

GUILDFORD TOWN CENTRE CHAPLAINCY

England & Wales · Charity number 1126056

Details

Other names GUILDFORD STREET ANGELS

Status Registered

Legal form Charitable company

Company number [06639603](#)

Registered 2008-09-24

Register [View on the Charity Commission register](#)

Contact

Address 23 Waterden Road
Guildford
Surrey
GU1 2AZ

Phone 07500834658

Website www.gtcc.org.uk

Activities

Objects: (A) TO ADVANCE THE CHRISTIAN RELIGION BY SERVING THE PUBLIC WORKING IN, FREQUENTING OR VISITING THE TOWN CENTRE OF GUILDFORD, SURREY AND BY THE PROVISION OF PASTORAL CARE, INCLUDING BUT NOT LIMITED TO THE FORMATION OF THE GUILDFORD TOWN CENTRE CHAPLAINCY SERVICE AND STREET ANGELS PROGRAMME. (B) TO PROMOTE THE MENTAL AND SPIRITUAL WELLBEING OF THE INHABITANTS OF GUILDFORD, SURREY BY THE PROVISION OF ADVICE AND SUPPORT. (C) TO SUPPORT, CARE AND TREAT PERSONS IN NEED WHO ARE HOMELESS AND SUFFERING FROM THE EFFECTS OF POVERTY, SICKNESS, DISABILITY, OLD AGE, ALCOHOLISM, DRUG ADDICTION, OFFENDING BEHAVIOUR, OR ANY OTHER MENTAL OR PHYSICAL INFIRMITY, AS AN EXPRESSION OF CHRISTIAN FAITH.

Activities: Guildford Town Centre Chaplaincy runs projects providing pastoral care in a range of contexts in the Guildford community including Street Angels (night time), Community Angels (at home) and Chaplaincy (in workplaces)

Classification

- **How:** Provides Human Resources, Provides Advocacy/advice/information
- **What:** Religious Activities, Economic/community Development/employment
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** GUILDFORD, SURREY
- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£131,815	£125,157	-	-
2023-12-31	£84,470	£109,561	-	-
2022-12-31	£130,756	£100,642	-	-
2021-12-31	£84,382	£89,753	-	-
2020-12-31	£74,311	£70,129	-	-

Trustees

Name	Role	Appointed
CHRISTOPHER ROBERT BRITTON CENG	Chair	2015-06-19
CAROL PAULINE CLUTTON		2020-01-14
CHRISTOPHER JONATHAN BURROWS		2023-07-18
RUTH LI LING CHEAH		2020-07-29
Rev ANDREW CHARLES WHEELER		
Rev James Andrew Hanson		2025-10-02
Rev RODERICK MARTIN PIERCE		2020-01-14
Tobias Nicholls		2023-05-16
William Nigel Campion-Smith		

Accounts

REGISTERED COMPANY NUMBER: 6639603 (England and Wales)
REGISTERED CHARITY NUMBER: 1126056

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 December 2024
for
Guildford Town Centre Chaplaincy



Contents of the Financial Statements
for the Year Ended 31 December 2024

	Page
Report of the Trustees	1 to 9
Independent Examiner's Report	10
Statement of Financial Activities	11
Balance Sheet	12 to 13
Notes to the Financial Statements	14 to 19

Report of the Trustees
for the Year Ended 31 December 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 December 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

Values, Activities, and Ways of Working

The values of Guildford Town Centre Chaplaincy were established in 2008 when the charity was set up. These remain unchanged although are periodically reviewed. Our values are:

- Selfless and non-judgemental
- Excellence and professionalism
- Integrity and honesty
- Collaboration and adding value

The Volunteer Pack documents the Chaplaincy's Roles and Values, Code of Conduct, Police Protocol, Health & Safety and Safeguarding as major topics. In addition, other procedures and policies are in place regarding the functioning and operation of the Chaplaincy.

New volunteers for all our projects have continued to be recruited, trained and mobilised, such that the Chaplaincy has been able to replace the inevitable loss of some volunteers throughout the year.

The Chaplaincy records and monitors the interactions between volunteers and members of the public and receives regular feedback as to their impact. Weekly reports also enable the Chaplaincy to gauge the effectiveness of its operations and provide a valuable source of continuous learning and improvement for all its volunteers.

The Trustees regularly review how the Chaplaincy's projects might be enhanced and extended and further developed.

Report of the Trustees
for the Year Ended 31 December 2024

OBJECTIVES AND ACTIVITIES

Significant activities

Guildford Street Angels

This well-established Chaplaincy project organises volunteer Street Angels to help those in need, who have become vulnerable on a night out at the weekend in Guildford.

This work operates in collaboration with our night time colleagues, including the Emergency Services, benefitting the night time economy as a key factor in Guildford's Purple Flag accreditation. The project also contributes significantly to the safety of the public who use the night time economy in Guildford, which in turn takes pressure away from the Emergency Services, saving a certain amount of their resources.

A regular process of recruitment and training goes on each year. Our volunteers are a diverse and dedicated group, spanning a broad age range with some in their 20s and some in their 80s. Whilst not all volunteers are Christians, those that belong to a range of churches and denominations across Guildford and the surrounding areas.

Ongoing monitoring of the quality of the service takes place by the coordinator, in collaboration with the Chaplain, through supporting the volunteers in action and responding to feedback from the team reports and in collaboration with our night time colleagues.

Community Angels

Community Angels was launched in January 2018 and is now a well-established part of GTCC.

It remains the only befriending project in Guildford supporting adults of all ages. Our vision is a community where nobody should feel lonely or isolated, where the strength of relationships means that everyone feels they are valued, supported and that they belong.

Community Angels aims to:

- Reduce loneliness and isolation;
- Build confidence and empower people;
- Increase a sense of belonging within the community; and
- Improve quality of life within our community.

A team of trained volunteers, supporting individuals on a one-to-one basis by meeting with them weekly over a six-month period. Befrienders visit clients in their homes, and support those who have the capacity to go out to engage with activities outside their home. Where appropriate, we encourage our clients to make new connections in the community, within the context of a supportive befriending relationship.

Referrals come from NHS Social Prescribing, Adult Social Care, GPs, mental health services, other local charities and members of the community. Clients typically face a complex mix of social, emotional, mental or physical issues. The majority of our referrals struggle with mental ill health in addition to their other needs.

Report of the Trustees
for the Year Ended 31 December 2024

OBJECTIVES AND ACTIVITIES

Volunteer Chaplains

The project places trained volunteer chaplains over a range of businesses and organisations in the town and community to support staff and members of the public. The chaplains bring a non-judgmental, confidential listening ear and a commitment to enhance wellness. They will pray with people if asked in the places they visit.

Public benefit

The Trustees recognise the duty imposed upon them by the Charities Act 2011, Section 17 and also the requirement to have due regard to the general guidance provided by the Charity Commission in connection with Public Benefit.

The Chaplaincy's chief objective is to help those in need in various settings in the town and to advance Christian support by means of a chaplaincy based within Guildford town centre and serving the local community. This is accomplished through three main initiatives: Street Angels, Community Angels and Volunteer Chaplains. The Street Angels operate every Friday and Saturday night and interact with members of the public who have become vulnerable for whatever reason. The Community Angels provide support and befriending to lonely people in their own homes seeking to help them connect with the wider community. The Volunteer Chaplains support those in need of a listening ear in a workplace setting, including GP surgeries.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Street Angels

The Street Angels continue to serve people in Guildford with a selfless, compassionate, and positive presence. This vital work is only possible thanks to our extraordinary volunteers, who have become an integral part of the town's night-time economy, whether by supporting homeless individuals, assisting those who are unwell or simply offering a helping hand when needed.

Over the past year, we were delighted to welcome six newly trained volunteers, bringing our team of active Angels to 49 by year's end. Our friendly patrols have also been joined by visitors keen to experience our late-night service, including HM Lord-Lieutenant of Surrey, Michael More-Molyneux and the Mayor of Guildford, Sallie Barker.

We are especially grateful to the many individuals and groups who have supported us, whether taking part in the Angel Ascent at Guildford Cathedral, running quizzes, or contributing to community events such as the Best Bar None Awards delivered by Experience Guildford.

Finally, we would like to thank everyone who has encouraged, partnered with, or contributed to the often unseen but always important work of our Street Angels.

Report of the Trustees
for the Year Ended 31 December 2024

ACHIEVEMENT AND PERFORMANCE

Community Angels

Community Angels volunteers have had another busy year, delivering face-to-face befriending to adults of all ages in Guildford borough who are lonely or socially isolated. In 2024 our clients ranged in age from 32 to 96, with 38% younger than 65. Many of our clients face a complex mix of issues, including mental ill-health, chronic physical conditions and disability, cost-of-living challenges, increasing frailty and bereavement. Our befriending aims to alleviate feelings of loneliness, facilitate access to support in the community and encourage social connections, improving the quality of life and increasing the confidence of our clients.

During 2024, Community Angels received 106 referrals from a wide range of agencies and individuals, including NHS social prescribing, Adult Social Care, Citizens Advice and Surrey Police. We supported 61 clients and gave assessment visits and signposting information, where appropriate, to the rest.

Volunteer availability limits our capacity and the Community Angels Coordinator has worked closely with two local volunteer recruitment agencies to publicise volunteer opportunities. We trained 9 new Community Angels in 2024 and had 45 active volunteers over the course of the year. Volunteer support is a priority for us: we are available to our volunteers by phone, email or in person over a coffee at the office or our volunteer drop-ins. In October we held an evening of 'top-up' training in supporting people with Bereavement, Loss and Change, which was well attended and much appreciated.

Volunteer Chaplains

The Volunteer Chaplaincy project continues to grow with an increase in awareness and openness to Chaplaincy generally. We recruited two new volunteers during 2024, taking the total to 16 with the number of placements increasing to 9. Our volunteers are non-judgmental and provide a caring, listening presence.

Since the successful placement of our first Chaplain in a GPs surgery in 2021, we recruited our fourth volunteer GP chaplain in 2024 and offered the chaplaincy service to two new surgeries. Patients needing someone to talk to can book appointments so freeing up GPs time. Feedback from GPs is that this service is exceptionally helpful, bringing positive outcomes and with evidence that the number of repeat appointments for patients consulting about their mental ill health have reduced.

We have Chaplains serving in a diverse range of other settings, including a Women's Hostel, a Retirement Complex and with Surrey Police and for the first time have introduced a chaplain to both a large secondary school and entertainment venue to support the staff there. All the chaplaincies are very much in demand.

We held our first Conference for the wider chaplaincy community this year with 75 attendees, who were all either interested, exploring or supporting others in chaplaincy. We received overwhelmingly positive feedback and are encouraged to make this an annual event. Our informal monthly prayer meeting at St. Mary's Church in Quarry Street continues to meet at noon on the first Tuesday of every month, offering GTCC supporters the opportunity to come together, encourage each other and to pray for GTCC and our town. We have also held a social for our volunteers and trialled some listening training, continuing to invest in our team and building relationships with each other.

Report of the Trustees
for the Year Ended 31 December 2024

FINANCIAL REVIEW

Financial position

The Trustees set a budget for 2024 with a projected deficit of £35,000. This decision was taken to ensure there was sufficient funding to grow the Volunteer Chaplains project, without having to cut funding to the other projects. It was hoped that the charity would be able to significantly outperform this budget by raising income and that the actual deficit would be more sustainable. Before taking this decision, the Trustees ensured that there were sufficient reserves to absorb the budgeted deficit. However, a large deficit would reduce the reserves to the point that it wouldn't be possible to set a deficit budget in 2025.

The accounts show that the charity ended up with a surplus for 2024 of £6,658. This was an incredible result, with the charity outperforming the budget by over £40,000. The main reason for overperformance was an increase in grant income with several local organisations increasing their grant contributions and a one-off grant of £13,000 from the Guildford Mayor's Fund to support Volunteer Chaplains. Our Angel Ascent fundraising event was also very successful, raising over £10,000 for the charity.

In 2025, the charity has approved a budget with a projected deficit of £16K. Although we're still projecting a deficit, this is a significant turnaround in the charity's finances with the deficit representing a much lower percentage of the reserves. With a significant proportion of the grant income for 2025 already guaranteed, the charity is well placed to once again outperform the projection and avoid a deficit altogether.

The Trustees are deeply grateful to the many individuals and organisations who donated their time and money to the work of the Chaplaincy and hope that many more will support, financially and prayerfully, the board's vision for growth and development.

The reserves position of the charity remains strong with total reserves at the end of 2024 of £107,835. With £82,869 being unrestricted for general use and £24,966 being restricted, mainly for the Street Angels and Volunteer Chaplain projects. This equates to around 11 months of charity expenditure, which the Trustees deem to be more than sufficient.

Reserves policy

The Trustees aim to maintain adequate cash reserves to protect the Chaplaincy against short term changes in its financial circumstances and the uncertain timing in receipt of income. The approach taken has been to assess and quantify the financial risk to each separate funding stream to which has been added the budgeted shortfall for 2025 of £16,000. This policy requires Reserves totalling £76,000 at 31 December 2024. As outlined in the financial position above, this total was exceeded.

The additional reserves are still crucial in ensure the charity can continue to support the Volunteer Chaplains project and to cover possible future deficits.

Report of the Trustees
for the Year Ended 31 December 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Guildford Town Centre Chaplaincy (GTCC) is a registered charity and a company limited by guarantee. It is governed by its articles of association which were revised and adopted by members on 8 December 2017.

The Board of Trustees generally meets at least four times a year with one of the meetings being an Awayday to review strategy. The aims and the direction of the Chaplaincy are established by the Trustees. The board delegates to relevant sub-committees certain areas of oversight. The current committees are for Fundraising & Communications; and Policies. A trustee is appointed to oversee each policy area. Financial oversight is by the Treasurer, with support from the Chair and a professional bookkeeper who maintains the day-to-day finances, including payroll.

The Trustees have delegated the Chaplaincy's day to day management to the Town Chaplain, the Treasurer and the Street Angels, Community Angels and Volunteer Chaplains Co-ordinators. Updated written reports and financial statements are prepared and presented at each board meeting.

Lady Toulson CBE, a former High Sheriff of Surrey, was the charity's first Patron in 2019 and stepped down when moving from the area in June 2022. The Board is extremely grateful for the contribution she made. In 2020 HM Lord-Lieutenant of Surrey Michael More-Molyneux became our second Patron, a role he continues to fill.

In 2020 Chris Britton, our Chair, was recognised with the award of the British Empire Medal in the Queen's Birthday honours for his work with the community and particularly young people.

The Town Chaplain oversees the running of the three GTCC projects, Street Angels, Community Angels and Volunteer Chaplains and the staff team report directly to the Chaplain. Our staff team during 2024 comprised:

Chaplain Rev. Noelle Coe
Street Angels Project Coordinator Angela Gammage
Community Angels Project Coordinator Anne Thornton
Community Angels Project Support Assistant Susanna Hoar
Volunteer Chaplains Project Coordinator Susanna Hoar

TRUSTEE RECRUITMENT AND INDUCTION

Applications for new Trustees are normally invited from the local church community or more widely, and subject to suitability and interview are appointed after discussion, in their absence, at a board meeting. The board carries out an audit of the skills of the existing board members to identify the skills and skill gaps considered necessary to meet our ongoing vision and this helps inform decisions on appointing new Trustees.

During 2024, there were no Trustee changes.

Report of the Trustees
for the Year Ended 31 December 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT
RISK MANAGEMENT

The Trustees have assessed the major risks to which the Chaplaincy is exposed and are satisfied that systems are in place to manage exposure to the risks and to reflect changing circumstances. The Trustees categorise their main risks into two broad areas: financial and operational. In addition, the Trustees recognise the need to protect the Chaplaincy's good name and reputation from damage and undertake activities in an open and transparent way. It is important to the Trustees that its supporters and stakeholders continue to trust the Chaplaincy.

Financial risk - ensuring there are sufficient funds to meet the Chaplaincy's charitable objectives:

- There is careful monitoring through a system of financial reporting that compares actual results against budget and with reports to the board on a quarterly basis.
- The Chaplaincy has no financial instrument borrowings and its investment and reserves policies are set to manage risks and ensure there is adequate liquidity to meet liabilities as they arise, including all regular commitments such as salaries and office rent etc.
- Credit risk on amounts owed in respect of incoming resources is low.

Operational risk - risks caused by failures in operational processes including areas such as data protection, health and safety, safeguarding, volunteer recruitment and fundraising:

- Policies, procedures and governance structures have been established to monitor and mitigate operational risks such as health and safety, data protection, safeguarding and major incidents. A board committee carries out a programmed review of all policies and update of the risk register at least once a year.
- Training is delivered to volunteers in key areas to ensure compliance with procedures, together with regular volunteer feedback.
- Data protection policies have been updated in the light of the General Data Protection Regulations and are subject to periodic review.

Report of the Trustees
for the Year Ended 31 December 2024

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

6639603 (England and Wales)

Registered Charity number

1126056

Registered office

23 Waterden Road
Guildford
Surrey, GU1 2AZ

Trustees

Mr C R Britton BEM	- Chairman
Mr W N Campion-Smith	
Ms R L L Cheah	
Ms C P Clutton	
Rev R M Pierce	
Rev A C Wheeler	
Mr C J Burrows	- Treasurer
Mr T Nicholls	
Ms L M E Kenyon	- Resigned on 3 rd June 2025
Mr E M Varley	- Resigned on 1 st April 2025

Independent Examiner

Independent Examiner's Ltd
The Grain Store
Hills Barns
Appledram Lane South
Chichester
West Sussex
PO20 7EG

Bankers

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
ME19 4JQ

Patrons

HM Lord-Lieutenant of Surrey Michael More-Molyneux

Town Chaplain

Rev N Coe

Report of the Trustees
for the Year Ended 31 December 2024

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Guildford Town Centre Chaplaincy for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on 28th September 2025 and signed on its behalf by:



.....
Mr C Britton – Trustee (Chairman)

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/members of Guildford Town Centre Chaplaincy on the accounts for the year ended 31st December 2024.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011) and that an independent examination is needed.

