



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	February	2020		31	JANUARY	2021

## Section A Reference and administration details

**Charity name**

CRICKLADE COURT LEET CHARITY

**Other names charity is known by**

Manorial Court for the Hundred and Borough of Cricklade

**Registered charity number (if any)**

1179807

**Charity's principal address**

19 Manor Orchard

Cricklade

Wilts

**Postcode SN6 6EA**

### 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	Clive Smith	High Bailiff		
2	John Coole	Steward		
3	John Barratt	Haywarden		
4	Eric Cripps	Town Crier		
5	Michael Hatton	Constable		
6	John Harman	Ale Taster		
7	Anita Barratt	Waywarden		
8	Paul Hower	Afferor		
9	Robert Jones	Scavenger		
10	David Tetlow	Sealer		
11	Nigel Wynne	Carner		
12	Lester Buck	Foreman		
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year
N/A	

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

Type of adviser	Name	Address

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

N/A

## 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)	By resolution passed at a properly convened meeting of charity trustees.

### 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**

1. To promote for the public benefit the conservation and improvement of the physical and natural environment and the biological diversity of the common lands in the parish of Cricklade.
2. To promote such other charitable purposes under the law of England and Wales for the benefit of the inhabitants of the parish of Cricklade as the trustees shall from time decide

**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)**

Having regard to the Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant we confirm that the Trustees are aware of the guidance and they have taken it into account when making a decision to which the guidance is relevant.

All planned activities were suspended due to the Corona Virus outbreak apart from the ongoing management of the meadow and the grazing of cattle and horses in line with our constitution.

**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.

## Section D

## Achievements and performance

## Section D

## Achievements and performance

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

We are responsible for managing the grazing on North Meadow from 12<sup>th</sup> August to 12<sup>th</sup> February and the Court Members commit 250 volunteer hours per annum to this task. We work with the graziers, carry out daily checks as well as installing, maintaining and removing 2.5km of electric fencing and 8 pasture pumps. In addition, our volunteer wardens monitor North Meadow and work with Natural England to resolve any management issues.

Various measures put in place to protect grazing animals in the meadow and improve the physical environment e.g. pasture pumps.

Donations were made to the Royal British Legion as part of our civic role and associated activities.

The Cricklade Court Website and Facebook pages have been updated and contain much more information about the meadow and public access. <http://www.crickladecourtleet.org.uk/>

## Section E

## Financial review

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

Following the award of the Heritage Lottery Grant our reserves remain considerably higher than usual. We were unable to complete many of the anticipated task due to lock down and safety issues. However, the project is continuing, and many of the planned activities have been completed this year. Grants from the Rural Payments Agency have ceased and future funding is a concern. We were unable to fund Open University research and recording of data this year. .

**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.

**Section F Other optional information**

Although the Charity was established as a Charitable Incorporated Organisation on 4th September 2018 accounts for the 2018/19 year ending 31/1/19 were completed and presented as Cricklade Court Leet no payments relating to the Charity were included in those accounts and all reserves were transferred to the new Charity account and the previous account closed in February 2019.

**Section G Declaration**

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

**Signed on behalf of the charity's trustees**

<b>Signature(s)</b>		
<b>Full name(s)</b>	John Coole	Clive Smith
<b>Position (eg Secretary, Chair, etc)</b>	Steward	High Bailiff
<b>Date</b>		



