

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

England & Wales · Charity number 1119414

Details

| | |
|----------------|---|
| Other names | BEDFORD ECUMENICAL EDUCATIONAL CHAPLINACY |
| Status | Registered |
| Legal form | Charitable company |
| Company number | 06204411 |
| Registered | 2007-05-30 |
| Register | View on the Charity Commission register |

Contact

| | |
|---------|-------------------------------------|
| Address | 1 Abbey Road Bedford MK41 9LG |
| Phone | 01234347898 |

Activities

Objects: 3. THE CHARITY'S OBJECTS (" THE OBJECTS ") ARE:-(A) TO ADVANCE THE CHRISTIAN FAITH PARTICULARLY BUT NOT EXCLUSIVELY BY MEANS OF THE PURSUIT OF TRUTH THE PROMOTION OF THE VALUES OF THE KINGDOM OF GOD AND BY AFFIRMING VALUING AND CARING FOR ALL MEMBERS OF THE UNIVERSITY OF BEDFORDSHIRE IN BEDFORD AND IN SUCH OTHER PARTS OF THE UNITED KINGDOM OR THE WORLD AS THE DIRECTORS OF THE CHARITY (HEREIN CALLED "THE TRUSTEES") MAY FROM TIME TO TIME THINK FIT;(B) TO ADVANCE EDUCATION IN ACCORDANCE WITH CHRISTIAN PRINCIPLES BY SUCH MEANS AS THE TRUSTEES MAY CONSIDER APPROPRIATE, INCLUDING BY PROMOTING THE EDUCATIONAL WORK OF THE UNIVERSITY OF BEDFORDSHIRE IN THE SAID LOCATION AND IN SUCH OTHER PARTS OF THE UNITED KINGDOM OR THE WORLD AS THE TRUSTEES MAY FROM TIME TO TIME THINK FIT;(C) TO PROMOTE RELIGIOUS AND RACIAL HARMONY BY SUCH MEANS AS THE TRUSTEES MAY CONSIDER APPROPRIATE INCLUDING BY MEANS OF ESTABLISHING AND MAINTAINING A LINK BETWEEN THE UNIVERSITY OF BEDFORDSHIRE AND THE FAITH COMMUNITIES IN THE SAID LOCATION AND IN SUCH OTHER PARTS OF THE UNITED KINGDOM OR THE WORLD AS THE TRUSTEES MAY FROM TIME TO TIME THINK FIT AND TO FULFIL SUCH OTHER PURPOSES WHICH ARE EXCLUSIVELY CHARITABLE ACCORDING TO THE LAW OF ENGLAND AND WALES AND ARE CONNECTED WITH CHARITABLE WORK OF THE CHARITY.

Activities: OVERSEEING THE ECUMENICAL CHAPLAINCY AT THE UNIVERSITY OF BEDFORDSHIRE

Classification

- **How:** Provides Services
- **What:** Education/training, Religious Activities
- **Who:** Other Defined Groups

Geography

- **Area of benefit:** THE UNITVESITY OF BEDFORSHIRE IN BEDFORD, AND OTHER PARTS OF THE UNITED KINGDOM OR THE WORLD.
- Bedford
- Central Bedfordshire
- Luton
- Milton Keynes

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2025-07-31 | £16,476 | £4,589 | - | - |
| 2024-07-31 | £25,014 | £4,067 | - | - |
| 2023-07-31 | £12,551 | £26,740 | - | - |
| 2022-07-31 | £42,700 | £36,780 | - | - |
| 2021-07-31 | £33,900 | £35,230 | - | - |
| 2020-07-31 | £44,875 | £39,857 | - | - |

Trustees

| Name | Role | Appointed |
|--|-------|------------|
| Venerable Archdeacon David Middlebrook | Chair | 2019-10-28 |
| ANDREW PIKE | | 2025-02-11 |
| Erwin Tadiar | | 2026-02-17 |
| Mary Arthur | | 2024-02-07 |
| Rev Patrick Kandeh | | 2024-02-07 |
| Warren Edwards | | 2024-10-22 |

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

England & Wales - Charity number 1119414

Accounts

REGISTERED COMPANY NUMBER: 06204411 (England and Wales)
REGISTERED CHARITY NUMBER:

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 July 2024
for
The University Of Bedfordshire
Ecumenical Chaplaincy Trust

Thompsons Accountancy Services Limited
Chartered Accountants
Grove House
1 Grove Place
Bedford
Bedfordshire
MK40 3JJ

**The University Of Bedfordshire
Ecumenical Chaplaincy Trust**

**Contents of the Financial Statements
for the Year Ended 31 July 2024**

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**The University Of Bedfordshire
Ecumenical Chaplaincy Trust**

**Report of the Trustees
for the Year Ended 31 July 2024**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 July 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and Activities

The Chaplaincy is an expression of the Churches' contribution to Higher Education and its support of the chaplains within the University of Bedfordshire. The Chaplains' purpose is to further that commitment to serve the University of Bedfordshire, and to engage with the University and its members, in particular by offering to the University the riches of the Christian faith.

In furthering this objective, the Chaplaincy recognises and rejoices in the multi-faith and multicultural nature of the University and pledges to work in partnership with people of all faiths and none.

As a charity, the University of Bedfordshire Ecumenical Chaplaincy Trust is committed to the advancement of the Christian religion, the promotion of religious harmony, and fostering co-operation, joint working and greater efficiency amongst its members. We believe that the Christian faith is of benefit to individuals and society because it has, at its heart, God's intent to reconcile all people and the whole of creation to Himself under Christ as head. This is a vision which encompasses peace and cohesion, mutual respect and self-giving love.

Significant activities

This past year has seen the work of Mrs Helen Burgess, the Lead Chaplain, develop, and also the appointment of a new Deputy Chaplain to the Team to begin in August 2024. The Deputy Lead Chaplain post ended in July 2024. Over the past year the Lead Chaplain has continued to build her team of paid assistants and volunteers on both campuses - Bedford and Luton. The Chaplaincy Team continues to establish good relationships with the local churches and other faith communities, and to work closely with the Community & Faith team of the University.

In Autumn 2023 there was a commissioning service for the Lead Chaplain led by the Bishop of Northampton, which was well supported by students and staff from the University, local churches and other faith communities. The University Vice Chancellor also attended. In July 2024, Peter West, the former Chair of UBECT, was awarded an Honorary Fellowship of the University in recognition of his work with UBECT and his contribution to chaplaincy services.

The chaplaincy continues to provide day-to-day pastoral support for students and members of staff of the University together with opportunities for prayer and friendship in the Treehouse facilities on both campuses. Other activities including the annual carol service have also demonstrated the outreach and recognition of the work of the chaplaincy. The Chaplaincy is also available to be consulted on relevant issues relating to faith.

Public benefit

In compiling this report, the Trustees have given due regard to the public benefit guidance issued by the Charity Commission. The trustees consider that the range of activities detailed in this report fulfill these requirements in that they benefit all members of the University community.

As a charity The University of Bedfordshire Ecumenical Chaplaincy Trust is committed to the advancement of the Christian religion, the promotion of religious harmony, and promoting co-operation, joint working and greater efficiency amongst its members. We believe that the Christian faith is of benefit to individuals and society because it has at its heart God's intent to reconcile all people and the whole of creation to Himself under Christ as head. This is a vision which encompasses peace and cohesion, mutual respect and self-giving love.

**The University Of Bedfordshire
Ecumenical Chaplaincy Trust**

**Report of the Trustees
for the Year Ended 31 July 2024**

FINANCIAL REVIEW

Financial position

The results for the year are set out in the attached Statement of Financial Activities. The results are considered to be satisfactory by the trustees.

During the year the Diocese of St Albans has funded the chaplains costs and in due course some of these funds will need to be reimbursed to the Diocese.

No provision been made for the costs to be reimbursed to the Diocese of St, Albans.

Reserves policy

It is the policy of the trustees to ensure that the charity has adequate reserves to enable it to meet both its ongoing commitments in regard to general charitable activities, and its future funding requirements. The trustees ideally require as reserves a minimum of three months' expenditure in order to meet any contractual and winding up costs. The trustees consider the current level of reserves to be sufficient for the present situation and requirements of the charity, but will continue to review the overall position and policy at regular intervals.

Going concern

The trustees are aware that continued financial stability of the charity relies on grant funding and service contracts together with donations from the local community. The trustees therefore believe that the time frames for which its grant income is agreed is reasonably assured and that expenditure, linked to grants, are also managed within similar time frames.

FUTURE PLANS

Plans include the continuing integration of new Team members, the identification of any new needs of students and staff, and any new regulations relating to the operation of the Chaplaincy. The team will continue to implement strategies that manage, develop and empower the Community and Faith team to ensure they have the motivation and skills to deliver the mission of the Chaplaincy within the strategy of the University.