It is my responsibility to:

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

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the organisation and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

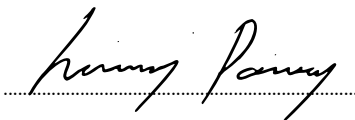
INDEPENDENT EXAMINER'S STATEMENT

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 130 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Lomax Pavey
Independent Examiner's Ltd
The Grain Store
Appledram Lane South
Chichester
West Sussex
PO20 7EG

29th September 2025

Statement of Financial Activities
for the Year Ended 31 December 2024

		Unrestricted fund £	Restricted funds £	31.12.24 Total funds £	31.12.23 Total funds £
INCOME AND ENDOWMENTS FROM	Notes				
Donations and legacies		69,513	46,431	115,944	78,915
Other trading activities	2	13,053	-	13,053	3,912
Investment income	3	<u>2,818</u>	<u>-</u>	<u>2,818</u>	<u>1,643</u>
Total		<u>85,384</u>	<u>46,431</u>	<u>131,815</u>	<u>84,470</u>
 EXPENDITURE ON					
Raising funds		437	-	437	463
 Charitable activities					
Street Angels		5,209	31,676	36,885	31,567
Community Angels		44,646	8,400	53,046	49,707
Volunteer Chaplains		23,777	-	23,777	20,541
Support		<u>8,040</u>	<u>2,972</u>	<u>11,012</u>	<u>7,283</u>
Total		<u>82,109</u>	<u>43,048</u>	<u>125,157</u>	<u>109,561</u>
 NET INCOME/(EXPENDITURE)		3,275	3,383	6,658	(25,091)
 RECONCILIATION OF FUNDS					
Total funds brought forward		79,594	21,583	101,177	126,268
 TOTAL FUNDS CARRIED FORWARD		<u>82,869</u>	<u>24,966</u>	<u>107,835</u>	<u>101,177</u>

The notes form part of these financial statements

Balance Sheet
31 December 2024

	Notes	Unrestricted fund £	Restricted funds £	31.12.24 Total funds £	31.12.23 Total funds £
CURRENT ASSETS					
Debtors	8	2,397	-	2,397	3,529
Cash at bank		<u>103,521</u>	<u>24,966</u>	<u>128,487</u>	<u>100,860</u>
		105,918	24,966	130,884	104,389
CREDITORS					
Amounts falling due within one year	9	(23,049)	-	(23,049)	(3,212)
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
NET CURRENT ASSETS		<u>82,869</u>	<u>24,966</u>	<u>107,835</u>	<u>101,177</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>82,869</u>	<u>24,966</u>	<u>107,835</u>	<u>101,177</u>
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
NET ASSETS		<u>82,869</u>	<u>24,966</u>	<u>107,835</u>	<u>101,177</u>
FUNDS	10				
Unrestricted funds				82,869	79,594
Restricted funds				<u>24,966</u>	<u>21,583</u>
TOTAL FUNDS				<u>107,835</u>	<u>101,177</u>

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

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 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.

The notes form part of these financial statements

Balance Sheet - continued

31 December 2024

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements were approved by the Board of Trustees and authorised for issue on 28th September 2025 and were signed on its behalf by:



.....
Mr C Britton – Trustee (Chairman)



.....
Mr C Burrows – Trustee (Treasurer)

The notes form part of these financial statements

Notes to the Financial Statements
for the Year Ended 31 December 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.

The charitable company has taken advantage of the disclosure exemptions available to small entities under section 1A of FRS 102 and has not prepared a statement of cash flows.

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.

Debtors

Debtors are recognised at the settlement amount due, less any provision for non-recoverability.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds and can be measured reliably; they are stated at settlement amount.

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.

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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Going concern

The accounts have been prepared on a going concern basis as there are no material uncertainties about the charity's ability to continue as a going concern.

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

2. OTHER TRADING ACTIVITIES

	31.12.24	31.12.23
	£	£
Fundraising events	<u>13,053</u>	<u>3,912</u>

3. INVESTMENT INCOME

	31.12.24	31.12.23
	£	£
Deposit account interest	<u>2,818</u>	<u>1,643</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2024 nor for the year ended 31 December 2023.

5. STAFF COSTS

	31.12.24	31.12.23
	£	£
Wages and salaries	99,345	88,797
Social security costs	3,689	2,547
Other pension costs	<u>2,232</u>	<u>1,962</u>
	<u>105,266</u>	<u>93,306</u>

The average monthly number of employees during the year was as follows:

	31.12.24	31.12.23
Chaplain	1	1
Project staff	<u>3</u>	<u>3</u>
	<u>4</u>	<u>4</u>

No employees received emoluments in excess of £60,000.

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

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	51,275	27,640	78,915
Other trading activities	3,912	-	3,912
Investment income	<u>1,643</u>	<u>-</u>	<u>1,643</u>
Total	<u>56,830</u>	<u>27,640</u>	<u>84,470</u>
 EXPENDITURE ON			
Raising funds	463	-	463
 Charitable activities			
Street Angela	7,798	23,769	
Community Angels	25,207	24,500	49,707
Volunteer Chaplains	17,541	3,000	20,541
Support	<u>7,283</u>	<u>-</u>	<u>7,283</u>
Total	<u>58,292</u>	<u>51,269</u>	<u>109,561</u>
 NET INCOME/(EXPENDITURE)	(1,462)	(23,629)	(25,091)
 RECONCILIATION OF FUNDS			
Total funds brought forward	81,056	45,212	126,268
	<u> </u>	<u> </u>	<u> </u>
 TOTAL FUNDS CARRIED FORWARD	<u>79,594</u>	<u>21,583</u>	<u>101,177</u>

7. INDEPENDENT EXAMINATION FEES

	31.12.24 £	31.12.23 £
Independent Examiner's Fees	<u>870</u>	<u>800</u>

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

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.24	31.12.23
	£	£
Other debtors	926	490
Prepayments and accrued income	<u>1,471</u>	<u>3,039</u>
	<u><u>2,397</u></u>	<u><u>3,529</u></u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.24	31.12.23
	£	£
Other creditors	147	243
Deferred income	22,000	2,000
Accrued expenses	<u>902</u>	<u>969</u>
	<u><u>23,049</u></u>	<u><u>3,212</u></u>

10. MOVEMENT IN FUNDS

	At 1.1.24 £	Net movement in funds £	At 31.12.24 £
Unrestricted funds			
General fund	79,594	3,275	82,869
Restricted funds			
Street Angels	21,183	(9,217)	11,966
Community Angels	400	(400)	-
Volunteer Chaplains	-	13,000	13,000
General Equipment Grant	<u>-</u>	<u>-</u>	<u>-</u>
	<u>21,583</u>	<u>3,383</u>	<u>24,966</u>
TOTAL FUNDS	<u><u>101,177</u></u>	<u><u>6,658</u></u>	<u><u>107,835</u></u>

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

10. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	85,384	(82,109)	3,275
Restricted funds			
Street Angels	22,459	(31,676)	(9,217)
Community Angels	8,000	(8,400)	(400)
Volunteer Chaplains	13,000	-	13,000
General Equipment Grant	<u>2,972</u>	<u>(2,972)</u>	<u>-</u>
	<u>46,431</u>	<u>(43,048)</u>	<u>3,383</u>
TOTAL FUNDS	<u><u>131,815</u></u>	<u><u>(125,237)</u></u>	<u><u>6,658</u></u>

Comparatives for movement in funds

	At 1.1.23 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	81,056	(1,462)	79,594
Restricted funds			
Street Angels	36,962	(15,779)	21,183
Community Angels	5,250	(4,850)	400
Volunteer Chaplains	<u>3,000</u>	<u>(3,000)</u>	<u>-</u>
	<u>45,212</u>	<u>(23,269)</u>	<u>21,583</u>
TOTAL FUNDS	<u><u>126,268</u></u>	<u><u>(25,091)</u></u>	<u><u>101,537</u></u>

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

10. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	56,830	(58,292)	(1,462)
Restricted funds			
Street Angels	7,990	(23,769)	(15,779)
Community Angels	19,650	(24,500)	(4,850)
Volunteer Chaplains	-	(3,000)	(3,000)
	<u>27,640</u>	<u>(51,269)</u>	<u>(23,629)</u>
TOTAL FUNDS	<u>84,470</u>	<u>(109,561)</u>	<u>(25,091)</u>

Street Angels – Fund received specifically for running costs of the Street Angels project.

Community Angels - Fund received specifically for running costs of the Community Angels project.

Volunteer Chaplains - Fund received specifically for running costs of the Volunteer Chaplains project.

General Equipment Grant - Grant provided by Surrey County Council for various items of equipment not specifically for any project.

11. RELATED PARTY DISCLOSURES

There were no related party transactions requiring disclosure for the year ended 31 December 2024.

12. CHARTY STATUS

The charity is a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales.

Accounts

REGISTERED COMPANY NUMBER: 6639603 (England and Wales)
REGISTERED CHARITY NUMBER: 1126056

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 December 2023
for
Guildford Town Centre Chaplaincy



Contents of the Financial Statements
for the Year Ended 31 December 2023

	Page
Report of the Trustees	1 to 9
Independent Examiner's Report	10
Statement of Financial Activities	11
Balance Sheet	12 to 13
Notes to the Financial Statements	14 to 20

Report of the Trustees
for the Year Ended 31 December 2023

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 December 2023. 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

Values, Activities, and Ways of Working

The values of Guildford Town Centre Chaplaincy were established in 2008 when the charity was set up. These remain unchanged although are periodically reviewed. Our values are:

- Selfless and non-judgemental
- Excellence and professionalism
- Integrity and honesty
- Collaboration and adding value

The Volunteer Pack documents the Chaplaincy's Roles and Values, Code of Conduct, Police Protocol, Health & Safety and Safeguarding as major topics. In addition, other procedures and policies are in place regarding the functioning and operation of the Chaplaincy.

New volunteers for all our projects have continued to be recruited, trained and mobilised, such that the Chaplaincy has been able to replace the inevitable loss of some volunteers throughout the year.

The Chaplaincy records and monitors the interactions between volunteers and members of the public and receives regular feedback as to their impact. Weekly reports also enable the Chaplaincy to gauge the effectiveness of its operations and provide a valuable source of continuous learning and improvement for all its volunteers.

The Trustees regularly review how the Chaplaincy's projects might be enhanced and extended and further developed.

Report of the Trustees
for the Year Ended 31 December 2023

OBJECTIVES AND ACTIVITIES

Significant activities

Guildford Street Angels

This well-established Chaplaincy project organises volunteer Street Angels to help those in need, who have become vulnerable on a night out at the weekend in Guildford.

This work operates in collaboration with our night time colleagues, including the Emergency Services, benefitting the night time economy as a key factor in Guildford's Purple Flag accreditation. The project also contributes significantly to the safety of the public who use the night time economy in Guildford, which in turn takes pressure away from the Emergency Services, saving a certain amount of their resources.

A regular process of recruitment and training goes on each year. Our volunteers are a diverse and dedicated group, spanning a broad age range with some in their 20s and some in their 80s. Whilst not all volunteers are Christians, those that belong to a range of churches and denominations across Guildford and the surrounding areas.

Ongoing monitoring of the quality of the service takes place by the coordinator, in collaboration with the Chaplain, through supporting the volunteers in action and responding to feedback from the team reports and in collaboration with our night time colleagues, including PubWatch.

Community Angels

Community Angels was launched in January 2018 and is now a well-established part of GTCC.

It remains the only befriending project in Guildford supporting adults of all ages. Our vision is a community where nobody should feel lonely or isolated, where the strength of relationships means that everyone feels they are valued, supported and that they belong.

Community Angels aims to:

- Reduce loneliness and isolation;
- Build confidence and empower people;
- Increase a sense of belonging within the community; and
- Improve quality of life within our community.

A team of trained volunteers, supporting individuals on a one-to-one basis by meeting with them weekly over a six-month period. Befrienders visit clients in their homes, and support those who have the capacity to go out to engage with activities outside their home. Where appropriate, we encourage our clients to make new connections in the community, within the context of a supportive befriending relationship.

Referrals come from NHS Social Prescribing, Adult Social Care, GPs, mental health services, other local charities and members of the community. Clients typically face a complex mix of social, emotional, mental or physical issues. The majority of our referrals struggle with mental ill health in addition to their other needs.

Report of the Trustees
for the Year Ended 31 December 2023

OBJECTIVES AND ACTIVITIES

Volunteer Chaplains

The project places trained volunteer chaplains over a range of businesses and organisations in the town and community to support staff and members of the public. The chaplains bring a non-judgmental, confidential listening ear and a commitment to enhance wellness. They will pray with people if asked in the places they visit.

Public benefit

The Trustees recognise the duty imposed upon them by the Charities Act 2011, Section 17 and also the requirement to have due regard to the general guidance provided by the Charity Commission in connection with Public Benefit.

The Chaplaincy's chief objective is to help those in need in various settings in the town and to advance Christian support by means of a chaplaincy based within Guildford town centre and serving the local community. This is accomplished through three main initiatives: Street Angels, Community Angels and Volunteer Chaplains. The Street Angels operate every Friday and Saturday night and interact with members of the public who have become vulnerable for whatever reason. The Community Angels provide support and befriending to lonely people in their own homes seeking to help them connect with the wider community. The Volunteer Chaplains support those in need of a listening ear in a workplace setting, including GP surgeries.

Report of the Trustees
for the Year Ended 31 December 2023

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Street Angels

Our journey continues to be an embodiment of care, compassion and a positive presence in the town centre. All of this is down to our remarkable volunteers, who have become a crucial part of Guildford's night-time economy, either by supporting homeless people, those who are unwell or just simply offering a listening ear.

We were delighted to welcome new trained volunteers to our team at our Commissioning Service, bringing the total number of active Angels to 50 by the end of the year. Our friendly patrols are often joined by visitors who want to experience the late night services of our Street Angels, including Angela Richardson, MP for Guildford. She was so impressed that she highlighted our work in Parliament a few days later, recognising the significant positive contribution that all Street Angel projects make to their communities.

Many individuals and groups have helped us with shaking buckets on Guildford High Street, running quizzes, baking cakes and decorating Christmas trees! We are now more visible thanks to new orange baseball & beanie hats thanks to generous funding from Surrey County Council. We'd like to thank everyone who has supported the often-unglamorous work of our Street Angels.

Community Angels

Community Angels volunteers have had another busy year, delivering face-to-face befriending to adults of all ages in Guildford borough who are lonely or socially isolated. In 2023 the people we helped ranged in age from 21 to 102.

We trained 9 new Community Angels in 2023, taking the total number of volunteers to 45 at the end of 2023. Volunteer support is a priority for us, and our monthly volunteer drop-ins are well attended. We receive more referrals than we have the capacity to befriend and welcome enquiries from potential new volunteers. Thank you to all who have supported us this year, and above all to our caring and committed Community Angels.

Volunteer Chaplains

We have been really encouraged by the positive interest in Workplace Chaplaincy in a wide range of settings and in the 3 volunteers recruited during 2023, taking the total to 14 with the number of placements has increased to 7. Our volunteers are nonjudgmental and provide a caring, listening presence.

Since the successful placement of our first Chaplain in a GPs surgery in 2021, we were delighted to recruit our third volunteer GP chaplain in 2023. They offer appointments for anyone who needed someone to talk to, so freeing up GPs time. Feedback from GPs is that this service is exceptionally helpful and brings positive outcomes. We aspire to extend this service to further surgeries in the local area. We also have Chaplains serving in a diverse range of other settings, including a Women's Hostel, a Retirement Complex and with Surrey Police, all are very much in demand. We have introduced an informal prayer meeting at St. Mary's Church in Quarry Street, meeting at noon on the first Tuesday of every month. This offers GTCC supporters the opportunity to come together, encourage each other and to pray for GTCC and our town.

Report of the Trustees
for the Year Ended 31 December 2023

FINANCIAL REVIEW

Financial position

The Trustees set a budget for 2023 with a projected deficit of £32,300. This decision was taken to ensure there was sufficient funding to grow the recently established Volunteer Chaplains project, without having to cut funding to the other projects. The surplus of over £30,000 from the 2022 financial year was used to fund this deficit and avoided the reserves being reduced to an inadequate level.

The accounts show that the actual deficit for 2023 as £25,091. Which is considered a good result in the context of the budgeted deficit being over £7,000 higher. The primary reason for the results exceeding expectations was increased grant income. These are one-off grants obtained by making applications to grant making organisations and local government. The total fluctuates year to year, depending on the success of the applications. There was also a small reduction in the budgeted expenses due to a period at the start of the year where no Street Angels Project Coordinator was employed while awaiting a new appointment.

In 2024, a similar budget has been set by the Trustees projecting a deficit of £35,000. This is to avoid cuts to our core projects and provides a reasonable cost of living raise for staff. The budget assumes that income will be similar to the 2023 financial year and will again be underwritten by our reserves. However, the Trustees hope that income can be increased beyond this level to reduce the deficit and give confidence that this level of expenditure is sustainable.

The Trustees are deeply grateful to the many individuals who donated their time and money to the work of the Chaplaincy and hope that many more will support, financially and prayerfully, the board's vision for growth and development.

The reserves position of the charity remains strong with total reserves at the end of 2023 of £101,177. With £79,594 being unrestricted for general use and £21,583 being restricted, almost entirely to the Street Angels project. This equates to around 11 months of charity expenditure, which the Trustees deem to be more than sufficient.

Reserves policy

The Trustees aim to maintain adequate cash reserves to protect the Chaplaincy against short term changes in its financial circumstances and the uncertain timing in receipt of income. The approach taken has been to assess and quantify the financial risk to each separate funding stream to which has been added the budgeted shortfall for 2024 of £35,000. This policy requires Reserves totalling £95,000 at 31 December 2023. As outlined in the financial position above, this total was exceeded.

Report of the Trustees
for the Year Ended 31 December 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Guildford Town Centre Chaplaincy (GTCC) is a registered charity and a company limited by guarantee. It is governed by its articles of association which were revised and adopted by members on 8 December 2017.

The Board of Trustees generally meets at least four times a year with one of the meetings being an Awayday to review strategy. The aims and the direction of the Chaplaincy are established by the Trustees. The board delegates to relevant sub-committees certain areas of oversight. The current committees are for Fundraising & Communications; and Policies. A trustee is appointed to oversee each policy area. Financial oversight is by the Treasurer, with support from the Chair and a professional bookkeeper who maintains the day-to-day finances, including payroll.

The Trustees have delegated the Chaplaincy's day to day management to the Town Chaplain, the Treasurer and the Street Angels, Community Angels and Volunteer Chaplains Co-ordinators. Updated written reports and financial statements are prepared and presented at each board meeting.

Lady Toulson CBE, a former High Sheriff of Surrey, was the charity's first Patron in 2019 and stepped down when moving from the area in June 2022. The Board is extremely grateful for the contribution she made. In 2020 HM Lord-Lieutenant of Surrey Michael More-Molyneux became our second Patron, a role he continues to fill.

In 2020 Chris Britton, our Chair, was recognised with the award of the British Empire Medal in the Queen's Birthday honours for his work with the community and particularly young people.

