COMMUNITY CHAPLAINCY ASSOCIATION

England & Wales · Charity number 1135561

Details

Status	Registered
Legal form	Charitable company
Company number	06706767
Registered	2010-04-16
Register	View on the Charity Commission register

Contact

Address	Pantry Cottage Goodrich Ross-On-Wye Herefordshire HR9 6JE
Phone	07474167778
Email	chair@communitychaplaincy.org.uk
Website	www.communitychaplaincyassociation.com

Activities

Objects: FOR THE BENEFIT OF THE PUBLIC TO PROMOTE THE REHABILITATION AND RESETTLEMENT OF, AND TO RELIEVE FINANCIAL HARDSHIP, DISTRESS, SUFFERING AND SICKNESS AMONGST, OFFENDERS, PERSONS SUBJECT TO COMMUNITY ORDERS, AND THEIR FAMILIES AND DEPENDANTS, EITHER ALONE OR IN CO-OPERATION WITH ANY OTHER BODY, AUTHORITY OR PERSONS, IN PARTICULAR BUT NOT EXCLUSIVELY BY THE PROVISION OF SUPPORT, INFORMATION, ADVOCACY AND PASTORAL CARE.

Activities: WE SUPPORT A NETWORK OF MULTI-FAITH COMMUNITY CHAPLAINCIES ACROSS THE NATION. THESE HELP OFFENDERS, OF ALL FAITHS AND NONE, TO LIVE A LIFE FREE OF CRIME. THEY WORK ALONGSIDE PRISONERS, EX-PRISONERS AND THEIR FAMILIES, OFFERING PRACTICAL, SOCIAL, RELATIONAL AND SPIRITUAL SUPPORT WITHIN PRISON, THROUGH THE GATES AND OUT IN THE COMMUNITY.THEY USE PAID STAFF THANKFULLY SUPPORTED BY VOLUNTEERS.

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Classification

- **How:** Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body
- **What:** Education/training, Economic/community Development/employment
- **Who:** Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, NATIONAL
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£91,971	£110,799	-	-
2023-12-31	£110,111	£121,175	-	-
2022-12-31	£65,550	£81,055	-	-
2021-12-31	£66,353	£108,285	-	-
2020-12-31	£122,710	£85,678	-	-

Trustees

Name	Role	Appointed
Joshua Grant Brettell	Chair	2025-03-19
Cathy Jerrard		
Mark Mansell		2022-10-19
Rev Allison Waterhouse		2020-12-09
Rev Anthony Charles Oehring		2018-11-17
Thomas Robert Currie		2025-03-19
Zakkaria Sayed		2014-10-22

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COMMUNITY CHAPLAINCY ASSOCIATION

England & Wales - Charity number 1135561

Accounts

COMMUNITY CHAPLAINCY ASSOCIATION

REGISTERED CHARITY NUMBER 1135561

COMPANY NO. 06706767

UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMEBER 2024

WHITAKERS
CHARTERED ACCOUNTANTS
NEWQUAY

COMMUNITY CHAPLAINCY ASSOCIATION

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COMMUNITY CHAPLAINCY ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Muhammad Maqsood Ahmed Catherine Jerrard Mark Mansell Rev. Anthony Charles Oehring Jacqueline Susan Oglethorpe Zakkaria Sayed Rev. Alison Waterhouse Rev Richard Thomson Vince Wemyss
Secretary	Mark Mansell
Charity number	1135561
Company number	06706767
Registered office	C/o Pantry Cottage Goodrich Ross on Wye HR9 6JE

COMMUNITY CHAPLAINCY ASSOCIATION

TRUSTEES' (INCLUDING DIRECTORS) REPORT FOR THE YEAR ENDED 31 DECEMBER 2024

The trustees present their annual report and financial statements for the year ended 31 December 2024, which is prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing the accounts in accordance with the Fianancial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019).

Objectives and activities

The charity's objectives are:
For the benefit of the public to promote the rehabilitation and resettlement of, and to relieve financial hardship, distress, suffering and sickness amongst, offenders, persons subject to community orders, and their families and dependents, eit or in co-operation with any other body, authority or persons, in particular but not exclusively by the provision of support, information, advocacy and pastoral care.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Review of the year

The role of the Community Chaplaincy Association (CCA) is to support and represent its Community Chaplaincy members as they in turn support people trying to move away from crime.
We have 3 key strands to our strategic plan:-

- **Representation** of our members within the faith sector, the voluntary and statutory sectors and the criminal justice arena
- **Development** of the association, focussing on growing new community chaplaincies especially in under-represented geographical areas
- **Improvement** of the existing projects through ensuring sharing of best practice, facilitating networking and developing partnerships and training

Our Members
Our members are independent, faith-based charities, providing practical and emotional help with resettlement. They work in prisons, through the gate and in the community. Some have specialisms; Housing, Employment, Family Support, Social Enterprises, Women. Almost all provide 1:1 mentoring.

At the end of year there were 33 active community chaplaincies.

Funding of CCA

We came to the end of our multiyear funding from Lloyds Bank Foundation and Tudor Trust and Barrow Cadbury, and we are very grateful for funding which allowed us to increase the Muslim representation within the membership

We are so grateful to our funders:-

Benefact Trust who awarded us a 3-year grant to develop and grow the membership. At the end of 2024, the halfway point of the grant, we were delighted to have welcome 7 new chaplaincy projects since the grant began.

COMMUNITY CHAPLAINCY ASSOCIATION

TRUSTEES' (INCLUDING DIRECTORS) REPORT FOR THE YEAR ENDED 31 DECEMBER 2024

We continue to receive funding from Allen Lane Foundation and are grateful to new funding from Edward Cadbury Charitable Trust, Herefordshire Community Fund, 29th May 1961 Charitable Trust, The Hedley Foundation, The Alchemy Foundation, Belpech Charitable Trust, The Eleanor Rathbone Charitable Trust and the Southall Trust.

Some of this funding has enabled us to focus on strengthening our impact with young offender's institutions and we have further developed our relationships with HMYOI's Werrington, Wetherby Feltham and Parc.

Key activities

With the support of funding from the Benefact Trust we set a target in 2023 to increase the membership by 15 over the next three years. By the end of 2024 we are pleased to report that we have accepted 7 new projects into membership:-

Shewise
Th3 Sun
Herefordshire Vennture
Hope Ipswich
Community Chaplaincy Wednesfield
Avicenna Hub
Pilsdon at Malling Community

These projects have enriched our network and continue to expand our service diversification and faith representation. We continue to work to fill geographical gaps in provision.

Eleven of our member projects received visits from Simon Tarlton CEO during the year and many more received online, telephone and email support.

We received 16 responses to our annual survey. These 16 member organisations had supported nearly 2000 prison leavers over the 12-month period. They also confirmed that they valued being part of the association, they valued the networking opportunities and that the CCA promoted faith-based support of prison leavers by representing the members at a national level.

In 2024 we made the decision to cease supplying the data management system called Iizuka. This was a difficult decision but with rising costs and fewer members using the system we took the decision to end the contract. We are now committed to working with researchers to try to establish effective ways of measuring the impact that faith-based work with prison leavers has on both the prison leaver and their local communities.

We were delighted to welcome as our conference keynote speaker Jane Dominey from the University of Cambridge. The conference enabled us to examine developments in community chaplaincy since the publication of the "Community Chaplaincy and Desistance: Seeing a New Future" paper published in October 2017. We plan to commission further research in 2025.

We maintain strong partnership links with, amongst others, HMPPS, the Chaplain General James Ridge (who delivered the reflection at our annual conference) the Welcome Directory and the Muslim Chaplaincy Association.

The trustees met four times online and twice face-to-face during the year. This included an Away Day spent at one of our newest member projects Herefordshire Vennture.

Staffing

The funding for the Muslim Development worker came to an end this year and we said farewell to Qasim Farid our Muslim Development Worker. We are very grateful for all his work over the last 4 years and delighted to have welcomed his new project The Avicenna Hub into membership.

COMMUNITY CHAPLAINCY ASSOCIATION

TRUSTEES' (INCLUDING DIRECTORS) REPORT FOR THE YEAR ENDED 31 DECEMBER 2024

Given our financial challenges we also reduced our CEO Simon Tarlton's hours in September and we remain very grateful for his flexibility. Fewer staff hours means that we have had to look at our targets and objectives for 2025 and beyond and the responses to our CCA annual survey has helped us to refocus the targets for 2025.

Financial Outcomes

Last year we received £89,106 in grants and donations, of which £50,000 was to support start-up projects. We received £2,865 of other income. We spent £110,799, of which £40,000 was grants to start-up projects. Our restricted funds balances ended the year at £46,750, of which £30,000 was for start-up projects. Our unrestricted funds balances ended at £9,324.

Policy in relation to reserves of unrestricted funds

It is the policy of the charity that unrestricted funds should be maintained at a minimum of three months' worth of current demands on them. The trustees consider that reserves at this level would allow an orderly diminishment of activity, meeting all obligations should new funding not be forthcoming. This level of reserves has been maintained throughout the year.

Trustees' responsibilities in relation to financial statements

The trustees, who are also the directors of Community Chaplaincy Association for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to:

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

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

In preparing this report, advantage has been taken of the exemption in the small companies' regime.

On behalf of the board of trustees

Jackie Oglethorpe
Chair of trustees

COMMUNITY CHAPLAINCY ASSOCIATION

REGISTERED CHARITY No 1135561

INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF THE COMMUNITY CHAPLAINCY ASSOCIATION

I report on the financial statements of the Association for the year ended 31 December 2024 which are set out on pages 6 to 13.

Respective responsibilities of Trustees and Examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 and is eligible for independent examination, 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 Examiners' Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from 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 connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the 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 the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005) 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.

