



## The Lopping Endowment.

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### The Lopping Endowment Corporate Trustee Limited. Chairman's Report for the 140<sup>th</sup> Annual General Meeting 2025

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**This report covers our financial year to December 31<sup>st</sup> 2024.**

#### **Hall usage (Room bookings)**

Revenue from our room bookings in 2024 amounted to £77,598.53 as against our budget of £80,000.00.

As a comparison, our revenue in **2023** was £74,096.38 and in 2019 (Pre-pandemic) the revenue was £53,982.00.

#### **Room lettings rate review.**

The last increase in our base (non-discounted) room rates was in January 2022.

On January 1<sup>st</sup>, 2024, we increased these by 10% for all users.

Dependent on the room, this amounts to between £1.50 to £ 2.00 per hour.

Our **maximum** discount for our long-term users has been reduced to 30%.

#### **Commercial Tenants.**

We continue to receive rents from Whitney's Carpet Shop, Waterlows News Agents and Hunter Biscuit and Wolf Ltd (Hobo Club).

Our total income from commercial rents has increased to approximately £90,000.00 per year as from January 2025.

#### **Marketing.**

We are currently marketing Lopping Hall activities using our website, the two High Road facing monitors, together with social media and other advertising spaces on the internet, such as "Halls for Hire".

Our monitors and website not only advertise LH rooms to rent, but also theatre events (and ticketing) and the activities of all our users. This is a free of charge service for all our regular users.

Booking levels are stable.

It is gratifying to note that many of the bookings are a result of recommendations.

The building is firmly associated with entertainment given that activities cover Theatre, Cinema and the twenty or so Classes running dance, fitness, and Yoga for both adults and children.

These activities have also expanded to include pre-school classes, mental wellbeing, health counselling and back to work clubs.

One of the things that makes us different from many other venues is our theatre. For this reason, we intend to form relationships with entertainment groups associated with such things as old time musicals, Burlesque, Comedy and Jazz. This will allow us to use the theatre for one- or two-night quick setup events which do not seriously affect our other regular users but allow us to increase our revenue through the hire of the theatre, together with bar sales.

As a result, theatre upgrades will continue, such as lighting and sound, when reserves allow.

### **Works Completed in 2024 / early 2025.**

- **Repairs to Stone, brickwork, and Terracotta - Station Road entrance and brickwork repairs in the basement.**

Stone and brickwork restoration, mainly around the large rear door on Station Road was essential maintenance. Mortar and brickwork had crumbled, letters on the 1883 foundation stone were indecipherable and the carved terracotta needed careful cleaning together with some repairs to the two columns.

Mortar in some of the load bearing brick walls in the basement containing our central heating system was replaced.

- **The Tarmac at the rear of Lopping Hall** on Station Road has been replaced. This car standing area was previously in a very poor condition and broken up.
- **We have upgraded our ten-year-old computer and purchased a colour laser printer.**

The previous computer was running slow and had 35,000 old files and three old users on it. Additionally, the operating system was Windows 10 which will not be supported from October 2025, losing our security updates.

- **Air-conditioning** has been installed in the Willingale room.
- **A large TV / monitor screen** has been installed in the Willingale room.
- **An entrance door monitor and intercom** with remote door unlocking has been installed together with an additional security camera above the front door.
- Excluding the kitchen, **all doors now have digital lock security.** This is useful during show weeks when equipment needs to be protected.
- **First floor lobby lights** and those to the flat have now been changed to LED.

- **Stage lighting.** In March of this year, we updated our eight very old incandescent stage floodlamps and replaced these with six LED units costing £11,641.00 exc. VAT. We are grateful to LADS for their generous donation of £1,000.00 and Terry Tew sound & light for their discounts on equipment and installation costs. This upgrade reduces power costs and the heat build-up in the auditorium, gives us much better lighting and remote colour options.
- **Baby changing units.** We now have one available on the ground floor and another on the first floor.

## FUTURE WORKS

### Clock tower repairs.

The clock tower needs repairs to guttering, lead flashings and woodwork, together with painting. Additional repairs to one of the clock hand rotor arms is also required.

A drone survey was carried out which indicates that the tower is in a reasonable state but needs attention in 2025/26. We will be requesting quotations for scaffolding and maintenance and will proceed when financial reserves allow.

The total cost is estimated at between £10,000.00 - £13,000.00

### Managers flat – bathroom.

We would like to replace the bath with a shower unit, together with the basin and toilet and make good flooring and walls. This needs attention in 2026 and the estimated cost is in the region of £7,000.00

### Air conditioning – Buckleys Bar

This will be completed by the end of July 2025.

### Financial reserves.

Our end of year (2024) reserves remain good. The Board of Directors consider that subject to any negative effects that the state of the economy might have on our room and lease revenues, we will be able to fulfil most of our upgrade commitments and allow us to continue to operate one of the best activity and entertainment centres in Loughton and the surrounding areas.

### Board and Hall Management.

I would like to thank my fellow Directors, our Secretary and Hall Management for their help and support over the past year.

In June 2025 Jamie Mariani became a director.

Jamie is a semi-retired chartered financial analyst and brings some practical skills with him including building repairs, and other practical skills.

We would like to have two further people join the board who might have some experience in such things as marketing, maintenance and HR skills and with time to visit the Hall on a regular basis.

We would also like to employ a part time assistant manager.

We have one director, John Orgar for re-election this year. (Vote required).

Chairman

I decided to resign as Chairman of the Board effective at the 2024 AGM. However, this was postponed due to circumstances outside my control. As I advised the board in December 2024, my resignation is now effective at this AGM (2025).

As discussed with the board, I will be available for advice and if required support the board in other ways, when time allows, but will not be handling day to day management interventions.  
The position of Chairman has yet to be filled. Given this, our Secretary Stephen Radley will take on this executive responsibility in the interim.

Current Directors (AGM 2025)

Alan Martin	Chairman. Estate Management Group (EMG) (Resigned AGM 2025)	Elected
Gabriel Ostend	Technical and HR.	Elected
Martin Howarth	Treasurer.	Assumed
John Orgar	Estate Management Group. (To be re-elected AGM 2025)	Elected
Lindon Barr	Website Editor and social media management.	Elected
Pesh Kapasiawala	Funding (Grants) and Estate management (Leases) together with Secretary.	Assumed
Cllr. Les House	Security. Dual responsibility with Cathy Naylor for Health & safety and Child protection.	Elected
Cllr. Jon Riley	Major maintenance projects. LTC Council representative.	Elected
Jamie Mariani	Estate Management Group and financial advice together with Treasurer.	Elected

Company Secretary

Stephen Radley      Acting Chairman from AGM 2025.

Hall Managers (Employees)

Diane Peters resigned as assistant hall manager in January 2025 for health reasons.

Les House resigned as deputy manager in July 2025 for health-related matters.  
Les will remain a director of Lopping Hall.

In January 2025, Cathy Naylor was employed as one of our two deputy managers, but since the resignation of Les House, Cathy is now our sole deputy manager.  
I would like to thank Cathy for her excellent contribution to the running of the hall.

John Mahoney	Hall Manager. Premises supervisor.
Cathy Naylor	Deputy Hall manager. Personal alcohol licensee, child protection, health and safety and responsibility for theatre operations.

Alan Martin.  
Chairman.

January 2025 (For financial accounting) and updated for the AGM July 2025

The Lopping Endowment Corporate Trustee Ltd.  
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Charity 228236