

CHARITY NUMBER 1189495

THE COMBERTON VILLAGE INSTITUTE

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

THE COMBERTON VILLAGE INSTITUTE
--

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 DECEMBER 2022

TRUSTEES

Mrs. P.E.A. Cook
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 (Chair)
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 2022

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 delivers 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 are assisted by a part-time cleaner and a part-time administrator. Otherwise, all the operational work was carried out by Trustees or contractors employed to carry out specific specialist tasks.

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.

THE COMBERTON VILLAGE INSTITUTE
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

TRUSTEES' REPORT (continued)

Principal activities and public benefit (continued)

The Village Hall operates a weekly café, monthly Bingo, film screenings, and opera showings.

These activities are appreciated by many lonely individuals and community groups.

The Trustees continued the long-established tradition of hosting a Supper for the over 65's in the village.

The Trustees also encourage and support many local group activities for all ages.

Trustees

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

Financial report

The trustees report a surplus of £6,462 (2021 - deficit £3,277) which was in line with expectations.

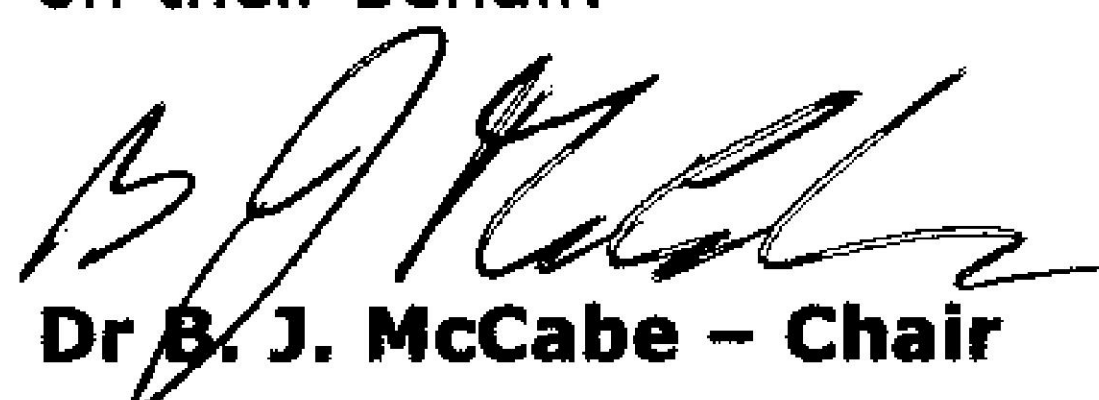
Reserves' policy

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.


Dr B. J. McCabe – Chair

Date: 17 October 2023

THE COMBERTON VILLAGE INSTITUTE

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2022

I report on the accounts for the year ended 31 December 2022 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

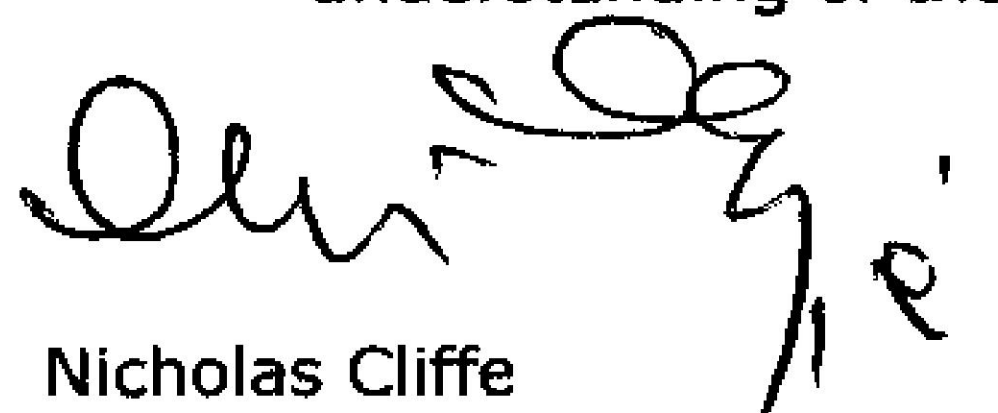
In connection with my examination, no matter has come to my attention:

