



Charity Name Cottenham Dissenters' Cemetery CIO	No (if any) 1160345
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CC16a

Receipts and payments accounts			
For the period from	Period start date 1-Jan-20	To	Period end date 31-Dec-20

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 £
A1 Receipts					
Grants	-	-	-	-	14,767
Donations	600			600	140
Fees	905	-	-	905	630
Interest on building society account	22	-	-	22	43
	-	-	-	-	-
Sub total (Gross income for AR)	1,527	-	-	1,527	15,580
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	1,527	-	-	1,527	15,580
A3 Payments					
Water rates	-			-	68
Insurance	224			224	224
Cemetery maintenance	904	-	-	904	21,005
Tax on interest	-	-	-	-	-
Administrative costs	-	-	-	-	-
	-	-	-	-	-
Sub total	1,128	-	-	1,128	21,297
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	1,128	-	-	1,128	21,297
Net of receipts/(payments)	399	-	-	399	- 5,717
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	16,122	-	-	16,122	21,880
Cash funds this year end	16,521	-	-	16,521	16,122



Trustees' Annual Report for the period

		Period start date			Period end date		
From	1	January	2020	To	31	December	2020

Section A Reference and administration details

Charity name Cottenham Dissenters' Cemetery CIO

Other names charity is known by

Registered charity number (if any) 1160345

Charity's principal address (secretary)
 21 Crowlands
 Cottenham
 Cambridge
Postcode CB24 8TE

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	Sarah Elissa Berenger	Chairman		
2	James Nathan Blunt			
3	Miranda Ann Bonner			
4	Ralph Jonathan Carpenter			
5	Sarah Crisall			
6	Kate Lees			
7	Philip Charles Saunders	Secretary		
8	Ann Scott	Treasurer		

Names of the trustees for the charity, if any, (for example, any custodian trustees): none

Names and addresses of advisers (Optional information): none

Name of chief executive or names of senior staff members (Optional information): none

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Co-option

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.

The trustees have not yet considered any policies for new trustees or similar policies. In 2019 it postponed considering the process by which we ensure sustainability of the CIO by replacement of trustees due to other priorities and pandemic circumstances in 2020 did not enable this to be carried forward.

The trustees are informally connected to other community organisations within the village and to the parish council. The Baptist Church, which historically provided trustees under the predecessor trust, continues to facilitate meetings of the CIO committee.

Section C Objectives and activities

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

The objects of the CIO are to provide a burial place for the people of Cottenham, Cambridgeshire

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)

During 2020 we continued to fulfil our core function of providing a burial place and ensuring it is appropriately maintained, safely and with dignity. We have done so with due regard for guidance issued by the Charity Commission 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.

The CIO is not a grant-making body.

It has no formal policy on investment.

It recognises the value of volunteers in helping with maintenance, in being a connection with the wider community and providing a pool of potential trustees.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

- The trustees met formally three times (twice by videoconference). They discussed maintenance and other matters.
- A template letter for grave sales, with the extension chiefly in mind, was agreed in the interests of ensuring a clearer record of rights and responsibilities.
- The cemetery was maintained by individual trustees' efforts (about 100 hours) despite the difficulties of the pandemic that made group activity unsafe. Nevertheless a pallet crate was obtained and installed in a temporary location.

Section D Achievements and performance

Priority was placed on ensuring safe access. The CIO reacted promptly to a dangerous tree which was felled and removed by a contractor.

- The contractor who had laid grass in extension continued to maintain that area.

Section E Financial review

Brief statement of the charity's policy on reserves

The CIO's reserves, which are not large all things considered, are viewed as potentially necessary for future substantial capital expenditure once the extension comes into use to create fitting ambiance for that area.

Details of any funds materially in deficit

There are no funds in deficit.

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.

The chief recurrent source of funds is the grant made equally to the Parish Church (for the churchyard) and to the CIO by Cottenham Parish Council of funds received by the Council from the civil purposes part of the Cottenham Church and Causeway Charity. Additional funding is occasionally available from the Ebenezer Trust, which includes maintenance of the Cemetery among its explicit objects. Other funding comes from fees for interments and monuments. Funding from the Ebenezer Trust has been used for particular maintenance matters.

The 2020 grant from the Parish Council was delayed into 2021 due to a misunderstanding and technical difficulty. Due to the pandemic the Ebenezer Trust did not meet to consider our application.

Fees were reviewed during 2021 and it was agreed to review at first meeting each year.

Section F Other optional information

Nothing that we feel necessary to draw the Commissioners' attention to.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Sarah Berenger</i>	<i>Philip Saunders</i>
Full name(s)	Sarah Elissa Berenger	Philip Charles Saunders
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	27 September 2021	27 September 2021