

# CHIPSTEAD VILLAGE PRESERVATION SOCIETY CIO

## Annual Report for the year ended 31 March 2022

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## Trustees' Report

### Status

The Chipstead Village Preservation Society CIO was registered by the Charity Commission on 7 May 2020. The CIO has the same Trustees as the 'old' CVPS, which remains a registered charity. The CIO's constitution is very similar to the 'old' CVPS but the opportunity was taken to update it where appropriate. The new constitution can be found on the village website.

On 4 September 2020 the assets and business of the 'old' CVPS were transferred to the CIO. The 'old' CVPS bank accounts remain operational, other than this the CVPS's properties and financial assets had been re-registered in the name of the CIO.

This Report and the attached financial statements combine the activities of the 'old' CVPS with those of the CIO. The Trustees believe that this is the most appropriate form of presentation and that members of the CVPS will find this the best way of understanding the activities and finances of the Society.

### Objectives and activities

The principal purpose of the Chipstead Village Preservation Society remains the preservation of land and the protection of the character and amenities of the village of Chipstead for the benefit of residents and the public. In undertaking our responsibilities, the Trustees have regard to the Charity Commission's guidance on public benefit.

The Society currently owns approximately 50 acres of land. This has been acquired over a number of years to protect the environment and to give access to recreational areas for residents and visitors to walk and enjoy the countryside. As has been the case in recent years, our main focus over the past twelve months has been the maintenance of our land holdings.

The Trustees would like to remind members of the Society that it owns the freehold of Longshaw in Hazelwood Lane. The flats were sold on very long leases and the lessees are

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obliged to notify the Society if they propose selling their interest. The Society maintains a list of members who are interested in purchasing a flat should one become available. Please advise the Honorary Secretary at [iris.spooner@btinternet.com](mailto:iris.spooner@btinternet.com) if there is such an interest.

#### **Achievements and performance**

*Maintenance of the CVPS's land holdings has remained a priority during the year under review. The main activities during the year were:*

- Continuing the clearance of brambles and laurel in The Grove
- Grass cutting in Embers Shaw (aka Colin's Field)
- Clearing Elmore Pond and those at Vincent's Green, Church Green and by The Grove
- Maintenance and replacement of the Village signboards
- Refurbishing the telephone box on Vincent's Green which was acquired by the CVPS in 2020

Since May 2020 the CVPS and St. Margaret's Church have been involved with the collection of food and other essentials for the Chipstead Village Food Bank, these donations go to the local Loveworks Charity who distribute in the CR5 postcode.

#### **Structure, governance and management**

CVPS CIO is a Registered Charity (Charity Commission registration number: 1189409). At the EGM on the 24 February 2020 members received and approved an updated Constitution which was based on a model document recommended by the Charity Commission. The CIO was registered by the Charity Commission on 9 May 2020.

The Society is managed and administered by a committee comprising the Officers and other Trustees. The number of Trustees (including Officers) shall be no fewer than 5 and no more than 15. The Trustees shall have no less than 3 meetings in any one year in addition to an Annual General Meeting. The Society has in place a Risk Management Plan which identifies the risks likely to be faced by the Society and the actions required to mitigate those risks. This is a "live" document and is periodically reviewed by the Trustees. The finances of the Society are overseen by a Finance sub-committee.

The 'old' CVPS remains a Registered Charity (Charity Commission registration number: 275408). It was established in 1977 and is governed by a constitution, the most recent version of which was approved by members on 8th November 2010

***Method used to appoint new trustees:*** CVPS Trustees and Officers are appointed by the members of the Society at the Annual General Meeting, generally for a three-year term upon the expiry of which, if eligible, they may seek re-election for further three-year term. Officers and other Trustees shall be proposed prior to an AGM by notice in writing signed by a member. In the event that a vacancy arises during the year in the number of Trustees, the Trustees may appoint any person who is willing to act on a temporary basis. A Trustee so appointed shall resign at the next AGM but may then be proposed for election as a Trustee.

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### ***Trustees***

The Trustees of the Chipstead Village Preservation Society CIO are John Stephenson (Chairman), Ian Baker (Treasurer), Stella Bury, Mark Fineman, Chris Hayman, David Higham, Annette James, Simon Kolesar, Rosemary Selfe, Iris Spooner (Secretary).