The Town Chaplain oversees the running of the three GTCC projects, Street Angels, Community Angels and Volunteer Chaplains and the staff Team report directly to the Chaplain. Our staff team during 2023 comprised:

Chaplain Rev. Noelle Coe
Street Angels Project Coordinator Angela Gammage
Community Angels Project Coordinator Anne Thornton
Community Angels Project Support Assistant Susanna Hoar
Volunteer Chaplains Project Coordinator Susanna Hoar

TRUSTEE RECRUITMENT AND INDUCTION

Applications for new Trustees are normally invited from the local church community or more widely, and subject to suitability and interview are appointed after discussion, in their absence, at a board meeting. The board carries out an audit of the skills of the existing board members to identify the skills and skill gaps considered necessary to meet our ongoing vision and this helps inform decisions on appointing new Trustees.

During 2023, one Trustee resigned, Mike Gercke and two new Trustees were appointed, Chris Burrows and Toby Nicholls. The Board expressed its thanks to Mike Gercke for his considerable contribution as Treasurer since 2018.

Report of the Trustees
for the Year Ended 31 December 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT
RISK MANAGEMENT

The Trustees have assessed the major risks to which the Chaplaincy is exposed and are satisfied that systems are in place to manage exposure to the risks and to reflect changing circumstances. The Trustees categorise their main risks into two broad areas: financial and operational. In addition, the Trustees recognise the need to protect the Chaplaincy's good name and reputation from damage and undertake activities in an open and transparent way. It is important to the Trustees that its supporters and stakeholders continue to trust the Chaplaincy.

Financial risk - ensuring there are sufficient funds to meet the Chaplaincy's charitable objectives:

- There is careful monitoring through a system of financial reporting that compares actual results against budget and with reports to the board on a quarterly basis.
- The Chaplaincy has no financial instrument borrowings and its investment and reserves policies are set to manage risks and ensure there is adequate liquidity to meet liabilities as they arise, including all regular commitments such as salaries and office rent etc.
- Credit risk on amounts owed in respect of incoming resources is low.

Operational risk - risks caused by failures in operational processes including areas such as data protection, health and safety, safeguarding, volunteer recruitment and fundraising:

- Policies, procedures and governance structures have been established to monitor and mitigate operational risks such as health and safety, data protection, safeguarding and major incidents. A board committee carries out a programmed review of all policies and update of the risk register at least once a year.
- Training is delivered to volunteers in key areas to ensure compliance with procedures, together with regular volunteer feedback.
- Data protection policies have been updated in the light of the General Data Protection Regulations and are subject to periodic review.

Report of the Trustees
for the Year Ended 31 December 2023

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

6639603 (England and Wales)

Registered Charity number

1126056

Registered office

23 Waterden Road
Guildford
Surrey, GU1 2AZ

Trustees

Mr C R Britton BEM	- Chairman	
Mr W N Campion-Smith		
Ms R L L Cheah		
Ms C P Clutton		
Ms L M E Kenyon		
Rev R M Pierce		
Mr E M Varley		
Rev A C Wheeler		
Mr C J Burrows	- Treasurer	- Appointed 18 July 2023
Mr T Nicholls		- Appointed 16 May 2023
Mr M D Gercke		- Resigned 6 October 2023

Independent Examiner

Independent Examiners Ltd
2 Broadbridge Business Centre
Delling Lane
Bosham
PO18 8NF

Bankers

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
ME19 4JQ

Patrons

HM Lord-Lieutenant of Surrey Michael More-Molyneux

Town Chaplain

Rev N Coe

Report of the Trustees
for the Year Ended 31 December 2023

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Guildford Town Centre Chaplaincy for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on 17/9/24..... and signed on its behalf by:

.....


Mr C Britton – Trustee (Chairman)

Independent Examiner's Report to the Trustees of
Guildford Town Centre Chaplaincy

Independent examiner's report to the trustees of Guildford Town Centre Chaplaincy ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2023.

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.

Zita Derbak

Zita Derbak
Independent Examiners Ltd 2
Broad bridge Business Centre
Delling Lane
Bosham
PO18 8NF

Date: 18.09.2024

Guildford Town Centre Chaplaincy**Statement of Financial Activities
for the Year Ended 31 December 2023**

	Notes	Unrestricted fund £	Restricted funds £	31.12.23 Total funds £	31.12.22 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		51,275	27,640	78,915	121,815
Other trading activities	2	3,912	-	3,912	8,579
Investment income	3	<u>1,643</u>	<u>-</u>	<u>1,643</u>	<u>362</u>
Total		<u>56,830</u>	<u>27,640</u>	<u>84,470</u>	<u>130,756</u>
EXPENDITURE ON					
Raising funds		463	-	463	-
Charitable activities					
Street Angels		7,798	23,769	31,567	31,260
Community Angels		25,207	24,500	49,707	44,008
Volunteer Chaplains		17,541	3,000	20,541	18,195
Support		<u>7,283</u>	<u>-</u>	<u>7,283</u>	<u>7,179</u>
Total		<u>58,292</u>	<u>51,269</u>	<u>109,561</u>	<u>100,642</u>
NET INCOME/(EXPENDITURE)		(1,462)	(23,629)	(25,091)	30,114
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>81,056</u>	<u>45,212</u>	<u>126,268</u>	<u>96,154</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>79,594</u></u>	<u><u>21,583</u></u>	<u><u>101,177</u></u>	<u><u>126,268</u></u>

The notes form part of these financial statements

Balance Sheet
31 December 2023

	Notes	Unrestricted fund £	Restricted funds £	31.12.23 Total funds £	31.12.22 Total funds £
CURRENT ASSETS					
Debtors	8	3,529	-	3,529	4,774
Cash at bank		<u>79,277</u>	<u>21,583</u>	<u>100,860</u>	<u>123,005</u>
		82,806	21,583	104,389	127,779
CREDITORS					
Amounts falling due within one year	9	(3,212)	-	(3,212)	(1,511)
		<u>79,594</u>	<u>21,583</u>	<u>101,177</u>	<u>126,268</u>
NET CURRENT ASSETS					
		<u>79,594</u>	<u>21,583</u>	<u>101,177</u>	<u>126,268</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>79,594</u>	<u>21,583</u>	<u>101,177</u>	<u>126,268</u>
NET ASSETS					
		<u>79,594</u>	<u>21,583</u>	<u>101,177</u>	<u>126,268</u>
FUNDS	10				
Unrestricted funds				79,594	81,056
Restricted funds				<u>21,583</u>	<u>45,212</u>
TOTAL FUNDS				<u>101,177</u>	<u>126,268</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2023 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.

The notes form part of these financial statements

Balance Sheet - continued

31 December 2023

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements were approved by the Board of Trustees and authorised for issue on 17/9/24.....
and were signed on its behalf by:



.....
Mr C Britton – Trustee (Chairman)



.....
Mr C Burrows – Trustee (Treasurer)

The notes form part of these financial statements

Notes to the Financial Statements
for the Year Ended 31 December 2023

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.

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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Going concern

The accounts have been prepared on a going concern basis as there are no material uncertainties about the charity's ability to continue as a going concern.

Notes to the Financial Statements - continued
for the Year Ended 31 December 2023

2. OTHER TRADING ACTIVITIES

	31.12.23	31.12.22
	£	£
Fundraising events	<u>3,912</u>	<u>8,579</u>

3. INVESTMENT INCOME

	31.12.23	31.12.22
	£	£
Deposit account interest	<u>1,643</u>	<u>362</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2023 nor for the year ended 31 December 2022.

5. STAFF COSTS

	31.12.23	31.12.22
	£	£
Wages and salaries	88,797	82,684
Social security costs	2,547	1,373
Other pension costs	<u>1,962</u>	<u>1,727</u>
	<u>93,306</u>	<u>85,784</u>

The average monthly number of employees during the year was as follows:

	31.12.23	31.12.22
Chaplain	1	1
Project staff	<u>3</u>	<u>3</u>
	<u>4</u>	<u>4</u>

No employees received emoluments in excess of £60,000.

Notes to the Financial Statements - continued
for the Year Ended 31 December 2023

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	67,885	53,930	121,815
Other trading activities	8,579	-	8,579
Investment income	362	-	362
Total	<u>76,826</u>	<u>53,930</u>	<u>130,756</u>
EXPENDITURE ON			
Charitable activities			
Street Angels	24,125	7,135	31,260
Community Angels	32,333	11,675	44,008
Volunteer Chaplains	17,417	778	18,195
Support	7,179	-	7,179
Total	<u>81,054</u>	<u>19,588</u>	<u>100,642</u>
NET INCOME/(EXPENDITURE)	(4,228)	34,342	30,114
RECONCILIATION OF FUNDS			
Total funds brought forward	85,284	10,870	96,154
TOTAL FUNDS CARRIED FORWARD	<u>81,056</u>	<u>45,212</u>	<u>126,268</u>

7. INDEPENDENT EXAMINATION FEES

	31.12.23 £	31.12.22 £
Independent Examiner's Fees	<u>800</u>	<u>800</u>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2023

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23	31.12.22
	£	£
Other debtors	490	1,840
Prepayments and accrued income	<u>3,039</u>	<u>2,934</u>
	<u>3,529</u>	<u>4,774</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23	31.12.22
	£	£
Other creditors	243	711
Deferred income	2,000	-
Accrued expenses	<u>969</u>	<u>800</u>
	<u>3,212</u>	<u>1,511</u>

10. MOVEMENT IN FUNDS

	At 1.1.23 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	81,056	(1,462)	79,594
Restricted funds			
Street Angels	36,962	(15,779)	21,183
Community Angels	5,250	(4,850)	400
Volunteer Chaplains	<u>3,000</u>	<u>(3,000)</u>	<u>-</u>
	<u>45,212</u>	<u>(23,629)</u>	<u>21,583</u>
TOTAL FUNDS	<u>126,268</u>	<u>(25,091)</u>	<u>101,177</u>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2023

10. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	56,830	(58,292)	(1,462)
Restricted funds			
Street Angels	7,990	(23,769)	(15,779)
Community Angels	19,650	(24,500)	(4,850)
Volunteer Chaplains	-	(3,000)	(3,000)
	<u>27,640</u>	<u>(51,269)</u>	<u>(23,629)</u>
TOTAL FUNDS	<u>84,470</u>	<u>(109,561)</u>	<u>(25,091)</u>

Comparatives for movement in funds

	At 1.1.22 £	Net movement in funds £	At 31.12.22 £
Unrestricted funds			
General fund	85,284	(4,228)	81,056
Restricted funds			
Street Angels	4,767	32,195	36,962
Community Angels	5,625	(375)	5,250
Volunteer Chaplains	478	2,522	3,000
	<u>10,870</u>	<u>34,342</u>	<u>45,212</u>
TOTAL FUNDS	<u>96,154</u>	<u>30,114</u>	<u>126,268</u>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2023

10. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	76,826	(81,054)	(4,228)
Restricted funds			
Street Angels	39,330	(7,135)	32,195
Community Angels	11,300	(11,675)	(375)
Volunteer Chaplains	<u>3,300</u>	<u>(778)</u>	<u>2,522</u>
	<u>53,930</u>	<u>(19,588)</u>	<u>34,342</u>
TOTAL FUNDS	<u><u>130,756</u></u>	<u><u>(100,642)</u></u>	<u><u>30,114</u></u>

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

	At 1.1.22 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	85,284	(5,690)	79,594
Restricted funds			
Street Angels	4,767	16,416	21,183
Community Angels	5,625	(5,225)	400
Volunteer Chaplains	<u>478</u>	<u>(478)</u>	<u>-</u>
	<u>10,870</u>	<u>10,713</u>	<u>21,583</u>
TOTAL FUNDS	<u><u>96,154</u></u>	<u><u>5,023</u></u>	<u><u>101,177</u></u>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2023

10. 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	133,656	(139,346)	(5,690)
Restricted funds			
Street Angels	47,320	(30,904)	16,416
Community Angels	30,950	(36,175)	(5,225)
Volunteer Chaplains	<u>3,300</u>	<u>(3,778)</u>	<u>(478)</u>
	<u>81,570</u>	<u>(70,857)</u>	<u>10,713</u>
TOTAL FUNDS	<u><u>215,226</u></u>	<u><u>(210,203)</u></u>	<u><u>5,023</u></u>

Street Angels – Fund received specifically for running costs of the Street Angels project.

Community Angels - Fund received specifically for running costs of the Community Angels project.

Volunteer Chaplains - Fund received specifically for running costs of the Volunteer Chaplains project.

11. RELATED PARTY DISCLOSURES

There were no related party transactions requiring disclosure for the year ended 31 December 2023.

12. CHARTY STATUS

The charity is a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales.

Accounts

Charity Registration Number **1126056**

Company Registration Number **6639603**



Guildford Town Centre Chaplaincy

Company Limited by Guarantee

UNAUDITED FINANCIAL STATEMENTS
for the year ended 31st December 2022



Guildford Town Centre Chaplaincy

CONTENTS PAGE

	PAGE
Report of the Trustees	1 -12
Independent Examiner's Report to the Trustees	13
Statement of Financial Activities (including Income and Expenditure Account)	14
Statement of Financial Position	15
Notes to the Financial Statements	16-26

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2022

The Trustees, who are also the Directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31st December 2022.

LEGAL AND ADMINISTRATIVE INFORMATION

Registered charity name	Guildford Town Centre Chaplaincy
Charity registration number	1126056
Company registration number	6639603
Principal & Registered Office	23 Waterden Road, Guildford, GU1 2AZ

THE TRUSTEES

Mr C Britton BEM	Chairman
Mr W N Campion-Smith	
Ms RLL Cheah	
Ms C Clutton	
Mr M D Gercke	Hon Treasurer
The late Mr AJE Hodges	Died 12 April 2022
Ms L M E Kenyon	
Rev RM Pierce	
Mr E Varley	
Rev A C Wheeler	

PATRONS

Lady Toulson CBE DL	Retired 25 June 2022
HM Lord-Lieutenant of Surrey Michael More-Molyneux	

TOWN CHAPLAIN

Rev N Coe

INDEPENDENT EXAMINER

Independent Examiners Limited, 2 Broadbridge Business Centre, Delling Lane, Bosham, PO18 8NF

BANKERS

CAF Bank Ltd
25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Guildford Town Centre Chaplaincy (GTCC) is a registered charity and a company limited by guarantee. It is governed by its articles of association which were revised and adopted by members on 8 December 2017.

The Board of Trustees generally meets at least four times a year with one of the meetings being an Awayday to review strategy. The aims and the direction of the Chaplaincy are established by the Trustees. The board delegates to relevant sub-committees certain areas of oversight. The current committees are for Fundraising & Communications; and Policies. A trustee is appointed to oversee each policy area. Financial oversight is by the Treasurer, with support from the Chair and a professional bookkeeper who maintains the day-to-day finances, including payroll.

The Trustees have delegated the Chaplaincy's day to day management to the Town Chaplain, the Treasurer and the Street Angels, Community Angels and Volunteer Chaplains Co-ordinators. Updated written reports and financial statements are prepared and presented at each board meeting.

Lady Toulson CBE, a former High Sheriff of Surrey, was the charity's first Patron in 2019 and stepped down when moving from the area in June 2022. The Board is extremely grateful for the contribution she made. In 2020 HM Lord-Lieutenant of Surrey Michael More-Molyneux became our second Patron, a role he continues to fill.

In 2020 Chris Britton, our Chair, was recognised with the award of the British Empire Medal in the Queen's Birthday honours for his work with the community and particularly young people.

The Town Chaplain oversees the running of the three GTCC projects, Street Angels, Community Angels and Volunteer Chaplains and the staff Team report directly to the Chaplain. Our staff team during 2022 comprised:

Chaplain	Rev. Noelle Coe
Street Angels Project Coordinator	Ben Pitt
Community Angels Project Coordinator	Anne Thornton
Community Angels Project Support Assistant	Susanna Hoar
Volunteer Chaplains Project Coordinator	Susanna Hoar

Ben Pitt has since ceased to be an employee having moved away. He has been replaced by Angela Gammage who we welcome to the team.

TRUSTEE RECRUITMENT AND INDUCTION

Applications for new Trustees are normally invited from the local church community or more widely, and subject to suitability and interview are appointed after discussion, in their absence, at a board

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2022

meeting. The board carries out an audit of the skills of the existing board members to identify the skills and skill gaps considered necessary to meet our ongoing vision.

PUBLIC BENEFIT

The Chaplaincy's chief objective is to help those in need in various settings in the town and to advance Christian support by means of a chaplaincy based within Guildford town centre and serving the local community. This is accomplished through three main initiatives: Street Angels, Community Angels and Volunteer Chaplains. The Street Angels operate every Friday and Saturday night and interact with members of the public who have become vulnerable for whatever reason. The Community Angels provide support and befriending to lonely people in their own homes seeking to help them connect with the wider community. The Volunteer Chaplains support those in need of a listening ear in a workplace setting, including GP surgeries.

RISK MANAGEMENT

The Trustees have assessed the major risks to which the Chaplaincy is exposed and are satisfied that systems are in place to manage exposure to the risks and to reflect changing circumstances. The Trustees categorise their main risks into two broad areas: financial and operational. In addition, the Trustees recognise the need to protect the Chaplaincy's good name and reputation from damage and undertake activities in an open and transparent way. It is important to the Trustees that its supporters and stakeholders continue to trust the Chaplaincy.

Financial risk -ensuring there are sufficient funds to meet the Chaplaincy's charitable objectives:

- There is careful monitoring through a system of financial reporting that compares actual results against budget and with reports to the board on a quarterly basis.
- The Chaplaincy has no financial instrument borrowings and its investment and reserves policies are set to manage risks and ensure there is adequate liquidity to meet liabilities as they arise, including all regular commitments such as salaries and office rent etc.
- Credit risk on amounts owed in respect of incoming resources is low.

Operational risk - risks caused by failures in operational processes including areas such as data protection, health and safety, safeguarding, volunteer recruitment and fundraising:

- Policies, procedures and governance structures have been established to monitor and mitigate operational risks such as health and safety, data protection, safeguarding and major incidents. A board committee carries out a programmed review of all policies and update of the risk register at least once a year.
- Training is delivered to volunteers in key areas to ensure compliance with procedures, together with regular volunteer feedback.
- Data protection policies have been updated in the light of the General Data Protection Regulations and are subject to periodic review.
-

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2022

- When Street Angels operations resumed after the initial pandemic lockdown, a Covid risk assessment was carried out, with the help of an experienced NHS practitioner. New procedures including appropriate PPE were put in place for the safety of volunteers and members of the public who we would be encountering. As the pandemic situation evolved our response has been kept under continuous review, with relaxations as appropriate in line with national guidelines and best practice.

VALUES, ACTIVITIES & WAYS OF WORKING

The values of Guildford Town Centre Chaplaincy were established in 2008 when the charity was set up. These remain unchanged although are periodically reviewed. Our values are:

- Selfless and non-judgemental
- Excellence and professionalism
- Integrity and honesty
- Collaboration and adding value

The Volunteer Pack documents the Chaplaincy's Roles and Values, Code of Conduct, Police Protocol, Health & Safety and Safeguarding as major topics. In addition, other procedures and policies are in place regarding the functioning and operation of the Chaplaincy.