**CRICKLADE COURT LEET CHARITY  
ACCOUNTS  
FOR THE YEAR ENDED 31st JANUARY 2021**

<b>Income and Expenditure Account</b>	12 months to 31/01/20	12 months to 31/01/21
RPA receipts	£ 25,638.00	£ 5,206.74
Grazing Fees	£ 337.50	
HLF Project	£ 16,240.00	
Donations	£ 384.87	£ 6.40
	£ -	
	£ -	
Other	£ 0.03	
	£ -	
	£ 0.03	£ -
<b>Income</b>	<b>£ 42,600.40</b>	<b>£ 5,213.14</b>
RPA payments	£ 14,885.12	£ 2,534.48
Donation - Museum (beating the bounds)	£ 88.92	£ -
Donation - British Legion wreath	£ 30.00	£ 30.00
Donation - RBL	£ -	
Badges	£ 52.80	
Room Hire	£ -	
HLF Project	£ 18,817.40	£ 1,218.63
Land transferred to Balance Sheet	(£ 18,172.00)	£ -
<b>Expenditure</b>	<b>£ 15,702.24</b>	<b>£ 3,783.11</b>
<b>Excess of Income over Expenditure</b>	<b><u>£ 26,898.16</u></b>	<b><u>£ 1,430.03</u></b>
 <b>Balance Sheet</b>		
The accumulated fund - opening	£ 32,140.05	£ 59,038.21
Net income for the year	£ 26,898.16	£ 1,430.03
<b>The accumulated fund - closing</b>	<b><u>£ 59,038.21</u></b>	<b><u>£ 60,468.24</u></b>
 Represented by		
HLS Grant Agreement	£ -	£ -
NHLF Grant Agreement	£ 11,242.60	£ 10,023.97
Area Board Grant	£ 2,880.00	£ 2,880.00
<b>RESTRICTED FUNDS</b>	<b>£ 14,122.60</b>	<b>£ 12,903.97</b>
North Meadow	£ 17,217.58	£ 19,889.84
NHLF Grant - match funding	£ 3,720.00	£ 3,720.00
<b>DESIGNATED FUNDS (UNRESTRICTED)</b>	<b>£ 20,937.58</b>	<b>£ 23,609.84</b>
Bank - Current Account	£ 5,806.03	£ 5,782.43
<b>GENERAL FUNDS (UNRESTRICTED)</b>	<b>£ 5,806.03</b>	<b>£ 5,782.43</b>
Cash at Bank (Current Account)	£ 40,866.21	£ 42,296.24
North Meadow Land (RESTRICTED)	£18,172.00	18,172.00
<b>Net Assets</b>	<b><u>£ 59,038.21</u></b>	<b><u>£ 60,468.24</u></b>

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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did 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 this report in order to enable a proper understanding of the accounts to be reached.

Mark Clarke  
Member of the Institute of Chartered Accountants in England & Wales

7th November 2021

CRICKLADE COURT LEET CHARITY  
CURRENT ACCOUNT  
FOR THE YEAR ENDED 31st JANUARY 2021

Date	Name	Ref	Total	RPA <i>Designated</i>	RPA	Grazing fees	Donations	HLF Grant <i>restricted</i>	Events	Date	Name	Ref	Total	RPA <i>Designated</i>	RPA	Donations	Expenses	Project <i>restricted</i>	Events
2/1/2020 b/f			£ 40,866.21							2/14/2020 CTC Room Hire 2019		£ 60.00						£ 60.00	
2/24/2020 RPA			£ 4,827.60	£ 4,827.60						6/10/2020 Royds Withy King		£ 421.60						£ 421.60	
6/10/2020 Donation			£ 6.40				£ 6.40			6/10/2020 Reimbured Legal Expenses		£ 26.95						£ 26.95	
12/4/2020 RPA			£ 379.14	£ 379.14						6/10/2020 Expenses for travel		£ 6.40						£ 6.40	
										9/7/2020 Expenses		£ 134.48	£ 134.48						
										10/13/2020 Zurich Insurance		£ 99.31						£ 99.31	
										11/25/2020 RBL donation for wreath		£ 30.00				£ 30.00			
										1/28/2021 Grazing		£ 2,400.00	£ 2,400.00						
										1/28/2021 Expenses website		£ 604.37						£ 604.37	
										c/f		£ 42,296.24							
			<u>£ 46,079.35</u>	<u>£ 5,206.74</u>	<u>£ -</u>	<u>£ -</u>	<u>£ 6.40</u>	<u>£ -</u>	<u>£ -</u>			<u>£ 46,079.35</u>	<u>£ 2,534.48</u>	<u>£ -</u>	<u>£ 30.00</u>	<u>£ -</u>	<u>£ -</u>	<u>£ 1,218.63</u>	<u>£ -</u>
									£ -										

