

COTTENHAM DISSENTERS' CEMETERY CIO

England & Wales · Charity number 1160345

Details

Other names COTTENHAM DISSENTERS' CEMETERY

Status Registered

Legal form CIO

Registered 2015-02-05

Register [View on the Charity Commission register](#)

Contact

Address Cottenham Dissenters' Cemetery
Lambs Lane
Cottenham
Cambridge
CB24 8TB

Phone 07813732244

Email info@cottenhamcemetery.co.uk

Website <https://cottenhamcemetery.co.uk/>

Activities

Objects: TO PROVIDE A BURIAL PLACE FOR THE PEOPLE OF COTTENHAM, CAMBRIDGESHIRE.

Activities: The charity cares for a cemetery created by the nonconformist churches of Cottenham in 1846, including continuing provision of space for burial and interments of ashes of local people, and promotes volunteer and community initiatives to help maintain the grounds, and preserve its heritage.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes
- **Who:** Other Defined Groups

Geography

- Cambridgeshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£32,318	£1,981	-	-
2023-12-31	£5,469	£3,132	-	-
2022-12-31	£3,772	£2,793	-	-
2021-12-31	£6,235	£2,756	-	-
2020-12-31	£1,527	£1,128	-	-

Trustees

Name	Role	Appointed
James Nathan Blunt	Chair	2019-09-16
David Charles Barrett		2024-01-22
Marcia Jain Scott		2024-01-22
RALPH JONATHAN CARPENTER		2025-07-30
Robert William Cox		2024-01-22
Sarah Catherine Crisall		2017-05-08

COTTENHAM DISSENTERS' CEMETERY CIO

England & Wales - Charity number 1160345

Accounts



Trustees' Annual Report for the period

Period start date				Period end date			
From	1	January	2024	To	31	December	2024

Section A Reference and administration details

Charity name **Cottenham Dissenters' Cemetery CIO**

Other names charity is known by

Registered charity number (if any) **1160345**

Charity's principal address (chairman)

56 Rampton Road
Cottenham
Cambridge
Postcode **CB24 8TH**

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	James Nathan Blunt	Chair (from 26 Feb.)		
2	Ralph Jonathan Carpenter		To 4 Feb.	
3	Sarah Crisall	Treasurer (from 22 Jan)		
4	Kate Lees		To 4 Feb	
5	Philip Charles Saunders	Secretary		
6	Ann Scott	Treasurer (to 22 Jan)	To 4 Feb	
7	David Charles Barrett		From 22 Jan	
8	Victoria Jane Mills		From 22 Jan	
9	Robert William Cox		From 22 Jan	
10	Marcia Jain Scott		From 22 Jan	

Names of the trustees for the charity, if any, (for example, any custodian trustees): none

Names and addresses of advisers (Optional information): none

Name of chief executive or names of senior staff members (Optional information): none

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Co-option

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The trustees are informally connected to other community organisations within the village and to the parish council. The Baptist Church, which historically provided trustees under the predecessor trust, continues to facilitate meetings of the CIO committee.

Section C Objectives and activities

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

The objects of the CIO are to provide a burial place for the people of Cottenham, Cambridgeshire

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

During 2024 we continued to fulfil our core function of providing a burial place and ensuring it is appropriately maintained, safely and with dignity. We have done so with due regard for guidance issued by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The CIO is not a grant-making body.

It has no formal policy on investment.

