



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1/1/21 Period start date To 31/12/2021 Period end date

Charity name: Cottenham Charities

Charity registration number: 200586

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To manage the Almshouses and Land belonging to the Charities. To support the Almspeople. Relief in need to individual persons and apprentices residing in the Parish of Cottenham
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Maintenance and provision of the Almshouses for accommodation. Grants to inhabitants of the Parish on low income by means of Christmas Vouchers. Other grants as needed for Apprentices and Relief in Need. Benefit from the Charity is available to anyone in the Parish, or connected with the Parish, who can demonstrate they are necessitous according to the Charity Scheme approved by the Charity Commission.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The application of income is restricted as stated to the Governing Document sealed 11 <sup>th</sup> February 1970.

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>A total of £7,978 was gifted or loaned by the Charities to those in need who live in the Parish.</p> <p><u><i>John Moreton Almshouse Charity</i></u>  Small charitable gifts were given to residents of the Parish as needed. The WMC was increased by inflation this year.  £14,000 was added to the Emergency Repair Fund invested in a COIF Charities Accumulation Fund  The Debt to the John Moreton Endowment fund was reduced to £96,000.</p> <p><u><i>Cottenham United Charity</i></u>  Cash grants were made to 80 parishioners on low income at Christmas. This was in conjunction with the Fitzwilliam Charity who contributed to the awards.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	The Charity does not need to raise funds by donation due to endowments and other income.
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The financial position of the charity is stable.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The cash reserves will be held at a level to cover debt repayments and necessary repairs and expenses for one year should there be no income from weekly maintenance contributions. A sum of money is transferred annually into an Emergency Repair Fund invested with a COIF Charities Investment Fund.
Amount of reserves held	Para 1.22	Cash balance at year end was £47,566
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	The debt in the John Moreton Endowment Fund is as agreed with the Charity Commission, presently £96,000
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The Charities incomes are derived from the investments in the endowment funds, weekly maintenance contributions from the Almshouses and rental income from the Allotments.
Investment policy and objectives including any social investment policy adopted	Para 1.46	The Charities investment funds are placed in a COIF Charity Investment and Deposit account.
A description of the principal risks facing the charity	Para 1.46	Severe damage to the Almshouses preventing occupation
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust Deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Charity
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Nine Trustees composed of the Rector of Cottenham All Saints' Church, three nominated by the Parish Council and five co-optative by resolution of the Trustees.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity is a member of the Almshouse Association. The Charity is a member of the Cambridge & South Cambs Charities Network chaired by the Cambridge Housing Association which meets monthly.
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Cottenham Charities
Other name the charity uses	John Moreton Almshouse Charity Cottenham United Charity
Registered charity number	200586
Charity's principal address	21A Corbett Street Cottenham CAMBRIDGE CB24 8QX

### **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	Robert Clarke	Chairman		Parish Council
2	Malcolm Dee	Secretary		Trustee Resolution
3	Sue Hooks	Treasurer		Trustee Resolution
4	Jennifer Macbeth	Trustee		Trustee Resolution
5	Robert Turner	Trustee		Trustee Resolution
6	David Munns	Trustee		Trustee Resolution
7	Christine Ward	Trustee	Appointed 15 June 2021	Parish Council
8	Reverend Lynda Davies	Ex- Officio		Charity Scheme appointee
9	David Mudd	Trustee	Resigned 15 December 2021	Parish Council
10	Lynda Harford	Trustee	Resigned 15 June 2021	Parish Council
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

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

Type of adviser	Name	Address

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	Malcolm Dee	Robert Turner
<b>Full name(s)</b>	Malcolm Dee	Robert Turner
<b>Position (eg Secretary, Chair, etc)</b>	Chairman	Secretary
<b>Date</b>	20 September 2022	20 September 2022



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Cottenham Charities

200586

## Receipts and payments accounts

CC16a

For the period  
from

01/01/2021

To

31/12/2021

### 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>					
Allotment Rents	1,191	240	-	1,431	1,571
Weekly Maintenance Charge	39,358		-	39,358	38,401
Investment Income	3,352		-	3,352	3,114
Bank Interest			-	-	31
Donations	1,380		-	1,380	2,500
Loan repayments			-	-	-
			-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	45,281	240	-	45,521	45,617
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	45,281	240	-	45,521	45,617
<b>A3 Payments</b>					
Expenses and Fees	1,912	-	-	1,912	3,775
Renovations		-	-	-	985
Repair and Maintenance	10,898	-	-	10,898	3,512
Bank Charges and Interest		-	-	-	-
Charitable Gifts	7,978	2,500	-	10,478	9,107
Utilities	533	-	-	533	116
		-	-	-	-
		-	-	-	-
		-	-	-	-
<b>Sub total</b>	21,320	2,500	-	23,820	17,495
<b>A4 Asset and investment purchases, (see table)</b>					
Capital Loan Repayments	6,000	-	-	6,000	6,000
Investment into ER Fund	14,000	-	-	14,000	20,000
<b>Sub total</b>	20,000	-	-	20,000	26,000
<b>Total payments</b>	41,320	2,500	-	43,820	43,495
<b>Net of receipts/(payments)</b>	3,961	- 2,260	-	1,701	2,122
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	43,006	2,860	-	45,866	43,744
<b>Cash funds this year end</b>	46,966	600	-	47,566	45,866



## 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 £
<b>B1 Cash funds</b>	John Moreton Current	27,963	-	-
	John Moreton CCLA Deposit	14,982	-	-
	United Charity Current	4,021	600	-
	<b>Total cash funds</b>	<b>46,966</b>	<b>600</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	CCLA COIF Income Fund	JM Endowment	-	72,217
	CCLA COIF Income Fund	UC Endowment	-	59,745
	CCLA COIF Accumulation Fund	ER Fund	-	169,189
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	JM Almshouses & Land	John Moreton	-	-
	UC 4 acres allotment land	United Charity	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	JM Endowment	JM Endowment	96,000	01 January 2038
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Malcolm Dee	Malcolm Dee	20/09/2022	
	Robert Turner	Robert Turner	20/09/2022	



Report to the trustees/  
members of

Cottenham Charities

On accounts for the year  
ended

31 December 2021

Charity no  
(if any) 200586

Set out on pages

attached.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 12 2021

Responsibilities and basis  
of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's  
statement

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; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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:

Date:

25.10.12

Name:

Emma Bodsworth

Relevant professional  
qualification(s) or body (if  
any):

BA FCA

Address:

5 Hart Close

Longstanton

CAMBRIDGE CB24 3EX