



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **1.1.21** Period start date To **31.12.21** Period end date

**Charity name:** The parochial church council of the ecclesiastical parish of All Saints' Cottenham

**Charity registration number:** 1177838

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Promoting in the parish the whole mission of the church. Repair and maintenance of church buildings. Wider ministry, e.g. to older people and those in residential care homes.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Providing buildings and facilities for religious services. Conducting religious ceremonies. Pastoral care, education, mission. Maintaining public churchyards.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have had regard to the guidance issued by the Charity Commission on public benefit

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Normal church services have been restored, as has our ministry to older people through services in our local care homes. We have also restarted Messy Church. Our Little Saints group is an extremely effective outreach to young families in the village. However, we have maintained certain aspects of our lockdown activity which proved successful. In particular, we now have a regular Sunday-evening Zoom service. We also keep in contact with members of the church family through a regular pastoral letter.</p> <p>We have made improvements to our church building and have installed a screen and projector. This new equipment enlivens normal worship and allows the building to be used for other purposes.</p> <p>We regularly make the church building available to the wider community, for such purposes as rehearsals, concerts and recordings.</p> <p>We have welcomed a new curate who has added immeasurably to our spiritual, and musical life.</p> <p>We have been pleased to see an increase in the number of young families attending church.</p> <p>We have been present in the wider community through pop-up services in other parts of the village.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives	Para 1.41	

set		
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The PCC recognizes that there are restrictions on some capital funds. The PCC has created a general reserve to which it has allocated capital funds which it ring fences from inclusion in general expenditure projections and uses in part to obtain income which it applies in the day-to-day operation of the charity. The resources are included in planning for longer-term projects to repair, maintain or enhance the church of All Saints' Cottenham.
Amount of reserves held	Para 1.22	<b>250765</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	<b>none</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Measures. The Parochial Church Councils (Powers) Measure 1956 as amended and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	By statute
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected by church members of the electoral roll; ex officio; co-opted by the PCC

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	The parochial church council of the ecclesiastical parish of All Saints' Cottenham
Other name the charity uses	All Saints' Church Cottenham
Registered charity number	1177838

Charity's principal address	High Street Cottenham CB24 8SA

**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	Rev. Lynda Davies	Rector		PCC
2	Mrs Lesley Maile	Churchwarden		PCC
3	Mr Christopher Lowe	Churchwarden		PCC
4	Dr Frances Horgan	PCC Treasurer		PCC
5	Mr Edward Kramer	Deanery Synod Representative		PCC
6	Mrs Cheryl Lowe	PCC Secretary		PCC
7	Ms Alison Wedgbury	LLM		PCC
8	Dr David Ward			PCC
9	Mr Nickolas Nourie			PCC
10	Mr Matthew Unwin-Riches			PCC
11	Mrs Sue Hooks			PCC
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## **Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### **Additional information (optional)**

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

<b>Type of adviser</b>	<b>Name</b>	<b>Address</b>

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

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## **Exemptions from disclosure**

Reason for non-disclosure of key personnel details

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## **Other optional information**

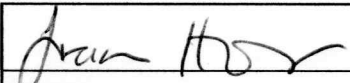
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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Frances Mary Horgan	
Position (eg Secretary, Chair, etc)	Honorary Treasurer	

Date	29.10.2022
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Section A

Independent Examiner's Report

Report to the trustees/  
members of

ALL SAINTS' COTTENHAM

On accounts for the year  
ended

December 2021

Charity no  
(if any)

1177838

Set out on pages

one only

(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 DD / MM / YYYY.

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 (other than that disclosed below \*) 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

M. G. DEE

Date:

13/5/2022

Name:

M. G. DEE

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

Address:

62, LYLES ROAD

COTTENHAM

CAMBS CB24 8QR

All Saints' Church  
Charity Commission Registration Number 1177838  
**Statement of Assets and Liabilities**

	<i>Note</i>	<i>Unrestricted</i>	<i>Restricted</i>	<i>Total 2021</i>	<i>Total 2020</i>
Cash funds					
Bank current account		16,352.10	3,630.61	19,982.71	13,720.32
Lloyds PCC		7,105.96		7,105.96	9,231.95
Hall account		23,391.20		23,391.20	20,063.83
Reordering account		35.62		35.62	35.62
				<hr/>	<hr/>
				50,515.49	43,051.72
				<hr/>	<hr/>
Investment assets					
Investment fund shares.	3				
at cost		210,005.74	39,994.26	250,000.00	275,000.00
				<hr/>	<hr/>
Assets retained for church use.	2	120,000.00		120,000.00	120,000.00
				<hr/>	<hr/>
Liabilities					
Assigned fees		5,757.00		5,757.00	4,699.00