It recognises the value of volunteers in helping with maintenance, in being a connection with the wider community and providing a pool of potential trustees.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

- The trustees met formally eight times. The main concern was with the extension, for which planning consent was received at the start of the year.
- The cemetery was used for its primary purpose. Three burials (all in existing graves) and three interments of ashes (one within the extension) took place, and one scattering of ashes was authorised.
- We successfully recruited new trustees by publicity in the village newsletter and from our volunteer helper base.
- A successful application was made to the Parish Council for s.106 funding for costs associated with laying out the extension and constructing a new

Section D

Achievements and performance

- vehicular access/reception area, contractors were sought and one was selected at the end of the year, with works expected to be completed in 2025.
- Regular clear-up sessions of trustees and other volunteers were held.
 - A *Whatsapp* group was created to help with organising work parties at short notice at other times.
 - Several local firms were successfully approached for donation of tools.
 - A full tree survey was commissioned and received.
 - The detailed lay-out of the extension was agreed in time for the first interment of ashes and for an expected first burial (which in the event did not take place).
 - Wooden edging in the ashes area which had proved inadequate was replaced with steel edging.
 - The trust had had a display at the Annual Parish Meeting and had again participated in the national Heritage Open Days, with a good attendance.
 - A process and associated fee and application form was agreed for monument cleaning.

Section E

Financial review

Brief statement of the charity's policy on reserves

The CIO's balance increased owing chiefly to uncertainty of costs that might be involved in bringing the extension area into use and expected tree work.

Details of any funds materially in deficit

There are no funds in deficit.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The chief recurrent source of funds is the grant made equally to the Parish Church (for the churchyard) and to the CIO by Cottenham Parish Council of funds received by the Council from the civil purposes part of the Cottenham Church and Causeway Charity. Additional funding is occasionally available from the Ebenezer Trusts, which include maintenance of the Cemetery among its explicit objects, and when available applications are made for s.106 funding via the Parish Council. Regular funding comes from fees for interments and monuments - it is anticipated these will be revised in 2025 once the configuration and costs of the extension become clearer. Funding from the Ebenezer Trusts is for maintenance matters.

Fees were reviewed in January 2023 and left unchanged.

Section F

Other optional information


Nothing that we feel necessary to draw the Commissioners' attention to.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		Sarah Catherine Crisall
Full name(s)	James Nathan Blunt	Sarah Catherine Crisall
Position	Chair	Treasurer
Date	06/10/2025	06/10/2025



Charity Name Cottenham Dissenters' Cemetery CIO		No (if any) 1160345	CC16a
Receipts and payments accounts			
For the period from	Period start date 01-Jan-24	To	Period end date 31-Dec-24

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants	29,000	-	-	29,000	4,440
Donations	141	-	-	141	
Fees	2,180	-	-	2,180	640
Interest on building society account	997	-	-	997	389
		-	-	-	-
Sub total (Gross income for AR)	32,318	-	-	32,318	5,469
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	32,318	-	-	32,318	5,469
A3 Payments					
Water rates	41			41	79
Insurance	224			224	272
Cemetery maintenance	1,706	-	-	1,706	2,781
Tax on interest		-	-	-	-
Administrative costs	11	-	-	11	-
		-	-	-	-
Sub total	1,981	-	-	1,981	3,132
A4 Asset and investment purchases, (see table)					
		-	-	-	-
		-	-	-	-
Sub total	-	-	-	-	-
Total payments	1,981	-	-	1,981	3,132
Net of receipts/(payments)	30,336	-	-	30,336	2,337
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	23,353	-	-	23,353	21,016
Cash funds this year end	53,689	-	-	53,689	23,353

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Building Society Account	-	-	-
	Total cash funds	53,689	-	-
	(agree balances with receipts and payments account(s))		OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-	-
		-	-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-	-
		-	-	-
B5 Liabilities	Details	Fund to which	Amount due	When due
		-	-	
	Signature	Print Name	Date of approval	
Signed by one or two trustees on behalf of all the trustees	<i>Sarah Crisall</i>	Sarah Crisall	06/10/2025	
	<i>James Blunt</i>	James Blunt	06/10/2025	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Cottenham Dissenters' Cemetery CIO

**On accounts for the year
ended**

31 December 2024

**Charity no
(if any)**

1160345

Set out on pages

1

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2024** .