New volunteers for all our projects have continued to be recruited, trained and mobilised, such that the Chaplaincy has been able to replace the inevitable loss of some volunteers throughout the year.

The Chaplaincy records and monitors the interactions between volunteers and members of the public and receives regular feedback as to their impact. Weekly reports also enable the Chaplaincy to gauge the effectiveness of its operations and provide a valuable source of continuous learning and improvement for all its volunteers.

The Trustees regularly review how the Chaplaincy's projects might be enhanced and extended and further developed. In the past year the Trustees have invested in the expansion of the Volunteer chaplains project.

TOWN CHAPLAIN

The Chaplain Rev Noelle Coe, maintains contact with the wider community and receives positive comments both formally and informally. The Police, Police Crime Commissioner, Local Authority, Pub Watch, homeless agencies, Riverside, Experience Guildford, NHS clinical commissioning group, GP practices, Guildford Borough Council, Surrey County Council, churches and business leaders all recognise the effectiveness of the Chaplaincy's projects in the day and night-time economy. During 2022 these relationships have been developed and strengthened especially on emerging from the covid pandemic. A particular new link is with the 'Real Change', an initiative in Guildford to combat homelessness. Noelle has recently been elected Chair of Guildford Business Forum. This last year the chaplain has headed up the joint churches Good Friday Walk of Witness on Guildford high Street and

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2022

regularly attends meetings such as JAG(Guildford Joint Action Group) Pub Watch, CofE deanery clergy meetings, Real Change, and Joint Christian leaders' meetings.

The chaplain has visited churches and businesses to encourage positive relationships. Also spending time with people on a one to one basis who may need support or a safe listening ear.

The chaplain oversees the three chaplaincy projects as well as being the safeguarding lead. She takes a lead with staff and volunteer training, ensuring they are well equipped and supported in their different roles.

Last year the chaplaincy expanded and a member of staff was employed for two more days a week. This was to oversee the expansion of Volunteer Chaplains. A steering group was also put in place along with supervisors to debrief and support volunteers.

At the end of December, the Street Angel coordinator moved away and following recruitment we are pleased that Angela Gammage joined as the new coordinator in March 2023.

The Chaplain also takes an active role in fundraising and outreach initiatives.

During covid volunteer numbers dropped and this is an area that the Chaplain is particularly targeting to redress the balance, especially as the work is expanding.

Volunteer chaplains

We currently have ten Volunteer Chaplains who support staff and members of the public over a range of businesses and organisations in the town and community, including three who have a role of providing supervisory support for the team. The chaplains bring a non-judgmental, confidential listening ear and a commitment to enhance wellness. They will pray with people if asked in the places they visit.

Volunteer Chaplains now have a project coordinator working two days a week. The coordinator has been looking at ways of building the community of volunteers, establishing supervision for all volunteers, ensuring regular reporting to help with future funding and exploring new placements for future chaplains.

Our second GP chaplaincy started at Dapdune House Surgery in July 2022, and a third commenced in February 2023 at Stoughton road surgery with a new volunteer found for the role. A retired GP continues to assist in establishing the GP chaplaincies and also providing support for the GP chaplains. Two new volunteers were recruited in 2022 and are visiting The Clockhouse, a development of self-contained retirement flats, every fortnight, receiving a warm welcome from residents and staff. We are seeing the benefits of chaplains working in pairs and we will look to use this model as we seek to find placements and increase our public presence in our community. A second chaplain has joined the team of chaplains with Surrey and Sussex police and after completing the lengthy security checks is making weekly visits at Mount Browne. Stagecoach Buses have expressed an interest in having a chaplain and we are looking for a suitable volunteer. We are

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2022

looking to create and facilitate parenting listening courses at parent and toddler groups and the coordinator is also having meetings to explore a placement at the Magistrates' Court.

As part of creating more opportunities for supporting the volunteers, in addition to the termly social gatherings, a cross chaplaincy monthly prayer service recently commenced at St Mary's church.

Rev Andy Wheeler(trustee) continues to support the project and Rev Paul Morris has met with the project coordinator in a mentor capacity.

Guildford Street Angels

This well-established Chaplaincy project organises volunteer Street Angels to help those in need, who have become vulnerable on a night out at the weekend in Guildford.

This work operates in collaboration with our night time colleagues, including the Emergency Services, benefitting the night time economy as a key factor in Guildford's Purple Flag accreditation. The project also contributes significantly to the safety of the public who use the night time economy in Guildford, which in turn takes pressure away from the Emergency Services, saving a certain amount of their resources.

A regular process of recruitment and training goes on each year, and this year there is greater need for new Street Angel volunteers.

Currently there are 48 Street Angel volunteers. In 2022 over 3500 individuals were assisted and the Street Angels picked up a similar number of bottles whilst on their regular patrols . Our volunteers are a diverse and dedicated group, spanning a broad age range with some in their 20s and some in their 80s. Whilst not all volunteers are Christians, those that are belong to a range of churches and denominations across Guildford and the surrounding areas.

Ongoing monitoring of the quality of the service takes place by the coordinator, in collaboration with the Chaplain, through supporting the volunteers in action and responding to feedback from the team reports and in collaboration with our night time colleagues, including PubWatch.

In 2022 the then coordinator continued the production of promotional videos for churches and our website, outlining the work of the Chaplaincy across its three projects as well as a more focused video describing the work of the Street Angels. The coordinator has also been strengthening the meaningful relationships held with our local partners which was affirmed in late 2022 when he received an award for 'Outstanding Contribution to Guildford Nightlife' at the Best Bar None Awards.

Community Angels

Community Angels was launched in January 2018 and is now a well-established part of GTCC.

It remains the only befriending project in Guildford supporting adults of all ages. Our vision is a community where nobody should feel lonely or isolated, where the strength of relationships means that everyone feels they are valued, supported and that they belong.

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2022

Community Angels aims to:

- Reduce loneliness and isolation;
- Build confidence and empower people;
- Increase a sense of belonging within the community; and
- Improve quality of life within our community.

During 2022 we worked with a team of 42 trained volunteers, supporting individuals on a one-to-one basis by meeting with them weekly over a six-month period. All of our volunteers befriend in person, except for one, who exclusively offers telephone befriending. Befrienders visit clients in their homes, and support those who have the capacity to go out to engage with activities outside their home. Where appropriate, we encourage our clients to make new connections in the community, within the context of a supportive befriending relationship.

Referrals come from NHS Social Prescribing, Adult Social Care, GPs, mental health services, other local charities and members of the community, and in 2022 ranged in age from 18 to 100. Clients typically face a complex mix of social, emotional, mental or physical issues. The majority of our referrals struggle with mental ill health in addition to their other needs.

Our Community Angels 'Hub' at St Saviour's Church has continued throughout 2022. This group of volunteers are also members of St Saviour's and are matched with clients in central Guildford. Community Angels works alongside other projects in the church, such as the "Meals for You" programme, and the Hub volunteers form a peer-support group, enriching relationships within the church as well as between the church and the local community.

Volunteer support is a priority for Community Angels. In 2022 we ran three induction training courses (2 x half days) for new volunteers and held a well-attended 'listening workshop.' Throughout the year we held monthly volunteer drop-in sessions at the Open Grounds community café at Guildford Baptist Church. These are an excellent way for staff to get to know our volunteers better, leading to the best possible client-volunteer matches; for staff to have supportive conversations with volunteers; and for volunteers to feel part of the Chaplaincy community, building commitment to the project.

STRATEGIC REPORT – ACHIEVEMENTS AND PERFORMANCE

THE PROJECTS

Volunteer chaplains

2022 has been an encouraging year for Volunteer chaplains. Our project coordinator started work in the new role in April. There is a general openness and positivity in response to the idea of chaplaincy and the number of placements is limited only by lack of availability of new volunteers.

There is an enthusiasm for GP chaplaincies as we have now set up our third with the help of a retired GP. We have provided a new police chaplain and trained two new volunteers to support residents

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2022

and staff at the Clockhouse (retirement housing complex). We have a new promotional video for the project which will be used in local churches this year to raise awareness of the project and the need for new volunteers.

A Trustee continues to provide encouragement and support to the project, a monthly prayer meeting started in February 2023 and structured supervision is being introduced so it is available to all volunteers.

Street Angels

Street Angels usually operate throughout the year, every Friday and Saturday night, and additionally on other special occasions, and in support of local events where needed.

In the wake of the pandemic, 2022 still saw turbulent times with a significant rise in encounters with members of the public who were experiencing challenges to their mental health, and the Street Angels volunteers continue to work in partnership with the venues who are now receiving welfare training, and appointing Welfare Champions in a joint effort to support the public and provide for their safety.

We are grateful to all our volunteers for their dedication and support of the Street Angels project, and were thrilled to welcome more volunteers into the Street Angels team in November 2022 at our annual commissioning service.

Community Angels

During 2022, Community Angels received 110 referrals and supported 75 clients. A further 22 clients had been assessed and were waiting for a match. Our referrals all receive an in-person assessment in their home and people continue to remark that they are very grateful for this opportunity to see another person face-to-face, as so many services now engage virtually.

As a project we have excellent volunteer retention, but inevitably do lose some volunteers due to changes in their circumstances, and over 2022 several volunteers needed to take a break of up to six months, but then come back to us. We are very keen to engage further volunteers, but have had limited success in our recruitment this year. Volunteer numbers do limit our capacity and we would like to be able to provide a faster turnaround for many more of our referrals.

During 2022, we have supported clients to make social connections, including with neighbours; access community support (Citizens Advice, Guildford Hive, community transport, foodbank, meals delivery, community learning centre) and access activities (knitting group, craft group, walking for health groups). We have supported clients through challenging life circumstances (bereavement, stroke rehabilitation, addiction, post-attack trauma, adjusting to life-changing diagnoses, isolation as a carer, living in debt/on low income); helped people to improve their living conditions, engage in physical activity and leave their home without a family member, and have acted as an early warning system by raising awareness where needs are not being met.

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2022

We are extremely grateful to our volunteers for their time, energy and commitment, and to everyone who has supported Community Angels in 2022.

FUNDRAISING & COMMUNICATIONS

The Charity's Fundraising & Communications committee continue to meet quarterly to steer and deliver funding income through grant applications, organising events, developing external partnerships, and ensuring effective communication on behalf of the Chaplaincy as a whole.

The significant and the only regular income continues to be provided by generous gifts from supporting local Churches and individuals. We are thankful that this regular support has remained fairly constant against a background of growth, as we expand our projects and thus increase our operating costs.

The Charity continues to be increasingly reliant on grant funding and one-off events. The Chaplaincy would like to gratefully acknowledge the most generous grant funding support in 2022 from the following supporters: The Surrey Police and Crime Commissioner, Guildford Poyle Charities, The Borrows Charitable Trust, Orbis Buchanan Charitable Trust, The Community Foundation for Surrey, The Bishop of Guildford's Foundation, the University of Surrey, The Erica Leonard Trust, The Arnold Clark Community Fund, Surrey County Council, John Beane Charity, The Hospital of William Parson and Ecclesiastical Insurance. Our local community partners, Guildford Town Guides, and the Guildford Scottish Country Dancing group, have also supported us generously in 2022, and we were honoured to have been selected to be the Charity of the Year for Guildford Walkfest for the third year running.

The Chaplaincy was overwhelmed to receive an exceptional donation from Hankley Common Golf Club at the beginning of 2022, thanks to a long serving Street Angel volunteer who named us as his Men's Captains Charity of the Year. We extend our thanks to the members of the Golf Club who have supported this initiative so generously.

GTCC relies on volunteers for its fundraising income, to apply to funding bodies and to organise events. The main 2022 fundraising event was a well-attended quiz night held at St Mary's Church in Guildford, with the support of so many individuals giving time and skills for free. The dedication to the work of the Charity from Ben Pitt, Street Angel Coordinator, was extraordinary as he submitted to a full head shave during the evening to raise additional funds.

GTCC are particularly grateful for the help received from Guildford Walkfest in providing a tremendous opportunity for some 25 supporters to enjoy a sponsored walk in the Surrey Hills and raise a much needed £4,500 for the work of the charity. A committed team of cake bakers and welcomers hosted a summer fundraising tea bar at the beautiful St Martha's church, and a Christmas Tree festival, organised by supporters at the Guildford United Reformed Church, were also held during the year, for which the charity is most grateful.

GTCC was delighted to receive significant community awards in 2022 to add to our collection. Street Angels were proud to receive the "Best Service Providers" award at the Experience Guildford

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2022

Customer Service Awards ceremony held at the Yvonne Arnaud theatre. We congratulate our committed volunteers on this outstanding achievement. Our Street Angel co-ordinator, Ben Pitt, received the 'Outstanding Contribution to the Evening & Late Night Economy' award from Experience Guildford in recognition of the influence that he and GTCC volunteers have in keeping people safe in the town.

To keep supporters up to date with our activities, our informal in-house newsletter "Hark" was published in winter and summer, covering stories from our three projects. Following positive feedback the Charity produced its third Annual Review in 2022, again thanks to the generous sponsorship of Guildford based marketing company "Delivered Social", enabling us to communicate more effectively with our supporters and volunteers. Delivered Social have also supported the Charity by updating information leaflets for each of our projects. In 2022 the Charity produced new promotional videos to encourage recruitment of volunteers and raise awareness for our projects, which are available to view on our website.

FINANCIAL REVIEW

The Trustees generally seek to achieve a balanced result in each year, matching costs to income.

However in 2022 the Chaplaincy recorded a surplus of £30,114 (2021 deficit £5,371) compared to a budgeted deficit of £27,619. The principal reason giving rise to the much better than budgeted outcome was the success of a number of grant applications and a receipt of a generous legacy.

The key factor underpinning GTCC's financial viability continues to be the ongoing support of churches and individuals and grant making bodies without which the work could not continue.

The operating costs of the Chaplaincy, comprising the staff team and overheads of the Chaplaincy, are carefully controlled against a prudent budget.

The Trustees are deeply grateful to the many individuals who donated their time and money to the work of the Chaplaincy and hope that many more will support, financially and prayerfully, the board's vision for growth and development.

The Balance Sheet at 31st December 2022 shows GTCC remains in a strong financial position with Unrestricted Reserves of £81,056 and Restricted Funds of £45,212, the latter being grants and the legacy received to assist with project funding in 2023.

In these uncertain times a generous level of Reserves provides confidence to the Trustees to continue to invest and expand our services for which there is increasing demand.

Whilst the financial outcome has been very good in recent years the board anticipates that deficits will be incurred from time to time. In view of the excellent result in 2022 the board recognise that there is less need in 2023 to organise fundraising events so have set a 2023 budget for a deficit of £31.4k in order to return reserves to an appropriate level.

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2022

In summary the Trustees are confident that, providing the local churches and individuals commit to continuing to provide financial support, together with receipt of grants from organisations who have regularly supported us, the Chaplaincy will maintain adequate resources to continue and expand its ministry within Guildford.

RESERVES POLICY

The Trustees aim to maintain adequate cash reserves to protect the Chaplaincy against short term changes in its financial circumstances and the uncertain timing in receipt of income. The approach taken has been to assess and quantify the financial risk to each separate funding stream to which has been added the budgeted shortfall for 2023 of £31.4k. In order to allow the board sufficient opportunity to rectify any shortfalls in funding and to avoid the need for painful staffing cost cutting, the board considers it prudent to hold sufficient additional reserves to cover a second year of similar financial risk exposure. This policy requires Reserves totalling £102k at 31 December 2022.

Actual Reserves (both Restricted & Unrestricted) at 31 December 2022 totalled £126k. As noted above to bring Reserves back to close to the required level the Chaplaincy has set a reduced income budget for 2023.

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The Trustees (who are the directors of the company) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the Chaplaincy and of incoming resources and application of resources, including income and expenditure, of the Chaplaincy for that year. In preparing these financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Chaplaincy's transactions and disclose with reasonable accuracy at any time the financial position of the Chaplaincy and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Chaplaincy and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2022

The report has been prepared in accordance with the Accounting and Reporting by Charities; Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard 102 update bulletin 1. The Trustees have taken advantage of the exemptions permitted by Section 1A. In preparing this report the Trustees have taken advantage of the small companies' exemptions provided by Section 415A of the Companies Act.

Approved by the Directors on: 20 April 2023

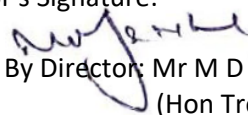
Director's Signature:

A handwritten signature in blue ink, appearing to read "C Britton".

Signed By Director: Mr C Britton
(Chairman)

Approved by the Directors on : 20 April 2023

Director's Signature:

A handwritten signature in blue ink, appearing to read "M D Gercke".

Signed By Director: Mr M D Gercke
(Hon Treasurer)

Guildford Town Centre Chaplaincy

INDEPENDENT EXAMINER'S REPORT

Report to the trustees/ members of Guildford Town Centre Chaplaincy on the accounts for the year ended 31st December 2022 set out on pages 14 to 26.

Respective Responsibilities of Trustees and Examiner

The Charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The trustees are satisfied that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the governing document or constitution of the Charity for the conducting of an audit. As a consequence, the trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the charity is not subject to audit, and is eligible for independent examination, it is my responsibility to: -

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

Basis of Independent Examiner's Statement

I conducted my examination in accordance with the General Directions given by the Charity Commissioners for England & Wales in relation to the conducting of an independent examination, referred to above. An independent examination includes a review of the accounting records kept by the Charity and of the accounting systems employed by the Charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of the Charities legislation and that the financial statements comply with the SORP, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the trustees in the course of the examination is not subjected to audit tests or enquiries, and consequently I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the independent examination are achieved and before finalising the report I obtain written assurances from the trustees of all material matters.

