



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/09/24 to 31/08/25

Charity name: St Osyth Village Hall

Charity registration number: 301388

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	TO MAINTAIN A VILLAGE HALL FACILITY FOR THE COMMUNITY OF ST OSYTH AND OTHERS, ON A NON - PROFIT BASIS. CLEANING AND MAINTENANCE ARE CONTRACTED OUT. 25 LOCAL GROUPS AND ORGANISATIONS REGULARLY USE THIS FACILITY, ALSO MEMBERS OF THE PARISH & OUTSIDERS HIRE THE HALL FOR SOCIAL AND COMMUNITY EVENTS
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Our Aim is to provide a pleasant, safe, clean environment for a wide range of local groups and individual hirers to facilitate their activities within the Hall. We actively promote the Hall and encourage new groups to visit the premises. We have many groups that use the Hall on a regular basis, plus a number of private hires during the course of the year. The Hall is also used for Covid Vaccinations and elections and blood donating sessions now regularly take place.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees are regularly updated with regard to Charity Commission guidance. The Trustees have reviewed the activities of the Charity & confirm that they meet the public benefit requirement

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not Applicable
Policy on social investment including program related	Para 1.38	Not Applicable

investment		
Other		Volunteers help contribute to the maintenance and upkeep of the Hall, managing bookings, invoicing, and taking payments, and in the day to day running of the Hall. The Local Parish Council Office is located at the rear of the Hall, which helps to make the Hall a centre for information, administration and community use.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The Hall accommodates a wide cross section of the local Community, from babies to the elderly, from sports clubs to disabled groups and from diverse social groups. We accommodate a large range of activities which bring members of the Community together in a pleasant environment, promoting a positive Community spirit. We also accommodate the Local Parish Council; by allowing them to rent dedicated office space within the building and facilitating their meetings within the Hall. The Hall is also used for elections, Covid Vaccinations and blood donating sessions. The Hall often hosts "Village" and social events (for example an annual pantomime and regular quiz nights), so bringing together all members of the Community. The Hall also hosts a number of sports and health promoting activities, and a Baby Clinic is held in the Hall once a fortnight, so helps to fulfil the health needs of the Community. We have a Mother and Toddler Group that meet on a regular basis, and also a Coffee and Chat session for the elderly, providing a warm hub. A bereavement group has recently started in the hall. The Hall also has an external, and two internal notice boards providing a central information point for the Village

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	We aim to keep the Hall safe, in good repair and decorative order, and make it attractive for the users. We have a rolling programme of maintenance and improvements. A new external notice board has been purchased to advertise village events and parish news along with news blinds and a screen for the projector.
		Income from the hire of the Hall and from fundraising activities pay for the ongoing

Performance of fundraising activities against objectives set	Para 1.41	programme of maintenance and improvements.
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We continue to benefit from the lease signed by the Parish Council in April 2019 for 7 years at a figure of £7770pa. Lettings income has remained consistent and demand remains strong. We have managed to keep energy costs roughly the same as last year through the use of energy efficiency measures (a warm deck on our new flat roof for example) and the help of an energy consultant. Our financial position remains healthy and we are able to cover normal running costs and wear and tear repairs from our lettings income.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	As a matter of financial prudence reserves of 6 months outgoings should be held. (Total expenditure – capital projects) divided by 2 = £16,000.
Amount of reserves held	Para 1.22	£37,000 of unrestricted reserves. This is an increase of £3,000 on last years unrestricted balance. Our finances remain in a healthy state and we comfortably meet our reserves policy.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Condensation issues with the roof of our main hall are currently being investigated and grants will be needed to fix the problem. Advice has been sought and an initial estimate of approximately £40,000 has been given.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Hire of the Hall and Parish Council rent.
A description of the principal risks facing the charity	Para 1.46	Our income stream is fairly steady, and at the moment covers our day to day expenses. Our main risk would be from large, unexpected expenses, such as unforeseen repairs. Reduction in income if hire fees are increased too much.