UBECT continues to be appreciative of the participation and co-operation of the University and also the help of the Diocese of St Albans in the practicalities of employment.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The University of Bedfordshire Ecumenical Chaplaincy Trust is a company limited by guarantee (company number 06204411) and is a registered charity (charity number 1119414), The governing instrument of the charitable company is the Memorandum and Articles of Association, as revised by a resolution on 15th October 2018.

In view of the enhanced role of the company in overseeing the chaplaincy at all campuses of the University of Bedfordshire, the name of the company was changed from Bedford Ecumenical Chaplaincy Committee to University of Bedfordshire Ecumenical Chaplaincy Trust as from 29th January 2020.

**The University Of Bedfordshire
Ecumenical Chaplaincy Trust**

**Report of the Trustees
for the Year Ended 31 July 2024**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Decision making

The membership has the legal responsibilities in the governance of the charity for electing the directors, who also act as the trustees. Its responsibilities include: the admission and classification of members of the company/charity; agreeing procedures at general meetings and meetings of the directors/trustees; receiving the annual report and financial statements of the directors/trustees and appointing the independent examiner.

The trustees manage the business of the charity and are responsible for ensuring that

- the charity is solvent, well-run, and delivering the charitable outcomes for which it has been set up
- the charity complies with charity law and within the requirements of the Charity Commission
- the charity does not breach any of the requirements of its governing document and that it remains true to the charitable purposes set out there.
- the trustees act with integrity and avoid personal conflicts of interest or misuse of the charity's funds or assets.
- the trustees appoint and regulate the financial affairs of the charity.

The trustees may enter into contracts, appoint and employ staff, determine staff remuneration.

The trustees endeavour to consult the membership and to inform it of their decision.

The trustees meet at least three times a year. Time is given within trustees' meetings to focus on their role and changes in legislation, to monitor the finances of the charity and to hear reports from the Chaplaincy Team. As appropriate, advice from consultants is received,

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The trustees regularly undertake a wide ranging appraisal in order to identify major risks to which the charity is exposed. Steps are taken with a view to mitigating these risks as far as is reasonably possible. Insurance, staff training and consciousness raising is regarded seriously and policies are in place and regularly reviewed to counter these risks.

The charity is aware of the implications of the Disability Discrimination Act in all of its activities.

Trustees and staff have been made aware of, and are required to implement, data protection principles.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
06204411 (England and Wales)

Registered Charity number

Registered office

1 Abbey Road
Bedford
Bedfordshire
MK41 9LG

Trustees

Rev C R Batten (resigned 21.11.23)
Rev S L Copson
Venerable D J Middlebrook
Dr A P Kerry
Miss M Arthur (appointed 21.11.23)
Reverend P G Kandeh (appointed 21.11.23)

**The University Of Bedfordshire
Ecumenical Chaplaincy Trust**

**Report of the Trustees
for the Year Ended 31 July 2024**

REFERENCE AND ADMINISTRATIVE DETAILS

Company Secretary
Ms C L Smith FMAAT

Independent Examiner
Thompsons Accountancy Services Limited
Chartered Accountants
Grove House
1 Grove Place
Bedford
Bedfordshire
MK40 3JJ

Approved by order of the board of trustees on ^{11th} February 2025 and signed on its behalf by:



.....
~~Rev S L Copson~~ - Trustee

Venerable D. J. Middlebrook

**Independent Examiner's Report to the Trustees of
The University Of Bedfordshire
Ecumenical Chaplaincy Trust**

**Independent examiner's report to the trustees of The University Of Bedfordshire Ecumenical Chaplaincy Trust
(the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Mr K J Barrett (FCCA)

Thompsons Accountancy Services Limited
Chartered Accountants
Grove House
1 Grove Place
Bedford
Bedfordshire
MK40 3JJ

Date: February 2025

**The University Of Bedfordshire
Ecumenical Chaplaincy Trust**

**Statement of Financial Activities
for the Year Ended 31 July 2024**

| | Notes | 31.7.24 Unrestricted funds £ | 31.7.23 Total funds £ |
|------------------------------------|-------|---------------------------------------|--------------------------------|
| INCOME AND ENDOWMENTS FROM | | | |
| Donations and legacies | | 23,964 | 12,351 |
| Charitable activities | | | |
| Treehouse | | 1,014 | - |
| Investment income | 2 | 36 | - |
| Other income | | - | 200 |
| Total | | <u>25,014</u> | <u>12,551</u> |
| EXPENDITURE ON | | | |
| Charitable activities | 3 | | |
| Chaplaincy | | 2,187 | 26,740 |
| Treehouse | | 1,880 | - |
| Total | | <u>4,067</u> | <u>26,740</u> |
| NET INCOME/(EXPENDITURE) | | 20,947 | (14,189) |
| RECONCILIATION OF FUNDS | | | |
| Total funds brought forward | | 11,405 | 25,594 |
| TOTAL FUNDS CARRIED FORWARD | | <u><u>32,352</u></u> | <u><u>11,405</u></u> |

**The University Of Bedfordshire
Ecumenical Chaplaincy Trust**

**Balance Sheet
31 July 2024**

| | Notes | 31.7.24 Unrestricted funds £ | 31.7.23 Total funds £ |
|--|-------|---------------------------------------|--------------------------------|
| CURRENT ASSETS | | | |
| Debtors | 6 | 500 | 3,400 |
| Cash at bank | | <u>32,212</u> | <u>9,154</u> |
| | | 32,712 | 12,554 |
| CREDITORS | | | |
| Amounts falling due within one year | 7 | (360) | (1,149) |
| | | <u>32,352</u> | <u>11,405</u> |
| NET CURRENT ASSETS | | | |
| | | <u>32,352</u> | <u>11,405</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | | |
| | | <u>32,352</u> | <u>11,405</u> |
| NET ASSETS | | | |
| | | <u>32,352</u> | <u>11,405</u> |
| FUNDS | | | |
| Unrestricted funds | 8 | <u>32,352</u> | <u>11,405</u> |
| TOTAL FUNDS | | | |
| | | <u>32,352</u> | <u>11,405</u> |

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 July 2024.

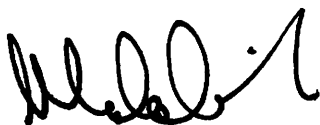
The members have not required the company to obtain an audit of its financial statements for the year ended 31 July 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 11th February 2025 and were signed on its behalf by:



.....
Rev S L Copson - Trustee

Venerable D. J. Middlebrook

**The University Of Bedfordshire
Ecumenical Chaplaincy Trust**

**Notes to the Financial Statements
for the Year Ended 31 July 2024**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. 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 headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for specific purposes.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. INVESTMENT INCOME

| | | |
|--------------------------|-------------------|-------------------|
| | 31.7.24 | 31.7.23 |
| | £ | £ |
| Deposit account interest | 36 | - |
| | <u> </u> | <u> </u> |

**The University Of Bedfordshire
Ecumenical Chaplaincy Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2024**

3. CHARITABLE ACTIVITIES COSTS

| | Direct Costs £ |
|------------|----------------------|
| Chaplaincy | 2,187 |
| Treehouse | 1,880 |
| | <u>4,067</u> |

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 July 2024 nor for the year ended 31 July 2023.

Trustees' expenses

| | 31.7.24 £ | 31.7.23 £ |
|--------------------|--------------|--------------|
| Trustees' expenses | 96 | - |
| | <u>96</u> | <u>-</u> |

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

| | Unrestricted fund £ |
|------------------------------------|---------------------------|
| INCOME AND ENDOWMENTS FROM | |
| Donations and legacies | 12,351 |
| Other income | 200 |
| Total | <u>12,551</u> |
| EXPENDITURE ON | |
| Charitable activities | |
| Chaplaincy | 26,740 |
| NET INCOME/(EXPENDITURE) | (14,189) |
| RECONCILIATION OF FUNDS | |
| Total funds brought forward | 25,594 |
| TOTAL FUNDS CARRIED FORWARD | <u>11,405</u> |

**The University Of Bedfordshire
Ecumenical Chaplaincy Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2024**

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | | |
|---------------|----------------|--------------|
| | 31.7.24 | 31.7.23 |
| | £ | £ |
| Trade debtors | 500 | - |
| Other debtors | - | 3,400 |
| | <u>500</u> | <u>3,400</u> |

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | | |
|---------------------------------|----------------|--------------|
| | 31.7.24 | 31.7.23 |
| | £ | £ |
| Social security and other taxes | - | (103) |
| Other creditors | - | 172 |
| Accrued expenses | 360 | 1,080 |
| | <u>360</u> | <u>1,149</u> |

8. MOVEMENT IN FUNDS

| | At 1.8.23 £ | Net movement in funds £ | Transfers between funds £ | At 31.7.24 £ |
|---------------------------|----------------|----------------------------------|------------------------------------|--------------------|
| Unrestricted funds | | | | |
| General fund | 11,405 | 12,734 | (139) | 24,000 |
| Treehouse Fund | - | 8,213 | 139 | 8,352 |
| | <u>11,405</u> | <u>20,947</u> | <u>-</u> | <u>32,352</u> |
| TOTAL FUNDS | <u>11,405</u> | <u>20,947</u> | <u>-</u> | <u>32,352</u> |