S. Hawkey

S. G. HAWKEY F.C.A
WHITAKERS
Chartered Accountants
5/7 Berry Road
Newquay
Cornwall

Dated: 18 MARCH 2025

COMMUNITY CHAPLAINCY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £
Income from:							
Donations and legacies	3	**10,106**	**79,000**	**89,106**	10,000	94,289	104,289
Membership subscriptions	4	**1,275**		**1,275**	3,940		3,940
Investment income:							
Interest receivable	5	**1590**		**1,590**	1882		1,882
Total Income		**12,971**	**79,000**	**91,971**	15,822	94,289	110,111
Expenditure							
Charitable activities	6	**48,150**	**61,660**	**109,810**	0	119,972	119,972
Governance Costs		**989**		**989**	1,203	0	1,203
Total Resources Expended		**49,139**	**61,660**	**110,799**	1,203	119,972	121,175
Net Incoming resources for the year		**(36,168)**	**17,340**	**(18,828)**	14,619	(25,683)	(11,064)
Net movement in funds		**(36,168)**	**17,340**	**(18,828)**	14,619	(25,683)	(11,064)
Transfers between funds		**-**	**-**	**-**	-	-	-
		(36,168)	**17,340**	**(18,828)**	14,619	(25,683)	(11,064)
Reconciliation of Funds							
Total funds brought forward		**45,492**	**29,410**	**74,902**	30,873	55,093	85,966
Total funds carried forward		**9,324**	**46,750**	**56,074**	45,492	29,410	74,902

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities

COMMUNITY CHAPLAINCY ASSOCIATION

BALANCE SHEET AS AT 31 DECEMBER 2024

	Notes		2024 £		2023 £
CURRENT ASSETS					
Debtors and Prepayments		-		275	
Cash at Bank and in hand		61,436		75,435	
			61,436		75,710
CURRENT LIABILITIES: Amounts falling due within one year					
Creditors and Accruals	11	5,362		808	
			5,362		808
NET CURRENT ASSETS			56,074		74,902
TOTAL NET ASSETS			£ 56,074		£ 74,902
REPRESENTED BY					
Unrestricted Funds			9,324		45,492
Restricted Funds	12		46,750		29,410
			£ 56,074		£ 74,902

The 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 directors acknowledge their responsibilities for:
a) ensuring that the company keeps accounting records which 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 company as at the end of each financial year and of its movement in funds 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 company.

The financial statements have been prepared in accordance with the provisions applicable to small companies subject to small companies regime and in accordance with FRS 102 SORP.

Approved by the Trustees:

J Oglethorpe
Chair of trustees

Dated:

COMMUNITY CHAPLAINCY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

1. ACCOUNTING POLICIES

Community Chaplaincy Association is a private company limited by guarantee incorporated in England and Wales. The registered office is C/o Pantry Cottage, Goodrich, Ross-On-Wye, Hereforshire, United Kingdom, HR9 6JE.

a. Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

b. Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

c. Charitable funds

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Restricted funds are grants and donations which the grantor or donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

d. Income

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and when the amount can be quantified with reasonable accuracy.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

e. Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred, inclusive of any VAT which cannot be recovered. The charity is not registered for VAT.

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

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis.

f. Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payment discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

g. Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

h. Retirements benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

2. Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3. Donations and legacies

	Unrestricted funds	**Restricted funds**	Unrestricted funds	Restricted funds
	2024	**2024**	2023	2023
	£	**£**	£	£
Unrestricted grants	**10,106**	**-**	10,000	-
Grants received for core activities	**-**	**29,000**	-	44,289
Grants received for start-up projects	**-**	**50,000**	-	50,000
	10,106	**79,000**	**10,000**	**94,289**

4. Members subscriptions & Contributions

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Membership subscriptions and contribution to the Impact Project cost	**1,275**	3,940

5. Investments

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Interest receivable	**1,590**	1,882

6. Charitable activities

	Unrestricted funds 2024 £	Restricted funds 2024	Restricted funds 2023 £
Staff costs	**30,415**	**18,206**	66,096
Office	**2,314**	**527**	4,195
Office- project			269
Travel	**2,301**	**237**	4,224
Travel - project			310
Subscription and conference attended	**500**	**-**	744
Events	**1,900**	**2,690**	5,477
Impact Project	**5,600**	**-**	5,676
Employee recruitment	**4,800**	**-**	-
Training courses	**320**	**-**	2,981
Start-up grants awarded by the charity		**40,000**	30,000
	48,150	61,660	119,972
Share of governance costs (see note 7)	**989**	-	1,203
	49,139	61,660	121,175

Analysis by fund

Unrestricted funds	49,139	1,203
Restricted funds	61,660	119,972
	110,799	121,175

7. Support cost

	Support costs	Governance costs	2024	2023
	£	£	£	£
Independent examination fees	-	558	558	540
Accountancy	-	-	-	-
Trustee travel to board meetings	-	297	297	663
Board meeting costs	-	152	152	-
	-	1,007	1,007	1,203
Analysed between				
Charitable activities	-	1,007	1,007	1,203

Governance costs include payments of £558 (2023 - £440) for independent examination fees.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

8. Trustee

None of the trustees (or any persons connected with them) received any remuneration or reimbursed expenses during the year (2023: None of them received any remuneration).

9. Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Engaged on charitable activities	1	2

Employment costs	2024 £	2023 £
Wages and salaries	47,058	63,016
Social security costs	1,031	534
Other pension costs	532	2,546
	48,621	66,096

There were no employees whose annual remuneration was more than £60,000.

10. Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to extent that these are applied to its charitable objects.

11. Creditors : amounts falling due within one year

	2024 £	2023 £
Accruals and deferred income	5,362	1,108

12. Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes

	Movement in funds			Movement in funds			
	Balance at 1 January 2023	Incoming resources	Resources expended	Balance at 1 January 2024	Incoming resources	Resources expended	Balance at 31 December 2024
	£	£	£	£	£	£	£
The Edward Cadbury Trust	-	-	-	-	2,500	(2,500)	-
Herefordshire Community Fund	-	-	-	-	1,000	(1,000)	-
The 29th May 1961 Charitable Fur	-	-	-	-	5,000	-	5,000
Headley Foundation	-	-	-	-	3,000	(3,000)	-
Alchemy Charitable Trust	-	-	-	-	1,000	(1,000)	-
The Tudor Trust	6,473	22,000	(21,063)	7,410	-	(7,410)	-
The Triangle Trust 1949 Fund	9,284	-	(9,284)	-	-	-	-
The Barrow Cadbury Trust	12,299	-	(12,299)	-	500	(500)	-
Lloyds Bank Foundation	19,592	20,289	(39,881)	-	-	-	-
The Blagrave Trust	3,060	-	(3,060)	-	-	-	-
Foundation	4,383	-	(4,383)	-	6,000	-	6,000
The Albert Hunt Trust	-	2,000	-	2,000	-	(2,000)	-
The Benefact Trust	-	50,000	(30,000)	20,000	60,000	(44,250)	35,750
	55,091	94,289	(119,970)	29,410	79,000	(61,660)	46,750

The Tudor Trust: general costs associated with supporting the development of community chaplaincies with priority to National Secretary/CEO salary.

The Barrow Cadbury Trust & The Triangle Trust: costs associated with the set-up of Muslim Chaplaincies to support offenders and ex-offenders and contribute to reducing re-offending.

Lloyds Bank Foundation: costs of work to influence change, guided through active dialogue with the funder.

The Blagrave Trust: Provide mental health training to prison and community chaplains working with prisoners, or, a related purpose with permission.

Allen Lane Foundation: costs associated with supporting vulnerable community members and to reduce offenders and ex-offenders from re-offending.

The Albert Hunt Trust: costs towards membership development.

The Benefact Trust: core costs and development of new community chaplaincy projects.

13. Analysis of net assets between funds

	Unrestricted funds 2024	Restricted funds 2024	Total 2024	Unrestricted funds 2023	Restricted funds 2023	Total 2023
Fund balances at 31 December are represented by:						
Current assets / (liabilities)	9,324	46,750	56,074	45,492	29,410	74,902
	9,324	46,750	56,074	45,492	29,410	74,902

COMMUNITY CHAPLAINCY ASSOCIATION

England & Wales - Charity number 1135561

Accounts

COMMUNITY CHAPLAINCY ASSOCIATION

REGISTERED CHARITY NUMBER 1135561

COMPANY NO. 06706767

UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMEBER 2023

WHITAKERS
CHARTERED ACCOUNTANTS
NEWQUAY

COMMUNITY CHAPLAINCY ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Muhammad Maqsood Ahmed Jane Sonja Barkes (resigned 10th February 2023) Paula Harriott (resigned 18th October 2023) Catherine Jerrard Mark Mansell Rev. Anthony Charles Oehring Jacqueline Susan Oglethorpe Zakkaria Sayed Rev. Alison Waterhouse Rev Richard Thomson Vince Wemyss
Secretary	Mark Mansell
Charity number	1135561
Company number	06706767
Registered office	C/o Second City Housing 6 Well Street Birmingham B19 3BG

COMMUNITY CHAPLAINCY ASSOCIATION

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COMMUNITY CHAPLAINCY ASSOCIATION

TRUSTEES' (INCLUDING DIRECTORS) REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

The trustees present their annual report and financial statements for the year ended 31 December 2023, which is to meet the requirements for a directors' report and accounts for Companies Act purposes.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and with the charity's memorandum and articles of association, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2019).

Objectives and activities
The charity's objectives are:

For the benefit of the public to promote the rehabilitation and resettlement of, and to relieve financial hardship, distress, sickness amongst, offenders, persons subject to community orders, and their families and dependents, either alone or in or in co-operation with any other body, authority or persons, in particular but not exclusively by the provision of support, information, advocacy and pastoral care.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Review of the year
The role of the Community Chaplaincy Association (CCA) is to support and represent its Community Chaplaincy members as they in turn support people trying to move away from crime.
We have 3 key strands to our strategic plan:-

- **Representation** of our members within the faith sector, the voluntary and statutory sectors and the criminal justice arena
- **Development** of the association, focussing on growing new community chaplaincies especially in under-represented geographical areas
- **Improvement** of the existing projects through ensuring sharing of best practice, facilitating networking and developing partnerships and training

Our Members
Our members are independent, faith-based charities, providing practical and emotional help with resettlement. They work in prisons, through the gate and in the community. Some have specialisms; Housing, Employment, Family Support, Social Enterprises, Women. Almost all provide 1:1 mentoring.

