

SIR JOHN COTTON (OR THE FLITWICK CHARITY)

England & Wales · Charity number 202556

Details

Status Registered

Legal form Other

Registered 1962-03-19

Register [View on the Charity Commission register](#)

Contact

Address 2 London Road
Biggleswade
SG18 8EP

Phone 01767313813

Activities

Objects: THE OBJECT OF THE CHARITY IS TO APPLY THE INCOME FOR THE FOLLOWING PURPOSES IN THE FOLLOWING PROPORTIONS:(A) TWO NINTHS TO THE PAROCHIAL CHURCH COUNCIL OF ST NEOTS;(B) TWO NINTHS TO THE PAROCHIAL CHURCH COUNCIL OF HOLME WITH CONINGTON;(C) ONE NINTH TO THE PAROCHIAL CHURCH COUNCIL OF BIGGLESWADE;(D) TWO NINTHS TO THE CHARITY KNOWN AS SIR JOHN COTTON’S EDUCATIONAL FOUNDATION (311821);(E) TWO NINTHS TO THE CHARITY KNOWN AS SIR JOHN COTTON’S EDUCATIONAL (FLITWICK CHARITY) (307435).

Activities: Creates an income from land and other investments which it distributes to certain organisations for charitable purposes

Classification

- **How:** Makes Grants To Organisations
- **What:** Education/training, Religious Activities
- **Who:** Children/young People, Other Defined Groups

Geography

- **Area of benefit:** CONINGTON AND ST NEOTS, HUNTINGDON AND BIGGLESWADE, BEDFORDSHIRE
- Bedford
- Cambridgeshire
- Central Bedfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£45,717	£51,015	-	-
2023-12-31	£23,544	£22,912	-	-
2022-12-31	£19,925	£33,029	-	-
2021-12-31	£65,318	£60,693	-	-
2020-12-31	£18,007	£34,535	-	-

Trustees

Name	Role	Appointed
ALAN BRIAN PORTER		
DANIEL ST JOHN WHIDDETT		2016-08-11
MADELINE ANN RUSSELL		2015-07-30
Susan Elizabeth Chase		2021-01-01

SIR JOHN COTTON (OR THE FLITWICK CHARITY)

England & Wales - Charity number 202556

Accounts

Sir John Cotton Flitwick Charity

Trustees Annual Report

Year Ended 31December 2024

Registered Charity: 205226

Sir John Cotton Flitwick Charity, Registered Charity No 202556

Trustees' Annual Report - Year Ended 31 December 2024

The Trustees' Annual Report for the Sir John Cotton Flitwick Charity is included in this report covering the period from 1 January 2024 to 31 December 2024

Section A - Reference and administration details

Charity name: Sir John Cotton (or the Flitwick Charity)

Registered charity number: 202556

Charity's principal address: 2 London Road, Biggleswade, SG18 8EP

Names of the charity trustees who manage the charity are:

1	Alan Porter
2	Madeline Russell
3	Daniel Whiddett
4	Susan Chase

Type of Advisor	Name	Address
Bank	Barclays Bank	Biggleswade

Section B - Structure, governance and management

Below are details of the structure, governance and management of the Group.

Type of Governing Document	The charity is governed by a Scheme ratified by the Charity Commission on 31 March 2009
How the Charity is constituted	The charity is an unincorporated association managed by Trustees
Trustee Selection Methods	The Trustees are appointed in accordance with clause 6 of the Scheme
Additional Governance Information	There are currently four Trustees on the management committee. The Scheme allows for a minimum of three Trustees and a maximum of 7

Section C - Objectives and Activities

The object of the Charity, as set out in the Scheme, is to apply the income held by the charity in the following proportions:

- (a) two ninths to the Parochial Church Council of St Neots;
- (b) two ninths to the Parochial Church Council of Holme with Conington;
- (c) one ninth to the Parochial Church Council of Biggleswade;

Sir John Cotton Flitwick Charity, Registered Charity No 202556
Trustees' Annual Report - Year Ended 31 December 2024

(d) two ninths to the charity known as Sir John Cotton's Educational Foundation (311821);

(e) two ninths to the charity known as Sir John Cotton's Educational (Flitwick Charity) (307435).