Net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 14,921 | (2,187) | 12,734 |
| Treehouse Fund | 10,093 | (1,880) | 8,213 |
| | <u>25,014</u> | <u>(4,067)</u> | <u>20,947</u> |
| TOTAL FUNDS | <u>25,014</u> | <u>(4,067)</u> | <u>20,947</u> |

**The University Of Bedfordshire
Ecumenical Chaplaincy Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2024**

8. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

| | At 1.8.22 £ | Net movement in funds £ | At 31.7.23 £ |
|---------------------------|-------------------|----------------------------------|--------------------|
| Unrestricted funds | | | |
| General fund | 25,594 | (14,189) | 11,405 |
| | <u> </u> | <u> </u> | <u> </u> |
| TOTAL FUNDS | <u>25,594</u> | <u>(14,189)</u> | <u>11,405</u> |

Comparative net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 12,551 | (26,740) | (14,189) |
| | <u> </u> | <u> </u> | <u> </u> |
| TOTAL FUNDS | <u>12,551</u> | <u>(26,740)</u> | <u>(14,189)</u> |

A current year 12 months and prior year 12 months combined position is as follows:

| | At 1.8.22 £ | Net movement in funds £ | Transfers between funds £ | At 31.7.24 £ |
|---------------------------|-------------------|----------------------------------|------------------------------------|--------------------|
| Unrestricted funds | | | | |
| General fund | 25,594 | (1,455) | (139) | 24,000 |
| Trehouse Fund | - | 8,213 | 139 | 8,352 |
| | <u> </u> | <u> </u> | <u> </u> | <u> </u> |
| | 25,594 | 6,758 | - | 32,352 |
| | <u> </u> | <u> </u> | <u> </u> | <u> </u> |
| TOTAL FUNDS | <u>25,594</u> | <u>6,758</u> | <u>-</u> | <u>32,352</u> |

**The University Of Bedfordshire
Ecumenical Chaplaincy Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2024**

8. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 27,472 | (28,927) | (1,455) |
| Treehouse Fund | 10,093 | (1,880) | 8,213 |
| | <hr/> | <hr/> | <hr/> |
| | 37,565 | (30,807) | 6,758 |
| | <hr/> | <hr/> | <hr/> |
| TOTAL FUNDS | <u>37,565</u> | <u>(30,807)</u> | <u>6,758</u> |

9. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 July 2024.

**The University Of Bedfordshire
Ecumenical Chaplaincy Trust**

**Detailed Statement of Financial Activities
for the Year Ended 31 July 2024**

| | 31.7.24 £ | 31.7.23 £ |
|---------------------------------|---------------|-----------------|
| INCOME AND ENDOWMENTS | | |
| Donations and legacies | | |
| Gifts | 8,983 | - |
| Donations | 81 | 1 |
| Grants | 14,900 | 12,350 |
| | <u>23,964</u> | <u>12,351</u> |
| Investment income | | |
| Deposit account interest | 36 | - |
| Charitable activities | | |
| Treehouse income - contactless | 801 | - |
| Treehouse Income - Lunches | 213 | - |
| | <u>1,014</u> | <u>-</u> |
| Other income | | |
| Other income | - | 200 |
| | <u>-</u> | <u>200</u> |
| Total incoming resources | <u>25,014</u> | <u>12,551</u> |
| EXPENDITURE | | |
| Charitable activities | | |
| Trustees' expenses | 96 | - |
| Wages | (166) | 21,876 |
| Insurance | 713 | 611 |
| Advertising | 100 | 1,732 |
| Sundries | 10 | - |
| Chaplain's expenses | - | 296 |
| Other chaplaincy costs | 117 | - |
| Independent Examination costs | 360 | 680 |
| Legal & professional costs | 69 | 1,377 |
| Bookkeeping | 360 | 108 |
| Interview expenses | 81 | - |
| Staff training | 341 | - |
| Treehouse events | 889 | - |
| Alpha Course | 36 | - |
| Contactless Machines | 801 | - |
| QR Codes software | 154 | - |
| Bank charges | 106 | 60 |
| | <u>4,067</u> | <u>26,740</u> |
| Total resources expended | <u>4,067</u> | <u>26,740</u> |
| Net income/(expenditure) | <u>20,947</u> | <u>(14,189)</u> |

This page does not form part of the statutory financial statements

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

England & Wales - Charity number 1119414

Accounts

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL
CHAPLAINCY TRUST

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2022

Company Limited by Guarantee number 06204411

Registered Charity number 1119414

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

TRUSTEES REPORT FOR THE YEAR TO 31 JULY 2022

The Trustees, who are also the directors of the charity for the purposes of Company Law, present their annual report together with the financial statements for the year ending 31 July 2022. They are prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

STRUCTURE, GOVERNANCE AND MANAGEMENT

The University of Bedfordshire Ecumenical Chaplaincy Trust is a company limited by guarantee (company number 06204411) and is registered as a charity (charity number 1119414). The governing instrument of the charitable company is the Memorandum and Articles of Association as revised by resolution on 15 October 2018. In view of the enhanced role of the charity in overseeing the chaplaincy at all campuses of the University of Bedfordshire the name of the charity was changed from Bedford Ecumenical Chaplaincy Committee as from 29 January 2020.

The membership has the legal responsibilities in the governance of the charity for electing the directors who are also the trustees. Its responsibilities also include: the admission and classification of members of the charity; agreeing procedures at general meetings and meetings of the directors/trustees; receiving the annual report and financial statements of the directors/trustees and appointing the independent examiner.

Being a company limited by guarantee, there is also a board of directors who also act as trustees of the registered charity. The Directors and trustees of the Charity throughout the year were:

Peter West (Chairman until 8 February 2023)
Clifford Harris
Reverend Keith Brown
Reverend Christopher Batten
Reverend Stephen Copson (Chairman from 8 February 2023)
Stephen Henry O'Brien
Reverend Peter Protheroe

Clifford Harris retired as Company Secretary and Treasurer on 8 February 2023 and has been succeeded by Carolyn Smith.

The trustees manage the business of the charity and are responsible for ensuring that the charity is solvent, well-run, and delivering the charitable outcomes for which it has been set up, ensuring the charity complies with charity law and within the requirements of the Charity Commission, that the charity does not breach any of the requirements of its governing document and that it remains true to the charitable purpose set out there, acting with integrity and avoiding any personal conflicts of interest or misuse of the charity's funds or assets, appoints and regulating the financial affairs of the charity. The trustees may enter into contracts, appoint and employ staff, determine staff remuneration.

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

TRUSTEES REPORT FOR THE YEAR TO 31 JULY 2022

The trustees may enter into contracts, appoint and employ staff, determine staff remuneration and conditions of service. The trustees endeavour to consult the membership and to inform it of their decisions.

The trustees meet at least three times a year. Time is given within trustees meetings to focus on their role and changes in legislation. When required formal training or advice from consultants is received.

OBJECTIVES AND ACTIVITIES (including Review of the year)

The Chaplaincy is an expression of the Churches' contribution to Higher Education and its support of the chaplains within the University of Bedfordshire. The Chaplain's purpose is to further that commitment to serve the University of Bedfordshire, and to engage with the University and its members, in particular by offering to the University the riches of the Christian faith.

In furthering this object, the Chaplaincy recognizes and rejoices in the multi-faith and multicultural nature of the University and pledges to work in partnership with people of all faiths and none.

During the year covered by this report the charity has continued to support the work of the Coordinating Chaplains, The Reverend Cassandra Howes and The Reverend Andrew Goodman and the team of Assistant Chaplains at all of the campuses of the University. The chaplaincy has provided pastoral support for students and members of staff of the University together with opportunities for prayer and friendship in the SeedBeds Centre on the Bedford Campus and the Treehouse on the Luton campus as well as through the annual carol service. The Reverend Andrew Goodman resigned as coordinating chaplain at the Luton campus in March 2022 on his appointment as priest in charge of Marston Morteyne with Lidlington. The Reverend Cassandra Howes retired soon after the end of the financial year in August 2022. The Trustees wish to put on record their thanks to both Chaplains for all their work on behalf of the chaplaincy and the University over many years.

PLANS FOR THE FUTURE

Following the resignation and retirement of the coordinating chaplains the trustees have reviewed the organization and staffing of the chaplaincy throughout the University with its various campuses and are currently in the process of appointing a new Lead Chaplain to manage, develop and empower the Community and Faith team to ensure they have the motivation and skills to deliver the mission of the Chaplaincy and the strategy of the University.

During this recruitment process the work of the chaplaincy has continued though the work of assistant chaplains on both campuses.

The Trustees will continue to support the work of the Chaplaincy during the coming year. They will also be working with the University and the Diocese of St. Albans to bring into being a closer arrangement for management of the chaplaincies of the Bedford and Luton campuses of the University.