At the end of year there were 37 active community chaplaincies. There were 3 projects being supported to start up.

Funding of CCA
Without our funders, the work of the CCA could not continue so we are extremely grateful especially to Allen Lane Foundation, Barrow Cadbury and Triangle Trust for their funding. We are also grateful to Lloyds Bank Foundation for continuation funding in 2023 and to The Tudor Trust and Albert Hunt for funding in 2023. We have also secured 3 years funding from Benefact Trust for core costs and supporting us to develop 5 new member projects each year for 3 years.

COMMUNITY CHAPLAINCY ASSOCIATION

TRUSTEES' (INCLUDING DIRECTORS) REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

Key activities
Having been appointed as CEO in August 2022, Simon Tarlton began his first full year with the organisation visiting many of the projects up and down the country. This direct face-to-face contact is something the member organisations particularly value.

As the association grows, the development of Regional Single Points of Contact has been a priority to enable geographical areas to work more cohesively. Association member groups together with statutory and voluntary organisations can work together to provide key links to prison and probation services as well as faith groups. Strong partnership links with HMPPS and The Welcome Directory have enabled this strength across the criminal justice sector to continue to develop.

An ongoing focus for us continues to be that of reviewing and implementing new data management systems, this includes reviewing impact measurement and linking this to Theory of Change theory.

In partnership with The Welcome Directory, we facilitated a regional network meeting "Welcoming the Prison Leaver" at Gloucester Cathedral, thanks to the Bishop for Prisons the Right Reverend Rachel Treweek, Bishop of Gloucester. Our annual conference saw over 40 delegates come together. As well as a keynote speech from Paul Streets OBE, CEO of Lloyds Bank Foundation, we had 2 workshop sessions: one on the issues faced by families of prisoners led by member organisation The Ebb Leicester; and a second workshop on ADHD and prisoners led by Free Mind Psychological Services. As always this is a vital part of the CCA calendar with member organisations valuing the opportunity to spend time sharing best practice as well as challenges faced within the sector.

Muslim Project
As a result of funding from Barrow Cadbury and The Triangle Trust we have been able to employ a Muslim Development Worker. This work culminated in 2023 with a report produced by Kusminder Chahal at Birmingham City University.

The project aimed to build criminal justice social capital and reduce re-offending in Muslim communities by drawing on the established network of faith communities supported by the CCA and national links to the Muslim Chaplains Association to set up 5 Muslim community chaplaincies in the UK.

The impact of Covid19 in the second year of this project was significant but we were able to adapt our targets. As a result, the CCA has directly benefited from both the funding and the dedication and commitment of the Development Worker.

Some of the key outcomes of the project include:-

- The CCA now has 2 new training packages
    a. Equality, Diversity and Inclusion training accredited by BCU
    b. Mental Health First Aid training accredited by the FAA
- 2 Muslim trustees are appointed to the board
- 4 Muslim led projects welcomed into membership with several more in the pipeline
- The CCA has developed better relationships with Muslim organisations (including the Muslim Chaplaincy Association) as well as sharing the needs of Muslim prisoners with other CCA members
- The Muslim Development worker has been retained and is continuing the work that has been started

As was stated in the evaluation report: *"the project has given us new ideas and helped to consolidate or make sense of existing ones. It has proved to us that the key to growth and the key to everything that we do is relationship".*

External Partnerships
We continue to work with HMPPS Chaplain General and Chaplaincy HQ including Muslim and Free Church Advisors, Prison Fellowship and the Welcome Directory. Our CEO sits on the working group for Prisons Week and took part in events in Liverpool, Hereford, Wales & Westminster Cathedral.

COMMUNITY CHAPLAINCY ASSOCIATION

TRUSTEES' (INCLUDING DIRECTORS) REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

Financial Outcomes
Last year we received £54,289 in grants towards core activities with a further £50,000 to support startup projects. We received £5,822 in unrestricted income. We spent £121,475. Our restricted funds balances ended at £34,917.

Policy in relation to reserves of unrestricted funds
It is the policy of the charity that unrestricted funds which have not been designated for a specific project should be maintained at £20,000. The trustees consider that reserves at this level would allow an orderly diminishment of activity, meeting all obligations should new funding not be forthcoming. This level of reserves has been maintained throughout the year.

Looking to the future we know we face a challenge as we have now come to the end of significant 3 year funding programmes and the financial climate means that finding new funding streams is a priority. We expect to draw significantly on our unrestricted funds.

Trustees' responsibilities in relation to financial statements
The trustees, who are also the directors of Community Chaplaincy Association for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to:

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

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

In preparing this report, advantage has been taken of the exemption in the small companies' regime.

COMMUNITY CHAPLAINCY ASSOCIATION

TRUSTEES' (INCLUDING DIRECTORS) REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

The trustees, who are also the directors for the purpose of company law, and who served during the year and since the year-end were as follows:

Muhammad Maqsood Ahmed
Jane Sonja Barkes (resigned 10th February 2023)
Paula Harriott (resigned 18th October 2023)
Catherine Jerrard
Mark Mansell
Rev. Anthony Charles Oehring
Jacqueline Susan Oglethorpe
Zakkaria Sayed
Rev. Alison Waterhouse
Rev Richard Thomson
Vince Wemyss

Trustees are elected by Members at the Annual General Meeting (AGM) to stand for 3 years but may stand again and be re-elected for a further period. Between AGMs individuals may be co-opted by the Board to serve on the Board for the time up to the AGM and if they are to continue to serve their election will be ratified by the AGM.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate them.

The trustees' report was approved by the Board of Trustees.

J Oglethorpe
Chair of trustees

COMMUNITY CHAPLAINCY ASSOCIATION

REGISTERED CHARITY No 1135561

INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF THE COMMUNITY CHAPLAINCY ASSOCIATION

I report on the financial statements of the Association for the year ended 31 December 2023 which are set out on pages 6 to 13.

Respective responsibilities of Trustees and Examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 and is eligible for independent examination, 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 Examiners' Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from 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 connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the 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 the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005) 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.

S. G. HAWKEY F.C.A
WHITAKERS
Chartered Accountants
5/7 Berry Road
Newquay
Cornwall

S. Hawkey

Dated: 16 April 2024

COMMUNITY CHAPLAINCY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	**Unrestricted Funds 2023** £	**Restricted Funds 2023** £	**Total Funds 2023** £	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £
Income from:							
Donations & Legacies	3	**10,000**	**94,289**	**104,289**		61,850	61,850
Membership & Contribution	4	**3,940**		**3,940**	3,340		3,340
Investment income:							
Interest Receivable	5	**1882**		**1,882**	360		360
Total Income		**15,822**	**94,289**	**110,111**	3,700	61,850	65,550
Expenditure							
Charitable activities	6	**0**	**119,972**	**119,972**	0	79,995	79,995
Governance Costs		**1,203**		**1,203**	1,060	0	1,060
Total Resources Expended		**1,203**	**119,972**	**121,175**	1,060	79,995	81,055
Net Incoming resources for the year		**14,619**	**(25,683)**	**(11,064)**	2,640	(18,145)	(15,505)
Net movement in funds		**14,619**	**(25,683)**	**(11,064)**	2,640	(18,145)	(15,505)
Transfers between funds		**-**	**-**	**-**	-	-	-
		14,619	**(25,683)**	**(11,064)**	2,640	(18,145)	(15,505)
Reconciliation of Funds							
Total funds brought forward		**30,873**	**55,092**	**85,966**	28,233	73,237	101,470
Total funds carried forward		**45,492**	**29,409**	**74,902**	30,873	55,092	85,965

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities

COMMUNITY CHAPLAINCY ASSOCIATION

BALANCE SHEET AS AT 31 DECEMBER 2023

	Notes	2023 £		2022 £	
CURRENT ASSETS					
Debtors and Prepayments		**275**		9,778	
Cash at Bank and in hand		**75,435**		80,111	
			75,710		89,889
CURRENT LIABILITIES: Amounts falling due within one year					
Creditors and Accruals	11	**808**		3,925	
			808		3,925
NET CURRENT ASSETS			**74,902**		85,964
TOTAL NET ASSETS			**£ 74,902**		£ 85,964
REPRESENTED BY					
Unrestricted Funds			**45,492**		30,873
Restricted Funds	12		**29,410**		55,091
			£ 74,902		£ 85,964

The 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 directors acknowledge their responsibilities for:
a) ensuring that the company keeps accounting records which 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 company as at the end of each financial year and of its movement in funds 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 company.

The financial statements have been prepared in accordance with the provisions applicable to small companies subject to small companies regime and in accordance with FRS 102 SORP.