Other	368.08	368.08	315.82
		<u>6,125.08</u>	<u>5,014.82</u>

## Notes

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.
2. Fixed assets retained for church use is the church hall, at cost.
3. The remainder of the proceeds of the sale of Marian Bicheno's house, together with the organ fund, a restricted fund which represents a donation, are invested in the COIF fund. The market value of our investment at 31.12.21 was £361,718.96.
4. The movements in designated and restricted funds during the year were:

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
<b>Designated</b>					
Mission and Charities	0.07	-		-0.07	0.00
Prayer resources.	150.00			-150.00.	0.00
	<u>150.07</u>			<u>-150.07</u>	<u>0.00</u>

The Mission and Charities fund, which was purely administrative, was closed. The balance of the Prayer Resources fund, which represented a gift from a parishioner, was transferred to the General Fund to cover expenditure on prayer resources.

**All Saints Church**  
**Statement of Financial Activities (Receipts & Payments)**  
January 1, 2021 to December 31, 2021 (compared to January 1, 2020 to December 31, 2020)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
<i>Receipts</i>							
Income and Endowments							
Income from Charitable Activities							
Bookstall and Card Sales	25.22			25.22	20.00	5.22	26%
Catering							
Coffee Money	12.04			12.04		12.04	
PCC Fees Income							
Banns	92.00			92.00		92.00	
Burial of ashes	635.00			635.00	492.00	143.00	29%
Crematorium	180.00			180.00	215.00	-35.00	-16%
funerals	4,601.00			4,601.00	793.00	3,808.00	480%
memorial tablet	837.00			837.00	537.00	300.00	56%
weddings	1,166.00			1,166.00	557.00	609.00	109%
Rent for Use of Charity Centre	8,107.13			8,107.13	5,555.00	2,552.13	46%
Income from Donations and Legacies							
Cash Collections	1,676.27			1,676.27	1,438.69	237.58	17%
Donations					235.00	-235.00	-100%
Rampton for parish share					862.50	-862.50	-100%
Sundry Donations	1,292.68			1,292.68	1,539.10	-246.42	-16%
fellowship tea					20.00	-20.00	-100%
tower appeal	500.00			500.00		500.00	
Gift Aid Claimed	9,564.07			9,564.07	26,860.72	-17,296.65	-64%
Gift Days	3,527.63			3,527.63	1,050.00	2,477.63	236%
Goodbox	110.04			110.04	297.73	-187.69	-63%
Legacies	1,000.00			1,000.00		1,000.00	
Planned Giving - Gift Aided	39,959.68			39,959.68	41,005.10	-1,045.42	-3%

**All Saints Church**  
**Statement of Financial Activities (Receipts & Payments)**  
January 1, 2021 to December 31, 2021 (compared to January 1, 2020 to December 31, 2020)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
Planned Giving - Non-Gift Aided	2,007.63			2,007.63	2,332.10	-324.47	-14%
cash collections Rampton	182.60			182.60		182.60	
one-off grants	21,178.00			21,178.00	1,334.00	19,844.00	1,488%
Investment Income							
Dividends & Reclaimed Tax	7,828.20	1,472.26		9,300.46	9,835.32	-534.86	-5%
Other Incoming Resources							
VAT reclaim					13,938.55	-13,938.55	-100%
sundry receipts					1,008.00	-1,008.00	-100%
from petty cash					6.63	-6.63	-100%
<b>Total Receipts</b>	<b>104,482.19</b>	<b>1,472.26</b>	<b>0.00</b>	<b>105,954.45</b>	<b>109,932.44</b>	<b>-3,977.99</b>	<b>-4%</b>

*Payments*

Expenditure

Charitable Activities

Charity Management & Administration

Bank Charges	14.00			14.00		14.00	
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Charity Running Costs