Section D - Achievements and performance

The Trustees continue to oversee the investment of the Charity's funds and to consider ways of maximising the funds available for distribution. The land at Maulden Road, Flitwick continues to be rented out to generate funds for the charity.

The Charity's main funds are held and managed by Brooks MacDonald Asset Management and are reviewed by the Trustees annually.

Section E - Financial Review

In 2024 core income for the charity came from:

Rent - £3,516, Dividends & Interest from investments - £5,106, Wayleave - £526.

The use of cash holdings to purchase investment units resulted in a deficit of £2,680 being made through the selling and buying of investments. The total value of the investment fund rose by £18,034 by the end of the year after charges and dividends distributed had been accounted for.

Costs of administration amounted to £2,677 over the year, with investment management fees of £2,413. The bulk of the administration continues to be done by Simple Solutions with Pelly's remaining the first point of call for legal issues.

Distributions of £6,300 were paid out to beneficiaries. All distributions are up to date and paid by quarterly standing order.

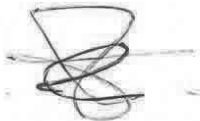
There was an overall surplus this year of £10,056, the majority from within the investment portfolio. Rent and Dividends continue to cover Distributions and administration costs with investment fees being deducted at source from the investment portfolio.

Full details can be seen in the 2024 financial statements.

Section F - Declaration

The trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees:

Signature(s)



Signature(s)



Full name(s)

Alan Brian Porter

Full name(s)

Madeline Russell

Date:

09 June 2025

Date:

09 June 2025

Position:

Trustee

Position:

Trustee

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024
FOR THE
SIR JOHN COTTON FLITWICK CHARITY

SIR JOHN COTTON FLITWICK CHARITY

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FOR THE YEAR ENDED 31 DECEMBER 2024**

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SIR JOHN COTTON FLITWICK CHARITY

**INCOME & EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2024**

	Note	2024		2023	
		£	£	£	£
Income					
Rent	1A	3,516		3,516	
Dividends		5,019		5,104	
Interest		87		37	
Sale of Investments		36,569		14,313	
Wayleave		526		514	
Donation		-		60	
		<hr/>	45,717	<hr/>	23,544
Increase/(Decrease) in Investment Fund			15,354		7,569
Expenditure					
Pellys - administration		384		317	
Smith Wardle - financial advice		600		1,000	
Brooks Macdonald - asset management		1,551		1,453	
Investment trading costs		862		338	
Purchase of Investments		39,249		11,935	
Brown & Co – commission		376		176	
Simple Solutions – accountancy & administration		1,693		1,393	
		<hr/>	44,715	<hr/>	16,612
Distributions	2	6,300	6,300	6,300	6,300
			<hr/>		<hr/>
			51,015		22,912
NET INCOME OVER EXPENDITURE			<u>10,056</u>		<u>8,201</u>

SIR JOHN COTTON FLITWICK CHARITY

**BALANCE SHEET
31 DECEMBER 2024**

	Notes	2024		2023	
		£	£	£	£
CURRENT ASSETS					
Brooks Macdonald Asset Portfolio	3A	208,380		193,887	
Cash at:					
Pellys Solicitors		-		2,630	
Brooks Macdonald Asset Management		2,975		7,778	
Barclays Bank Plc		15,655		12,487	
Other Debtors	3B	1,758		1,758	
VAT		<u>129</u>		<u>327</u>	
		228,897		218,866	
CURRENT LIABILITIES					
Creditors & Accruals	3C	163		188	
Distributions not cashed		<u>-</u>		<u>-</u>	
		163		188	
NET ASSETS		<u>228,734</u>		<u>218,678</u>	
RESERVES					
Previous year's Reserve			218,678	210,477	
Current Year Excess			10,056	8,201	
			<u>228,734</u>	<u>218,678</u>	
TOTAL RESERVES			<u>228,734</u>	<u>218,678</u>	

