

CHRIST CHURCH CHICHESTER

ANNUAL REPORT AND STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2022

CHARITY REGISTRATION No. 1139545

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

Trustees Report for the year ending 31st August 2022

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Trustees Report for the year ending 31st August 2022

1. Objectives and activities.

The Church is led by the Minister, Officers and Elders, together with the Trustees.
The Trustees meet four times a year. The minister, Revd Helen Higgin- Botham, is the Chair.

The Trustees are charged by the Church's constitution with taking decisions that affect the life of the Church, but in so doing they have regard to the wisdom and wishes of all members of the Church community, taken from feedback from Elders' Meetings, through formal reports from Working Groups and from discussions and decisions at the quarterly Church Meeting.

Our mission is to be a powerful spiritual influence in the community and a visible expression of God's inclusive love. We aim to achieve this by developing the worship, social and outreach activities that currently exist, and by seeking new ways to extend to others the fellowship of the Church family.

2. Aims.

To worship God as revealed in Jesus Christ through the power of the Holy Spirit.
To build the unity of our fellowship.
To seek to grow spiritually and numerically.
To serve the needs of the local community.
To work for justice and reconciliation in the world.

3. Achievements and performance.

The Church seeks to achieve its aims through initiatives including

The weekly offering of Sunday worship at various times and formats, with the celebration of the sacrament of Holy Communion.

These have been led by our Minister Revd Helen Higgin-Botham, and we are grateful to her for her spiritual leadership, teaching and encouragement. Worship has been enhanced by our excellent musicians and choir. A service of Holy Communion is celebrated on two Sundays each month. Church services are recorded and made available online and on the Church website. We have extended and made full use of our new audio visual equipment with Sunday services available on YouTube whilst some meetings are conducted over Zoom. Monthly Newsletters are circulated online and there are quarterly printed Church Magazines available and distributed to members via our Pastoral Visitors. Our Minister also serves at Pagham URC Church for 25% of her time and we have joined with them for significant services and celebrations. Christ Church Chichester has joined with the members of other churches in South West Sussex (Coast and Downs) Circuit to welcome visiting ministers, and to celebrate other Christian festivals. We also have support from the Southern

Synod of the URC, where members of our congregation together with our Minister attend meetings; training opportunities are also available.

3. Achievements and performance. Cont.

- Reaching out to children, firstly by the provision of groups for learning and participation in worship, and secondly through activities organised by our Youth Worker with a view to expanding the use of drama and the performance arts to broaden Church outreach. This position is financed by the South West Sussex (Coast and Downs) Circuit.
- A prayer ministry, comprising a prayer network for pastoral needs, and invitations to prayer, both in the Church Newsletter and through a 'Prayer Tree' located in the Church lounge. A weekly prayer meetings on Zoom continues to be held.
- An effective network of pastoral care consisting of many pastoral visitors grouped under the leadership of individual Church Elders and a Pastoral Co-Ordinator.
- Our Church opens to the public during weekday mornings for coffee and chat; any surplus income from the sale of refreshments is given to Church funds.
- The support of local, national and international charities by regular collections, including participation in the United Reformed Church's 'Commitment for Life' programme, Stonepillow a local charity providing shelter and food for homeless and vulnerable people, Home start, the Portsmouth Family Centre, and the McCabe Educational Trust giving money specifically to the Jeel El Amal Boys home in the Holy land.

Additionally, during the year, Christ Church provided financial support totalling £7,500 split between external charities and worthwhile causes. They were in the sum of £1,000 to each of the following: Yada, Age UK, Bankuet, Christians Against Poverty, All We Can, Open Doors, Mission Aviation Fellowship and £500 to Sanctuary in Chichester.

The policy of the Trustees on donations is to ensure that all recipients can demonstrate public benefit and show imagination and creativity as well as a perceived need for that donation.

- The Church provides opportunities for Christian fellowship, prayer, Bible study and education through several House Groups which meet regularly.
- Participation in ecumenical meetings in the city.
- The Church makes its premises available to the wider community, and community groups meet on the premises on a frequent basis.

During the last five years, the Church has been engaged in an extensive refurbishment project which is now substantially complete. Most recently there has been an update to electrical circuitry and additional audio-visual facilities. The result is that the premises are now more attractive as a Church and community resource in Chichester.

4. Plans for future years

To continue to enhance and develop the spiritual life of the Church.

To encourage initiatives for mission in the community.

To continue to support local charities

To employ a replacement Youth worker.

To ensure that all those required to do so have attended and will continue to attend appropriate safeguarding training.

5. Financial Review

During the year ending 31 August 2022, Income received totalled £84,375 (2021 £93,228) and Expenditure totalled £91,537 (2021: £84,563) the cash held by the Charity at the end of the period was £150,672

Please see the accompanying Accounts for details.

The Trustees have every reason to believe that the Church is a going concern.

Trustees do not foresee any factors that will significantly affect the financial performance or position in the next year or two.

The church holds no freehold property.

