Trustees' Annual Report for the period

	Period start date				Period end date		
From	1	January	2025	**To**	31	December	2025

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)	56 Rampton Road Cottenham Cambridge **Postcode** **CB24 8TH**

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	James Nathan Blunt	Chair		
2	Sarah Catherine Crisall	Treasurer		
3	Philip Charles Saunders	Secretary	To 4 Feb	
4	Victoria Jane Mills	Secretary (from 24 Feb)	To 19 May	
5	Marcia Jain Scott	Interim Secretary (from 14 Jul)		
6	David Charles Barrett			
7	Robert William Cox			
8	Ralph Jonathan Carpenter		From 14 Jul	
9				
10				

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 maintain informal links with other community organisations within the village and with 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 place of burial and interment 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 2025, the Trust continued to fulfil its core purpose of providing a place of burial and ensuring the cemetery was maintained appropriately, 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 valuable contribution volunteers make to cemetery maintenance and engagement with the wider community, to encourage and support the potential recruitment of future trustees.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

The trustees met formally six times during the year, in addition to holding on-site meetings and maintaining regular communication via email and a private trustees' WhatsApp group. The departure of two trustees highlighted the need to recruit new members, while one former trustee returned following a year's absence.

The cemetery continued to be used for its primary purpose. One burial and four interments of ashes took place, comprising of two interments in existing grave spaces and two within the designated ashes areas. New memorials were also installed and existing memorials professionally refurbished and reinstalled.

Work progressed on the new cemetery extension, funded through allocated S106 monies, to provide needed additional burial space. Local funeral directors were consulted on the layout. Works included a new entrance with brick piers, driveway access with a dropped kerb suitable for hearses and contractor vehicles, and a hard-surfaced footpath within the extension lawn. A Breedon gravel pathway was also installed at the rear of the old cemetery to improve foot access, and a blacksmith was selected by the Trust and commissioned to make a new entrance gate for the extension.

Essential tree works were undertaken by professional contractors, guided by the comprehensive tree survey carried out the previous year. Funds were allocated solely to priority and emergency tree works, with other tree maintenance undertaken by volunteer trustees.

Community engagement remained important to the Trust, with Facebook and Instagram profiles helping to raise awareness of the cemetery and its heritage. Talks and visits by local groups also contributed to this work. The Trust had a display at the Annual Parish Meeting and participated in the national Heritage Open Days, celebrating the cemetery's 180th anniversary. It also marked Remembrance Week by highlighting the war graves within the cemetery.

Regular volunteer clear-up sessions were held to encourage members of the local community to take part in maintaining and caring for the cemetery.

Trustees were active active in research, answering inquiries from individuals seeking to locate graves of family members and ancestors.

Section E Financial review

Brief statement of the charity's policy on reserves	Reserves were higher than usual at the start of the year in anticipation of the planned extension works and expected tree work. Although some of these additional reserves were used to fund the work, not all were required during the year. It is expected that the remainder of these additional reserves will be spent in 2026
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 main sources of funding are grants from the Church and Causeway Charity, supplemented by occasional funding from the Ebenezer Trusts, particularly for maintenance. Additional income is generated through cemetery interment and memorial fees, which were reviewed and updated by the committee in January to reflect current rates.

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)		***Sarah Crisall***
Full name(s)	James Nathan Blunt	Sarah Catherine Crisall
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	*28 October 2026*	*28 October 2026*



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

Receipts and payments accounts

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For the period from	Period start date	To	Period end date
	01-Jan-25		31-Dec-25

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Grants	7,000	-	-	7,000	29,000
Donations	70	-	-	70	141
Fees	1,240	-	-	1,240	2,180
Interest on building society account	802	-	-	802	997
		-	-	-	-
Sub total *(Gross income for AR)*	9,112	-	-	9,112	32,318
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	9,112	-	-	9,112	32,318
A3 Payments					
Water rates	132			132	41
Insurance	395			395	224
Cemetery maintenance	32,570	-	-	32,570	1,706
Tax on interest		-	-	-	-
Administrative costs	257	-	-	257	11
		-	-	-	-
Sub total	33,354	-	-	33,354	1,982
A4 Asset and investment purchases, (see table)					
		-	-	-	-
		-	-	-	-
Sub total	-	-	-	-	-
Total payments	33,354	-	-	33,354	1,982
Net of receipts/(payments)	- 24,242	-	-	- 24,242	30,336
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	53,689	-	-	53,689	23,353
Cash funds this year end	29,447	-	-	29,447	53,689

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

Categories	Details	Unrestricted funds to nearest £		Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Building Society Account		#	-	-
	Total cash funds	29,446		-	-
	(agree balances with receipts and payments account(s))			OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	

	Signature	Print Name	Date of approval
Signed by one or two trustees on behalf of all the trustees	*Sarah Crisall*	Sarah Crisall	*28/10/2026*
	James Blunt	James Blunt	*28/10/2026*