equality Policy

ACTIVITIES

The Village Hall continues to operate efficiently and to a high standard under the control of the Committee of Trustees, the Booking Secretary and the Treasurer.

The Trustees met on four occasions during the year to oversee the operation and activities of the Hall, establish resource budgets, exercise financial control and plan for its future development. During the year, the Chair, Secretary and Treasurer also met on several occasions.

There are some 23 organisations using the Hall on a regular basis. It is also normally used for exhibitions, amateur dramatics, private functions, birthday parties and for occasional meetings by a wide range of clubs, societies and organisations. Some 50 organisations and individuals hired the hall for one-off events

The Hall acts as a meeting room, theatre, dance and sports hall, and in order to maintain the high quality of the Hall, an ongoing programme of maintenance is in place mostly carried out by our handyman, Andy Hems.

During the year, the existing emergency light fittings were replaced and the external cabling upgraded. A canopy awning was installed over the main entrance and the defibrillator pads were renewed. Various minor maintenance issues were resolved.

The AGM was held on 26 April.

ACHIEVEMENTS AND PERFORMANCE

Principal Activities in pursuit of Objectives

- The hall is normally in use most days of the week for a variety of activities including art and craft groups, wargame clubs (Essex Warriors and Writtle Independent Gamers), baby and toddler groups (Doodles of Fun, Hartbeeps and Jo Jingles) as well as Canine Society, Carpet Bowls, Guide Dogs, Home Fayre, Puppy training, Jazz Band practice, the Women's Institute, Workers Educational Association (WEA), Writtle Handbell Ringers, yoga classes and Writtle CARDS.
- We welcomed new regular hirers Chelmsford Bunker (tabletop wargames club) and a Karate club. During the year Active Minds, after many years of hiring our premises and the more recently Essex Advanced Motorcycle Group ceased hiring the hall.
- The hall is available for hire for private functions including children's parties, wedding receptions, funerals, village social functions and occasional fund-raising events.

FINANCIAL REVIEW

Total funds at the year-end stand at £54,388 an increase of £3,735 on the previous year.

Day to day funds are held in a Barclays Community Account with our reserves held in a Barclays Business Premium Account earning 1.50%. 328.45 Income Shares are held in the Charities Official Investment Fund.

Income from hires increased in 2023 by 33% (£9,415) and overall income was up by 34% (£9,741).

Day to day expenditure increased by 33% (£8,478) with on-going minor in-year maintenance.

Hire fees for all hirers increased in April 2023 by 8.7%. The increase was due to three factors, increased energy costs as our 48-month contract with the utility supplier ended on 31 January and the new 12-month contract increased gas by 277% and electricity by 157%. A substantial rise in the National Living Wage from 1 April and other increases in costs of water, insurance and general maintenance costs also contributed to the decision.

Staff costs went up by 36%, utilities by 100% and cleaning by 28%

STATEMENT OF THE CHARITY'S POLICY ON RESERVES

The Management Committee has established an agreed level of reserves that we wish to maintain. This is based on an assessment of:

1. The risk of incurring significant unforeseen expenditure that cannot be delayed, and the likely magnitude of such expenditure, and
2. The risk of suffering significant unforeseen loss of income which cannot be replaced in the short term, and the likely magnitude of such a loss.

The commitment is therefore both continued long-term (building maintenance and refurbishment) and short-term (e.g. electricity and water, insurance and cleaning), whilst income is almost exclusively short-term and potentially volatile.

The agreed level of reserves is designed to ensure that enough short-term funds would be available in the event of one or more of these events, such that the ongoing operations of the Hall and designated project expenditure would not be affected in all but the most extreme circumstances. The risk and magnitude of unforeseen expenditure is affected by our knowledge of the state of the building, there are significant areas that could potentially require unexpected repair.

With several regular user groups and our potential fundraising activities our income is quite healthy and predictable. However, the unexpected loss of a few users would result in a loss of income that could be difficult to replace in the short-term. Taking these factors into account, the current minimum level of reserves that we wish to maintain is £20,000 comprising:

Unforeseen major repairs	£15,000
Loss of income from user groups	£5,000

PUBLIC BENEFIT

The Trustees have complied with their legal duty to have due regard to the Charity Commission's guidance on public benefit when exercising their duties in managing the Charity, as this Annual Report demonstrates. During the year WVHMC continued to achieve its aim of providing our community with a facility that meets a range of needs. The Village Hall is used for the purpose of physical exercise, recreation, and social and educational activities for a diverse range of the community.

