

**CHARITY NUMBER 1189495**

<b>THE COMBERTON VILLAGE INSTITUTE</b>
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**TRUSTEES' REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021**

<b>THE COMBERTON VILLAGE INSTITUTE</b>
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<b>REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 DECEMBER 2021</b>
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**TRUSTEES**

Mrs. P.E.A. Cook (Chair)  
Mrs. V. Churchman (Treasurer)  
Mrs. A. Donnelly  
Mrs. M.E. Dymott  
Mr. A.B. Hollick  
Mrs. S. Hyde  
Mr. W.M. Lee  
Dr. B.J. McCabe  
Dr. J. Reed  
Mrs. S. Young

**CHARITY REGISTRATION  
NUMBER**

1189495

**PRINCIPAL OFFICE**

Comberton Village Institute  
Green End  
Comberton  
Cambridge  
CB23 7DY

**BANKERS**

CAF Bank Limited  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

**FINANCIAL ADVISERS**

Nicholas Cliffe & Co. Limited  
Chartered Accountants  
Mill House  
Mill Court  
Great Shelford  
Cambridge  
CB22 5LD

**THE COMBERTON VILLAGE INSTITUTE**  
**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

**TRUSTEES' REPORT**

**Principal address**

The Charity's principal address is:

Comberton Village Hall  
Green End  
Comberton  
Cambridge  
CB23 7DY

**Charitable purpose**

To provide leisure, recreational and educational facilities for the residents of Comberton and its neighbourhood.

**Principal activities and public benefit**

The Trust will deliver public benefits by operating the village hall efficiently, safely and to high standards on behalf of the community; by developing its facilities for the benefit of users and potential users; and by initiating new community activities consistent with our objectives.

The hall facilities are available to all residents of Comberton and its neighbourhood, irrespective of gender, age, race, or political or religious persuasion.

The hall is managed by Trustees who are all volunteers. They were assisted by a part-time cleaner and a part-time voluntary bookings secretary: otherwise all the operational work was carried out by Trustees or contractors employed to carry out specific specialist tasks when necessary.

Trustees and friends (volunteers) work together to stage fundraising events to augment the income from letting charges. In particular, the Easter and Christmas Fairs are very important and also serve to bring villagers together at these significant times of the year.

Village groups using the hall regularly are encouraged to pay a small affiliation fee annually which gives them reduced hiring rates. Village residents also pay lower hire fees than non-village hirers. All individuals and groups must pay to hire the hall.

In carrying out these activities, the Trust has taken into account the guidelines on public benefit laid down by the Charity Commission.

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**TRUSTEES' REPORT (continued)**

**Principal activities and public benefit (continued)**

With appropriate risk assessments and advice; when legally permitted, during the COVID-19 pandemic, the Village Hall was opened for a weekly café, monthly Bingo, film screenings, opera showings and a Christmas Fayre and enabled groups to return as well. This was appreciated by many lonely individuals and community groups after a long period of social isolation.

While the hall was not in use, the trustees took the opportunity to undertake to replace the doors and some windows and carry out internal decoration.

**Trustees**

The Trustees of the Charity are as stated on page 2 of this report.

**Financial report**

The trustees report a deficit of £3,277 (2020 - deficit £22,527) which was in line with expectations.

**Reserves' policy**

The charity has a reserve for future expenses including ongoing refurbishment and replacement of depreciating items.

This figure includes some designated expenditure:

- Upgrade the security system to include a camera pointing towards the oil tank
- To meet ongoing running costs in case of unforeseen circumstances

The Trustees have approved the above report and authorised the Chair to sign it on their behalf.



Mrs. P.E.A. Cook – Chair

Date: 18.10.2022



## **THE COMBERTON VILLAGE INSTITUTE**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

#### **FOR THE YEAR ENDED 31 DECEMBER 2021**

I report on the accounts for the year ended 31 December 2021 set out on pages 6 to 9.

#### **Respective responsibilities of the Trustees and Examiner**

The charity's Trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

#### **Basis of the Independent Examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as Trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequentially no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

#### **Independent Examiner's statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material aspect, the requirements

- to keep accounting records in accordance with Section 130 of the Act 2011; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act.

