

Registered Charity number 1184624

Annual report of the Trustees for the year ending

March 31<sup>st</sup> 2024

### **Details of the Houghton & Wyton Community Fund (“the Fund”)**

The Fund is a Charitable Incorporated Organisation. It was registered as a charity in July 2019 and began operations in early 2020.

### **Purpose and Objectives**

The Fund exists to benefit residents of, and other people closely associated with, the civil parish of Houghton and Wyton who are in need of charitable support. A significant source of finance for the Fund is envisaged to be from the surplus profits of the Houghton and Wyton Community Shop Ltd (“the Community Shop”).

### **Activities and Achievements**

The Trustees envisage that a broad range of Community support will be offered in future, for example to assist village clubs and societies, young people with ambitions to travel, and residents with extra needs who are not well served by the public sector. However in its fourth year of operations the Fund has continued to focus primarily on the immediate needs created by the aftermath of Covid-19 pandemic, and particularly the current economic situation. It is pleasing to note that the Fund has also been able to expand its range of activities by financing additional library books for the Village’s Primary School.

### **Governance**

The Fund is administered by up to five Trustees. The current Trustees are Lesley Craig, Guy Morton and Simon Summers, who can be contacted via the Fund’s email address which is: [hwcommunityfund@gmail.com](mailto:hwcommunityfund@gmail.com) . A copy of the Fund’s Constitution and an application form for assistance is also available from this email address.

The Fund’s postal address is: c/o The Laurels, Thicket Road, Houghton, Huntingdon, Cambs  
PE28 2BQ.

The Fund’s regulator is the Charity Commission for England and Wales.

### **Financial Review**

During the year the Fund received a one-off donation from Houghton & Wyton Parish Council of £3,939, which matched earlier donations by local residents (those donations arriving during the prior financial year). In addition the Fund received donations totalling £1,183 from the Community Shop, and made a further successful claim for Gift Aid amounting to £404. The Trustees are most grateful to all who have contributed in support of the Fund.

Out of the total income for the year of £5,530 (£4,646 in 2022-23), the Trustees have made grants during the year as follows:

To finance food parcels for residents in need	£2,700 (prior year £3,390)
Grants to local Community Groups	£2,000 (£1,300)
Grants for computers for home-schooling, and for financial hardship	nil (£800)
Total payments	£4,700 (£5,490)

The Fund therefore had an operating surplus of £830 for the year (prior year operating deficit £844). As a result, having begun the year with a bank balance of £279, it ended the year with an increased balance of £1,109. Because of the timing of Bank Holidays in 2024, the Fund made a payment shortly after year end relating to a distribution of food parcels in March 2024, which has been accounted for in the 2023-24 Accounts (being when the benefit accrued to the families supported by the Food Bank).

The Trustees enter the new financial year with confidence.

The Fund had no outstanding financial commitments as at March 31<sup>st</sup> 2024, except for the payment noted above, which was settled in April 2024. Any future commitments to grants over more than one financial year will always be covered by funds already in the Fund's bank account.

### **Independent Examiner**

The Fund's Independent Examiner Mr Adrian Acton resigned during the year, as he has moved home to the South of England. The Trustees are very grateful for his support and guidance in the early years of the Fund. Mr Ray King-Underwood has kindly agreed to accept the position of Independent Examiner, and has been duly appointed by the Trustees. His certificate is attached to the 2023-24 Accounts.

### **Conflicts of interest**

The Trustees note that two trustees are also officers of the Parochial Church Council, and one is a member of the Committee of the Village Shop. These are all unremunerated posts. In the Trustees' opinions, no conflicts of interest arise in these regards.

### **Public benefit statement**

The purposes of the Fund are set out above. In the fourth year of operations the Trustees consider that reasonable progress has been made on achieving these objectives to the public benefit. Like any Charity the activities of the Fund are constrained by its available resources, but the Trustees hope that a broader range of projects benefitting the parish and those closely involved in it will be supported in future years.

### **Risks and mitigants**

The Trustees maintain a Risk Register. No risks have been identified which cannot be managed, in the opinion of the Trustees

## **Data Protection**

The Fund has protections in place, to ensure that confidential personal data is not retained for longer than is necessary for reporting and security purposes. The Food Bank supported by the Fund since its 2021-22 financial year did not provide the Fund with any personal details about the people or families they support, save to confirm that all beneficiaries fulfilled the geographical and need-related constraints of the Fund.

The Trustees of the Houghton & Wyton Community Fund



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name

Houghton & Wyton Community Fund

No (if any)

1184624

## Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/2023	To	Period end date 3/31/2024
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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>					
Donations from Houghton and Wyton Community Shop	1,183	-	-	1,183	
Donation from Houghton and Wyton Parish Council	3,939	-	-	3,939	
Donation from Houghton and Wyton Parochial Church Council		-	-	-	
Donations from Individuals	3	-	-	3	3,939
Gift Aid Reclaimed	404	-	-	404	707
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>5,530</b>	<b>-</b>	<b>-</b>	<b>5,530</b>	<b>4,646</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>5,530</b>	<b>-</b>	<b>-</b>	<b>5,530</b>	<b>4,646</b>
<b>A3 Payments</b>					
Financing of Food Parcels paid to Village Shop	-	-	-	-	
Financing of Food Parcels paid to Diamond Hampers	2,530	-	-	2,530	3,390
Personal Hardship grants		-	-	-	800
Grants to Community bodies (Village Primary School)	2,000	-	-	2,000	1,300
	-	-	-	-	-
Payment after year end to Diamond Hampers for March 2024 food parcels, payment made 3/4/24	170	-	-	170	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>4,700</b>	<b>-</b>	<b>-</b>	<b>4,700</b>	<b>5,490</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>4,700</b>	<b>-</b>	<b>-</b>	<b>4,700</b>	<b>5,490</b>
<b>Net of receipts/(payments)</b>	<b>830</b>	<b>-</b>	<b>-</b>	<b>830</b>	<b>- 844</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>279</b>	<b>-</b>	<b>-</b>	<b>279</b>	<b>1,123</b>
<b>Cash funds this year end</b>	<b>1,109</b>	<b>-</b>	<b>-</b>	<b>1,109</b>	<b>279</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

Cash at Lloyds Bank	1,279	-	-
	-	-	-
	-	-	-
<b>Total cash funds</b>	<b>1,279</b>	<b>-</b>	<b>-</b>
(agree balances with receipts and payments account(s))	Agreement Error	OK	OK

Unrestricted funds	Restricted funds	Endowment funds
to nearest £	to nearest £	to nearest £

B2 Other monetary assets

Details			
none	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
none		-	-
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
none		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Payment made after year end for March 2024 food parcel deliveries	N/A	170	03 April 2024
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
	Simon Peter Summers	[XX/04/2024]