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)	Roger Bailey
Position (e.g. Secretary, Chair, etc)	Chair
Date	1 May 2024

WRITTLE VILLAGE HALL
Registered Charity No 276581

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2023

	2023			2022		
	Unrestricted £	Restricted £	Total £	Unrestricted £	Restricted £	Total £
Receipts						
Room hire fees	37,511.10	-	37,511.10	28,095.75	-	28,095.75
From Voluntary Sources						
Donations	-	-	-	-	20.00	20.00
Assets						
Investment income	178.95	-	178.95	178.26	-	178.26
Interest on Business Premium Account	384.30	-	384.30	38.97	-	38.97
Total receipts	38,074.35	-	38,074.35	28,312.98	20.00	28,332.98
Payments						
Staff costs	10,491.00	-	10,491.00	7,722.00	-	7,722.00
Utilities						
Electricity	1,302.26	-	1,302.26	1,077.93	-	1,077.93
Gas	4,548.01	-	4,548.01	1,244.65	-	1,244.65
Water	3,013.90	-	3,013.90	2,105.50	-	2,105.50
	8,864.17	-	8,864.17	4,428.08	-	4,428.08
Cleaning (inc consumables)	10,384.35	-	10,384.35	8,104.63	-	8,104.63
Administration	454.48	-	454.48	1,183.47	-	1,183.47
Licences (inc compliance)	72.00	-	72.00	171.00	-	171.00
Business rates	412.24	-	412.24	488.44	-	488.44
Insurance	1,285.49	-	1,285.49	1,102.64	-	1,102.64
Repairs and maintenance						
General maintenance	1,563.63	-	1,563.63	1,972.77	-	1,972.77
Refuse collection	427.31	-	427.31	551.42	-	551.42
	1,990.94	-	1,990.94	2,524.19	-	2,524.19
On Assets						
Purchase of stacking chairs	384.48	-	384.48	81.97	55.00	136.97
Total payments	34,339.15	-	34,339.15	25,806.42	55.00	25,861.42
Surplus/(Deficit) for the year	3,735.20	-	3,735.20	2,506.56	(35.00)	2,471.56
Balance as at 31 December 2022	50,653.02	15.00	50,668.02	48,146.46	50.00	48,196.46
Balance as at 31 December 2023	54,388.22	15.00	54,403.22	50,653.02	15.00	50,668.02

**Independent Examiner's Report to the Trustees of Charity of John Attwood
(Writtle Village Hall) Registered Charity No. 276581**

I report to the trustees on my examination of the accounts of Writtle Village Hall for the year ended 31st December 2023.

Responsibilities and basis of report

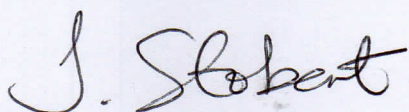
As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



J Stobart FCCA
RCCE House, Threshelfords Business Park, Inworth Road, Feering CO5 9SE
9th April 2024

CHARITY OF JOHN ATTWOOD

England & Wales - Charity number 276581

Accounts

WRITTLE VILLAGE HALL
TRUSTEES ANNUAL REPORT FOR 2022

CHARITY NAME

The John Attwood Charitable Trust

OTHER NAME CHARITY IS KNOWN BY

Writtle Village Hall

REGISTERED CHARITY NUMBER

276581

STRUCTURE, GOVERNANCE AND MANAGEMENT

Established as a Charity under a Scheme dated 26 April 1979

The Parish Council of Writtle shall be the Custodian Trustee of the Charity.

OBJECTS

(1) The object of the Charity shall be the provision and maintenance of a village hall for the use of the inhabitants of the area of the Ancient Parish of Writtle (hereinafter called "the area of benefit") without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and for other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the said inhabitants.

(2) Except as hereinbefore provided the said land with the building thereon shall be held upon trust for the purposes of a village hall as aforesaid

COMMITTEE OF MANAGEMENT

Constitution: - The Committee of Management shall consist when complete of nine persons (hereinafter referred to as Members) being Three Elected Members and Six Representative Members. The Elected Members shall be appointed at the annual general meeting to be held as hereinafter provided and shall hold office from the end of the annual general meeting at which they are appointed.

