Trustees' Annual Report for the period

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

Section A Reference and administration details

Charity name	COMBERTON VILLAGE INSTITUTE TRUST
Other names charity is known by	COMBERTON VILLAGE HALL
Registered charity number (if any)	1189495

Charity's principal address	Green End	
	Comberton	
	Cambridge	
	Postcode	**CB23 7DY**

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	Neil Banks			
2	Vijayalakshmi Churchman	Treasurer		
3	Penelope E A Cook	Vice Chair		
4	Angela Donnelly	Vice Chair		
5	Bella Fuerst		16/12/2025 – 31/12/2025	
6	Andrew Hollick			
7	William Lee			
8	Eileen Marsh		17/2/2025 – 31/12/2025	
9	Dr Brian J McCabe	Chair		
10	Dr Jane Reed		1/1/2025 – 16/12/2025	
11	Stephanie Young			
12				
13				
14				
15				
16				
17				

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
Independent Reviewer	Affinity Associates (Cambridge) Ltd	Mill House, Mill Court, Great Shelford, Cambridge, CB22 5LD
Legal Advisers	Stanley Tee LLP	Tees House, 95 London Road, Bishop's Stortford, Herts CM23 3GW

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing trustees

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.

We have an induction pack of information for new trustees.

The required risk assessments and procedures are reviewed annually.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document	To provide leisure, recreational and educational facilities for the residents of Comberton and its neighbourhood.
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)	The Trust will deliver public benefits by operating the village hall efficiently, safely and to high standards on behalf of the community; by developing its facilities for the benefit of users and potential users; and by initiating new community activities consistent with its objectives. The hall facilities are available to all residents of Comberton and its neighbourhood, irrespective of gender, age, race, or political or religious persuasion. Village groups using the hall regularly are encouraged to pay a small affiliation fee annually which gives them reduced hiring rates. Village residents also pay lower hire fees than non-village hirers. All individuals and groups must pay to hire the hall. In carrying out these activities, the Trust has taken into account the guidelines on public benefit laid down by the Charity Commission.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

The hall is managed by trustees, who are all volunteers. During the year covered by this report they were assisted by a part-time cleaner, a caretaker and a part-time administrator. Otherwise, all the operational work was carried out by trustees or contractors employed to carry out specific specialist tasks.

The Trust receives rent income from two offices that are owned by the Trust. This income subsidises the running of Comberton Village Hall. New five-year leases on these offices were taken out in 2025.

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Section D Achievements and performance

Section D Achievements and performance

Summary of the main achievements of the charity during the year

Trustees and friends (volunteers) worked together to stage fundraising events to augment the income from letting charges. In particular, the Easter and Christmas Fairs are very important and serve to bring villagers together at these significant times of the year.

The Village Hall operates a weekly café, monthly Bingo, film screenings and opera showings. These activities are appreciated by many lonely individuals and community groups.

The trustees continued the long-established tradition of hosting a meal for the over 65's in the village. This year the trustees hosted an afternoon tea instead of the Supper with live entertainment. This was received positively by the attendees.

Every year, the trustees also encourage and support many local group activities for all ages.

Section E Financial review

Brief statement of the charity's policy on reserves	The charity has a reserve for future expenses including ongoing refurbishment, replacement of depreciating items and repair to building fabric. This figure includes designated expenditure to meet unforeseen running costs.
Details of any funds materially in deficit	N/A

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.

Principal sources of funds
Letting charges, affiliation fees, trustee sponsored events, small donations and income from commercial rents.

Expenditure
Expenditure was devoted to maintaining the Hall facilities at a high level.