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

TRUSTEES REPORT FOR THE YEAR TO 31 JULY 2022

RISK REVIEW

The trustees regularly undertake a wide ranging appraisal in order to identify major risks to which the charity is exposed. Steps are taken with a view to mitigating these risks as far as is reasonably possible. Insurance, staff training and consciousness raising is regarded seriously and policies are in place and regularly reviewed to counter these risks.

The trustees are aware that continued financial stability of the charity relies on grant funding and service contracts together with donations from the local community. The trustees believe that the time frames for which its grant income is agreed is reasonably assured and that expenditure, linked to grants are also managed within similar time frames. The University of Bedfordshire Ecumenical Chaplaincy Trust is aware of the implications of the Disability Discrimination Act in all of its activities. Trustees and their staff have been made aware of, and are required to implement, data protection principles.

PUBLIC BENEFIT

In compiling this report, the Trustees have given due regard to the public benefit guidance as issued by the Charity Commission. The trustees consider that the range of activities detailed above fulfill these requirements in that they benefit all members of the University community.

As a charity The University of Bedfordshire Ecumenical Chaplaincy Trust is committed to the advancement of the Christian religion, the promotion of religious harmony, and promoting co-operation, joint working and greater efficiency amongst its members. We believe that the Christian faith is of benefit to individuals and society because it has at its heart God's intent to reconcile all people and the whole of creation to Himself under Christ as head. This is a vision which encompasses peace and cohesion, mutual respect and self-giving love.

FINANCIAL REVIEW

The results for the year, as given in the Statement of Financial Activities, are considered satisfactory by the trustees.

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

TRUSTEES REPORT FOR THE YEAR TO 31 JULY 2022

RESERVES POLICY

It is the policy of the trustees to ensure that the charity has adequate reserves to enable it to meet both its ongoing commitments in regard to general charitable activities, and its future funding requirements. The trustees ideally require as reserves a minimum of three months expenditure in order to meet any contractual and winding up costs. The trustees consider the current level of reserves, although below this limit, to be sufficient for the present situation and requirements of the charity, but will continue to review the overall position and policy at regular intervals.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of The University of Bedfordshire Ecumenical Chaplaincy Trust for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company and of the incoming resources and the application of those resources, including its income and expenditure for the period.

In preparing those financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- observe the methods and principles in the Charities SORP 2019);
- state whether applicable UK Accounting Standards have been followed subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity to enable them as a matter of good practice, to ensure that the financial statements comply with the Statement of Recommended Practice (SORP 2019) applicable to charities preparing their accounts in accordance with the Financial Reporting Statement FRS 102. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the board on 20/06/2023 and signed on its behalf by:


.....
Peter West - Chairman

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR TO 31 JULY 2022**

| | Note | Total Unrestricted Funds | |
|---|------|-----------------------------|---------------|
| | | 2022 £ | 2021 £ |
| Incoming resources | | | |
| Grants Received | | | |
| Denominational Grants | 3 | 20,550 | 12,850 |
| The University of Bedfordshire | 3 | 22,000 | 21,000 |
| Other income | | 150 | 50 |
| | | ----- | ----- |
| Total incoming resources | | 42,700 | 33,900 |
| | | ----- | ----- |
| Resources expended | | | |
| Cost of generating funds | | | |
| Cost of activities in furtherance of the Charity's objectives: | | | |
| Staff costs | 5 | 32,249 | 32,392 |
| Chaplain's expenses | | 411 | 533 |
| Other chaplaincy costs | | 2,319 | 862 |
| Administrative costs | | 769 | 428 |
| Governance costs | 6 | 1,032 | 1,015 |
| | | ----- | ----- |
| Total resources expended | | 36,780 | 35,230 |
| | | ----- | ----- |
| Net movement in resources for the period | | | |
| Net income/(deficit) for the period | | 5,920 | (1,330) |
| Adjustment relating to previous years | 7 | (964) | 405 |
| Adjustment relating to denominational grants | | - | (8,250) |
| Total Funds brought forward | | 20,638 | 29,813 |
| | | ----- | ----- |
| Total Funds carried forward | | 25,594 | 20,638 |
| | | ===== | ===== |

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

**BALANCE SHEET
31 JULY 2022**

| | Note | 2022 £ | 2021 £ |
|--|------|---------------|---------------|
| Current Assets | | | |
| Cash at bank | | 25,994 | 21,907 |
| | | ----- | ----- |
| | | 25,994 | 21,907 |
| Less: Creditors: | | | |
| Amounts falling due within one year | 8 | 400 | 1,269 |
| | | ----- | ----- |
| Net current assets | | 25,594 | 20,638 |
| | | ----- | ----- |
| Total assets less current liabilities | | 25,594 | 20,638 |
| | | ===== | ===== |
| Unrestricted Funds | | | |
| | | 25,594 | 20,638 |
| | | ----- | ----- |
| | | 25,594 | 20,638 |
| | | ===== | ===== |

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 July 2022.


The members have not required the company to obtain an audit of its financial statements for the year ended 31 July 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime. The financial statements were approved by the Board of Trustees and authorised for issue on 20/06/2023 and were signed on its behalf by:


.....
Peter West
Chairman


.....
Clifford Harris FCA
Director/Trustee and Company Secretary

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

NOTES ON THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 JULY 2022

1. Accounting policies

Basis of preparing the financial statements

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and the Companies Act 2006.

The charity meets the definition of a public benefit entity under FRS102.

The presentation currency of the financial statements is in Pounds Sterling (£), which is the functional currency of the charity.

The charity is a company limited by guarantee. The members are each liable to contribute a sum of £10 towards debts and costs in the event of a winding up of the company under the terms of the Memorandum of Association. The current number of members is 10.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

All expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds comprise the costs associated with attracting voluntary income; mainly in relation to fundraising events.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the Constitutional and statutory requirements of the charity and include the independent examiner's fees and cost linked to strategic management of the charity.

Taxation

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

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

NOTES ON THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 JULY 2022

2. Segmental analysis

The income, excess of income over expenditure and net assets are all attributable to the principle activity of the charitable company which is the management and oversight of the chaplaincy at the University of Bedfordshire.

The charitable company only operates in the United Kingdom and the whole of its income is from the United Kingdom.

3. Grants receivable for the year

| | 2022 | 2021 |
|--|--------|--------|
| | £ | £ |
| Denominational Grants | | |
| St. Albans Church of England Diocese | 9,700 | 9,700 |
| Northampton Roman Catholic Diocese | - | - |
| The United Reformed Church (North Thames) | 2,900 | - |
| The Methodist District (Beds, Essex and Herts) | 5,000 | - |
| Central Baptist Association | 2,950 | 2,950 |
| The Salvation Army | - | - |
| Miracle Church of God | - | 200 |
| The Society of Friends | - | - |
| | ----- | ----- |
| | 20,550 | 12,850 |
| The University of Bedfordshire | 22,000 | 21,000 |
| | ----- | ----- |
| | 42,550 | 33,850 |
| | ===== | ===== |

4. Trustees' Remuneration and Benefits

None of the trustees received any remuneration or other benefits from the charity during the year (2021 – nil)

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 July 2022 nor for the year ended 31 July 2021.

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

NOTES ON THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 JULY 2022

5. Staff Cost

| | 2022 | 2021 |
|---------------------------|---------------|---------------|
| | £ | £ |
| Gross stipend of chaplain | 32,249 | 31,835 |
| Social security costs | - | - |
| Pension contributions | - | 557 |
| | <u>32,249</u> | <u>32,392</u> |

The average number of employees during the year was 1. (2021 - 1).
No employee received emoluments in excess of £60,000.

6. Governance Costs

| | 2022 | 2021 |
|-------------------------------|--------------|--------------|
| | £ | £ |
| Independent Examination costs | 360 | 360 |
| Insurance | 659 | 642 |
| Companies Act compliance | 13 | 13 |
| | <u>1,032</u> | <u>1,015</u> |

7. Adjustment relating to previous years.

Errors had occurred in reconciling the PAYE account when the previous treasurer was ill. This resulted in a further net underpayment during the period between April 2015 and March 2018 of £964.

8. Creditors amounts falling due within one year

| | 2022 | 2021 |
|----------|------------|--------------|
| | £ | £ |
| Accruals | <u>400</u> | <u>1,269</u> |

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE UNIVERSITY OF BEDFORDSHIRE
ECUMENICAL CHAPLAINCY TRUST**

Independent examiner's report to the trustees of The University of Bedfordshire Ecumenical Chaplaincy Trust

I report to the charity trustees on my examination of the financial statements of The University of Bedfordshire Ecumenical Chaplaincy Trust (the Trust) for the year ended 31 July 2022.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's financial statements carried out under Section 145 of the Act and in carrying out my examination I have followed all 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 Trust as required by Section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.



Stephen Mason BSc FCA
GKP (Amphill) Limited
First Floor
5 Doolittle Yard
Amphill
Flitwick
Bedfordshire
MK45 2NW

Date: ...30.06.2023...