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Nicholas Cliffe  
Nicholas Cliffe & Co. Limited  
Chartered Accountants  
Mill House  
Mill Court  
Great Shelford  
Cambridge  
CB22 5LD

Date: 18/10/22

**THE COMBERTON VILLAGE INSTITUTE**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

Notes	31 December 2021	31 December 2020
	Total £	Total £
<b>INCOMING RESOURCES</b>		
<b>Incoming resources from generated funds</b>		
Income from rentals	27,460	9,700
Grants	23,147	2,668
Donations	185	126
Bank interest and other	239	-
<b>Total incoming resources</b>	<b>51,031</b>	<b>12,494</b>
<b>RESOURCES EXPENDED</b>		
<b>Cost of generating funds</b>		
Property expenses	53,957	34,303
Governance costs	255	718
Other resources expended	96	-
<b>Total resources expended</b>	<b>54,308</b>	<b>35,021</b>
<b>Net resources expended, being net movement in funds</b>	<b>(3,277)</b>	<b>(22,527)</b>
 <b>RECONCILIATION OF FUNDS</b>		
<b>Total funds brought forward</b>	<b>39,524</b>	<b>62,051</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>36,246</b>	<b>39,524</b>

The notes on pages 8 and 9 form part of these financial statements

**THE COMBERTON VILLAGE INSTITUTE**

**BALANCE SHEET**

**AS AT 31 DECEMBER 2021**

	Notes	2021 £	2020 £
<b>FIXED ASSETS</b>			
Fixed assets	3	5,373	4,116
<b>CURRENT ASSETS</b>			
Debtors and deposits		1,657	2,792
Cash at bank		31,972	34,556
		<u>33,629</u>	<u>37,348</u>
<b>CURRENT LIABILITIES</b>		<u>(2,756)</u>	<u>(1,940)</u>
<b>Total net assets</b>		<u>36,246</u>	<u>39,524</u>
<b>Represented by:</b>			
<b>Unrestricted fund</b>			
Income and general fund		5,873	10,408
Fixed asset funds		5,373	4,116
Designated funds		25,000	25,000
		<u>36,246</u>	<u>39,524</u>
<b>Total funds</b>		<u>36,246</u>	<u>39,524</u>

The financial statements were approved by the Trustees on 18<sup>th</sup> October 2022 and signed on their behalf by:



Mrs. P.E.A. Cook (Chair)

The notes on pages 8 and 9 form part of these financial statements

**THE COMBERTON VILLAGE INSTITUTE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

**1. Accounting policies**

***Basis of preparation***

The accounts (financial statements) have been prepared on the accruals basis, with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

***Incoming resources***

All incoming resources are included in the Statement of Financial Activities ("SOFA") when received by the charity.

***Resources expended***

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular categories, they have been allocated to activities on a basis consistent with the use of resources.

***Taxation***

The charity is exempt from tax on its charitable activities.

***Fixed assets***

Tangible fixed assets are recorded at cost, less accumulated depreciation.

Depreciation is charged at 25% on a reducing balance basis.

***Fund accounting***

All funds are unrestricted and can be used in accordance with the charitable objectives at the discretion of the Trustees.



**THE COMBERTON VILLAGE INSTITUTE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2021 (cont.)**

**2. Trustees' remuneration and benefits**

There were no Trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

There were no Trustees' expenses paid for the year ended 31 December 2021, nor for the year ended 31 December 2020.

**3. Tangible fixed assets**

<b>Cost</b>	<b>2021 £</b>	<b>2020 £</b>
Cost at 1 January 2021	5,488	5,488
Additions	<u>3,048</u>	<u>-</u>
Cost at 31 December 2021	<u><b>8,536</b></u>	<u><b>5,488</b></u>
 <b>Depreciation</b>		
At 1 January 2021	1,372	-
Charge for year	<u>1,791</u>	<u>1,372</u>
At 31 December 2021	<u><b>3,163</b></u>	<u><b>1,372</b></u>
Net Book Value 31 December 2021	<u><b>5,373</b></u>	<u><b>4,116</b></u>