BANK ACCOUNT 31/1/2021

£ 42,296.24

Uncleared cheques

£ 42,296.24

£ -



## RPA account to 31/01/20

			Designated	Walks etc	
b/f 31/01/19	£	11,064.70	£ 7,364.70	£ 3,700.00	7,039.60
2/10/2019	C 306 -£	2,400.00	-£ 2,400.00		(2,400.00)
2/27/2019	RPA £	5,941.20	£ 5,941.20		5,941.20
4/23/2019	RPA £	4,827.60	£ 4,827.60		4,827.60
6/10/2019	RPA £	3,348.00	£ 3,348.00		3,348.00
7/18/2019	RPA £	816.00	£ 816.00		816.00
9/23/2019	Bacs -£	125.96	-£ 125.96		(125.96)
10/14/2019	Bacs -£	5,041.20	-£ 5,041.20		(5,041.20)
10/14/2019	Bacs -£	90.36	-£ 90.36		(90.36)
12/5/2019	RPA £	4,164.00	£ 4,164.00		4,164.00
12/23/2019	RPA £	6,541.20	£ 5,641.20	£ 900.00	5,641.20
1/14/2019	Bacs -£	4,827.60	-£ 4,827.60		(4,827.60)
1/23/2020	5 -£	2,400.00	-£ 2,400.00		(2,400.00)

C/F £ 21,817.58 **£17,217.58** £ 4,600.00

## RPA account to 31/01/21

			Designated	Walks etc	
b/f 31/1/20	£	21,817.58	£ 17,217.58	£ 4,600.00	
2/24/2020	RPA £	4,827.60	£ 4,827.60		
9/7/2020	BACS -£	134.48	-£ 134.48		
12/4/2020	RPA £	379.14	£ 379.14		
1/28/2021	BACS -£	2,400.00	-£ 2,400.00		

c/f £ 24,489.84 **£19,889.84** £ 4,600.00

## HLF Project to 31/01/20

	HLF budget	spend restricted	spend other	balance	
b/f 31/01/18	£ 506.21		£ 506.21		
CD balance 31/01/18	£ 409.60		£ 409.60		
Court Leet funds to 31/01/18	£ 2,000.00		£ 2,000.00		
CBA	£ 500.00		£ 500.00		
trenches	£ 164.00		£ 164.00		
New Year	£ 95.50		£ 95.50		
From HLF	£ 16,700.00	£ 16,700.00	£ -	<b>restricted</b>	
balance from general funds	£ 44.69		£ 44.69		
Area Board	£ 2,880.00		£ 2,880.00	<b>restricted</b>	
From HLF	£ 13,360.00	£ 3,336.03	£ 10,023.97	<b>restricted</b>	
c/f 31/01/20	£ 36,660.00	£ 20,036.03	£ -	<b>£16,623.97</b>	
HLF balance	£ 3,340.00		£ 3,340.00		
TOTAL	£ 40,000.00	£ 20,036.03	£ -	£ 19,963.97	

£ 3,720.00  
£ 12,903.97 **restricted**  
**£16,623.97**

## HLF Project to 31/01/21

	HLF budget	spend restricted	spend other	balance	
b/f 31/01/18	£ 506.21		£ 506.21		
CD balance 31/01/18	£ 409.60		£ 409.60		
Court Leet funds to 31/01/18	£ 2,000.00		£ 2,000.00		
CBA	£ 500.00		£ 500.00		
trenches	£ 164.00		£ 164.00		
New Year	£ 95.50		£ 95.50		
From HLF	£ 16,700.00	£ 16,700.00	£ -	<b>restricted</b>	
balance from general funds	£ 44.69		£ 44.69		
Area Board	£ 2,880.00		£ 2,880.00	<b>restricted</b>	
From HLF	£ 13,360.00	£ 3,336.03	£ 10,023.97	<b>restricted</b>	
c/f 31/01/21	£ 36,660.00	£ 20,036.03	£ -	<b>£16,623.97</b>	
HLF balance	£ 3,340.00		£ 3,340.00		
TOTAL	£ 40,000.00	£ 20,036.03	£ -	£ 19,963.97	

£ 3,720.00  
£ 12,903.97 **restricted**  
**£16,623.97**