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

England & Wales - Charity number 1119414

Accounts

**THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL
CHAPLAINCY TRUST**

**(Formally BEDFORD ECUMENICAL EDUCATIONAL CHAPLAINCY
COMMITTEE)**

**REPORT OF THE TRUSTEES AND FINANCIAL
STATEMENTS**

FOR THE YEAR ENDED 31st JULY 2021

Company Limited by Guarantee number 06204411

Registered Charity number 1119414

**THE UNIVERSITY OF BEDFORDSHIRE
ECUMENICAL CHAPLAINCY TRUST
DIRECTORS/TRUSTEES REPORT
AND FINANCIAL STATEMENTS**

FOR THE YEAR TO 31st JULY 2021

A charitable company limited by guarantee and not having any share capital.

Company Registration Number 06204411
Registered Charity Number 1119414

| | |
|---|------------|
| Directors'/Trustees' Report | page 2-5 |
| Independent Examiner's Report | page 6 |
| Statement of Financial Activities (Income and Expenditure Account) | page 7 |
| Balance Sheet | page 8 |
| Notes on the Financial Statements | pages 9-12 |

**THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST
(Formally BEDFORD ECUMENICAL EDUCATIONAL
CHAPLAINCY COMMITTEE)**

**DIRECTORS/TRUSTEES REPORT
FOR THE YEAR TO 31ST JULY 2021**

The Trustees (who are also the Directors of the company) present their annual report and the financial statements for the year ending 31st July 2021.

The financial statements comply with the requirements of the Companies Act 2006, the Charities Act 2011, the Memorandum and Articles of the company, Financial Reporting Standard 102 and follow the recommendations in Accounting and Reporting by Charities with the Financial Reporting Standard applicable to the UK (FRS 102 effective 1st January 2019).

STRUCTURE, GOVERNANCE AND MANAGEMENT

The University of Bedfordshire Ecumenical Chaplaincy Trust is a company limited by guarantee (company number 06204411) and is registered as a charity (charity number 1119414). The governing instrument of the charitable company is the Memorandum and Articles of Association as revised by resolution on 15th October 2018. In view of the enhanced role of the company in overseeing the chaplaincy at all campuses of the University of Bedfordshire the name of the company was changed from Bedford Ecumenical Chaplaincy Committee as from 29th January 2019.

The membership has the legal responsibilities in the governance of the charity for electing the directors who are also the trustees. Its responsibilities also include: the admission and classification of members of the company/charity; agreeing procedures at general meetings and meetings of the directors/trustees; receiving the annual report and financial statements of the directors/trustees and appointing the independent examiner.

Being a company limited by guarantee, there is also a board of directors who also act as trustees of the registered charity. The Directors and trustees of the Charity throughout the year were:

Peter West (Chairman)
Clifford Harris
Reverend Keith Brown
Reverend Christopher Batten
Reverend Stephen Copson
The Venerable David Middlebrook
Stephen Henry O'Brien

The trustees manage the business of the charity and are responsible for ensuring that the charity is solvent, well-run, and delivering the charitable outcomes for which it has been set up, ensuring the charity complies with charity law and within the requirements of the Charity Commission, that the charity does not breach any of the requirements of its governing document and that it remains true to the charitable purpose set out there, acting with integrity and avoiding any personal conflicts of interest or misuse of the charity's funds or assets, appoints and regulating the financial affairs of the charity.

**THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST
(Formerly BEDFORD ECUMENICAL EDUCATIONAL
CHAPLAINCY COMMITTEE)**

**DIRECTORS/TRUSTEES REPORT
FOR THE YEAR TO 31ST JULY 2020**

The trustees may enter into contracts, appoint and employ staff, determine staff remuneration and conditions of service. The trustees endeavour to consult the membership and to inform it of their decisions.

The trustees meet at least three times a year. Time is given within trustees meetings to focus on their role and changes in legislation. When required formal training or advice from consultants is received.

OBJECTIVES AND ACTIVITIES (including Review of the year)

The Chaplaincy is an expression of the Churches' contribution to Higher Education and its support of the chaplains within the University of Bedfordshire. The Chaplain's purpose is to further that commitment to serve the University of Bedfordshire, and to engage with the University and its members, in particular by offering to the University the riches of the Christian faith.

In furthering this object, the Chaplaincy recognizes and rejoices in the multi-faith and multicultural nature of the University and pledges to work in partnership with people of all faiths and none.

During the year covered by this report the Company has continued to support the work of the Coordinating Chaplains, The Reverend Cassandra Howes and The Reverend Andrew Goodman and the team of Assistant Chaplains at all of the campuses of the University . The chaplaincy has provided pastoral support for students and members of staff of the University together with opportunities for prayer and friendship in the SeedBeds Centre on the Bedford Campus and the Treehouse on the Luton campus. **Since the outbreak of the covid pandemic in March 2020 chaplaincy services have continued on line. The annual carol service was also conducted by zoom.**

RISK REVIEW

The trustees regularly undertake a wide ranging appraisal in order to identify major risks to which the charity is exposed. Steps are taken with a view to mitigating these risks as far as is reasonably possible. Insurance, staff training and consciousness raising is regarded seriously and policies are in place and regularly reviewed to counter these risks.

The trustees are aware that continued financial stability of the charity relies on grant funding and service contracts together with donations from the local community. The trustees believe that the time frames for which its grant income is agreed is reasonably assured and that expenditure, linked to grants are also managed within similar time frames. The University of Bedfordshire Ecumenical Chaplaincy Trust is aware of the implications of the Disability Discrimination Act in all of its activities. Trustees and their staff have been made aware of, and are required to implement, data protection principles.

**THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST
(Formally BEDFORD ECUMENICAL EDUCATIONAL
CHAPLAINCY COMMITTEE)**

**DIRECTORS/TRUSTEES REPORT
FOR THE YEAR TO 31ST JULY 2020**

PUBLIC BENEFIT

In compiling this report, the Trustees have given due regard to the public benefit guidance as issued by the Charity Commission. The trustees consider that the range of activities detailed above fulfill these requirements in that they benefit all members of the University community.

As a charity The University of Bedfordshire Ecumenical Chaplaincy Trust is committed to the advancement of the Christian religion, the promotion of religious harmony, and promoting co-operation, joint working and greater efficiency amongst its members. We believe that the Christian faith is of benefit to individuals and society because it has at its heart God's intent to reconcile all people and the whole of creation to Himself under Christ as head. This is a vision which encompasses peace and cohesion, mutual respect and self-giving love.

PLANS FOR THE FUTURE.

The Trustees will continue to support the work of the Chaplaincy during the coming year. They will also be working with the University and the Diocese of St. Albans to bring into being a closer arrangement for management of the chaplaincies of the Bedford and Luton campuses of the University.

FINANCIAL REVIEW

The results for the year, as given in the Statement of Financial Activities, are considered satisfactory by the trustees. Provision has been made in the financial statements for correcting an underpayment to HMRC during a previous year.

RESERVES POLICY.

It is the policy of the trustees to ensure that the charity has adequate reserves to enable it to meet both its ongoing commitments in regard to general charitable activities, and its future funding requirements. The trustees ideally require as reserves a minimum of three months expenditure in order to meet any contractual and winding up costs. The trustees consider the current level of reserves, although below this limit, to be sufficient for the present situation and requirements of the charity, but will continue to review the overall position and policy at regular intervals.

**THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST
(Formally BEDFORD ECUMENICAL EDUCATIONAL
CHAPLAINCY COMMITTEE)**

**DIRECTORS/TRUSTEES REPORT
FOR THE YEAR TO 31ST JULY 2021**

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of The University of Bedfordshire Ecumenical Chaplaincy Trust for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company and of the incoming resources and the application of those resources, including its income and expenditure for the period.

In preparing those financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- observe the methods and principles in the Charities SORP 2015 (FRS102);
- state whether applicable UK Accounting Standards have been followed subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

Approved by the board on ..*28th March 2022*.....and signed on its behalf by



Clifford Harris FCA
Director/Trustee and Company Secretary.

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS ON THE UNAUDITED
ACCOUNTS OF
BEDFORD ECUMENICAL EDUCATIONAL
CHAPLAINCY COMMITTEE**

Independent examiner's report to the trustees

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

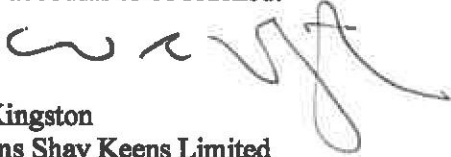
Independent examiner's statement

I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW which is one of the listed bodies.

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Companies Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.