- (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: 17 October 2023

THE COMBERTON VILLAGE INSTITUTE
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	31 December 2022	31 December 2021
		Total £	Total £
INCOMING RESOURCES			
Incoming resources from generated funds			
Income from rentals		37,217	27,460
Grants		2,667	23,147
Donations		130	185
Bank interest and other		2,930	
			239
Total incoming resources		42,944	51,031
RESOURCES EXPENDED			
Cost of generating funds			
Property expenses		35,153	53,957
Governance costs		1,248	255
Other resources expended		81	96
Total resources expended		36,482	54,308
Net resources received/(expended), being net movement in funds		6,462	(3,277)
RECONCILIATION OF FUNDS			
Total funds brought forward		42,708	39,524
TOTAL FUNDS CARRIED FORWARD		42,708	36,246

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

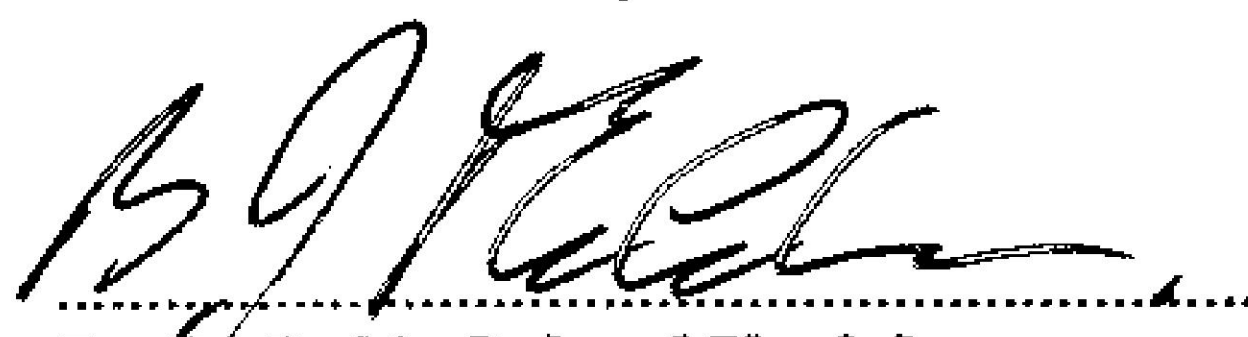
THE COMBERTON VILLAGE INSTITUTE

BALANCE SHEET

AS AT 31 DECEMBER 2022

	Notes	2022 £	2021 £
FIXED ASSETS			
Fixed assets	3	4,030	5,373
CURRENT ASSETS			
Debtors and deposits		4,056	1,657
Cash at bank		44,026	31,972
		<u>48,082</u>	<u>33,629</u>
CURRENT LIABILITIES		<u>(9,404)</u>	<u>(2,756)</u>
Total net assets		<u>42,708</u>	<u>36,246</u>
Represented by:			
Unrestricted funds			
Income and general fund		13,678	5,873
Fixed asset funds		4,030	5,373
Designated funds		25,000	25,000
Total funds		<u>42,708</u>	<u>36,246</u>

The financial statements were approved by the Trustees on 17 October 2023 and signed on their behalf by:


Dr B. J. McCabe (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 2022 (cont.)

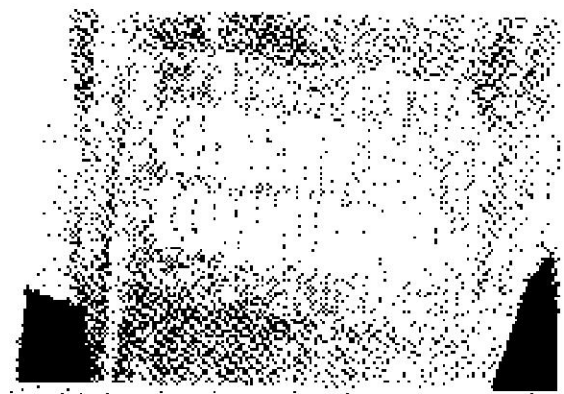
2. Trustees' remuneration and benefits

There were no Trustees' remuneration or other benefits for the year ended 31 December 2022 nor for the year ended 31 December 2021.

