



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	18	October	2018		31	December	2019

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

 Postcode

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	Rev Christopher Davey			
2	Christine Joan Offen		Appointed 24 September 2019	
3	Andrew Hamilton Crawford			
4	Peter George Glossop			
5	Nicholas John Cody			
6	Peter John Hutton			Coggeshall Parish Council
7	John Richard Gospage			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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
Accountant	Richard Edwards Group	The Maltings, Rosemary Lane, Halstead, Essex, CO9 1HZ

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

Clerk: Bradley Rawlings

Section B Structure, governance and management

Description of the charity's trusts

How the charity is constituted
(eg. trust, association, company)

Constitution

CIO registered 18th October 2018

Trustee selection methods
(eg. appointed by, elected by)

By resolution of the existing trustees. One trustee ex officio Priest in charge of St Peter-ad-Vincula. One trustee nominated by Coggeshall Parish Council

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.

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Section C Objectives and activities

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

The prevention or relief of poverty, in particular (but not exclusively) among people in need who are, or formerly have been, inhabitants of, or employed or engaged in business in, the Parish of Coggeshall by; the provision of housing or accommodation; and such other charitable purposes for the benefit of residents of such housing and accommodation as the trustees decide

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)

Coggeshall Almshouses Charity (CAC) was created as the successor to the Coggeshall Amalgamated Charity and the Coggeshall Church Green Almshouses Trust. There are two groups of almshouses, both situated in Coggeshall: a terrace of six two-storey houses in Queen Street and four single-storey houses at Church Green in Church Street.

The trustees' main objectives in bringing these almshouses under the ownership of CAC are the combining of resources (for example, to ensure that we are better placed to fund the up-keep of the properties) and more efficient management.

During the period of this report, legal title in the Queen Street and Church Green properties and most of the cash held by Coggeshall Amalgamated Charity and Coggeshall Church Green Almshouses Trust was transferred to CAC. Arrangements were close to completion for the transfer of the remaining cash and investments.

In the last quarter of 2019 the trustees implemented a programme of improvement to the Queen Street properties. Preliminary discussions were held with several firms of architects and it is hoped that an architect will be appointed in the near future. One of the properties is vacant and the intention is for the improvement work to start in that property. The remaining 5 Queen Street properties are occupied.

All the Church Green properties are in good order and are occupied

The trustees have had regard to the Charity Commission's guidance on public benefit.

Additional details of objectives and activities (Optional information)

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

The completion of the merger as per section C above

The implementation of an on-going programme of improvement to the Queen Street alms-houses as per section C above.

Section E

Financial review

Brief statement of the charity's policy on reserves

CAC will retain sufficient cash reserves to enable maintenance work to be undertaken as required

Details of any funds materially in deficit

Nil

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.

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)

Andrew Crawford

Full name(s)

ANDREW HAMILTON
CRAWFORD

Position (eg Secretary, Chair, etc)

Chair

Date

7/10/2020

Coggeshall Almshouses Charity	1180363
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Receipts and payments accounts

For the period from	18/10/2018	To	31/12/2019
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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 £
A1 Receipts				
Maintenance Income	5,185		-	5,185
Gifts from other charities	167,813			167,813
Donation			-	-
			-	-
			-	-
Bank Interest			-	-
			-	-
			-	-
Sub total (Gross income for AR)	172,998	-	-	172,998

A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	172,998	-	-	172,998

A3 Payments				
Gardening	-	-	-	-
Utilities	-	-	-	-

Decorating	-	-	-	-
Repairs and renewals	1,401	-	-	1,401
Sundry	336	-	-	336
Insurance	990	-	-	990
Honorarium	600	-	-	600
Bank charges	55	-	-	55
Rates and Water	454	-	-	454
Professional fees	120	-	-	120
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total	3,956	-	-	3,956

A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	3,956	-	-	3,956
Net of receipts/(payments)	169,042	-	-	169,042
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	-	-	-	-
Cash funds this year end	169,042	-	-	169,042

Section B Statement of assets and liabilities at the end of the period

Categories

Details

Unrestricted funds

Restricted funds

B1 Cash funds

Bank Account			
		169,042	-
		-	-
		-	-
		169,042	-

Total cash funds

(agree balances with receipts and payments account(s))

OK

Unrestricted funds

to nearest £

	-
	-
	-
	-
	-
	-

to nearest £

	-
	-
	-
	-
	-
	-

OK

Restricted funds

B2 Other monetary assets

B3 Investment assets

Fund to which asset belongs

Cost (optional)

Details

		-
		-
		-
		-
		-

Fund to which asset belongs

Cost (optional)

Details

10-16 Church Green, Almshouses	Permanent Endowment	-
79-89 Queen Street, Almshouses	Permanent Endowment	-
		-
		-

B4 Assets retained for the charity's own use

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)
		-
		-
		-
		-
		-

		-
		-
		-
		-
		-

Signed by two trustees on behalf of all the trustees

Signature

Print Name

[Signature]
[Signature]

PETER GEORGE GLOSSOP
 ANTHONY HAMILTON GLOSSOP

(Clarified)





CC16a



Last year
to the nearest £

-
-
-
-
-
-
-
-
-
-

-
-

-

-
-

to nearest £

-
-
-
-

OK

Endowment
funds

to nearest £

-
-
-
-
-
-

Current value
(optional)

-
-
-
-
-

Current value
(optional)

-
-
-
-

-
-
-
-
-

When due (optional)

Date of approval