Independent Examiner's Statement

In the course of my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in, any material respect, the trustees requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of recommended Practice: Accounting and Reporting by Charities.

have not been met; or

2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Keith Richards
Independent Examiners Ltd
2 Broadbridge Business Centre,
Delling Lane,
Bosham, PO18 8NF



Guildford Town Centre Chaplaincy

Statement of Financial Activities

Year ended 31 December 2022

(Incorporating Income & Expenditure Account)

		Unrestricted Funds	Restricted Funds	2022 Total Funds	2021 Total Funds
	Note	£	£	£	£
Incoming Resources					
Donations, Grants & Other Income	4	76,464	53,930	130,394	84,330
Investment Income	5	362	0	362	52
Total income		76,826	53,930	130,756	84,382
Expenditure					
Expenditure on Charitable Activities	6,7	(81,054)	(19,588)	(100,642)	(89,753)
Total Expenditure		(81,054)	(19,588)	(100,642)	(89,753)
Net income and net movement in funds		(4,228)	34,342	30,114	(5,371)
Reconciliation of funds					
Total funds brought forward		85,284	10,870	96,154	101,525
Total funds carried forward		81,056	45,212	126,268	96,154

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

Guildford Town Centre Chaplaincy

Balance Sheet

As at 31st December 2022

		Unrestricted Funds	Restricted Funds	31/12/22 Total Funds	31/12/21 Total Funds
	Note	£	£	£	£
FIXED ASSETS					
Tangible assets	12	0	0	0	0
		0	0	0	0
CURRENT ASSETS					
Debtors	13	4,774	0	4,774	3,621
Cash and deposits		77,793	45,212	123,005	93,787
		82,567	45,212	127,779	97,408
CURRENT LIABILITIES					
Creditors: amounts falling due within one year	14	1,511	0	1,511	1,254
Net Current Assets		81,056	45,212	126,268	96,154
NET ASSETS					
		81,056	45,212	126,268	96,154
FUNDS OF THE CHARITY					
Total Charity Funds	16	81,056	45,212	126,268	96,154

Guildford Town Centre Chaplaincy

Directors' Responsibilities

The directors are satisfied that for the year ended on 31st December 2022 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no member or members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 13.

The directors acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts. The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), Charities SORP 2015 (FRS102) Update Bulletin 1, FRS102 Section 1A, and the Charities Act 2011 and the Companies Act 2006 and the Charities Act 2011.

The directors acknowledge their responsibility for ensuring that the company keeps proper accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit and loss for the 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 accounts, so far as applicable to the company.

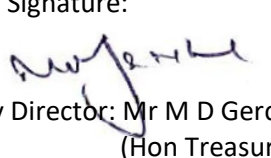
Approved by the Directors on: 20 April 2023 Approved by the Directors on: 20 April 2023

Director's Signature:

A handwritten signature in blue ink, appearing to read "C Britton".

Signed By Director: Mr C Britton
(Chairman)

Director's Signature:

A handwritten signature in blue ink, appearing to read "M D Gercke".

Signed By Director: Mr M D Gercke
(Hon Treasurer)

Guildford Town Centre Chaplaincy

Notes to the Financial Statements

31st December 2022

NOTES TO THE FINANCIAL STATEMENTS

1. GENERAL INFORMATION

The charity is a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 23 Waterden Road, Guildford, GU1 2AZ.

2. STATEMENT OF COMPLIANCE

The financial statements have been prepared in accordance with 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 (FRS102), Charities SORP 2015 (FRS102) Update Bulletin 1, FRS102 Section 1A, and the Charities Act 2011 and the Companies Act 2006 and the Charities Act 2011.

3. ACCOUNTING POLICIES

Basis of Preparation & Assessment of Going Concern

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) - (Charities SORP - FRS102) and the Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the entity and have been rounded to the nearest pound.

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

Going concern

The accounts have been prepared on a going concern basis as there are no material uncertainties about the Chaplaincy's ability to continue as a going concern.

Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees to further any of the charity's purposes.

Restricted funds are subject to restrictions on their expenditure declared by the donor.

Guildford Town Centre Chaplaincy

Notes to the Financial Statements (*Continued*)

31st December 2022

3. ACCOUNTING POLICIES (*Continued*)

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reasonably measured. The following policies are applied to particular categories of income:

- Income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable, and the amount can be measured reliably.
- Legacy income is recognised when receipt is probable and entitlement is established.
- Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- Income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes VAT which cannot be recovered and is classified under headings of the statement of financial activities to which it relates:

- Expenditure on raising funds includes the cost of fundraising activities, events, and non-charitable trading activities.
- Expenditure on charitable activities includes all costs incurred by the charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- Other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

Restricted Grant income is allocated to actual expenditure incurred in respect of the relevant project or where not possible to allocate to specific items of expenditure, is amortised in equal monthly instalments against the relevant project.

Guildford Town Centre Chaplaincy

Notes to the Financial Statements (*Continued*)

31st December 2022

3. ACCOUNTING POLICIES (*Continued*)

Resources expended (*Continued*)

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation

Individual fixed assets costing £1000 or more are capitalised at cost.

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment	33% straight line
-----------	-------------------

Financial instruments

A financial asset or a financial liability is recognised only when the Chaplaincy becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debtors

Trade and other debtors are recorded at settlement amount. Prepayments are valued at the amounts prepaid at balance sheet date.

Creditors

Trade and other creditors are recognised when the Chaplaincy has a present obligation resulting from past events and can be measured or estimated reliably. Creditors are recognised at their settlement amounts.

Guildford Town Centre Chaplaincy

Notes to the Financial Statements (*Continued*)

31st December 2022

3. ACCOUNTING POLICIES (*Continued*)

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related services, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

Guildford Town Centre Chaplaincy

Notes to the Financial Statements (*Continued*)

31st December 2022

4. DONATIONS, GRANTS AND OTHER INCOME

	Unrestricted Funds	Restricted Funds	Year Ended 31.12.22	Year Ended 31.12.21
			£	£
Churches	22,237	0	22,237	36,780
Individuals	16,570	31,130	47,700	16,082
Sponsored events, fundraising and sundry income	24,553	450	25,003	8,028
Gift Aid	3,979	0	3,979	3,480
Business donations	4,125	0	4,125	2,000
Other organisations(Grants)	5,000	22,350	27,350	17,960
	76,464	53,930	130,394	84,330

5. INVESTMENT INCOME

	Unrestricted Funds	Restricted Funds	Year Ended 31.12.22	Year Ended 31.12.21
			£	£
Interest received	362	0	362	52
	362	0	362	52

Guildford Town Centre Chaplaincy

Notes to the Financial Statements *(Continued)*

31st December 2022

6. EXPENDITURE ON CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Year Ended 31.12.22	Year Ended 31.12.21
Staff and volunteer costs (direct and indirect)	67,304	18,479	85,783	75,734
Recruitment and operation of Street Angels	3,195	509	3,704	3,223
Recruitment and operation of Community Angels	2,159	300	2,459	1,763
Recruitment and operation of Volunteer Chaplains	568	300	868	0
Recruitment and operation of Chaplaincy	649	0	649	1,253
Management and Administration	5,411	0	5,411	6,065
Governance & Professional	1,768	0	1,768	1,715
Total Expenditure	81,054	19,588	100,642	89,753

Guildford Town Centre Chaplaincy

7 EXPENDITURE ON CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Year Ended 31.12.22	Year Ended 31.12.21
	£	£
Staff and volunteer costs	85,783	75,734
Recruitment and operation of Street Angels	3,704	3,223
Recruitment and operation of Community Angels	2,459	1,763
Recruitment and operation of Volunteer Chaplains	868	0
Recruitment and operation of Chaplaincy	649	1,253
Management and administration	5,411	6,065
Governance	1,768	1,715
	100,642	89,753

8. NET INCOME

Net income is stated after charging:

	Year Ended 31.12.22	Year Ended 31.12.21
	£	£
Depreciation of tangible fixed assets	0	0

Guildford Town Centre Chaplaincy

Notes to the Financial Statements *(Continued)*

31st December 2022

9. INDEPENDENT EXAMINATION FEES

	Year Ended 31.12.22	Year Ended 31.12.21
	£	£
Fees payable to the Independent Examiner for:		
Independent examination of the financial statements	800	800

10. STAFF COSTS

The total staff costs and employee benefits for the reporting period are analysed as follows:

	Year Ended 31.12.22	Year Ended 31.12.21
	£	£
Salaries and wages	82,863	73,722
Social security costs	1,373	548
Employer contributions to pension plans	1,727	1,464
	85,783	75,734

The average number of employees during the year was 4 all but 1 is part time (2021: 4).

No employee received remuneration or benefits of more than £60,000 during 2022 or 2021.

Guildford Town Centre Chaplaincy

Notes to the Financial Statements (*Continued*)

31st December 2022

11. TRUSTEE REMUNERATION AND EXPENSES

The Trustees received no remuneration, expenses or other benefits from the Chaplaincy (2021 - £NIL)

The Trustees are entitled to have reasonable expenses properly incurred when acting on behalf of the charity reimbursed to them.

12. TANGIBLE FIXED ASSETS

There were no tangible assets held by the Chaplaincy during the year (2021: NIL)

13. DEBTORS

	Year Ended 31.12.22 £	Year Ended 31.12.21 £
General debtors including gift aid.	1,840	525
Prepayments and accrued income	2,934	3,096
	4,774	3,621

14. CREDITORS

	Year Ended 31.12.22 £	Year Ended 31.12.21 £
Creditors & Accruals	1,511	1,254
	1,511	1,254

15. PENSIONS AND OTHER POST RETIREMENT BENEFITS

Defined contribution plans

The amount recognised in income and expenditure as an expense in relation to defined contribution plans was £1,727 (2021- £1,464)

Guildford Town Centre Chaplaincy

Notes to the Financial Statements (*Continued*) 31st December 2022

16. ANALYSIS OF CHARITABLE FUNDS

	At 01.01.22 £	Income £	Expenditure £	At 31.12.22 £
General funds	85,284	76,826	81,054	81,056
Restricted funds:				
Street Angels	4,767	39,330	7,135	36,962
Community Angels	5,625	11,300	11,675	5,250
Volunteer Chaplains	478	3,300	778	3,000
	10,870	53,930	19,588	45,212
Total Funds	96,154	130,756	100,642	126,268

17. RELATED PARTIES

Control

Control of the Chaplaincy rests solely with the Trustees as disclosed in the Report of the Trustees.

Related Party Transactions

During the year the Chaplaincy received cash donations of £4,310 from Trustees (2021: £5,880). There were no other related party transactions that require to be reported upon.

Accounts

Charity Registration Number **1126056**

Company Registration Number **6639603**

Guildford Town Centre Chaplaincy
Company Limited by Guarantee

UNAUDITED FINANCIAL STATEMENTS
for the year ended 31st December 2021



Guildford Town Centre Chaplaincy

CONTENTS PAGE

	PAGE
Report of the Trustees	1 -12
Independent Examiner's Report to the Trustees	13
Statement of Financial Activities (including Income and Expenditure Account)	14
Statement of Financial Position	15
Notes to the Financial Statements	16-26

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2021

The Trustees, who are also the Directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31st December 2021.

LEGAL AND ADMINISTRATIVE INFORMATION

Registered charity name	Guildford Town Centre Chaplaincy
Charity registration number	1126056
Company registration number	6639603
Principal & Registered Office	23 Waterden Road, Guildford, GU1 2AZ

THE TRUSTEES

Mr C Britton BEM	Chairman
Mr W N Campion-Smith	
Ms RLL Cheah	
Ms C Clutton	
Mr M D Gercke	Hon Treasurer
Mr AJE Hodges	
Ms L M E Kenyon	
Rev RM Pierce	
Mr E Varley	
Rev A C Wheeler	

PATRONS

Lady Toulson CBE DL
HM Lord-Lieutenant of Surrey Michael More-Molyneux

TOWN CHAPLAIN

Rev N Coe

INDEPENDENT EXAMINER

Independent Examiners Limited, 2 Broadbridge Business Centre, Delling Lane, Bosham, PO18 8NF

BANKERS

CAF Bank Ltd
25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Guildford Town Centre Chaplaincy (GTCC) is a registered charity and a company limited by guarantee. It is governed by its articles of association which were revised and adopted by members on 8 December 2017.

The Board of Trustees generally meets at least four times a year with one of the meetings being an Awayday to review strategy. The aims and the direction of the Chaplaincy are established by the Trustees. The board delegates to relevant sub-committees certain areas of oversight. The current committees are for Fundraising & Communications; and Policies. A trustee is appointed to oversee each policy area.

The Trustees have delegated the Chaplaincy's day to day management to the Town Chaplain, the Treasurer and the Street Angels and Community Angels Co-ordinators. Updated written reports and financial statements are prepared and presented at each board meeting.

Lady Toulson CBE, a former High Sheriff of Surrey, became the charity's first Patron in 2019 and in 2020 HM Lord-Lieutenant of Surrey Michael More-Molyneux become our second Patron.

In 2021 Chris Britton, our Chair, was recognised with the award of the British Empire Medal in the Queen's Birthday honours for his work with the community and particularly young people.

The Town Chaplain oversees the running of the three GTCC projects, Street Angels, Community Angels and Volunteer Chaplains and the staff Team report directly to the Chaplain. Our staff team comprises:

Chaplain	Rev. Noelle Coe
Street Angels Project Coordinator	Ben Pitt
Community Angels Project Coordinator	Anne Thornton
Community Angels Project Support Assistant	Susanna Hoar

TRUSTEE RECRUITMENT AND INDUCTION

Applications for new Trustees are normally invited from the local church community or more widely, and subject to suitability and interview are appointed after discussion, in their absence, at a board meeting. The board carries out an audit of the skills of the existing board members to identify the skills and skill gaps considered necessary to meet our ongoing vision.

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2021

PUBLIC BENEFIT

The Chaplaincy's chief objective is to help those in need in various settings in the town and to advance Christian support by means of a chaplaincy based within Guildford town centre and serving the local community. This is accomplished through three main initiatives: Street Angels, Community Angels and Volunteer Chaplains. The Street Angels operate every Friday and Saturday night and interact with members of the public who have become vulnerable for whatever reason. The Community Angels provide support and befriending to lonely people in their own homes seeking to help them connect with the wider community. The Volunteer Chaplains visit employees in their place of work to offer support in times of crisis or need.

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2021

RISK MANAGEMENT

The Trustees have assessed the major risks to which the Chaplaincy is exposed and are satisfied that systems are in place to manage exposure to the risks and to reflect changing circumstances. The Trustees categorise their main risks into two broad areas: financial and operational. In addition, the Trustees recognise the need to protect the Chaplaincy's good name and reputation from damage and undertake activities in an open and transparent way. It is important to the Trustees that its supporters and stakeholders continue to trust the Chaplaincy.

Financial risk -ensuring there are sufficient funds to meet the Chaplaincy's charitable objectives:

- There is careful monitoring through a system of financial reporting that compares actual results against budget and with reports to the board on a quarterly basis. A new accounting system was implemented at the beginning of 2019 and this has enhanced financial control.
- The Chaplaincy has no financial instrument borrowings and its investment and reserves policies are set to manage risks and ensure there is adequate liquidity to meet liabilities as they arise, including all regular commitments such as salaries and office rent etc.
- Credit risk on amounts owed in respect of incoming resources is low.

Operational risk - risks caused by failures in operational processes including areas such as data protection, health and safety, safeguarding, volunteer recruitment and fundraising:

- Policies, procedures and governance structures have been established to monitor and mitigate operational risks such as health and safety, data protection, safeguarding and major incidents. A board committee carries out a programmed review of all policies and reviews and updates the risk register twice a year.
- Training is delivered to volunteers in key areas to ensure compliance with procedures, together with regular volunteer feedback
- Data protection policies have been updated in the light of the General Data Protection Regulations and are subject to periodic review.
- When Street Angels operations resumed after the initial pandemic lockdown, a Covid risk assessment was carried out, with the help of an experienced NHS practitioner. New procedures including appropriate PPE were put in place for the safety of volunteers and members of the public who we would be encountering. As the pandemic situation has evolved our response has been kept under continuous review.

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2021

VALUES, ACTIVITIES & WAYS OF WORKING

The values of Guildford Town Centre Chaplaincy were established in 2008 when the charity was set up. These remained unchanged although are periodically reviewed. Our values are:

- Selfless and non-judgemental
- Excellence and professionalism
- Integrity and honesty
- Collaboration and adding value

The Volunteer Pack documents the Chaplaincy's Roles and Values, Code of Conduct, Police Protocol, Health & Safety and Safeguarding as major topics. In addition, other procedures and policies are in place regarding the functioning and operation of the Chaplaincy.

New volunteers for all our projects have continued to be recruited, trained and mobilised, such that the Chaplaincy has been able to replace the inevitable loss of some volunteers throughout the year.

The Chaplaincy records and monitors the interactions between volunteers and members of the public and receives regular feedback as to their impact. Weekly reports also enable the Chaplaincy to gauge the effectiveness of its operations and provide a valuable source of continuous learning and improvement for all its volunteers.

The Trustees regularly review how the Chaplaincy's projects might be enhanced and extended and further developed. Whilst the pandemic slowed some of our plans the Trustees are keen to expand the Volunteer chaplains project and have undertaken some planning with the assistance of a retired clergy who led a hugely successful chaplaincy project in the Midlands.

TOWN CHAPLAIN

The Chaplain, Rev Noelle Coe, maintains contact with the wider community and receives regular positive comments both formally and informally from the Police, the Local Authority, Churches and business leaders in the town as to the effectiveness of the Chaplaincy's projects. During 2021 the Chaplain has endeavoured to maintain good relationships with other agencies and foster new ones. 'Real Change' (the new initiative in Guildford to combat homelessness), Guildford Pub Watch, the Surrey Police and Crime Commissioner, local NHS Clinical Commissioning Groups, two GP practices, Guildford Borough Council and Surrey County Council. The Covid pandemic still impacts face to face meetings but other means have maintained contact.

In April 2021 GTCC moved office from YMCA to Christ church on Waterden Road and Street Angels now permanently operate out of St Mary's church on Quarry Street.

Staff have needed to work from home and the office this year with the continuation of Covid. Carefully monitored face to face meetings have taken place. Throughout this challenging year the chaplaincy has continued well and even expanded.

In November after two years, we were able to hold a well-attended commissioning service at Millmead Baptist church with the mayor and other invited partners.

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2021

Building up our community of volunteers is an ongoing priority as we have lost a number over the time of pandemic.

Volunteer chaplains

There are currently ten volunteer chaplains who support staff and members of the public over a range of businesses and organisations in the town and community. The chaplains bring a non-judgmental, confidential listening ear and a commitment to enhance wellness. They will pray with people if asked in the places they visit.

The pandemic has been difficult for Volunteer chaplains as many work places have not welcomed footfall during this period.

The chaplaincy launched at Binscombe Surgery in 2021 is going well with a further GP chaplaincy about to start at Dapdune surgery. There are also other enquiries for further GP chaplains. We await a new borough commander to the fire station to be appointed pending which our current chaplain has stepped down. Stagecoach buses have expressed an interest in having a chaplain and a volunteer has been identified who would like to serve in the law courts.

Rev Andy Wheeler(trustee) is now linked with this work along with Rev Paul Morris who is interested in training and being an ambassador. Canon Angela Townsend is currently in talks with the chaplain about debriefing chaplains on a regular basis. She is a trained counselor.

