

THE CHIPSTEAD CHAPEL CHAR



ANNUAL REPORT AND FINANCIAL STATEMENTS

**THE CHAPEL OF THE GOOD SHEPHERD
AND CHEVENING PARISH HALL**

FOR THE YEAR ENDED 31ST DECEMBER 2021

Rector: The Reverend Hannah Adams

**Address: The Church Office
Chevening Parish Hall
Homedean Road
Chipstead, Sevenoaks
Kent, TN13 2RU**

H'S
URCH

THE CHIPSTEAD CHAPEL CHARITY

The Chapel of the Good Shepherd and Chevening Parish Hall

ANNUAL REPORT FOR 2021

Administrative information

The Chipstead Chapel Charity (the Charity) manages a property in Homedean Road which contains the Chapel of the Good Shepherd, Chevening Parish Hall and residential accommodation known as Homedean and let out as a private residence.

The Charity is managed from the Chevening Church Office, Homedean Road, Chipstead, Sevenoaks, Kent, TN13 2RU.

The Charity is registered with the Charity Commission and its registration number is 1147141.

STRUCTURE AND GOVERNANCE

The Charity is administered by a single corporate trustee, The Chevening Parochial C (the PCC). Information about the PCC, its members and its activities can be found on the Charity Commission website at www.charity-commission.gov.uk. The PCC charity registration number is 1134784. The PCC is subject to the Charities Act 2011 as amended.

OBJECTIVES AND ACTIVITIES

The Charity maintains, repairs, improves and furnishes the Chapel of the Good Shepherd and the Parish Hall and lets the Hall to approved tenants for church and community use.

The Charity also manages the accommodation known as Homedean and lets this to residential tenants.

MANAGEMENT

The Charity is managed by the Rector and Churchwardens on behalf of the Chevening Parochial Church Council as the Corporate Trustee. They are supported by a Hall Management Committee with regular meetings three times a year and additional meetings as required.

PERFORMANCE

Activity was significantly curtailed due to the Covid-19 pandemic although some hall activities were briefly possible with extensive cleaning and sanitization regimes put in place. The use of the Homedean property was brought to a halt by a burst pipe in August 2020 and negotiations were undertaken to evict the tenant and commence repair work in co-ordination with the insurers. The tenant left the property in January 2021. Repairs commenced without delay and a new tenant was introduced in April 2021.

FINANCIAL REVIEW

Total incoming resources were £28,973 (2020 £15,508) with expenditure of £25,013 resulting in a surplus of £3,960 (2020 deficit £1,996) to be added to unrestricted resources. The unrestricted funds to be carried forward total £14,517.

Further details of the income and expenditure can be found in the financial statements.

Council

city
ended.

herd
activities.

approved

ing

meetings

rentals

020

; were

(£13,512)
erves.

nts attached.

THE CHIPSTEAD CHAPEL CHARITY

Statement of Financial Activities for the year ended 31st December 2021

	Unrestricted funds	Restricted funds	Total 31.12.21
Incoming resources			
Residential lettings	16,000		16,000
Hall lettings	2,270		2,270
Local Authority Covid Grants	1,134		1,134
Insurance claims	9,569		9,569
Total income	28,973	0	28,973
Expenditure			
Residential letting costs	1,956		1,956
Residential letting maintenance	12,026		12,026
Hall operating costs	6,926		6,926
Hall maintenance	4,105		4,105
Total expenditure	25,013	0	25,013
Net income (-expenditure)	3,960		3,960
Net movement in funds	3,960	0	3,960
Funds brought forward	10,557	1,128,405	1,138,962
Funds carried forward	<u>£14,517</u>	<u>£1,128,405</u>	<u>£1,142,922</u>

The Charity has no employees

Total
31.12.20

12,352
3,156
0
0

15,508

1,470
1,757
7,405
2,880

13,512

1,996

1,996

1,136,966

£1,138,962

THE CHIPSTEAD CHAPEL CHARITY

Balance Sheet as at 31st December 2021

	<u>Notes</u>	<u>31.12.21</u>
Accumulated funds	1	
Unrestricted funds		14,517
Restricted funds		1,128,405
Total charity funds		<u><u>£1,142,922</u></u>
Represented by		
Fixed assets	2	
Tangible fixed assets		1,128,405
		<u>1,128,405</u>
Current assets		
Balances at bank		14,517
less: sundry creditors		0
		<u>14,517</u>
Total charity assets		<u><u>£1,142,922</u></u>