The same individuals also served throughout the year as Trustees of the 'old' CVPS.

Mark Fineman, Annette James, Simon Kolesar, Rosemary Selfe, Iris Spooner are standing for re-election to both charities.

### **Registered Address**

The Honorary Secretary, 21 Hollymead Road, Chipstead, Surrey CR5 3LQ

### **Financial review**

As shown by the financial statements the CVPS made a surplus during the year, the value of our investments rose again and the divided yield returned to their pre-pandemic levels. The Investment Policy was reviewed and amended during the year to provide a wider spread of risk through a reduction in exposure to FTSE.

Despite the small increase in members during the year only about 20% of the estimated 1,000 residences in the village are members. The Trustees would very much like to increase both the number of members and consequently the amount of subscriptions raised. Subscription's are now paid through CAF Donate with a recommended £25 minimum donation, which has improved not only the cash flow but also the timing of the collection of gift aid. We would also like to encourage residents to make bequests to the Society in their wills.

### **Reserves policy**

The Society's aim is that its expenditure on maintaining its land and woodland holdings should be funded by its subscription and investment income. The Society's long-term policy is to build up its reserves to provide a sustainable stream of investment income. In exceptional circumstances the reserves may be used to fund abnormal expenditure but the Trustees anticipate that new fund raising would be required to pay for significant future projects.

**Signed 14th June 2022**

**J Stephenson**

**Chairman**

**I Baker**

**Treasurer**

**Independent Examiner's Report to the Trustees of the Chipstead Village Preservation Society CIO**

## **CHIPSTEAD VILLAGE PRESERVATION SOCIETY CIO**

### **Annual Report for the year ended 31 March 2022**

I report to the Trustees on my examination of the accounts of the Chipstead Village Preservation Society CIO for the year ended 31 March 2022. As Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

As explained in the Trustees Report and Note 1 of the Financial Statements on 4 September 2020 the assets and business of The Chipstead Village Preservation Society (the 'old' CVPS) were transferred to The Chipstead Village Preservation Society CIO (the CIO). These financial statements combine the activities of the 'old' CVPS and those of the CIO.

#### Independent examiner's statement

I have completed my examination having regard to the guidance on independent examinations issued by the Charity Commission. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Society as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008.

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.

**Signed 14th June 2022**

**Suzanne Pattison ACA**

**Honorary Independent Examiner**

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**Statement of Financial Activities**

	<b>2022</b>	<b>2021</b>	<b>Note</b>
	£	£	
<b>Income from:</b>			
Subscriptions	7,361	5,533	
Other trading activities	1,200	1,200	3
Investments	6,095	3,228	7
Other	1,995	743	
<b>Total income</b>	<b>16,651</b>	<b>10,704</b>	
<b>Expenditure on:</b>			
Charitable activities	(11,210)	(4,317)	4
Governance costs	(3,383)	(2,098)	5
<b>Total expenditure</b>	<b>(14,593)</b>	<b>(6,415)</b>	
<b>Excess (deficit) of income over expenditure</b>	<b>2,058</b>	<b>4,289</b>	
Net gains/ (losses) on investments	19,960	40,230	
<b>Net income/ (loss)</b>	<b>22,018</b>	<b>44,519</b>	
<b>Reconciliation of funds</b>			
Net income / (loss)	22,018	44,519	
Total unrestricted funds brought forward	367,136	322,617	
<b>Total unrestricted funds carried forward</b>	<b>389,154</b>	<b>367,136</b>	

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**Balance sheet**

	2022 £	2022 £	2021 £	2021 £	Note
<b>Fixed assets</b>					
Tangible assets		168,435		168,435	6
Investments		283,251		224,306	7
<b>Total fixed assets</b>		<b>451,686</b>		<b>392,741</b>	
<b>Current assets</b>					
Debtors	1,673		1,673		
Bank balances	28,038		57,520		8
<b>Current liabilities</b>					
Creditors and accruals falling due within one year	(9,226)		(1,781)		
<b>Net current assets</b>		<b>20,485</b>		<b>57,412</b>	
<b>Total assets less current liabilities</b>		<b>472,171</b>		<b>450,153</b>	
<b>The funds of the charity</b>					
Restricted funds		83,017		83,017	8
Unrestricted funds		389,154		367,136	
<b>Total charity funds</b>		<b>472,171</b>		<b>450,153</b>	