Approved by the Trustees:

J Oglethorpe
Chair of trustees

Dated: 24th April 2024

COMMUNITY CHAPLAINCY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

1. ACCOUNTING POLICIES

Community Chaplaincy Association is a private company limited by guarantee incorporated in England and Wales. The registered office is C/o Second City Housing, 6 Well Street, Birmingham, B19 3BG.

a. Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

b. Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

c. Charitable funds

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Restricted funds are grants and donations which the grantor or donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

d. Income

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and when the amount can be quantified with reasonable accuracy.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

e. Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred, inclusive of any VAT which cannot be recovered. The charity is not registered for VAT

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

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis.

f. Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payment discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelle

g. Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are receive

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

h. Retirements benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

2. Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods

3. Donations and legacies

	Unrestricted funds	Restricted funds	Restricted funds
	2023	2023	2022
	£	£	£
Unrestricted grants	10,000		
Grants received for core activities		44,289	61,850
Grants received for start-up projects		50,000	
	10,000	94,289	61,850

4. Members subscriptions & Contributions

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Membership subscriptions and contribution to the Impact Project cost	3,940	3,340

5. Investments

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Interest receivable	1,882	360

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

6. Charitable activities

	2023 £	2022 £
Staff costs	66,096	65,160
Office	4,195	2,209
Office- project	269	816
Travel	4,224	1,138
Travel - project	310	173
Subscription and conference attended	744	640
Events	5,477	3,336
Impact Project	5,676	5,255
Employee recruitment	-	1,171
Training courses	2,981	97
Start-up grants awarded by the charity	30,000	-
	119,972	79,995
Share of governance costs (see note 7)	1,203	1,060
	121,175	81,055

Analysis by fund

Unrestricted funds	1,203	1,060
Restricted funds	119,972	79,995
	121,175	81,055

7. Support cost

	Support costs	Governance costs	2023	2022
	£	£	£	£
Independent examination fees	-	540	540	840
Accountancy	-			0
Trustee travel to board meetings	-	663	663	220
Board meeting costs	-	-	-	-
	-	1,203	1,203	1,060
Analysed between				
Charitable activities	-	1,203	1,203	1,060

Governance costs include payments of £540 (2022 - £840) for independent examination fees.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

8. Trustee

None of the trustees (or any persons connected with them) received any remuneration or reimbursed expenses during the year (2022: None of them received any remuneration).

9. Employees

There were two employees during the year, one full time, one part time.

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Engaged on charitable activities	2	2

Employment costs	2023	2022
Wages and salaries	63,016	56,220
Social security costs	534	3,926
Other pension costs	2,546	5,015
	66,096	65,161

There were no employees whose annual remuneration was more than £60,000.

10. Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to extent that these are applied to its charitable objects.

11. Creditors : amounts falling due within one year

	2023 £	2022 £
Accruals and deferred income	808	3,925

12. Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes

	Movement in funds			Movement in funds			
	Balance at 1 January 2023	Incoming resources	Resources expended	Balance at 1 January 2023	Incoming resources	Resources expended	Balance at 31 December 2023
	£	£	£	£	£	£	£
The Tudor Trust	48,388	-	(41,915)	6,473	22,000	(21,063)	**7,410**
The Triangle Trust 1949 Fund	7,703	15,000	(13,419)	9,284	-	(9,284)	-
The Barrow Cadbury Trust	6,798	24,000	(18,499)	12,299	-	(12,299)	-
Lloyds Bank Foundation	7,191	16,850	(4,449)	19,592	20,289	(39,881)	-
The Blagrave Trust	3,157	-	(97)	3,060	-	(3,060)	-
Allen Lane Foundation	-	6,000	(1,617)	4,383	-	(4,383)	-
The Albert Hunt Trust	-	-	-	-	2,000	-	**2,000**
The Benefact Trust	-	-	-	-	50,000	(30,000)	**20,000**
	73,237	61,850	(79,996)	55,091	94,289	(119,970)	29,410

The Tudor Trust: general costs associated with supporting the development of community chaplaincies with priority to National Secretary/CEO salary.

The Barrow Cadbury Trust & The Triangle Trust: costs associated with the set-up of Muslim Chaplaincies to support offenders and ex-offenders and contribute to reducing re-offending.

Lloyds Bank Foundation: costs of work to influence change, guided through active dialogue with the funder.

The Blagrave Trust: Provide mental health training to prison and community chaplains working with prisoners, or, a related purpose with permission.

Allen Lane Foundation: costs associated with supporting vulnerable community members and to reduce offenders and ex-offenders from re-offending.

The Albert Hunt Trust: costs towards membership development.

The Benefact Trust: core costs and development of new community chaplaincy projects.

13. Analysis of net assets between funds

	Unrestricted funds 2023	Restricted funds 2023	Total 2023	Unrestricted funds 2022	Restricted funds 2022	Total 2022
Fund balances at 31 December 2023 are represented by:						
Current assets / (liabilities)	45,492	29,410	74,902	30,873	55,091	85,964
	45,492	29,410	74,902	30,873	55,091	85,964

COMMUNITY CHAPLAINCY ASSOCIATION

England & Wales - Charity number 1135561

Accounts

COMMUNITY CHAPLAINCY ASSOCIATION

REGISTERED CHARITY NUMBER 1135561

COMPANY NO. 06706767

UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMEBER 2022

WHITAKERS
CHARTERED ACCOUNTANTS
NEWQUAY

COMMUNITY CHAPLAINCY ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Muhammad Maqsood Ahmed Jane Sonja Barkes Jane Elizabeth Daguerre (resigned 7th March 2022) Matthew Devlin (resigned 22nd August 2022) Paula Harriott Catherine Jerrard Mark Mansell (appointed 19th October 2022) Rev. Anthony Charles Oehring Jacqueline Susan Oglethorpe Zakkaria Sayed Rev. Alison Waterhouse
Secretary	Jane Sonja Barkes
Charity number	1135561
Company number	06706767
Registered office	C/o Second City Housing 6 Well Street Birmingham B19 3BG

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COMMUNITY CHAPLAINCY ASSOCIATION

TRUSTEES' (INCLUDING DIRECTORS) REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

The trustees present their annual report and financial statements for the year ended 31 December 2022, which is to meet the requirements for a directors' report and accounts for Companies Act purposes.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and with the charity's memorandum and articles of association, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2019).

Objectives and activities
The charity's objectives are:

For the benefit of the public to promote the rehabilitation and resettlement of, and to relieve financial hardship, distress, sickness amongst, offenders, persons subject to community orders, and their families and dependents, either alone or ir or in co-operation with any other body, authority or persons, in particular but not exclusively by the provision of support, information, advocacy and pastoral care.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

The Honourable Matthew Devlin
This year's report cannot begin without acknowledgement to Matthew Devlin who died after a short illness in October 2022. Matthew was a founder trustee of the Community Chaplaincy Association and during his 14 years as a trustee served as Secretary, Treasurer and Chairperson. His contribution to the work of the Community Chaplaincy was considerable and his passion and vision are sorely missed but his legacy lives on in our work. RIP Matthew

Review of the year
The role of the Community Chaplaincy Association (CCA) is to support and represent its Community Chaplaincy members as they in turn support people trying to move away from crime.

Our Members
Our members are independent, faith-based charities, providing practical and emotional help with resettlement. They work in prisons, through the gate and in the community. Some have specialisms; Housing, Employment, Family Support, Social Enterprises, Women. Almost all provide 1:1 mentoring.

At the end of year there were 36 active community chaplaincies. There were 4 projects being supported to start up.

Funding of Community Chaplaincy
Funding for members has continued to be difficult with continued austerity and COVID impacting on the availability of endowments and greater competition within the wider charitable sector as community needs increase and community resources reduce. Chaplaincy members have found funding from specialist grant funders, social enterprise profits, HMPPS contracts, local Police and Crime Commissioners and targeted fundraising events in their local communities. Our members increasingly rely on funding in kind such as volunteer hours to drive their projects and greater collaboration with local VCS partners.

Funding of CCA
We continue to be funded by Triangle Trust, Tudor Trust, Lloyds Bank Foundation, Barrow Cadbury Trust, and Porticus. Additionally, we received a grant from The Blagrave Trust to provide Mental Health Training. These funds represent a combination of both core and project activities and some continue into 2023.

The CCA is very grateful for the support from our funders who make our work possible.

COMMUNITY CHAPLAINCY ASSOCIATION

TRUSTEES' (INCLUDING DIRECTORS) REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

Key activities
With the resignation of Emma Wells, the National Secretary the trustees reviewed the job description and retitled the position Chief Executive Officer. We were delighted to appoint Simon Tarlton to this position in August 2022. We were extremely grateful to Emma for everything she did during her time as National Secretary and for providing such an excellent handover to Simon who has settled into the role very quickly and we are looking forward to 2023 and all that the future holds for the CCA.

The CCA continued to provide information advice and direct support for start-ups, project diversification, safeguarding, staffing, accreditation, supervision arrangements and fundraising to the CCA members, including 1:1 consultancy for projects to focus on a particular goal.

With the lifting of Covid restrictions our staff have been able to resume face to face work enabling them to visit our member projects across the country.

Muslim Project
Covid19 continued to affect our ability to meet face-to-face and this especially affected the support of Start Up projects however we rolled out our Equality and Diversity training working with our evaluation partner Birmingham City University. We are extremely grateful to the Triangle Trust and to Barrow Cadbury for their positive responses to our re-evaluation of the delivery of this project. Our Muslim Development worker, Qasim has been a real asset to the CCA and we are grateful to him for his commitment to the CCA during this year of change.

External Partnerships
We continue to work with HMPPS Chaplain General and Chaplaincy HQ including Muslim and Free Church Advisors, Prison Fellowship, Catholic Social Action Network, and the Welcome Directory.

We have continued to represent small charities on the national Reducing Reoffending Third Sector Advisory Group to the Ministry of Justice. We provided representation on Probation reform including the new Dynamic Framework for commissioning VCS. We provided representation on BAME issues and promoted our concerns around disproportionality in the sector. And we provided representation on the impact of the latest prison reforms and on the Covid 24/7 lockdown so that it does not become the new normal despite so called 'positive indicators' of reduced wing violence.

Our collaborative pilot with National Probation Service linking community chaplaincies and Approved Premises continues to grow. This work has led to a Faith in Accommodation Strategy from HMPPS in response to their recognition of faith as a protective factor.

We have continued to work in partnership with Prison Fellowship and Prisons Week. Our Muslim project has engaged with the Muslim Chaplains Association, British Muslim Prison Chaplains Association and other influential Muslim VCS partners.

Financial Outcomes
Last year we received £61,850 in grants. We spent some £81,055, some of this expenditure was covered by our income from Members. As a result, our restricted funds balances ended the year at £55,092 and unrestricted funds balances ended at £30,872.

Policy in relation to reserves of unrestricted funds
It is the policy of the charity that unrestricted funds which have not been designated for a specific project should be maintained at £20,000. The trustees consider that reserves at this level would allow an orderly diminishment of activity, meeting all obligations should new funding not be forthcoming. This level of reserves has been maintained throughout the year.