W Kingston
Keens Shay Keens Limited
Chartered Accountants
2nd Floor Exchange Building
16 St Cuthberts Street
Bedford
Bedfordshire MK40 3JG

Date: 28/07/2022

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

**PRIOR TO INDEPENDENT EXAMINATION
STATEMENT OF FINANCIAL ACTIVITIES
AND INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR TO 31ST JULY 2021**

| | Notes | Total Unrestricted Funds | |
|---|-------|--|--|
| | | Year to 31 st July 2021 | Year to 31 st July 2020 |
| Incoming resources | | | |
| Grants Received for the period | | | |
| Denominational Grants | 3 | 12,850 | 23,800 |
| The University of Bedfordshire | 3 | 21,000 | 21,075 |
| Other income | | 50 | 0 |
| | | ----- | ----- |
| Total incoming resources | | 33,900 | 44,875 |
| | | ----- | ----- |
| Resources expended | | | |
| Cost of generating funds | | 0 | 0 |
| Cost of activities in furtherance of the Charity's objectives: | | | |
| Staff costs | 4 | 32,392 | 37,664 |
| Chaplain's expenses | | 533 | 481 |
| Other chaplaincy costs | | 862 | 683 |
| Administrative costs | | 428 | 0 |
| Governance costs | 6 | 1,015 | 1,029 |
| | | ----- | ----- |
| Total resources expended | | 35,230 | 39,857 |
| | | ----- | ----- |
| Net movement in resources for the period | | | |
| Net income (deficit) for the period | | (1,330) | 5,018 |
| Adjustment relating to previous years | 7.1 | 405 | 0 |
| Adjustment relating to denominational grants | | (8,250) | |
| Balance brought forward at 1 st August 2020 | | 29,813 | 24,795 |
| | | ----- | ----- |
| Balance carried forward at 31st July 2021 | | £ 28,638 | £ 29,813 |
| | | ===== | ===== |

All operations are continuing operations.

All recognised gains and losses are reflected in the Statement of Financial Activities and therefore no separate Statement of Total Recognised Gains and Losses is disclosed.

The notes on pages 8 to 10 form part of these financial statements.

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

**PRIOR TO INDEPENDENT EXAMINATION
BALANCE SHEET at 31ST JULY 2021**

| | 2021 | 2020 |
|--|-------------------|-------------------|
| | £ | £ |
| Current Assets | | |
| Grants receivable | 0 | 8,250 |
| Cash at bank | 21,907 | 25,660 |
| | ----- | ----- |
| | 21,907 | 33,910 |
| Less: Creditors: | | |
| Amounts falling due within one year | 1,269 | 4,097 |
| | ----- | ----- |
| Net current assets | 20,638 | 29,813 |
| | ----- | ----- |
| Total assets less current liabilities | £ 20,638 | £ 29,813 |
| | ===== | ===== |
| Unrestricted Funds | 20,638 | 29,813 |
| | ----- | ----- |
| | £ 20,638 | £ 29,813 |
| | ===== | ===== |

For the period from incorporation on 5th April 2007 and ending 31st July 2021 The University of Bedfordshire Educational Chaplaincy Trust, the charitable company, was entitled to exemption under Section 477(2) of the Companies Act 2006.

These financial statements have been prepared in accordance with the special provision for small companies under part 15 of the Companies Act 2006 and the Financial Reporting Standards for Smaller Entities

No members have required the charitable company to obtain an audit of its financial statements for the period in question in accordance with Section 476 of the Companies Act 2006

The Director/Trustees acknowledge their responsibility for:

1. Ensuring the company keeps accounting records which comply with Section 386, and
2. Preparing accounts which give a true and fair view of the state of affairs of the charitable company as at the end of the financial period and of its surplus or deficit for the financial period in accordance with Section 394 and 395, and which otherwise comply with the requirements of the Companies Act relating to accounts, as far as is applicable to the charitable company.

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 2006 relating to small companies.

The notes on page 3 to 5 form part of these financial statements.

The financial statements were approved by the Board and signed on their behalf on *28 March 2022*.

P. West

Peter West
Chairman

Clifford Harris

Clifford Harris FCA.
Director/Trustee and Company Secretary.

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

PRIOR TO INDEPENDENT EXAMINATION NOTES ON THE FINANCIAL STATEMENTS FOR THE YEAR TO 31ST JULY 2021

1. Accounting policies

1.1 Basis of preparation of financial statements

Grants have been credited to the Statement of Financial Activities in the period to which they refer.

The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007).

The recommendations of the Statement of Recommended Practice 2005 (Accounting and Reporting by Charities), issued March 2005, has been followed in the preparation of the financial statements.

1.2 Compliance with accounting standards.

The accounts have been prepared in accordance with applicable accounting standards.

1.3 Accounting convention.

The financial statements have been prepared under historic cost convention.

1.4 Cash Flow Statement.

The charitable company has not produced a cash flow statement since it has taken advantage of the small company exemption permitted under FRS1.

1.5 Reserves Policy

The charitable company is mainly funded by annual grants paid by participating denominations in accordance with a Declaration of Intent signed by representatives of the denominations and by the University of Bedfordshire, which are based on budgets prepared and agreed annually. The trustees aim to maintain funds equivalent to three months average expenditure.

1.6 Pensions.

The company has agreed to pay defined pension contributions into the denominational pension schemes of its employed chaplains. These contributions are charged in the Statement of Financial Activities in the period to which they relate. As the only employee is above statutory pension age no contributions were payable after August 2020.

1.7 Governance costs.

The charity has identified the major costs of governance as being external costs related to independent examiners fee, insurance premiums and statutory company fees.

**THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST
PRIOR TO INDEPENDENT EXAMINATION
NOTES ON THE FINANCIAL STATEMENTS
FOR THE YEAR TO 31ST JULY 2021**

2. Segmental analysis.

The income, excess of income over expenditure and net assets are all attributable to the principle activity of the charitable company which is the management and oversight of the chaplaincy at the University of Bedfordshire.

The charitable company only operates in the United Kingdom and the whole of its income is from the United Kingdom.

3. Grants receivable for the period.

| | 2021 | 2020 |
|--|-----------------|-----------------|
| Denominational Grants | | |
| St. Albans Church of England Diocese | 9,700 | 9,700 |
| Northampton Roman Catholic Diocese | 0 | 2,900 |
| The United Reformed Church (North Thames) | 0 | 2,850 |
| The Methodist District (Beds, Essex and Herts) | 0 | 5,000 |
| Baptist Home Mission Fund | 0 | 1,700 |
| Central Baptist Association | 2,950 | 2,950 |
| The Salvation Army * | 0 | 0 |
| Miracle Church of God | 200 | 200 |
| The Society of Friends | 0 | 200 |
| | ----- | ----- |
| | 12,850 | 23,800 |
| The University of Bedfordshire | 21,000 | 21,075 |
| | ----- | ----- |
| | <u>£ 33,850</u> | <u>£ 44,875</u> |

In view of the lower level of costs during 2021 due to no pension contributions being payable and the effect of the covid pandemic on denominational finances the usual requests for funding the trustees agreed to the recommendation of the treasurer that requests for contributions in the third term of the academic year were not needed and that outstanding requests from the previous year should also be cancelled.

* The Salvation Army have not yet paid or acknowledged receipt of the request for a grant for the 2017/18, 2018/19 or 2019/20 academic year

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

PRIOR TO INDEPENDENT EXAMINATION NOTES ON THE FINANCIAL STATEMENTS FOR THE YEAR TO 31ST JULY 2021

4. Staff Cost

| | 2021 | 2020 |
|---------------------------|-----------------|----------------|
| Gross stipend of chaplain | 31,835 | 30,994 |
| Social Security Costs | 0 | 0 |
| Pension Contributions | 557 | 6,670 |
| | <u>£ 32,392</u> | <u>£37,664</u> |

The average number of persons, excluding directors/trustees, employed by the charitable company during the period was 1. (2020 1) No employee earned over £60,000.

5. Directors and Trustees

In accordance with the provisions of the charitable company's Memorandum and Articles of Association no fees or remuneration have been paid to the Chairman or any of the charitable company's directors/trustees.

During the period no trustee received reimbursement of expenses (2020 £0.00)

| 6. Governance Costs | 2021 | 2020 |
|-------------------------------|----------------|---------------|
| Independent Examination costs | 360 | 400 |
| Insurance | 642 | 616 |
| Company Act compliance | 13 | 13 |
| | <u>£ 1,015</u> | <u>£1,029</u> |

7. Adjustment relating to previous years.

7.1 Errors had occurred in reconciling the PAYE account when the previous treasurer was ill. This resulted in a net underpayment during the period between April 2015 and March 2018 of £2,401 which was £405 less than the original estimate.

7.2 Requests for grants made in 2020 from denominations of £8,250 were cancelled as no longer required due to the reduction in employer's pension costs as noted in 3 above.

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

PRIOR TO INDEPENDENT EXAMINATION NOTES ON THE FINANCIAL STATEMENTS FOR THE YEAR TO 31ST JULY 2021

8. Taxation

No corporation tax liability arises for the period in view of the charitable company's charitable status.