**Responsibilities and
basis of report**

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

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

**Independent
examiner's statement**

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

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

J.A. Ely

Date:

21/10/2025

Name:

John Alfred Ely

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

Address:

47 Rampton Road

Cottenham

CAMBRIDGE CB24 8TH

COTTENHAM DISSENTERS' CEMETERY CIO

England & Wales - Charity number 1160345

Accounts



Trustees' Annual Report for the period

		Period start date			Period end date		
From	1	January	2023	To	31	December	2023

Section A Reference and administration details

Charity name **Cottenham Dissenters' Cemetery CIO**

Other names charity is known by

Registered charity number (if any) **1160345**

Charity's principal address (secretary)

21 Crowlands
Cottenham
Cambridge
Postcode CB24 8TE

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	Sarah Elissa Hinson	Chairman	Jan.-July	
2	James Nathan Blunt			
3	Miranda Ann Bonner		Jan. only	
4	Ralph Jonathan Carpenter			
5	Sarah Crisall			
6	Kate Lees			
7	Philip Charles Saunders	Secretary		
8	Ann Scott	Treasurer		

Names of the trustees for the charity, if any, (for example, any custodian trustees): none

Names and addresses of advisers (Optional information): none

Name of chief executive or names of senior staff members (Optional information): none

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Co-option

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The trustees repeatedly considered the processes by which they co-opted additional trustees. Whilst no formal policy was adopted it informed the successful election and induction of new trustees in early 2024.

The trustees are informally connected to other community organisations within the village and to the parish council. The Baptist Church, which historically provided trustees under the predecessor trust, continues to facilitate meetings of the CIO committee.

Section C Objectives and activities

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

The objects of the CIO are to provide a burial place for the people of Cottenham, Cambridgeshire

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

During 2022 we continued to fulfil our core function of providing a burial place and ensuring it is appropriately maintained, safely and with dignity. We have done so with due regard for guidance issued by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The CIO is not a grant-making body.

It has no formal policy on investment.

It recognises the value of volunteers in helping with maintenance, in being a connection with the wider community and providing a pool of potential trustees.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

- The trustees met formally five times plus once to consider the preemptory resignation of the chair. The principal matter was the design and associated development control application for change of use for the cemetery extension that was ultimately obtained in early 2024.
- The cemetery was used for its primary purpose. One burial took place, facilitated trustees clearing the remaining space at short notice.
- The contract for maintaining parts of the cemetery was renewed and extended at the start of the year but after the contractor withdrew it was decided to see if we could rely on volunteers alone. A deliberate outreach programme (group

Section D Achievements and performance

visit, display at Parish Council event, participation in Heritage Open Days, posts on social media) produced a number of offers of help. Consequently, clear-up mornings were re-started, a trustee took on the role of co-ordinator, formal volunteer agreements were introduced and a record kept of volunteer hours.

- Additionally, fences were repaired (by the contractor) and emergency repairs made to the store, which was also cleared of lumber, to make safe.
- A process and associated fee and application form was agreed for monument cleaning.

Section E Financial review

Brief statement of the charity's policy on reserves

The CIO's balance increased owing chiefly to uncertainty of costs that might be involved in a development control application and associated landscape, fencing, etc., improvements to the extension area.

Details of any funds materially in deficit

There are no funds in deficit.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The chief recurrent source of funds is the grant made equally to the Parish Church (for the churchyard) and to the CIO by Cottenham Parish Council of funds received by the Council from the civil purposes part of the Cottenham Church and Causeway Charity. Additional funding is occasionally available from the Ebenezer Trusts, which include maintenance of the Cemetery among its explicit objects. Other funding comes from fees for interments and monuments - it is anticipated these will be revised in 2025 once the configuration and costs of the extension becomes clearer. Funding from the Ebenezer Trusts is for particular maintenance matters.

Fees were reviewed in January 2023 and left unchanged.