There were no Trustees' expenses paid for the year ended 31 December 2022, nor for the year ended 31 December 2021.

3. Tangible fixed assets

Cost	2022 £	2021 £
Cost at 1 January 2022	8,536	5,488
Additions	-	3,048
Cost at 31 December 2022	<u>8,536</u>	<u>8,536</u>
 Depreciation		
At 1 January 2022	3,163	1,372
Charge for year	1,343	1,791
At 31 December 2022	<u>4,506</u>	<u>3,163</u>
Net Book Value 31 December 2022	<u>4,030</u>	<u>5,373</u>



Trustees' Annual Report for the period

Period start date

01 January 2022

Period end date

31 December 2022

To

Section A

Reference and administration details

Charity name

COMBERTON VILLAGE INSTITUTE TRUST

Other names charity is known by

COMBERTON VILLAGE HALL

Registered charity number (if any)

1189495

Charity's principal address

Green End

Comberton

Cambridge

Postcode

CB23 7DY

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	Vijayalakshmi Churchman	Treasurer		
2	Penelope E A Cook	Chair		
3	Angela Donnelly			
4	Marian E Dymott	Vice Chair		
5	Andrew B Hollick			
6	Sandra Hyde			
7	William Lee			
8	Dr Brian J McCabe			
9	Jane Reed	Secretary		
10	Stephanie Young			
11				
12				
13				
14				
15				
16				
17				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Independent Reviewer	Nicholas Cliffe & Co Limited, Chartered Accountants	Mill House, Mill Court, Great Shelford, Cambridge, CB22 5LD

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

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <small>(eg. trust deed, constitution)</small>	Trust Constitution
How the charity is constituted <small>(eg. trust, incorporation, company)</small>	Charitable Incorporated Organisation (CIO)
Trustee selection methods <small>(eg. appointment, election)</small>	Appointed by existing 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.

We have an induction pack of information for new trustees.

We have the required risk assessments and procedures which are reviewed annually.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

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

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)

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.

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.

Additional details of objectives and activities (Optional information)

The hall is managed by Trustees who are all volunteers. They were assisted by a part-time cleaner and a part-time administrator. Otherwise all the operational work was carried out by Trustees or contractors employed to carry out specific specialist tasks..

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

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.

The Village Hall operates a weekly café, monthly Bingo, film screenings, and opera showings.

These activities are appreciated by many lonely individuals and community groups.

The Trustees continued the long-established tradition of hosting a Supper for the over 65's in the village.

The Trustees also encourage and support many local group activities for all ages.

Section E

Financial review

Brief statement of the charity's policy on reserves

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

Details of any funds materially in deficit

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.

Principal sources of funds

Letting charges, affiliation fees, trustee sponsored events, small donations and income from commercial rents.

Expenditure

Expenditure was devoted to maintaining the Hall facilities at a high level.

Investment policy

N/A

Section F


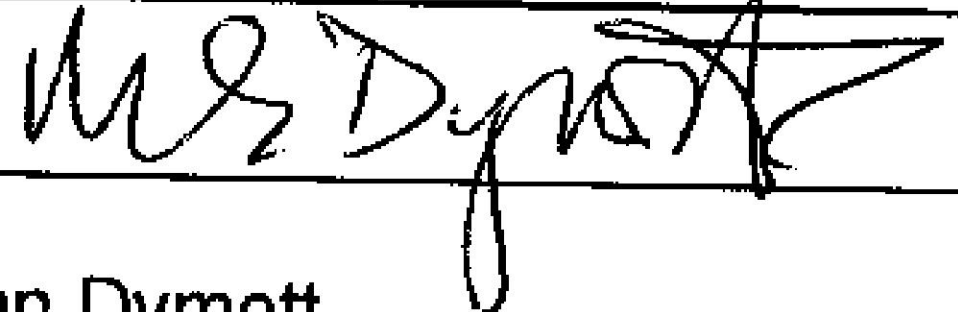
Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Vijayalakshmi Churchman	Marian Dymott
Position (eg Secretary, Chair, etc)	Treasurer	Vice Chair

Date

17 October 2023