Signed 14th June 2022

J Stephenson

Chairman

I Baker

Treasurer

# CHIPSTEAD VILLAGE PRESERVATION SOCIETY CIO

## Annual Report for the year ended 31 March 2022

### Notes to the accounts

**1. Status.** As explained in the Trustees Report on 4 September 2020, the assets and business of The Chipstead Village Preservation Society (the 'old' CVPS) were transferred to The Chipstead Village Preservation Society CIO (the CIO). These financial statements combine the activities of the 'old' CVPS and those of the CIO. The Trustees believe that its members will find this the best way of understanding the activities and finances of the Society.

**2.Accounting Policies.** The financial statements have been prepared in accordance with FRS102 and the Charities SORP as it relates to a small charity. The main accounting policies are as follows.

- Subscription income is accounted for when it is received. Related Gift Aid is accrued and claimed on a periodic basis.
- Tangible assets, that comprise land and buildings owned by the Society, are stated at historical cost, or in two instances at an initial valuation. In view of the long-term nature of its holdings of land and buildings, the Trustees do not believe there would be benefit in periodically obtaining market values of its holdings but believe that any recoverable amount would exceed the historical costs. No depreciation is provided.
- Investments are valued at market value. Investment income is accounted for when received.

### 3.Other trading activities

	2021/22	2020/21
	£	£
Rent on Neale's Field	1,200	1,200

### 4.Charitable activities

Maintenance of land holdings	5,030	3,157
Tree surgery	6,180	1,160
	<b>11,210</b>	<b>4,317</b>

### 5.Governance costs

Insurance	1,596	1,336
Registering as a CIO	0	(121)
Website costs	602	607
Other	1,185	276
	<b>3,383</b>	<b>2,098</b>

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### 6.Tangible assets

<b>At cost:</b>	<b>31.03.22</b>	<b>31.03.21</b>
Neale's Field	26,100	26,100
Church Field	17,067	17,067
The Grove	22,992	22,992
Field adjacent to Cricket Club	60,389	60,389
Cricket Club Footpath	9,471	9,471
Embers Shaw (Colin's Field)	22,166	22,166
<b>At valuation:</b>		
Longshaw Freehold (leased until 2167)	250	250
Embers Shaw (Woodland)	10,000	10,000
	<b>168,435</b>	<b>168,435</b>

### 7.Investments

BMO Tracker Fund	113,261	199,554	Dividends	6,021	2,778
COIF Charities Investment Fund	135,596	0			
Schroder Strategic Credit Fund	34,394	0			
Fixed interest	0	24,752	Interest	74	249
			Interest on bank deposits	0	201
	<b>283,251</b>	<b>224,306</b>		<b>6,095</b>	<b>3,228</b>

During the year the Investment Policy was reviewed and amended to provide a wider spread of risk through the reduction in exposure to FTSE.

### 8. Bank balances

	<b>31.03.22</b>	<b>31.03.21</b>
Lloyds Bank - General	5,567	2,416
Lloyds Bank - Subscriptions	3,031	11,064
COIF	90	16,090
Hargreaves Lansdown	650	13,636
Charity Bank	0	12,314
CAF Bank – General	14,075	1,000
CAF Bank - Subscriptions	4,624	1,000
	<b>28,037</b>	<b>57,520</b>



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### **9.Restricted funds.**

When funds were raised for the following acquisitions, it was made clear that they would not be used for other purposes:

	<b>31.03.22</b>	<b>31.03.21</b>
Embers Shaw (Colin's Field)	20,089	20,089
Field adjacent to Cricket Club	62,928	62,928
	<b>83,017</b>	<b>83,017</b>

In 2010 donors of £55,450 of the money raised in relation the field adjacent to the Cricket Club waived the initial restriction placed on the use of the funds.