

OLD ROYAL NAVAL COLLEGE CHAPEL FUND

TRUSTEES' ANNUAL REPORT 2024/2025

This is the Annual Report of the Trustees of the Old Royal Naval College Chapel Fund ("the Chapel Fund") for the year ending 31 March 2025.

The Chapel Fund's registered charity number is 1073436 and its address is The Old Royal Naval College Chapel, Greenwich, London SE10 9LW.

The current Trustees are as follows:

Sir Nicolas Bevan CB	Chairman
Mr Giles Segal	Treasurer
Mr Robert Henderson	
Mr Howard Jones	
Rev Dr Robert Tobin	
Mrs Catherine Steer	

The Chapel Fund is a charitable trust established by a Trust Deed dated 22 November 1998. Five of the Trustees are appointed by the Chaplaincy Council of the Old Royal Naval College Chapel for a renewable term of 4 years; the sixth Trustee is the Chaplain of the Old Royal Naval College Chapel *ex officio*.

The objects of the Chapel Fund are

1. To contribute towards the costs of maintaining religious services and music in the Chapel in accordance with the policy and established procedures of the Chaplaincy Council;
2. To make donations for charitable purposes in accordance with the policy and established procedures of the Chaplaincy Council.

During the period covered by the Annual Report the Chapel Fund contributed about £28,160 towards the costs of maintaining religious services and £12,450 towards the costs of maintaining music in the Chapel. Two major donations totalling £33,000 were made to the Greenwich Foundation for the Old Royal Naval College to fund expenditure on capital projects of benefit to the Chapel. The Fund also donated £12,000 to the Diocese of Southwark to help meet Church overheads and made donations totalling £10,706 for other charitable purposes. In exercising their duties the Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

The principal source of the Chapel Fund's regular income derives from donations made by members of the congregation. During 2024/2025 such donations have shown a small increase and this has been supplemented by a rise in the interest received during the year from the COIF Charities Deposit Fund.

At the same time regular Chapel expenditure has also risen, with a marked increase in expenditure on music. Despite this and the major items of expenditure mentioned above, the Trustees regard the present level of reserves as satisfactory, providing scope to meet the likely demands on the Chapel Fund in the near future. They will nevertheless continue to keep a close eye on the financial health of the Fund.

In the course of the year the Trustees have reviewed and, with amendments where appropriate, confirmed the validity of their written policies on complaints, conflict of interest, data protection, health and safety, management of volunteers, reserves and investments, risk management and safeguarding; they have also satisfied themselves that their internal financial control procedures remain appropriate. Risk management is of particular importance and the Trustees are satisfied that the risks facing the Fund have been correctly identified and that appropriate procedures and arrangements (including insurance) are in place to minimise those risks or mitigate their effects.

The Chapel Fund has no long-term commitments, though some funds are committed for up to a year ahead. Much of the Fund's expenditure automatically varies in accordance with income or can readily be adapted to changes in income. There is therefore no pressing requirement to retain a high level of reserves, though as a matter of good practice the Trustees expect to retain at least sufficient cash to meet an average of 4 months' day-to-day expenditure, judged on a historical basis. At 31 March 2025 this objective was fully met.

The Trustees declare that they have approved this Annual Report.

Signed on behalf of the Chapel Fund Trustees

Sir Nicolas Bevan (Chairman of the Trustees)

1 June 2025

Treasurer's Report
The Old Royal Naval College Chapel Fund
Fund balance as at 31 March 2025

Assets	31 March 2025	31 March 2024
TSB Account	9,829	9,537
COIF Charities Deposit Account	22,238	52,307
Cash	32,066	61,843
Gift Aid Tax repayment due	11,221	10,603
Total Assets	43,287	72,446
Liabilities		
Outstanding charity donations (Jan-Mar)	1,980	1,440
Diocesan contribution	9,000	9,000
Music expenditure from Greaves bequest	-	725
Total Liabilities	10,980	11,165
Balance	32,307	61,281

The Old Royal Naval College Chapel Fund
Income and Expenditure: 1 April 2024 - 31 March 2025

Income	
Coffee/tea collections	1,922
Collections	15,615
Standing order donations	24,837
One off donations	8,833
Other donations	633
GA HMRC Tax Refund (2023-24)	10,603
Charity box	947
Choir supper and Carol service	1,580
Harvest Lunch	318

Bake & Craft Sales	895
Queen Mary II Concert	45
COIF interest	2,431
Total Income	68,658

Expenditure

Greenwich Foundation	21,200
Ante-Chapel Restoration Work	22,500
Viscount Organ	10,500
Diocesan contribution	12,000
Charitable donations	10,706
Chapel Supplies	740
Subscriptions	216
Printing	779
Flowers	141
Chaplain's expenses	859
Chapel secretary	1,545
Dry Cleaning Cassocks	615
ULEZ	1,400
Organist	7,650
Music contribution	4,186
Christmas tree	508
Choir supper and carol service	2,094
Hospitality	406
Insurance	362
Contactless Transaction Fees	28
Total Expenditure	98,435

Expenditure in excess of Income	(29,777)
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Charitable donations: 1 April 2024 - 31 March 2025

Charities of the Month

Smile Train UK (Apr)	520
Seafarers Charity (May)	575
Become (Jun)	560
Rodolfus Foundation (Jul)	500
Alzheimers UK (Aug)	520
Thames Reach (Sep)	565
Starlight Childrens Foundation (Oct)	605
Royal British Legion (Nov)	915
Greenwich Winter Night Shelter (Dec)	675
The Lullaby Trust (Carol Service Charity)	1,240
Greenwich, Deptford and Rotherhithe Sea Cadets Unit (Jan)	600
Transforming Lives For Good (Feb)	540
Bishop's Lent Call (Mar)	840
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	8,655

Other Charitable Donations

DEC Middle East Appeal	500
C. Medhurst Legacy - Sea Cadets	1,000
Greenwich Foodbank	900
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	2,400

Total Charitable Donations	<hr/>
	11,055

Sir Nicolas Bevan
Chairman of Trustees

Mr. Giles Segal
Treasurer

Notes

Rounding

In line with the Charity Commission's current guidance, all figures have been rounded to the nearest pound. As a result, the sum of individual items may not fully reconcile with the totals.

Independent Examiner's Report to the Trustees of the Old Royal Naval College Chapel Fund

I report to the Trustees on my examination of the accounts of The Old Royal Naval College Chapel Fund for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity Trustees of the Fund you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Fund's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Fund as required by section 130 of the Act; or
2. The accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: *Michael Wood*

Name: Michael Wood

Address: 66 Leysdown Road, Mottingham, London SE9 3NB

Date: 22nd September 2025

