

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BRIGHTON : THE CHAPEL ROYAL

England & Wales · Charity number 1151007

Details

Status Registered

Legal form Previously excepted

Registered 2013-02-28

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

Contact

Address Chapel Royal Brighton
164 North Street
Brighton
BN1 1EA

Phone 01273328767

Email ROYALCHAPELBRIGHTON@GMAIL.COM

Website chapelroyal.church

Activities

Objects: PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.

Activities: The Ecclesiastical Parish of The Chapel Royal Brighton provides worship and pastoral care to its parishioners within the tradition of the Established Church of England.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Religious Activities, Arts/culture/heritage/science, Human Rights/religious Or Racial Harmony/equality Or Diversity
- **Who:** The General Public/mankind

Geography

- Brighton And Hove

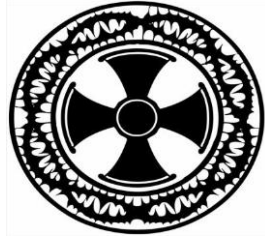
Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£93,311	£106,068	-	-
2023-12-31	£90,941	£81,626	-	-
2022-12-31	£107,029	£91,583	-	-
2021-12-31	£90,554	£88,970	-	-
2020-12-31	£86,214	£64,729	-	-

Trustees

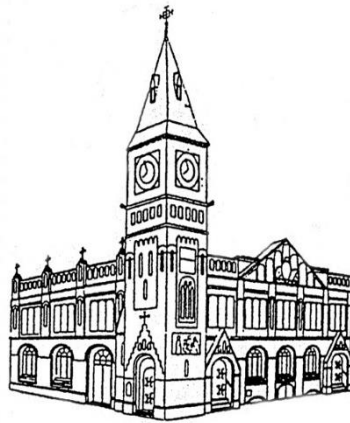
Name	Role	Appointed
ADAM ENGLEBRIGHT		2024-05-26
ANGIE LYNN		2013-08-22
ANNIE BRUMSEN		2024-05-26
Caroline Brown		2015-04-26
DAVID JOHN BISHOP		2024-05-26
David Farrer		2024-09-07
Hilary Niblett		2024-05-26
MARY ELIZABETH WOODHOUSE		2013-02-20
STEVEN EDWARD PATES		2024-05-26
STUART B JESSOP		2024-05-26

Accounts



**The Parish of
Brighton**

The Chapel Royal



**Annual Parochial
Church Meeting
(APCM)**

11th May 2025

Contents

- 1. Agenda**
- 2. Minutes of meeting 14th April 2024**
- 3. Priest's report**
- 4. Churchwardens' reports (x2)**
- 5. Safeguarding report**
- 6. Deanery Synod report**
- 7. Building report – Covered in Churchwarden's report, page 12**
- 8. Coffee Shop report**
- 9. LCCR (Tuesday Concerts) – Covered in Churchwarden's report, page 10**
- 10. Electoral Roll report**
- 11. PCC Annual report**
- 12. Finance report**

1. Agenda

Parish of Brighton: The Chapel Royal, Sunday 11th May 2025.

Vestry Meeting

To elect two Churchwardens

Annual General Meeting

Prayers

1. Welcome
2. Apologies for absence
3. Minutes of Annual General Meeting 14th April 2024
4. Matters Arising
5. To receive reports from:
 - Coffee Shop
 - Chapel Royal Concerts (LCCR) – Covered in Churchwarden's report, p10
6. To receive Annual reports of:
 - Father Richard
 - Churchwardens
 - Safeguarding
 - Deanery Synod
 - Building – Covered in Churchwarden's report, p12
 - Electoral Roll
 - PCC
7. To receive the Annual Accounts for year ending 31st December 2024
8. To appoint an Independent Examiner for 2025/2026
9. To elect Deanery Synod members
10. To elect members to serve on the Parochial Church Council for 2025/26
11. Any Other Business
12. Date of next Annual General Meeting

2. THE CHAPEL ROYAL

MINUTES of the ANNUAL PAROCHIAL CHURCH MEETING

on Sunday 14th April 2024 at 11.30 am

in the Chapel Royal, 164 North Street, Brighton, East Sussex BN1 1EA

29 people were in attendance and the list is on file.

Vestry meeting to elect Churchwardens

Richard Lovett acted as Chair and we accepted his resignation from the position of Churchwarden. Hilary Niblett had been nominated as Churchwarden by Mary Woodhouse, and Richard Lovett had seconded the nomination. David Bishop had been nominated as Churchwarden by Mary Woodhouse, and Hilary Niblett had seconded the nomination. Both nominations were unanimously agreed so Hilary Niblett and David Bishop were elected as Churchwardens for the coming year.

Annual Parochial Church Meeting

1. Welcome

Hilary Niblett took over as Chair, welcoming members of the PCC and congregation to the APCM. She thanked Richard warmly for all that he had done during four years as Churchwarden, stressed the importance of working as a team while we await the arrival of a priest, and expressed her gratitude to David, previously Deputy Churchwarden, for agreeing to replace Richard in this new role.

2. Apologies for absence

Apologies for absence were received from Mark Laverick, Chris Stringer-McGibbon, CM Kavanagh and Adam Englebright.

3. Minutes of the Annual Parochial Church Meeting on 30th April 2023

These had been published with the Annual Reports so Hilary moved that they be accepted as a true and accurate record. This was unanimously agreed.

4. Matters Arising

Pat Drake asked if accounts for the year ended 31st December 2023 had been circulated. Hilary explained that they had not yet been signed off by the Independent Examiner and our Finance Officer was currently abroad.

Pat proposed a vote of thanks to Richard for his hard work and commitment. This was seconded by Rosemary Mitchener and unanimously agreed.

5. Annual Reports

These had all been received and published. The Churchwardens' Annual Reports, covering events, relaunch of the Coffee Shop as Café Royale and maintenance of the building, were read out by Hilary and Richard. Angie Lynn read out the Safeguarding Report. The Deanery Synod and PCC reports had been received and published.

6. Coffee Shop Report

Pat Drake had thoroughly enjoyed working with the team of helpers this year and the number of clients was increasing. She urged members of the congregation to speak either to her or to Steve Pates if they can spare the time for this valuable outreach on Tuesdays, when there is a lunchtime concert, and Saturdays.

After 15 years, Angie had stepped back from co-ordinating Café Royale and her outstanding commitment was recorded with huge gratitude. In addition to Fran Reynolds of the Outlook Foundation, the Café Royale will be manned by charities in June and another two separate months in the summer and the autumn. Over the year, the Café Royale has contributed £2,141.72 to church funds and £538.80 to charities. Margaret Croucher commented that the manager of Friends of Brighton & Hove Hospitals had welcomed the church's intentionally modest increase in prices.

7. Electoral Roll Report

Enid Lovett had removed the names of some on the Roll who had not been heard of for a long time, taking the total down to 83. The pandemic delayed until 2025 a formal revision, which Enid will be undertaking.

8. To receive the Annual Accounts for year ended 31st December 2023

The PCC had agreed the annual accounts and they will be circulated on a Sunday morning after the Independent Examiner has signed them off. Any questions may then be addressed to the Churchwardens.

9. To appoint an Independent Examiner for 2024/2025

The Churchwardens will finalise this appointment after the APCM.

10. To elect Deanery Synod Members

The Deanery Synod normally meets three or four times a year in order to discuss matters that affect the Deanery as a whole. The following had been elected to represent The Chapel Royal at Deanery Synod:-

Stuart Jessop was nominated by Adam Englebright and seconded by CM Kavanagh. Richard Lovett was nominated by Hilary Niblett and seconded by Rosemary Mitchener.

We are very thankful to Stuart and Richard for agreeing to attend Deanery Synod.

11. Election of members to serve on the Parochial Church Council for 2024/25

Richard, who will remain on the PCC until a priest is installed, proposed that we elect eleven, rather than nine, PCC members en bloc since this will be a very difficult year. Jean Potter seconded the motion and it was unanimously agreed. The following members have been nominated and seconded according to official procedure:-

Mrs Mary Woodhouse (Churchwarden Emeritus)

Mr Richard Lovett

Annie Brumsden

Jean Potter

Mrs Caroline Brown (Hon. Secretary)

Mr Christopher Stringer-McGibbon (Organist), by office

Mrs Enid Lovett

Mr Steven Pates

Mr Adam Englebright
Mrs Catherine Wilson
Ms CM Kavanagh.

Enid observed that the size of the PCC would diminish if numbers on the Electoral Roll decreased.

Angie Lynn proposed that Mark Laverick (Lay Reader) and Angie Lynn (Safeguarding Officer) be co-opted at the first meeting of the new PCC. Hilary Niblett seconded the motion and it was unanimously agreed.

12. Any Other Business

Advertisement for priest: This will be posted at the end of April and interviews held in June. Hilary and Richard are Parish Representatives for interviews and selection. Once the advertisement appears on the Diocesan website, no member of the congregation may discuss the subject with Hilary and Richard. Martin Mitchener asked for assurance that we shall choose a priest in the Anglo-Catholic liberal tradition, embracing the whole of the community, and Richard confirmed that this was clearly spelled out in the advertisement. Angie asked if the job description could be made available in the church and Richard agreed to this.

Sacristy and serving: Enid highlighted the vital work carried out behind the scenes by David Bishop and Jean Potter in the area of sacristy, i.e. ensuring that vestments are properly washed and ironed, the silverware polished and so on. More helpers were needed, as well as for servers on Wednesday and Sunday mornings. Pat suggested training additional Lay Ministers to administer communion both at church services and in home settings but this will have to wait until a priest has been installed.

Sound system: Stuart Jessop often found it difficult to hear speakers and he was not alone in this. They need a reminder to adjust the height of the pulpit's microphone.

13. Date of next PCC Meeting

This will be held on Sunday 26th May 2024 after morning service.

3. Priest's report

Thank you for your gracious accommodation of my limitations and willingness to embrace things slightly differently. As you hopefully know by now, I have loved being with you, learning from you and leaning into this 'new' way of being a worshipping community. It seems unfair to single people out when everyone is so committed in their own ways but a special thank you must go to the Wardens who have been a massive support to me. I literally couldn't be doing this without you, and I sincerely thank God for you.

I have felt for a while that St Martin's in the Field is a close fit to Chapel Royal and could provide us with a good framework to look at how we consider our mission as a church. Their approach to being a city centre church is to consider 4 C's.

Culture - How do we engage and contribute in the cultural life of the city as a way of bringing people closer to the divine?

I have enjoyed the increased **musical** content in services. The little snippets of Taizé sung liturgy in particular has touched me as it feels like a bridge between the contemporary and ancient and seems to get into your soul. With the addition of a few more strong voices we can hopefully make music a way of connecting with God in our Sunday services. With so much modern worship music lacking depth, it has been refreshing to see the teaching element of the hymns. When it backs up the preaching and the liturgy, it is something special. We just need to ensure that we continue to combine them with familiar hymns we can 'belt out'. The addition of a musical leaders group should help us to continue this. Other areas to explore are **evensong** (Does this have a place in the city?), a **choir** to help us worship and how we develop the **instrumental** contribution to worship in support of Michael and Adam. This would be especially enjoyable for 'High Days' in the liturgical year. It will also be exciting to see how the connections with the **Tuesday Concerts** can bear fruit as we build closer connections.

With the location, good light and space, the church could also be an excellent way of also engaging with the **visual arts**.

And he said to him, "You shall love the Lord your God with all your heart and with all your soul and with all your mind" Matthew 22:37

Loving the lord with all your mind means also engaging with the creative parts of our minds. In a world of logic and reason, I think we have an opportunity to lean into creativity as a place for encounter with the divine.

Commerce – As we look to develop our work in the city, it will be helpful to work with commercial partners around us for the common good of the area. Our desire to seek out the marginalised and forgotten has the benefit of helping to create a better environment for their businesses to prosper.

Also, “seek the peace and prosperity of the city to which I have carried you into exile. Pray to the LORD for it, because if it prospers, you too will prosper.” Jeremiah 29:7

Compassion – The church seems to have Jesus’ heart for compassion. This is evident in how challenging people are welcomed into the space, the ethos of the café and the priority of making spaces for recovery groups. I particularly noticed how those on the margins are given a voice and part to play in the services. This doesn’t always work but when it does, it shouts of our values more than any mission statement ever could. I will continue to visit our **12 steps** groups to build connections and learn from them. The **Probation Safe Space** is in the early stages and is working well with myself and a St Peter’s team member with us. We should look to keep an eye out to find those from CR who could get involved in the sessions. Citizens Brighton and Hove are keen to explore what it would look like to work with us.

Congregation – I observe that as well as having a love of the Chapel Royal there seems to be a gathering at the Chapel Royal of those who have a heart for caring and those who need to be cared for (sometimes the same person).

Although I feel one of the key verses for us is:

“Are you tired? Worn out? Burned out on religion? Come to me. Get away with me and you’ll recover your life. I’ll show you how to take a real rest. Walk with me and work with me – watch how I do it. Learn the unforced rhythms of grace. I won’t lay anything heavy or ill-fitting on you. Keep company with me and you’ll learn to live freely and lightly.” Matthew 11:28-30 (The Message translation) it is important that we continue to build the ‘all in’ culture of everyone contributing in a way that helps them live out the life God has in mind for them. The Church is an amazing place for opportunities of growth in confidence and skills that allow people to lead out the plans God has for them. We have already got a community that shouts Kingdom

Values – we need to celebrate this and lean into the holy chaos and additional complications it brings.

Areas of Development in the coming year

- Future direction of café
- Discipleship
- Open doors of the church
- Budget and financial operational systems

4. Churchwardens' reports

2024/25 report to the APCM by Hilary Niblett, Churchwarden

I will start backwards this time, starting with Easter 2025. Unfortunately, I was unwell with covid and out of action. However, everyone chipped in and it must have been a joyous occasion always starting with the flowers, the yellows and the whites and the smell of spring. The congregation did a marvellous job with the Easter flower collection.

Father Rich had bold plans for Easter, and I did not agree with all of them. I was unsure regarding the shared Maundy Thursday supper, but it looked great and was well received. The Church calendar is always a good time keeper and Christmas was festive and bright and again well attended, Fr Rich likes everything at the front door.

The two successes this year has been of course Fr Rich and the lunchtime concerts. Firstly, there was real determination to have Father Rich join Chapel Royal (he has now been with us now over six months). He truly has been a blessing to Chapel Royal and to all the community of this part of Brighton.

The lunchtime concerts bring in a different crowd of people, the music has been outstanding and this has been reflected in the growing attendance. There was a mutual decision made between CR and LCCR, to run the cafe on Tuesdays before the concerts start, providing cakes scones, teas and coffee. This has been run by Steve Pates, myself and Angie Lynn, this has been very successful, and brought in a lot of money, and much needed funds. Paul Gregory and Yoko Ono who run the concerts, say the cafe has brought in more concert goers and in turn, more money into the church. This has also brought in better musicians. Everyone is happy.

Last spring - the spring fair was not a success nor was the Christmas Fair, but they did bring in extra money. Footfall was the problem and clashing dates. However, we have bigger plans this year, for an Autumn fair at the end of September. Sulann has been excellent with all the advertising and artwork, which we need to have better publicity this time, and Chapel Royal can shine more brightly. Sulann has worked extremely hard over Christmas and Easter with all the posters and service booklets, and Sulann is a real asset to Chapel Royal.

I would like to thank, David Bishop working through his illness and has been true to CR, and to Steve Pates (deputy warden) who is dependable and wise, and Stuart Jessop who is always there when needed.

I would also like to thank the PCC, for sometimes a difficult year, the congregation is growing differently and more diverse, it is beginning to reflect our crazy unique Brighton, outside on the street, outside our church. One Sunday I walked in after mass, and the first thing that struck me was the energy in the church, the buzz and acceptance of each other.

Thank you everyone,

Hilary Niblett, Churchwarden, Chapel Royal.

2024/25 report to the APCM by David Bishop, Churchwarden

The time seems to have passed so quickly since being voted in as Churchwarden, I have been in the role for a year and such a lot has happened in the that time.

I need to start this report by saying Thank You to all the Chapel Royal family for all your love support and prayers and covering for me when I was diagnosed with lung cancer. I don't know how I would have coped without you all.

Thanks also goes Canon Doris Staniford, the Rural Dean, Emma Ham Ritchie and Arch Deacon Martin.

When I became Churchwarden Sulann had not long been appointed as Parish Administrator and with her help and that of my colleague Hilary I was able to learn quickly about the role, especially as we were still in interregnum. We were so lucky that Sulann, Hilary and Richard Lovett worked so hard and managed to get every

mass covered. A very big thanks also goes to all the clergy for all their support over this period.

Thankfully Richard and Hilary were already working very hard with Arch Deacons Martin and Sam and Bishop Martin on the interviewing process for a new Priest.

Bishop Martin offered the position to the Reverend Richard Merrick, which he accepted, and it was my pleasure to make the announcement on Sunday 18th August 2024, after a very late Saturday night and early Sunday morning working with Fr Rich, to get the right words.

The Licensing and Installation of Fr Rich by Bishop Will, was then set for 3rd October 2024, and after many hours of work the Chapel Royal was able to host and celebrate with over 100 people including many of the local clergy.

Another happy occasion was in the summer, on 20th August, when Emma Ham Richie took the vow renewal and blessing for Jay and Adrian Doyle, on the day of their 25th Wedding Anniversary.

The Building

During 2024 there was a number of matters and improvements with regard to the beautiful old Grade II listed building we're so blessed to be able to worship in.

These include, but are not limited to, the following:

- A variety of work to the roof of the building, mainly caused by storm damage.
- Various repairs to the boilers were required to keep us warm during the winter.
- The routine inspection of the Lightning Protection System.
- We had to have an asbestos survey, which was required by the Probation Service that use the venue on Fridays. I am pleased to confirm that we have zero asbestos in the building!
- In the main church building, additional fire detectors were installed.
- All the guttering was cleared of the rubbish that had built up, including empty coke cans and takeaway dishes!
- The bottom lock on the front door was changed – this lock has been an issue for a long while, and when a key got stuck and broke in the lock it was a good excuse to get this sorted.
- The lock on the defib cabinet was also changed due to vandalism
- We now have High Speed Fibre wifi installed, which has helped considerably with the use of the computer system and printers. The system can now be used for streaming and will hopefully be put to good use in the future.

- As the outside notice boards, either side of the front door, were vandalised, we were given permission to replace them with bigger notice boards in blue to match the sign outside.

The next 12 months

As we are all aware the heating and boilers are very old, so Steve Pates is looking at possible replacement/upgrades along with what grants and financial assistance we can get to do this.

As the Chapel Royal is situated so close to the sea, all the window frames will need to be repaired and repainted. We are currently looking at various ways this can be achieved and of course negotiating a good price.

My personal thanks also goes to:

- Hilary, my fellow Churchwarden, who I really enjoy working with – we might not always agree at first, but always get there in the end.
- Richard Lovett and Mary Woodhouse, previous Churchwardens, for their guidance and wealth of knowledge.
- Sulann, our Parish Administrator (assisted by Essie), for the amazing hard work and time she spends keeping Fr Rich, Hilary and myself on the straight and narrow, and the wealth of knowledge she has in the administration of the church, and the wonderful and colourful service books and newsletters she produces each week.
- Steve Pates as Deputy Churchwarden.
- Stuart Jessop and Maureen for looking after the finances.
- Enid and Stuart for joining me in the Sacristy and Serving.
- Michael White and Adam Englebright and off course Sue Mileham (Wednesday mass), for all things musical including the choice of hymns and the amazing talents they all have playing our beautiful organ and piano and of course the incredible singing voices they have.
- Enid as our Electoral Role Secretary, in keeping everything up to date.
- Caroline Brown for having the largest selection of the sharpest pencils ever, and her shorthand speed at taking the minutes at the PCC meeting and producing such detailed minutes.
- All members of the PCC for their support and hard work.
- Julian, our architect, for being so patient with me during my first year as Churchwarden, and guiding and helping me.

If there is anyone I have forgotten, please forgive me and THANK YOU

5. Safeguarding report

The Parish Safeguarding Officer (PSO) for the year was Angie Lynn.

The Safeguarding Policy statement and Expressing Safeguarding Concerns document are displayed in the church.

There is a dedicated email address, <mailto:safeguarding.chapelroyal@gmail.com> to facilitate contacting the safeguarding officer confidentially with any concerns.

The overarching aim of safeguarding at the Chapel Royal is to manage any issues through informed vigilance. It is the responsibility of all members of the congregation to be watchful in ensuring the safety of all members of the Chapel Royal community, especially children, young people and vulnerable adults. It is good to note that members of the congregation are confident to raise concerns with the PSO, so they can be speedily addressed as necessary.

Issues

The management of specific incidents is a shared responsibility, and information is shared regarding individuals on a 'need to know' basis, to maintain both safety and confidentiality. Where necessary police and probation services have also been involved.

There have been no safeguarding issues involving the congregation during the past year.

The PSO would like to thank the members of the congregations and in particular the Churchwardens for their vigilance and support.

Simple Quality Protects

We have liaised with the Assistant Diocesan Safeguarding Officer over reviewing our SQP evidence.

The PSO is grateful to Fr Richard and to David Bishop for their work in reviewing and updating our Simple Quality Protects evidence as required with the Diocese. Thanks also to the PCC for reviewing our policies as required. A new system is shortly to be introduced by the Diocese and we await developments and instructions.

Safeguarding Training

Keeping our training up to date is an important part of safeguarding, and I am pleased say that all PCC members and coffee shop volunteers have now

undertaken the necessary Basic training, and a number of people have also completed the Foundation level. Many thanks also to Sulann for meticulous record keeping

Angie Lynn

Parish Safeguarding Officer, The Chapel Royal, Brighton

2 May 2025

6. Deanery Synod report

Minutes of the Brighton Deanery Synod of 27th November 2024 at St Paul's Church.

The meeting was chaired by the Rev Emma Ham Riche.

Emma Ham-Riche, Rural Dean, opened the proceedings with prayer including a special prayer by the Revd Dr Sam Wells.

Martin Auton-Lloyd, Lay Chair, welcomed any new members, visitors and guests. He thanked Fr Thomas Cotterill for hosting and for leading the worship and celebrating the Mass/Eucharist. He also thanked Warden Victor and helpers Adrian and Susan for organising and serving refreshments.

Members were reminded to sign in before leaving if they had not already done so.

Approval of the last Minutes of 26th September was sought which was proposed by Robert Brown, Moulsecoomb, and seconded by Caroline Thomas, Patcham. There were no matters arising.

Bishop Nick Holtam was introduced by Emma Ham-Riche. Bishop Nick has moved to Brighton after retirement from Salisbury Diocese. Prior to his presentation regarding increased support in the Deanery for Christian Aid Week 2025, Bishop Nick commented on and led a discussion on the recent events in the Church of England following the publication of the Makin Report. Bishop Nick encouraged us all to better efforts in light of the plight of developing countries drowning in debt. Bishop Nick's full presentation is attached.

The Revd Martin Poole gave a presentation on St Luke's Advice Service, which is attached. This Service, founded in 2010, has grown enormously since its inception and provides invaluable help to those who find themselves in debt while also giving advice and help to those who find difficulty negotiating our benefits system, are unable to read or who may need an interpreter. There are many in our community

who fall through the cracks for one reason or another. In some cases, these problems can take up to six years to resolve. Increased funding is needed to keep this invaluable service going which is beneficial for everybody in our community. Carole Copelin, outgoing Deanery Secretary, who worked at the Service for many years, also endorsed its invaluable work.

Mission Action Plans. Emma Ham-Riche summarised what has been going on over the last three years as this evening marked the end of this phase. She reminded us of the “4 Mores”, more open, more converted to Jesus Christ, more generous and more engaged. We were also reminded of the common threads over this time with increased support for youth leaders, the pilgrimage trail, Eco Church, and support for parish treasurers which have shaped the Deanery Action Plans. Emma also reminded us of the energy and passion from discussions of March 2023 as to what we could achieve together. Members were then encouraged to talk to each other in pairs and then in fours to share experiences as to what had been achieved in their individual parishes, what had been successful as well as what could have been done better. Diocesan Synod Elections. There have been two Laity representatives elected, Gillian Burt and Lis Telcs.

Deanery Finances. Chris Willis, Deanery Treasurer, addressed Members with some clarifications regarding Ministry costs and the Parish Share. The Diocese is running at a deficit and some parishes are unable to pledge the full Share which stands at around £83K. It was emphasised that it is very important to give notification in the case that the parish cannot meet the Share Pledge before the end of the financial year so that Chris can warn Church House. A 4% increase was mooted for 2026. Martin Poole asked for a breakdown as regards where the Parish Share actually goes.

