

SIR JOHN COTTON FLITWICK CHARITY

CHARITY ACCOUNTS
YEAR ENDED 31ST DECEMBER 2016

MESSRS. BRIGNALLS BALDERSTON WARREN
SOLICITORS
2 LONDON ROAD
BIGGLESWADE
BEDFORDSHIRE
SG18 8EP

SIR JOHN COTTON FLITWICK CHARITY

CHARITY ACCOUNTS

YEAR ENDED 31ST DECEMBER 2016

CONTENTS

1. CAPITAL, INCOME AND EXPENDITURE ACCOUNT
2. INCOME ACCOUNT
3. BALANCE SHEET
4. SCHEDULE OF DISTRIBUTIONS
5. BROOKS MACDONALD - PORTFOLIO VALUATION - 31ST DECEMBER 2015
6. BROOKS MACDONALD - PORTFOLIO VALUATION - 31ST DECEMBER 2016
7. BROOKS MACDONALD - TRADING & DEPOSIT STATEMENT
8. BROOKS MACDONALD - INCOME STATEMENT

Trustees:

A.B. Porter
A.M.H. Marshall
Mrs. M.A. Russell
D.S. Whiddett

MESSRS. BRIGNALLS BALDERSTON WARREN

SOLICITORS

2 LONDON ROAD

BIGGLESWADE

BEDFORDSHIRE

SG18 8EP

SIR JOHN COTTON FLITWICK CHARITY

SCHEDULE OF DISTRIBUTIONS

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

Paid on account:		
	07.03.2016	330.00
	20.06.2016	330.00
	15.09.2016	330.00
	05.12.2016	330.00
		<hr/>
		1,320.00

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

Paid on account:		
	07.03.2016	330.00
	20.06.2016	330.00
	15.09.2016	330.00
	05.12.2016	330.00
		<hr/>
		1,320.00

BALANCE CARRIED FORWARD

2,640.00

BALANCE BROUGHT FORWARD

2,640.00

3. PAROCHIAL CHURCH COUNCIL OF ST.
ANDREW'S BIGGLESWADE (one-ninth share)

Paid on account:

07.03.2016	165.00
20.06.2016	165.00
15.09.2016	165.00
05.12.2016	<u>165.00</u>

660.00

4. VICAR OF ST. NEOTS (two-ninths share)

Paid on account:

07.03.2016	330.00
20.06.2016	330.00
15.09.2016	330.00
05.12.2016	<u>330.00</u>

1,320.00

5. REV I COWLEY, VICAR OF HOLME WITH
CONINGTON (two-ninths share)

Paid on account:

07.03.2016	330.00
20.06.2016	330.00
15.09.2016	330.00
05.12.2016	<u>330.00</u>

1,320.00

5,940.00

SIR JOHN COTTON FLITWICK CHARITY

CHARITY ACCOUNTS

YEAR ENDED 31ST DECEMBER 2016

1. CAPITAL, INCOME AND EXPENDITURE ACCOUNT

Brooks MacDonald Asset Management as at 31.12.2015:-	
Portfolio Valuation attached (CHRI 0007667)	149,250.09
Cash (CHRI 0007667)	<u>12,349.73</u>
	161,599.82
Barclays Bank PLC as at 31.12.2015:-	
Community Account No. 60550582	9,288.94
Business Saver Account No. 20155829	<u>3,877.98</u>
	13,166.92
BBW Solicitors - Balance held on ledger number 302121.001 as at 31.12.2015	<u>0.00</u>
<u>ADD</u>	<u>174,766.74</u>
Income as per Income Account	9,411.09
Net proceeds of sale of investments detailed in Brooks MacDonald's Trading & Deposit Statement attached	48,895.72
Gain made on Brooks MacDonald's Portfolio	0.00
<u>BALANCE CARRIED FORWARD</u>	<u>233,073.55</u>

233,073.55

BALANCE BROUGHT FORWARD

DEDUCT

BBW Solicitors - Charity administration:-
Outstanding as detailed in Charity Accounts - Year
ended 31st December 2015

1,104.00
2,904.00

Year ended 31st December 2016

Brooks MacDonald Asset Management -
Management fee (inc VAT) detailed in Brooks
MacDonald's Trading & Deposit Statement attached

1,471.32

Sterling & Law - Financial advice

500.00

Brown & Co -
Commission (inc VAT)