Section F Other optional information

Nothing that we feel necessary to draw the Commissioners' attention to.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>James Blunt</i>	<i>Philip Saunders</i>
Full name(s)	James Nathan Blunt	Philip Charles Saunders
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	9 October 2024	9 October 2024



Charity Name Cottenham Dissenters' Cemetery CIO	No (if any) 1160345
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CC16a

Receipts and payments accounts

For the period from	Period start date 01-Jan-23	To	Period end date 31-Dec-23
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants	4,440	-	-	4,440	3,000
Donations		-	-	-	
Fees	640	-	-	640	715
Interest on building society account	389	-	-	389	76
		-	-	-	-
Sub total (Gross income for AR)	5,469	-	-	5,469	3,791
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	5,469	-	-	5,469	3,791
A3 Payments					
Water rates	79			79	76
Insurance	272			272	259
Cemetery maintenance	2,781	-	-	2,781	2,458
Tax on interest		-	-	-	-
Administrative costs		-	-	-	-
		-	-	-	-
Sub total	3,132	-	-	3,132	2,793
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	3,132	-	-	3,132	2,793
Net of receipts/(payments)	2,337	-	-	2,337	3,791
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	21,016	-	-	21,016	20,018
Cash funds this year end	23,353	-	-	23,353	21,016

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Building Society Account		-	-
	Total cash funds	-	-	-
	<small>(agree balances with receipts and payments account(s))</small>		OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
B5 Liabilities	Details	Fund to which	Amount due	When due
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Sarah Crisall	Sarah Crisall	09/10/2024	
	James Blunt	James Blunt	09/10/2024	

COTTENHAM DISSENTERS' CEMETERY CIO

England & Wales - Charity number 1160345

Accounts



Trustees' Annual Report for the period

	Period start date			Period end date		
From	1	January	2022	To	31	December 2022

Section A Reference and administration details

Charity name **Cottenham Dissenters' Cemetery CIO**

Other names charity is known by

Registered charity number (if any) **1160345**

Charity's principal address (secretary)

21 Crowlands
Cottenham
Cambridge
Postcode **CB24 8TE**

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	Sarah Elissa Hinson	Chairman		
2	James Nathan Blunt			
3	Miranda Ann Bonner			
4	Ralph Jonathan Carpenter			
5	Sarah Crisall			
6	Kate Lees			
7	Philip Charles Saunders	Secretary		
8	Ann Scott	Treasurer		

Names of the trustees for the charity, if any, (for example, any custodian trustees): none

Names and addresses of advisers (Optional information): none

Name of chief executive or names of senior staff members (Optional information): none

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Co-option

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The trustees have not yet considered any policies for new trustees or similar policies. In 2019 it postponed considering the process by which we ensure sustainability of the CIO by replacement of trustees due to other priorities.

The trustees are informally connected to other community organisations within the village and to the parish council. The Baptist Church, which historically provided trustees under the predecessor trust, continues to facilitate meetings of the CIO committee.

Section C Objectives and activities

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

The objects of the CIO are to provide a burial place for the people of Cottenham, Cambridgeshire

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

During 2022 we continued to fulfil our core function of providing a burial place and ensuring it is appropriately maintained, safely and with dignity. We have done so with due regard for guidance issued by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The CIO is not a grant-making body.

It has no formal policy on investment.

It recognises the value of volunteers in helping with maintenance, in being a connection with the wider community and providing a pool of potential trustees.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

- The trustees met formally four times (twice by videoconference, twice in person). The principal matters discussed were maintenance, including weed suppression and repair of the store, benches and the development control application for change of use for the cemetery extension. Delegates from the trust met with the parish council burials committee and representatives of the churchyard burial ground to discuss s.106 monies that had been promised for cemetery developments.
- The cemetery was used for its primary purpose. Two burials took place and one interment of ashes.

