



Trustees' Annual Report for the period

	Period start date			Period end date		
	Day	Month	Year	T Day	Month	Year
From	06	04	2022	05	04	2023

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

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	Mike JOSEPH			
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
None		

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

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 4th January 2017

Trustee selection methods
(eg. appointed by, elected by)

Five of the trustees were members of the Project Group which started work on the burial ground project in 2011. The Trust welcomes applications from the local community for those wishing to become trustees, and seeks out suitably experienced replacements as needed. One new Trustee, Karen Papworth, recruited January 2020; another, Mike Joseph, in Feb 2022.

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 major risk could be loss of money from our bank account. Withdrawals are allowed only by cheque with 2 signatures out of 4 nominated (to HSBC) trustees. Trustees do not ever sign blank cheques.

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 4th January 2017 – with a Charitable Incorporated Organisation set up to be the holder of the land forming the future burial ground.

The Trust has never employed staff. In the early years Trustees made donations to provide starter funds in the bank account, and then continued local fund raising over 6 years until income from burials became available.

The work for this financial year to April 2023 has been to purchase another 26 memorial stones, and paving stones for the ashes area, and have them set in a weak mortar mix to double the size of the area for cremated remains. The Trust also had chippings laid on the sloping entrance to the grassed area to provide a firm surface for coffin bearers and mourners.

The first burial took place in October 2019, and in the period 6 Apr 2022 to 5 Apr 2023 there have been 2 interments of ashes and 4 burials in graves, so a total of 9 graves and 6 stones with ashes underneath in our Burial Ground. This is in line with the project's expectation of 3 to 5 burials each year.

The Trustees understand what is meant by 'public benefit' and believe that this is demonstrated in this annual return. The Burial Ground continues to receive compliments from those who visit it and walk past it.

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, renewed in May 2022

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 2022-23 financial year is detailed in "E" below.

The Trust does not make grants to others.

The Trust has no investments, but does have a draft policy on investments likely to be adopted in the next year as UK interest rates rise and our bank balance approaches £8,000. CCLA manages investments on behalf of C of E Schools and the Diocese, and the Trust will consider using them.

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 other than reimbursement for materials.

The public benefits provided are:-

New space for burials and the interment of ashes

A 22 metre brick and flint front wall, with low gates, 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 and others. The Trust has re-surfaced this 60 metre path with arisings from trees felled locally.

- 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 of grass or hedges.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The work in the year up to April 2023 was:-

- Further purchase of 26 memorial stones for the ashes area.
- Laying these stones + a firmer surface on the entrance slope
- Planting of more daffodils, and tulips around the perimeter
- Cutting of the hedge & grass; weeding & maintaining the graves.
- 4 burials and 2 interments of ashes.
- Front gates re-coated in Sadolin, and gateposts capped in lead to prevent rot.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Trust does not have any reserves but intends to adopt a drafted policy during the next year. At the moment it holds only a Current Account.

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 22-23 financial year have come from:-
Income from 4 burials and 2 interments of ashes.
Small donations from individuals, largest £450 from the village petrol station.
£100 from closure of the Hollyberry Fair account

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

The Trust has no investments, but a policy on investment has been drafted and will be considered as interest rates rise and our bank balance increases.

Section F

Other optional information

Foreseeable expenditure for the 2023-24 year is:-

Public Liability Insurance (£200)

Replacement of any hedging plants that die

Maintenance of perimeter fence, benches and the double gates. (£250)

Planting of more bulbs. A marker post for the ashes area.

No payments have been made to trustees other than to re-imburse invoices for materials purchased for use in the maintenance 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)

James Good *Stephen Morrill*

Full name(s)

James GOOD

Stephen MORRILL

Position (eg Secretary,
Chair, etc)

Treasurer

Chair

Date

13 Jan 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Chipperfield Burial Ground Trust

No (if any)
1170966

Receipts and payments accounts

CC16a

For the period from	Period start date 06/04/22	To	Period end date 05/04/23
------------------------	-------------------------------	----	-----------------------------

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					
Donations	680	-	-	680	-
Interments	4,200	-	-	4,200	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	4,880	-	-	4,880	4,871
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	4,880	-	-	4,880	4,871
A3 Payments					
Insurance	192	-	-	192	-
Memorial stones for ashes	2,772	-	-	2,772	-
Bank charges	65	-	-	65	-
Access paving	2,640	-	-	2,640	-
Memorial stone for Dawn Bunker	790	-	-	790	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	6,459	-	-	6,459	4,286
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	6,459	-	-	6,459	4,286
Net of receipts/(payments)	- 1,579	-	-	- 1,579	585
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	7,057	-	-	7,057	-
Cash funds this year end	5,478	-	-	5,478	585

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		-	-	-
		-	-	-
		-	-	-
	Total cash funds	5,478	-	-

(agree balances with receipts and payments account(s))

OK

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			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

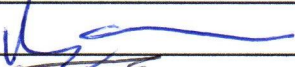
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature

Print Name

Date of approval


ANTHONY THOMPSON

MICHAEL JOSEPH
ANTHONY THOMPSON

4/2/24
4.2.24