



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	No (if any)
Cottenham Dissenters' Cemetery CIO	1160345

Receipts and payments accounts			
For the period from	Period start date	To	Period end date
	01-Jan-24		31-Dec-24

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Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	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
B2 Other monetary assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-	-
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	Sarah Crisall	Sarah Crisall	06/10/2025	
	James Blunt	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