SIR JOHN COTTON FLITWICK CHARITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

1. INCOME

A. RENTAL INCOME

W.J. Palmer:	
Period 25.03.2024 – 28.09-2024	1,758
Period 29.09.2024 – 24.03.2025	1,758
Central Bedfordshire Council – Folly Farm	nil
TOTAL	£3,516

2. DISTRIBUTIONS

A. SIR JOHN COTTON EDUCATIONAL FOUNDATION BIGGLESWADE (two-ninths share)

01/03/2024	350.00
01/06/2024	350.00
01/09/2024	350.00
01/12/2024	350.00
Total	1,400.00

B. SIR JOHN COTTON EDUCATIONAL FOUNDATION HOLME (two-ninths share)

01/03/2024	350.00
01/06/2024	350.00
01/09/2024	350.00
01/12/2024	350.00
Total	1,400.00

C. PAROCHIAL CHURCH COUNCIL OF ST ANDREWS BIGGLESWADE (one-ninth share)

01/03/2024	175.00
01/06/2024	175.00
01/09/2024	175.00
01/12/2024	175.00
Total	700.00

D. PAROCHIAL CHURCH COUNCIL OF ST MARY'S ST NEOTS (two-ninths share)

01/03/2024	350.00
01/06/2024	350.00
01/09/2024	350.00
01/12/2024	350.00
Total	1,400.00

SIR JOHN COTTON FLITWICK CHARITY

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2024**

D. PAROCHIAL CHURCH COUNCIL OF ST GILES
HOLME WITH CONINGTON
(two-ninths share)

01/03/2024	350.00
01/06/2024	350.00
01/09/2024	350.00
01/12/2024	350.00
Total	1,400.00

TOTAL DISTRIBUTIONS: £6,300.00

3. BALANCE SHEET

A. BROOKS MACDONALD ASSET PORTFOLIO

2024 2023

See Investment Report for detailed breakdown

208,380 193,887

B. OTHER DEBTORS

2024 2023

£ £

VAT

129 327

Brown & Co – rent

1,758 1,758

1,887

2,085

C. CREDITORS

2024

2023

£

£

Accountancy

75

100

Brown & Co

88

88

163

188

Sir John Cotton Flitwick Charity

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

Independent Examiners' Report to the Trustees of The Flitwick Charity

I have independently examined the accounts of the Charity as required by Charity Commission regulations.

The Charity has elected to prepare its accounts on an accrual basis and to subject its accounts to independent examination rather than audit.

My responsibilities are to:

- Identify whether proper accounting records have been kept
- Check that the Charity accounts agree with the accounting records
- Look for possible significant errors in the accounts
- Check the accounts have been properly prepared in accordance with the relevant Accounting Regulations in so far as these apply to the accruals basis.

Where matters arise from this examination it is my duty to report it.

No matters have arisen during the course of my examination where I have to give an adverse report.

A handwritten signature in black ink, appearing to read 'Helen Fordham', is written over a horizontal dotted line. A solid horizontal line is drawn below the dotted line, extending across the width of the signature.

Date: 4 September 2025

Helen Fordham
10 Greenfields
Eltisley
Cambridgeshire
PE19 6TN

SIR JOHN COTTON (OR THE FLITWICK CHARITY)

England & Wales - Charity number 202556

Accounts

Sir John Cotton Flitwick Charity

Trustees Annual Report

Year Ended 31December 2021

Registered Charity: 205226

**Sir John Cotton Flitwick Charity, Registered Charity No 202556
Trustees' Annual Report - Year Ended 31 December 2021**

The Trustees' Annual Report for the Sir John Cotton Flitwick Charity is included in this report covering the period from 1 January 2021 to 31 December 2021

Section A - Reference and administration details

Charity name: Sir John Cotton (or the Flitwick Charity)

Registered charity number: 202556

Charity's principal address: 2 London Road, Biggleswade, SG18 8EP

Names of the charity trustees who manage the charity are:

1	Alan Porter
2	Anthony Marshall
3	Madeline Russell
4	Daniel Whiddett
5	Susan Chase

Type of Advisor	Name	Address
Bank	Barclays Bank	Biggleswade

Section B - Structure, governance and management

Below are details of the structure, governance and management of the Group.