Rural Dean's Update. Clergy departures – Fr Ben Eadon to Walsingham, Revd Will Leaf has left Moulsecoomb, Revd Rich Merrick has joined the Chapel Royal and the Revd Alice Smith has been announced as joining the Church of the Good Shepherd and will be licenced on 17th February 2025. There was mention of appointing an Assistant Deanery Secretary (Clergy) and also a widening of the Deanery Standing Committee with one or more members. Members were asked to give these suggestions prayerful thought. Rev'd Emma also mentioned that she had met the PCSO with responsibility for faith communities, Elliot Munro-Stevenson, who is willing to be invited to events & activities.

There was no General Synod Report. Michael Miller updated regarding the Diocesan Synod with references to similar reflections on the Makin Report and how to move forward and how vital it is to have good safe-guarding issues in place.

Plans for the upcoming Year of Faith. It has now been confirmed that St Peter's Brighton will host a Celebration of The Year of Faith on Thursday, January 30th, 2025. Bishop Ruth's campaign regarding raising awareness of domestic abuse was commended.

Closing Prayers. All present joined in The Grace.

7. Building report

Covered in Churchwardens Report on page 12.

8. Coffee shop report

Café Royale

Coffee Shop Report to APCM April 2024 – March 2025.

Café Royale opens Saturdays from 11am – 2pm for tea, coffee, homemade cake, scones, sandwiches and toast. The Café also opens on Tuesdays before the lunchtime concerts, to serve tea, coffee and homemade cake.

We hugely appreciate the support of Fr Richard, and record thanks to everyone who has helped keep Saturday and Tuesday café open. The regular Saturday team Pat Drake, David Farrer, Stuart Jessop, Steve Pates are ably assisted by Annie Brumsen, Hilary Niblett, Angie Lynn with Fran Reynolds and Tommy Glenton. We welcome Conglin Jiang to the team and are very grateful for her willingness to serve. Tuesday café is coordinated, baked for and staffed entirely by Angie Lynn and Steve Pates. I am sorry to report that the team of volunteers is very stretched, and people have had to do more than they committed to keep the café open.

Café Royale is part of Chapel Royal outreach ministry, and helps:

- Foster good relationships with the local community.
- Increase footfall to the church and awareness of our presence in Brighton.
- Offer a low-cost and friendly meeting place for local people.
- Offer work experience to differently-abled young people.
- Raise funds for charitable projects.

We are pleased to report that after expenses, the Saturday Cafe enabled three charities, Freedom from Torture, Lazarus and Friends of Brighton & Hove Hospitals to raise over £1000. The funds raised for the Chapel Royal, after expenses, were £3375 with a significant proportion of this, about a third, coming from Tuesdays. Our expenses have increased by 19% this year We may want to consider more shorter café offerings before significant events, and increasing prices (last increase September 2023).

Future developments to include:

- Reconsidering the balance between poorly attended Saturdays and the toll on volunteers alongside possible shorter offerings alongside larger events. This may mean systematic monitoring of who uses the café and when.
- Price increases.
- Ongoing food service certification requirements.
- Checking safeguarding practice.
- We need more volunteers.

I would like to record thanks to everyone who has worked so hard to keep the Café Royale successfully open.

Café Royale Summary April - December 2024									
Month	Saturday Takings (£)	Tuesday. (Concert) Takings (£)	Chapel Expenditure (£)(coffee, tea, cleaning etc) NOT SO FAR INCLUDED IN EXPENSES	Volunteer baking expenses (£)(estimate)	Volunteer shopping (£)(estimate)	Contingency	Proceeds to Chapel (£)	Proceeds to Charity (£)	Comments
Apr-24	343.54	175.35	200	38	55	20	406		
May-24	360.52	143.92		38	55	20	391		
Jun-24	305.81	121.45		38	55	20	81	233	Lazarus last 4 Saturdays in June
Jul-24	222.75	111.63	200	38	55	20	221		
Aug-24	362.6	84.28		38	55	20	334		
Sep-24	316.43	143.04		38	55	20	346		
Oct-24	611.75	181.02	200	38	55	20	68	612	Freedom from Torture
Nov-24	472.71	214.87		38	55	20	277	298	Friends of Brighton & Hove Hospitals 4 out of 5 Saturdays, not Christmas Fair
Dec-24	238.29	100.75		38	55	20			
Jan-25	282.41	185.12	200	38	55	20			
Feb-25	384.64	206.22		38	55	20			
Mar-25	238.29	100.75		38	55	20			
Totals	4139.74	1768.4	800	570	660	240	3295	1143	

Pat Drake, April 2025.

9. LCCR - Tuesday concerts

Covered in Churchwarden's report, p10.

10. Electoral Roll report

This year all C of E parishes have had to completely revise their Electoral Rolls.

We started our revision a few weeks ago and the finishing date is 27th April.

There are now 53 names entered which means that we retain the same numbers of PCC members and Deanery Synod representatives.

Hopefully this number will increase as time goes on.

Thanks to Fr Richard and the PCC and especially Jean who helped with this task.

Enid Lovett, Electoral Roll Officer

11. PCC annual report

The Finance Report is to be found in a separate document.

Trustees' Report April 2024/25

The Parochial Church Council of The Parish of Brighton: The Chapel Royal

Membership 2024/25

Father Richard Merrick (Vicar)

Hilary Niblett (Churchwarden)

David Bishop (Churchwarden & Lay Minister of Communion)

Steve Pates (Deputy Churchwarden)

Mary Woodhouse (Churchwarden Emeritus)

Stuart Jessop (Lay Minister of Communion)

Adam Englebright (Lay Minister of Communion)

Annie Brumsen

Angie Lynn (Safeguarding Officer)

Enid Lovett (Lay Minister of Communion)
David Farrer
Caroline Brown (Hon. Secretary)

By agreement of a Special Annual Parochial Church Council (PCC) meeting in 2009 with the formation of the new Parish of Brighton: The Chapel Royal, the PCC shall consist of two Churchwardens and 9 elected members unless a subsequent APCM changes this. All Hon. Assistant clergy are welcome to attend PCC meetings and speak, sharing their insights and wisdom, but they have no voting powers. At each meeting of the PCC, the Finance and Safeguarding reports were also on the agenda for presentation and discussion.

The Parochial Church Council as Trustees met on the following dates:-

26th May 2024

Appointment of Officers
Charity Commission
Accounts
Electoral Roll
Adopt and sign Diocese Safeguarding Policy
Adopt and sign Diocese Non-safeguarding Serious Incident Policy
Building condition/repairs, including utilities and boilers
Coffee Shop
Volunteers for Vestry and Serving
Lay Ministers of Communion
New Piano
Social Events
Advertisement for priest
Artist's painting of Chapel Royal
Work Day in Church
Standing Committee

21st July 2024

Financial situation

1st September 2024

Appointment of Officers

Update on Reverend Richard Merrick (Licensing)

Accounts

Building

Employees & resignation of Chris Stringer-McGibbon

Temporary change to frequency of PCC meetings

Lay Ministers of Communion

Christmas Fayre & Other Events

Clock Tower repair

3rd November 2024

Resignation from PCC (Catherine Wilson)

Safeguarding

Accounts

Building

Mission

Services

Appointment Reflections

Christmas

This was the first PCC meeting chaired by Father Richard Merrick, who was licensed as Priest-in-Charge on 2nd October 2024.

16th February 2025

Resignation from PCC (CM Kavanagh)

Safeguarding

Finance

Building

Mission
Services
Easter & Christmas
Electoral Roll
Outreach to marginalised

23rd March 2025

Safeguarding
Finance Summary
Building
Boilers
Services
Electoral Roll Update
Annual Parochial Church Meeting
Mothering Sunday
Decluttering

End of APCM report

**God of compassion,
be close to those
who are ill,
afraid,
or in isolation.
In their loneliness,
be their consolation;
in their anxiety,
be their hope;
in their darkness,
be their light;
through him who suffered
alone on the cross,
but reigns with you in glory,
Jesus Christ our Lord.**



The Parish of Brighton

The Chapel Royal

CONTACTS

Email: royalchapelbrighton@gmail.com

Parish Office Tel: 01273 328767



www.chapelroyal.church

Priest in Charge
Rev'd Richard Merrick

Safeguarding Officer
Angie Lynn
Email: safeguarding.chapelroyal@gmail.com

Churchwardens
Hilary Niblett
David Bishop

The Chapel Royal
164 North
Street
Brighton
BN1 1EA

Chapel Royal Brighton
May 2025
Registered Charity Number 1151007

**ANNUAL REPORT
AND
FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL
OF
CHAPEL ROYAL

FOR THE YEAR ENDED

31ST DECEMBER 2024**

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All incoming resources are accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

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Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

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All other income is recognised when it is receivable.

Gains and losses on investments

Realised gains are recognised when the investments are sold, unrealized gains and losses are accounted for on revaluation on 31st December 2024

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Resources expended are accounted for on an accruals basis and are accounted for gross.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PCC OF CHAPEL ROYAL

Independent examiner's report to the trustees of The Chapel Royal

I report to the trustees on my examination of the accounts of PCC of Chapel Royal (the charity) for the year ended 31 December 2024.

Responsibilities and basis of report

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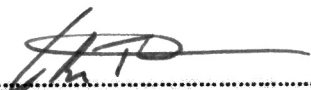
I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145 (5) (b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.


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Christopher Robert Tyler FCA DChA FCIE


.....

Date:

F1 CRT Limited

Flat 24 Wellingtonia Court

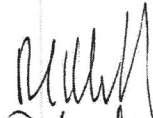
Brighton

East Sussex

BN1 6TD

Balance Sheet as at 31st of December 2024

Class and code	Description	As at 31/12/2024	As at 31/12/2023
Fixed assets			
C501	Sale Mary Magdalen	283,623	277,277
C502	Cooper/Rawson	138,852	135,745
C503	Vicarage Fund CCLA	57,136	55,858
	Total Fixed assets	479,611	468,879
Current assets			
6501	Bank current account	47,838	66,073
6505	Bank deposit account	-	-
6510	Chapel Royal CCLA (CBF) deposit account	107,428	103,381
6515	Vicarage bank Account	14,238	12,807
Z05	Accounts Receivable	-	-
	Total Current assets	169,504	182,261
Liabilities			
Z04	Accounts Payable	-	-
	Total Liabilities	-	-
	Net Asset surplus (deficit)	649,115	651,140
Reserves			
	Excess/(deficit) to date	(12,757)	80,085
Z01	Starting balances	651,140	530,926
Z02	Gains/(losses) on investment assets	10,732	4,612
Z03	Gains and losses own use	-	35,517
	Total Reserves	649,115	651,140
Represented by Funds			
	General (Unrestricted)	28,298	58,168
	Designated	10,967	7,615
	Restricted	464,351	442,965
	Endowment	145,499	142,392
	Total	649,115	651,140


Richard Merrick
Priest In Charge
7/5/25

ParStJohn

Restricted	32,802	-	-	-	-	-	32,802
Sub-totals	32,802	-	-	-	-	-	32,802

Restore

Restricted	836	-	-	-	-	-	836
Sub-totals	836	-	-	-	-	-	836

RHTADM

Restricted	(10,179)	-	180	-	-	-	(10,359)
Sub-totals	(10,179)	-	180	-	-	-	(10,359)

RHTPCON

Restricted	(5,000)	30,000	25,000	-	-	-	-
Sub-totals	(5,000)	30,000	25,000	-	-	-	-

St John's Grant for Parish Contribution

Restricted	7,800	-	6,466	-	-	-	1,334
Sub-totals	7,800	-	6,466	-	-	-	1,334

StJohGrant

Restricted	574	7,740	3,600	-	-	-	4,714
Sub-totals	574	7,740	3,600	-	-	-	4,714

StJohn30k

Restricted	23,000	-	-	-	-	-	23,000
Sub-totals	23,000	-	-	-	-	-	23,000

Vicarage

Restricted	85,474	1,551	322	-	1,278	-	87,981
Sub-totals	85,474	1,551	322	-	1,278	-	87,981

Other receipts

0901 - Other funds generated	689	-	-	-	689	686
Other receipts Totals	689	-	-	-	689	686

Activities for generating funds

C001 - Coffee Shop	1,241	5,883	-	-	7,123	3,426
Activities for generating funds Totals	1,241	5,883	-	-	7,123	3,426

Investment Income

1001 - Dividends	-	-	13,016	-	13,016	12,816
1020 - Bank and building society interest	4,047	-	-	-	4,047	4,536
Investment Income Totals	4,047	-	13,016	-	17,062	17,352

Receipts from church activities

1101 - Fees for weddings and funerals	-	-	-	-	-	1,716
1230 - Church hall lettings - objectives	11,168	-	-	-	11,168	8,952
C004 - Sundry Income	117	-	-	-	117	20
Receipts from church activities Totals	11,285	-	-	-	11,285	10,688
Receipts Grand totals	36,673	5,883	50,756	-	93,311	90,942

PAYMENTS**Cost of generating funds**

1730 - Costs of fetes & other events	807	-	-	-	807	484
C104 - Coffee Shop	-	1,400	-	-	1,400	522
Cost of generating funds Totals	807	1,400	-	-	2,207	1,005

Missionary and Charitable Giving

1870 - Secular charities	240	1,131	-	-	1,371	465
Missionary and Charitable Giving Totals	240	1,131	-	-	1,371	465

Parish Share

1910 - Ministry parish share etc	3,750	-	31,250	-	35,000	25,000
Parish Share Totals	3,750	-	31,250	-	35,000	25,000

Clergy and Staffing costs

2001 - Assistant staff costs	419	-	-	-	419	-
2050 - Salary of parish administrator	12,930	-	-	-	12,930	7,839
2101 - Working expenses of incumbent	263	-	-	-	263	-
2120 - Council tax	1,746	-	-	-	1,746	1,504

- **Notes to the accounts**

Related Party transaction between The Chapel Royal and Robertson's Hall Trust

Robertson's Hall Trust arises from the church hall in Ship Street of the former Trinity Church of Brighton. Fr Richard Merrick a trustee as right of office as vicar of The Chapel Royal Brighton, other trustees are appointed by the Bishop's council of the Diocese of Chichester and the Diocesan board of finance each for a five-year period.

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The following grants were received from Robertson's Hall Trust in the year ending 31st December 2024:

	£
Parish Contribution	30,000
	30,000

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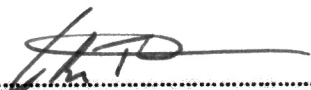
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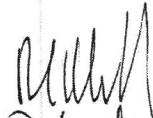
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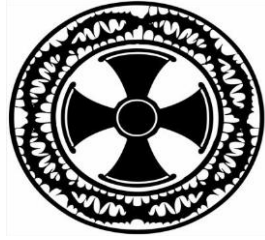
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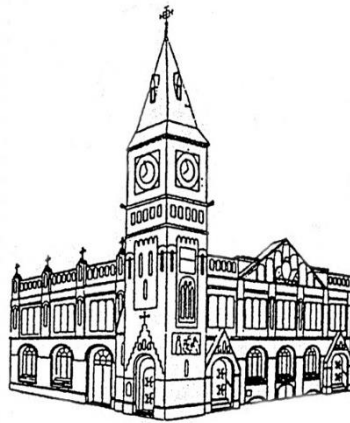
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	7,740

Accounts



**The Parish of
Brighton**

The Chapel Royal



**Annual Parochial
Church Meeting
(APCM)**

14th April 2024

Contents

- 1. Agenda**
- 2. Minutes of meeting 30th April 2023**
- 3. Churchwardens' Reports (x2)**
- 4. Safeguarding Report**
- 5. Deanery Synod Report**
- 6. Building Report – Covered in Churchwarden's Report, page 9**
- 7. Coffee Shop Report**
- 8. LCCR (Tuesday Concerts) – Covered in Churchwarden's Report, page 7**
- 9. Electoral Roll Report**
- 10. PCC Annual Report**

Finance Report to be received at a later date following Independent Examiner Certificate. The PCC has agreed 2023 annual accounts as presented by the Parish Finance Officer.

1. Agenda

Parish of Brighton: The Chapel Royal, Sunday 14th April 2024.

Vestry Meeting

To elect two Churchwardens

Annual General Meeting

Prayers

1. Welcome
2. Apologies for absence
3. Minutes of Annual General Meeting 30th April 2023
4. Matters Arising
5. To receive Reports from:
 - Coffee Shop
 - Chapel Royal Concerts (LCCR) – Covered in Churchwarden's Report, p7
6. To receive Annual Reports of:
 - Churchwardens
 - Safeguarding
 - Deanery Synod
 - Building – Covered in Churchwarden's Report, p9
 - Electoral Roll
 - PCC
7. To receive the Annual Accounts for year ending 31st December 2023
8. To appoint an Independent Examiner for 2024/2025
9. To elect Deanery Synod members
10. To elect members to serve on the Parochial Church Council for 2024/25
11. Any Other Business
12. Date of next Annual General Meeting

2. Minutes for Annual Parochial Church Meeting 30th April 2023

MINUTES of the ANNUAL PAROCHIAL CHURCH MEETING

on Sunday 30th April 2023 at 11.30am

in the Chapel Royal, 164 North Street, Brighton, East Sussex BN1 1EA

24 people were in attendance and the list was on file.

Vestry meeting to elect Churchwardens

Father David Biggs acted as Chair. Having given thanks to God for the gift of Mary Woodhouse, we accepted her resignation from the position of Churchwarden. Hilary Niblett had been nominated as Churchwarden by Richard Lovett, and Margaret Croucher had seconded the nomination. Richard Lovett had been nominated as Churchwarden by Martin Mitchener, and Mary Woodhouse had seconded the nomination. Both nominations were unanimously agreed so Hilary Niblett and Richard Lovett were elected as Churchwardens for the coming year.

Annual Parochial Church Meeting

1. Welcome

Father David welcomed members of the PCC and congregation to the APCM.

2. Apologies for absence

Apologies for absence were received from Enid Lovett, Mark Laverick, Richard Lovett, Catherine Wilson and Roosa Herranen.

3. Minutes of the Annual Parochial Church Meeting on 1st May 2022

These had been published, together with the Annual Reports, and were agreed to be a true and accurate record of the meeting. Father David moved that the Annual Reports be accepted and this was unanimously agreed.

4. Matters Arising

There was none.

5. Reports

Reports on Evensong, Knit & Natter, the Coffee Shop and Chapel Royal Concerts (LCCR) had been received and published. Father James suggested a trial of a Sung, as opposed to a Choral, Evensong and this was agreed. Father David thanked everyone who helps to run the Coffee Shop, which attracts a lot of visitors.

6. Annual Reports

The Vicar's and Churchwardens' Annual Reports and those on Safeguarding, Deanery Synod, Building (covered in section 3 of the Churchwardens' Report and section 12 of the Vicar's Report), Electoral Roll and PCC had been received and published.

Richard had been able to find new contacts to replace those lost to us when our previous churchwarden, Paul Littlewood, died. Steve Pates had heard from Smith of Derby that 5th June had been tentatively earmarked for repairing the bell's striking mechanism, depending on delivery of replacement parts.

Father David noted that the hall was well used and every group had agreed to pay a slightly increased rent of £18 an hour.

7. To receive the Annual Accounts for year ended 31st December 2022

The PCC had agreed the annual accounts and these will be circulated when Maureen O'Hare has finished preparing them. Any questions may then be addressed to the Churchwardens.

8. To appoint an Independent Examiner for 2023/2024

Father David will finalise this appointment after the APCM.

9. To elect Deanery Synod Members

The Deanery Synod normally meets three or four times a year in order to discuss matters that affect the Deanery as a whole. The following had been elected to represent The Chapel Royal at Deanery Synod:

Roosa Herranen (proposed by Enid Lovett and seconded by Mark Laverick),
Jean Potter (proposed by Richard Lovett and seconded by Enid Lovett),
Stuart Jessop (proposed by Richard Lovett and seconded by Carly-May Kavanagh).

We are very thankful to Roosa, Jean and Stuart for agreeing to attend Deanery Synod and would, ideally, like a fourth member of the congregation to join them.

10. Election of members to serve on the Parochial Church Council for 2023/24

The following officers were elected at the APCM on 30th April 2023:

Father David Biggs, SCP (Vicar), by office
Mrs Hilary Niblett (Churchwarden)
Mr Richard Lovett (Churchwarden)
Ms Roosa Herranen
Mr Stuart Jessop
Mrs Jean Potter
Mr David Bishop
Mrs Caroline Brown (Hon. Secretary)
Mr Christopher Stringer-McGibbon (Organist), by office
Mrs Mary Woodhouse
Mr Mark Laverick (Lay Reader)
Mrs Enid Lovett
Mr Steven Pates
Mr Adam Englebright
Mrs Catherine Wilson
Father James Foley
Ms Carly-May Kavanagh

11. Any Other Business

Father David reminded us how fortunate we are in this parish to have so many people prepared to help with everything and expressed his thanks to everyone for whatever they do and how they do it! The AA people were so grateful for the use of our building and they appreciate its spirituality. Post-Covid, things felt almost normal again - but not quite.

12. Date of next Annual Parochial Church Meeting

This will be held on Sunday 14th April 2024.

3. Churchwardens' reports

Report to the APCM by Hilary Niblett, Churchwarden, April 2024

I cannot believe I have been doing this job, for nearly a year, and I'd like to thank, Richard Lovett, David Bishop, and especially Mary Woodhouse. There have been changes in the last year, mainly with Father David retiring, this was a sad time for all of those in Chapel Royal. However, CR had a great leaving service and a joyous party afterwards for Father David. Another person to leave was our administrator Martin Mitchener, the churchwardens had a successful, recruitment drive, and we found Sulann who has taken over from Martin, and has been doing the job for a month now, Sulann has quickly become part of the CR team.

Events and relaunch of the Coffee Shop

The first social event was the King's Coronation party, it was a great afternoon, and community event. We also held a shared lunch in the middle of July, at both events we had lots of lovely food and raffles, that boosted church funds and went to the clapper fund. Our Wednesday midweek service is extremely well attended, and attracts 20 to 25 churchgoers. This is fast becoming a very successful part of Chapel Royal, weekly life. Once per month we have fish and chips at a local restaurant, and we have at least 15 people attending. Wednesdays attract many people, and the coffee afterwards has brought in a member of the fire brigade to give us a talk, to keep us all safe with fire alarms, etc. Chapel Royal held a Macmillan Coffee morning on a Wednesday in late September, this was very well attended with many delicious cakes and scones, everyone baked and helped and we had another raffle. The coffee shop was relaunched in September, which has been a great decision, and all the funds go towards the Chapel Royal, so my thanks to the coffee shop team, and especially to Pat Drake and Steve Pates, who have given much of their time and expertise. Another great idea was to open the coffee shop for the Tuesday classical concerts, this has much boosted the funds for the Church, and has been valued by the organisers of the concerts. The Chapel Royal, had a Christmas fair in early December, the bottle tombola and coffee shop did extremely well, and my thanks to those who helped making another successful event. This was a great start to our Christmas events. Chris Stringer-McGibbon and myself decided to have Christmas flower displays, and we managed to raise enough money for two huge displays in memory of those close to us, and no longer with us at Christmas time. Mothering Sunday, was full of primulas to give out to all of those in the congregation, they made a colourful display, in the middle of lent.

Once again, Chris has organised flowers for Easter, and many have already donated, for the memory of a loved one.

The Future

Chapel Royal, is going to hold a mini spring fair, the end of April, and the same time the coffee shop is open. Saturday is a great time to be able to bring in different and diverse people into the church, and is part of CR's ministry. Richard has been very hardworking, and I will be sorry to see him leave. He has found for us many supportive clergy, which has kept CR going through a difficult period, and I for one will miss him.