Section D Achievements and performance

- The remaining third of the cemetery that had become overgrown with weeds during the pandemic was cut back in the early part of the year. Thereafter the whole of the cemetery was kept under control and the extension intended for new burials mown, mainly by a contractor.
- The trustees with regular other volunteers re-commenced monthly clear-up mornings as well as acting individually or in pairs on other days (about 200 person hours).

Section E Financial review

Brief statement of the charity's policy on reserves

The CIO's balance increased owing to pandemic-related difficulties with moving forward with improvement projects (e.g. path improvement) and uncertainty of costs that might be involved in a development control application and associated landscape improvements to the extension area.

Details of any funds materially in deficit

There are no funds in deficit.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The chief recurrent source of funds is the grant made equally to the Parish Church (for the churchyard) and to the CIO by Cottenham Parish Council of funds received by the Council from the civil purposes part of the Cottenham Church and Causeway Charity. Additional funding is occasionally available from the Ebenezer Trusts, which include maintenance of the Cemetery among its explicit objects. Other funding comes from fees for interments and monuments. Funding from the Ebenezer Trusts is for particular maintenance matters.

Fees were reviewed in January 2022 and it were left unchanged.

Section F Other optional information

Nothing that we feel necessary to draw the Commissioners' attention to.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Kate Lees</i>	<i>Philip Saunders</i>
Full name(s)	Kate Lees	Philip Charles Saunders
Position (eg Secretary, Chair, etc)	Acting Chair	Secretary
Date	19 October 2023	19 October 2023



Charity Name Cottenham Dissenters' Cemetery CIO	No (if any) 1160345
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CC16a

Receipts and payments accounts

For the period from	Period start date 01-Jan-22	To	Period end date 31-Dec-22
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants	3,000	-	-	3,000	5,500
Donations					130
Fees	715	-	-	715	605
Interest on building society account	57	-	-	57	-
	-	-	-	-	-
Sub total (Gross income for AR)	3,772	-	-	3,772	6,235
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	3,772	-	-	3,772	6,235
A3 Payments					
Water rates	76			76	146
Insurance	259			259	258
Cemetery maintenance	2,458	-	-	2,458	2,352
Tax on interest	-	-	-	-	-
Administrative costs	-	-	-	-	-
	-	-	-	-	-
Sub total	2,793	-	-	2,793	2,756
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	- 2,793	-	-	- 2,793	- 2,756
Net of receipts/(payments)	3,772	-	-	3,772	3,479
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	20,000	-	-	20,000	16,521
Cash funds this year end	20,979	-	-	20,979	20,000

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Building Society Account	20,959	-	-
	Total cash funds	20,979	-	-
	<small>(agree balances with receipts and payments account(s))</small>		OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
B5 Liabilities	Details	Fund to which	Amount due	When due
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	<i>Ann Scott</i>	Ann Scott	18/10/2023	
	<i>Philip Saunders</i>	Philip Saunders	18/10/2023	

COTTENHAM DISSENTERS' CEMETERY CIO

England & Wales - Charity number 1160345

Accounts



Trustees' Annual Report for the period

	Period start date			Period end date		
From	1	January	2021	To	31	December 2021

Section A Reference and administration details

Charity name **Cottenham Dissenters' Cemetery CIO**

Other names charity is known by

Registered charity number (if any) **1160345**

Charity's principal address (secretary)

21 Crowlands
Cottenham
Cambridge
Postcode CB24 8TE

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	Sarah Elissa Hinson	Chairman		
2	James Nathan Blunt			
3	Miranda Ann Bonner			
4	Ralph Jonathan Carpenter			
5	Sarah Crisall			
6	Kate Lees			
7	Philip Charles Saunders	Secretary		
8	Ann Scott	Treasurer		

Names of the trustees for the charity, if any, (for example, any custodian trustees): none

Names and addresses of advisers (Optional information): none

Name of chief executive or names of senior staff members (Optional information): none

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Co-option

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The trustees have not yet considered any policies for new trustees or similar policies. In 2019 it postponed considering the process by which we ensure sustainability of the CIO by replacement of trustees due to other priorities and pandemic circumstances in 2021 did not enable this to be carried forward.