The church's principal sources of funds are from the free-will gifts of the members of the congregation and from fund-raising events.

5.1 Investment policy and performance

To comply with Methodist Standing Orders, monies for long-term investment will be lodged with the Trustees for Methodist Church Purposes (TMCP). These sums will be invested in unitised investments or held on deposit. The deposit mirrors the deposit rates available elsewhere. The Trustees' investment policy is aligned with that of the Methodist Central Finance Board (CFB) and TMCP because these organisations take into consideration the social, environmental and ethical considerations, both negatively and positively, that make investments suitable for the Methodist Church.

Short term deposits are lodged directly with the Central Finance Board (CFB).

5.2 Reserves level and policy

Please see the accompanying Balance Sheet and Reserves levels.

Reserves level and policy are agreed by the Trustees. The current Reserves Policy, attached was reviewed and agreed by the Trustees at their meeting on 11 January 2022.

6. Trustees' responsibilities

For each financial year ending on 31st August the Trustees are required to prepare financial statements that give a true and fair view of the Church's financial activities during the year and of its financial position at the end of the year. In preparing these financial statements the Trustees must:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- Follow applicable accounting standards
- Prepare accounts using The Methodist Church Standard Form of Accounts

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the church and enables them to ensure that financial statements comply with the law. They are also responsible for safeguarding the assets of the Church and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The responsibilities of the Trustees and other committees are set out in Standing Orders 603 – 604 of the Constitutional Practice and Discipline of the Methodist Church.

6.1 Risk

The Church is largely risk averse.

7. Structure, governance and management

7.1 Structure

Christ Church, Chichester is a Local Ecumenical Partnership between the Methodist Church and the United Reformed Church. As such it forms part of the West Sussex (Coast and Downs) Circuit and the URC Southern Synod. It is represented at all appropriate Circuit and Synod Meetings. For most administrative, financial, legal and property purposes, Christ Church, Chichester is subject to the control, regulation and supervision of the Methodist Church. The Methodist Conference meets once each year as the supreme denominational body for all Methodist Churches.

1. Overall regulatory authority rests with the Methodist Conference.
2. The Methodist Connexional Office implements decisions made by the Conference.
3. Connexional decisions are passed to the Chair of the District and the appropriate officers of the District for implementation.
4. The District passes down to Circuit level for implementation by the Superintendent Minister, ministerial staff and Circuit Stewards, and authority is delegated to the Circuit Meeting for certain matters.
5. The Circuit Meeting passes regulatory control down to Church Councils / Trustees for local regulatory control is then exercised by the Church Councils / Trustees as Managing Trustees of their charity.

7.2 Purpose of the Church

The purposes of the Methodist Church and United Reformed Church (the Churches) are, and shall be deemed to have been the advancement of:

- a) The Christian faith in accordance with the doctrinal standards and the discipline of the Churches, and
- b) Any charitable purposes for the time being of any Connexional, Synod, District, Circuit, local or other organisation of the Churches, and
- c) Any charitable purpose for the time being of any society, or institution subsidiary or ancillary to the Churches, and
- d) Any purpose for the time being of any charity being a subsidiary or ancillary of the Churches.

The primary purpose of Christ Church, Chichester is to advance the Christian faith by providing opportunities for worship, Christian nurture and fellowship within the wider Chichester Community.

7.3 Governance

The Church operates within a statutory framework of regulation and seeks to ensure that it follows Methodist Standing Orders. It relies on the Connexional Office at 25 Marylebone Road, London, NW1 5JR to provide guidance on changes that could affect the Church. Trustees are appointed under the terms of clauses 22 to 27 of the Constitution of Christ Church (Methodist and United Reformed) Chichester. Trustees meets four times per year and deal with routine and exceptional matters. Trustees oversee the work of other groups within the life of the Church.

8. Reference and administrative details

8.1 Name of the Church

Christ Church (Methodist and United Reformed) Chichester

8.2 Governing Document

Christ Church (Methodist and United Reformed) Chichester CONSTITUTION
Adopted on 25 November 2010

8.3 Charity Registration number

1139545

8.4 Address

Old Market Avenue
CHICHESTER
West Sussex
PO19 1SW

8.5 Number of Members

115 as at 31 August 2022 (123 at 31 August 2021)

8.6 Minister

The Revd Helen Higgin-Botham

8.7 Names of Trustees

Chair: Helen Higgin-Botham
Secretary: Wendy Corney
Treasurer: Graham Manson

Bruce Denton
Margaret Martin
Richard Spong

Gilly Hansford
David Morrow
Julia Sutton

Deborah Mabbitt
Mary Quiney
Tina Twaites

8.8 Bankers

CAF Bank Ltd.
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4QJ

8.9 Independent Examiner

Kim Gomes
Independent examiners Ltd.
Unit 2, The Broadbridge Business Centre
Delling Lane
BOSHAM
West Sussex PO18 8NF

9. Trustees Responsibilities, Approval and Signatory

The Charities Act 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 trust and of the surplus of the trust for that period. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in existence.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees at Trustee Meeting on 7 February 2023

Signed on behalf of the Trustees *H. M. Higgin-Botham*
Revd. Helen M. Higgin-Botham

Date: *7th Feb 2023*

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the Trustees of Christ Church Chichester on the accounts for the year ended 31st August 2022 on pages 9 to 13 .