9. Corporate Status.

The University of Bedfordshire Ecumenical Chaplaincy Trust is incorporated as a company limited by guarantee and without a share capital. The members are each liable to contribute a sum of £10 towards debts and costs in the event of a winding up of the company under the terms of the Memorandum of Association. The current number of members is 10.

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

England & Wales - Charity number 1119414

Accounts

**THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL
CHAPLAINCY TRUST**

**(Formally BEDFORD ECUMENICAL EDUCATIONAL CHAPLAINCY
COMMITTEE)**

**REPORT OF THE TRUSTEES AND FINANCIAL
STATEMENTS**

FOR THE YEAR ENDED 31st JULY 2020

Company Limited by Guarantee number 06204411

Registered Charity number 1119414

**THE UNIVERSITY OF BEDFORDSHIRE
ECUMENICAL CHAPLAINCY TRUST
DIRECTORS/TRUSTEES REPORT
AND FINANCIAL STATEMENTS**

FOR THE YEAR TO 31st JULY 2020

A charitable company limited by guarantee and not having any share capital.

Company Registration Number 06204411
Registered Charity Number 1119414

| | |
|---|------------|
| Directors'/Trustees' Report | page 2-5 |
| Independent Examiner's Report | page 6 |
| Statement of Financial Activities (Income and Expenditure Account) | page 7 |
| Balance Sheet | page 8 |
| Notes on the Financial Statements | pages 9-11 |

**THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST
(Formally BEDFORD ECUMENICAL EDUCATIONAL
CHAPLAINCY COMMITTEE)**

**DIRECTORS/TRUSTEES REPORT
FOR THE YEAR TO 31ST JULY 2020**

The Trustees (who are also the Directors of the company) present their annual report and the financial statements for the year ending 31st July 2020.

The financial statements comply with the requirements of the Companies Act 2006, the Charities Act 2011, the Memorandum and Articles of the company, Financial Reporting Standard 102 and follow the recommendations in Accounting and Reporting by Charities with the Financial Reporting Standard applicable to the UK (FRS 102 effective 1st January 2019).

STRUCTURE, GOVERNANCE AND MANAGEMENT

The University of Bedfordshire Ecumenical Chaplaincy Trust is a company limited by guarantee (company number 06204411) and is registered as a charity (charity number 1119414). The governing instrument of the charitable company is the Memorandum and Articles of Association as revised by resolution on 15th October 2018. In view of the enhanced role of the company in overseeing the chaplaincy at all campuses of the University of Bedfordshire the name of the company was changed from Bedford Ecumenical Chaplaincy Committee as from 29th January 2019.

The membership has the legal responsibilities in the governance of the charity for electing the directors who are also the trustees. Its responsibilities also include: the admission and classification of members of the company/charity; agreeing procedures at general meetings and meetings of the directors/trustees; receiving the annual report and financial statements of the directors/trustees and appointing the independent examiner.

Being a company limited by guarantee, there is also a board of directors who also act as trustees of the registered charity. The Directors and trustees of the Charity throughout the year were:

Peter West (Chairman)
Clifford Harris
Reverend Keith Brown
Reverend Christopher Batten
Reverend Stephen Copson
The Venerable David Middlebrook (appointed 28th October 2019)
Stephen Henry O'Brien

The trustees manage the business of the charity and are responsible for ensuring that the charity is solvent, well-run, and delivering the charitable outcomes for which it has been set up, ensuring the charity complies with charity law and within the requirements of the Charity Commission, that the charity does not breach any of the requirements of its governing document and that it remains true to the charitable purpose set out there, acting with integrity and avoiding any personal conflicts of interest or misuse of the charity's funds or assets, appoints and regulating the financial affairs of the charity.

**THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST
(Formally BEDFORD ECUMENICAL EDUCATIONAL
CHAPLAINCY COMMITTEE)**

**DIRECTORS/TRUSTEES REPORT
FOR THE YEAR TO 31ST JULY 2020**

The trustees may enter into contracts, appoint and employ staff, determine staff remuneration and conditions of service. The trustees endeavour to consult the membership and to inform it of their decisions.

The trustees meet at least three times a year. Time is given within trustees meetings to focus on their role and changes in legislation. When required formal training or advice from consultants is received.

OBJECTIVES AND ACTIVITIES (including Review of the year)

The Chaplaincy is an expression of the Churches' contribution to Higher Education and its support of the chaplains within the University of Bedfordshire. The Chaplain's purpose is to further that commitment to serve the University of Bedfordshire, and to engage with the University and its members, in particular by offering to the University the riches of the Christian faith.

In furthering this object, the Chaplaincy recognizes and rejoices in the multi-faith and multicultural nature of the University and pledges to work in partnership with people of all faiths and none.

During the year covered by this report the Company has continued to support the work of the Coordinating Chaplains, The Reverend Cassandra Howes and The Reverend Andrew Goodman and the team of Assistant Chaplains at all of the campuses of the University . The chaplaincy has provided pastoral support for students and members of staff of the University together with opportunities for prayer and friendship in the SeedBeds Centre on the Bedford Campus and the Treehouse on the Luton campus. Since the outbreak of the covid pandemic in March 2020 chaplaincy services have continued on line. The annual carol service was also conducted by zoom.

RISK REVIEW

The trustees regularly undertake a wide ranging appraisal in order to identify major risks to which the charity is exposed. Steps are taken with a view to mitigating these risks as far as is reasonably possible. Insurance, staff training and consciousness raising is regarded seriously and policies are in place and regularly reviewed to counter these risks.

The trustees are aware that continued financial stability of the charity relies on grant funding and service contracts together with donations from the local community. The trustees believe that the time frames for which its grant income is agreed is reasonably assured and that expenditure, linked to grants are also managed within similar time frames. The University of Bedfordshire Ecumenical Chaplaincy Trust is aware of the implications of the Disability Discrimination Act in all of its activities. Trustees and their staff have been made aware of, and are required to implement, data protection principles.

**THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST
(Formally BEDFORD ECUMENICAL EDUCATIONAL
CHAPLAINCY COMMITTEE)**

**DIRECTORS/TRUSTEES REPORT
FOR THE YEAR TO 31ST JULY 2020**

PUBLIC BENEFIT

In compiling this report, the Trustees have given due regard to the public benefit guidance as issued by the Charity Commission. The trustees consider that the range of activities detailed above fulfill these requirements in that they benefit all members of the University community.

As a charity The University of Bedfordshire Ecumenical Chaplaincy Trust is committed to the advancement of the Christian religion, the promotion of religious harmony, and promoting co-operation, joint working and greater efficiency amongst its members. We believe that the Christian faith is of benefit to individuals and society because it has at its heart God's intent to reconcile all people and the whole of creation to Himself under Christ as head. This is a vision which encompasses peace and cohesion, mutual respect and self-giving love.

PLANS FOR THE FUTURE.

The Trustees will continue to support the work of the Chaplaincy during the coming year. They will also be working with the University and the Diocese of St. Albans to bring into being a closer arrangement for management of the chaplaincies of the Bedford and Luton campuses of the University.

FINANCIAL REVIEW

The results for the year, as given in the Statement of Financial Activities, are considered satisfactory by the trustees. Provision has been made in the financial statements for correcting an underpayment to HMRC during a previous year.

RESERVES POLICY.

It is the policy of the trustees to ensure that the charity has adequate reserves to enable it to meet both its ongoing commitments in regard to general charitable activities, and its future funding requirements. The trustees ideally require as reserves a minimum of three months expenditure in order to meet any contractual and winding up costs. The trustees consider the current level of reserves, although below this limit, to be sufficient for the present situation and requirements of the charity, but will continue to review the overall position and policy at regular intervals.

**THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST
(Formally BEDFORD ECUMENICAL EDUCATIONAL
CHAPLAINCY COMMITTEE)**

**DIRECTORS/TRUSTEES REPORT
FOR THE YEAR TO 31ST JULY 2020**

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of The University of Bedfordshire Ecumenical Chaplaincy Trust for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company and of the incoming resources and the application of those resources, including its income and expenditure for the period.

In preparing those financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- observe the methods and principles in the Charities SORP 2015 (FRS102);
- state whether applicable UK Accounting Standards have been followed subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

Approved by the board on 21st January 2021 and signed on its behalf by



Clifford Harris FCA
Director/Trustee and Company Secretary.

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS ON THE UNAUDITED
ACCOUNTS OF
BEDFORD ECUMENICAL EDUCATIONAL
CHAPLAINCY COMMITTEE**

Independent examiner's report to the trustees

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2020.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.


Independent examiner's statement

I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW which is one of the listed bodies.

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Companies Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.