Investment policy
N/A

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)		
Full name(s)	Vijayalakshmi Churchman	Brian McCabe
Position (eg Secretary, Chair, etc)	Treasurer	Chair

Date	29 October 2026

CHARITY NUMBER 1189495

COMBERTON VILLAGE INSTITUTE TRUST

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2025

COMBERTON VILLAGE INSTITUTE TRUST

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 DECEMBER 2025

TRUSTEES	Mrs. P.E.A. Cook Mrs. V. Churchman (Treasurer) Mrs. A. Donnelly Mr. A.B. Hollick Mr. W.M. Lee Dr. B.J. McCabe (Chair) Dr. J. Reed (Resigned 16.12.25) Mrs. S. Young Mr N Banks Mrs B Fuerst (Appointed 16.12.25) Mrs E Marsh (Appointed 18.02.25)
CHARITY REGISTRATION NUMBER	1189495
PRINCIPAL OFFICE	Comberton Village Institute Trust Green End Comberton Cambridge CB23 7DY
BANKERS	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
INDEPENDENT EXAMINER	A.N. Cliffe Affinity Associates (Cambridge) Limited Accountants and Statutory Auditors Mill House Mill Court Great Shelford Cambridge CB22 5LD

COMBERTON VILLAGE INSTITUTE TRUST

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2025

TRUSTEES' REPORT

Principal address

The Charity's principal address is:

Comberton Village Hall
Green End
Comberton
Cambridge
CB23 7DY

Charitable purpose

To provide leisure, recreational and educational facilities for the residents of Comberton and its neighbourhood.

Principal activities and public benefit

The Trust delivers public benefits by operating the village hall efficiently, safely and to high standards on behalf of the community; by developing its facilities for the benefit of users and potential users; and by initiating new community activities consistent with our objectives.

The hall facilities are available to all residents of Comberton and its neighbourhood, irrespective of gender, age, race, or political or religious persuasion.

The hall is managed by Trustees who are all volunteers. They are assisted by a part-time cleaner, a caretaker and a part-time administrator. Otherwise, all the operational work is carried out by Trustees or contractors employed to carry out specific specialist tasks.

Trustees and friends (volunteers) work together to stage fundraising events to augment the income from letting charges. In particular, the Easter and Christmas Fairs are very important and also serve to bring villagers together at these significant times of the year.

Village groups using the hall regularly are encouraged to pay a small affiliation fee annually which gives them reduced hiring rates. Village residents also pay lower hire fees than non-village hirers. All individuals and groups must pay to hire the hall.

In carrying out these activities, the Trust has taken into account the guidelines on public benefit laid down by the Charity Commission.

TRUSTEES' REPORT (continued)

Principal activities and public benefit (continued)

The Village Hall operates a weekly café, monthly Bingo, film screenings, and opera showings.
These activities are appreciated by many lonely individuals and community groups.

The Trustees continue the long-established tradition of hosting an afternoon tea for the over 65's in the village.

The Trustees also encourage and support many local group activities for all ages.

Trustees

The Trustees of the Charity are as stated on page 2 of this report.

Financial report

The trustees report a surplus of £2,550 (2024 - surplus £3,561) which was in line with expectations.

Reserves' policy

The charity has a reserve for future expenses including ongoing refurbishment and replacement of depreciating items.

This figure includes some designated expenditure:

- Upgrade the security system to include a camera pointing towards the oil tank
- To meet ongoing running costs in case of unforeseen circumstances

The Trustees have approved the above report and authorised the Chair to sign it on their behalf.

Brian McCabe.

Dr B. J. McCabe – Chair

Date: 29 October 2026

COMBERTON VILLAGE INSTITUTE TRUST

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2025

I report on the accounts for the year ended 31 December 2025 set out on pages 6 to 9.

Respective responsibilities of the Trustees and 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 required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the Independent Examiner's report
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 you as Trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequentially 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 statements below.

Independent Examiner's 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 aspect, the requirements

- to keep accounting records in accordance with Section 130 of the Act 2011; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act.

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.