Type of Governing Document	The charity is governed by a Scheme ratified by the Charity Commission on 31 March 2009
How the Charity is constituted	The charity is an unincorporated association managed by Trustees
Trustee Selection Methods	The Trustees are appointed in accordance with clause 6 of the Scheme
Additional Governance Information	There are currently five Trustees on the management committee. The Scheme allows for a minimum of three Trustees and a maximum of 7

Section C - Objectives and Activities

The object of the Charity, as set out in the Scheme, is to apply the income held by the charity in the following proportions:

- (a) two ninths to the Parochial Church Council of St Neots;
- (b) two ninths to the Parochial Church Council of Holme with Conington;
- (c) one ninth to the Parochial Church Council of Biggleswade;

Sir John Cotton Flitwick Charity, Registered Charity No 202556
Trustees' Annual Report - Year Ended 31 December 2021

- (d) two ninths to the charity known as Sir John Cotton's Educational Foundation (311821);
- (e) two ninths to the charity known as Sir John Cotton's Educational (Flitwick Charity) (307435).

Section D - Achievements and performance

The Trustees continue to oversee the investment of the Charity's funds and to consider ways of maximising the funds available for distribution. The land at Maulden Road, Flitwick continues to be rented out to generate funds for the charity.

The Charity's main funds are held and managed by Brooks MacDonald Asset Management and are reviewed by the Trustees annually.

Section E - Financial Review

In 2021 core income for the charity came from:

Rent - £3,516, Dividends & Interest from investments - £3,708, Wayleave - £510.

A surplus of £9,428 was made through the selling and buying of investments although the total increase in the investment fund at the end of the year after charges and dividends distributed amounted to £2,247

Costs of administration amounted to £2,557 over the year, with investment management fees of £2,690. The bulk of the administration is now done by Simple Solutions with Pelly's remaining the first point of call for legal issues.

Distributions of £7,290 were paid out to beneficiaries. The regular annual distribution is now £6,300. In addition to the 2021 distributions a figure of £990 was paid out to cover past distributions not claimed by the beneficiary. Distributions are now paid by standing order on a quarterly basis and there are no further unclaimed amounts.

There was an overall surplus this year of £6,872, the majority from within the investment portfolio. Rent and Dividends continue to cover Distribution costs with administrative fees being covered by investment income.

Full details can be seen in the 2021 financial statements.

Section F - Declaration

The trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees:

Signature(s)



Signature(s)



Full name(s) Anthony Michael Howitt Marshall

Full name(s) Madeline Russell

Date: 17 March 2021

Date: 17 March 2021

Position: Trustee

Position: Trustee

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021
FOR THE
SIR JOHN COTTON FLITWICK CHARITY

SIR JOHN COTTON FLITWICK CHARITY

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FOR THE YEAR ENDED 31 DECEMBER 2021**

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SIR JOHN COTTON FLITWICK CHARITY

**INCOME & EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2021**

	Note	2021		2020	
		£	£	£	£
Income					
Rent	1A	3,516		3,516	
Dividends		3,708		3,826	
Interest		-		3	
Sale of Investments		57,584		9,677	
Wayleave		510		985	
		<hr/>	65,318	<hr/>	18,007
Increase/(Decrease) in Investment Fund			2,247		12,901
Expenditure					
Pellys - administration		346		657	
Smith Wardle - financial advice		500		500	
Brooks Macdonald - asset management		1,535		1,452	
Investment trading costs		1,155		394	
Purchase of Investments		48,156		24,000	
Brown & Co – commission		176		158	
Simple Solutions – accountancy & administration		1,535		1,239	
		<hr/>	53,403	<hr/>	28,400
Distributions	2	7,290	7,290	6,135	6,135
			<hr/>		<hr/>
			60,693		34,535
NET EXPENDITURE OVER INCOME			<u>6,872</u>		<u>(3,627)</u>