Respective responsibilities of Trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with general directions given by the Charity Commission. 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 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 trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 130 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

K Gomes MAAT
Independent Examiners Ltd
Unit 2, The Broadbridge Business Centre
Delling Lane
Bosham
W. Sussex
PO18 8NF

Signed :



Date: 14.2.23

CHRIST CHURCH CHICHESTER

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2022

	Notes	Unrestricted Funds £	Designated Funds £	Total 2021/22 £	Total 2020/21 £
RECEIPTS :					
Voluntary Receipts	2a	83,723	0	83,723	93,030
Investment Income	2b	653	0	653	197
TOTAL RECEIPTS		84,374	0	84,374	93,227
PAYMENTS :					
Costs of Charitable Activities	3a	85,830	5,227	91,057	84,163
Governance Costs	3b	480	0	480	400
TOTAL PAYMENTS		86,310	5,227	91,537	84,563
NET INCOMING/(OUTGOING) RESOURCES		-1,936	-5227	-7,163	8,664
Balances Brought Forward		58,540	99,294	157,834	149,169
Transfer Between Funds	6	-15,000	15,000	0	
BALANCES CARRIED FORWARD		41,605	109,067	150,672	157,834

The notes on pages 11 to 13 form part of these accounts.

All operations are continuing operations.

CHRIST CHURCH CHICHESTER

STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR ENDED 31ST AUGUST 2022

Notes	Unrestricted Fund £	Restricted Fund £	31-Aug-22 Total £	31-Aug-21 Total £
ASSETS				
Cash Funds:				
Caf Cash Account	2,809	0	2,809	3,142
Royal Bank of Scotland- Current	4,016	0	4,016	3,245
Central Finance Board Deposit	143,847	0	143,847	151,447
	150,672	0	150,672	157,834

LIABILITIES

Independent Examiners Fee	600	0	600	480
	600	0	600	480

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 9 and 10.

Approved by the Trustees on 7 FEBRUARY '23 and

Signed on their behalf by Penny Ellison, Trustee.

Print name: PENNY ELLISON.

Signed

GL Manson

Name

GRAHAM MANSON

TRUSTEE IN 2022

CHRIST CHURCH CHICHESTER

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST AUGUST 2022

1. BASIS OF ACCOUNTING

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

2. RECEIPTS

	Unrestricted Funds £	Restricted Funds £	Total 2021/22 £	Total 2020/21 £
a) Voluntary Receipts				
Donations	50,806		50,806	63,951
Gift aid income	12,563		12,563	11,447
Legacies	0		0	3,000
Sundries	1,514		1,514	117
	64,883	0	64,883	78,515
b) Charitable Activities				
Rental Income	18,840		18,840	14,515
	18,840	0	18,840	14,515
b) Investment Income				
Bank Interest	653		653	197
	653	0	653	197

CHRIST CHURCH CHICHESTER

NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31ST AUGUST 2022

3. PAYMENTS

	Notes	Unrestricted Funds £	Designated Funds £	Total 2021/22 £	Total 2020/21 £
a) Costs of Charitable Activities					
Administration Costs		1,601	173	1,774	1,703
Church Utilities & Running costs		10,050		10,050	19,332
Church Maintenance		3,549		3,549	3,092
Insurance		2,688		2,688	2,396
worship expenses		2,955		2,955	891
Printing & Stationery		2,243		2,243	2,010
Fund Purchases	6	1,898	5,054	6,952	690
Ministry & Mission		60,846		60,846	54,049
		85,830	5,227	91,057	84,163
b) Governance Costs					
Independent Examination		480		480	400
		480	0	480	400

CHRIST CHURCH CHICHESTER

NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31ST AUGUST 2022

4. RESTRICTED FUNDS

There were no restricted funds in this financial year

5. PAYMENTS TO TRUSTEES

No payments were made to trustees or any persons connected with them during this financial period, other than reimbursement for small items paid for on behalf of the Charity. No other material transaction took place between the organisation and a trustee or any person connected with them.

6. Funds Movements

	Opening 01/09/2021	Income Funds £	Expenses Funds £	Transfers £	Closing 31/08/2022 £
Designated Funds					
Building Reserves	84067	0	0	15,000	99,067
Look & See Fund	2454	0	2,454	0	0
Instrument Fund	2600	0	2,600	0	0
Short term Gifts / Legacy	10173	0	173	0	10,000
	99,294	0	5,227	15,000	109,067
General Funds	58540	84,374	86,310	-15,000	41,604
Total Funds	157,834	84,374	91,537	0	150,672

8. PUBLIC BENEFIT

The charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.