Hilary Niblett, Churchwarden

Report to the APCM by Richard Lovett, Churchwarden, April 2024

This will be my last report as Churchwarden, as I will be standing down from the post. It has really been another eventful year at Chapel Royal with all sorts of things going on! Hilary Niblett took over from Mary, as my fellow Churchwarden at the APCM, and has ably taken to the task - although there doesn't seem to be a revival of the Knit and Natter group! About this time last year Father David informed the Wardens and the PCC that he would be retiring as our Parish Priest in October 2023. With this news we started to prepare for the Vacancy and to recruit a replacement for Fr D. In June 2023, a small group met at The Whiteways Centre in Rottingdean to commence on the task of creating a Parish Profile - the document which is submitted to the Archdeacon, and Bishop Martin, and forms the basis of the advertisement for the post. Archdeacon Martin attended a PCC meeting in September 2023, and came bearing bad news that the Bishop had decided that we would not be getting a Priest to replace Father David, and that ways were being explored as to where Chapel Royal would progress in the future. He cited reasons which were mainly financial for this decision. Obviously, we were pretty shocked by the decision, as Chapel Royal has thrived in many ways where other churches haven't. Fortunately, with the ensuing outcry from other churches in the Deanery, supported by a letter to Bishop Martin from your Wardens, outlining a very strong case for a Priest to be appointed to the Parish, the decision was reversed. We were informed that the Bishop would be looking to appoint a part-time Priest in Charge with a House for Duty. We then continued with the work on the Parish Profile, and this was submitted, along with the job description to the Archdeacon in early February of this year. In conjunction with this we applied for, and were accepted as

members of Inclusive Church. Father David retired at the beginning of October. His final Mass was a glorious celebration of his Ministry here (tinged with sadness of course), with nigh on 120 people in the Congregation. Afterwards we had a lovely party with lots of presents for Fr D. In the months since Father David's retirement, we have been blessed by the response from the local Clergy to provide cover to maintain our Sunday and Wednesday Masses. Fr James Foley has been conducting a service of Morning Prayer on the fifth Wednesday of each month. Attendance at Mass has held up very well, considering we are in a vacancy. We are also privileged that we can share our building with the 12 step programmes that meet here nearly every day, providing vital support and assistance to our brothers and sisters coping with addictions.

The Building

We are blessed to be able to meet to worship in a beautiful historic Grade II listed building. However, like all old buildings it does need its share of maintenance. In the past year we have carried out:

June 2023 - repairs to the clock chimer and bell;

November 2023 and January 2024 - repairs to the roof following storm damage;

January 2024 - resealing of Flue exhaust on the roof following ongoing issues with central heating boilers.

Plus the routine inspections and testing of the Lightning protection system, Fire extinguishers, and routine Electrical appliance safety checks (PAT testing).

There have also been minor repairs to plumbing and sanitary ware carried out.

The Future

As I stand down after a very busy four years as Churchwarden, I have been thinking of future events that the Wardens and new PCC need to plan for:

The Heating System - The boilers are rapidly becoming uneconomical to maintain, and will need replacing. While some of the cost will need to be carried by Chapel Royal, there are grants available for replacing the current system with more eco-friendly non-fossil fuel burning systems.

IT - revisit installing High speed Broadband - we had a quote for this from City Fibre in 2022 at a cost of approx £1000. Updating of Office computers and backup systems.

We should also look at setting up a 'Greeters' rota for welcoming on Sunday mornings, and revisit opening up the Church to visitors a couple of times a week.

Thanks

To Father David for his faith in asking me to take on the role after the sudden death of Paul, and for his continued support up to his retirement.

Thank you to Hilary, my fellow Churchwarden for taking on the role in what has been a turbulent year for us, and Mary her predecessor, who has continued to give us great support.

To David for stepping up as Deputy Warden, and for all his hard work in the Sacristy and serving.

To Steve for keeping the Church clock on time and project managing the repairs and service.

To Caroline Brown for her excellent shorthand.

To all the PCC for their support through the year.

To Chris Stringer McGibbon for his valuable contribution in sorting the music each week, and his organ playing. To Adam Englebright for playing when Chris is not available, and to Sue Mileham-Paine for playing at our Wednesday Mass.

To Julian, our architect, and the DAC staff at church house for their assistance and advice in keeping our building in a healthy state.

To Martin Mitchener for his brilliant work as our Administrator, and to Sulann who has now taken up the reins on Martin's retirement.

To Maureen for looking after the money, and Stuart for doing the banking and adding up.

To Caroline Boone for keeping us refreshed on a Wednesday.

And to all our lovely Church Family for being with us, and supporting us. Without them, there wouldn't be a Chapel Royal.

Special thanks to my wife, Enid for her support, forbearance, and patience over the last four years.

And if there's anyone I've forgotten, Thank you.

Richard Lovett, Churchwarden

4. Safeguarding report

The Parish Safeguarding Officer (PSO) for the year was Angie Lynn.

The Safeguarding Policy statement and Expressing Safeguarding Concerns document are displayed in the church.

There is a dedicated email address: safeguarding.chapelroyal@gmail.com to facilitate contacting the safeguarding officer confidentially with any concerns.

The overarching aim of safeguarding at the Chapel Royal is to manage any issues through informed vigilance. It is the responsibility of all members of the congregation to be watchful in ensuring the safety of all members of the Chapel Royal community, especially children, young people and vulnerable adults.

Issues

The management of specific incidents is a shared responsibility, and information is shared regarding individuals on a 'need to know' basis, to maintain both safety and confidentiality. Where necessary police and probation services have also been involved.

The PSO would like to thank Fr David, the members of the congregations and in particular the Churchwardens for their vigilance and support.

Angie Lynn, Parish Safeguarding Officer

5. Deanery Synod report

Minutes of the Synod at St Andrew's, Moulsecoomb on Tuesday 5th March 2024

The meeting was chaired by the Rev Emma Ham Riche introduced herself to Synod and said that she had been appointed Rural Dean on 1 March.

Welcome

The Rural Dean thanked Rev Will Leaf for a very peaceful and thoughtful service of evening prayer and for hosting the Synod at St Andrews.

A welcome was extended to Asha Mainwaring the Schools team leader at the Brighton and Hove City Mission who was the guest speaker; Rev Mark Rodger Associate Vicar at All Saints, Patcham; Rev Fr John Blackburne licensed to St Michael and All Angels. Rev Tim Edge (St Luke's, Prestonville) was also welcomed as the PTO representative on Synod.

Attendance and apologies

Apologies were received from 16 members of Synod (clergy 6, laity 10). There were 37 members of Synod present (Clergy 14, Laity 23). There were 3 guests at Synod including the guest speaker.

Moving forward

A presentation by Asha Mainwaring, the Schools Team leader at Brighton and Hove City Mission.

Asha explained the Mission undertook several activities in schools:

- Harvest
- Christmas
- Easter
- HOTP (Hot off the press)
- Monthly Themed Assemblies
- RE Days
- Prayer Spaces
- Lunch Clubs
- Youth After School Drop-In
- Youth Lunch Drop-In
- It's Your Move
- Ad-hoc projects like 'Donate a Day'

Asha spoke in detail about the work currently being done in faith and non-faith schools. She asked for prayer, participation and partnership and hoped that more volunteers would come and support the school's team so that they could do more across the city.

There were a number of questions from the floor; from asking Asha who should be approached to find out if there was a prayer space at a school, to whether many schools approached the Mission for help and how the City Mission fitted in with all the other agencies in the city. Asha said they were struggling to fit in all the requests they received and desperately needed more volunteers. She also said the City Mission saw itself as the middleman between church and school.

The Rural Dean thanked Asha for her presentation.

Synod then spent about 10 minutes in small groups working out how parishes could participate in the work, to reflect on what had been said and to think about prayer and what an aspirational target might be for their parish.

Minutes of the last Synod on 30th November 2023

These had been published and were agreed to be a true and accurate record of the meeting. The approval of the minutes was proposed by Mrs Gill Burt (St Laurence, Falmer) and seconded by Ms Sue Mileham-Paine (St Laurence, Falmer).

Matters Arising

There was an update on the proposed closure of St Bartholomew's CE Primary School. A statement was read by Rev Emma:

Last night the full Council met to make a decision about the proposed closure of St Bartholomew's School. They voted in favour of the proposal:

32 for closure

10 against

1 abstention

The governing body remains deeply concerned that proper planning has not been carried out and that a smooth transition for a significant number of our pupils is unlikely. This is a pupil body which includes:

- 50% disadvantaged (66 pupils)*
- 54% non-white British (71 pupils)*
- 40% EAL (53 pupils)*
- 33% SEN(D) (43 pupils)*
- 9% EHCP (12 pupils)*

There is one further option open to the school and that is requesting a referral to the Schools Adjudicator. The governing body are giving this serious consideration and are taking legal advice on the matter.

Please keep everyone involved with the school in your prayers as the process of closure gets underway and as we contemplate the option to appeal this decision.

Deanery Finances the Deanery Treasurer

The Treasurer was not at the meeting and the Rural Dean said that she would share what had been sent through to the Standing Committee. The pledges for 2024 were not dissimilar to those made in 2023 but parishes were not becoming self-financing quickly enough and ultimately this could lead to longer vacancies or merging of parishes. Overall, the Parish Ministry Costs (PMC) figures for Brighton were up but as a percentage they were down.

The Rural Dean's updates

Rev Emma thanked both the Assistant Rural Dean, Rev Helen Garratt and, in his absence, the Lay Chair Mr Martin Auton Lloyd for holding the fort during the Deanery vacancy. They were given a round of applause.

Rev Louise Oliver is to be licensed to St Nicholas, Saltdean on 11 March

Bishop Martin has appointed Rev 'Buff' Forbes Stone (St Luke's, Prestonville) as the Diocesan Environmental Officer.

APCMs

- 1 Diocese wrote on 26th February reminding parishes of requirements
2. A number of parishes have vacancies for Deanery reps – please try and fill them
3. Anybody standing down does so with effect from the 30th June
4. Anyone filling a vacancy will stand from 1st July until 1st July 2026. If the Secretary is notified of the name and contact details they will be invited as guests to the June Synod (to ensure continuity).

Elections to Diocesan Synod are due in the summer. As a Deanery we are eligible to elect 7 members of laity and 12 members of clergy.

There's to be a free afternoon of Good News with Rico Tice – 27th April, Bishop Hannington Church 3.00-4.30pm. Free booking through Eventbrite. This event fits in with the Deanery Mission Action Plans the publicity flyer is annexed.

We urgently need not only a Deanery Secretary but now that Rev Emma has been appointed Rural Dean, an assistant Deanery Secretary as well. Carole's last Synod as secretary is in September - this timescale will not be extended. One post is for laity and other clergy.

Parish and Deanery ECO Champions

The Rural Dean introduced Rev Buff Stone (associate vicar at St Luke's, Prestonville) as the newly appointed Diocesan Environment Officer

Rev Buff Stone asked why does God's Creation matter to us and the answer was that "The earth is the Lord's, and everything in it, the world, and all who live in it" (Psalm 24.1) and that "God saw everything that he had made, and indeed, it was very good" (Genesis 1.31).

In referring to the greenhouse gas emissions (air travel/oil, gas and coal/transportation/agriculture and waste/industry and buildings) effect Rev Buff said that this was like a bath being filled too full with hot water. If you don't let the plug out or make the plug hole bigger you have an ecological crisis. Only half of Green House Gases (GHGs) are absorbed by trees, plants, soil and oceans; half of GHGs stay in our atmosphere for decades to 100s of years The solution is to turn off the tap (using

electric cars/cycling/ using electric/wind and wave power and widen the plughole as well (protecting and growing healthy forests and soils).

Here are 4 Principles:

1. Well thought out actions reduce our impact
2. There is no neutral ground
3. We act individually and together influence others
4. Collaboration is the key!

Rev Buff said that she was looking for a Deanery ECO representative and the Rural Dean said that if anyone came to mind who could fill these roles then please speak contact Rev Buff Stone.

Plans for the June Synod.

The next Synod will be held at St Laurence Falmer on Wednesday 5th June. There are plans to arrange something on youth hubs being re-launched in the Diocese, which support staff and volunteers working with children and young people in the Diocese. Catherine Halloran the Deanery Co-ordinator has agreed to attend.

Closing prayers

The Rural Dean closed the meeting by inviting those present to join together in the grace.

Standing Committee and Synod dates for 2024

SC 2	Tuesday 14th May	Zoom
Synod 2	Wednesday 5th June	St Laurence, Falmer
SC 3	Thursday 5th September	Zoom
Synod 3	Thursday 26th September	All Saint's, Patcham
SC 4	Wednesday 6th November	Zoom
Synod 4	Wednesday 27th November	St Paul's

6. Building report

Covered in Churchwardens Report on page 9.

7. Coffee shop report

Café Royale opens every Saturday, except in August, from 11am to 2pm for tea, coffee, home-made cake, scones, sandwiches and toast. Prices increased by approximately 50% in September after staying the same for many years.

Angie Lynn stepped back from coordinating Café Royale in July 2023 after 15 years engagement. We record huge thanks for Angie's long-standing service as star baker, for liaising with local charities and for organizing a team of volunteer helpers from Chapel Royal including a helper from the Outlook Foundation for learning-disabled young people. The coordinator is now Pat Drake with Steve Pates looking after expenses and continuing as star baker.

We record thanks to everyone who has helped keep Saturday café open. The regular team Pat Drake, David Farrer, Stuart Jessop, Steve Pates are ably assisted by Peter Barrett, Annie Brumfitt, Hilary Niblett, Fran Reynolds, and with help this year also from Caroline Boon, Caroline Brown, Margaret Croucher, Rosemary Mitchener, Jean Potts, Marie Roda, Christine Rowell, and Angie Lynn who we welcome back on 5th Saturdays.

Café Royale is an important part of Chapel Royal outreach ministry, and helps:

- Foster good relationships with the local community.
- Increase footfall to the church and awareness of our presence in Brighton.
- Offer a low-cost and friendly meeting place for local people.
- Offer work experience to differently-abled young people.
- Raise funds for charitable projects.

Since the pandemic it has been impossible for local charities to work in the same way as previously. Charities are unable to provide volunteers to staff the Café to raise funds for themselves. The Chapel team of volunteers decided, despite staffing difficulties, to continue opening the Café, and for proceeds for the months September – December 2023 to go to the Chapel Royal funds, pending a revised outreach policy for 2024. Continuing has also proved valuable in keeping the church open during the interregnum but has required significantly more work from the volunteers who are now on duty for two Saturdays per month instead of one, and who are extending their baking skills.

In November 2023 it was agreed in principle that from January 2024 proceeds from Café Royale should include outreach giving and special project donations. It was also agreed to try out providing café at Tuesday lunchtime music concerts with proceeds going to the Chapel.

During the year 2023-24, after expenses, the Café Royale raised over £2000 for the Chapel Royal and over £500 for local charities. In 2024 we have secured agreement with three charities: Freedom from Torture, St Lazarus and Friends of Brighton and Hove Hospitals to take a month each for fundraising, in June, October and November.

Future developments need to include:

- Developing baking skills to take some of the cake load from Steve.
- Checking food service certification requirements.
- Checking safeguarding practice.
- Steve Pates is the only person available on Tuesdays to look after the lunchtime concerts. We need more volunteers and anyone who thinks they might be able to help should chat to Steve or Pat. There's no need to take full responsibility, extra pairs of hands help enormously.

We are extremely pleased to report to the APCM that we've been able to increase our reach on Saturdays and Tuesdays as we welcome visitors into the building many of whom haven't been before and who comment on its beauty and peace in the middle of the city. I would like to record thanks to everyone who has worked so hard to keep the Café Royale successfully open.

Café Royale Monies April 2023 - 2024

Month	Saturday Takings	Tuesday. (Concert) Takings	Chapel Expenditure (coffee, tea, cleaning etc)	Volunteer baking expenses	Volunteer shopping	Proceeds to Chapel	Proceeds to Charity	Comments
Apr-23	£289.82				£86.63		£203.19	St Lazarus
May-23	£203.53				£47.29	£156.24		Chapel Royal
Jun-23	£180.28				£62.48		£117.80	Friends of Brighton & Hove Hospital
Jul-23	£272.59				£54.78		£217.81	St Lazarus
Aug-23								CLOSED
Sep-23	£315.09			£33.94	£37.10	£244.05		Price Increase
Oct-23	£341.41			£28.00	£40.90	£272.51		Craft Fair
Nov-23	£266.33			£20.66	£23.79	£221.88		
Dec-23	£479.88			£48.50	£42.04	£389.34		Christmas Fair

Jan-24	£379.23	£197.57	£5.50	£52.34	£68.54	£455.92		Cost of coffee about £200 for three months not included
Feb-24	£329.45	£157.60		£17.85	£67.42	£401.78		
Mar-24								
Totals	£3,057.61	£355.17	£5.50	£201.29	£530.97	£2,141.72	£538.80	

Pat Drake

8. LCCR - Tuesday concerts

Covered in Churchwarden's report, p7.

9. Electoral Roll report

This year the Electoral Roll is 83.

Since last year, when the total was 95, 1 name has been added and 13 removed.

These are mainly people who no longer worship at Chapel Royal.

The Electoral Roll for

Next year 2025 there will be a full revision of the Electoral Roll

Enid Lovett, Electoral Roll Officer

10. PCC annual report

The Finance Report is to be found in a separate document

Trustees Report April 2023/24

The Parochial Church Council of The Parish of Brighton: The Chapel Royal

Membership 2023/24

Father David Biggs, SCP (Vicar), by office (Retired October 2023)

Mrs Mary Woodhouse (Churchwarden)

Mr Richard Lovett (Churchwarden)

Mrs Caroline Brown (Hon. Secretary)

Mr Christopher Stringer, by office

Mr Mark Laverick (Lay Reader)

Mr David Farrer

Mr Steve Pates

Mr David Bishop (Deputy Churchwarden)
Mr Adam Englebright
Father James Foley
Mrs Hilary Niblett
Mrs Enid Lovett
Ms Catherine Wilson
Ms Roosa Herranen

By agreement of a Special Annual Parochial Church Council (PCC) meeting in 2009 with the formation of the new Parish of Brighton: The Chapel Royal, the PCC shall consist of two Churchwardens and 9 elected members unless a subsequent APCM changes this. All Hon. Assistant clergy are welcome to attend PCC meetings and speak, sharing their insights and wisdom, but they have no voting powers. At each meeting of the PCC, the Finance and Safeguarding reports were also on the agenda for presentation and discussion.

The Parochial Church Council as Trustees met on the following dates:

4th June 2023

Appointment of officers
Vicar's report
Electoral roll
Non-safeguarding non-serious incidents
Building and sound system repairs
Social events
Windrush celebration as part of Refugees' Week

3rd September 2023

Appointment of new parish priest – Archdeacon Martin
Election of PCC Joint Lay Chairs
Tower clock bell
Churchwardens' reports
Application to join Inclusive Church

This was the last PCC meeting chaired by Father David Biggs, who retired in October 2023.

22nd October 2023

Churchwardens' reports
Proposal to increase parish share
List B permission to carry out remedial roof repairs
Appointment of Parish Administrator
Lay Ministers of Communion
Deanery Synod
Christmas services
Christmas Fair
Saturday Coffee Shop
Resignation from PCC of Father James Foley

14th January 2024

Suspension of Presentation – Archdeacon Martin
Parish Profile
Heating system

18th February 2024

Parish Profile
Presentation of annual accounts for year ended 31st December 2023
Banking mandate and signatories
Building report – retrospective List B permission and recent boiler works
Spring Market
Martin Mitchener's retirement as Parish Administrator
Ash Wednesday service
Contactless SumUp Air Card Reader
Mothering Sunday
Holy Week services
Electoral roll

End of APCM report

**God of compassion,
be close to those
who are ill,
afraid,
or in isolation.
In their loneliness,
be their consolation;
in their anxiety,
be their hope;
in their darkness,
be their light;
through him who suffered
alone on the cross,
but reigns with you in glory,
Jesus Christ our Lord.**

The Chapel Royal, Brighton
is a community
within the liberal catholic tradition
of the Church of England,
which is led by the Gospels
and works to inspire others
to come to faith
in Christ Jesus.

The community is dedicated
to maintaining a prayerful,
inclusive and diverse
Christian ethos
centred around
the Eucharist
with sacraments
at the forefront.



The Parish of Brighton

The Chapel Royal

CONTACTS

Email: office@chapelroyal.church

Parish Office Tel: 01273 328767



www.chapelroyal.church

Parish Priests

Safeguarding Officer

Angie Lynn

Email: safeguarding.chapelroyal@gmail.com

Churchwardens

Hilary Niblett

Richard Lovett

The Chapel Royal

164 North

Street

Brighton

BN1 1EA

Chapel Royal Brighton

April 2024

Registered Charity Number 1151007

**ANNUAL REPORT
AND
FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL
OF
CHAPEL ROYAL

FOR THE YEAR ENDED

31ST DECEMBER 2023**

PAROCHIAL CHURCH COUNCIL OF CHAPEL ROYAL, BRIGHTON

CC: 1151007

Accounting Policies

1. Accounting policies

a Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and SORP 2006.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

b Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remains unspent at the end of the year is carried forward as a balance on that fund.

Endowment funds - funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment

c Incoming resources

All incoming resources are accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All other income

All other income is recognised when it is receivable.

Gains and losses on investments

Realised gains are recognised when the investments are sold, unrealized gains and losses are accounted for on revaluation on 31st December 2023

d Resources used

Resources expended are accounted for on an accruals basis and are accounted for gross.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PCC OF CHAPEL ROYAL

Independent examiner's report to the trustees of The Chapel Royal

I report to the trustees on my examination of the accounts of PCC of Chapel Royal (the charity) for the year ended 31 December 2023.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145 (5) (b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

.....
Christopher Robert Tyler FCA DChA FCIE

Date:

F1 CRT Limited

Flat 24 Wellingtonia Court

Brighton

East Sussex

BN1 6TD

Balance Sheet as at 31st of December 2022

	As at 31/12/2023	As at 31/12/2022
Fixed assets		
C501: Sale Mary Magdalen	277,276.61	253,432.73
C502: Cooper/Rawson	135,744.83	124,071.71
C503: Vicarage Fund CCLA	55,857.70	51,245.33
Total Fixed assets	468,879.14	428,749.77
Current assets		
6501: Bank current account	66,073.43	62,581.06
6505: Bank deposit account	-	-
6510: Chapel Royal CCLA (CBF) deposit account	103,381.09	98,845.10
6515: Vicarage bank Account	12,806.57	11,519.64
6520: Vicarage CCLA deposit account	-	-
ORGFUND: Organ Fund, Current Account	-	-
Z05: Accounts Receivable	-	-
Total Current assets	182,261.09	172,945.80
Liabilities		
6699: Agency collections	-	-
C201: Loans Received	-	-
C202: HMRC PAYE	-	-
Z04: Accounts Payable	-	-
Total Liabilities	-	-
Net Asset surplus (deficit)	651,140.23	601,695.57
Reserves		
Excess/(deficit) to date	9,315.29	15,446.33
Z01: Starting balances	658,606.44	643,160.11
Z02: Gains/(losses) on investment assets	(1,930.84)	(6,543.21)
Z03: Gains and losses own use	(14,850.66)	(50,367.66)
Total Reserves	651,140.23	601,695.57

Represented by Funds		
General (Unrestricted)	58,168.47	44,743.64
Designated	7,615.18	4,987.98
Restricted	442,964.59	409,571.96
Endowment	142,391.99	142,391.99
Total	651,140.23	601,695.57

Signature:

Name :

Richard Merrick
**RICHARD
MERRICK**

Date: 14/10/2024

Fund	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances Carried forward
Restricted	(621)	-	1,405	-	-	-	(2,027)
Sub-totals	(621)	-	1,405	-	-	-	(2,027)
ParStJohn							
Restricted	26,801	6,000	-	-	-	-	32,801
Sub-totals	26,801	6,000	-	-	-	-	32,801
Restore							
Restricted	835	-	-	-	-	-	835
Sub-totals	835	-	-	-	-	-	835
RHTADM							
Restricted	-	-	10,179	-	-	-	(10,179)
Sub-totals	-	-	10,179	-	-	-	(10,179)
RHTPCON							
Restricted	-	20,000	25,000	-	-	-	(5,000)
Sub-totals	-	20,000	25,000	-	-	-	(5,000)
St John's Grant for Parish Contribution							
Restricted	-	7,800	-	-	-	-	7,800
Sub-totals	-	7,800	-	-	-	-	7,800
StJohGrant							
Restricted	465	3,600	3,491	-	-	-	574
Sub-totals	465	3,600	3,491	-	-	-	574
StJohn30k							
Restricted	23,000	-	-	-	-	-	23,000
Sub-totals	23,000	-	-	-	-	-	23,000
Vicarage							
Restricted	84,612	1,526	664	-	-	-	85,474
Sub-totals	84,612	1,526	664	-	-	-	85,474
Fund	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances Carried forward
General Unrestricted	44,743	37,299	40,159	-	4,612	11,673	58,168
Sub-totals	44,743	37,299	40,159	-	4,612	11,673	58,168
Totals	601,695	90,941	81,626	-	4,612	35,517	651,140

					Total	
	General	Designated	Restricted	Endowment	This year	Last year
Receipts from church activities Totals	10,687	-	-	-	10,687	10,937
Receipts Grand totals	37,299	3,426	50,216	-	90,941	107,029
Payments						
Cost of generating funds						
1730 - Costs of fetes & other events	206	277	-	-	483	161
C104 - Coffee Shop	-	521	-	-	521	124
Cost of generating funds Totals	206	798	-	-	1,005	286
Missionary and Charitable Giving						
1870 - Secular charities	465	-	-	-	465	1,495
Missionary and Charitable Giving Totals	465	-	-	-	465	1,495
Parish Share						
1910 - Ministry parish share etc	-	-	25,000	-	25,000	38,000
Parish Share Totals	-	-	25,000	-	25,000	38,000
Clergy and Staffing costs						
2050 - Salary of parish administrator	-	-	7,839	-	7,839	7,490
2120 - Council tax	1,503	-	-	-	1,503	1,517
2130 - Parsonage house expenses	239	-	-	-	239	-
2140 - Water rates - vicarage	239	-	664	-	904	173
C101 - Other Clergy Cost	634	-	-	-	634	43
Clergy and Staffing costs Totals	2,618	-	8,503	-	11,122	9,223
Church Running Expenses						
2301 - Church running - insurance	2,192	-	-	-	2,192	1,732
2320 - Organ / piano tuning	-	-	(73)	-	(73)	193
2330 - Church maintenance	14,939	-	1,405	-	16,344	24,148
2331 - Cleaning	342	-	3,491	-	3,834	4,256
2360 - Administration	5,195	-	2,340	-	7,535	3,991
2401 - Church running - electric	4,112	-	-	-	4,112	2,184
2410 - Church running - gas	6,479	-	-	-	6,479	3,012
C102 - Other Activities Expenses	1,258	-	-	-	1,258	454
C105 - Church Supplies	776	-	-	-	776	1,101
P102 - Fees Return to Diocese	732	-	-	-	732	524
Church Running Expenses Totals	36,029	-	7,163	-	43,193	41,598
Governance Costs						
2601 - Governance costs examination/audit fee	840	-	-	-	840	980
Governance Costs Totals	840	-	-	-	840	980
Payments Grand totals	40,159	798	40,667	-	81,626	91,583

**ANNUAL REPORT
AND
FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL
OF
CHAPEL ROYAL

FOR THE YEAR ENDED

31ST DECEMBER 2023**

PAROCHIAL CHURCH COUNCIL OF CHAPEL ROYAL, BRIGHTON

CC: 1151007

Accounting Policies

1. Accounting policies

a Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and SORP 2006.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

b Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remains unspent at the end of the year is carried forward as a balance on that fund.