SIR JOHN COTTON FLITWICK CHARITY**BALANCE SHEET
31 DECEMBER 2021**

	Notes	2021 £	£	2020 £	£
CURRENT ASSETS					
Brooks Macdonald Asset Portfolio	3A	189,918		188,827	
Cash at:					
Pellys Solicitors		2,630		2,630	
Brooks Macdonald Asset Management		19,735		12,233	
Barclays Bank Plc		10,411		17,748	
Other Debtors	3B	-		-	
VAT		306		112	
		226,900		221,550	
CURRENT LIABILITIES					
Creditors & Accruals	3C	500		1,157	
Distributions not cashed		-		865	
		500		2,022	
NET ASSETS		<u>226,400</u>		<u>219,528</u>	
RESERVES					
Previous year's Reserve			219,528	223,155	
Current Year Surplus			6,872	(3,627)	
TOTAL RESERVES			<u>226,400</u>	<u>219,528</u>	

SIR JOHN COTTON FLITWICK CHARITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

1. INCOME

A. RENTAL INCOME

W.J. Palmer:	
Period 25.03.2021 – 28.09-2021	1,758
Period 29.09.2021 – 24.03.2022	1,758
Central Bedfordshire Council – Folly Farm	nil
TOTAL	£3,516

2. DISTRIBUTIONS

A. SIR JOHN COTTON EDUCATIONAL FOUNDATION BIGGLESWADE (two-ninths share)

01/03/2021	350.00
01/06/2021	350.00
01/09/2021	350.00
01/12/2021	350.00
Total	1,400.00

B. SIR JOHN COTTON EDUCATIONAL FOUNDATION HOLME (two-ninths share)

01/03/2021	350.00
01/06/2021	350.00
01/09/2021	350.00
01/12/2021	350.00
Total	1,400.00

C. PAROCHIAL CHURCH COUNCIL OF ST ANDREWS BIGGLESWADE (one-ninth share)

01/03/2021	175.00
01/06/2021	175.00
01/09/2021	175.00
01/12/2021	175.00
Total	700.00

D. PAROCHIAL CHURCH COUNCIL OF ST MARY'S ST NEOTS (two-ninths share)

01/03/2021	350.00
01/06/2021	350.00
01/09/2021	350.00
01/12/2021	350.00
Total	1,400.00

SIR JOHN COTTON FLITWICK CHARITY

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2021

D. PAROCHIAL CHURCH COUNCIL OF ST GILES HOLME WITH CONINGTON (two-ninths share)

01/03/2021	350.00
01/06/2021	350.00
01/09/2021	350.00
01/12/2021	350.00
Total	1,400.00

2021 DISTRIBUTIONS £6,300.00

plus: 2018 contributions re-issued:

Sir John Cotton Educational Foundation, Biggleswade £990.00

TOTAL DISTRIBUTIONS: £7,290.00

3. BALANCE SHEET

A. BROOKS MACDONALD ASSET PORTFOLIO	2021	2020
See Investment Report for detailed breakdown	189,918	188,827
B. OTHER DEBTORS	2021	2020
	£	£
VAT	306	-
	<hr/>	<hr/>
	<u>306</u>	<u>-</u>
C. CREDITORS	2021	2020
	£	£
Distribution cheques not cleared	-	-
Pellys	-	597
D Whiddet	-	60
Smith Wardle	500	500
	<hr/>	<hr/>
	<u>500</u>	<u>1,157</u>

**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF
THE SIR JOHN COTTON FLITWICK CHARITY**

I report on the accounts for the year ended 31 December 2021 which are set out on pages 1 to 4 of the Financial Statements.

Respective responsibilities of the Executive Committee and the 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 needed.

It is my responsibility to

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

Basis of the Independent Examiner's Statement

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 the management committee concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in a full audit and consequently 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 statement below.

Independent Examiners 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 respect the requirements to keep accounting records in accordance with section 103 of the 2011 act, or, to prepare accounts which accord with these accounting records 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.


.....

Verity Risby
151 Caxton End
Bourn
Cambridgeshire
CB23 2ST

Date 19/5/21