

THE CHIPSTEAD CHAPEL CHARITY



ANNUAL REPORT AND FINANCIAL STATEMENTS

THE CHAPEL OF THE GOOD SHEPHERD AND CHEVENING PARISH HALL

FOR THE YEAR ENDED 31ST DECEMBER 2022

Rector: **The Reverend Hannah Adams**

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

THE CHIPSTEAD CHAPEL CHARITY

The Chapel of the Good Shepherd and Chevening Parish Hall

ANNUAL REPORT FOR 2022

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 Council (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 activities.

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

MANAGEMENT

The Charity is managed by the Rector and Churchwardens on behalf of the 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

Use of the parish hall has significantly returned to normal following the Covid-19 pandemic.

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 were carried out and a new tenant was introduced in April 2021.

FINANCIAL REVIEW

Total incoming resources were £35,866 (2021 £28,973) with expenditure of £21,037 (2021 £25,013) resulting in a surplus of £14,829 (2021 £3,960) to be added to unrestricted funds. The unrestricted funds carried forward total £25,386 (2021 £14,293).

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

THE CHIPSTEAD CHAPEL CHARITY

Statement of Financial Activities for the year ended 31st December 2022

	Unrestricted funds	Restricted funds	Total 31.12.22
Incoming resources			
Residential lettings	26,841		26,841
Hall lettings	9,025		9,025
Local Authority Covid Grants			
Insurance claims			
Total income	35,866	0	35,866
Expenditure			
Residential letting costs	3,472		3,472
Residential letting maintenance	1,792		1,792
Hall operating costs	7,843		7,843
Hall maintenance	7,930		7,930
Total expenditure	21,037	0	21,037
Net income (-expenditure)	14,829		14,829
Net movement in funds	14,829	0	14,829
Funds brought forward	14,293	1,128,405	1,142,698
Funds carried forward	£29,122	£1,128,405	£1,157,527

The Charity has no employees

Total
31.12.21

16,000
2,270
1,134
9,569

28,973

1,956
12,026
6,926
4,105

25,013

3,549

3,549

1,139,149

£1,142,698

THE CHIPSTEAD CHAPEL CHARITY

Balance Sheet as at 31st December 2022

	<u>Notes</u>	<u>31.12.22</u>	<u>31.12.21</u>
Accumulated funds			
Unrestricted funds		29,122	14,293
Restricted funds		1,128,405	1,128,405
Total charity funds		<u>£1,157,527</u>	<u>£1,142,698</u>
Represented by			
Fixed assets			
Tangible fixed assets		1,128,405	1,128,405
		<u>1,128,405</u>	<u>1,128,405</u>
Current assets			
Balances at bank		30,009	14,704
less: sundry creditors		-887	-411
		<u>29,122</u>	<u>14,293</u>
Total charity assets		<u>£1,157,527</u>	<u>£1,142,698</u>

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

Rev Hannah E Adams

Date

THE CHIPSTEAD CHAPEL CHARITY

NOTES TO THE FINANCIAL STATEMENTS

1 ACCOUNTING POLICIES

The Financial Statements have been prepared in accordance with the 2011, the Financial Reporting Standard for Smaller Entities (effective 1 January 2011) and the Charities SORP.

The Financial Statements have been prepared under the historical cost basis 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 of its 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 on an accruals basis.

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 the charge is considered to be immaterial on the basis that the asset has a long useful life or a residual value, based on its current value, which is 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 2016 by the Ecclesiastical Insurance Co for insurance purposes. The revaluation fund is equal to the book value of the property.

3 FUNDS

Analysis of net assets by fund	Unrestricted funds	Restricted funds
Tangible fixed assets		1,128,405
Current assets less liabilities		
	0	1,128,405

4 CURRENT ASSETS/LIABILITIES

Balance at NatWest Bank plc	30,008
Lettings and other receivables	
less	
Creditors for goods and services	886
	29,122

5 CONNECTED CHARITY

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

Charities Act
(January 2005)

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Total 31.12.22	Total 31.12.21
1,128,405	1,128,405
14,517	14,517
1,142,922	1,142,922

14,517	14,704
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	411
14,517	14,293

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THE CHIPSTEAD CHAPEL CHARITY

Year ended 31st December 2022

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

I report on the accounts for the year ended 31st December 2022 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 maintained 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 explanations from the Trustee 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 accounts do not comply with the requirements:
 - to keep accounting records in accordance with Section 130 of the 2011 Act
 - to prepare financial statements which accord with those accountshave 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

Mr Joshua Peake, ACCA

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Charity Trustee**

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4th May 2023