Endowment funds - funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment

c Incoming resources

All incoming resources are accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received

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I report to the trustees on my examination of the accounts of PCC of Chapel Royal (the charity) for the year ended 31 December 2023.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145 (5) (b) of the Act.

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Date:

F1 CRT Limited

Flat 24 Wellingtonia Court

Brighton

East Sussex

BN1 6TD

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Signature:

Name :

Richard Merrick
**RICHARD
MERRICK**

Date: 14/10/2024

Fund	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances Carried forward
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Restricted	835	-	-	-	-	-	835
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Restricted	-	-	10,179	-	-	-	(10,179)
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Restricted	23,000	-	-	-	-	-	23,000
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Sub-totals	44,743	37,299	40,159	-	4,612	11,673	58,168
Totals	601,695	90,941	81,626	-	4,612	35,517	651,140

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1910 - Ministry parish share etc	-	-	25,000	-	25,000	38,000
Parish Share Totals	-	-	25,000	-	25,000	38,000
Clergy and Staffing costs						
2050 - Salary of parish administrator	-	-	7,839	-	7,839	7,490
2120 - Council tax	1,503	-	-	-	1,503	1,517
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C105 - Church Supplies	776	-	-	-	776	1,101
P102 - Fees Return to Diocese	732	-	-	-	732	524
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Governance Costs						
2601 - Governance costs examination/audit fee	840	-	-	-	840	980
Governance Costs Totals	840	-	-	-	840	980
Payments Grand totals	40,159	798	40,667	-	81,626	91,583

Accounts

THE CHAPEL ROYAL

MINUTES of the ANNUAL PAROCHIAL CHURCH MEETING on Sunday 30th April 2023 at 11.30 am in the Chapel Royal, 164 North Street, Brighton, East Sussex BN1 1EA

24 people were in attendance and the list was on file.

Vestry meeting to elect Churchwardens

Father David Biggs acted as Chair. Having given thanks to God for the gift of Mary Woodhouse, we accepted her resignation from the position of Churchwarden. Hilary Niblett had been nominated as Churchwarden by Richard Lovett, and Margaret Croucher had seconded the nomination. Richard Lovett had been nominated as Churchwarden by Martin Mitchener, and Mary Woodhouse had seconded the nomination. Both nominations were unanimously agreed so Hilary Niblett and Richard Lovett were elected as Churchwardens for the coming year.

Annual Parochial Church Meeting

1. Welcome

Father David welcomed members of the PCC and congregation to the APCM.

2. Apologies for absence

Apologies for absence were received from Enid Lovett, Mark Laverick, Richard Lovett, Catherine Wilson and Roosa Herranen.

3. Minutes of the Annual Parochial Church Meeting on 1st May 2022

These had been published, together with the Annual Reports, and were agreed to be a true and accurate record of the meeting. Father David moved that the Annual Reports be accepted and this was unanimously agreed.

4. Matters Arising

There was none.

5. Reports

Reports on Evensong, Knit & Natter, the Coffee Shop and Chapel Royal Concerts (LCCR) had been received and published. Father James suggested a trial of a Sung, as opposed to a Choral, Evensong and this was agreed. Father David thanked everyone who helps to run the Coffee Shop, which attracts a lot of visitors.

6. Annual Reports

The Vicar's and Churchwardens' Annual Reports and those on Safeguarding, Deanery Synod, Building (covered in section 3 of the Churchwardens' Report and section 12 of the Vicar's Report), Electoral Roll and PCC had been received and published.

Richard had been able to find new contacts to replace those lost to us when our previous churchwarden, Paul Littlewood, died. Steve Pates had heard from Smith of Derby that 5th June had been tentatively earmarked for repairing the bell's striking mechanism, depending on delivery of replacement parts.

Father David noted that the hall was well used and every group had agreed to pay a slightly increased rent of £18 an hour.

7. To receive the Annual Accounts for year ended 31st December 2022

The PCC had agreed the annual accounts and these will be circulated when Maureen O'Hare has finished preparing them. Any questions may then be addressed to the Churchwardens.

8. To appoint an Independent Examiner for 2023/2024

Father David will finalise this appointment after the APCM.

9. To elect Deanery Synod Members

The Deanery Synod normally meets three or four times a year in order to discuss matters that affect the Deanery as a whole. The following had been elected to represent The Chapel Royal at Deanery Synod:-

Roosa Herranen (proposed by Enid Lovett and seconded by Mark Laverick)
Jean Potter (proposed by Richard Lovett and seconded by Enid Lovett)
Stuart Jessop (proposed by Richard Lovett and seconded by Carly-May Kavanagh).

We are very thankful to Roosa, Jean and Stuart for agreeing to attend Deanery Synod and would, ideally, like a fourth member of the congregation to join them.

10. Election of members to serve on the Parochial Church Council for 2023/24

The following members had been nominated and seconded according to official procedure and their election was unanimously agreed:-

Father David Biggs, SCP (Vicar), by office
Mrs Hilary Niblett (Churchwarden)
Mr Richard Lovett (Churchwarden)
Roosa Herranen
Stuart Jessop
Jean Potter
Mr David Bishop
Mrs Caroline Brown (Hon. Secretary)
Mr Christopher Stringer-McGibbon (Organist), by office
Mrs Mary Woodhouse
Mr Mark Laverick (Lay Reader)
Mrs Enid Lovett
Mr Steven Pates
Mr Adam Englebright
Mrs Catherine Wilson
Father James Foley
Ms Carly-May Kavanagh.

11. Any Other Business

Father David reminded us how fortunate we are in this parish to have so many people prepared to help with everything and expressed his thanks to everyone for whatever they do and how they do it! The AA people were so grateful for the use of our building and they appreciate its spirituality. Post-Covid, things felt almost normal again - but not quite.

12. Date of next Annual Parochial Church Meeting

This will be held on Sunday 28th April 2024.

**ANNUAL REPORT
AND
FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL
OF
CHAPEL ROYAL

FOR THE YEAR ENDED

31ST DECEMBER 2022**

Chapel Royal, Brighton
CC: 1151007

FINANCIAL STATEMENTS
OF THE PAROCHIAL CHURCH COUNCIL
For the year ended 31st December 2022

CONTENTS

	Page
Accounting Policies	2 – 3
Independent Examiner Report	4
Statement of Financial Activities	5
Balance sheet	6
Statement of Assets and Liabilities	7
Fund Movement by Type	7 - 8
Analysis of Income and Expenditure	9 -11
Notes to the accounts	11

The Chapel Royal, Brighton
Incumbent: *Rev R Merrick*
Independent examiner: **Chris Tyler, F1 CRT Limited**
Bankers: *Bank of Scotland, 8 Air Street, Brighton, BN1 3FB*

PAROCHIAL CHURCH COUNCIL OF CHAPEL ROYAL, BRIGHTON

CC: 1151007

Accounting Policies

1. Accounting policies

a **Accounting convention**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and SORP 2006.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

b **Funds accounting**

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remains unspent at the end of the year is carried forward as a balance on that fund.

Endowment funds - funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment

c **Incoming resources**

All incoming resources are accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All other income

All other income is recognised when it is receivable.

Gains and losses on investments

Realised gains are recognised when the investments are sold, unrealized gains and losses are accounted for on revaluation on 31st December 2022

d **Resources used**

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

Church Activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

e Fixed Assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2)(a) and (c) of the Charities Act 2011.

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the accounts. For other property there is insufficient cost information available and therefore such assets are not valued in the accounts.

All expenditure on consecrated or beneficed buildings and individual items are written off in the year they were incurred.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	25% straight line
Computer equipment	30% straight line

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

Investments

Investments are stated at market value at the balance sheet date.

f Current Assets

Amounts owing to the PCC at 31st December 2022 in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PCC OF CHAPEL ROYAL

Independent examiner's report to the trustees of The Chapel Royal

I report to the trustees on my examination of the accounts of PCC of Chapel Royal (the charity) for the year ended 31 December 2022.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

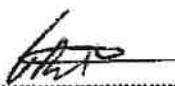
I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145 (5) (b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



Christopher Robert Tyler FCA DChA FCIE

F1 CRT Limited

Flat 24 Wellingtonia Court

Brighton

East Sussex

BN1 6TD

14th October 2024

Date:

M. Merrick 29/10/2024
Richard Merrick
Priest In Charge
Chapel Royal

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

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts					
Planned giving	7,501	-	-	7,501	8,548
Collections and other giving	1,672	-	-	1,672	257
Other voluntary receipts	3,587	64,040	-	67,627	66,466
Gift Aid recovered	1,728	-	-	1,728	1,482
Other receipts	867	-	-	867	-
Activities for generating funds	2,633	-	-	2,633	-
Investment Income	1,283	12,779	-	14,062	12,392
Receipts from church activities	10,937	-	-	10,937	1,405
Total income	30,210	76,819	-	107,029	90,554
Payments					
Cost of generating funds	286	-	-	286	-
Missionary and Charitable Giving	1,495	-	-	1,495	-
Parish Share	2,668	35,332	-	38,000	38,000
Clergy and Staffing costs	6,735	2,487	-	9,223	7,543
Church Running Expenses	24,970	16,628	-	41,598	25,366
Church Repairs & Maintenance	-	-	-	-	17,999
Governance Costs	980	-	-	980	60
Total expenditure	37,135	54,447	-	91,583	88,970
Net income / (expenditure) resources before transfer	(6,926)	22,371	-	15,446	1,583
Transfers:					
Gross transfers between funds - in	1,135	-	-	1,135	-
Gross transfers between funds - out	(1,136)	-	-	(1,136)	-
Other recognised gains / losses					
Gains/losses on investment assets	(6,544)	-	-	(6,544)	60,813
Gains on revaluation, fixed assets, charity's own use	-	(50,368)	-	(50,368)	1,020
Net movement in funds	(13,469)	(27,997)	-	(41,465)	63,417
Reconciliation of funds					
Total funds brought forward	63,190	437,568	142,391	643,160	579,743
Total funds carried forward	49,731	408,571	142,391	601,695	643,160
Represented by					
Unrestricted					
General fund	44,743	-	-	44,743	60,586
Designated					
Coffee Shop	3,628	-	-	3,628	3,053
Defibrillator	-	-	-	-	(932)
Fairs And Other Internal Fund Raising	1,359	-	-	1,359	491
Restricted					
Grants from St Johns'	-	465	-	465	975
John Head £15k	-	740	-	740	740
Mary Magdalen & Cooper/Rawson Dividends	-	19,310	-	19,310	14,416
Organ Fund	-	16,360	-	16,360	16,519
Organ maintenance transfers	-	(621)	-	(621)	(621)
Restoration	-	835	-	835	835
Robertson Hall Trust Admin	-	-	-	-	200
Sale Mary Magdalen 12,266 Shares	-	238,067	-	238,067	288,434
St John's Grants For Parish Contribution	-	26,801	-	26,801	9,799
St John's Repairs Grant	-	23,000	-	23,000	23,000
Worship - Chapel Royal	-	84,812	-	84,812	83,266
Endowment					
Cooper/Rawson	-	-	142,391	142,391	142,391
Total funds	49,731	408,571	142,391	601,695	643,160

Balance Sheet as at 31st of December 2022

	As at 31/12/2022	As at 31/12/2021
Fixed assets		
C501: Sale Mary Magdalen	253,432	287,246
C502: Cooper/Rawson	124,071	140,625
C503: Vicarage Fund CCLA	51,245	57,788
Total Fixed assets	428,749	485,660
Current assets		
6501: Bank current account	62,581	34,471
6505: Bank deposit account	-	-
6510: Chapel Royal CCLA (CBF) deposit account	98,845	97,561
6515: Vicarage bank Account	11,519	10,001
6520: Vicarage CCLA deposit account	-	-
ORGFUND: Organ Fund, Current Account	-	15,465
Z05: Accounts Receivable	-	-
Total Current assets	172,945	157,499
Liabilities		
6699: Agency collections	-	-
C201: Loans Received	-	-
C202: HMRC PAYE	-	-
Z04: Accounts Payable	-	-
Total Liabilities	-	-
Net Asset surplus (deficit)	601,695	643,160
Reserves		
Excess/(deficit) to date	15,446	1,583
Z01: Starting balances	643,160	579,743
Z02: Gains/(losses) on investment assets	(6,544)	60,813
Z03: Gains and losses own use	(50,368)	1,020
Total Reserves	601,695	643,160

Represented by Funds

General (Unrestricted)	44,743	60,586
Designated	4,987	2,613
Restricted	409,571	437,568
Endowment	142,391	142,391
Total	601,695	643,160

Signature:

Name :

Date: 14th of October 2024

Statement of Assets and Liabilities as at 31st of December 2022

Class and nominal code	General (Unrestricted)	Designated	Restricted	Endowment	Total	Last year
Fixed Asset						
C501: Sale Mary Magdalen	-	-	253,432	-	253,432	287,246
C502: Cooper/Rawson	-	-	(16,554)	140,625	124,071	140,625
C503: Vicarage Fund CCLA	(6,544)	-	57,788	-	51,245	57,788
Total	(6,544)	-	294,667	140,625	428,749	485,660
Current Asset						
6501: Bank current account	(92,759)	5,807	147,765	1,766	62,581	34,471
6510: Chapel Royal CCLA (CBF) deposit account	128,845	-	(30,000)	-	98,845	97,561
6515: Vicarage bank Account	-	-	11,519	-	11,519	10,001
6520: Vicarage CCLA deposit account	(15,637)	-	15,636	-	-	-
ORGFUND: Organ Fund, Current Account	(148)	-	147	-	-	15,465
ZD5: Accounts Receivable	(73)	72	-	-	-	-
Total	20,230	5,880	145,068	1,766	172,945	157,499
Liability						
C201: Loans Received	(30,000)	-	30,000	-	-	-
ZD4: Accounts Payable	(1,057)	892	164	-	-	-
Total	(31,057)	892	30,164	-	-	-
Net total assets	44,743	4,987	409,571	142,391	601,695	643,160

Fund Movement by Type as at 31st of December 2022

Fund	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances Carried forward
CoifShop							
Designated	3,053	2,560	1,781	(204)	-	-	3,628
Sub-totals	3,053	2,560	1,781	(204)	-	-	3,628
CoopRaw							
Endowment	142,391	-	-	-	-	-	142,391
Sub-totals	142,391	-	-	-	-	-	142,391
Derfthrill							
Designated	(932)	-	-	931	-	-	-
Sub-totals	(932)	-	-	931	-	-	-
FAIRSRUN							
Designated	491	867	-	-	-	-	1,359
Sub-totals	491	867	-	-	-	-	1,359
JHedE15k							
Restricted	740	-	-	-	-	-	740
Sub-totals	740	-	-	-	-	-	740
MaryMag							
Restricted	288,434	-	-	-	-	(50,368)	238,067
Sub-totals	288,434	-	-	-	-	(50,368)	238,067
MMCFint							
Restricted	14,416	11,227	6,334	-	-	-	19,310
Sub-totals	14,416	11,227	6,334	-	-	-	19,310

Fund	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances Carried forward
Restricted	16,519	33	193	-	-	-	16,360
Sub-totals	16,519	33	193	-	-	-	16,360
OrgMainTlr							
Restricted	(621)	-	-	-	-	-	(621)
Sub-totals	(621)	-	-	-	-	-	(621)
ParStJohn							
Restricted	9,799	36,000	18,998	-	-	-	26,801
Sub-totals	9,799	36,000	18,998	-	-	-	26,801
Restone							
Restricted	835	-	-	-	-	-	835
Sub-totals	835	-	-	-	-	-	835
RHADM							
Restricted	200	2,500	2,700	-	-	-	-
Sub-totals	200	2,500	2,700	-	-	-	-
RHTPCON							
Restricted	-	10,000	10,000	-	-	-	-
Sub-totals	-	10,000	10,000	-	-	-	-
StJohnGrant							
Restricted	975	15,540	16,049	-	-	-	465
Sub-totals	975	15,540	16,049	-	-	-	465
StJohn30k							
Restricted	23,000	-	-	-	-	-	23,000
Sub-totals	23,000	-	-	-	-	-	23,000
Vicarage							
Restricted	83,266	1,518	173	-	-	-	84,612
Sub-totals	83,266	1,518	173	-	-	-	84,612

Fund	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances Carried forward
General							
Unrestricted	60,586	26,782	35,353	(729)	(6,544)	-	44,743
Sub-totals	60,586	26,782	35,353	(729)	(6,544)	-	44,743
Totals	643,160	107,029	91,583	-	(6,544)	(50,368)	601,695

Analysis of Income and Expenditure for the year ending 31st December 2022

	General	Designated	Restricted	Endowment	This year	Total Last year
Receipts						
Planned giving						
0101 - Gift Aid - Bank	4,812	-	-	-	4,812	6,338
0110 - Gift Aid - Envelopes	-	-	-	-	-	530
0201 - Other planned giving	399	-	-	-	399	1,680
C006 - Parish Giving Scheme	2,289	-	-	-	2,289	-
Planned giving Totals	7,501	-	-	-	7,501	8,548
Collections and other giving						
0301 - Loose plate collections	542	-	-	-	542	257
C005 - Sumup Receipts - Collection and Donations	1,129	-	-	-	1,129	-
Collections and other giving Totals	1,672	-	-	-	1,672	257
Other voluntary receipts						
0410 - Giving through church boxes	89	-	-	-	89	-
0550 - Donations appeals etc	1,619	-	-	-	1,619	866
0801 - Recurring grants	-	-	52,100	-	52,100	50,600
08A1 - Non-recurring one-off grants	-	-	11,940	-	11,940	15,000
C003 - Donation Gift Aid	1,878	-	-	-	1,878	-
Other voluntary receipts Totals	3,587	-	64,040	-	67,627	66,466
Gift Aid recovered						
0601 - Tax recoverable on Gift Aid	1,156	-	-	-	1,156	1,482
C007 - Tax recoverable on Gift Aid - PGS	572	-	-	-	572	-
Gift Aid recovered Totals	1,728	-	-	-	1,728	1,482
Other receipts						
0901 - Other funds generated	-	867	-	-	867	-
Other receipts Totals	-	867	-	-	867	-
Activities for generating funds						
C001 - Coffee Shop	72	2,560	-	-	2,633	-
Activities for generating funds Totals	72	2,560	-	-	2,633	-
Investment Income						
1001 - Dividends	-	-	12,745	-	12,745	12,377
1020 - Bank and building society interest	1,283	-	33	-	1,316	15
Investment Income Totals	1,283	-	12,779	-	14,062	12,392
Receipts from church activities						
1101 - Fees for weddings and funerals	462	-	-	-	462	541
1230 - Church hall lettings - objectives	7,947	-	-	-	7,947	864
C004 - Sundry Income	2,527	-	-	-	2,527	-

	General	Designated	Restricted	Endowment	Total	
					This year	Last year
Receipts from church activities Totals	10,937	-	-	-	10,937	1,405
Receipts Grand totals	26,782	3,428	76,819	-	107,029	90,554
Payments						
Cost of generating funds						
1730 - Costs of fetes & other events	-	161	-	-	161	-
C104 - Coffee Shop	-	124	-	-	124	-
Cost of generating funds Totals	-	286	-	-	286	-
Missionary and Charitable Giving						
1870 - Secular charities	-	1,495	-	-	1,495	-
Missionary and Charitable Giving Totals	-	1,495	-	-	1,495	-
Parish Share						
1910 - Ministry parish share etc	2,668	-	35,332	-	38,000	38,000
Parish Share Totals	2,668	-	35,332	-	38,000	38,000
Clergy and Staffing costs						
2050 - Salary of parish administrator	5,175	-	2,314	-	7,490	5,340
2120 - Council tax	1,517	-	-	-	1,517	2,044
2140 - Water rates - vicarage	-	-	173	-	173	159
C101 - Other Clergy Cost	43	-	-	-	43	-
Clergy and Staffing costs Totals	6,735	-	2,487	-	9,223	7,543
Church Running Expenses						
2301 - Church running - insurance	1,732	-	-	-	1,732	1,683
2320 - Organ / piano tuning	-	-	193	-	193	193
2330 - Church maintenance	12,208	-	11,940	-	24,148	9,991
2331 - Cleaning	146	-	4,109	-	4,256	3,319
2360 - Administration	3,605	-	385	-	3,991	3,954
2401 - Church running - electric	2,184	-	-	-	2,184	1,636
2410 - Church running - gas	3,012	-	-	-	3,012	2,797
C102 - Other Activities Expenses	454	-	-	-	454	590
C103 - Organist Cost	-	-	-	-	-	60
C105 - Church Supplies	1,101	-	-	-	1,101	344
P102 - Fees Return to Diocese	524	-	-	-	524	796
Church Running Expenses Totals	24,970	-	16,628	-	41,598	25,366
Church Repairs & Maintenance						
2710 - Church major repairs - installation	-	-	-	-	-	17,999
Church Repairs & Maintenance Totals	-	-	-	-	-	17,999
Governance Costs						
2601 - Governance costs examination/audit fee	980	-	-	-	980	60
Governance Costs Totals	980	-	-	-	980	60

	General	Designated	Restricted	Endowment	This year	Total Last year
Payments Grand totals	35,353	1,781	54,447	-	91,583	88,970

- **Notes to the accounts**

Related Party transaction between The Chapel Royal and Robertson's Hall Trust

Robertson's Hall Trust arises from the church hall in Ship Street of the former Trinity Church of Brighton. Fr D Biggs was a trustee as right of office as vicar of The Chapel Royal Brighton, other trustees are appointed by the Bishop's council of the Diocese of Chichester and the Diocesan board of finance each for a five-year period.

The trust deed is for the maintenance of ministry within the established Church of England. The RHT has been giving Chapel Royal both unrestricted and restricted grants since the establishment of the Robertson's Hall Trust in September 1989.

The following grants were received from Robertson's Hall Trust in the year ending 31st December 2022:

	£
PARISH CONTRIBUTION	10,000.00
ADMINISTRATION	<u>2,500.00</u>
	<u>12,500.00</u>

Related Party transactions between The Chapel Royal and St John's School Trust

St John's School Trust arises from the sale of the former St John The Evangelist School, Carlton Hill Brighton. The area covered by the former parish is now under the care of the parish of The Chapel Royal.

The Trustees are the Vicar and Church wardens of The Chapel Royal, Brighton by virtue of office, the Trust object have general ecclesiastical purpose of the said parish.

The PCC members are not trustees, the PC may apply for a grant for the said trust or the Trustees may make an offer of a grant, in both cases the grant must be accepted by both parties.