Guildford Street Angels

This well-established Chaplaincy project organises volunteer Street Angels to help those in need, who have become vulnerable on a night out at the weekend in Guildford.

This work operates in collaboration with our night time colleagues, including the Emergency Services and the project contributes significantly to the safety of the public who use the night time economy in Guildford, which in turn takes pressure away from the Emergency Services, saving a certain amount of their resources.

A regular process of recruitment and training goes on each year. The pandemic has resulted in a reduction in the number of active volunteers in 2021 but they are again increasing following the recommencement of recruitment and training. Several new Angels were commissioned at our annual Commissioning service in November 2021.

Ongoing monitoring of the quality of the service takes place by the Coordinator, in collaboration with the Chaplain, through supporting the volunteers in action and responding to feedback from the team reports and in collaboration with our night time colleagues, including Pub Watch.

During first quarter of 2021 the service could not operate due to the second period of COVID lockdown. Work has continued to keep volunteers engaged and reaching out in support to Guildford in other ways.

The new coordinator who was appointed in late 2020 has produced a number of promotional videos for churches and our website, outlining the work of the Chaplaincy across its three projects as well as a more focused video describing the work of the Street Angels.

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2021

Community Angels

Community Angels was launched in January 2018 and is now a well-established part of GTCC.

This is currently the only befriending project in Guildford supporting adults of all ages. Our vision is a community where nobody should feel lonely or isolated, where the strength of relationships means that everyone feels they are valued and supported and that they belong.

Community Angels aims to:

- Reduce loneliness and isolation;
- Build confidence and empower people;
- Increase a sense of belonging within the community; and
- Improve quality of life within our community.

We have a team of 50 trained volunteers who support individuals on a one-to-one basis, meeting with them weekly over a six month period. We aim, where appropriate, to encourage our clients to make new connections in the community, within the context of a supportive befriending relationship. Until the Covid pandemic, all our befriending took place in person, with befrienders visiting clients in their homes, and supporting those with the capacity to go out to engage with activities outside their home. When COVID restrictions rendered face-to-face meeting impossible, befriending was carried out by telephone, but our priority throughout 2021 has been to find ways to enable our clients and volunteers to meet safely and in person whenever possible.

Referrals come from NHS Social Prescribing, Adult Social Care, GPs, mental health services, the Police, other local charities and members of the community. Clients typically face a complex mix of social, emotional, mental or physical issues. Our clients to date have ranged in age from 26 to 100. The pandemic has caused a sharp increase in referrals for people struggling with mental ill-health.

During 2021, the first Community Angels 'Hub' was launched at St Saviour's Church. This group of 12 volunteers who are members of St Saviour's are intentionally matched with clients in central Guildford. Community Angels works alongside other projects in the church, such as the Meals for You programme, and the Hub volunteers form a peer-support group, enriching relationships within the church as well as between the church and the local community.

Volunteer support is a priority for Community Angels. In 2021 we have run 4 training days for new volunteers, quarterly peer support groups, and in June we launched monthly volunteer drop-in sessions at the Common Ground community café at Millmead church, which have proved very popular and an excellent way to for staff to get to know our volunteers better, leading to the best possible client-volunteer matches; for staff to have supportive conversations with volunteers; and for volunteers to feel part of the Chaplaincy community, building commitment to the project.

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2021

STRATEGIC REPORT – ACHIEVEMENTS AND PERFORMANCE

THE PROJECTS

Volunteer chaplains

2021 has been a difficult year for Volunteer chaplains to operate in. With the Covid pandemic many places do not want 'visitors' adding to the risk. The volunteer chaplain relating to the homeless has not been able to visit at this time. However, as a chaplaincy a lot of support has been given to the homeless. Information has been circulated with needs to the different agencies such as Riverside. Hot meals, food, phones, kettles were supplied to help bring this vulnerable group off the streets during lockdown. The profile of "Real change" has been increased. Chaplains have been available by phone to the police and fire brigade. The chaplaincy launched at Binscombe is working well and that for Dapdune is shortly to commence. A Trustee is providing pastoral oversight and support to volunteer chaplains. Plans are in hand to expand the volunteer chaplain service with the potential recruitment in 2022 of a coordinator.

Street Angels

Street Angels usually operate throughout the year, every Friday and Saturday night, and additionally on other special occasions, and in support of local events where needed.

Following the very disrupted time in 2020 due to pandemic, 2021 saw Street Angels having to react to the ever changing level of restrictions for the night time economy. From lockdown in Q1 to fairly normal operations in Q3 and then the challenges of the Omicron variant. During lockdown the service was obviously suspended but when pubs reopened Street Angels were back on the streets helping to keep everyone safe.

We are grateful to all our volunteers for their flexibility in reacting to the everchanging circumstances.

Community Angels

During 2021, Community Angels received 127 referrals and supported 95 clients. A number of the unsuccessful referrals related to people suffering from a level of memory loss such that they would not be able to benefit from befriending. We have amended our application information to address this.

At all points of the year when COVID restrictions have allowed, we have supported our volunteers and clients to meet in person, observing testing and hygiene guidelines and meeting outdoors / through open windows and doors as appropriate. We have received a lot of appreciation for this in-person contact at a time when many agencies/services are not seeing clients in person. Our referrals all receive an in-person assessment in their home and many people remark that they are very grateful for this opportunity to see another person face-to-face.

It has been harder to support our clients to make community connections in 2021 than prior to the pandemic, as so many community groups have not been meeting, but we work hard to keep abreast

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2021

of opportunities and are encouraged that more are opening month by month. During 2021, we have supported clients to make social connections, including with neighbours; access community support (Guildford Hive, community transport, foodbank, meals delivery, community learning centre, CAP life skills) and access activities (knitting group, Walking for Health). We have supported clients through challenging life circumstances (bereavement, relationship breakdown with domestic violence); helped people to improve their living conditions, engage in physical activity and start leaving their home without a family member and have acted as an early warning system by raising awareness where needs are not being met.

We are extremely grateful to our volunteers for their time, energy and commitment, and to everyone who has supported Community Angels in 2021.

FUNDRAISING & COMMUNICATIONS

The Charity's Fundraising & Communications committee met quarterly during 2021 to steer and deliver funding income through grant applications, organising events, developing external partnerships and ensuring effective communication on behalf of the Chaplaincy as a whole.

The significant part of the Charity's income continues to be provided by generous gifts from supporting local Churches and individuals. This regular support has remained constant throughout a difficult year when many of our planned fundraising events had to be cancelled, scaled down, or postponed due to Covid restrictions. GTCC is particularly grateful for project based specific grant support from St Saviours church, Guildford Cathedral and St Lukes, Burpham church in 2021.

In recent years, the Charity has become increasingly reliant on grant funding. The Chaplaincy would like to gratefully acknowledge the most generous support in 2021 from The Surrey Police and Crime Commissioner, the Loseley Christian Trust, the University of Surrey, David Wilson Construction and Surrey County Council. Our local community partners, Guildford Rotary and the Co-op have also supported us financially, and we were honoured to have been selected to be the Charity of the Year for Guildford Walkfest.

Guildford Walkfest provided a tremendous opportunity for some 30 supporters to enjoy the Surrey Hills and raise an exceptional £6500 for the work of the charity. Concerts and a Christmas Tree festival organised by supporters were also held during the year, for which the charity is most grateful.

A free on-line quiz was also run during lockdown, designed to retain contact and engagement with our valued volunteers, in recognition of the social need to keep them in touch with each other and the direction of the Charity. It was a real joy to be able to hold our annual Commissioning Service at Millmead Baptist church in person after an enforced break in 2020, to welcome 37 new volunteers to the Chaplaincy.

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2021

GTCC was delighted to receive two significant community awards in 2021. Community Angel volunteers were recognised by receiving the Mayor of Guildford's Award for Service to the Community 2021. The Chaplaincy was particularly proud to be awarded the Lord Lieutenant's Covid Award in "recognition, praise and gratitude for all they have done with courage and tenacity to continue to serve during the pandemic". We congratulate our committed volunteers on this outstanding achievement.

To keep supporters up to date with our activities, our informal in-house newsletter "Hark" continued to be produced three times a year, covering stories from our three projects. Following positive feedback the Charity produced its second electronic Annual Review in 2021, again thanks to the generous sponsorship of Guildford based marketing company "Delivered Social", enabling us to communicate more effectively with our supporters and volunteers. Delivered Social have also supported the Charity by updating information leaflets to promote our projects. In 2021 the Charity increased its reach by establishing a dedicated YouTube channel and launched a few short promotional videos, including one designed to encourage recruitment of Street Angel volunteers. Plans are underway to produce a similar video to promote the Community Angel project in 2022. Encouragingly social media followers have continued to increase, up by 17% during 2021.

FINANCIAL REVIEW

The Trustees generally seek to achieve a balanced result in each year, matching costs to income.

In 2021 the Chaplaincy recorded a deficit of £5,371 (2020 surplus £4,182) compared to a budgeted deficit of £13,200. The principal reason giving rise to the better than budget outcome was the success of a number of grant applications and the success of the Walkfest sponsored event.

The key factor underpinning GTCC's financial viability continues to be the ongoing support of churches and individuals and grant making bodies without which the work could not continue.

The operating costs of the Chaplaincy, comprising the staff team and overheads of the Chaplaincy, are carefully controlled against a prudent budget.

The Trustees are deeply grateful to the many individuals who donated their time and money to the work of the Chaplaincy and hope that many more will support, financially and prayerfully, the board's vision for growth and development.

The Balance Sheet at 31st December 2021 shows GTCC remains in a strong financial position with Unrestricted Reserves of £85k and Restricted Funds of £11k, the latter being grants received to assist with project funding in 2022.

In these uncertain times a generous level of Reserves provides confidence to the Trustees to continue to invest and expand our services. Due to the impact of the pandemic on isolation and loneliness demand for our Community Angels service has shown a significant increase. As noted earlier the

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2021

Trustees are planning an expansion of the Voluntary Chaplain service and our healthy financial position enables us to take this forward in 2022.

Whilst the financial outcome has been very good in recent years the board anticipates that deficits will be incurred from time to time. The board have set a 2022 budget for a deficit of £16.3k. In addition will be the costs of expanding the volunteer chaplain project which are estimated at c£11k for 2022.

Committed regular income represents only 40% of the resources required to meet budgeted expenditure. Fundraising to meet the gap is by its nature uncertain.. In view of the level of Reserves the board considers that it will have sufficient resources to fund its ongoing operations in 2022 and that a deficit budget for 2022 is manageable.

In summary the Trustees are confident that, providing the local churches commit to continuing to provide financial support, together with our ongoing fundraising initiatives, the Chaplaincy will maintain adequate resources to continue and expand its ministry within Guildford.

RESERVES POLICY

The Trustees aim to maintain adequate cash reserves to protect the Chaplaincy against short term changes in its financial circumstances and the uncertain timing in receipt of income. The approach taken has been to assess and quantify the financial risk to each separate funding stream to which has been added the budgeted shortfall for 2022 of £16.3k. In order to allow the board sufficient opportunity to rectify such a shortfall in funding and to avoid the need for painful staffing cost cutting, the board considers it prudent to hold sufficient additional reserves to cover a second year of similar financial risk exposure. This policy requires Reserves totalling £75k at 31 December 2021. This equates to 9.8 months of 2022 budgeted expenditure.

Actual Reserves (both Restricted & Unrestricted) at 31 December 2021 totalled £96k. The board's strategic plan includes the expansion of the Volunteer Chaplain project with the employment of a part time Project Coordinator which will add a further £11,000 to the budget requirement for 2022. The surplus Reserves will enable this to be facilitated pending building up new funding streams for its ongoing support.

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The Trustees (who are the directors of the company) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the Chaplaincy and of incoming resources and application of resources, including income and expenditure, of the Chaplaincy for that year. In preparing these financial statements, the Trustees are required to:

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2021

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

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Chaplaincy's transactions and disclose with reasonable accuracy at any time the financial position of the Chaplaincy and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Chaplaincy and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report has been prepared in accordance with the Accounting and Reporting by Charities; Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard 102 update bulletin 1. The Trustees have taken advantage of the exemptions permitted by Section 1A. In preparing this report the Trustees have taken advantage of the small companies' exemptions provided by Section 415A of the Companies Act.

Approved by the Directors on: 11 March 2022

Director's Signature: 

Signed By Director: Mr C Britton
(Chairman)

Approved by the Directors on : 11 March 2022

Director's Signature: 

Signed By Director: Mr M D Gercke
(Hon Treasurer)

Guildford Town Centre Chaplaincy

INDEPENDENT EXAMINER'S REPORT

Report to the trustees/ members of Guildford Town Centre Chaplaincy on the accounts for the year ended 31st December 2021 set out on pages 14 to 26.

Respective Responsibilities of Trustees and Examiner

The Charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The trustees are satisfied that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the governing document or constitution of the Charity for the conducting of an audit. As a consequence, the trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the charity is not subject to audit, and is eligible for independent examination, it is my responsibility to:-

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

Basis of Independent Examiner's Statement

I conducted my examination in accordance with the General Directions given by the Charity Commissioners for England & Wales in relation to the conducting of an independent examination, referred to above. An independent examination includes a review of the accounting records kept by the Charity and of the accounting systems employed by the Charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of the Charities legislation and that the financial statements comply with the SORP, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the trustees in the course of the examination is not subjected to audit tests or enquiries, and consequently I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the independent examination are achieved and before finalising the report I obtain written assurances from the trustees of all material matters.

Independent Examiner's Statement

In the course of my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in, any material respect, the trustees requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of recommended Practice: Accounting and Reporting by Charities.

have not been met; or

2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Keith Richards
Independent Examiners Ltd
2 Broadbridge Business Centre,
Delling Lane,
Bosham, PO18 8NF



Date 23rd March 2022

Guildford Town Centre Chaplaincy

Statement of Financial Activities Year ended 31 December 2021 (Incorporating Income & Expenditure Account)

		Unrestricted Funds	Restricted Funds	2021 Total Funds	2020 Total Funds
	Note	£	£	£	£
Incoming Resources					
Donations, Grants & Other Income	4	56,860	27,470	84,330	74,143
Investment Income	5	52	0	52	168
Total income		56,912	27,470	84,382	74,311
Expenditure					
Expenditure on Charitable Activities	6,7	(58,617)	(31,136)	(89,753)	(70,129)
Total Expenditure		(58,617)	(31,136)	(89,753)	(70,129)
Net income and net movement in funds		(1,705)	(3,666)	(5,371)	4,182
Reconciliation of funds					
Total funds brought forward		86,989	14,536	101,525	97,343
Total funds carried forward		85,284	10,870	96,154	101,525

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

Guildford Town Centre Chaplaincy

Balance Sheet

As at 31st December 2021

		Unrestricted Funds	Restricted Funds	31/12/21 Total Funds	31/12/20 Total Funds
	Note	£	£	£	£
FIXED ASSETS					
Tangible assets	12	0	0	0	0
		0	0	0	0
CURRENT ASSETS					
Debtors	13	3,621	0	3,621	2,113
Cash and deposits		82,917	10,870	93,787	101,372
		86,538	10,870	97,408	103,485
CURRENT LIABILITIES					
Creditors: amounts falling due within one year	14	1,254	0	1,254	1,960
Net Current Assets		85,284	10,870	96,154	101,525
NET ASSETS		85,284	10,870	96,154	101,525
FUNDS OF THE CHARITY					
Total Charity Funds	16	85,284	10,870	96,154	101,525

Guildford Town Centre Chaplaincy

Directors' Responsibilities

The directors are satisfied that for the year ended on 31st December 2021 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no member or members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 13.

The directors acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts. The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), Charities SORP 2015 (FRS102) Update Bulletin 1, FRS102 Section 1A, and the Charities Act 2011 and the Companies Act 2006 and the Charities Act 2011.

The directors acknowledge their responsibility for ensuring that the company keeps proper accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit and loss for the 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 accounts, so far as applicable to the company.

Approved by the Directors on: 11 March 2022 Approved by the Directors on: 11 March 2022

Director's Signature: 

Director's Signature: 

Signed By Director: Mr C Britton
(Chairman)

Signed By Director: Mr M D Gercke
(Hon Treasurer)

Guildford Town Centre Chaplaincy

Notes to the Financial Statements

31stDecember 2021

NOTES TO THE FINANCIAL STATEMENTS

1. GENERAL INFORMATION

The charity is a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 23 Waterden Road, Guildford, GU1 2AZ.

2. STATEMENT OF COMPLIANCE

The financial statements have been prepared in accordance with 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 (FRS102), Charities SORP 2015 (FRS102) Update Bulletin 1, FRS102 Section 1A, and the Charities Act 2011 and the Companies Act 2006 and the Charities Act 2011.

3. ACCOUNTING POLICIES

Basis of Preparation & Assessment of Going Concern

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) - (Charities SORP - FRS102) and the Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the entity and have been rounded to the nearest pound.

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

Going concern

The accounts have been prepared on a going concern basis as there are no material uncertainties about the Chaplaincy's ability to continue as a going concern.

Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees to further any of the charity's purposes.

Restricted funds are subject to restrictions on their expenditure declared by the donor.

Guildford Town Centre Chaplaincy

Notes to the Financial Statements (*Continued*)

31st December 2021

3. ACCOUNTING POLICIES (*Continued*)

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reasonably measured. The following policies are applied to particular categories of income:

- Income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable, and the amount can be measured reliably.
- Legacy income is recognised when receipt is probable and entitlement is established.
- Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- Income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes VAT which cannot be recovered and is classified under headings of the statement of financial activities to which it relates:

- Expenditure on raising funds includes the cost of fundraising activities, events, and non-charitable trading activities.
- Expenditure on charitable activities includes all costs incurred by the charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- Other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

Restricted Grant income is allocated to actual expenditure incurred in respect of the relevant project or where not possible to allocate to specific items of expenditure, is amortised in equal monthly instalments against the relevant project.

Guildford Town Centre Chaplaincy

Notes to the Financial Statements *(Continued)*

31st December 2021

3. ACCOUNTING POLICIES *(Continued)*

Resources expended *(Continued)*

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation

Individual fixed assets costing £1000 or more are capitalised at cost.

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment	33% straight line
-----------	-------------------

Financial instruments

A financial asset or a financial liability is recognised only when the Chaplaincy becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debtors

Trade and other debtors are recorded at settlement amount. Prepayments are valued at the amounts prepaid at balance sheet date.

Creditors

Trade and other creditors are recognised when the Chaplaincy has a present obligation resulting from past events and can be measured or estimated reliably. Creditors are recognised at their settlement amounts.