Representative Members: - (1) One Representative Member shall be appointed by each of the following organisations:

The Parish Council of Writtle, The Writtle Community Association, The Writtle Playgroup, The Writtle Whist and Social Club, The Writtle (Afternoon) Women's Institute and The Writtle (Evening) Women's Institute.

(2) Each organisation shall notify the name of each person appointed by it to the secretary of the Committee.

At a meeting held on 28 October 2019, a resolution was passed unanimously by all Members present to allow the appointment of additional Representative Members by any organisation in the area of benefit not already named in this Scheme i.e. Carpet Bowls, Workers' Educational Association, Home Fayre, Essex Warriors, Writtle CARDS and Writtle Art Group.

At a meeting held on 1 September 2021, a resolution was passed unanimously by all Members present to allow the appointment of an additional Representative Member not already named in this Scheme from Writtle Independent Gamers.

NAMES OF THE CHARITY TRUSTEES WHO MANAGE THE CHARITY

Trustee name	Office (if any)	Dates acted if not for whole year	Name of body entitled to appoint trustee
Mavis Awcock			Writtle WI
Norman Awcock			WEA and Carpet Bowls
Roger Bailey	Chair		Home Fayre
Jan Irving			Writtle Cards
Peter Hockaday			Essex Warriors
Peter Pegg			Writtle Art Group
Ian Roberts			Writtle Independent Gamers
Nora Smith	Vice Chair		Elected Village Representative
Wendy Walker			Writtle Parish Council

OFFICERS (Employees)

Andrew Brewster	Treasurer		
Anna Wallerstrom	Secretary	From 1 March 2022 to 30 August 2022	
Kirsti Feaviour	Secretary	From 1 September 2022	

SOURCES OF ADVICE AND SUPPORT

Barclays Bank plc, 40-41 High Street, Chelmsford, Essex CM1 1BE

Rural Community Council of Essex, Threshelfords Business Park, Inworth Road, Feering, Essex C05 9SE

POLICIES AND PROCEDURES

To guide the Management Committee in exercising its duty of care to members, employees and users of the hall, the following policy statements have been adopted:

- Reserves Policy
- Equality Policy

ACTIVITIES

The hall has continued its return to normal with hirings returning to their pre-Covid levels. Following the resignation of the Booking Secretary at the end of 2021, a recruitment exercise took place with an advert placed in the January 2022 edition of Writtle News. This solicited 17 enquiries and 11 applications. A panel consisting of two trustees and the Treasurer short-listed three for interview and a new Booking Secretary was appointed from 1 March. However, due to personal circumstances, the Booking Secretary resigned on 30 August. The Trustees agreed to look at the other two candidates short-listed for interview and Kirsti Feaviour was appointed on 1 September. During the period when no Secretary was in place, the role was largely undertaken by the Chair.

The Village Hall continues to operate efficiently and to a high standard under the control of the Committee of Trustees, the Booking Secretary and the Treasurer.

The Trustees met on two occasions during the year to oversee the operation and activities of the Hall, establish resource budgets, exercise financial control and plan for its future development. A third meeting in December had to be cancelled due to illness. During the year, the Chair, Secretary and Treasurer met on several occasions.

There are some 22 organisations using the Hall on a regular basis. It is also normally used for exhibitions, amateur dramatics, private functions, birthday parties and for occasional meetings by a wide range of clubs, societies and organisations. A further 44 organisations and individuals hired the hall for one-off events

The Hall acts as a meeting room, theatre, dance and sports hall, and in order to maintain the high quality of the Hall, an ongoing programme of maintenance is in place mostly carried out by our handyman, Andy Hems.

The AGM was held on 27 April.

ACHIEVEMENTS AND PERFORMANCE

Principal Activities in pursuit of Objectives

- The hall is normally in use most days of the week for a variety of activities including art groups, Active Minds (for the older generation), Canine Society, Hartbeeps (for babies and toddlers), Doodles of Fun, Home Fayre, Jo Jingles (Music, Singing & Movement Classes for Babies & Pre-school Children), Carpet Bowls, Guide Dogs, Pilates, Puppy training, Jazz Band practice, Essex Warriors and Writtle Independent Gamers, wargames clubs, Essex Advanced Motorcycle Group, the Women's Institute, Writtle Handbell Ringers, yoga classes and Writtle CARDS.
- The hall is available for hire for private functions including children's parties, wedding receptions, funerals, village social functions and occasional fund-raising events.