The following grants were received from St John's School Trust in the year ending 31st December 2022:

	£
12 Monthly Grants towards cleaning @ £300 per month	3,600.00
12 Monthly Grants towards Parish Contribution @ £3,000 per month	36,000.00
Roof and gutter repairs grant	<u>11,940.00</u>
	<u>51,540.00</u>

**ANNUAL REPORT
AND
FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL
OF
CHAPEL ROYAL

FOR THE YEAR ENDED

31ST DECEMBER 2022**

Chapel Royal, Brighton
CC: 1151007

FINANCIAL STATEMENTS
OF THE PAROCHIAL CHURCH COUNCIL
For the year ended 31st December 2022

CONTENTS

	Page
Accounting Policies	2 – 3
Independent Examiner Report	4
Statement of Financial Activities	5
Balance sheet	6
Statement of Assets and Liabilities	7
Fund Movement by Type	7 - 8
Analysis of Income and Expenditure	9 -11
Notes to the accounts	11

The Chapel Royal, Brighton
Incumbent: *Rev R Merrick*
Independent examiner: **Chris Tyler, F1 CRT Limited**
Bankers: *Bank of Scotland, 8 Air Street, Brighton, BN1 3FB*

PAROCHIAL CHURCH COUNCIL OF CHAPEL ROYAL, BRIGHTON

CC: 1151007

Accounting Policies

1. Accounting policies

a **Accounting convention**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and SORP 2006.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

b **Funds accounting**

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remains unspent at the end of the year is carried forward as a balance on that fund.

Endowment funds - funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment

c **Incoming resources**

All incoming resources are accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All other income

All other income is recognised when it is receivable.

Gains and losses on investments

Realised gains are recognised when the investments are sold, unrealized gains and losses are accounted for on revaluation on 31st December 2022

d **Resources used**

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

Church Activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

e Fixed Assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2)(a) and (c) of the Charities Act 2011.

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the accounts. For other property there is insufficient cost information available and therefore such assets are not valued in the accounts.

All expenditure on consecrated or beneficed buildings and individual items are written off in the year they were incurred.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	25% straight line
Computer equipment	30% straight line

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

Investments

Investments are stated at market value at the balance sheet date.

f Current Assets

Amounts owing to the PCC at 31st December 2022 in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PCC OF CHAPEL ROYAL

Independent examiner's report to the trustees of The Chapel Royal

I report to the trustees on my examination of the accounts of PCC of Chapel Royal (the charity) for the year ended 31 December 2022.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

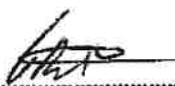
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Independent examiner's statement

I have completed my examination. I confirm that no material 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 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



Christopher Robert Tyler FCA DChA FCIE

F1 CRT Limited

Flat 24 Wellingtonia Court

Brighton

East Sussex

BN1 6TD

14th October 2024

Date:

M. Merrick 29/10/2024
Richard Merrick
Priest In Charge
Chapel Royal

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

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts					
Planned giving	7,501	-	-	7,501	8,548
Collections and other giving	1,672	-	-	1,672	257
Other voluntary receipts	3,587	64,040	-	67,627	66,466
Gift Aid recovered	1,728	-	-	1,728	1,482
Other receipts	867	-	-	867	-
Activities for generating funds	2,633	-	-	2,633	-
Investment Income	1,283	12,779	-	14,062	12,392
Receipts from church activities	10,937	-	-	10,937	1,405
Total income	30,210	76,819	-	107,029	90,554
Payments					
Cost of generating funds	286	-	-	286	-
Missionary and Charitable Giving	1,495	-	-	1,495	-
Parish Share	2,668	35,332	-	38,000	38,000
Clergy and Staffing costs	6,735	2,487	-	9,223	7,543
Church Running Expenses	24,970	16,628	-	41,598	25,366
Church Repairs & Maintenance	-	-	-	-	17,999
Governance Costs	980	-	-	980	60
Total expenditure	37,135	54,447	-	91,583	88,970
Net income / (expenditure) resources before transfer	(6,926)	22,371	-	15,446	1,583
Transfers:					
Gross transfers between funds - in	1,135	-	-	1,135	-
Gross transfers between funds - out	(1,136)	-	-	(1,136)	-
Other recognised gains / losses					
Gains/losses on investment assets	(6,544)	-	-	(6,544)	60,813
Gains on revaluation, fixed assets, charity's own use	-	(50,368)	-	(50,368)	1,020
Net movement in funds	(13,469)	(27,997)	-	(41,465)	63,417
Reconciliation of funds					
Total funds brought forward	63,190	437,568	142,391	643,160	579,743
Total funds carried forward	49,731	408,571	142,391	601,695	643,160
Represented by					
Unrestricted					
General fund	44,743	-	-	44,743	60,586
Designated					
Coffee Shop	3,628	-	-	3,628	3,053
Defibrillator	-	-	-	-	(932)
Fairs And Other Internal Fund Raising	1,359	-	-	1,359	491
Restricted					
Grants from St Johns'	-	465	-	465	975
John Head £15k	-	740	-	740	740
Mary Magdalen & Cooper/Rawson Dividends	-	19,310	-	19,310	14,416
Organ Fund	-	16,360	-	16,360	16,519
Organ maintenance transfers	-	(621)	-	(621)	(621)
Restoration	-	835	-	835	835
Robertson Hall Trust Admin	-	-	-	-	200
Sale Mary Magdalen 12,266 Shares	-	238,067	-	238,067	288,434
St John's Grants For Parish Contribution	-	26,801	-	26,801	9,799
St John's Repairs Grant	-	23,000	-	23,000	23,000
Worship - Chapel Royal	-	84,812	-	84,812	83,266
Endowment					
Cooper/Rawson	-	-	142,391	142,391	142,391
Total funds	49,731	408,571	142,391	601,695	643,160

Balance Sheet as at 31st of December 2022

	As at 31/12/2022	As at 31/12/2021
Fixed assets		
C501: Sale Mary Magdalen	253,432	287,246
C502: Cooper/Rawson	124,071	140,625
C503: Vicarage Fund CCLA	51,245	57,788
Total Fixed assets	428,749	485,660
Current assets		
6501: Bank current account	62,581	34,471
6505: Bank deposit account	-	-
6510: Chapel Royal CCLA (CBF) deposit account	98,845	97,561
6515: Vicarage bank Account	11,519	10,001
6520: Vicarage CCLA deposit account	-	-
ORGFUND: Organ Fund, Current Account	-	15,465
Z05: Accounts Receivable	-	-
Total Current assets	172,945	157,499
Liabilities		
6699: Agency collections	-	-
C201: Loans Received	-	-
C202: HMRC PAYE	-	-
Z04: Accounts Payable	-	-
Total Liabilities	-	-
Net Asset surplus (deficit)	601,695	643,160
Reserves		
Excess/(deficit) to date	15,446	1,583
Z01: Starting balances	643,160	579,743
Z02: Gains/(losses) on investment assets	(6,544)	60,813
Z03: Gains and losses own use	(50,368)	1,020
Total Reserves	601,695	643,160

Represented by Funds

General (Unrestricted)	44,743	60,586
Designated	4,987	2,613
Restricted	409,571	437,568
Endowment	142,391	142,391
Total	601,695	643,160

Signature:

Name :

Date: 14th of October 2024

Statement of Assets and Liabilities as at 31st of December 2022

Class and nominal code	General (Unrestricted)	Designated	Restricted	Endowment	Total	Last year
Fixed Asset						
C501: Sale Mary Magdalen	-	-	253,432	-	253,432	287,246
C502: Cooper/Rawson	-	-	(16,554)	140,625	124,071	140,625
C503: Vicarage Fund CCLA	(6,544)	-	57,788	-	51,245	57,788
Total	(6,544)	-	294,667	140,625	428,749	485,660
Current Asset						
6501: Bank current account	(92,759)	5,807	147,765	1,766	62,581	34,471
6510: Chapel Royal CCLA (CBF) deposit account	128,845	-	(30,000)	-	98,845	97,561
6515: Vicarage bank Account	-	-	11,519	-	11,519	10,001
6520: Vicarage CCLA deposit account	(15,637)	-	15,636	-	-	-
ORGFUND: Organ Fund, Current Account	(148)	-	147	-	-	15,465
ZD5: Accounts Receivable	(73)	72	-	-	-	-
Total	20,230	5,880	145,068	1,766	172,945	157,499
Liability						
C201: Loans Received	(30,000)	-	30,000	-	-	-
ZD4: Accounts Payable	(1,057)	892	164	-	-	-
Total	(31,057)	892	30,164	-	-	-
Net total assets	44,743	4,987	409,571	142,391	601,695	643,160

Fund Movement by Type as at 31st of December 2022

Fund	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances Carried forward
CoiffShop							
Designated	3,053	2,560	1,781	(204)	-	-	3,628
Sub-totals	3,053	2,560	1,781	(204)	-	-	3,628
CoopRaw							
Endowment	142,391	-	-	-	-	-	142,391
Sub-totals	142,391	-	-	-	-	-	142,391
Derfibrill							
Designated	(932)	-	-	931	-	-	-
Sub-totals	(932)	-	-	931	-	-	-
FAIRSFUN							
Designated	491	867	-	-	-	-	1,359
Sub-totals	491	867	-	-	-	-	1,359
JHedE15k							
Restricted	740	-	-	-	-	-	740
Sub-totals	740	-	-	-	-	-	740
MaryMag							
Restricted	288,434	-	-	-	-	(50,368)	238,067
Sub-totals	288,434	-	-	-	-	(50,368)	238,067
MMCFint							
Restricted	14,416	11,227	6,334	-	-	-	19,310
Sub-totals	14,416	11,227	6,334	-	-	-	19,310

Fund	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances Carried forward
Restricted	16,519	33	193	-	-	-	16,360
Sub-totals	16,519	33	193	-	-	-	16,360
OrgMainTlr							
Restricted	(621)	-	-	-	-	-	(621)
Sub-totals	(621)	-	-	-	-	-	(621)
ParStJohn							
Restricted	9,799	36,000	18,998	-	-	-	26,801
Sub-totals	9,799	36,000	18,998	-	-	-	26,801
Restone							
Restricted	835	-	-	-	-	-	835
Sub-totals	835	-	-	-	-	-	835
RHADM							
Restricted	200	2,500	2,700	-	-	-	-
Sub-totals	200	2,500	2,700	-	-	-	-
RHTPCON							
Restricted	-	10,000	10,000	-	-	-	-
Sub-totals	-	10,000	10,000	-	-	-	-
StJohnGrant							
Restricted	975	15,540	16,049	-	-	-	465
Sub-totals	975	15,540	16,049	-	-	-	465
StJohn30k							
Restricted	23,000	-	-	-	-	-	23,000
Sub-totals	23,000	-	-	-	-	-	23,000
Vicarage							
Restricted	83,266	1,518	173	-	-	-	84,612
Sub-totals	83,266	1,518	173	-	-	-	84,612

Fund	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances Carried forward
General							
Unrestricted	60,586	26,782	35,353	(729)	(6,544)	-	44,743
Sub-totals	60,586	26,782	35,353	(729)	(6,544)	-	44,743
Totals	643,160	107,029	91,583	-	(6,544)	(50,368)	601,695

Analysis of Income and Expenditure for the year ending 31st December 2022

	General	Designated	Restricted	Endowment	This year	Total Last year
Receipts						
Planned giving						
0101 - Gift Aid - Bank	4,812	-	-	-	4,812	6,338
0110 - Gift Aid - Envelopes	-	-	-	-	-	530
0201 - Other planned giving	399	-	-	-	399	1,680
C006 - Parish Giving Scheme	2,289	-	-	-	2,289	-
Planned giving Totals	7,501	-	-	-	7,501	8,548
Collections and other giving						
0301 - Loose plate collections	542	-	-	-	542	257
C005 - Sumup Receipts - Collection and Donations	1,129	-	-	-	1,129	-
Collections and other giving Totals	1,672	-	-	-	1,672	257
Other voluntary receipts						
0410 - Giving through church boxes	89	-	-	-	89	-
0550 - Donations appeals etc	1,619	-	-	-	1,619	866
0801 - Recurring grants	-	-	52,100	-	52,100	50,600
08A1 - Non-recurring one-off grants	-	-	11,940	-	11,940	15,000
C003 - Donation Gift Aid	1,878	-	-	-	1,878	-
Other voluntary receipts Totals	3,587	-	64,040	-	67,627	66,466
Gift Aid recovered						
0601 - Tax recoverable on Gift Aid	1,156	-	-	-	1,156	1,482
C007 - Tax recoverable on Gift Aid - PGS	572	-	-	-	572	-
Gift Aid recovered Totals	1,728	-	-	-	1,728	1,482
Other receipts						
0901 - Other funds generated	-	867	-	-	867	-
Other receipts Totals	-	867	-	-	867	-
Activities for generating funds						
C001 - Coffee Shop	72	2,560	-	-	2,633	-
Activities for generating funds Totals	72	2,560	-	-	2,633	-
Investment Income						
1001 - Dividends	-	-	12,745	-	12,745	12,377
1020 - Bank and building society interest	1,283	-	33	-	1,316	15
Investment Income Totals	1,283	-	12,779	-	14,062	12,392
Receipts from church activities						
1101 - Fees for weddings and funerals	462	-	-	-	462	541
1230 - Church hall lettings - objectives	7,947	-	-	-	7,947	864
C004 - Sundry Income	2,527	-	-	-	2,527	-

	General	Designated	Restricted	Endowment	Total	
					This year	Last year
Receipts from church activities Totals	10,937	-	-	-	10,937	1,405
Receipts Grand totals	26,782	3,428	76,819	-	107,029	90,554
Payments						
Cost of generating funds						
1730 - Costs of fetes & other events	-	161	-	-	161	-
C104 - Coffee Shop	-	124	-	-	124	-
Cost of generating funds Totals	-	286	-	-	286	-
Missionary and Charitable Giving						
1870 - Secular charities	-	1,495	-	-	1,495	-
Missionary and Charitable Giving Totals	-	1,495	-	-	1,495	-
Parish Share						
1910 - Ministry parish share etc	2,668	-	35,332	-	38,000	38,000
Parish Share Totals	2,668	-	35,332	-	38,000	38,000
Clergy and Staffing costs						
2050 - Salary of parish administrator	5,175	-	2,314	-	7,490	5,340
2120 - Council tax	1,517	-	-	-	1,517	2,044
2140 - Water rates - vicarage	-	-	173	-	173	159
C101 - Other Clergy Cost	43	-	-	-	43	-
Clergy and Staffing costs Totals	6,735	-	2,487	-	9,223	7,543
Church Running Expenses						
2301 - Church running - insurance	1,732	-	-	-	1,732	1,683
2320 - Organ / piano tuning	-	-	193	-	193	193
2330 - Church maintenance	12,208	-	11,940	-	24,148	9,991
2331 - Cleaning	146	-	4,109	-	4,256	3,319
2360 - Administration	3,605	-	385	-	3,991	3,954
2401 - Church running - electric	2,184	-	-	-	2,184	1,636
2410 - Church running - gas	3,012	-	-	-	3,012	2,797
C102 - Other Activities Expenses	454	-	-	-	454	590
C103 - Organist Cost	-	-	-	-	-	60
C105 - Church Supplies	1,101	-	-	-	1,101	344
P102 - Fees Return to Diocese	524	-	-	-	524	796
Church Running Expenses Totals	24,970	-	16,628	-	41,598	25,366
Church Repairs & Maintenance						
2710 - Church major repairs - installation	-	-	-	-	-	17,999
Church Repairs & Maintenance Totals	-	-	-	-	-	17,999
Governance Costs						
2601 - Governance costs examination/audit fee	980	-	-	-	980	60
Governance Costs Totals	980	-	-	-	980	60

	General	Designated	Restricted	Endowment	This year	Total Last year
Payments Grand totals	35,353	1,781	54,447	-	91,583	88,970

- **Notes to the accounts**

Related Party transaction between The Chapel Royal and Robertson's Hall Trust

Robertson's Hall Trust arises from the church hall in Ship Street of the former Trinity Church of Brighton. Fr D Biggs was a trustee as right of office as vicar of The Chapel Royal Brighton, other trustees are appointed by the Bishop's council of the Diocese of Chichester and the Diocesan board of finance each for a five-year period.

The trust deed is for the maintenance of ministry within the established Church of England. The RHT has been giving Chapel Royal both unrestricted and restricted grants since the establishment of the Robertson's Hall Trust in September 1989.

The following grants were received from Robertson's Hall Trust in the year ending 31st December 2022:

	£
PARISH CONTRIBUTION	10,000.00
ADMINISTRATION	<u>2,500.00</u>
	<u>12,500.00</u>

Related Party transactions between The Chapel Royal and St John's School Trust

St John's School Trust arises from the sale of the former St John The Evangelist School, Carlton Hill Brighton. The area covered by the former parish is now under the care of the parish of The Chapel Royal.

The Trustees are the Vicar and Church wardens of The Chapel Royal, Brighton by virtue of office, the Trust object have general ecclesiastical purpose of the said parish.

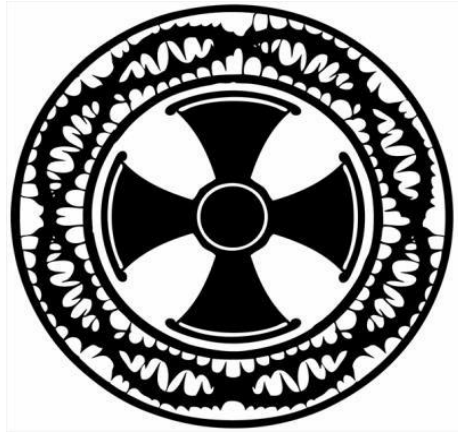
The PCC members are not trustees, the PC may apply for a grant for the said trust or the Trustees may make an offer of a grant, in both cases the grant must be accepted by both parties.

The following grants were received from St John's School Trust in the year ending 31st December 2022:

	£
12 Monthly Grants towards cleaning @ £300 per month	3,600.00
12 Monthly Grants towards Parish Contribution @ £3,000 per month	36,000.00
Roof and gutter repairs grant	<u>11,940.00</u>
	<u>51,540.00</u>

Accounts

The Parish of Brighton



The Chapel Royal

Annual Parochial Church Meeting (APCM)

1st May 2022

Contents

- 1. Agenda**
- 2. Minutes of meeting 23rd May 2021**
- 3. Churchwardens' Reports (x2)**
- 4. Safeguarding Report**
- 5. Deanery Synod Report**
- 6. Use of Building Report**
- 7. Coffee Shop Report**
- 8. LCCR (Tuesday Concerts)**
- 9. Electoral Roll Report**
- 10. Evensong Report**
- 11. Knit & Natter Report**
- 12. Vicar's Annual Report**
- 13. PCC Annual Report**

Finance Report to be received at a later date following Independent Examiner Certificate. The PCC has agreed 2021 annual accounts as presented by the Parish Finance Officer.

1. Agenda

Parish of Brighton: The Chapel Royal, Sunday 1st May 2022.

Vestry Meeting

To elect 2 Churchwardens

Annual General Meeting

Prayers

1. Welcome
2. Apologies for absence
3. Minutes of Annual General Meeting 23rd May 2021
4. Matters Arising
5. To receive Reports from:
 - Coffee Shop
 - Chapel Royal Concerts (LCCR)
 - Evensong
 - Knit & Natter
6. To receive Annual Reports of:
 - Churchwardens
 - Safeguarding
 - Deanery Synod
 - Use of building
 - Electoral Roll
 - Vicar's Annual Report
 - PCC
7. To receive the Annual Accounts for year ending 31st December 2021
8. To appoint an Independent Examiner for 2022/2023
9. To elect Deanery Synod members
10. To elect members to serve on the Parochial Church Council for 2022/23
11. Any Other Business
12. Date of next Annual General Meeting

2. Minutes for Annual Parochial Church Meeting 23rd May 2021

25 people were in attendance and the list was on file.

Vestry meeting to elect two Churchwardens

Steve Pates acted as Chair and reported that, after the death of Paul Littlewood last year, Richard Lovett had been elected in his place. Richard Lovett and Mary Woodhouse had been nominated as churchwardens by Steve Pates and Rosemary Mitchener respectively. David Bishop and Margaret Croucher seconded these nominations. It was unanimously agreed that the requirement for churchwardens to stand down after a specified period should be waived in the case of Mary Woodhouse so she and Richard Lovett were elected as Churchwardens for the coming year.

Steve Pates stood down from the Chair.

Annual General Meeting

1. Welcome

Richard Lovett and Mary Woodhouse jointly chaired the meeting and welcomed everyone in Father David's continued absence.

2. Apologies for absence

Apologies for absence were received from Pat Drake.

3. Minutes of the Annual Parochial Church Meeting on 18th October 2020

These had been published, together with the Annual Reports, and were agreed to be a true and accurate record of the meeting. It was unanimously agreed that all the Annual Reports be accepted.

4. Matters Arising

There was none.

5. Reports

Reports on Evensong, Knit & Natter, the Coffee Shop, Chapel Royal Concerts and Safeguarding had been received and published.

6. Annual Reports

Annual Reports on the PCC, Use of the Building, Electoral Roll, Deanery Synod and Churchwardens had been received and published. Matters normally covered in the Vicar's Report were included in the Churchwardens' Report and Use of the Building Report.

7. To receive the Annual Accounts for year ended 31st December 2020

Maureen O'Hare had been unwell and there were teething problems with the new computer system so there were no annual accounts to present. We expect to receive them in the next week or so and printed copies will be distributed at services.

Maureen had provided a snapshot of the church's current financial position as follows:

(a) The account balances are:

Main Chapel Royal	: £22,059.43
Vicarage	: £8,896.43

(b) Monthly average regular bank donations are £531 and St John's School Trust contributes £300 a month towards cleaning costs.

(c) Total monthly regular outgoings average around £5,000, of which £3,167 is the parish contribution.

(d) We have not received any grants from Robertson Hall Trust this year. As Father David suggested, the PCC can request a grant from the St John's School Trust to cover the parish contribution. Since Mary Woodhouse and Richard Lovett are trustees of St John's, I propose that the request come from David Bishop and be put to the PCC for agreement. The request should specify the date on which the grants are made (January 2021) and the amount (£3,000 was suggested by Father David).

(e) The PCC will have to authorise David Bishop, who has been helping me with the accounts, to have access to the financial system in order to satisfy GDPR requirements.

In the autumn, ProCook will be vacating the Ship Street shop from which the Robertson Hall Trust derives its income but there is a lot of interest in acquiring this site and the church expects to receive more income in future.

David Bishop will propose that the PCC adopt a Parish Giving Scheme. This would encourage the use of direct debits and ensure that Gift Aid was paid within ten days of a donation.

Two items of major expenditure were anticipated. The architect was due to undertake a quinquennial inspection delayed two years by Covid and his fee alone will be £2,000. Then there will be the cost of repairs.

The church also needed a new sound system and a former parishioner had made a donation last year that she specified should be spent on the church itself. So far, two quotations for around £7,000 had been received and will be put to the PCC. The Chairs invited suggestions for a suitable sound system and noted that a loop channel would be useful for those who wear hearing aids.

8. To appoint an Independent Examiner for 2021/2022

Christopher Tyler of Chariot House Limited was nominated by David Bishop and seconded by Hilary Niblett. The appointment was unanimously agreed.

9. To elect Deanery Synod Members

The Deanery Synod normally meets three or four times a year in order to discuss matters that affect the Deanery as a whole. The Deanery will be discussing the Church of England's review of sexuality at the next meeting. David Bishop proposed Mark Laverick as a representative and this was seconded by Enid Lovett. Carly-May Kavanagh was proposed by Enid Lovett as a second representative and this was seconded by Christine Rowell. The Chairs thanked Mark and Carly-May for taking on this responsibility.

10. Election of members to serve on the Parochial Church Council for 2020/21

David Nowicki-Stephen had resigned from the PCC and John Gilbert left the parish in March 2021.

The following nominations were seconded and unanimously agreed -

Father David Biggs, SCP (Vicar) by office

Mrs Mary Woodhouse (Churchwarden)

Mr Richard Lovett (Churchwarden) who took over duties from Paul Littlewood

Mrs Caroline Brown (Hon. Secretary)

Mr Mark Laverick (Lay Reader)

Mr Steve Pates

Mr Benjie MacDonnell Moss (Benjie was unable to be present and will be co-opted at the next PCC meeting).

Mr David Bishop
Father James Foley
Mrs Hilary Niblett
Mrs Enid Lovett
Ms Catherine Wilson
Ms Roosa Herranen
Ms Carly-May Kavanagh.

11. Any Other Business

Deanery Review: This is like an audit of the parish and will be discussed at the next PCC meeting.