Guildford Town Centre Chaplaincy

Notes to the Financial Statements (*Continued*)

31st December 2021

3. ACCOUNTING POLICIES (*Continued*)

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related services, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

Guildford Town Centre Chaplaincy

Notes to the Financial Statements (*Continued*)

31st December 2021

4. DONATIONS, GRANTS AND OTHER INCOME

	Unrestricted Funds	Restricted Funds	Year Ended 31.12.21	Year Ended 31.12.20
			£	£
Churches	24,780	12,000	36,780	25,563
Individuals	15,604	478	16,082	17,006
Sponsored events, fundraising and sundry income	7,186	842	8,028	1,319
Gift Aid	3,480	0	3,480	3,555
Business donations	2000	0	2000	0
Other organisations(Grants)	3,810	14,150	17,960	26,700
	56,860	27,470	84,330	74,143

5. INVESTMENT INCOME

	Unrestricted Funds	Restricted Funds	Year Ended 31.12.21	Year Ended 31.12.20
			£	£
Interest received	52	0	52	168
	168	0	168	168

Guildford Town Centre Chaplaincy

Notes to the Financial Statements *(Continued)*

31st December 2021

6. EXPENDITURE ON CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Year Ended 31.12.21	Year Ended 31.12.20
Staff and volunteer costs (direct and indirect)	47,474	28,260	75,734	58,620
Recruitment and operation of Street Angels	997	2,226	3,223	3,440
Recruitment and operation of Community Angels	1,113	650	1,763	1,180
Recruitment and operation of Chaplaincy	1,253	0	1,253	620
Management and administration	6,065	0	6,065	4,371
Governance & Professional	1,715	0	1,715	1,898
Total Expenditure	58,617	31,136	89,753	70,129

Guildford Town Centre Chaplaincy

7 EXPENDITURE ON CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Year Ended 31.12.21	Year Ended 31.12.20
	£	£
Staff and volunteer costs	75,734	58,620
Recruitment and operation of Street Angels	3,223	3,440
Recruitment and operation of Community Angels	1,763	1,180
Recruitment and operation of Chaplaincy	1,253	620
Management and administration	6,065	4,371
Governance	1,715	1,898
	89,753	70,129

8. NET INCOME

Net income is stated after charging:

	Year Ended 31.12.21	Year Ended 31.12.20
	£	£
Depreciation of tangible fixed assets	0	0

Guildford Town Centre Chaplaincy

Notes to the Financial Statements *(Continued)*

31st December 2021

9. INDEPENDENT EXAMINATION FEES

	Year Ended 31.12.21	Year Ended 31.12.20
	£	£
Fees payable to the Independent Examiner for:		
Independent examination of the financial statements	800	720

10. STAFF COSTS

The total staff costs and employee benefits for the reporting period are analysed as follows:

	Year Ended 31.12.21	Year Ended 31.12.20
	£	£
Salaries and wages	73,722	56,860
Social security costs	548	687
Employer contributions to pension plans	1,464	1,073
	75,734	58,620

The average number of employees during the year was 4 (2020: 4). 2020 costs benefited from the receipt of furlough funds and the Chaplain has increased her number of working days to 4.

No employee received remuneration or benefits of more than £60,000 during 2021 or 2020.

Guildford Town Centre Chaplaincy

Notes to the Financial Statements (*Continued*)

31st December 2021

11. TRUSTEE REMUNERATION AND EXPENSES

The Trustees received no remuneration, expenses or other benefits from the Chaplaincy (2020 - £NIL)

The Trustees are entitled to have reasonable expenses properly incurred when acting on behalf of the charity reimbursed to them.

12. TANGIBLE FIXED ASSETS

There were no tangible assets held by the Chaplaincy during the year (2020: NIL)

13. DEBTORS

	Year Ended 31.12.21 £	Year Ended 31.12.20 £
General debtors including gift aid.	525	645
Prepayments and accrued income	3,096	1,468
	3,621	2,113

14. CREDITORS

	Year Ended 31.12.21 £	Year Ended 31.12.20 £
Creditors & Accruals	1,120	1,960
	1,120	1,960

15. PENSIONS AND OTHER POST RETIREMENT BENEFITS

Defined contribution plans

The amount recognised in income and expenditure as an expense in relation to defined contribution plans was £1,464 (2020- £1,073)

Guildford Town Centre Chaplaincy

Notes to the Financial Statements (*Continued*) 31st December 2021

16. ANALYSIS OF CHARITABLE FUNDS

	At 01.01.20 £	Income £	Expenditure £	At 31.12.21 £
General funds	86,989	56,912	58,617	85,284
Restricted funds:				
Volunteer Chaplains	0	478	0	478
Community Angels	10,333	18,150	22,858	5,625
Street Angels	3,263	8,842	7,338	4,767
Other	940	0	940	0
	14,536	27,470	31,136	10,870
	101,525	84,382	89,753	96,154

17. RELATED PARTIES

Control

Control of the Chaplaincy rests solely with the Trustees as disclosed in the Report of the Trustees.

Related Party Transactions

During the year the Chaplaincy received cash donations of £5,880 from Trustees (2020: £4,580). There were no other related party transactions that require to be reported upon.

Accounts

Charity Registration Number **1126056**

Company Registration Number **6639603**

Guildford Town Centre Chaplaincy
Company Limited by Guarantee

UNAUDITED FINANCIAL STATEMENTS
for the year ended 31st December 2020



Guildford Town Centre Chaplaincy

CONTENTS PAGE

	PAGE
Report of the Trustees	1 -11
Independent Examiner's Report to the Trustees	12
Statement of Financial Activities (including Income and Expenditure Account)	13
Statement of Financial Position	14-15
Notes to the Financial Statements	16-25

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2020

The Trustees, who are also the Directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31st December 2020.

LEGAL AND ADMINISTRATIVE INFORMATION

Registered charity name	Guildford Town Centre Chaplaincy
Charity registration number	1126056
Company registration number	6639603
Principal & Registered Office	c/o YMCA Guildford Bridge Street Guildford Surrey GU1 4SB

THE TRUSTEES

Mr C Britton	Chairman
Mr W N Campion-Smith	
Ms RLL Cheah	Appointed 29 July 2020
Ms C Clutton	Appointed 14 January 2020
Mr M D Gercke	Hon Treasurer
Mr AJE Hodges	Appointed 14 January 2020
Ms L M E Kenyon	
Rev A H Norman	Resigned 29 July 2020
Rev RM Pierce	Appointed 14 January 2020
Mr E Varley	Appointed 14 January 2020
Mr T M Wears	Resigned 13 May 2020
Rev A C Wheeler	

PATRONS

Lady Toulson CBE DL
HM Lord-Lieutenant of Surrey Michael More-Molyneux

TOWN CHAPLAIN

Rev N Coe

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2020

INDEPENDENT EXAMINER

Independent Examiners Limited, 2 Broadbridge Business Centre, Delling Lane, Bosham, PO18 8NF

BANKERS

CAF Bank Ltd
25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ

STRUCTURE, GOVERNANCE AND MANAGEMENT

Guildford Town Centre Chaplaincy (GTCC) is a registered charity and a company limited by guarantee. It is governed by its articles of association which were revised and adopted by members on 8 December 2017.

The Board of Trustees generally meets at least four times a year although in 2020 it met on more occasions to respond to the impact on the Chaplaincy of the pandemic. The aims and the direction of the Chaplaincy are established by the Trustees. The board delegates to relevant sub-committees certain areas of oversight. The current committees are for Finance; Fundraising & Communications; and Policies.

The Trustees have delegated the Chaplaincy's day to day management to the Town Chaplain, the Treasurer and the Street Angels and Community Angels Co-ordinators. Updated written reports and financial statements are prepared and presented at each board meeting.

Lady Toulson CBE, a former High Sheriff of Surrey, became the charity's first Patron in 2019. We were delighted that during 2020 HM Lord-Lieutenant of Surrey Michael More-Molyneux accepted our invitation to become our second Patron.

We were thrilled when Chris Britton, our Chair was recognised with the award of the British Empire Medal in the Queen's Birthday honours for his work with the community and particularly young people.

The Town Chaplain oversees the running of the three GTCC projects, Street Angels, Community Angels and Volunteer Chaplains and the staff Team report directly to the Chaplain. During 2020 we said goodbye to our two Project Coordinators, Fiona Ford and Rachel Guilford. Both have given great service to the Chaplaincy over the past few years and we wish them well in the future. Two new Coordinators were appointed following a thorough recruitment processes. Ben Pitt is now our Street Angels Coordinator and Anne Thornton who was previously Community Angels Project Support Assistant is now the Community Angels Coordinator. A new Support Assistant was also appointed. So our staff team of four now comprises:

Chaplain

Rev. Noelle Coe

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2020

Street Angels Project Coordinator
Community Angels Project Coordinator
Project Support Assistant

Ben Pitt
Anne Thornton
Susanna Hoar

TRUSTEE RECRUITMENT AND INDUCTION

Applications for new Trustees are normally invited from the local church community or more widely and subject to suitability are appointed after discussion, in their absence, at a board meeting. The board carries out an audit of the skills of the existing board members, to identify the skills and skill gaps considered necessary to meet our ongoing vision. Five new trustees joined the board during the year four in January and one in July.

TOWN CHAPLAIN

The Chaplain, Rev Noelle Coe, maintains contact with the wider community and receives regular positive comments both formally and informally from the Police, the Local Authority and business leaders in the town as to the effectiveness of the Chaplaincy's projects. During 2020 the Chaplain developed and strengthened these relationships, of particular note being links with the University of Surrey, Guildford Fire Station, 'Real Change' (the new initiative in Guildford to combat homelessness), Guildford Pub Watch, the Surrey Police and Crime Commissioner, local NHS Clinical Commissioning Groups, GP practice, Riverside and Guildford Borough Council. The Covid pandemic has impacted face to face meetings but other means have maintained contact. For part of 2020 Street Angels have not been fully operational and the Chaplain has supported its work while its coordinator was furloughed and then through the period before a new coordinator was appointed. She has also supported Community Angels until a second member of staff was recruited to manage the demand. Office space at the YMCA has not been accessible throughout a large part of the year due to the Covid pandemic and staff have worked from home, which has not been ideal. With the Covid pandemic the chaplain and staff have been resilient and adaptable to meet the demands of the chaplaincy and even expand it.

PUBLIC BENEFIT

The Chaplaincy's chief objective is to help those in need in various settings in the town and to advance Christian support by means of a chaplaincy based within Guildford town centre and serving the local community. This is accomplished through three main initiatives: Street Angels, Community Angels and Volunteer Chaplains. The Street Angels operate every Friday and Saturday night and interact with members of the public who have become vulnerable for whatever reason. The Community Angels provide support and befriending to lonely people in their own homes seeking to help them connect with the wider community. The Volunteer Chaplains visit employees in their place of work to offer support in times of crisis or need.

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2020

RISK MANAGEMENT

The Trustees have assessed the major risks to which the Chaplaincy is exposed and are satisfied that systems are in place to manage exposure to the risks and to reflect changing circumstances. The Trustees categorise their main risks into two broad areas: financial and operational. In addition, the Trustees recognise the need to protect the Chaplaincy's good name and reputation from damage and undertake activities in an open and transparent way. It is important to the Trustees that its supporters and stakeholders continue to trust the Chaplaincy.

Financial risk - ensuring there are sufficient funds to meet the Chaplaincy's charitable objectives:

- There is careful monitoring through a system of financial reporting that compares actual results against budget and reported to the board on a quarterly basis. A new accounting system was implemented at the beginning of 2019 and this has enhanced financial control.
- The Chaplaincy has no financial instrument borrowings and its investment and reserves policies are set to manage risks and ensure there is adequate liquidity to meet liabilities as they arise, including all regular commitments such as salaries and office rent etc.
- Credit risk on amounts owed in respect of incoming resources is low

Operational risk - risks caused by failures in operational processes including areas such as data protection, health and safety, safeguarding, volunteer recruitment and fundraising:

- Policies, procedures and governance structures have been established to monitor and mitigate operational risks such as health and safety, data protection, safeguarding and major incidents. A board committee was set up in 2019 to carry out a programmed review of all policies and continue the ongoing task of monitoring at appropriate intervals.
- Training is delivered to volunteers in key areas to ensure compliance with procedures, together with regular volunteer feedback
- Data protection policies have been updated in the light of the General Data Protection Regulations
- When Street Angels operations resumed after the initial pandemic lockdown, a Covid risk assessment was carried out, with the help of an experienced NHS practitioner. New procedures including appropriate PPE were put in place for the safety of volunteers and members of the public who we would be encountering. As the pandemic situation is constantly evolving, our response will be kept under continuous review, including planning for the eventual return to face-to-face interactions for Community Angels.

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2020

VALUES, ACTIVITIES & WAYS OF WORKING

The values of Guildford Town Centre Chaplaincy were established in 2008 when the charity was set up. These remained unchanged although are periodically reviewed. Our values are:

- Selfless and non-judgemental
- Excellence and professionalism
- Integrity and honesty
- Collaboration and adding value

The Volunteer Pack documents the Chaplaincy's Roles and Values, Code of Conduct, Police Protocol, Health & Safety and Safeguarding as major topics. In addition, other procedures and policies are in place regarding the functioning and operation of the Chaplaincy.

New volunteers for all our projects have continued to be recruited, trained and mobilised, such that the Chaplaincy was able to replace the inevitable loss of some volunteers throughout the year.

The Chaplaincy records and monitors the interactions between volunteers and members of the public and receives regular feedback as to their impact. Weekly reports also enable the Chaplaincy to gauge the effectiveness of its operations and provide a valuable source of continuous learning and improvement for all its volunteers.

The Trustees regularly review how the Chaplaincy's projects might be enhanced and extended and further developed. The pandemic slowed some of our plans for the expansion of the Community Angels and Volunteer chaplain projects that had been planned for 2020, but hopefully we can further these once things return to some kind of normality.

Town Centre Chaplaincy & Volunteer chaplains

The Town Chaplain's main areas of responsibility are to make connections across churches, businesses and the community of Guildford and surrounding area. This involves communicating what the Chaplaincy brings to key stakeholders, and how it can be accessed and resourced. Alongside this is oversight of the growing staff personnel and volunteer team.

The ten volunteer chaplains support staff in a growing range of businesses and organizations in the town and community, to be a confidential listening ear. They bring a non-judgmental presence with a commitment to enhance wellness. They will pray with people if asked in the places they visit. A new chaplaincy at Binscombe Surgery is being launched with a retired GP giving oversight. A newly retired clergy is due to become involved with the Volunteer chaplaincy to help with training and expansion.

Guildford Street Angels

This well-established Chaplaincy project organises volunteer Street Angels to help those in need, who have become vulnerable on a night out at the weekend in Guildford.

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2020

This work operates in collaboration with our night time colleagues, including the Police and the project contributes significantly to the safety of the public who use the night time economy in Guildford.

A regular process of recruitment and training goes on each year, and numbers of active volunteers have remained healthy enabling us to maintain close to our target of eight volunteers for maximum safety on each nightly shift

Ongoing monitoring of the quality of the service takes place by the Coordinator, in collaboration with the Chaplain, through supporting the volunteers in action and responding to feedback from the team reports and in collaboration with our night time colleagues, including Pub Watch. During this last year with the Covid pandemic its normal operations has been curtailed and at points shut down. Work has continued to keep volunteers engaged and reach out in support to Guildford in other ways. The newly appointed coordinator has overseen the production of a promotional video for 'Real change' which helps the homeless and he will have a special interest in further developing the use of social media across the chaplaincy.

Community Angels

Community Angels was launched in January 2018 and is now a well established part of GTCC.

This is currently the only befriending project in Guildford supporting adults of all ages. Our vision is a community where nobody should feel lonely or isolated, where the strength of relationships means that everyone feels they are valued and supported and that they belong.

Community Angels aims are to:

- Reduce loneliness and isolation;
- Build confidence and empower people;
- Increase a sense of belonging within the community; and
- Improve quality of life within our community.

We have a growing team of trained volunteers (currently around 59) who support individuals on a one-to-one basis, empowering them to make new connections in the community within the context of a supportive befriending relationship. Until the Covid pandemic befrienders visited clients in their homes, and supported those with the capacity to go out to engage with activities outside the home. During the pandemic befriending has been done by telephone. This continues to be the case while in Tier 4 restrictions or lockdown.

We aim to empower people to make changes for themselves so that change is sustainable and confidence is built. Approaches are diverse and dependent on the goals of each individual but have included: joining a clinic to stop smoking, joining church/community activities, and accessing specific services for health and social needs. Befriending support is offered typically for six months, which may be extended up to a year. During Covid the six months befriending has been flexible especially as face to face support is neither possible nor re-engaging clients with other connections.

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2020

Referrals come from Adult Social Care, GPs, Voluntary Action South West Surrey (VASWS), the Police, local charities, members of the community and other social prescribers. Clients typically have a complex mix of social, emotional, mental or physical problems. Our clients to date have ranged in age from 26 to 99. It has been noted that during lockdown there has been a sharp increase of clients with mental health issues.

Preparatory work towards setting up the first Community Angels 'Hub', to be based at St Saviour's Church, made good progress in Q4 2020, and implementation is planned for Q1 2021.

STRATEGIC REPORT – ACHIEVEMENTS AND PERFORMANCE

THE PROJECTS

Volunteer chaplains

2020 has been a difficult year for Volunteer chaplains to operate in. With the Covid pandemic many places do not want 'visitors' adding to the risk. The volunteer chaplain relating to the homeless has not been able to visit at this time. However, as a chaplaincy a lot of support has been given to the homeless. Information has been circulated with needs to the different agencies such as Riverside. Hot meals, food, phones, kettles have been supplied to help bring this vulnerable group off the streets during lockdown. The profile of "Real change" has been increased. Chaplains have been available by phone to the police and fire brigade. Work towards a new GP chaplaincy has taken place. A Trustee is providing pastoral oversight and support to volunteer chaplains and there are plans for a newly retired clergy to become actively involved with this area.

Street Angels

Street Angels usually operate throughout the year, every Friday and Saturday night, and additionally on other special occasions, and in support of local events where needed.

Clearly this year has been very different with lockdowns and restrictions meaning that the night time economy was unable to operate normally if at all for a good part of the year. During lockdowns service was obviously suspended but when pubs reopened Street Angels were back on the streets helping to keep everyone safe. So the year divided into pre-1st lockdown, lockdown, reopening but with pubs on reduced hours, 2nd lockdown and then Tier 3 & 4 restrictions. A further lockdown at the start of 2021 has meant the ceasing of Street Angels operations once again. We look forward to more normal times once the vaccine roll out allows restrictions on the night time economy to be lifted.

We are grateful to all our volunteers for their flexibility in reacting to the ever changing circumstances.

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2020

Community Angels

Community Angels

In total, we worked with 59 volunteers to support 91 clients during 2020.

