

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**

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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>32,352</u>	<u>11,405</u>

The notes form part of these financial statements

**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		32,212	9,154
		<u>32,712</u>	<u>12,554</u>
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	8		
Unrestricted funds		32,352	11,405
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.

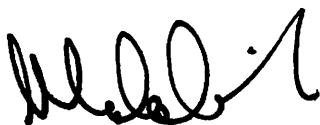
The members have not required the company to obtain an audit of its financial statements for the year ended 31 July 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- 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 notes form part of these financial statements

**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>

**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
	<hr/>	<hr/>	<hr/>
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)
	<hr/>	<hr/>	<hr/>
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
Treehouse Fund	-	8,213	139	8,352
	<hr/>	<hr/>	<hr/>	<hr/>
	25,594	6,758	-	32,352
	<hr/>	<hr/>	<hr/>	<hr/>
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>25,014</u>	<u>12,551</u>
Total incoming resources		
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