FINANCIAL REVIEW

Day to day funds are held in a Barclays Community Account with our reserves held in a Barclays Business Premium Account earning 0.40%. 328.45 Income Shares are held in the Charities Official Investment Fund.

With a full year of operation, income from hires increased in 2022, although overall income was down by £14%.

Day to day expenditure increased by 31% (an increase of £6,078) with little in-year maintenance. The Business Rate holiday during the pandemic ended.

Hire fees for one-off hires increased in January 2022, while regular hirer rates remained the same (last increased in January 2021) but we have seen increases towards the year-end in our operating costs. The hall's 48-month contract for gas and electricity ends in January 2023. Expected increases in cleaning costs and a large increase in the national living wage from April 2023 will mean a review of hire charges will take place early in the New Year.

Total funds at the bank at the year-end stand at £50,668.

STATEMENT OF THE CHARITY'S POLICY ON RESERVES

The Management Committee has established an agreed level of reserves that we wish to maintain. This is based on an assessment of:

1. The risk of incurring significant unforeseen expenditure that cannot be delayed, and the likely magnitude of such expenditure, and
2. The risk of suffering significant unforeseen loss of income which cannot be replaced in the short term, and the likely magnitude of such a loss.

The commitment is therefore both long-term (building maintenance and refurbishment) and short-term (e.g. electricity and water, insurance and cleaning), whilst income is almost exclusively short-term and potentially volatile.

The agreed level of reserves is designed to ensure that enough short-term funds would be available in the event of one or more of these events, such that the ongoing operations of the Hall and designated project expenditure would not be affected in all but the most extreme circumstances. The risk and magnitude of unforeseen expenditure is affected by our knowledge of the state of the building, there are significant areas that could potentially require unexpected repair.

With several regular user groups and our potential fundraising activities our income is quite healthy and predictable. However, the unexpected loss of a few users would result in a loss of income that could be difficult to replace in the short-term. Taking these factors into account, the current minimum level of reserves that we wish to maintain is £20,000 comprising:

Unforeseen major repairs	£15,000
Loss of income from user groups	£5,000

PUBLIC BENEFIT

The Trustees have complied with their legal duty to have due regard to the Charity Commission's guidance on public benefit when exercising their duties in managing the Charity, as this Annual Report demonstrates. During the year WVHMC continued to achieve its aim of providing our community with a facility that meets a range of needs. The Village Hall is used for the purpose of physical exercise, recreation, and social and educational activities for a diverse range of the community.

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)	Roger Bailey
Position (e.g. Secretary, Chair, etc)	Chair
Date	26 April 2023

WRITTLE VILLAGE HALL
Registered Charity No 276581

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2022

	NOTE	2022			2021		
		Unrestricted £	Restricted £	Total £	Unrestricted £	Restricted £	Total £
Receipts							
From Trading Activities							
Room hire fees		28,095.75	-	28,095.75	15,750.00	-	15,750.00
From Voluntary Sources							
Donations		-	20.00	20.00	-	50.00	50.00
From Government							
Retail, hospitality & leisure grant		-	-	-	16,992.72	-	16,992.72
Assets							
	1						
Investment income		178.26	-	178.26	173.68	-	173.68
Interest on Business Premium Account		38.97	-	38.97	3.07	-	3.07
Total receipts		28,312.98	20.00	28,332.98	32,919.47	50.00	32,969.47
Payments							
Staff costs	2	7,722.00	-	7,722.00	8,676.10	-	8,676.10
Utilities							
Electricity		1,077.93	-	1,077.93	21.29	-	21.29
Gas		1,244.65	-	1,244.65	1,819.99	-	1,819.99
Water		2,105.50	-	2,105.50	610.94	-	610.94
		4,428.08	-	4,428.08	2,452.22	-	2,452.22
Cleaning (inc consumables)		8,104.63	-	8,104.63	5,416.50	-	5,416.50
Administration		1,183.47	-	1,183.47	760.51	-	760.51
Licences (inc compliance)		171.00	-	171.00	66.00	-	66.00
Business rates		488.44	-	488.44	-	-	-
Insurance		1,102.64	-	1,102.64	1,038.97	-	1,038.97
Repairs and maintenance							
General maintenance		1,972.77	-	1,972.77	1,099.08	-	1,099.08
Refuse collection		551.42	-	551.42	274.06	-	274.06
		2,524.19	-	2,524.19	1,373.14	-	1,373.14
On Assets							
Furniture, fixtures and fittings		81.97	55.00	136.97	-	-	-
Total payments		25,806.42	55.00	25,861.42	19,783.44	-	19,783.44
Surplus/(Deficit) for the year		2,506.56	(35.00)	2,471.56	13,136.03	50.00	13,186.03
Balance as at 31 December 2021		48,146.46	50.00	48,196.46	35,010.43	-	35,010.43
Balance as at 31 December 2022		50,653.02	15.00	50,668.02	48,146.46	50.00	48,196.46

