



# Trustees' Annual Report for the period

Period start date			Period end date				
From	Day 06	Month 04	Year 2020	To	Day 05	Month 04	Year 2021

## Section A Reference and administration details

Charity name	Chipperfield Burial Ground Trust
Other names charity is known by	None
Registered charity number (if any)	1170966
Charity's principal address	c/o Blackwells The Common Chipperfield, Kings Langley, Herts Postcode WD4 9BS

### 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 MORRILL	Chair		
2	James GOOD	Treasurer		
3	Anthony THOMPSON			
4	John VIGOR			
5	Karen PAPWORTH			
6				
7				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

None
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## Section B

## Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CIO Foundation Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation, Foundation Model Registered 4 <sup>th</sup> January 2017
Trustee selection methods (eg. appointed by, elected by)	Four of the trustees were members of the Project Group who started work on the burial ground project in 2011. The Trust welcomes applications from the local community from those wishing to become trustees, and seeks out suitably experienced replacements as needed. One new Trustee, Karen Papworth, recruited January 2020

### 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.

## Section C

## Objectives and activities

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

Establish and provide a New Burial Ground to be available to people residing in the neighbourhood who wish to be buried in Chipperfield.  
Undertake or procure the management of the Burial Ground  
Hold and administer the Burial Ground in trust to allow enjoyment thereof by the public  
Maintain and keep the Burial Ground in a good and decent state of repair



**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)**

The Chipperfield Project Group was formed by volunteers in 2011 when it became clear at the annual Parish Council meeting that there were a limited number of spaces left for burials in St. Paul's Churchyard in Chipperfield. (No space for any new graves 2020 onwards) The intention of the Project Group (and now of the Trust) is that burials will be able to continue for those from the locality who wish to be buried in the village of Chipperfield now that the churchyard is full. The Diocese of St. Albans has a policy of not extending its churchyards, and so it was clear that the Project Group would have to find suitable land, obtain planning permission and establish a new burial ground. The Trust became a charity on 4<sup>th</sup> January 2017 – with a Charitable Incorporated Organisation set up to be the holder of the land forming the future burial ground.

The Trust does not employ any staff – the work this financial year to April 2021 has been purchasing memorial stones and paving stones for the ashes area, encouraging grass and wild meadow growth on the land leased from Dacorum Borough Council, and the work detailed below in section D to make the Burial Ground presentable.

The first burial took place in October 2019, and the Burial ground now (6 Apr 2021) has 3 graves and 1 burial of ashes.

. Trustees and volunteers are now looking after the grass, hedges, weeding, and removing stones at no cost to the Trust.

The Trust does not own any possessions, or buildings. (But it does have a 125 yr lease on the Burial Ground). It continues to have public liability insurance with Zurich who provided a free extension of cover for the 3 months February – April 2021 (hence no renewal fee in this year's accounts).

#### **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.

Income for the 2020-21 financial year is detailed in "E" below.

The Trust does not make grants to others.

The Trust has no investments.

The Trustees are aware of the guidance on Public Benefit and no trustees have been paid for their work or contributions, or claimed any expenses.

The public benefits provided are:-

New space for burials and the interment of ashes

A 22 metre brick and flint front wall which has been praised by many and complements the village conservation area.

An attractive burial ground with flowers, and 2 benches on which to sit and free access for the public at all times.

A path round the outside of the boundary hedge now heavily used by dog walkers etc.

Volunteers are looking after the Burial Ground and assist with many of the tasks. The Trust has not yet had to pay for any professional maintenance.

## **Section D**

## **Achievements and performance**



## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The major work in the year up to April 2021 was:-

- Purchase of memorial stones and paving stones for the ashes area.
- Construction of a plinth with securing bolts for a fine 3 seater oak bench presented to us
- Sowing of more grass and wild flower seed.
- Planting of daffodils, primroses and tulips around the perimeter
- Cutting of the grass, weeding, maintaining the new graves.
- There have been two burials and one interment of ashes.
- A local family paid for and has replaced dead whips as necessary in the natural mixed hedge as their gift to the village (they are commercial hedge planters)

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Trust does not have any reserves. It holds only a Current Account at this early stage of its development.