After a steady start to the year, Community Angels responded to lockdown by launching a telephone service, both to support our existing clients and to provide rapid-onset support for anyone struggling with loneliness and isolation during the pandemic. We saw a huge increase in demand, with referral rates rising by more than 300% during the first months of the pandemic. During the spring and summer, our volunteer numbers were boosted by off-duty Street Angels, Samaritans and others whose usual voluntary work was suspended.

We cautiously resumed face-to-face befriending where appropriate in the late summer and autumn, while retaining a level of telephone support for those for whom personal meetings would not be safe. November saw another suspension of in person support, which continues into 2021. Our referral rates, while not at the level of spring and early summer, are notably higher than last year and growing.

2020 has been a year of staff changes. The Community Angels founding coordinator left in July, and was replaced at the start of August by the former project support assistant. A new support assistant joined the project at the start of November.

FUNDRAISING & COMMUNICATIONS

The Charity's Fundraising & Communications committee met quarterly during 2020 to steer and deliver funding income through grant applications, organising events, developing external partnerships and ensuring effective communication on behalf of the Chaplaincy as a whole.

Most of the Charity's income, 62%, continues to be provided by generous gifts from supporting local Churches and individuals. This regular support has remained constant throughout a difficult year when all our planned fundraising events had to be cancelled or postponed due to Covid restrictions. The Charity aspires to be able to rearrange some of these events in 2021 as conditions allow. In place of fundraising events, activities were designed to retain contact and engagement with our valued volunteers, in recognition of the social need to keep them in touch with each other and the direction of the Charity. Aimed at volunteers and supporters, our informal in-house newsletter "Hark" continues to be produced three times a year, covering stories from our three projects.

In recent years, the Charity has become increasingly reliant on grant funding. As a charity tackling loneliness and isolation amongst the vulnerable, 2020 saw new funders supporting our work. In response to the huge growth in demand for Community Angels as a result of the pandemic, the

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2020

Charity was able to apply to emergency funds, which largely covered the shortfall suffered from the cancellation of budgeted fundraising events. The Chaplaincy would like to acknowledge the generous support in 2020 of NHS England, The Community Foundation for Surrey, The Surrey Police and Crime Commissioner, the Coronavirus Community Support Fund, Guildford Borough Council and the University of Surrey. Our local community partners, Guildford Lions and Waitrose Community Matters have also supported us financially, and we were honoured to have been selected to be the Charity of the Year for Guildford Town Guides.

In a year when our Street Angels were suspended from their duties for some six months, we were thrilled that their work was recognised by the wider community, with all volunteers receiving the Mayor of Guildford's Award for Service to the Community 2020 and the project also being awarded the prestigious Eagle Radio BizAward 2020, Charity of the Year. We congratulate our committed volunteers on this outstanding achievement.

The Charity produced its first electronic Annual Review in 2020, thanks to the generous sponsorship of Guildford based marketing company "Delivered Social", enabling us to communicate more effectively with our supporters and volunteers. Delivered Social have also supported the Charity by producing short videos as we continue to work to raise our profile in the media; encouragingly social media supporters have increased by 25% during 2020.

As a growing organisation, the Trustees recognise the importance of ensuring compliance in operation and consistency in the communication of the Charity's values and therefore adopted a Communications and Fundraising protocol during the year.

FINANCIAL REVIEW

The Trustees generally seek to achieve a balanced result in each year, matching costs to income.

In 2020 the Chaplaincy recorded a surplus of £4,182 (2019 £8,774) compared to a budgeted deficit of £13,569. The principal reason giving rise to the better than budget outcome was the success of a number of grant applications together with cost savings particularly regarding Street Angels where the Coordinator was furloughed for several months during the first lockdown whilst Street Angels was unable to operate. In total £5050 was received in furlough payments for 80% of the Coordinator's salary with the Chaplaincy topping up the remainder.

The key factor underpinning GTCC's financial viability is however the continued support of churches and individuals and grant making bodies without which the work could not continue.

The operating costs of the Chaplaincy, comprising the staff team and overheads of the Chaplaincy, are carefully controlled against a prudent budget, and control and careful review of all costs reflected vigilant stewardship of resources.

The Trustees are deeply grateful to the many individuals who donated their time and money to the work of the Chaplaincy and hope that many more will support, financially and prayerfully, the board's vision for growth and development.

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2020

The Balance Sheet at 31st December 2020 showed a strong financial position. Grants received in the later part of 2020 for the two main projects have helped to ensure we can continue to fund the growth of the projects whilst also investing in the further development of the Volunteer Chaplaincy project which had in the past had less of a profile than the other two projects.

Unrestricted Reserves at 31 December 2020 total £86,989 and Restricted Reserves £14,536 exceeding the amount set in the Trustees' reserves policy due to strong income levels in the last few years, resulting from the exceptional contribution of funds from the County Club in 2016; the better than expected outcome in 2018 due to a legacy; and increased levels of grant income in 2019 & 2020.

In these uncertain times a generous level of Reserves provides confidence to the Trustees to continue to invest and expand our services once the COVID pandemic restrictions are lifted. The demand for our Community Angels service in particular continues to increase.

Our strong financial position had enabled us to increase the staff team to four and for them to increase their weekly hours. For example our Town Chaplain now works 4 days a week rather than 3 previously.

The Trustees are confident that, providing the local churches commit to continuing to provide financial support, together with our ongoing fundraising initiatives, the Chaplaincy will maintain adequate resources to continue and expand its ministry within Guildford, albeit that Covid necessitated a pause in certain of our activities during 2020 and first quarter of 2021

RESERVES POLICY

The Trustees aim to maintain adequate cash reserves to protect the Chaplaincy against short term changes in its financial circumstances. The Chaplaincy's income is unevenly spread through the year, with the timing of church donations in particular difficult to predict. The Reserves policy seeks to ensure that the Chaplaincy has sufficient liquid reserves to accommodate this.

The Trustees have reviewed their reserves policy in light of the 2020 result, the budget for 2021 and the continued likely impact for some time of the pandemic on fund raising and the risk to donation income and have concluded that it is appropriate to maintain the required level of unrestricted reserves at a minimum of £60,000.

Whilst the financial outcome has been very good in recent years the board anticipates that deficits will be incurred from time to time.

With an increased expenditure budget in 2021 committed regular income represents less than 50 % of the resources required to meet this budgeted expenditure. Fundraising to meet the gap is by its nature uncertain. The board have set a 2021 budget for a deficit of £13,000. In view of the level of Reserves the board considers that a deficit budget for 2021 is manageable.

Guildford Town Centre Chaplaincy

Report of the Trustees Year Ended 31st December 2020

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The Trustees (who are the directors of the company) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the Chaplaincy and of incoming resources and application of resources, including income and expenditure, of the Chaplaincy for that year. In preparing these financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Chaplaincy's transactions and disclose with reasonable accuracy at any time the financial position of the Chaplaincy and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Chaplaincy and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report has been prepared in accordance with the Accounting and Reporting by Charities; Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard 102 update bulletin 1. The Trustees have taken advantage of the exemptions permitted by Section 1A. In preparing this report the Trustees have taken advantage of the small companies' exemptions provided by Section 415A of the Companies Act.

Approved by the Directors on: 23rd March, 2021

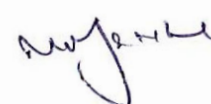
Director's Signature:



Signed By Director: Mr C Britton
(Chairman)

Approved by the Directors on: 23rd March, 2021

Director's Signature:



Signed By Director: Mr M D Gercke
(Hon Treasurer)

Guildford Town Centre Chaplaincy

INDEPENDENT EXAMINER'S REPORT

Report to the trustees/ members of Guildford Town Centre Chaplaincy on the accounts for the year ended 31st December 2020 set out on pages 13 to 25.

Respective Responsibilities of Trustees and Examiner

The Charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The trustees are satisfied that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the governing document or constitution of the Charity for the conducting of an audit. As a consequence, the trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the charity is not subject to audit, and is eligible for independent examination, it is my responsibility to: -

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

Basis of Independent Examiner's Statement

I conducted my examination in accordance with the General Directions given by the Charity Commissioners for England & Wales in relation to the conducting of an independent examination, referred to above. An independent examination includes a review of the accounting records kept by the Charity and of the accounting systems employed by the Charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of the Charities legislation and that the financial statements comply with the SORP, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the trustees in the course of the examination is not subjected to audit tests or enquiries, and consequently I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the independent examination are achieved and before finalising the report I obtain written assurances from the trustees of all material matters.

Independent Examiner's Statement

In the course of my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in, any material respect, the trustees requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of recommended Practice: Accounting and Reporting by Charities.

have not been met; or

2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Keith Richards
Independent Examiners Ltd
2 Broadbridge Business Centre
Delling Lane, Bosham, PO18
8NF



Date: 24th March, 2021

Guildford Town Centre Chaplaincy

Statement of Financial Activities Year ended 31 December 2020 (Incorporating Income & Expenditure Account)

		Unrestricted Funds	Restricted Funds	2020 Total Funds	2019 Total Funds
	Note	£	£	£	£
Incoming Resources					
Donations, Grants & Other Income	4	44,910	29,233	74,143	85,537
Investment Income	5	168	0	168	298
Total income		45,078	29,233	74,311	85,835
Expenditure					
Expenditure on Charitable Activities	6,7	(44,236)	(25,893)	(70,129)	(77,061)
Total Expenditure		(44,336)	(25,893)	(70,129)	(77,061)
Net income and net movement in funds		842	3,340	4,182	8,774
Reconciliation of funds					
Total funds brought forward		86,147	11,196	97,343	88,569
Total funds carried forward		86,989	14,536	101,525	97,343

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

Guildford Town Centre Chaplaincy

Balance Sheet

As at 31st December 2020

		Unrestricted Funds	Restricted Funds	31/12/20 Total Funds	31/12/19 Total Funds
	Note	£	£	£	£
FIXED ASSETS					
Tangible assets	12	0	0	0	0
		0	0	0	0
CURRENT ASSETS					
Stock		0	0	0	36
Debtors	13	2,113	0	2,113	4,850
Cash and deposits		86,836	14,536	101,372	95,687
		88,949	14,536	103,485	100,573
CURRENT LIABILITIES					
Creditors: amounts falling due within one year	14	1,960	0	1,960	3,230
Net Current Assets		86,989	14,536	101,525	97,343
NET ASSETS		86,989	14,536	101,525	97,343
FUNDS OF THE CHARITY					
Total Charity Funds	16	86,989	14,536	101,525	97,343

Guildford Town Centre Chaplaincy

Directors' Responsibilities

The directors are satisfied that for the year ended on 31st December 2020 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no member or members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 11.

The directors acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts. The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), Charities SORP 2015 (FRS102) Update Bulletin 1, FRS102 Section 1A, and the Charities Act 2011 and the Companies Act 2006 and the Charities Act 2011.

The directors acknowledge their responsibility for ensuring that the company keeps proper accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit and loss for the 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 accounts, so far as applicable to the company.

Approved by the Directors on: 23rd March, 2021

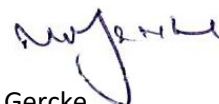
Director's Signature:



Signed By Director: Mr C Britton
(Chairman)

Approved by the Directors on: 23rd March, 2021

Director's Signature:



Signed By Director: Mr M D Gercke
(Hon Treasurer)

Guildford Town Centre Chaplaincy

Notes to the Financial Statements

31st December 2020

NOTES TO THE FINANCIAL STATEMENTS

1. GENERAL INFORMATION

The charity is a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is c/o YMCA Guildford Bridge Street, Guildford, Surrey, GU1 4SB.

2. STATEMENT OF COMPLIANCE

The financial statements have been prepared in accordance with 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 (FRS102), Charities SORP 2015 (FRS102) Update Bulletin 1, FRS102 Section 1A, and the Charities Act 2011 and the Companies Act 2006 and the Charities Act 2011.

3. ACCOUNTING POLICIES

Basis of Preparation & Assessment of Going Concern

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) - (Charities SORP - FRS102) and the Charities Act 2011. The financial statements have been prepared on the historical cost basis.

The financial statements are prepared in sterling, which is the functional currency of the entity and have been rounded to the nearest pound.

The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

Going concern

The accounts have been prepared on a going concern basis as there are no material uncertainties about the Chaplaincy's ability to continue as a going concern.

Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees to further any of the charity's purposes.

Restricted funds are subject to restrictions on their expenditure declared by the donor.

Guildford Town Centre Chaplaincy

Notes to the Financial Statements (*Continued*)

31st December 2020

3. ACCOUNTING POLICIES (*Continued*)

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reasonably measured. The following policies are applied to particular categories of income:

- Income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable, and the amount can be measured reliably.
- Legacy income is recognised when receipt is probable and entitlement is established.
- Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- Income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes VAT which cannot be recovered and is classified under headings of the statement of financial activities to which it relates:

- Expenditure on raising funds includes the cost of fundraising activities, events, and non-charitable trading activities.
- Expenditure on charitable activities includes all costs incurred by the charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- Other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

Restricted Grant income which is restricted is allocated to actual expenditure incurred in respect of the relevant project or where not possible to allocate to specific items of expenditure, is amortised in equal monthly instalments against the relevant project.

Guildford Town Centre Chaplaincy

Notes to the Financial Statements (*Continued*)

31st December 2020

3. ACCOUNTING POLICIES (*Continued*)

Resources expended (*Continued*)

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation

Individual fixed assets costing £1000 or more are capitalised at cost.

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment	33% straight line
-----------	-------------------

Financial instruments

A financial asset or a financial liability is recognised only when the Chaplaincy becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debtors

Trade and other debtors are recorded at settlement amount. Prepayments are valued at the amounts prepaid at balance sheet date.

Creditors

Trade and other creditors are recognised when the Chaplaincy has a present obligation resulting from past events and can be measured or estimated reliably. Creditors are recognised at their settlement amounts.

Guildford Town Centre Chaplaincy

Notes to the Financial Statements (*Continued*)

31st December 2020

3. ACCOUNTING POLICIES (*Continued*)

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related services, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

Guildford Town Centre Chaplaincy

Notes to the Financial Statements (*Continued*)

31st December 2020

4. DONATIONS, GRANTS AND OTHER INCOME

	Unrestricted Funds	Restricted Funds	Year Ended 31.12.20	Year Ended 31.12.19
			£	£
Churches	24,313	1,250	25,563	30,497
Individuals	16,256	750	17,006	15,912
Sponsored events, fundraising and sundry income	786	533	1,319	9,647
Gift Aid	3,555	-	3,555	4,264
Other organisations(Note)	0	26,700	26,700	25,217
	44,910	29,233	74,143	85,537

Note -A Covid-19 relief grant of £5,000 was given by Guildford Borough Council towards the community angels project

5. INVESTMENT INCOME

	Unrestricted Funds	Restricted Funds	Year Ended 31.12.20	Year Ended 31.12.19
			£	£
Interest received	168	0	168	298
	168	0	168	298

Guildford Town Centre Chaplaincy

Notes to the Financial Statements (*Continued*) 31st December 2020

6. EXPENDITURE ON CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Year Ended 31.12.20	Year Ended 31.12.19
			£	£
Staff and volunteer costs (direct and indirect)	35,294	23,326	58,620	55,360
Recruitment and operation of Street Angels	939	2501	3,440	10,268
Recruitment and operation of Community Angels	1,114	66	1,180	1,704
Recruitment and operation of Chaplaincy	620	0	620	886
Management and administration	4,371	0	4,371	4,411
Governance& professional	1,898	0	1,898	4,432
	44,236	25,893	70,129	77,061

Guildford Town Centre Chaplaincy

7 EXPENDITURE ON CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Year Ended 31.12.20	Year Ended 31.12.19
	£	£
Staff and volunteer costs	58,620	55,360
Recruitment and operation of Street Angels	3,440	10,268
Recruitment and operation of Community Angels	1,180	1,704
Recruitment and operation of Chaplaincy	620	886
Management and administration	4,371	4,411
Publicity and fundraising costs	0	0
Governance	1,898	4,432
	70,129	77,061

8. NET INCOME

Net income is stated after charging:

	Year Ended 31.12.20	Year Ended 31.12.19
	£	£
Depreciation of tangible fixed assets	0	0
	0	0

Guildford Town Centre Chaplaincy

Notes to the Financial Statements (*Continued*)

31st December 2020

9. INDEPENDENT EXAMINATION FEES

	Year Ended 31.12.20	Year Ended 31.12.19
	£	£
Fees payable to the Independent Examiner for:		
Independent examination of the financial statements	720	700
	720	700

10. STAFF COSTS

The total staff costs and employee benefits for the reporting period are analysed as follows:

	Year Ended 31.12.20	Year Ended 31.12.19
	£	£
Salaries and wages	56,860	53,595
Social security costs	687	846
Employer contributions to pension plans	1,073	919
	58,620	55,360

The average number of employees during the year was 4 (2019: 4).

No employee received remuneration or benefits of more than £60,000 during 2020 or 2019.

Guildford Town Centre Chaplaincy

Notes to the Financial Statements (*Continued*)

31st December 2020

11. TRUSTEE REMUNERATION AND EXPENSES

The Trustees received no remuneration, expenses or other benefits from the Chaplaincy (2019 - £NIL)

The Trustees are entitled to have reasonable expenses properly incurred when acting on behalf of the charity reimbursed to them.

12. TANGIBLE FIXED ASSETS

There were no tangible assets held by the Chaplaincy during the year (2019: NIL)

13. DEBTORS

	Year Ended 31.12.20 £	Year Ended 31.12.19 £
General debtors including gift aid.	645	1,897
Prepayments and accrued income	1,468	2,953
	2,113	4,850

14. CREDITORS

	Year Ended 31.12.20 £	Year Ended 31.12.19 £
Creditors & Accruals	1,960	3,278
	1,960	3,278

15. PENSIONS AND OTHER POST RETIREMENT BENEFITS

Defined contribution plans

The amount recognised in income and expenditure as an expense in relation to defined contribution plans was £1,073 (2019: £955)

Notes to the Financial Statements (*Continued*)

31st December 2020

16. ANALYSIS OF CHARITABLE FUNDS

	At 01.01.20 £	Income £	Expenditure £	At 31.12.20 £
General funds	86,147	45,078	44,236	86,989
Restricted funds:				
Community Angels	2,029	20,783	12,479	10,333
Street Angels	9,167	4,250	10,154	3,263
Homeless Project		4,200	3,260	940
	11,196	29,233	25,893	14,536
	97,343	74,311	70,129	101,525

17. RELATED PARTIES

Control

Control of the Chaplaincy rests solely with the Trustees as disclosed in the Report of the Trustees.

Related Party Transactions

During the year the Chaplaincy received cash donations of £4,580 from Trustees (2019: £4104). There were no other related party transactions that require to be reported upon.