**Independent Examiner's Report to the Trustees of Charity of John Attwood
(Writtle Village Hall) Registered Charity No. 276581**

I report to the trustees on my examination of the accounts of Writtle Village Hall for the year ended 31st December 2022.

Responsibilities and basis of report

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

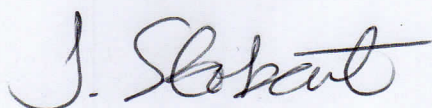
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



J Stobart FCCA

RCCE House, Threshelfords Business Park, Inworth Road, Feering CO5 9SE

5th April 2023

CHARITY OF JOHN ATTWOOD

England & Wales - Charity number 276581

Accounts

WRITTLE VILLAGE HALL
TRUSTEES ANNUAL REPORT FOR 2021

CHARITY NAME

The John Attwood Charitable Trust

OTHER NAME CHARITY IS KNOWN BY

Writtle Village Hall

REGISTERED CHARITY NUMBER

276581

STRUCTURE, GOVERNANCE AND MANAGEMENT

Established as a Charity under a Scheme dated 26 April 1979

The Parish Council of Writtle shall be the Custodian Trustee of the Charity.

OBJECTS

(1) The object of the Charity shall be the provision and maintenance of a village hall for the use of the inhabitants of the area of the Ancient Parish of Writtle (hereinafter called "the area of benefit") without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and for other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the said inhabitants.

(2) Except as hereinbefore provided the said land with the building thereon shall be held upon trust for the purposes of a village hall as aforesaid

COMMITTEE OF MANAGEMENT

Constitution: - The Committee of Management shall consist when complete of nine persons (hereinafter referred to as Members) being Three Elected Members and Six Representative Members. The Elected Members shall be appointed at the annual general meeting to be held as hereinafter provided and shall hold office from the end of the annual general meeting at which they are appointed.

Representative Members: - (1) One Representative Member shall be appointed by each of the following organisations:

The Parish Council of Writtle, The Writtle Community Association, The Writtle Playgroup, The Writtle Whist and Social Club, The Writtle (Afternoon) Women's Institute and The Writtle (Evening) Women's Institute.

(2) Each organisation shall notify the name of each person appointed by it to the secretary of the Committee.

At a meeting held on 28 October 2019, a resolution was passed unanimously by all Members present to allow the appointment of additional Representative Members by any

organisation in the area of benefit not already named in this Scheme i.e. Carpet Bowls, Workers' Educational Association, Home Fayre, Essex Warriors, Writtle CARDS and Writtle Art Group.

At a meeting held on 1 September 2021, a resolution was passed unanimously by all Members present to allow the appointment of an additional Representative Member not already named in this Scheme from Writtle Independent Gamers.

NAMES OF THE CHARITY TRUSTEES WHO MANAGE THE CHARITY

Trustee name	Office (if any)	Dates acted if not for whole year	Name of body entitled to appoint trustee
Mavis Awcock			Writtle WI
Norman Awcock			WEA and Carpet Bowls
Roger Bailey	Chair		Home Fayre
Sharon Goodman			Writtle Cards
Peter Hockaday		From 1 September	Essex Warriors
Peter Pegg			Writtle Art Group
Ian Roberts		To 1 September From 1 September	Essex Warriors Writtle Independent Gamers
Nora Smith	Vice Chair		Elected Village Representative
Wendy Walker			Writtle Parish Council

OFFICERS

Andrew Brewster	Treasurer		
Wendy Risdon	Secretary	To 12 March 2021	
Sue Elwell	Secretary	From 5 March 2021 to 31 December 2021	