### Details of any funds materially in deficit

None

### 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.

Funds for the 20-21 financial year have come from:-

A grant from Chipperfield Parish Council.

Income from 2 burials and 1 interment of ashes.

Small donations from individuals (Largest £56)

The expenditure has been purchasing paving and memorial stones for the ashes area so as to allow 2 benches where people can sit and talk to others near those whose remains are buried.

The Trust has no investments, and this is not likely to change in the coming year.

## Section F

## Other optional information

Forseeable expenditure for the 2021-22 year is:-

### Public Liability Insurance

Replacement of any hedging plants or grasses that fail to establish

Maintenance of perimeter fence, benches and the double gates.

The laying of square stones for the interment of ashes area (est. £1500)

Construction of firm ground through the gates. Small memorial stone for a founder trustee (£1,000)

Planting of more bulbs

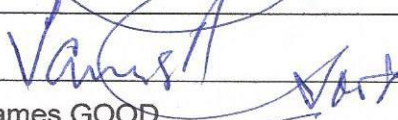

No payments have been made to trustees other than to re-imburse invoices for items purchased for use in the construction of the burial ground.

Trust members and volunteers have been generous with their time, and in loaning equipment, supplying fuel, and providing refreshments for those working on the burial ground site.

**Section G****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) James GOOD		Stephen MORRILL 5/6/21	
Position (eg Secretary, Chair, etc)	Treasurer		Chair	
	Date 5th June 2021			





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
**CHIPPERFIELD BURIAL GROUND TRUST**

No (if any)  
1170966

**CC16a**

## Receipts and payments accounts

For the period from	Period start date 06/04/20	To	Period end date 05/04/21
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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 £
<b>A1 Receipts</b>					
PARISH COUNCIL	750	-	-	750	750
DONATIONS	209	-	-	209	1,235
BURIALS – DANKS, SHEMINANT	2,700	-	-	2,700	-
ASHES – SWABY	500	-	-	500	-
HOLLYBERRY FAIR	-	-	-	-	1,300
FUNDRAISING EVENTS	-	-	-	-	1,742
VILLAGE CLUB DONATION	-	-	-	-	750
FUNERAL DONATIONS	-	-	-	-	1,053
<b>Sub total (Gross income for AR)</b>	<b>4,159</b>	<b>-</b>	<b>-</b>	<b>4,159</b>	<b>6,830</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>4,159</b>	<b>-</b>	<b>-</b>	<b>4,159</b>	<b>6,830</b>
<b>A3 Payments</b>					
INSURANCE PREMIUM	-	-	-	-	192
WATER SUPPLY	75	-	-	75	100
MEMORIAL STONES (ASHES AREA)	1,440	-	-	1,440	-
PAVING STONES	403	-	-	403	-
R B LEGION, WREATHS	50	-	-	50	-
SOLICITOR	-	-	-	-	640
SITE CLEARANCE, WALL & FENCE	-	-	-	-	19,284
GRASS SEED & DAFFODIL BULBS	-	-	-	-	301
	-	-	-	-	-
<b>Sub total</b>	<b>1,968</b>	<b>-</b>	<b>-</b>	<b>1,968</b>	<b>20,517</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>1,968</b>	<b>-</b>	<b>-</b>	<b>1,968</b>	<b>20,517</b>
<b>Net of receipts/(payments)</b>	<b>2,191</b>	<b>-</b>	<b>-</b>	<b>2,191</b>	<b>- 13,687</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,211</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>6,402</b>	<b>-</b>	<b>-</b>	<b>6,402</b>	<b>- 13,687</b>

## 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		-	-	-
		-	-	-
		6,402	-	-
	<b>Total cash funds</b>	6,402	-	-
	(agree balances with receipts and payments account(s))	YES	OK	OK



	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
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 liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	James GOOD	5.6.21
	Stephen MORRILL	5/6/2021