Looking to the future we are confident that our current level of unrestricted funds of £30,872 can be maintained throughout 2023. We do not expect to draw significantly on our unrestricted funds as we anticipate the majority of our expenditure can be covered within the terms established by our grant funders.

Structure, governance and management
The charity is a company limited by guarantee and regulated by a constitution dated 12th March 2009.

COMMUNITY CHAPLAINCY ASSOCIATION

TRUSTEES' (INCLUDING DIRECTORS) REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

The trustees, who are also the directors for the purpose of company law, and who served during the year and since the year-end were as follows:

Muhammad Maqsood Ahmed
Jane Sonja Barkes
Jane Elizabeth Daguerre (resigned 7th March 2022)
Matthew Devlin (resigned 22nd August 2022)
Paula Harriott
Catherine Jerrard
Mark Mansell (appointed 19th October 2022)
Rev. Anthony Charles Oehring
Jacqueline Susan Oglethorpe
Zakkaria Sayed
Rev. Alison Waterhouse

Trustees are elected by Members at the Annual General Meeting (AGM) to stand for 3 years but may stand again and be re-elected for a further period. Between AGMs individuals may be co-opted by the Board to serve on the Board for the time up to the AGM and if they are to continue to serve their election will be ratified by the AGM.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate them.

The trustees' report was approved by the Board of Trustees.

Jacqueline Oglethorpe

J Oglethorpe
Chair of trustees
17 August 2023

COMMUNITY CHAPLAINCY ASSOCIATION

TRUSTEES' (INCLUDING DIRECTORS) REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

Trustees' responsibilities in relation to financial statements

The trustees, who are also the directors of Community Chaplaincy Association for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to:

1 select suitable accounting policies and apply them consistently;
2 observe the methods and principles of the Charities SORP;
3 make judgements and estimates that are reasonable and prudent;
4 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 the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

In preparing this report, advantage has been taken of the exemption in the small companies' regime.

COMMUNITY CHAPLAINCY ASSOCIATION

REGISTERED CHARITY No 1135561

INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF THE COMMUNITY CHAPLAINCY ASSOCIATION

I report on the financial statements of the Association for the year ended 31 December 2022 which are set out on pages 6 to 13.

Respective responsibilities of Trustees and Examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 and is eligible for independent examination, 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 Examiners' Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from 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 connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the 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 the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005) 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.

S Hawkey

S. G. HAWKEY F.C.A
WHITAKERS
Chartered Accountants
5/7 Berry Road
Newquay
Cornwall

Dated: 7 August 2023

COMMUNITY CHAPLAINCY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £
Income from:							
Donations & Legacies	3		61,850	61,850		62,200	62,200
Membership & Contribution	4	3,340		3,340	4,140		4,140
Investment income:							
Interest Receivable	5	360		360	13		13
Total Income		3,700	61,850	65,550	4,153	62,200	66,353
Expenditure							
Charitable activities	6	0	79,995	79,995	0	105,885	105,885
Governance Costs		1,060		1,060	2,400	0	2,400
Total Resources Expended		1,060	79,995	81,055	2,400	105,885	108,285
Net Incoming resources for the year		2,640	(18,145)	(15,505)	1,753	(43,685)	(41,932)
Net movement in funds		2,640	(18,145)	(15,505)	1,753	(43,685)	(41,932)
Transfers between funds		-	-	-	-	-	-
		2,640	(18,145)	(15,505)	1,753	(43,685)	(41,932)
Reconciliation of Funds							
Total funds brought forward		28,233	73,237	101,470	26,479	116,922	143,401
Total funds carried forward		30,873	55,092	85,965	28,232	73,237	101,469

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities

COMMUNITY CHAPLAINCY ASSOCIATION

BALANCE SHEET AS AT 31 DECEMBER 2022

	Notes	2022 £		2021 £	
CURRENT ASSETS					
Debtors and Prepayments		**9,778**		1,203	
Cash at Bank and in hand		**80,111**		102,861	
			89,889		104,064
CURRENT LIABILITIES: Amounts falling due within one year					
Creditors and Accruals	11	**3,925**		2,595	
			3,925		2,595
NET CURRENT ASSETS			**85,964**		101,469
TOTAL NET ASSETS			**£ 85,964**		£ 101,469
REPRESENTED BY					
Unrestricted Funds			**30,873**		28,232
Restricted Funds	12		**55,091**		73,237
			£ 85,964		£ 101,469

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

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

The directors acknowledge their responsibilities for:
a) ensuring that the company keeps accounting records which 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 company as at the end of each financial year and of its movement in funds 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 company.

The financial statements have been prepared in accordance with the provisions applicable to small companies subject to small companies regime and in accordance with FRS 102 SORP.

Approved by the Trustees:

Jackie Oglethorpe

J Oglethorpe
Chair of trustees

Dated: 17th August 2023

COMMUNITY CHAPLAINCY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

1. ACCOUNTING POLICIES

Community Chaplaincy Association is a private company limited by guarantee incorporated in England and Wales. The registered office is C/o Second City Housing, 6 Well Street, Birmingham, B19 3BG.

a. Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

b. Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

c. Charitable funds

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Trust's work or for specific artistic projects being undertaken by the Trust.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

d. Income

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and when the amount can be quantified with reasonable accuracy.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

COMMUNITY CHAPLAINCY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

e. Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred, inclusive of any VAT which cannot be recovered. The charity is not registered for VAT

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

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis.

f. Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payment discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelle

g. Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are receive

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

h. Retirements benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

2. Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods

3. Donations and legacies

	Restricted funds	Restricted funds
	2022	2021
	£	£
Grants received for core activities	**61,850**	62,200

4. Members subscriptions & Contributions

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Membership subscriptions and contribution to the Impact Project cost	**3340**	4140

5. Investments

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Interest receivable	**360**	13

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

6. Charitable activities

	2022 £	2021 £
Staff costs	65,160	87,181
Office	2,209	3,020
Office- project	816	
Travel	1,138	112
Travel - project	173	
Publicity including website	-	1,034
Subscription and conference attended	640	780
Events	3,336	3,926
Impact Project	5,255	5,414
Employee recruitment	1,171	275
Training courses	97	2,343
Evaluation project	-	1,800
	79,995	105,885
Share of governance costs (see note 7)	1,060	2,400
	81,055	108,285

Analysis by fund

Unrestricted funds	1,060	2,400
Restricted funds	79,995	105,885
	81,055	108,285

7. Support cost

	Support costs	Governance costs	2022	2021
	£	£	£	£
Independent examination fees	-	840	840	885
Accountancy	-			1,515
Trustee travel to board meetings	-	220	220	-
Board meeting costs	-	-	-	-
	-	1,060	1,060	2,400
Analysed between				
Charitable activities	-	1,060	1,060	2,400

Governance costs include payments of £840 (2021 - £885) for independent examination fees.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

8. Trustee

None of the trustees (or any persons connected with them) received any remuneration or reimbursed expenses during the year (2021: None of them received any remuneration).

9. Employees

There were two employees during the year working part time.
The average monthly number of employees during the year was:

	2022 Number	2021 Number
Engaged on charitable activities	2	3

Employment costs	2022	2021
Wages and salaries	56,220	78,992
Social security costs	3,926	3,450
Other pension costs	5,015	4,739
	65,161	87,181

There were no employees whose annual remuneration was more than £60,000.

10. Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to extent that these are applied to its charitable objects.

11. Creditors : amounts falling due within one year

	2022 £	2021 £
Accruals and deferred income	3,925	2,595

12. Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes

	Movement in funds			Movement in funds			
	Balance at 1 January 2022	Incoming resources	Resources expended	Balance at 1 January 2022	Incoming resources	Resources expended	Balance at 31 December 2022
	£	£	£	£	£	£	£
Porticus	34,427	-	(34,427)	-	-		
The Tudor Trust	33,852	32,000	(17,464)	48,388	-	(41,915)	**6,473**
The Triangle Trust 1949 Fund	23,194	-	(15,491)	7,703	15,000	(13,419)	**9,284**
The Barrow Cadbury Trust	12,152	16,000	(21,354)	6,798	24,000	(18,499)	**12,299**
Lloyds Bank Foundation	7,797	14,200	(14,806)	7,191	16,850	(4,449)	**19,592**
The Blagrave Trust	5,500	-	(2,343)	3,157	-	(97)	**3,060**
Allen Lane Foundation	-	-	-	-	6,000	(1,617)	**4,383**
	116,922	62,200	(105,885)	73,237	61,850	(79,996)	55,091

Porticus: costs associated with the project: Strengthen the community chaplaincy network.

The Tudor Trust: general costs associated with supporting the development of community chaplaincies with priority to National Secretary salary.

The Barrow Cadbury Trust & The Triangle Trust: costs associated with the set-up of Muslim Chaplaincies to support offenders and ex-offenders and contribute to reducing re-offending.

Sir Halley Stewart Trust: costs of work Enabling Desistance from crime - evaluating current approaches and embedding bast practice.

Lloyds Bank Foundation: costs of work to influence change, guided through active dialogue with the funder.

The Blagrave Trust: Provide mental health training to prison and community chaplains working with prisoners, or, a related purpose with permission.

Allen Lane Foundation: costs associated with supporting vulnerable community members and to reduce offenders and ex-offenders from re-offending.