C W LITTLE FCA
Keens Shay Keens Limited
Chartered Accountants
2nd Floor Exchange Building
16 St Cuthberts Street
Bedford
Bedfordshire MK40 3JG

Date: 19th May 2021

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST
(formally BEDFORDSHIRE ECUMENICAL EDUCATIONAL
CHAPLAINCY COMMITTEE)

DRAFT PRIOR TO INDEPENDENT EXAMINATION
STATEMENT OF FINANCIAL ACTIVITIES
AND INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR TO 31ST JULY 2020

| | Notes | Total Unrestricted Funds | |
|---|----------|--|--|
| | | Year to 31 st July 2020 | Year to 31 st July 2019 |
| Incoming resources | | | |
| Grants Receivable for the period | | | |
| Denominational Grants | 3 | 23,800 | 23,450 |
| The University of Bedfordshire | 3 | 21,075 | 21,000 |
| | | ----- | ----- |
| Total incoming resources | | 44,875 | 44,450 |
| | | ----- | ----- |
| Resources expended | | | |
| Cost of activities in furtherance of the Charity's objectives: | | | |
| Staff costs | 4 | 37,664 | 37,373 |
| Chaplain's expenses | | 481 | 765 |
| Other chaplaincy costs | | 683 | 1,128 |
| Governance costs | 6 | 1,029 | 1,421 |
| | | ----- | ----- |
| Total resources expended | | 39,857 | 40,687 |
| | | ----- | ----- |
| Net movement in resources for the period | | | |
| Net income (deficit) for the period | | 5,018 | 3,763 |
| Adjustment relating to previous years | 7 | 0 | (2,401) |
| Balance brought forward at 1 st August 2019 | | 24,795 | 23,433 |
| | | ----- | ----- |
| Balance carried forward at 31st July 2020 | £ | 29,813 | £ 24,795 |
| | | ===== | ===== |

All operations are continuing operations.

All recognised gains and losses are reflected in the Statement of Financial Activities and therefore no separate Statement of Total Recognised Gains and Losses is disclosed.

The notes on pages 8 to 10 form part of these financial statements.

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST
(formally BEDFORDSHIRE ECUMENICAL EDUCATIONAL
CHAPLAINCY COMMITTEE)

DRAFT PRIOR TO INDEPENDENT EXAMINATION
BALANCE SHEET at 31ST JULY 2020

| | 2020 | 2019 |
|--|-----------------|-----------------|
| | £ | £ |
| Current Assets | | |
| Grants receivable | 8,250 | 11,150 |
| Cash at bank | 25,660 | 16,682 |
| | <hr/> | <hr/> |
| | 33,910 | 27,832 |
| Less: Creditors: | | |
| Amounts falling due within one year | 4,097 | 3,037 |
| | <hr/> | <hr/> |
| Net current assets | 29,813 | 24,795 |
| | <hr/> | <hr/> |
| Total assets less current liabilities | £ 29,813 | £ 24,795 |
| | <hr/> | <hr/> |
| Unrestricted Funds | 29,813 | 24,795 |
| | <hr/> | <hr/> |
| | £ 29,813 | £ 24,795 |
| | <hr/> | <hr/> |

For the period from incorporation on 5th April 2007 and ending 31st July 2020 The University of Bedfordshire Educational Chaplaincy Trust, the charitable company, was entitled to exemption under Section 477(2) of the Companies Act 2006.

These financial statements have been prepared in accordance with the special provision for small companies under part 15 of the Companies Act 2006 and the Financial Reporting Standards for Smaller Entities

No members have required the charitable company to obtain an audit of its financial statements for the period in question in accordance with Section 476 of the Companies Act 2006

The Director/Trustees acknowledge their responsibility for:

1. Ensuring the company keeps accounting records which comply with Section 386, and
2. Preparing accounts which give a true and fair view of the state of affairs of the charitable company as at the end of the financial period and of its surplus or deficit for the financial period in accordance with Section 394 and 395, and which otherwise comply with the requirements of the Companies Act relating to accounts, as far as is applicable to the charitable company.

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 2006 relating to small companies.

The notes on page 3 to 5 form part of these financial statements.

The financial statements were approved by the Board and signed on their behalf on 21st January 2021

Peter West
Chairman


Clifford Harris FCA.
Director/Trustee and Company Secretary.

**THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST
(formally BEDFORDSHIRE ECUMENICAL EDUCATIONAL
CHAPLAINCY COMMITTEE)**

**DRAFT PRIOR TO INDEPENDENT EXAMINATION
NOTES ON THE FINANCIAL STATEMENTS
FOR THE YEAR TO 31ST JULY 2020**

1. Accounting policies

1.1 Basis of preparation of financial statements

Grants have been credited to the Statement of Financial Activities in the period to which they refer.

The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2019).

The recommendations of the Statement of Recommended Practice 2005 (Accounting and Reporting by Charities), issued March 2005, has been followed in the preparation of the financial statements.

1.2 Compliance with accounting standards.

The accounts have been prepared in accordance with applicable accounting standards.

1.3 Accounting convention.

The financial statements have been prepared under the historic cost convention.

1.4 Cash Flow Statement.

The charitable company has not produced a cash flow statement since it has taken advantage of the small company exemption permitted under FRS1.

1.5 Reserves Policy

The charitable company is mainly funded by annual grants paid by participating denominations in accordance with a Declaration of Intent signed by representatives of the denominations and by the University of Bedfordshire, which are based on budgets prepared and agreed annually. The trustees aim to maintain funds equivalent to three months average expenditure.

1.6 Pensions.

The company has agreed to pay defined pension contributions into the denominational pension schemes of its employed chaplains. These contributions are charged in the Statement of Financial Activities in the period to which they relate.

1.7 Governance costs.

The charity has identified the major costs of governance as being external costs related to independent examiners fee, insurance premiums and statutory company fees.

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST
(formally BEDFORDSHIRE ECUMENICAL EDUCATIONAL
CHAPLAINCY COMMITTEE)

DRAFT PRIOR TO INDEPENDENT EXAMINATION
NOTES ON THE FINANCIAL STATEMENTS
FOR THE YEAR TO 31ST JULY 2020

2. Segmental analysis.

The income, excess of income over expenditure and net assets are all attributable to the principle activity of the charitable company which is the management and oversight of the chaplaincy at the University of Bedfordshire.

The charitable company only operates in the United Kingdom and the whole of its income is from the United Kingdom.

3. Grants receivable for the period.

| | 2020 | 2019 |
|--|-----------------|-----------------|
| Denominational Grants | | |
| St. Albans Church of England Diocese | 9,700 | 9,700 |
| Northampton Roman Catholic Diocese | 2,900 | 2,900 |
| The United Reformed Church (North Thames) | 2,850 | 2,850 |
| The Methodist District (Beds, Essex and Herts) | 5,000 | 5,000 |
| Baptist Home Mission Fund | 0 | 1,700 |
| Central Baptist Association | 2,950 | 900 |
| Miracle Church of God | 200 | 200 |
| The Society of Friends | 200 | 200 |
| | ----- | ----- |
| | 23,800 | 23,450 |
| The University of Bedfordshire | 21,075 | 21,000 |
| | ----- | ----- |
| | £ 44,875 | £ 44,450 |
| | ===== | ===== |

4. Staff Cost

| | 2020 | 2019 |
|---------------------------|-----------------|----------------|
| Gross stipend of chaplain | 30,994 | 30,462 |
| Social Security Costs | 0 | 423 |
| Pension Contributions | 6,670 | 6,488 |
| | ----- | ----- |
| | £ 37,664 | £37,373 |
| | ===== | ===== |

The average number of persons, excluding directors/trustees, employed by the charitable company during the period was 1. (2019 1) No employee earned over £60,000.

THE UNIVERSITY OF BEDFORDSHIRE ECUMENICAL CHAPLAINCY TRUST

**(formally BEDFORDSHIRE ECUMENICAL EDUCATIONAL
CHAPLAINCY COMMITTEE)**

**DRAFT PRIOR TO INDEPENDENT EXAMINATION
NOTES ON THE FINANCIAL STATEMENTS
FOR THE YEAR TO 31ST JULY 2020**

5. Directors and Trustees

In accordance with the provisions of the charitable company's Memorandum and Articles of Association no fees or remuneration have been paid to the Chairman or any of the charitable company's directors/trustees.

During the period no trustee received reimbursement of expenses (2019 £0.00)

| 6. Governance Costs | 2020 | 2019 |
|---|----------------|---------------|
| Independent Examination costs | 400 | 360 |
| Insurance | 616 | 537 |
| Company Act compliance | 13 | 13 |
| Legal cost in respect of change of name | 0 | 510 |
| | <u>£ 1,029</u> | <u>£1,420</u> |

7. Adjustment relating to previous years.

Errors had occurred in reconciling the PAYE account when the previous treasurer was ill. This resulted in a net underpayment during the period between April 2015 and March 2018 of £2,401.

8. Taxation

No corporation tax liability arises for the period in view of the charitable company's charitable status.

9. Corporate Status.

The University of Bedfordshire Ecumenical Chaplaincy Trust is incorporated as a company limited by guarantee and without a share capital. The members are each liable to contribute a sum of £10 towards debts and costs in the event of a winding up of the company under the terms of the Memorandum of Association. The current number of members is 10.