Cost of Services					50.00	-50.00	-100%
Gas/Electricity Church	5,902.15			5,902.15	5,533.76	368.39	7%
Water & Sewage	211.41			211.41	588.95	-377.54	-64%
Gas/Electricity Hall	1,209.27			1,209.27	1,514.70	-305.43	-20%
Housekeeping	2,132.95			2,132.95	1,711.50	421.45	25%
Insurance	5,733.94			5,733.94	5,291.06	442.88	8%
security alarms	945.60			945.60	937.20	8.40	1%
Printing & Stationery Costs	472.33			472.33	486.43	-14.10	-3%
Routine Repairs to Charity Centre	199.02			199.02		199.02	

**All Saints Church**  
**Statement of Financial Activities (Receipts & Payments)**  
**January 1, 2021 to December 31, 2021 (compared to January 1, 2020 to December 31, 2020)**

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
Organ / Piano Tuning & Repair	120.00			120.00		120.00	
boiler and radiators hall	60.00			60.00		60.00	
boilers and radiators church	141.67			141.67		141.67	
repairs to charity centre (church)	4,981.63			4,981.63	6,021.91	-1,040.28	-17%
repairs to charity centre (hall)	1,819.34			1,819.34	1,187.40	631.94	53%
Secretarial Costs	50.00			50.00	49.99	0.01	0%
Telephone & E-mail & IT	1,034.29			1,034.29	918.71	115.58	13%
Upkeep of Churchyard	3,726.98			3,726.98	900.00	2,826.98	314%
music	654.75			654.75	636.98	17.77	3%
sundries	456.58			456.58	808.78	-352.20	-44%
Clergy Expenses							
Clergy Miscellaneous	100.00			100.00	80.00	20.00	25%
incumbent expenses	1,294.45			1,294.45	3,684.52	-2,390.07	-65%
Diocesan Quota	66,879.78			66,879.78	66,928.70	-48.92	-0%
Employee Costs							
Payroll Costs	342.00			342.00	324.90	17.10	5%
salaries, wages and honoraria	4,251.00			4,251.00	4,929.17	-678.17	-14%
Expenditure on Magazine & Bookstall					19.04	-19.04	-100%
Grants							
Home Relief Agencies					422.00	-422.00	-100%
Other Charity Societies	15.00			15.00		15.00	
Overseas Relief Agencies					576.37	-576.37	-100%
Major repairs to the church building							
Church Tower	5,000.00			5,000.00	7,906.92	-2,906.92	-37%
church roof					26,664.14	-26,664.14	-100%
projector and screen	16,852.80			16,852.80		16,852.80	

**All Saints Church**  
**Statement of Financial Activities (Receipts & Payments)**  
January 1, 2021 to December 31, 2021 (compared to January 1, 2020 to December 31, 2020)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
mission and evangelism costs					60.00	-60.00	-100%
Expenditure on Raising Funds							
Goodbox card reader					42.00	-42.00	-100%
<b>Total Payments</b>	<b>124,600.94</b>	<b>0.00</b>	<b>0.00</b>	<b>124,600.94</b>	<b>138,275.13</b>	<b>-13,674.19</b>	<b>-10%</b>
<b>All Receipts</b>	<b>104,482.19</b>	<b>1,472.26</b>	<b>0.00</b>	<b>105,954.45</b>	<b>109,932.44</b>	<b>-3,977.99</b>	<b>-4%</b>
<b>All Payments</b>	<b>124,600.94</b>	<b>0.00</b>	<b>0.00</b>	<b>124,600.94</b>	<b>138,275.13</b>	<b>-13,674.19</b>	<b>-10%</b>
Transfers Between Funds	150.07	-150.07	0.00	0.00	0.00	0.00	
<b>Net Movement in Funds</b>	<b>-19,968.68</b>	<b>1,322.19</b>	<b>0.00</b>	<b>-18,646.49</b>	<b>-28,342.69</b>	<b>9,696.20</b>	
<b>Total Funds Brought Forward</b>	<b>270,724.22</b>	<b>42,312.68</b>	<b>0.00</b>	<b>313,036.90</b>	<b>341,379.59</b>	<b>-28,342.69</b>	<b>-8%</b>
<b>Total Funds Carried Forward</b>	<b>250,755.54</b>	<b>43,634.87</b>	<b>0.00</b>	<b>294,390.41</b>	<b>313,036.90</b>	<b>-18,646.49</b>	<b>-6%</b>