13. Analysis of net assets between funds

	Unrestricted funds 2022	Restricted funds 2022	Total 2022	Unrestricted funds 2021	Restricted funds 2021	Total 2021
Fund balances at 31 December 2022 are represented by:						
Current assets / (liabilities)	30,873	55,091	85,964	28,232	73,237	101,469
	30,873	55,091	85,964	28,232	73,237	101,469

COMMUNITY CHAPLAINCY ASSOCIATION

England & Wales - Charity number 1135561

Accounts

Charity registration number 1135561

Company registration number 06706767 (England and Wales)

COMMUNITY CHAPLAINCY ASSOCIATION

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2021

COMMUNITY CHAPLAINCY ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	M Ahmed J Barkes J Daguerre M Devlin P Harriott C Jerrard Rev. A Oehring J Oglethorpe Z Sayed Rev. A Waterhouse
Secretary	J Barkes
Charity number	1135561
Company number	06706767
Registered office	C/o Second City Housing 6 Well Street Birmingham B19 3BG

COMMUNITY CHAPLAINCY ASSOCIATION

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COMMUNITY CHAPLAINCY ASSOCIATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2021

The trustees present their annual report and financial statements for the year ended 31 December 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's memorandum and articles of association, the Companies Act 2006 and "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
The charity's objects are:

For the benefit of the public to promote the rehabilitation and resettlement of, and to relieve financial hardship, distress, suffering and sickness amongst, offenders, persons subject to community orders, and their families and dependents, either alone or in co-operation with any other body, authority or persons, in particular but not exclusively by the provision of support, information, advocacy and pastoral care.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Review of the year
The role of the Community Chaplaincy Association (CCA) is to support and represent its Community Chaplaincy members as they in turn support people trying to move away from crime.

Our Members
Our members are independent, faith-based charities, providing practical and emotional help with resettlement. They work in prisons, through the gate and in the community. Some have specialisms; Housing, Employment, Family Support, Social Enterprises, Women. Almost all provide 1:1 mentoring. Last year together they supported over 2,400 people in need.
At the end of the year there were 36 active community chaplaincies and 7 associate member organisations and some individual members. In addition there was 1 project being supported to start up.

Our New members in 2021 were:
- The Straight Path Resettlement Project - Leicester
- The Ebb Leicester
- Inside Out Belmarsh
- Al Mustafa Welfare Trust
- Daniel Liberty Lincolnshire
- IMO
- The Nehemiah Project
- Daylight Christian Prison Trust (Associate)
- Eagle Eye Ministry (Associate)

Funding of Community Chaplaincy
Funding for members has continued to be challenging with a second year of COVID impacting the wider charitable sector as community needs increase and community resources reduce. Chaplaincy members have found funding from specialist grant funders, social enterprise profits, HMPPS contracts, local Police and Crime Commissioners and targeted fundraising events in their local communities. Some projects have registered on the National Probation Service Dynamic Framework. Our members increasingly rely on funding in kind such as volunteer hours to drive their projects and greater collaboration with local VCS partners.

Funding of the CCA
We received further funding from Tudor Trust, Lloyds Bank Foundation and Barrow Cadbury Trust for both core and project activities. A project funded by Porticus was completed in the year and ongoing projects funded by Triangle Trust and the Blagrave Trust continue.

The CCA is very grateful for the support from our funders who make our work possible.

Key activities
The National Secretary continued to provide information advice and direct support for start-ups, project diversification, safeguarding, staffing, accreditation, supervision arrangements and fundraising to the CCA members, including 1:1 consultancy for projects to focus on a particular goal.

Muslim Project
Our Muslim Development worker continued to support startup projects and developed training in Equality and Diversity and First Aid Mental Health.

External Partnerships
We continue to work with HMPPS Chaplain General and Chaplaincy HQ including Muslim and Free Church Advisors, Prison Fellowship, Catholic Social Action Network, St Vincent de Paul and the Welcome Directory.

We continued to represent small charities on the national Reducing Reoffending Third Sector Advisory Group to Ministry of Justice. We provided representation on Probation reform including the new Dynamic Framework for commissioning VCS.

Our collaborative pilot with National Probation Service linking community chaplaincies and Approved Premises continued to grow. This work has led to a Faith in Accommodation Strategy from HMPPS in response to their recognition of faith as a protective factor.

Achievements and performance
Financial review
Last year we received £62,200 in grants. We spent £108,285, some of this expenditure was covered by our income from Members. As a result our restricted funds balances ended the year at £73,237 and unrestricted funds balances ended at £28,232.

Continuing Impact of the COVID Pandemic
The CCA has continued to support its members with its staff working from home connected primarily through teleconferencing. This continues to be very effective, increasing our productivity, reach and reducing travel costs and time. We have been able to connect more easily with our smaller and more geographically remote members. We have invested in IT to deliver more in web-based solutions. Our members have continued to support their existing clients as well as they can but restrictions due to Covid have disrupted access to prisoners pre-release. For the longer term we are conscious that charitable funding will reduce significantly because of the economic downturn, and we are consolidating our offer around more cost-effective remote support.

It is the policy of the charity that unrestricted funds which have not been designated for a specific project should be maintained at £20,000. The trustees consider that reserves at this level would allow an orderly diminishment of activity, meeting all obligations should new funding not be forthcoming. This level of reserves has been maintained throughout the year.

Looking to the future we are confident that our current level of unrestricted funds of £28,232 can be maintained throughout 2022 and 2023. We do not expect to draw significantly on our unrestricted funds as we anticipate the majority of our expenditure can be covered within the terms established by our grant funders.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate them.

Structure, governance and management
The charity is a company limited by guarantee and regulated by a constitution dated 12th March 2009.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

M Ahmed
J Barkes
J Daguerre
M Devlin
P Harriott
C Jerrard
Rev. A Oehring
J Oglethorpe
Z Sayed
Rev. A Waterhouse

Trustees are elected by Members at the Annual General Meeting (AGM) to stand for 3 years but may stand again and be re-elected for a further period. Between AGMs individuals may be co-opted by the Board to serve on the Board for the time up to the AGM and if they are to continue to serve their election will be ratified by the AGM.

The trustees' report was approved by the Board of Trustees.

J Oglethorpe
Chair of trustees

14 September 2022

COMMUNITY CHAPLAINCY ASSOCIATION

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 DECEMBER 2021

The trustees, who are also the directors of Community Chaplaincy Association for the purpose of company law, 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 financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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;

- make judgements and estimates that are reasonable and prudent; and

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

COMMUNITY CHAPLAINCY ASSOCIATION

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF COMMUNITY CHAPLAINCY ASSOCIATION

I report to the trustees on my examination of the financial statements of Community Chaplaincy Association (the charity) for the year ended 31 December 2021.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable 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 that in any material respect:

1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or

2 the financial statements do not accord with those records; or

3 the financial statements 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 financial statements 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 financial statements to be reached.

Julian Pocock FCA CTA
David Owen & Co
Chartered Accountants
17 The Market Place
Devizes
Wiltshire
SN10 1BA

Dated: 16 September 2022

COMMUNITY CHAPLAINCY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Income from:							
Donations and legacies	3	-	62,200	62,200	-	117,500	117,500
Members Subscriptions & Contributions	4	4,140	-	4,140	5,130	-	5,130
Investments	5	13	-	13	80	-	80
Total income		4,153	62,200	66,353	5,210	117,500	122,710
Expenditure on:							
Charitable activities	6	2,400	105,885	108,285	1,780	83,898	85,678
Net income/(expenditure) for the year/ Net movement in funds		1,753	(43,685)	(41,932)	3,430	33,602	37,032
Fund balances at 1 January 2021		26,479	116,922	143,401	23,049	83,320	106,369
Fund balances at 31 December 2021		28,232	73,237	101,469	26,479	116,922	143,401

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

COMMUNITY CHAPLAINCY ASSOCIATION

BALANCE SHEET

AS AT 31 DECEMBER 2021

	Notes	2021 £	£	2020 £	£
Current assets					
Cash at bank and in hand		104,064		144,241	
Creditors: amounts falling due within one year	11	(2,595)		(840)	
Net current assets			101,469		143,401
Income funds					
Restricted funds	12		73,237		116,922
Unrestricted funds			28,232		26,479
			101,469		143,401

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2021.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 14 September 2022

J Oglethorpe
Chair of trustees

Company registration number 06706767

1 Accounting policies

Charity information

Community Chaplaincy Association is a private company limited by guarantee incorporated in England and Wales. The registered office is C/o Second City Housing, 6 Well Street, Birmingham, B19 3BG.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Trust's work or for specific artistic projects being undertaken by the Trust.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and when the amount can be quantified with reasonable accuracy.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1 Accounting policies **(Continued)**

1.5 Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred, inclusive of any VAT which cannot be recovered. The charity is not registered for VAT.

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

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis.

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.7 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.8 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Restricted funds	Restricted funds
	2021	2020
	£	£
Grants received for core activities	62,200	117,500

4 Members Subscriptions & Contributions

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Membership subscriptions and contributions to the Impact Project costs	4,140	5,130

5 Investments

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Interest receivable	13	80

6 Charitable activities

	2021	2020
	£	£
Staff costs	87,181	75,184
Office	3,020	1,599
Travel	112	1,217
Publicity including website	1,034	464
Subscriptions and conferences attended	780	730
Events	3,926	270
Impact Project	5,414	4,843
Employee recruitment	275	-
Training courses	2,343	-
Evaluation project	1,800	-
	105,885	84,307
Share of governance costs (see note 7)	2,400	1,371
	108,285	85,678
Analysis by fund		
Unrestricted funds	2,400	1,780
Restricted funds	105,885	83,898
	108,285	85,678

7 Support costs

	Support costs	Governance costs	2021	2020
	£	£	£	£
Independent examination fees	-	885	885	840
Accountancy	-	1,515	1,515	-
Trustee travel to board meetings	-	-	-	504
Board meeting costs	-	-	-	27
	-	2,400	2,400	1,371
Analysed between				
Charitable activities	-	2,400	2,400	1,371

Governance costs includes payments to the accountants of £885 (2020- £840) for independent examination fees.

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or reimbursed expenses during the year (2020: 3 of them were reimbursed a total of £504 for travelling expenses).

9 Employees

There were three employees during the year working part time
The average monthly number of employees during the year was:

	2021 Number	2020 Number
Engaged on charitable activities	3	3

Employment costs	2021 £	2020 £
Wages and salaries	78,992	68,484
Social security costs	3,450	2,292
Other pension costs	4,739	4,408
	87,181	75,184

There were no employees whose annual remuneration was more than £60,000.