SOURCES OF ADVICE AND SUPPORT

Barclays Bank, 40-41 High Street, Chelmsford, Essex CM1 1BE

Rural Community Council of Essex, Threshelfords Business Park, Inworth Road, Feering, Essex C05 9SE

POLICIES AND PROCEDURES

To guide the Management Committee in exercising its duty of care to members, employees and users of the hall, the following policy statements have been adopted:

- Reserves Policy
- Equality Policy

ACTIVITIES

Covid-19 has continued to have a dramatic effect on the finances of the charity. The hall remained closed from 1 January until mid-April except for support groups. From 12 April, child related groups returned, while certain other groups returned after 17 May although many were still cautious about returning. It wasn't until September that the majority of regular hirers resumed and hirings began to return to pre-pandemic levels.

The Village Hall continues to operate efficiently and to a high standard under the control of the Committee of Trustees, the Booking Secretary and the Treasurer.

The Trustees have met on three occasions during the year to oversee the operation and activities of the Hall, establish resource budgets, exercise financial control and plan for its future development. During the year, the Chair, Secretary and Treasurer met on several occasions in-person and socially distanced where applicable.

There are some 22 organisations using the Hall on a regular basis. It is also normally used for exhibitions, amateur dramatics, private functions, birthday parties and for occasional meetings by a wide range of organisations.

The Hall acts as a meeting room, theatre, dance and sports hall, and in order to maintain the high quality of the Hall, an ongoing programme of maintenance is in place mostly carried out by our handyman, Andy Hems.

The AGM was held in-person on 9 June.

Special Covid-19 terms and conditions of hire in addition to the standard terms and conditions of hire were maintained in the light of Government restrictions until the final stage of COVID restrictions were lifted in England on 19 July.

ACHIEVEMENTS AND PERFORMANCE

Principal Activities in pursuit of Objectives

- The hall is normally in use most days of the week for a variety of activities including art groups, Active Minds (for the older generation), several art groups, Breathe Yoga, Canine Society, Hartbeeps (for babies and toddlers), Doodles of Fun, Home Fayre, Jo Jingles (Music, Singing & Movement Classes for Babies & Pre-school Children), Carpet Bowls, Guide Dogs, Pilates, Prayer support group, Jazz Band practice, Essex Warriors wargames club, Writtle Independent Gamers, Essex Advanced Motorcycle Group, Women's Institute, Writtle Handbell Ringers and Writtle CARDS.
- The hall is available for hire for private functions including children's parties, wedding receptions, funeral teas, village social functions and occasional fund-raising events.

FINANCIAL REVIEW

Day to day funds are held in a Barclays Community Account with our reserves held in a Barclays Business Reserve Account earning 0.01%. 328.45 Income Shares are held in the Charities Official Investment Fund.

Hire income increased by 74% on 2020 to £15,750. We have benefitted from four central Government Business Support Tier related, Local and National Lockdown Grants amounting to £16,993. The Hall also received a Business rate holiday for the year. Taking all this into consideration, our overall income has increased by almost 24% against 2020.

Day to day expenditure is down by £8,879 with little in-year maintenance reflecting the extensive refurbishment work carried out in 2020.

The committee agreed, during the annual review of hire charges, to increase hire charges from 1 January 2022 for regular users only.

Total funds at the bank at the year-end stand at £48,196.

STATEMENT OF THE CHARITY'S POLICY ON RESERVES

The Management Committee have established an agreed level of reserves that we wish maintain. This is based on an assessment of:

1. The risk of incurring significant unforeseen expenditure that cannot be delayed, and the likely magnitude of such expenditure, and
2. The risk of suffering significant unforeseen loss of income which cannot be replaced in the short term, and the likely magnitude of such a loss.

The commitment is therefore both long-term (building maintenance and refurbishment) and short-term (e.g. electricity and water, insurance and cleaning), whilst income is almost exclusively short-term and potentially volatile.

The agreed level of reserves is designed to ensure that enough short-term funds would be available in the event of one or more of these events, such that the ongoing operations of the Hall and designated project expenditure would not be affected in all but the most extreme circumstances. The risk and magnitude of unforeseen expenditure is affected by our knowledge of the state of the building, there are significant areas that could potentially require unexpected repair.