210.96

Robinson & Hall -
Invoice # 32494

369.00

Distributions detailed in Schedule annexed

5,940.00

Uncashed distributions as detailed in Charity Accounts -
Year ended 31st December 2015

660.00

BALANCES CARRIED FORWARD

13,159.28

233,073.55

SIR JOHN COTTON FLITWICK CHARITY

CHARITY ACCOUNTS

YEAR ENDED 31ST DECEMBER 2016

2. INCOME ACCOUNT

Brooks MacDonald Asset Management:-		
Dividends and gross interest detailed in Income Statement attached	4,754.67	
Equalisation payments detailed in Trading & Deposit Statement attached	<u>67.27</u>	4,821.94
Barclays Bank PLC - Account No. 20155829 -		
Gross interest:-		
07.03.2016	0.48	
06.06.2016	0.48	
05.09.2016	0.48	
05.12.2016	<u>0.48</u>	1.92
W.J. Palmer - Rent:-		
08.04.2016 Period - 25.03.2016 - 28.09.2016	1,758.00	
24.10.2016 Period - 29.09.2016 - 24.03.2017	<u>1,758.00</u>	3,516.00
		<hr/>
BALANCE CARRIED FORWARD		8,339.86

BALANCES BROUGHT FORWARD	13,159.28	233,073.55
<u>DEDUCT</u>		
Cost of investments acquired detailed in Brooks MacDonald's Trading & Deposit Statement attached	37,296.12	
Loss made on Brooks MacDonald's Portfolio	<u>1,683.82</u>	<u>52,139.22</u>
BALANCE HELD AT 31.12.2016		<u><u>₪ 180,934.33</u></u>

SIR JOHN COTTON FLITWICK CHARITY

CHARITY ACCOUNTS

YEAR ENDED 31ST DECEMBER 2016

3. BALANCE SHEET

Brooks MacDonald Asset Management as at 31.12.2016:-

Portfolio Valuation attached (CHRI 0007667)

Cash (CHRI 0007667)

£ 147,566.27

22,741.65

170,307.92

Barclays Bank PLC as at 31.12.2016:-

Community Account No. 60550582

Business Saver Account No. 20155829

8,342.51

3,879.90

12,222.41

BBW Solicitors - Balance held on ledger number

302121.001 as at 31.12.2016

600.00

183,130.33 £.

DEDUCT

1. Monies owed to BBW Solicitors representing the

balance of costs for year ending 31.12.2016

1,536.00

2. Uncashed December 2016 distribution payments

660.00

2,196.00

180,934.33

£

BALANCE BROUGHT FORWARD

8,339.86

Central Bedfordshire Council -
Rent re Folly Farm - 2015 and 2016

600.00

Eastern Power Networks plc - Wayleave -
06.07.2016

471.23

9,411.09

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

I report on the accounts for the year ended 31 December 2016 which are set out on pages 1 to 10 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.



Sue Chase
Simple Solutions (Cambs) Ltd
Great Gransden
Cambridgeshire
SG19 3QS

Date 20-3-2019

Sir John Cotton Flitwick Charity

Trustees Annual Report

Year Ended 31December 2016

Registered Charity: 205226

Sir John Cotton Flitwick Charity, Registered Charity No 202556

Trustees' Annual Report - Year Ended 31 December 2016

The Trustees' Annual Report for the Sir John Cotton Flitwick Charity is included in this report covering the period from 1 January 2016 to 31 December 2016

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, Chair
2	Anthony Marshall
3	Madeline Russell
4	Daniel Whiddett

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 2016

(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 2016 basic income for the charity came from:

Rent - £4,116, Wayleave fee for use of land £471, Dividends & Interest from investments £4,824.

A surplus of £11,600 was made through the selling and buying of investments although the total investment fund showed a small decrease in value of £1,684 from the start of the year.

Costs of administration amounted to £6,559 over the year.

Distributions of £6,600 were paid out to beneficiaries.

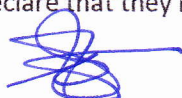
Overall income over expenditure amounted to £6,168.

Full details can be seen in the 2016 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)



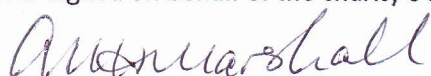
Full name(s) Alan Porter

Date:

16.11.2020

Position: Chair of Trustees

Signature(s)



Full name(s)

ANTHONY MICHAEL HOWITT
MARSHALL

Date:

16/11/2020

Position: Trustee