The trustees are informally connected to other community organisations within the village and to the parish council. The Baptist Church, which historically provided trustees under the predecessor trust, continues to facilitate meetings of the CIO committee.

Section C Objectives and activities

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

The objects of the CIO are to provide a burial place for the people of Cottenham, Cambridgeshire

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

During 2021 we continued to fulfil our core function of providing a burial place and ensuring it is appropriately maintained, safely and with dignity. We have done so with due regard for guidance issued by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The CIO is not a grant-making body.

It has no formal policy on investment.

It recognises the value of volunteers in helping with maintenance, in being a connection with the wider community and providing a pool of potential trustees.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

- The trustees met formally four times (three times by videoconference, once in the open air). The principal matters discussed were maintenance, including weed suppression and repair of the store following a break-in, the absence of consultation for the Neighbourhood Development Plan, and the unexpected need for a development control application for change of use for the cemetery extension.
- The trustees responded to concerns about the appearance of the cemetery owing to a partial suspension of paid work during the pandemic. There was a comprehensive moss clearance of the paths and weeds were cut back in more than two-thirds of the cemetery by the end of the year.

Section D Achievements and performance

- The trustees with regular other volunteers re-commenced monthly clear-up mornings as well as acting individually or in pairs on other days (about 150 hours).
- A *Google* calendar was created to improve communication and record-keeping, and a draft website created.

Section E Financial review

Brief statement of the charity's policy on reserves

The CIO's balance increased owing to pandemic-related difficulties with moving forward with improvement projects (e.g. path improvement) and uncertainty of costs that might be involved in a development control application and associated landscape improvements to the extension area.

Details of any funds materially in deficit

There are no funds in deficit.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The chief recurrent source of funds is the grant made equally to the Parish Church (for the churchyard) and to the CIO by Cottenham Parish Council of funds received by the Council from the civil purposes part of the Cottenham Church and Causeway Charity. Additional funding is occasionally available from the Ebenezer Trusts, which include maintenance of the Cemetery among its explicit objects. Other funding comes from fees for interments and monuments. Funding from the Ebenezer Trusts is for particular maintenance matters.

The 2020 grant from the Parish Council was delayed into 2021 due to a misunderstanding and technical difficulty. An increase in the source income for that grant led to the doubling of the 2021 grant.

Fees were reviewed in January 2021 and it were left unchanged.

Section F Other optional information

Nothing that we feel necessary to draw the Commissioners' attention to.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Sarah Hinson</i>	<i>Philip Saunders</i>
Full name(s)	Sarah Elissa Hinson	Philip Charles Saunders
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	25 October 2021	27 October 2021



Charity Name Cottenham Dissenters' Cemetery CIO	No (if any) 1160345
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CC16a

Receipts and payments accounts			
For the period from	Period start date 01-Jan-21	To	Period end date 31-Dec-21

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants	5,500	-	-	5,500	
Donations	130	-	-	130	600
Fees	605	-	-	605	905
Interest on building society account	-	-	-	-	22
	-	-	-	-	-
Sub total (Gross income for AR)	6,235	-	-	6,235	1,527
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	6,235	-	-	6,235	1,527
A3 Payments					
Water rates	146	-	-	146	-
Insurance	258	-	-	258	224
Cemetery maintenance	2,352	-	-	2,352	904
Tax on interest	-	-	-	-	-
Administrative costs	-	-	-	-	-
	-	-	-	-	-
Sub total	2,756	-	-	2,756	1,128
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	2,756	-	-	2,756	1,128
Net of receipts/(payments)	3,479	-	-	3,479	399
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	16,521	-	-	16,521	16,122
Cash funds this year end	20,000	-	-	20,000	16,521