A.N. Cliffe
Affinity Associates (Cambridge) Limited
Accountants and Statutory Auditors
Mill House
Mill Court
Great Shelford
Cambridge
CB22 5LD

Date: 29 October 2026

COMBERTON VILLAGE INSTITUTE TRUST

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2025

	Notes	31 December 2025 Total £	31 December 2024 Total £
INCOMING RESOURCES			
Incoming resources from generated funds			
Income from rentals		**47,387**	42,594
Grants		**-**	-
Donations		**500**	10
Bank interest and other		**622**	753
Total incoming resources		**48,509**	43,357
RESOURCES EXPENDED			
Cost of generating funds			
Property expenses		**45,934**	39,741
Governance costs		**-**	-
Other resources expended		**25**	55
Total resources expended		**45,959**	39,796
Net resources received/(expended), being net movement in funds		**2,550**	3,561
RECONCILIATION OF FUNDS			
Total funds brought forward		**59,338**	55,777
TOTAL FUNDS CARRIED FORWARD		**61,888**	59,338

The notes on pages 8 and 9 form part of these financial statements

COMBERTON VILLAGE INSTITUTE TRUST

BALANCE SHEET

AS AT 31 DECEMBER 2025

	Notes	2025 £	2024 £
FIXED ASSETS			
Fixed assets	3	**1,838**	2,450
CURRENT ASSETS			
Debtors and deposits		**8,065**	5,913
Cash at bank		**57,668**	56,810
		65,733	62,723
CURRENT LIABILITIES		**(5,683)**	(5,835)
Total net assets		**61,888**	59,338
Represented by:			
Unrestricted funds			
Income and general fund		**36,888**	34,338
Designated fund		**-**	-
Restricted reserve fund		**25,000**	25,000
Total funds		**61,888**	59,338

The financial statements were approved by the Trustees on 29 October 2026 and signed on their behalf by:

Brian McCabe.

.....

Dr B. J. McCabe (Chair)

The notes on pages 8 and 9 form part of these financial statements

COMBERTON VILLAGE INSTITUTE TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2025

1. Accounting policies

Basis of preparation
The accounts (financial statements) have been prepared on the accruals basis, with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

Incoming resources
All incoming resources are included in the Statement of Financial Activities ("SOFA") when received by the charity.

Resources expended
Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular categories, they have been allocated to activities on a basis consistent with the use of resources.

Taxation
The charity is exempt from tax on its charitable activities.

Fixed assets

Tangible fixed assets are recorded at cost, less accumulated depreciation.

Depreciation is charged at 25% on a reducing balance basis.

Fund accounting
Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.
A separate designated fund is held for the potential replacement of fixed assets and an unrestricted fund for emergency expenditure.

2. Trustees' remuneration and benefits

There were no Trustees' remuneration or other benefits for the year ended 31 December 2025 nor for the year ended 31 December 2024.

There were no Trustees' expenses paid for the year ended 31 December 2025, nor for the year ended 31 December 2024.

3. Tangible fixed assets

	2025	2024
Cost	**£**	**£**
Cost at 1 January 2025	8,781	8,536
Additions	-	245
Cost at 31 December 2025	**8,781**	8,781
Depreciation		
At 1 January 2025	6,331	5,513
Charge for year	612	818
At 31 December 2025	**6,943**	6,331
Net Book Value 31 December 2025	**1,838**	2,450

CHARITY NUMBER 1189495

COMBERTON VILLAGE INSTITUTE TRUST

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2025

COMBERTON VILLAGE INSTITUTE TRUST

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 DECEMBER 2025

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COMBERTON VILLAGE INSTITUTE TRUST

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

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TRUSTEES' REPORT (continued)

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The Trustees also encourage and support many local group activities for all ages.

Trustees

The Trustees of the Charity are as stated on page 2 of this report.

Financial report

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The charity has a reserve for future expenses including ongoing refurbishment and replacement of depreciating items.

This figure includes some designated expenditure:

- Upgrade the security system to include a camera pointing towards the oil tank
- To meet ongoing running costs in case of unforeseen circumstances

The Trustees have approved the above report and authorised the Chair to sign it on their behalf.

Brian McCabe.

Dr B. J. McCabe – Chair

Date: 29 October 2026

COMBERTON VILLAGE INSTITUTE TRUST

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

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- examine the accounts under Section 145 of the 2011 Act;
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COMBERTON VILLAGE INSTITUTE TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2025

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