10 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to extent that these are applied to its charitable objects.

11 Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals and deferred income	2,595	840

12 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds			
	Balance at 1 January 2020	Incoming resources	Resources expended	Balance at 1 January 2021	Incoming resources	Resources expended	Balance at 31 December 2021
	£	£	£	£	£	£	£
Porticus	20,833	25,000	(11,406)	34,427	-	(34,427)	-
The Tudor Trust	23,333	30,000	(19,481)	33,852	32,000	(17,464)	48,388
Sir Halley Stewart Trust	1,500	-	(1,500)	-	-	-	-
The Triangle Trust 1949 Fund	15,119	25,000	(16,925)	23,194	-	(15,491)	7,703
The Barrow Cadbury Trust	8,135	32,000	(27,983)	12,152	16,000	(21,354)	6,798
Lloyds Bank Foundation	14,400	-	(6,603)	7,797	14,200	(14,806)	7,191
The Blagrave Trust	-	5,500	-	5,500	-	(2,343)	3,157
	83,320	117,500	(83,898)	116,922	62,200	(105,885)	73,237

Porticus: costs associated with the project: Strengthen the community chaplaincy network.

The Tudor Trust: general costs associated with supporting the development of community chaplaincies with priority to National Secretary salary.

The Barrow Cadbury Trust & The Triangle Trust: costs associated with the set-up of Muslim Chaplaincies to support offenders and ex-offenders and contribute to reducing re-offending.

Sir Halley Stewart Trust: costs of work Enabling Desistance from crime - evaluating current approaches and embedding bast practice.

Lloyds Bank Foundation: costs of work to influence change, guided through active dialogue with the funder.

The Blagrave Trust: Provide mental health training to prison and community chaplains working with prisoners, or, a related purpose with permission

13 Analysis of net assets between funds

	Unrestricted funds 2021	Restricted funds 2021	Total 2021	Unrestricted funds 2020	Restricted funds 2020	Total 2020
	£	£	£	£	£	£
Fund balances at 31 December 2021 are represented by:						
Current assets/(liabilities)	28,232	73,237	101,469	26,479	116,922	143,401
	28,232	73,237	101,469	26,479	116,922	143,401

COMMUNITY CHAPLAINCY ASSOCIATION

England & Wales - Charity number 1135561

Accounts

Charity Registration No. 1135561

Company Registration No. 06706767 (England and Wales)

COMMUNITY CHAPLAINCY ASSOCIATION

TRUSTEES' REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020

COMMUNITY CHAPLAINCY ASSOCIATION

TRUSTEES' REPORT AND UNAUDITED ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

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LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 DECEMBER 2020

Trustees

Muhammad Maqsood Ahmed (from 4 March 2020)
Jane Sonja Barkes
Jane Elizabeth Daguerre
Matthew Devlin
Jason Paul Grant-Rowles (to 6 April 2020)
Paula Harriott
Catherine Jerrard
Rev. Anthony Charles Oehring
Jacqueline Susan Oglethorpe
Zakkaria Sayed
Rev. Allison Waterhouse (from 9 December 2020)

Secretary Jane Sonja Barkes

Company Number 06706767

Charity Number 1135561

Principal Address & Registered Office

C/o Second City Housing
6 Well Street
Birmingham
B19 3BG

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2020

The Trustees present their report and accounts for the year ended 31 December 2020, which is prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2019).

Structure, governance and management

The charity is a company limited by guarantee and regulated by a constitution dated 12th March 2009.

The trustees, who are also the directors for the purpose of company law, and who served during the year and since the year-end were as follows:

Muhammad Maqsood Ahmed (from 4 March 2020)
Jane Sonja Barkes
Jane Elizabeth Daguerre
Matthew Devlin
Jason Paul Grant-Rowles (to 6 April 2020)
Paula Harriott
Catherine Jerrard
Revd. Anthony Charles Oehring
Jacqueline Susan Oglethorpe
Zakkaria Sayed
Revd. Allison Waterhouse (from 9 December 2020)

Trustees are elected by Members at the Annual General Meeting (AGM) to stand for 3 years but may stand again and be re-elected for a further period. Between AGMs individuals may be co-opted by the Board to serve on the Board for the time up to the AGM and if they are to continue to serve their election will be ratified by the AGM.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate them.

Objectives and activities

The charity's objects are:

For the benefit of the public to promote the rehabilitation and resettlement of, and to relieve financial hardship, distress, suffering and sickness amongst, offenders, persons subject to community orders, and their families and dependents, either alone or in co-operation with any other body, authority or persons, in particular but not exclusively by the provision of support, information, advocacy and pastoral care.

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

Objectives and activities (continued)

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Review of the year

The role of the Community Chaplaincy Association (CCA) is to support and represent its Community Chaplaincy members as they in turn support people trying to move away from crime.

Our Members

Our members are independent, faith-based charities, providing practical and emotional help with resettlement. They work in prisons, through the gate and in the community. Some have specialisms; Housing, Employment, Family Support, Social Enterprises, Women. Almost all provide 1:1 mentoring. Last year together they supported over 2,000 people in need.
At the end of the year there were 30 active community chaplaincies. In addition there were 3 projects being supported to start up.

Our New members in 2020 were:

- Second City Housing (Birmingham)
- Making Connections (HMP Send)
- New Foundations (Southampton)

Funding of Community Chaplaincy

Funding for members has continued to be difficult with continued austerity and COVID impacting on the availability of endowments and greater competition within the wider charitable sector as community needs increase and community resources reduce. Chaplaincy members have found funding from specialist grant funders, social enterprise profits, HMPPS contracts, local Police and Crime Commissioners and targeted fundraising events in their local communities. Our members increasingly rely on funding in kind such as volunteer hours to drive their projects and greater collaboration with local VCS partners.

Funding of the CCA

We continue to be funded by Triangle Trust, Tudor Trust, Lloyds Bank Foundation, Barrow Cadbury Trust, and Porticus. Additionally, we received a grant from The Blagrave Trust to provide Mental Health Training. These funds represent a combination of both core and project activities and some continue into 2023.

The CCA is very grateful for the support from our funders who make our work possible.

Key activities

The National Secretary has continued to provide information advice and direct support for start-ups, project diversification, safeguarding, staffing, accreditation, supervision arrangements and fundraising to the CCA members, including 1:1 consultancy for projects to focus on a particular goal.

We have undertaken work with the Cranfield Trust to reshape the CCA offer – moving to more frequent online meetings and support and changing our membership criteria and rates to better reflect the needs of our members. We have welcomed more associate members into the network to benefit them and our active project members through sharing best practice and local links. We have restructured staff roles to facilitate these changes which will come in January 2021.

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

Review of the year (continued)

We ran Best Practice Peer Support events on

- Peer Support Groups (client led) London – closer collaboration including London Hub,
- Working with Sex Offenders led by our member South West Community Chaplaincy,
- Working with groups,
- Dynamic Framework and Probation reform.

We facilitated buddying relationships (learning visits and shared training) with members for social enterprise, service user involvement, working with sex offenders and mentor training.

We continue to provide secure database support through IIZUKA.

We continue to provide a weekly newsletter of members and sector news.

We worked with black led groups including International Ministries Fellowship with a view to them becoming start up members.

Our members survey concluded that members value regular newsletter, contact with staff and online events over the functionality and resources on the website (direct human contact with staff preferred).

Our conference in 2020 was necessarily online but well attended by members friends and partners with Revd. James Ridge Chaplain General as our keynote speaker.

We rewrote our Statement of Faith to better reflect the position for our members often grounded in one faith but inclusive of all.

We welcomed new trustees Maqsood Ahmed OBE and Revd. Allison Waterhouse.

Muslim Project
Covid disrupted our community engagement, but we made progress with our Equality and Diversity training working with our evaluation partner Birmingham City University

External Partnerships
We continue to work with HMMPS Chaplain General and Chaplaincy HQ including Muslim and Free Church Advisors, Prison Fellowship, Catholic Social Action Network, St Vincent de Paul and the Welcome Directory.

We have continued to represent small charities on the national Reducing Reoffending Third Sector Advisory Group to Ministry of Justice responding to Early Release (which sadly did not happen). We provided representation on Probation reform including the new Dynamic Framework for commissioning VCS. We provided representation on BAME issues and promoted our concerns around disproportionality in the sector. And we provided representation on the impact of the latest prison reforms and on the Covid 24/7 lockdown so that it does not become the new normal despite so called 'positive indicators' of reduced wing violence.

Our collaborative pilot with National Probation Service linking community chaplaincies and Approved Premises has grown. This work has led to a Faith in Accommodation Strategy from HMPPS in response to their recognition of faith as a protective factor.

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

Review of the year (continued)

We have continued to work in partnership with Prison Fellowship and Prisons Week and continue to explore partnership work with St Vincent de Paul. Our Muslim project has engaged with the Muslim Chaplains Association, British Muslim Prison Chaplains Association and other influential Muslim VCS partners.

Financial Outcomes
Last year we received £117,500 in grants. We spent some £85,700, some of this expenditure was covered by our income from Members. As a result our restricted funds balances ended the year at £117,000 and unrestricted funds balances ended at £26,500.

Continuing Impact of the COVID Pandemic
The CCA has continued to support its members with its staff working from home connected primarily through teleconferencing. This continues to be very effective, increasing our productivity, reach and reducing travel costs and time. We have been able to connect more easily with our smaller and more geographically remote members. We have invested in IT to deliver more in web-based solutions. Our members have continued to support their existing clients as well as they can but restrictions due to Covid have disrupted access to prisoners pre-release. For the longer term we are conscious that charitable funding will reduce significantly because of the economic downturn, and we are consolidating our offer around more cost-effective remote support.

Policy in relation to reserves of unrestricted funds

It is the policy of the charity that unrestricted funds which have not been designated for a specific project should be maintained at £20,000. The trustees consider that reserves at this level would allow an orderly diminishment of activity, meeting all obligations should new funding not be forthcoming. This level of reserves has been maintained throughout the year.