Covid Restrictions: We were waiting for the Government to lift restrictions possibly after 21st June. When the church is opened, help with restoring the furniture to its normal position would be appreciated.

Keeping the lights on: Richard Lovett asked the meeting to continue praying for Father David, who is sorely missed. He thanked everyone for the way in which they have supported him and Mary through this difficult period.

The meeting in turn thanked Mary and Richard for doing a fantastic job on our behalf and Carly-May announced that she had made an apple pie for everyone!

12. Date of next Annual Parochial Church Meeting

This will be held on a date yet to be arranged.

3. Churchwardens report (x2)

A report from Mary Woodhouse, Churchwarden

We are now, at last, beginning to open up our doors, not only to our dedicated congregation for services, but to groups, concerts, meetings, exhibitions and soon, to the Saturday coffee shop. Last summer we spent many a lovely time in the Pavilion cafe grounds while our kitchen was being refurbished and while it was safer to be outside with our friends. We are so lucky to have such beautiful surroundings a few yards from our doors. Richard and I were sworn in as Churchwardens at the lovely church in Alfriston last July, and again, the grounds of this beautiful church

are God's creation at its best. Another oasis of calm we have been privileged to share is Father James' amazing garden with Lily always on patrol.

Back in the summer we held the first wedding for many years and the new forms and procedures certainly took some understanding. July proved to be a busy month of celebration and sadness. Carly-May was baptised and it was lovely to meet her family and friends. Jorre and Diana were confirmed up at St. Mary's and we here celebrated twelve years as a separate parish. Then there was the funeral of our dear friend Robin Northen, such a lovely dedicated man, who always had a smile on his face and time to speak to everyone. I can still picture him with his cleaning cloth and a tin of Brasso in his hand. Nothing shiny escaped his notice or a flick of that cloth. It is a great honour that we are able to support Edna on her weekly visit to the Wednesday service and to share her willingness and pleasure to help in any way she can, including running a stall at the Christmas Fair.

Our furry friends continue to give us such pleasure as they join us on a regular basis. We welcomed dear Lily in the summer and Roly, our canine 'hoover', Barney, Kikki, Casper and Chucky have all wagged their tales, joined in occasionally, and shared treats and crumbs at coffee time. And of course, we can never forget Oscar, Bella and Sammy dog, furry friends now in God's special care.

For many months Richard filmed the Sunday services and put them on YouTube for those who felt safer to stay at home but at the end of August he put away his tripod and joined us back downstairs as part of the congregation again. During this month we were very happy to welcome Chris back to the organ stool. Despite a huge workload he felt able to take time out to play for us and we started singing again. The services were once again enriched with music and our new sound system means that not only can everyone hear both the music and the spoken word but the levels of sound can be adjusted by the flick of a finger.

In September we held a Macmillan coffee morning and managed to raise over 500 pounds. Father James preached at the service beforehand and used our lovely Noah's Ark, created by the Knit and Natter group, as the basis of his theme. It was great to see all the animals on show again and reminded us just how much work we had put into it all. At the end of September after a Wednesday service Father David Ingledew blessed the new kitchen which is now such a huge asset to us all and the groups and other church users. As the last Church year ended and the new one began we held our Christmas Fair raising just under 800 pounds. A huge thank you to everyone involved in boosting our church funds by this considerable amount but especially to Margaret who organised and then manned the refreshments all day

with her very able helpers. It's always a great social gathering and now a permanent fixture on the Church calendar. We also enjoyed a return visit to Father James' for the Christmas Open House where Noah's Ark was once again on display. Such wonderful hospitality and surroundings greeted us as always.

We celebrated the Christmas season with a lovely Carol service and then a Christmas Eve service which Richard filmed for those of us who could not get into the Chapel at that time. For Epiphany we had coffee and a King's Cake thanks to David Bishop. This is a traditional cake made in France and Spain and includes 'feves', little nativity figures. A tradition I think we should also follow every year! Our Candlemas service brought us to the end of Christmas and with Chris at the organ and Father Martin in charge we sang and celebrated with candles alit. As we said goodbye to Christmas we said hello to storms and bad weather. Storm Eunice battered our part of the coast but thankfully the church did not suffer any major damage (well at least we think so).

As we started the Lenten season we also celebrated the baptism of little Dusty on Ash Wednesday. Rather an unusual mixture you might think but Father Martin conducted it all with such skill and understanding that everyone agreed that it was a service that they will always remember.

Mothering Sunday, as always, a chance to relax a little during Lent, brought us a fabulous Simnel cake, again thanks to David, and lovely flowers for everyone so kindly donated by Chris.

As I write this we look forward to Easter and good times ahead. To sunny days, flowers back in the church and the continued re-opening up of groups and social gatherings including Fish and Chips at Bankers! Hopefully 2022 at the Chapel will bring us all spiritual and pastoral support for ourselves and our friends within this community that we have so richly received for so many, many years.

There are so many thank-yous that have to be recognised but at the top of the list must be you, the congregation, who have stayed with us, wearing masks, sitting away from your friends, sanitizing, sitting on crowded transport to get to Chapel and supporting Richard and I in difficult and stressful times.

To our priests, Father Martin, Father Denis and Father David Ingledew who have taken on most of the services and who have not only presided and preached but have given us so much help and support and taken time out to get to know the congregation.

To Chris, not only for his fantastic organ playing but for compiling the music rota, advising on services, helping at the Fair with Andre and always willing to help

generally in the life of the church family. We all wish him and Andre our love and congratulations on their forthcoming wedding.

To our other musicians Judy, Adam and Andrew for their continued and important contribution to enhancing our worship and helping us to keep the Chapel's music tradition for everyone's enjoyment.

To Enid for her work on the electoral roll, making sure it is up to date and for always being willing to help out when necessary, and together with Roosa, thank you for the lovely renditions during Sunday communion.

To Angie for her continued grasp on all things safeguarding and for keeping us plied with coffee and tea on a Sunday. For her work to re-open the Coffee Shop on a Saturday, not an easy task with all the rules and regulations on Health and Safety and Food Consumption.

To those who help with the refreshments after the services, especially Caroline on a Wednesday, always ready with packets of biscuits if there is no cake on the menu.

And to Rosemary who oversees these midweek get togethers' and sets it all up together with Martin.

To those who read, intercess, serve, sit on the PCC, preach on occasions, especially Father James who has led services of Morning Prayer when we were without a priest and taken us on several magic carpet rides to places most of us would never have the chance to visit.

To Caroline Brown who has the sharpest pencils in the land and manages to record all the minutes of the PCCs and the APCM and produces very readable accounts of these meetings for our records.

To Steve for his endurance on trying to keep the clock in working order and for looking ahead to organising the repairs, which will need to be carried out in the not too distant future.

To Maureen our Finance Officer, who continues to balance the books, deal with auditors and trusts, and advise us on all matters financial and manages to produce an annual report that can be read and understood.

To Mark, our Reader, always making sure we have an intercessor for our Sunday Mass.

To Carly May for taking on the role of Deanery Synod rep. and to Hilary for her help with floral decorations. To Catherine, who as a teacher is helping us to try and liaise with local schools on visits to the Chapel.

During all these busy times of the past few months Richard has had to deal with heavy family commitments so to ease the burden we decided to elect a Deputy Churchwarden. This post has no legal rights but the person elected can take on a number of duties which is what David Bishop has done. I would like to thank David for the many duties he now carries out including: serving, admin, banking,

Sacristan, setting up Parish Giving, and polishing all the silver and brass. He also makes fantastic cakes which is always a great asset in church circles!

There are two people though who need a very special mention. Firstly, Martin, our Administrator. Martin is always one step ahead of any announcements on the latest rules and regulations from the Government or The Church of England. He spent hours with a tape measure making sure the chairs were socially distant and making endless notices during the height of Covid. He projected managed the kitchen refurbishment, dealing with all the different tradespeople, workmen, ordering appliances, and spending a lot of time sorting out teething problems as the project took shape. Martin also collates and prints the mass booklets, liaising with the priests on correct content for each service. He deals with all the office day to day admin, moves all the furniture back after floor cleaning and arranges all the furniture in preparation for the Fair every year. His ability to create lovely posters in a matter of seconds is quite remarkable. These are just a few of the many duties he carries out, week in week out for which we are truly grateful. Every church needs a Martin! And now to Richard, a huge thank you for the enormous amount of work he inherited and took on, along with post-its and rubber bands, from our dear friend Paul. From keeping a record of who has keys to getting the gutters cleared and everything in-between. 60 pages of the Quinquennial to prioritise, dealing with hall groups, booking priests, church decorations, filming services, dealing with builders and repair services, church trusts, lunchtime concerts, the crypt, the list is endless. And all this with pressing family commitments that he is having to deal with on a day-to-day basis at the moment. Another huge thank you.

Lastly, I think we all need to be thankful for the power of prayer. I hope he doesn't mind me singling him out but David Nowicki-Stephen must surely be a prime example of what prayer can achieve (along with excellent medical care) and we wish him continued health in body and soul.

Mary Woodhouse. Churchwarden

A report from Richard Lovett, Churchwarden

The last year has again been a challenging one with Father David's continued absence from the Parish, and the ongoing implications of the Covid-19 pandemic. In April last year, the PCC made a decision to renew the sound system in the Church. As many were aware the old system had got very clunky and crackly, and generally unreliable. We decided to use money generously donated by a former Parishioner for the purpose. This was to be an upgrade of the existing equipment and would be "like for like" which meant that the work could be done with Archdeacon's

permission under List B, thus negating the added cost of a faculty application. We had three quotes for the work, eventually appointing Old Barn Audio who had much experience with Church Sound Systems. The installation was completed during August 2022, and I am sure that users and the congregation will agree it is a major improvement on the previous system. We can now run two clergy radio mikes, a radio hand held mike, a choir mike in the chancel, as well as an improved lectern microphone. The speakers have been upgraded, and the whole system is simply controlled from an iPad. There are also facilities for streaming and recording services, and playback of pre-recorded music. It is also future proofed with the option to build in further enhancements when the need is felt.

During the year we also received a generous bequest from the estate of the late John Head, an old friend and wise counsellor to Chapel Royal. After speaking to John's widow, Carol we decided to use the bequest to upgrade the Kitchen. John would have wished the money to go to a community project, and as the kitchen is not only used by the Church, it is also well used for the Saturday Coffee Shops, and all the groups that use the hall during the week. We asked Martin Mitchener to head up a small project team to redesign and re-equip the kitchen and Hall area. After looking at various options, the contract was given to Kieron Benn to carry out the refurbishment, with a separate contract to Sussex Vinyl flooring to lay the floor. The work was carried out during October 2021 resulting in a light and bright space, and much updated equipment, food preparation and storage space. It was soon being well used as during October 2021 we were able to resume Church Coffee, and welcome back some of our regular Hall users. I would personally wish to thank Martin and Rosemary for all the hours they put into bringing this project to a successful conclusion. We did consider placing a plaque in the kitchen marking the generous bequest from John Head, but after talking to Carol, his widow, she informed us that "John would hate it"; so we just give thanks to God for John's generosity.

In September 2021, Julian Vallis, our architect carried out the quinquennial inspection of the Church building, which had been delayed by nearly two years due to Covid. We received Julian's very thorough, 60 page report, in January. Considering the age of The Chapel Royal the building is in remarkably good shape. This is testimony to the good stewardship of my predecessor, the much missed, Paul Littlewood. Some of the priority work is now under way, hopefully by the time of the APCM, scaffolding will have been erected at the rear of the church in order to carry out gutter clearance and roof repairs. The Standing committee will meet to put together a schedule of the remaining works identified by Julian, to be carried out

over the next five years. The PCC have approved the repairs to the Church clock at a cost of £5k, the cost of the repair to come from a surplus from the St John's trust. Thank you to Steve Pates for all his work liaising with Smiths of Derby and generally maintaining the clock when it is working.

In early December 2021, one of the windows on the Princes Place side of the building was vandalised by someone throwing a stone at it. On the day I was unavailable, but our recently appointed Deputy Churchwarden, David Bishop was on hand to have the window secured, and begin the process of getting quotes for the repair and dealing with the insurance claim. Even applying to the Diocesan registrar for an interim faculty to carry out the work. The window was finally repaired in mid - April of this year. Also recently the AED (defibrillator) was stolen from the cabinet on the wall in Princes Place. This is covered by insurance from The Sussex Heart Charity who are arranging for a replacement to be installed. At the time of writing we are still waiting for this to be done.

As far as our Church Website goes, Benjie Moss has moved away from the parish and Adam Englebright has taken on completing and maintaining the website with help from Fr Jim. So we look forward to finally having a significant online presence in the very near future. We have also had routine maintenance tasks to cover including lightning conductor checks, fire extinguisher inspection, organ tuning etc.

It's a busy old job being Churchwarden, and it couldn't be done without help from Martin, our Administrator, David the Sacristan and Deputy CW, Maureen our financial guru, Chris and Adam, a very supportive PCC, and our fabulous Congregation - so big thanks to all (I'm sure Mary, in her report has covered those I've missed).

There are a group of people who without, we would not have maintained worship during the absence of Fr David, and that is all the Clergy who have kept the pattern of twice weekly Masses going for the last sixteen months - Thank you - you know who you are! Lastly biggest thanks go to Mary who really looks after the pastoral side while I poke around the building. Her "non-line" rotas are a wonder to behold. I will stand down as Churchwarden in 2023. When Father David approached me to succeed Paul, it was always on the understanding that it would be a relatively short-term appointment. This now gives time and space for people to think prayerfully about whether they feel able to take on the role. It is stressful, at times frustrating, fascinating, surprising and extremely rewarding. I look forward to the challenges of the next year.

Richard Lovett. Churchwarden

4. Safeguarding report

The Parish Safeguarding Officer (PSO) for the year was Angie Lynn.

The Safeguarding Policy statement and Expressing Safeguarding Concerns document are displayed in the church.

There is a dedicated email address: safeguarding.chapelroyal@gmail.com to facilitate contacting the safeguarding officer confidentially with any concerns.

The overarching aim of safeguarding at the Chapel Royal is to manage any issues through informed vigilance. It is the responsibility of all members of the congregation to be watchful in ensuring the safety of all members of the Chapel Royal community, especially children, young people and vulnerable adults.

SIMPLE QUALITY PROTECTS (SQP)

Our progress with the SQP safeguarding audit system provided by the Diocese remains unfortunately stalled due to the pandemic.

PHOTO CONSENT

Mary our Churchwarden continues to be vigilant in ensuring parents are asked for informed consent for photos and video to be taken of their children during church activities.

SAFEGUARDING TRAINING

All Safeguarding Training must now be renewed every 3 years, to the level previously held. The PSO and reader have renewed their training to the appropriate levels in April 2021. We await guidance from the Diocese for Churchwarden training.

Disclosure and Barring Service (DBS) Certificates

These need to be renewed every 5 years for those remaining in the same role.

Those who hold a DBS certificate are asked to check the date and consult with the PSO if they are unsure.

ISSUES

The management of specific incidents is a shared responsibility, and information is shared regarding individuals on a 'need to know' basis, to maintain both safety and confidentiality. Where necessary police and probation services have also been involved. There have been no safeguarding issues this year.

The PSO would like to thank the members of the congregations and in particular the Churchwardens for their vigilance and support.

Angie Lynn. Parish Safeguarding Officer

5. Deanery Synod

Deanery Synod meetings, as many others this year, were carried out via Zoom meetings, it's hoped that the lifting of Covid restrictions will allow meetings in person in the near future.

Mark Laverick and Carly May Kavanagh are The Chapel Royal's representatives at the Deanery Synod.

Mark Laverick. Deanery Synod Representative

6. Use of building report

Once people began to have their first vaccinations, it was decided to reopen In the Summer of 2021 after risk assessments using the Covid-19 guidelines issued by the government, and Church of England. When the government's plan B was implemented 26th January 2022 mask wearing was no longer compulsory but the Chapel Royal has requested for all church and hall users to wear a mask if they can. This situation is under constant review due to the COVID situation.

The church is currently opened for worship on Wednesday at 10 am and Sunday at 10.15 am. Saturday and Thursday worship that was held pre-pandemic has not restarted due to the continuing absence of the parish priest.

The AA & 12 Step groups began returning from August 2021 after restrictions eased. Groups currently use the Hall on Sunday, Monday, Tuesday, Wednesday and Thursday evenings. The Carers group returned but unfortunately, due to dwindling numbers, had to stop in February 2022.

The long established and popular Lunch time concerts (LCCR) restarted 4th January 2022.

The Chapel Royal has allowed the 'Save Maderia Terraces' group to use the premises for fundraising. Two events have been held 26th November 2021 & 26th March 2022.

A charitable event for Macmillan Cancer Support was held 22nd September 2021. 4th December the Chapel Royal held a Christmas Fair, that was a great success.

As the pandemic eases the church is getting more requests to host events.

The Brighton and Hove District Organists held their AGM 26th February 2022.

3rd and 4th May 2022 concerts by the Resound singers are due to be held, and an art exhibition by Sergio Gonzalez a Latin American artist is scheduled for the 14th May 2022.

A refurbishment of the kitchen and hall area was completed in October 2021 and was paid for by a donation from the estate of John Head.

As the rules governing COVID-19 in churches are changed The Chapel Royal will adapt accordingly, using risk assessments, to ensure compliance with the guidance.

Martin Mitchener. Administrator

7. Coffee shop report

Due to COVID-19 government guidelines, and with the Coffee Shop being an indoor venue, it has not been possible to run this community service. This is currently under review.

8. LCCR - Tuesday concerts

The concerts restarted on 4th January 2022 after restrictions were eased, the concerts have been well attended with 36 people at the first concert and this has grown after each concert. It is a blessing the concerts have returned.

9. Electoral Roll

The electoral roll for this year stands at 88 names

5 names have been removed from last year's roll (90 names) and 3 names have been added.

Those removed are mainly people who have moved away or sadly died.

Enid Lovett Electoral Roll Officer

10. Evensong report

Most churches and cathedrals have now resumed normal services including Evensong. Here at the Chapel, where space is quite limited, we have not yet re-started. Hopefully a time will come in the not too distant future when we will feel comfortable and safe enough to resume these special services. Most members of the choir sing with other choirs and are managing to keep their vocal cords well oiled. As I have over 40 members on the book from about 11 different churches there will be an awful lot of news to catch up on when we finally dust off the music and get together!

Mary Woodhouse. Churchwarden

11. Knit & Natter report

We have not met as a group for a long time due to covid but decorations we had made in previous years were brought out for Remembrance, Christmas and Easter. We will take up our needles again soon, and continue to work on more crafty projects for the church, to raise funds and to support local charities within the community. Our Noah's Ark with all the animals has been on display for Harvest and at Father James' Open House at Christmas.

This group not only provides a great social get together but supports all our fundraising efforts with enormous enthusiasm.

Mary Woodhouse. Churchwarden

12. Vicars annual report

In the absence of the Vicar, Fr. David Biggs, the events to date have been explained in the Churchwardens' reports (3) and the Use of Building report (6).

13. PCC Annual report

The Chapel Royal

The Chapel Royal is situated in North Street, BN1 1EA and serves those areas formerly served by the now redundant churches of St Peter's Brighton, St John's Carlton Hill, Holy Trinity Church Ship Street.

The Vicar and Churchwardens are Trustees of a number of PCC Charitable Trusts. The PCC is grateful to The Trustees of The Robertson Hall Trust and Trustees of St John's School Trust for grants in 2021.

The correspondence address is:

The Chapel Royal, 164 North Street, Brighton, BN1 1EA.

Incumbent:

Fr. David Biggs S.C.P.
C/O The Chapel Royal

Honorary Assistant Priest:

The Reverend Martin Morgan S.C.P.

Bank:

Bank of Scotland
33 Old Broad Street

London
PO Box 1000
BX2 1LB

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representational Rules. All church attendees are encouraged to register on the Electoral Roll and to stand for election to the P.C.C.

Members of the Parochial Church Council are either ex-officio or elected by the Annual Parochial Church Meeting in accordance with the Church representation Rules.

Standing Committee

The Standing Committee, consisting of Vicar, Churchwardens, Honorary Treasurer, and one member of the PCC, monitor all the work of the Parish and its budgeting and financial implications, and assist with the management of the Parish.

The Vicar and Churchwardens are Trustees of a number of Trusts:

These Trusts, from the former Parish of Brighton St Peter with The Chapel Royal have received the Bishop's Seal.

Mary Woodhouse & Richard Lovett, Churchwardens and Joint Chairs of the PCC, 1st May 2022.

The Finance Report is to be found in a separate document

Trustees Report April 2021/22

The Parochial Church Council of The Parish of Brighton: The Chapel Royal

Membership 2021/22

Father David Biggs, SCP (Vicar) by office
Mrs Mary Woodhouse (Churchwarden)
Mr Richard Lovett (Churchwarden)
Mrs Caroline Brown (Hon Secretary of the PCC)
Mr Mark Laverick (Lay-reader)
Mr Steve Pates
Mr Benjie McDonald-Moss
Mr David Bishop
Carly May Kavanagh

Adam Englebright
James Foley
Mrs Hilary Niblett
Mr Roosa Herranen
Mrs Enid Lovett
Catherine Wilson

By agreement of a Special Annual Parochial Church (PCC) Meeting in 2009 with the formation of the new Parish of Brighton; The Chapel Royal. The PCC shall consist of 2 Churchwardens & 9 elected members unless a subsequent APCM changes this. To date no APCM has changed the number of members. All Hon Assistant clergy are welcome to attend PCC meetings, to speak sharing their insights of wisdom, but have no voting powers.

At each meeting of the PCC the following items were also on the agenda for presentation and discussion: Finance, Safe-guarding, The Vicar's report.

Parochial Church Council as Trustees met on the following dates:

13th June 2021

Appointment of Officers.

Finance - Maureen O'Hara re- appointed. PCC agreed David Bishop could have access to the finance system.

Admin - Martin Mitchener re-appointed.

Adoption of Parish accounts for year ended 31/12/20

Renewal of sound system to be paid by a parishioner's donation which could be used for this purpose.

Judy Stanger our long standing organist has asked to step down from her duties.

Renewal of Mark Laverick as Lay minister

Generous donation from the estate of John Head received.

22nd July 2021

John Head's legacy to be used to refurbish kitchen and hall area.

Quotations submitted. List B application to DAC to be submitted.

Sound system to be installed 5th August 2021

19th September 2021

Quinquennial inspection undertaken by Julian Vallis the church's appointed architect.

Sound system installed

Tower clock has stopped working. Smith of Derby contacted.

Parish Giving scheme discussed.

Website update.

28th November 2021

Quinquennial Inspection resulted in no major problems to fabric of the building. Cleaning gutters identified as a priority.

Smith of Derby submitted a report on the Clock Tower repair.

David Bishop elected as a deputy churchwarden.

6th March 2022

Finance end of year accounts discussed.

Revision of mission & vision statement approved

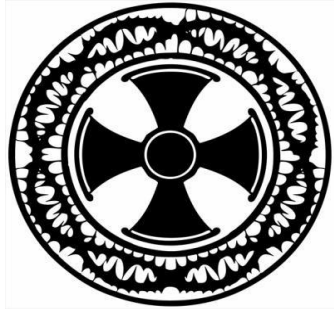
Approved Tower Clock repair and church building work to paid from the St John's school trust.

Website now to be taken on by Adam Englebright after Benjie left for Ireland.

Vandalised window work approved.

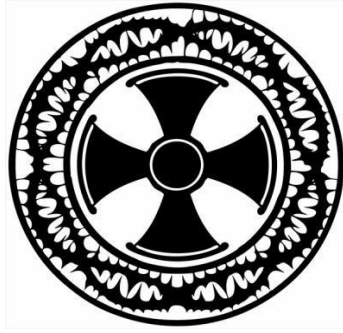
End of APCM report.

**God of compassion,
be close to those
who are ill,
afraid,
or in isolation.
In their loneliness,
be their consolation;
in their anxiety,
be their hope;
in their darkness,
be their light;
through him who suffered
alone on the cross,
but reigns with you in glory,
Jesus Christ our Lord.**



The Chapel Royal, Brighton
is a community
within the liberal catholic tradition
of the Church of England
which is led by the Gospels
and works to inspire others
to come to faith
in Christ Jesus.

The community is dedicated
to maintaining a prayerful,
inclusive and diverse
Christian ethos
centred around
the Eucharist
with sacraments
at the forefront.



CONTACTS

Parish Office 01273 328767

Email: **royalchapelbrighton@gmail.com**

Parish Priests

David Biggs S.C.P.

Martin Morgan S.C.P.