COTTENHAM DISSENTERS' CEMETERY CIO

England & Wales - Charity number 1160345

Accounts



Charity Name Cottenham Dissenters' Cemetery CIO	No (if any) 1160345
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CC16a

Receipts and payments accounts

For the period from	Period start date 1-Jan-20	To	Period end date 31-Dec-20
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants	-	-	-	-	14,767
Donations	600			600	140
Fees	905	-	-	905	630
Interest on building society account	22	-	-	22	43
	-	-	-	-	-
Sub total (Gross income for AR)	1,527	-	-	1,527	15,580
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	1,527	-	-	1,527	15,580
A3 Payments					
Water rates	-			-	68
Insurance	224			224	224
Cemetery maintenance	904	-	-	904	21,005
Tax on interest	-	-	-	-	-
Administrative costs	-	-	-	-	-
	-	-	-	-	-
Sub total	1,128	-	-	1,128	21,297
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	1,128	-	-	1,128	21,297
Net of receipts/(payments)	399	-	-	399	- 5,717
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	16,122	-	-	16,122	21,880
Cash funds this year end	16,521	-	-	16,521	16,122



Trustees' Annual Report for the period

		Period start date			Period end date		
From	1	January	2020	To	31	December	2020

Section A Reference and administration details

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Other names charity is known by

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Postcode CB24 8TE

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1	Sarah Elissa Berenger	Chairman		
2	James Nathan Blunt			
3	Miranda Ann Bonner			
4	Ralph Jonathan Carpenter			
5	Sarah Crisall			
6	Kate Lees			
7	Philip Charles Saunders	Secretary		
8	Ann Scott	Treasurer		

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During 2020 we continued to fulfil our core function of providing a burial place and ensuring it is appropriately maintained, safely and with dignity. We have done so with due regard for guidance issued by the Charity Commission on public benefit.

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- policy programme related investment;
- contribution made by volunteers.

The CIO is not a grant-making body.

It has no formal policy on investment.

It recognises the value of volunteers in helping with maintenance, in being a connection with the wider community and providing a pool of potential trustees.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

- The trustees met formally three times (twice by videoconference). They discussed maintenance and other matters.
- A template letter for grave sales, with the extension chiefly in mind, was agreed in the interests of ensuring a clearer record of rights and responsibilities.
- The cemetery was maintained by individual trustees' efforts (about 100 hours) despite the difficulties of the pandemic that made group activity unsafe. Nevertheless a pallet crate was obtained and installed in a temporary location.

Section D Achievements and performance

Priority was placed on ensuring safe access. The CIO reacted promptly to a dangerous tree which was felled and removed by a contractor.

- The contractor who had laid grass in extension continued to maintain that area.

Section E Financial review

Brief statement of the charity's policy on reserves

The CIO's reserves, which are not large all things considered, are viewed as potentially necessary for future substantial capital expenditure once the extension comes into use to create fitting ambiance for that area.

Details of any funds materially in deficit

There are no funds in deficit.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The chief recurrent source of funds is the grant made equally to the Parish Church (for the churchyard) and to the CIO by Cottenham Parish Council of funds received by the Council from the civil purposes part of the Cottenham Church and Causeway Charity. Additional funding is occasionally available from the Ebenezer Trust, which includes maintenance of the Cemetery among its explicit objects. Other funding comes from fees for interments and monuments. Funding from the Ebenezer Trust has been used for particular maintenance matters.

The 2020 grant from the Parish Council was delayed into 2021 due to a misunderstanding and technical difficulty. Due to the pandemic the Ebenezer Trust did not meet to consider our application.

Fees were reviewed during 2021 and it was agreed to review at first meeting each year.

Section F Other optional information

Nothing that we feel necessary to draw the Commissioners' attention to.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Sarah Berenger</i>	<i>Philip Saunders</i>
Full name(s)	Sarah Elissa Berenger	Philip Charles Saunders
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	27 September 2021	27 September 2021