With several regular user groups and our potential fundraising activities our income is quite healthy and predictable. However, the unexpected loss of a few users would result in a loss of income that could be difficult to replace in the short-term. Taking these factors into account, the current minimum level of reserves that we wish to maintain is £20,000 comprising:

Unforeseen major repairs	£15,000
Loss of income from user groups	£5,000

PUBLIC BENEFIT

The Trustees have complied with their legal duty to have due regard to the Charity Commission's guidance on public benefit when exercising their duties in managing the Charity, as this Annual Report demonstrates. During the year WVHC continued to achieve its aim of providing our community with a facility that meets a range of needs. The Village

Hall is used for the purpose of physical exercise, recreation, and social and educational activities for a diverse range of the community.

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)	Roger Bailey
Position (e.g. Secretary, Chair, etc)	Chair
Date	27 April 2022

WRITTLE VILLAGE HALL
Registered Charity No 276581

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2021

	NOTE	2021			2020		
		Unrestricted £	Restricted £	Total	Unrestricted £	Restricted £	Total £
Receipts							
From Trading Activities							
Room hire fees		15,750.00	-	15,750.00	9,052.27	-	9,052.27
From Voluntary Sources							
Grants		-	-	-	-	5,000.00	5,000.00
Donations		-	50.00	50.00	-	-	-
From Government							
Retail, Hospitality & Leisure Grant		16,992.72	-	16,992.72	12,434.79	-	12,434.79
Assets							
Investment income	1	173.68	-	173.68	170.30	-	170.30
Interest on Business Premium Account		3.07	-	3.07	31.36	-	31.36
Total receipts		32,919.47	50.00	32,969.47	21,688.72	5,000.00	26,688.72
Payments							
Staff costs	2	8,676.10	-	8,676.10	8,640.00	-	8,640.00
Utilities							
Electricity		21.29	-	21.29	1,609.50	-	1,609.50
Gas		1,819.99	-	1,819.99	829.29	-	829.29
Water		610.94	-	610.94	535.48	-	535.48
		<u>2,452.22</u>	<u>-</u>	<u>2,452.22</u>	<u>2,974.27</u>	<u>-</u>	<u>2,974.27</u>
Cleaning (inc consumables)		5,416.50	-	5,416.50	5,640.89	-	5,640.89
Administration		760.51	-	760.51	679.60	-	679.60
Licences (inc compliance)		66.00	-	66.00	461.94	-	461.94
Business rates		-	-	-	-	-	-
Insurance		1,038.97	-	1,038.97	1,040.98	-	1,040.98
Repairs and maintenance							
Internal redecoration		-	-	-	6,300.00	-	6,300.00
General maintenance		1,099.08	-	1,099.08	2,385.89	-	2,385.89
Refuse collection		274.06	-	274.06	538.75	-	538.75
		<u>1,373.14</u>	<u>-</u>	<u>1,373.14</u>	<u>9,224.64</u>	<u>-</u>	<u>9,224.64</u>
On Assets							
Kitchen refurbishment		-	-	-	8,360.50	5,000.00	13,360.50
New flooring		-	-	-	9,827.75	-	9,827.75
New lighting in main hall		-	-	-	1,445.00	-	1,445.00
New window blinds		-	-	-	1,333.53	-	1,333.53
		<u>-</u>	<u>-</u>	<u>-</u>	<u>20,966.78</u>	<u>5,000.00</u>	<u>25,966.78</u>
Total payments		19,783.44	-	19,783.44	49,629.10	5,000.00	54,629.10
Surplus/Deficit for the year		13,136.03	50.00	13,186.03	(27,940.38)	-	(27,940.38)
Balance as at 31 December 2020		35,010.43	-	35,010.43	62,950.81	-	62,950.81
Balance as at 31 December 2021		<u>48,146.46</u>	<u>50.00</u>	<u>48,196.46</u>	<u>35,010.43</u>	<u>-</u>	<u>35,010.43</u>

**Independent Examiner's Report to the Trustees of Charity of John Attwood
(Writtle Village Hall) Registered Charity No. 276581**

I report to the trustees on my examination of the accounts of Writtle Village Hall for the year ended 31st December 2021.

Responsibilities and basis of report

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

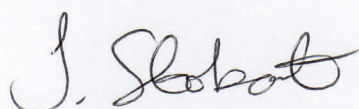
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



J Stobart FCCA

RCCE House, Threshelfords Business Park, Inworth Road, Feering CO5 9SE
5th April 2022