Safeguarding Officer

Angie Lynn

Email: **safeguarding.chapelroyal@gmail.com**

Churchwardens

Mary Woodhouse

Richard Lovett

The Chapel Royal

164 North

Street

Brighton

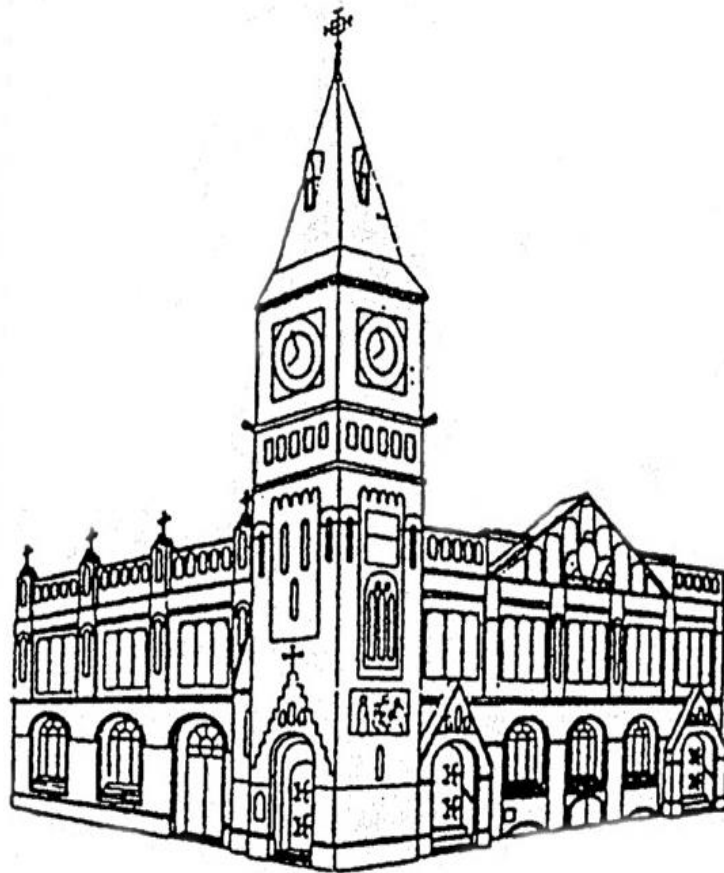
BN1 1EA

Chapel Royal Brighton

May 2022

Registered Charity Number 1151007

The Parish of
Brighton
The Chapel Royal



**ANNUAL REPORT
AND
FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL
OF
CHAPEL ROYAL

FOR THE YEAR ENDED

31ST DECEMBER 2021**

Chapel Royal, Brighton
CC: 1151007

FINANCIAL STATEMENTS
OF THE PAROCHIAL CHURCH COUNCIL
For the year ended 31st December 2021

CONTENTS

	Page
Accounting Policies	2 – 3
Independent Examiner Report	4
Statement of Financial Activities	5
Balance sheet	6
Statement of Assets and Liabilities	7
Fund Movement by Type	7 - 8
Analysis of Income and Expenditure	9 -10
Notes to the accounts	11

The Chapel Royal, Brighton
Incumbent: *Rev D Biggs*
Independent examiner: **Chris Tyler, F1 CRT Limited**
Bankers: *Bank of Scotland, 8 Air Street, Brighton, BN1 3FB*

PAROCHIAL CHURCH COUNCIL OF CHAPEL ROYAL, BRIGHTON

CC: 1151007

Accounting Policies

1. Accounting policies

a **Accounting convention**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and SORP 2006.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

b **Funds accounting**

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remains unspent at the end of the year is carried forward as a balance on that fund.

Endowment funds - funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment

c **Incoming resources**

All incoming resources are accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All other income

All other income is recognised when it is receivable.

Gains and losses on investments

Realised gains are recognised when the investments are sold, unrealized gains and losses are accounted for on revaluation on 31st December 2021

d **Resources used**

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

Church Activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

e Fixed Assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2)(a) and (c) of the Charities Act 2011.

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the accounts. For other property there is insufficient cost information available and therefore such assets are not valued in the accounts.

All expenditure on consecrated or beneficed buildings and individual items are written off in the year they were incurred.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	25% straight line
Computer equipment	30% straight line

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

Investments

Investments are stated at market value at the balance sheet date.

f Current Assets

Amounts owing to the PCC at 31st December 2021 in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PCC OF CHAPEL ROYAL

Independent examiner's report to the trustees of The Chapel Royal

I report to the trustees on my examination of the accounts of PCC of Chapel Royal (the charity) for the year ended 31 December 2021.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145 (5) (b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



.....
Christopher Robert Tyler FCA DChA FCIE

31st October 2022
.....

Date:

F1 CRT Limited

Flat 24 Wellingtonia Court

Laine Close

Brighton

East Sussex

BN1 6TD

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

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts					
Planned giving	8,548	—	—	8,548	9,487
Collections and other giving	257	—	—	257	1,850
Other voluntary receipts	866	65,600	—	66,466	55,442
Gift Aid recovered	1,482	—	—	1,482	1,859
Activities for generating funds	—	—	—	—	965
Investment Income	50	12,341	—	12,392	12,316
Receipts from church activities	1,405	—	—	1,405	4,294
Total income	12,612	77,941	—	90,554	86,214
Payments					
Cost of generating funds	—	—	—	—	126
Missionary and Charitable Giving	—	—	—	—	653
Parish Share	—	38,000	—	38,000	38,000
Clergy and Staffing costs	3,764	3,779	—	7,543	5,623
Church Running Expenses	21,674	3,692	—	25,366	19,305
Church Repairs & Maintenance	3,740	14,259	—	17,999	—
Governance Costs	60	—	—	60	1,020
Total expenditure	29,238	59,731	—	88,970	64,729
Net income / (expenditure) resources before transfer	(16,626)	18,210	—	1,583	21,485
Other recognised gains / losses					
Gains / losses on investment assets	—	43,213	17,599	60,813	27,348
Gains on revaluation, fixed assets, charity's own use	1,020	—	—	1,020	—
Net movement in funds	(15,606)	61,424	17,599	63,417	48,833
Total funds brought forward	78,806	376,144	124,792	579,743	530,909
Total funds carried forward	63,200	437,568	142,391	643,160	579,743
Represented by					
Unrestricted					
General fund	60,586	—	—	60,586	66,685
Designated					
ASCHENBRENNER DONATION	—	—	—	—	10,000
Coffee Shop	3,053	—	—	3,053	3,053
Defibrillator	(931)	—	—	(931)	(931)
Fairs And Other Internal Fund Raising	491	—	—	491	—
Restricted					
Grants from St Johns'	—	975	—	975	695
John Head £15k	—	740	—	740	—
Mary Magdalen & Cooper/Rawson Dividends	—	14,416	—	14,416	3,558
Organ Fund	—	16,519	—	16,519	16,697
Organ maintenance transfers	—	(621)	—	(621)	(621)
Restoration	—	835	—	835	835
Robertson Hall Trust Admin	—	200	—	200	—
Robertson Hall Trust Parish Contribution	—	—	—	—	4,799
Sale Mary Magdalen 12,266 Shares	—	288,434	—	288,434	252,485
St John's Grants For Parish Contribution	—	9,799	—	9,799	—
StJohn's Repairs Grant	—	23,000	—	23,000	23,000
Vicarage - Chapel Royal	—	83,266	—	83,266	74,692
Endowment					
Cooper/Rawson	—	—	142,391	142,391	124,792

Statement of assets and liabilities as at 31st December 2021

	General	Designated	Restricted	Endowment	This year	Last year
Current assets - Cash at bank and in hand						
Bank current account -	(82,174)	3,432	111,446	1,766	34,471	34,421
Chapel Royal CCLA (CBF) deposit account -	127,561	—	(30,000)	—	97,561	97,511
Vicarage bank Account -	—	—	10,001	—	10,001	8,532
Vicarage CCLA deposit account -	(15,636)	—	15,636	—	—	—
Organ Fund, Current Account -	(147)	—	15,612	—	15,465	15,450
Totals	29,603	3,432	122,697	1,766	157,499	155,915
Current assets - Debtors						
Accounts Receivable -	(72)	72	—	—	—	—
Totals	(72)	72	—	—	—	—
Liabilities - Creditors: Amounts falling due after more than one year						
Loans Received -	(30,000)	—	30,000	—	—	—
Totals	(30,000)	—	30,000	—	—	—
Liabilities - Creditors: Amounts falling due in one year						
Sale Mary Magdalen -	—	—	(287,246)	—	(287,246)	(251,297)
Cooper/Rawson -	—	—	—	(140,625)	(140,625)	(123,026)
Vicarage Fund CCLA -	—	—	(57,788)	—	(57,788)	(50,523)
Accounts Payable -	(1,056)	892	164	—	—	1,020
Totals	(1,056)	892	(344,870)	(140,625)	(485,660)	(423,827)
Grand total	60,586	2,613	437,568	142,391	643,160	579,743

Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
ASCHEN - ASCHENBRENNER DONATI						
Designated	10,000	—	10,000	—	—	—
Sub-total for ASCHEN	10,000	—	10,000	—	—	—
CoffShop - Coffee Shop						
Designated	3,053	—	—	—	—	3,053
Sub-total for CoffShop	3,053	—	—	—	—	3,053
CoopRaw - Cooper/Rawson						
Endowment	124,792	—	—	—	—	142,391
Sub-total for CoopRaw	124,792	—	—	—	—	142,391
Defibrill - Defibrillator						
Designated	(931)	—	—	—	—	(931)
Sub-total for Defibrill	(931)	—	—	—	—	(931)
FAIRSFUN - Fairs And Other Inte						
Designated	—	491	—	—	—	491
Sub-total for FAIRSFUN	—	491	—	—	—	491
FlowerFest - Flower Festival						
Restricted	—	—	—	—	—	—
Sub-total for FlowerFest	—	—	—	—	—	—
JHead£15k - John Head £15k						
Restricted	—	15,000	14,259	—	—	740
Sub-total for JHead£15k	—	15,000	14,259	—	—	740
Jubilee - Jubilee						
Restricted	—	—	—	—	—	—
Sub-total for Jubilee	—	—	—	—	—	—
MMCRInt - Mary Magdalen & Coop						
Restricted	3,558	10,858	—	—	—	14,416
Sub-total for MMCRInt	3,558	10,858	—	—	—	14,416

MaryMag - Sale Mary Magdalen 1						
Restricted	252,485	—	—	—	—	288,434
Sub-total for MaryMag	252,485	—	—	—	—	288,434
OrgFund - Organ Fund						
Restricted	16,697	15	193	—	—	16,519
Sub-total for OrgFund	16,697	15	193	—	—	16,519
OrgMainTfr - Organ maintenance tr						
Restricted	(621)	—	—	—	—	(621)
Sub-total for OrgMainTfr	(621)	—	—	—	—	(621)
ParStJohn - St John's Grants For						
Restricted	—	36,000	26,200	—	—	9,799
Sub-total for ParStJohn	—	36,000	26,200	—	—	9,799
RHTADM - Robertson Hall Trust						
Restricted	—	4,000	3,800	—	—	200
Sub-total for RHTADM	—	4,000	3,800	—	—	200
RHTPCON - Robertson Hall Trust						
Restricted	4,799	7,000	11,799	—	—	—
Sub-total for RHTPCON	4,799	7,000	11,799	—	—	—
Restore - Restoration						
Restricted	835	—	—	—	—	835
Sub-total for Restore	835	—	—	—	—	835
StJohGrant - Grants from St Johns						
Restricted	695	3,600	3,319	—	—	975
Sub-total for StJohGrant	695	3,600	3,319	—	—	975
StJohn30k - StJohn's Repairs Gra						
Restricted	23,000	—	—	—	—	23,000
Sub-total for StJohn30k	23,000	—	—	—	—	23,000
Vicarage - Vicarage - Chapel Ro						
Restricted	74,692	1,468	159	—	—	83,266
Sub-total for Vicarage	74,692	1,468	159	—	—	83,266
General - General fund						
Unrestricted	66,685	12,120	19,238	—	—	60,586
Sub-total for General	66,685	12,120	19,238	—	—	60,586
Grand total	579,743	90,554	88,970	—	—	643,160

Analysis of income and expenditure for the year ending 31st December 2021

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
INCOME AND ENDOWMENTS						
Planned giving						
0101 - Gift Aid - Bank	6,338	—	—	—	6,338	8,018
0110 - Gift Aid - Envelopes	1,736	—	—	—	530	524
0201 - Other planned giving	474	—	—	—	1,680	945
Total	8,548	—	—	—	8,548	9,487
Collections and other giving						
0301 - Loose plate collections	257	—	—	—	257	1,851
Total	257	—	—	—	257	1,851
Other voluntary receipts						
0410 - Giving through church boxes	—	—	—	—	—	155
0550 - Donations appeals etc	375	491	—	—	866	11,103
0801 - Recurring grants	—	—	50,600	—	50,600	43,100
08A1 - Non-recurring one-off grants	—	—	15,000	—	15,000	—
C003 - Donation Gift Aid	—	—	—	—	—	1,085
Total	375	491	65,600	—	66,466	55,442
Gift Aid recovered						
0601 - Tax recoverable on Gift Aid	1,482	—	—	—	1,482	1,859
Total	1,482	—	—	—	1,482	1,859
Activities for generating funds						
C001 - Coffee Shop	—	—	—	—	—	962
C002 - Restoration Fund	—	—	—	—	—	3
Total	—	—	—	—	—	965
Investment Income						
1001 - Dividends	50	—	12,326	—	12,377	12,316
1020 - Bank and building society interest	—	—	15	—	15	—
Total	50	—	12,341	—	12,392	12,316
Receipts from church activities						
1101 - Fees for weddings and funerals	541	—	—	—	541	1,545
1230 - Church hall lettings - objectives	864	—	—	—	864	2,749
Total	1,405	—	—	—	1,405	4,294
INCOME TOTAL	12,120	491	77,941	—	90,554	86,214

EXPENDITURE

Cost of generating funds

C104 - Coffee Shop	—	—	—	—	—	127
Total	—	—	—	—	—	127

Missionary and Charitable Giving

1870 - Secular charities	—	—	—	—	—	653
Total	—	—	—	—	—	653

Parish Share

1910 - Ministry parish share etc	—	—	38,000	—	38,000	38,000
Total	—	—	38,000	—	38,000	38,000

Clergy and Staffing costs

2050 - Salary of parish administrator	1,720	—	3,620	—	5,340	2,875
2101 - Working expenses of incumbent	—	—	—	—	—	450
2120 - Council tax	2,044	—	—	—	2,044	1,948
2140 - Water rates - vicarage	—	—	159	—	159	—
C101 - Other Clergy Cost	—	—	—	—	—	197
Total	3,764	—	3,779	—	7,543	5,624

Church Running Expenses

2301 - Church running - insurance	1,683	—	—	—	1,683	1,679
2320 - Organ / piano tuning	—	—	193	—	193	841
2330 - Church maintenance	2,792	7,198	—	—	9,991	1,893
2331 - Cleaning	—	—	3,319	—	3,319	2,797
2340 - Upkeep of services	—	—	—	—	—	—
2360 - Administration	3,774	—	180	—	3,954	4,266
2401 - Church running - electric	1,636	—	—	—	1,636	3,003
2410 - Church running - gas	2,797	—	—	—	2,797	1,887
C102 - Other Activities Expenses	590	—	—	—	590	1,493
C103 - Organist Cost	60	—	—	—	60	720
C105 - Church Supplies	344	—	—	—	344	477
C106 - Insurance - Church	—	—	—	—	—	1,678
P102 - Fees Return to Diocese	796	—	—	—	796	1,101
Total	14,475	7,198	3,692	—	25,366	19,305

Church Repairs & Maintenance

2710 - Hall major repairs - installation	938	2,801	14,259	—	17,999	—
Total	938	2,801	14,259	—	17,999	—

Governance Costs

2601 - Governance costs examination/audit fee	60	—	—	—	60	1,020
Total	60	—	—	—	60	1,020

EXPENDITURE TOTAL	19,238	10,000	59,731	—	88,970	64,730
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- **Notes to the accounts**

Related Party transaction between The Chapel Royal and Robertson's Hall Trust

Robertson's Hall Trust arises from the church hall in Ship Street of the former Trinity Church of Brighton. Fr D Biggs a trustee as right of office as vicar of The Chapel Royal Brighton, other trustees are appointed by the Bishop's council of the Diocese of Chichester and the Diocesan board of finance each for a five-year period.

The trust deed is for the maintenance of ministry within the established Church of England. The RHT has been giving Chapel Royal both unrestricted and restricted grants since the establishment of the Robertson's Hall Trust in September 1989.

The following grants were received from Robertson's Hall Trust in the year ending 31st December 2021:

	£
PARISH CONTRIBUTION	7,000.00
ADMINISTRATION	<u>4,000.00</u>
	<u>11,000.00</u>

Related Party transactions between The Chapel Royal and St John's School Trust

St John's School Trust arises from the sale of the former St John The Evangelist School, Carlton Hill Brighton. The area covered by the former parish is now under the care of the parish of The Chapel Royal.

The Trustees are the Vicar and Church wardens of The Chapel Royal, Brighton by virtue of office, the Trust object have general ecclesiastical purpose of the said parish.

The PCC members are not trustees, the PC may apply for a grant for the said trust or the Trustees may make an offer of a grant, in both cases the grant must be accepted by both parties.

The following grants were received from St John's School Trust in the year ending 31st December 2021:

	£
12 Monthly Grants towards cleaning @ £300 per month	3,600.00
12 Monthly Grants towards Parish Contribution @ £3,000 per month	36,000.00
	<u>39,600.00</u>

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PCC OF CHAPEL ROYAL

Independent examiner's report to the trustees of The Chapel Royal

I report to the trustees on my examination of the accounts of PCC of Chapel Royal (the charity) for the year ended 31 December 2021.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145 (5) (b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.


.....

Christopher Robert Tyler FCA DChA FCIE

31st October 2022
.....

Date:

F1 CRT Limited

Flat 24 Wellingtonia Court

Laine Close

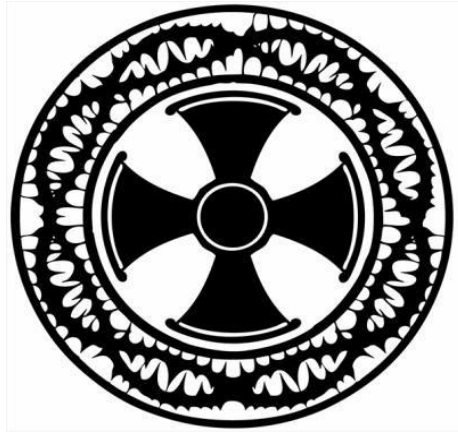
Brighton

East Sussex

BN1 6TD

Accounts

The Parish of Brighton



The Chapel Royal

Annual Parochial Church Meeting (APCM)

23rd May 2021

Contents

- 1. Agenda**
- 2. Minutes of meeting**
- 3. Churchwardens' Reports (x2)**
- 4. Safeguarding Report**
- 5. Deanery Synod Report**
- 6. Use of Building Report**
- 7. Coffee Shop Report**
- 8. LCCR (Tuesday Concerts)**
- 9. Electoral Roll Report**
- 10. Evensong Report**
- 11. Knit & Natter Report**
- 12. Vicar's Annual Report**
- 13. PCC Annual Report**

Finance Report to be received at a later date following Independent Examiner Certificate. The PCC has agreed 2020 annual accounts as presented by the Parish Finance Officer.

1. Agenda

Parish of Brighton: The Chapel Royal, Sunday 23rd May 2021

Vestry Meeting

To elect 2 Churchwardens

Annual General Meeting

Prayers

1. Welcome
2. Apologies for absence
3. Minutes of Annual General Meeting 18th October 2020
4. Matters Arising
5. To receive Reports from:
 - Evensong
 - Knit & Natter
 - Coffee Shop
 - Chapel Royal Concerts (LCCR)
 - Safeguarding
6. To receive Annual Reports of:
 - PCC
 - Use of building
 - Parish Priest's Report
 - Electoral Roll
 - Deanery Synod
 - Churchwardens
7. To receive the Annual Accounts for year ending 31st December 2020
8. To appoint an Independent Examiner for 2021/2022
9. To elect Deanery Synod members
10. To elect members to serve on the Parochial Church Council for 2021/22
11. Any Other Business
12. Date of next Annual General Meeting

2. Minutes for Annual Parochial Church Meeting 18th October 2020

24 people were in attendance and the list was on file. Apologies for absence were received from Joanne and Robin Oliver and Steve Pates.

Father David Biggs welcomed everyone to the meeting, remembering with sadness our Churchwarden, Paul Littlewood, and six other long-standing and greatly valued members of the congregation, who had died since the last APCM.

2. Vestry meeting to elect two Churchwardens

Father David had been invested with the power to install churchwardens so Mary Woodhouse and Richard Lovett were elected as Churchwardens for the coming year.

Annual General Meeting

3. Minutes of the Annual Parochial Church Meeting on 7th April 2019

These had been published, together with the Annual Reports, and were agreed to be a true and accurate record of the meeting. It was unanimously agreed that all the Annual Reports be accepted.

4. Annual Accounts for year ending 31st December 2019

These will be published when the independent examiner, who remains unchanged from the previous year, has signed them.

5. Election of Deanery Synod Members

Our lay readers, Mark Laverick and John Gilbert, were elected to represent the parish in the coming year.

6. Election of members to serve on the Parochial Church Council for 2020/21

The following nominations were seconded and unanimously agreed:-

Steve Pates	David Bishop
David Nowicki-Stephen	Caroline Brown
Hilary Niblett	Enid Lovett
Catherine Wilson	Roosa Herranen
Benjie MacDonnell Moss	

7. Father David

Father James proposed a vote of “extraordinary thanks” to Father David for the fantastic job that he had done in supporting the parish through an exceptionally difficult year. This was warmly applauded by everyone present.

8. Date of next Annual Parochial Church Meeting

This will be held on a date yet to be arranged.

3. Churchwardens report (x2)

A report from Richard Lovett, Churchwarden

“Man proposes, God Disposes”. How true that old saying has been when applied to the last 12 months at The Chapel Royal.

It is a year, nearly to the day, that our beloved Churchwarden, and good friend Paul passed away very suddenly. At the time of his death we were in the first lockdown, and Paul had been coming into Church regularly and preparing the building to reopen for public worship. A work which Martin, our administrator took on in a very thorough and efficient manner.

Jump forward five months and Father David called me into the vestry one Wednesday before Mass, and asked how I felt about filling the vacancy for a short while. I agreed, knowing that I didn't have Paul's practical skills, and technical knowledge that he applied so well in keeping our 226 year old Grade II listed church from tumbling down. I did however have quite a bit of experience from serving as churchwarden at St Patrick's Church, including being part of a major rebuilding project in the late 90's. During this time I also learned a lot about the mysteries of Diocesan politics and bureaucracy!

Since taking on the role, I have had to spend time quietly walking round Chapel Royal, in order to familiarise myself with the building. As we are now overdue for our quinquennial inspection, I carried with me a copy of the 2014 report to assist me in my exploration of the building. Paul with his knowledge and experience of buildings maintenance has left us a legacy of a well-ordered building, but we mustn't be complacent and be ready for what shows up in the Architect's inspection.

Since taking on the role, we have had the usual ongoing annual necessities of Fire Extinguishers, Electrical safety, Boiler maintenance etc. We also have had to have the tower clock repaired, for which we are grateful to Steve Pates for overseeing.

The clock does in fact need a complete overhaul and repairs, but because the quote for that work is over £7k, the PCC have decided to put that on hold for the time being.

In December we had the news that Father David had been suspended by The Diocese. At the time of writing, matters have not been resolved and all we are able to do, is to support Fr David with our Prayers. The implications of this have been huge as Mary, Martin and I have come to understand how much time and sacrifice Father David has given to the Parish. One of the things we are grateful for is the ease in which it has been possible to obtain Clergy cover in Father David's absence which tends to illustrate the high esteem in which Fr David is held in the Deanery.

In the coming year we will be asking Julian Vallis, our architect to carry out the quinquennial inspection of the building. This will no doubt generate expenditure in areas of the building where repairs and refurbishment are required.

As many are aware, the sound system in the church is not in a good state, and we have now obtained quotes from three companies to replace the existing set up with a modern system.

We will ask the PCC to consider the quotes as a priority, in order to progress the work. We may also need to apply for a faculty to The Diocese for the work to be carried out

Finances are dealt with in Maureen's Financial Report, but I just need to mention that each year we have received a grant from The Robertson Hall Trust to cover the cost of the Annual parish contribution and our Administrators wages. Robertson Hall Trust's income relies solely on income received from the rental of Robertson Hall. The current tenants, ProCook Ltd have given notice that they will be closing their business, and the Trust are currently seeking new tenants for the building. It appears that in the current climate, whoever takes on the building will wish to pay a reduced rental for the first year(s) of tenancy. This will obviously have the effect of reducing our income from the Trust, and we may need to look for other sources of funding, especially as we have not received any income from the use of our building in the last fifteen months.