**Approved by the Chevening Parochial Church Council (as Trustee)
and signed on its behalf**

Rev Hannah E Adams (Rector)

Date

31.12.20

10,557

1,128,405

£1,138,962

1,128,405

1,128,405

10,968

-411

10,557

£1,138,962

THE CHIPSTEAD CHAPEL CHARITY

NOTES TO THE FINANCIAL STATEMENTS

1 ACCOUNTING POLICIES

The Financial Statements have been prepared in accordance with the Charities Act 2011, the Financial Reporting Standard for Smaller Entities (effective January 2008) and the Charities SORP.

The Financial Statements have been prepared under the historical cost convention except for investment assets which are shown at market value. The Financial Statements include all transactions, assets and liabilities for which the Charity is responsible in law.

FUNDS

Unrestricted funds are those that can be used by the Charity for any qualifying general purpose.

Restricted funds are those that can only be used for the specific purpose for which they have been given. Any balance remaining unspent at the end of each year must be carried forward.

INCOMING RESOURCES

Donations are recognised when received. Grants and legacies are accounted for when the Charity becomes legally entitled to them. Dividends are accounted for when they become due and interest is accrued. All other income is accounted for when it becomes due and is accounted for gross.

RESOURCES EXPENDED

Expenditure is generally recognised when it is incurred and is accounted for gross.

FIXED ASSETS

Tangible fixed assets are capitalised on acquisition, included on the balance sheet and subsequently revalued as appropriate. No tangible assets were acquired during the year.

Depreciation on tangible fixed assets is not provided in these accounts as any charge is considered to be immaterial on the basis that the asset has either a very long useful life or a residual value, based on its current value, which is not materially different from its book value. In addition, as a charity falling within the scope of the Financial Reporting Standard for Smaller Entities, the Charity is not required to carry out an annual impairment review of its tangible fixed assets and does not do so.

2 TANGIBLE FIXED ASSETS

The Rochester Diocesan Board of Finance is the Custodian Trustee of the property and the book value of £1,128,405 is based on a valuation carried out in October 2016 by the Ecclesiastical Insurance Co for insurance purposes. The restricted fund is equal to the book value of the property.

3 FUNDS

Analysis of net assets by fund	Unrestricted funds	Restricted funds	Total 31.12.21
Tangible fixed assets		1,128,405	1,128,405
Current assets less liabilities	14,517		14,517
	<u>14,517</u>	<u>1,128,405</u>	<u>1,142,922</u>

4 CURRENT ASSETS/LIABILITIES

Balance at NatWest Bank plc	14,517	14,517
Lettings and other receivables less		
Creditors for goods and services	0	0
	<u>14,517</u>	<u>14,517</u>

5 CONNECTED CHARITY

As Chevening PCC is the sole corporate trustee of the Charity, it is a connected charity but, as they are managed entirely independently and have different objectives, no disclosure of individual transactions is required.

ct

15)

on

|

s.

at

ry

d

/

Total
31.12.20
<hr/>
1,128,405
10,557
<hr/>
1,138,962
<hr/> <hr/>

10,968

411
<hr/>
10,557
<hr/> <hr/>

atives

THE CHIPSTEAD CHAPEL CHARITY

Year ended 31st December 2021

Independent Examiner's Report to the Parochial Church Council of St Botolph Church in the parish of Chevening, Kent - The Chipstead Chapel Charity Trust

I report on the accounts for the year ended 31st December 2021 which are set out on pages 2 to 5 inclusive.

Respective responsibilities of the Trustees and the Independent Examiner

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 sufficient.

It is my responsibility, as Independent Examiner, to:

- examine the accounts under Section 145 of the 2011 Act
- follow the procedures laid down in the General Directions given by the Charity Commissioners in Section 145(b) of the 2011 Act
- state whether any particular matters have come to my attention

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. Such 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 a consideration of any unusual items or disclosures in the accounts and seeks 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:-

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 130 of the 2011 Act
 - to prepare financial statements which accord with those accounting recordshave 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.

Signed

Joshua Peake

Date

26th

Mr Joshua Peake, ACCA

h's
stee

1

urity

he
ept by
,
king

view'

: or
ls

1 April 2022