Looking to the future we are confident that our current level of unrestricted funds of £26,500 can be maintained throughout 2021 and 2022. We do not expect to draw significantly on our unrestricted funds as we anticipate the majority of our expenditure can be covered within the terms established by our grant funders.

Trustees' responsibilities in relation to financial statements

The trustees, who are also the directors of Community Chaplaincy Association for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to:

1 select suitable accounting policies and apply them consistently;

2 observe the methods and principles of the Charities SORP;

3 make judgements and estimates that are reasonable and prudent;

4 state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and,

5 prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

In preparing this report, advantage has been taken of the exemption in the small companies' regime.

On behalf of the board of trustees

Mr M Devlin
Trustee
9 September 2021

INDEPENDENT EXAMINER'S REPORT
to the Trustees of Community Chaplaincy Association

I report to the trustees on my examination of the accounts of Community Chaplaincy Association (the charity) for the year ended 31 December 2020, which are set out on pages 8 to 16.

Responsibilities and basis of report
As the trustees of the charity (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 charity 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 the charity's accounts carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable 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 that in any material respect:

1. accounting records were not kept in respect of the charity 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.

Julian Pocock FCA CTA
David Owen & Co
Chartered Accountants
17 The Market Place
Devizes
Wiltshire
SN10 1BA

15 September 2021

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2020

	Note	Restricted Funds 2020 £	Unrestricted Funds 2020 £	**Total 2020 £**	Restricted Funds 2019 £	Unrestricted Funds 2019 £	**Total 2019 £**
Incoming resources							
Grants	2a	117,500	-	**117,500**	137,400	2,000	**139,400**
Members' Subscriptions & Contributions	2b	-	5,130	**5,130**	-	4,840	**4,840**
Investment income	3	-	80	**80**	-	94	**94**
Total incoming resources		**117,500**	**5,210**	**122,710**	**137,400**	**6,934**	**144,334**
Resources expended							
Governance and fundraising costs	4	-	1,371	**1,371**	-	2,499	**2,499**
Charitable activities	5	83,898	409	**84,307**	70,666	2,711	**73,377**
Total resources expended		**83,898**	**1,780**	**85,678**	**70,666**	**5,210**	**75,876**
Net income/(expenditure) for the year/ Net movement in funds		**33,602**	**3,430**	**37,032**	**66,734**	**1,724**	**68,458**
Fund Balances at 1 January 2020		83,320	23,049	**106,369**	16,586	21,325	**37,911**
Fund Balances at 31 December 2020		**116,922**	**26,479**	**143,401**	**83,320**	**23,049**	**106,369**

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

BALANCE SHEET

AS AT 31 DECEMBER 2020

		2020 £	2019 £
Current Assets			
Cash at bank and in hand	6	144,241	105,234
Debtors		-	1,945
Current Liabilities			
Creditors	7	(840)	(810)
Total assets less current liabilities		143,401	106,369
Income funds			
Restricted funds	8 &	116,922	83,320
Unrestricted funds	9	26,479	23,049
		143,401	106,369

For the financial year ended 31 December 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the provisions of FRS 102 Section 1A - small entities.

The financial statements were approved by the board of directors and authorised for issue on 9 September 2021 and are signed on its behalf by:

Mr M Devlin

Trustee

Company Registration No. 06706767

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

1.1 Charity Information

Community Chaplaincy Association is a private company limited by guarantee incorporated in England and Wales. The registered office is C/o Second City Housing, 6 Well Street, Birmingham, B19 3BG

1.2 Accounting convention

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 FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the requirements of the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS 102 have been applied other than where additional disclosure is required to show a true and fair view. The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.3 Going Concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees' continue to adopt the going concern basis of accounting in preparing the accounts.

1.4 Charitable Funds

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Trust's work or for specific artistic projects being undertaken by the Trust.

1.5 Incoming Resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and when the amount can be quantified with reasonable accuracy.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to the donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and the receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

1.6 Resources Expended

Expenditure is recognised on an accrual basis as a liability is incurred, inclusive of any VAT which cannot be recovered. The charity is not registered for VAT.

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

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial Instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at the carrying value plus accrued interest less repayments. The financing charge to expenditure is at a constant rate calculated using the effective interest method.

1.9 Provisions

Provisions are recognised when the charity has a legal or constructive present obligation as a result of a past event, if it is probable that the charity will be required to settle that obligation and a reliable estimate can be made of the amount of the obligation.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at the reporting end date, taking into account the risks and uncertainties surrounding the obligation.

Where the effect of the time value of money is material, the amount expected to be required to settle the obligation is recognised at present value. When a provision is measured at present value, the unwinding of the discount is recognised as a finance cost in net income/(expenditure) in the period it arises.

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

		2020	2019
		£	£
2	**Grants and Members**		
	Grants received for core activities	**117,500**	139,400
	Members	**5,130**	4,840
		122,630	144,240
2a	**Grants received for core activities**		
	Restricted Funds		
	Porticus	**25,000**	25,000
	The Tudor Trust	**30,000**	40,000
	Sir Halley Stewart Trust	**-**	4,000
	The Triangle Trust 1949 Fund	**25,000**	30,000
	The Barrow Cadbury Trust	**32,000**	24,000
	Lloyds Bank Foundation	**-**	14,400
	The Blagrave Trust	**5,500**	-
		117,500	137,400
	Unrestricted Funds		
	The 29th May 1961 Charitable Trust	**-**	2,000
		-	2,000
	Total Grants Received	**117,500**	139,400

		2020	2019
		£	£
2b	**Income received from members**		
	Subscriptions	**2,310**	2,560
	Contributions to the Impact Project Costs	**2,820**	2,280
		5,130	4,840

		2020	2019
		£	£
3	**Investment Income**		
	Interest	**80**	94
		80	94

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

4 Total Resources Expended

	Note	2020 £	2019 £
Charitable Activities			
Charitable Activities			
Activities undertaken directly	5	**84,307**	73,377
Governance Costs			
Board Meeting Costs		**27**	363
Trustee Travel to Board Meetings		**504**	1,326
Independent Examination Fees		**840**	810
Fundraising Costs		**-**	-
Total Governance and Fundraising costs		**1,371**	2,499
Total Resources Expended		**85,678**	75,876

5 Activities undertaken directly

	2020 £	2019 £
Other costs relating to charitable activities comprise:		
Employment	**75,184**	58,667
Employee Recruitment	**-**	1,053
Office	**1,599**	1,537
Administration	**-**	250
Travel	**1,217**	3,754
Publicity Including Website	**464**	583
Subscriptions & Conferences Attended	**730**	717
Events	**270**	2,181
Impact Project	**4,843**	4,635
Total Charitable Activities	**84,307**	73,377

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

6 Current Assets

	2020	2019
	£	£
Cash at bank and in hand		
CAF Current Account	**3,114**	885
CAF Deposit Account	**141,127**	104,349
	144,241	105,234
Debtors		
Members fees invoiced but not yet collected	-	1,945
Total Current Assets	**144,241**	107,179

7 Current Liabilities

	2020	2019
	£	£
Accruals		
Independent Examination Fees	**840**	810

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

8 Analysis of Fund Movements

	Balance 1 Jan 2020 £	Incoming Resources £	Resources Expended £	Balance 31 Dec 2020 £
Fund				
Porticus	20,833	25,000	11,406	34,427
The Tudor Trust	23,333	30,000	19,481	33,852
Sir Halley Stewart Trust	1,500	-	1,500	-
The Triangle Trust 1949 Fund	15,119	25,000	16,925	23,194
The Barrow Cadbury Trust	8,135	32,000	27,983	12,152
Lloyds Bank Foundation	14,400	-	6,603	7,797
The Blagrave Trust	-	5,500	-	5,500
Total Restricted Funds	**83,320**	**117,500**	**83,898**	**116,922**
Fund				
The 29th May 1961 Charitable Trust	1,700	-	1,700	-
Other Grants	-	-	-	-
General Funds	21,349	5,210	80	26,479
Total Unrestricted Funds	**23,049**	**5,210**	**1,780**	**26,479**
Fund Balances	**106,369**	**122,710**	**85,678**	**143,401**

8 b Purpose of Restricted Funds

Porticus: costs associated with the project: Strengthen the community chaplaincy network.

The Tudor Trust: general costs associated with supporting the development of community chaplaincies with priority to National Secretary salary.

The Barrow Cadbury Trust & The Triangle Trust: costs associated with the set-up of Muslim Chaplaincies to support offenders and ex-offenders and contribute to reducing re-offending.

Sir Halley Stewart Trust: costs of work Enabling Desistance from crime - evaluating current approaches and embedding bast practice.

Lloyds Bank Foundation: costs of work to influence change, guided through active dialogue with the funder.

The Blagrave Trust: Provide mental health training to prison and community chaplains working with prisoners, or, a related purpose with permission

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

9 Analysis Net Assets between funds

	Unrestricted Fund £	Restricted Fund £	Total £
Tangible fixed assets	-	-	-
Cash at bank and in hand	27,319	116,922	**144,241**
Other net current assets / (liabilities)	(840)	-	**(840)**
Creditors of more than 1 year	-	-	-
Total	**26,479**	**116,922**	**143,401**

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but 3 of them were reimbursed a total of £504 travelling expenses.

There were no other disclosable related party transactions during the year.

11 Employees

There were three employees during the year working part time
The average number of employees during the year was:

	2020 Number	2019 Number
Engaged on charitable activities	**3**	2

Employment Costs	2020 £	2019 £
Wages and Salaries	68,484	53,158
Employer's Contribution to National Insurance	2,292	2,017
Employer's Contribution to Pension	4,408	3,492
Total	**75,184**	58,667

12 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to extent that these are applied to its charitable objects.

13 Other commitments

As at 31 December 2020 the company had no other commitments beyond its normal activities.