Structure, Governance and Management

Description of charity's trusts:		Village Hall Trust
Type of governing document (trust deed, royal charter)	Para 1.25	Trust Deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The Parish Council of St Osyth is the Custodian trustee. The other trustees are the Management Committee who are elected from the groups of regular users of the Hall.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We are members of RCCE. We are in the process of changing our constitution to become a CIO.
Relationship with any related parties	Para 1.51	We regularly attend Village Hall Forum meetings, organised by CVS Tendring and benefit from RCCE forums and advice.
Other		

Reference and Administrative details

Charity name	St Osyth Village Hall
Other name the charity uses	
Registered charity number	301388
Charity's principal address	The Village Hall, Clacton Road, St Osyth, Essex CO168PE

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	Stephen Cole	Chair		Management Committee
2	Colin Westripp	Treasurer		Management Committee
3	Liz Guilder	Secretary		
4				
5	Claire Bentley	Booking Officer		Management Committee
6	Rob Bentley	Premises Officer		Management Committee
7	Christine Chadbourne			Horticultural Soc.
8	Christine Harmon			Historical Soc
9	Brenda Carpenter			Priory Art Group
10	Pat Eagle			Carpet Bowls
11	Steph Smith			Allotment Association
12	Cheryl King			Arts and Craft Group
13	Paul Harmon			Thamesiders Model Railway
14	Jim Bligh			British Legion
15	Ken Guilder			Rotary
16	Judy Ward			W.I.
17	James McColl Smith			Peoples Club
18	Heather Morton			Badmington
19	Jane Harding			Allstar Twirlers
20	Sue Wheeler			

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
St Osyth Parish Council		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

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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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

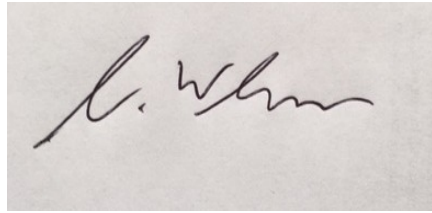
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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Colin Westripp

Stephen Cole

Position (eg Secretary,
Chair, etc)

Treasurer

Chairman

Date

15/11/2025

ST.OSYTH VILLAGE HALL
Registered Charity no. 301388

Receipts & Payments Account for the year ended 31st August 2025

	2024/25		
	£	£	£
RECEIPTS	Unrestricted	Restricted	Total
From Trading Activities			
Lettings	32838		
Deposits	460		
Recycling Credits	1676		
From Voluntary Sources			
Grants	3830		
Fund raising	0		
Donations	408		
Misc	7043		
From assets			
Sale of Surplus Equipment			
TOTAL RECEIPTS	46255	0	0
PAYMENTS			
Charitable Activities			
Waste collection	-1755		-1755
Caretaking/Cleaning Contractor	-9310		-9310
Consumables and Cleaning Supplies	-1526		-1526
Rates and Water	-3035		-3035
Repairs and Renewals	-13356		-13356
Insurance	-2363		-2363
Licences	-468		-468
Gas & Electric	-7586		-7586
Office Supplies	-45		-45
Advertising	0	-239	-239
Sundry Expenses	-3218		-3218
Community Guard	-353		-353
Administration of the charity			0
Independent Examination	-114		-114
Affiliation Fees	-100		-100
Other Expenditure			0
Capital Projects & Equipment	0		0
TOTAL PAYMENTS	-43228	-239	-43467
NET DEFICIT / SURPLUS	3026	-239	2787
Transfer between funds			0
Balances Brought Forward	34597		34597
Balances Carried Forward	37624	-239	37385

ST.OSYTH VILLAGE HALL
Registered Charity no. 301388

Statement of Assets & Liabilities at 31st August 2025

	2025
MONETARY ASSETS	
Deposits and Bank Balances	
Bank Current Account	37384
Cash in Hand	0
	<hr/> 37384 <hr/>
Debtors	
Lettings outstanding	984
	<hr/> 984 <hr/>
Creditors	
Deposits held	611
	<hr/> 611 <hr/>
NON MONETARY ASSETS	
Land and buildings	
Tables and chairs	
Sound PA system & screen	
Kitchen Equipment	
Cleaning materials	

Notes for auditor

Debtor figure is taken from Hallmaster system as anything over 28 days old as per 2024 a

2023/24

£

36851

508

2193

23130

69

100

0

0

62851

-2397

-11389

-1787

-723

-4886

-2292

-536

-6933

-114

-177

-173

-353

-114

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-49001

-80955

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Insurance	-2363		-2363
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Gas & Electric	-7586		-7586
Office Supplies	-45		-45
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