

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;

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(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.

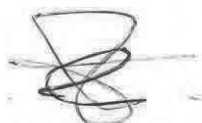
There was an overall surplus this year of £10,056, the majority from within the investment portfolio. Rent and Dividends continue to cover Distributions and administration costs with investment fees being deducted at source from the investment portfolio.

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	
			45,717		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	
			44,715		16,612
Distributions	2	6,300	6,300	6,300	6,300
			51,015		22,912
NET INCOME OVER EXPENDITURE			10,056		8,201

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
<hr/>	<hr/>
<u>1,887</u>	<u>2,085</u>

C. CREDITORS

2024	2023
£	£
Accountancy	100
Brown & Co	88
<hr/>	<hr/>
<u>163</u>	<u>188</u>

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.

Date: 4 September 2025

Helen Fordham
10 Greenfields
Eltisley
Cambridgeshire
PE19 6TN