We will need to run a stewardship campaign through the summer months, and to this end David Bishop is looking at The Parish Giving Scheme with a view to adopting it for Chapel Royal.

Looking to the immediate future, we hope that we will be able to open up church without the need for social distancing very soon. We hope that come early July we will be able to welcome back into Church the Twelve Step Programmes - this must be a priority for us. We are also in touch with the organisers of the Tuesday lunchtime concerts to agree a date when they can resume.

Finally, I have to give personal thanks to:

Mary, my fellow Church Warden, for the massive work she does behind the scenes and helping me feel my way through these last six months.

All the Clergy who supported us during the time of Fr David's absence.

Martin for all his hard work not just with the Admin side, but ensuring that Chapel Royal has remained Covid Secure and keeping all of us on the straight and narrow. Maureen for keeping the books balanced.

Angie Lynn for her work as Safeguarding Officer. Caroline for taking the minutes at PCC meetings. All PCC members for their support they have given Father David and the Churchwardens throughout the past year.

And all of you for your contribution to life of this lovely vibrant and diverse Church community.

I would also like to thank Chris Stringer for his contribution to the music of Chapel Royal over the years, enriching our worship. Chris is taking some time out at the moment, and we are very grateful to Andrew Eggleton for his contributions on the Organ and the Piano.

A final thanks to Paul, our new cleaner, who has done such a good job during the past few months.

A report from Mary Woodhouse, Churchwarden

What a strange year 2020 turned out to be. Due to the Pandemic we had lockdowns, tiering, bubbles, Zooms, YouTube, WhatsApp and many, many, crossings outs in our diaries.

Despite all of this, here we are, nearly a year and a half later, still enjoying services at The Chapel with our great Chapel community. The limited numbers of seats available for each service, although being a nightmare to organise, actually worked out pretty well in the end. Hand sanitizing and face coverings became the norm but it was difficult to ask our friends to leave promptly after a service as we are a social group of people. At least we have the Pavilion Gardens to go to during the warmer months to enjoy a coffee and a chat within our groups of six. This was a great comfort to many people and the rock cakes went down pretty well too!

We have been commended several times on our Covid preparations. We had a great team who worked together with re-ordering the church and setting up WhatsApp groups, but a special thank you must go to Martin, our administrator, who worked tirelessly with risk assessments, ordering labels, checking on the regulations and making sure we were all Covid safe and to his son David for setting up the original WhatsApp groups. In October we managed to hold our APCM postponed from April.

It was great to welcome Richard as my fellow Churchwarden and he has since taken on the building responsibilities as well as many other duties including filming the Sunday services, Zoom coffee mornings and meetings, the Macmillan coffee morning raising £239.00, clergy rotas, and much, much, more. And to be sworn in by Father David, at The Chapel in front of our congregation, rather than going to a different church with many other people, was rather special.

The Christmas Eve service was well attended but as we entered 2021 the Covid numbers were so high that the PCC passed a resolution to suspend all future services and filming until things improved. As we did this the Government put another lockdown in place and we remained closed until the beginning of March. Phone calls amongst groups and friends that kept us going during the previous lockdowns were resumed and at least we had the good news that vaccines were starting to be rolled out. As people started to come back to the services once we re-opened the doors, details of vaccines received, side effects, and dates of second vaccines became topics of conversation. Father Martin and Father James provided great support with their various booklets and resources over Christmas and during Lent. Not only were these possible as a result of a lot of hard work and preparation but provided to us at their own expense. And then there was 'Sammydogs'. What a lovely tribute to a lovely dog that I had the pleasure of stroking on several occasions. I really felt I was on the Banjo Groyne with them.

We are so privileged to have Fathers Martin and James in our midst as a constant source of help both spiritually and for practical matters too. Father Martin has taught me the inner workings of the Sacristy and what has to be done and is always happy to answer questions, the answers to which are probably very obvious to him. Filming of services resumed in March and this was particularly beneficial for those who are still a little nervous about venturing out although of course, not everyone has access to the internet.

Our Easter services were well received. A Zoom service on Maundy Thursday, a service in the Chapel on Good Friday and celebrating with Father Eric on Easter

Sunday. We miss the presence of John Gilbert, our former Reader who has returned to his family down in Cornwall. He served us well over the last three years and we wish him well in this new chapter of his life and hope to see him on occasions when he pops back to check up on us all.

We have welcomed many visiting priests over the last few months and we thank them for their help and support. Ven. Martin Lloyd Williams the Archdeacon of Brighton and Lewes, Father Dominic Keech, Father Denis Bradshaw, Father Eric Pollard, Father Tim Edge, Father David Ingledew and Father Andrew Woodward, The Rural Dean.

When giving out thanks I am always worried about leaving someone out, so first of all I would like to thank every one of you for your commitment and dedication to The Chapel in whatever capacity or form that takes. But there a few who have taken on extra responsibilities and without whom Richard and I would have an even more difficult job at this time. So, people not already mentioned, to Enid for her constant support, taking on the Electoral Roll, Reception duties, laundry, and helping with the Track and Trace record sheets. To Steve, for his work keeping the clock ticking over and dealing with the clock specialist when necessary. To Angie for her Safeguarding role, a difficult position in any church. To David for sound, candles, Track and Trace, and anything else I put on him. To Chris for his wonderful playing in amongst his very busy work life and whom we miss as he takes some time out at the moment. And recently, to Andrew who has played organ and piano to enhance our worship and has become a regular member of our community. To Rosemary, who with Martin, look after the Reception on Wednesdays and is always willing to help out when necessary. To Maureen, our Finance Officer, who has to deal not only with the month, to month financial matters but with the intricacies of the many charities that we have.

On May 2nd we had the privilege of welcoming The Rt Revd Will Hazelwood, Bishop of Lewes to preside and preach. What a lovely service that was. Bishop Will brought his family too and it was a pleasure to have time to chat to them after the service and hopefully, one day, they will all come back for a return visit.

As we look towards the further easing of lockdown and the prospect of being able to take a full part in the services, welcome back clubs and concerts and sit next to our friends, share chats over coffee in the hall and do much needed fund raising, let us be thankful that despite all the problems we have faced our church family has

remained strong. We will soon be able to welcome back all our congregation and open the doors to visitors and passers-by.

As we do this, I would like to thank you all for keeping with us on this rather extraordinary journey, and one that we pray we will never have to travel along again.

4. Safeguarding report

The Parish Safeguarding Officer (PSO) for the year was Angie Lynn.

The Safeguarding Policy statement and Expressing Safeguarding Concerns document are displayed in the church.

There is a dedicated email address: safeguarding.chapelroyal@gmail.com to facilitate contacting the safeguarding officer confidentially with any concerns.

The overarching aim of safeguarding at the Chapel Royal is to manage any issues through informed vigilance. It is the responsibility of all members of the congregation to be watchful in ensuring the safety of all members of the Chapel Royal community, especially children, young people and vulnerable adults.

SIMPLE QUALITY PROTECTS (SQP)

Our progress with the SQP safeguarding audit system provided by the Diocese remains unfortunately stalled due to the pandemic. We will need to revisit this as ways forward become clearer from 21st June, we hope.

PHOTO CONSENT

Mary our Churchwarden continues to be vigilant in ensuring parents are asked for informed consent for photos and video to be taken of their children during church activities. This is increasingly important due to the very welcome use of You Tube to broadcast services during the pandemic.

SAFEGUARDING TRAINING

All Safeguarding Training must now be renewed every 3 years, to the level previously held. The PSO and reader have renewed their training to the appropriate levels in April 2021. The two Churchwardens have been advised by the Rural Dean that dedicated safeguarding training for Churchwardens will be forthcoming from the Diocese in the coming months, and will be joining that programme

Disclosure and Barring Service (DBS) Certificates

These need to be renewed every 5 years for those remaining in the same role. Both Churchwardens, the PSO and our Reader have renewed their DBS Certification this April. Individuals may now choose to register for the DBS update service which simplifies the process.

ISSUES

The management of specific incidents is a shared responsibility, and information is shared regarding individuals on a 'need to know' basis, to maintain both safety and confidentiality. Where necessary police and probation services have also been involved.

There have been very few safeguarding issues this year.

- We continue to liaise closely with the Outlook Foundation to ensure the safety of our learning-disabled trainees who kindly volunteer at the Coffee Shop each week. This relationship has continued despite the pandemic, and we hope will be resumed in practice when circumstances allow.
- In the absence of Fr David, the PSO and Churchwardens have received excellent and much appreciated support from the Assistant Diocesan Safeguarding Officer (ADSO), the Archdeacon and the Rural Dean.
- Virtual meetings have been held with the ADSO regarding the management of a person of interest who has attended the Chapel Royal over the past year. This situation is being monitored and kept under review with the support of the Diocese.

The PSO would like to thank the members of the congregations and in particular the Churchwardens for their vigilance and support.

Angie Lynn, Safeguarding Officer

5. Deanery Synod

Meetings of Deanery Synod over the last year have been affected in much the same way as much of the rest of church activity. Due to Covid restrictions Synod has been unable to meet in person, and has been limited to a single Zoom meeting which was held on 25th February. It is hoped that Deanery Synod will be able to resume its more regular meetings again, with the next one scheduled for June (though likely still to be via the dreaded Zoom). Over the last few years John Gilbert has also been a Deanery Synod member alongside me from The Chapel Royal, and his contribution to this and Reader ministry will be greatly missed. Our loss is the Diocese of Truro's gain!

Mark Laverick, Deanery Synod Representative

6. Use of building report

Due to Lockdowns, and Tier restrictions since the last APCM October 2020, the church was only able to open on an irregular basis.

During Lockdowns and Tier 4 restrictions the church was risk assessed as not being safe to open. This was primarily because the great majority of the congregation lived outside the parish and used public transport to travel in. The risks associated with this were deemed too great.

Once people began to have their first vaccinations, it was decided to reopen 7th March 2021 using the Covid-19 guidelines issued by the government, and Church of England.

The space is currently limited to a maximum of 30 people for each Mass on a Sunday and Wednesday. The numbers depend on the configuration of the seating bubbles. The church remains closed to the public outside of these times.

Due to COVID-19 restrictions The Chapel Royal has not been available to the many community groups who used the building previously. When the government restrictions are eased in June 2021 this will be reassessed, and then hopefully we will be in a position to start welcoming people back.

The Health and Safety Executive have conducted an assessment of our practices and have given the green light to our COVID-19 systems. We must remain vigilant about continuing to be COVID safe.

As the rules governing COVID-19 in churches are changed The Chapel Royal will adapt accordingly, using risk assessments, to ensure compliance with the guidance.

Martin Mitchener, Administrator

7. Coffee shop report

Due to COVID-19 government guidelines, and with the Coffee Shop being an indoor venue, it has not been possible to run this community service.

This will be revisited when government restrictions are eased from June 2021.

8. LCCR - Tuesday concerts

Due to COVID-19 government guidelines, no concerts were held in 2020, nor to date in 2021. It is hoped when the government restrictions are eased concerts will be able to restart in the second half of 2021.

9. Electoral Roll

The Electoral Roll this year stands at 90 names.

Eight names have been removed from the previous year's roll.

The names removed are of people who have died or moved away from the Parish.

No new names have been added.

Enid Lovett Electoral Roll Officer

10. Evensong report

This must be the shortest Evensong report I have ever written. After our lovely service in March last year dedicated to Eric Spencer, former Director of Music at Saint Peter's, and the man responsible for why many of us are still singing, the evensongs had to stop. We all look forward to the time when we can all meet again and bring choral music back to The Chapel.

Mary Woodhouse Churchwarden

11. Knit & Natter report

There has been no knitting and nattering in church for over a year due to the pandemic. Many of us have continued knitting and crafting at home for various organisations. Baby clothes, dog blankets, children's toys and premature baby accessories are always needed by local and national charities. There is something for everyone's capabilities. At least some of our knitted chains came out at Christmas to help decorate the church and we used the little baskets for Easter eggs at the beginning of April. Hopefully it won't be too long before we can resume our weekly sessions which is always a great social gathering

Mary Woodhouse, Churchwarden

12. Vicars annual report since last APCM October 2020

In the absence of the Vicar, Fr. David Biggs, the events to date have been explained in the Churchwardens' reports (3) and the Use of Building report (6).

13. PCC Annual report

The Chapel Royal

The Chapel Royal is situated in North Street, BN1 1EA and serves those areas formerly served by the now redundant churches of St Peter's Brighton, St John's Carlton Hill, Holy Trinity Church Ship Street.

The Vicar and Churchwardens are Trustees of a number of PCC Charitable Trusts. The PCC is grateful to The Trustees of The Robertson Hall Trust and Trustees of St John's School Trust for grants in 2020.

The correspondence address is:

The Chapel Royal
164 North Street, Brighton, BN1 1EA

Incumbent:

Fr. David Biggs S.C.P.
C/O The Chapel Royal

Honorary Assistant Priest:

The Reverend Martin Morgan S.C.P.

Bank:

Bank of Scotland
33 Old Broad Street
London
PO Box 1000
BX2 1LB

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representational Rules. All church attendees are encouraged to register on the Electoral Roll and to stand for election to the P.C.C.

Members of the Parochial Church Council are either ex-officio or elected by the Annual Parochial Church Meeting in accordance with the Church representation Rules.

Standing Committee

The Standing Committee, consisting of Vicar, Churchwardens, Honorary Treasurer, and one member of the PCC, monitor all the work of the Parish

and its budgeting and financial implications, and assist with the management of the Parish.

The Vicar and Churchwardens are Trustees of a number of Trusts:

These Trusts, from the former Parish of Brighton St Peter with The Chapel Royal have received the Bishop's Seal.

*Mary Woodhouse & Richard Lovett, Churchwardens and Joint Chairs of
PCC, May 2021*

The Finance Report is to be found in a separate document

Trustees Report April 2020/21

The Parochial Church Council of The Parish of Brighton: The Chapel Royal

Membership 2020/21

Fr David Biggs SCP (Vicar) by office

Mrs Mary Woodhouse (Churchwarden)

Mr Richard Lovett (Churchwarden) who took over duties from Paul Littlewood Decd.

Mrs Caroline Brown (Hon Secretary of the PCC)

Mr John Gilbert (Lay-reader) Left the Parish March 2021

Mr Mark Laverick (Lay-reader)

Mr Steve Pates

Mr Benjie McDonald-Moss

Mr David Bishop

Mr David Nowicki- Stephen

Mrs Hilary Niblett

Mr Roosa Herranen

Mrs Enid Lovett

Catherine Wilson

By agreement of a Special Annual Parochial Church (PCC) Meeting in 2009 with the formation of the new Parish of Brighton; The Chapel Royal. The PCC shall consist of 2 Churchwardens & 9 elected members unless a subsequent APCM changes this. To date no APCM has changed the number of members. All Hon Assistant clergy are welcome to attend PCC

meetings, to speak sharing their insights of wisdom, but have no voting powers.

At each meeting of the PCC the following items were also on the agenda for presentation and discussion: Finance, Safe-guarding, The Vicar's report.

Parochial Church Council as Trustees met on the following dates:

Due to the Pandemic COVID-19 the 2020 APCM was delayed until 18th October 2020.

Government Lockdowns, and the closure of The Chapel Royal for worship for Health and Safety reasons (Risk Assessed), during periods since the last APCM have limited the number of PCC meetings held.

20th December 2020

Appointment of Officers, Finance Maureen O'Hare, Administrator Martin Mitchener. Secretary to PCC, Caroline Brown.

Steve Pates to oversee repair of Church Tower clock.

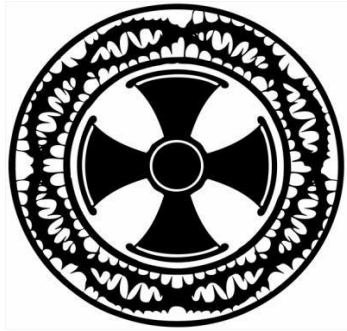
The Archdeacon approved of the COVID-19 actions implemented at The Chapel Royal.

7th March 2021 - cancelled

Proposed meeting not held due to COVID-19 restrictions and absence of the Vicar.

End of APCM report.

**God of compassion,
be close to those who are ill, afraid or in isolation.
In their loneliness, be their consolation;
in their anxiety, be their hope;
in their darkness, be their light;
through him who suffered alone on the cross,
but reigns with you in glory,
Jesus Christ our Lord.**



The Chapel Royal, under the guidance of the Holy Spirit,
seeks to be a community of hospitality and welcome.

We are an open church attempting to let the
Gospel of Jesus Christ shape our lives.

All are invited to the table of the Lord.
We are all, in unity and diversity, children of God.

We gather

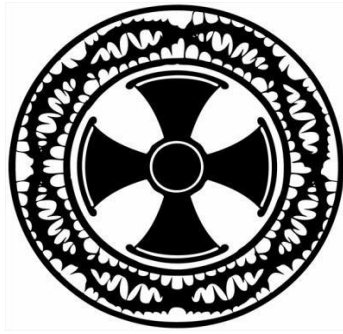
We seek forgiveness

We listen to scripture

We pray

We make Eucharist

We are sent out



CONTACTS

Parish Office 01273 328767
Email: chapelroyalbrighton@hotmail.com

Parish Priests

David Biggs S.C.P.
Martin Morgan S.C.P.

Safeguarding Officer

Angie Lynn
safeguarding.chapelroyal@gmail.com

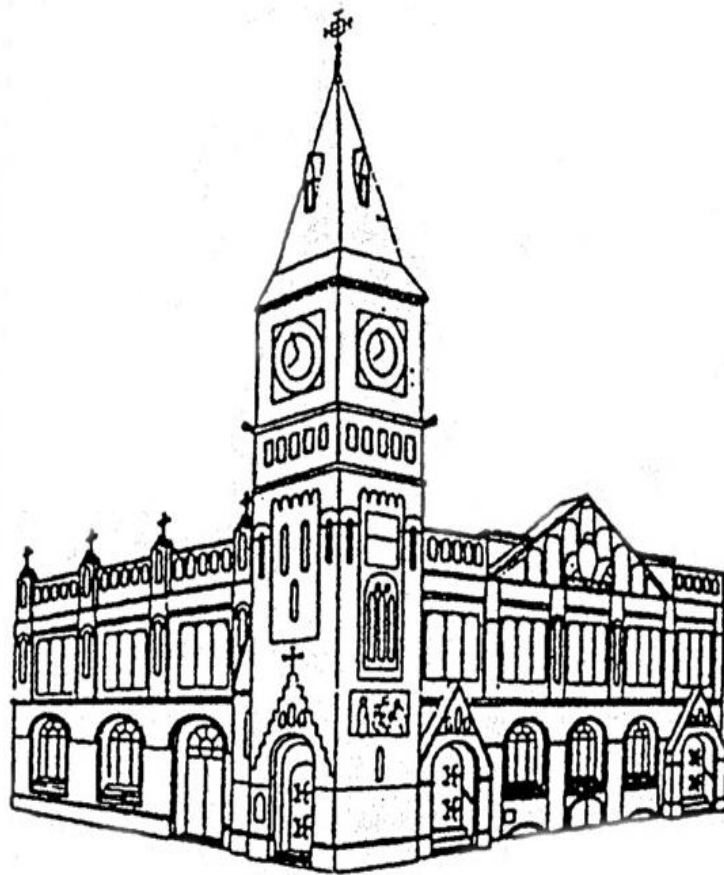
Churchwardens

Mary Woodhouse
Richard Lovett

The Chapel Royal
164 North
Street
Brighton
BN1 1EA

Chapel Royal Brighton
May 2021
Registered Charity Number 1151007

The Parish of
Brighton
The Chapel Royal



**FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL
OF
CHAPEL ROYAL
FOR THE YEAR ENDED
31ST DECEMBER 2020**

Chapel Royal, Brighton
CC: 1151007

FINANCIAL STATEMENTS
OF THE PAROCHIAL CHURCH COUNCIL
For the year ended 31st December 2020

CONTENTS

	Page
Accounting Policies	2 – 3
Independent Examiner Report	4
Statement of Financial Activities	5
Balance sheet	6
Statement of Assets and Liabilities	7
Fund Movement by Type	7 - 8
Analysis of Income and Expenditure	8 -10
Notes to the accounts	11

The Chapel Royal, Brighton

Incumbent: *Rev D Biggs*

Independent examiner: **Chris Tyler, F1 CRT Limited**

Bankers ~~Bank of Scotland~~, 8 Air Street, Brighton, BN1 3FB

PAROCHIAL CHURCH COUNCIL OF CHAPEL ROYAL, BRIGHTON
CC: 1151007
Accounting Policies

1. Accounting policies

a Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and SORP 2006.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

b Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remains unspent at the end of the year is carried forward as a balance on that fund.

Endowment funds - funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment

c Incoming resources

All incoming resources are accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All other income

All other income is recognised when it is receivable.

Gains and losses on investments

Realised gains are recognised when the investments are sold, unrealized gains and losses are accounted for on revaluation on 31st December 2020

d Resources used

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

Church Activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

e Fixed Assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2)(a) and (c) of the Charities Act 2011.

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the accounts. For other property there is insufficient cost information available and therefore such assets are not valued in the accounts.

All expenditure on consecrated or beneficed buildings and individual items are written off in the year they were incurred.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	25% straight line
Computer equipment	30% straight line

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

Investments

Investments are stated at market value at the balance sheet date.

f Current Assets

Amounts owing to the PCC at 31st December 2020 in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PCC OF CHAPEL ROYAL

Independent examiner's report to the trustees of The Chapel Royal

I report to the trustees on my examination of the accounts of PCC of Chapel Royal (the charity) for the year ended 31 December 2020.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145 (5) (b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



29th October 2021

Christopher Robert Tyler FCA DChA FCIE

Date:

F1 CRT Limited

Flat 24 Wellingtonia Court

Laine Close

Brighton

East Sussex

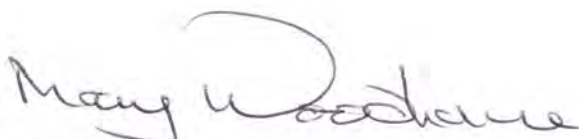
BN1 6TD

Statement of Financial Activities for the year ending 31st of December 2020

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts					
Planned giving	9,037	450	—	9,487	14,000
Collections and other giving	1,850	—	—	1,850	4,224
Other voluntary receipts	12,342	43,100	—	55,442	63,123
Gift Aid recovered	1,859	—	—	1,859	2,643
Other receipts	—	—	—	—	832
Activities for generating funds	962	3	—	965	3,951
Investment Income	412	10,137	1,766	12,316	12,263
Receipts from church activities	4,294	—	—	4,294	9,592
Total income	30,757	53,690	1,766	86,214	110,630
Payments					
Cost of generating funds	126	—	—	126	1,030
Missionary and Charitable Giving	653	—	—	653	2,640
Parish Share	—	38,000	—	38,000	53,000
Clergy and Staffing costs	2,748	2,875	—	5,623	10,535
Church Running Expenses	14,783	4,521	—	19,305	43,083
Governance Costs	1,020	—	—	1,020	1,020
Total expenditure	19,332	45,396	—	64,729	111,310
Net income / (expenditure) resources before transfer	11,425	8,293	1,766	21,485	(679)
Other recognised gains / losses					
Gains / losses on investment assets	—	19,432	7,915	27,348	62,642
Net movement in funds	11,425	27,726	9,682	48,833	61,963
Reconciliation of funds					
Total funds brought forward	67,381	348,417	115,110	530,909	468,945
Total funds carried forward	78,806	376,144	124,792	579,743	530,909

Balance sheet as at 31st of December 2020

Class and code	Description	This year	Last year
Fixed assets			
	Sale Mary Magdalen	251,297	235,128
	Cooper/Rawson	123,026	115,111
	Vicarage Fund CCLA	50,524	47,260
	Total Fixed assets	424,847	397,499
Current assets			
	Bank current account	34,422	15,217
	Bank deposit account	—	—
	Chapel Royal CCLA (CBF) deposit account	97,511	97,099
	Vicarage bank Account	8,533	7,115
	Vicarage CCLA deposit account	—	—
	Organ Fund, Current Account	15,450	15,000
	Accounts Receivable	—	—
	Total Current assets	155,916	134,431
Liabilities			
	Agency collections	—	—
	Loans Received	—	—
	HMRC PAYE	—	—
	Accounts Payable	1,020	1,020
	Total Liabilities	1,020	1,020
	Net Asset surplus(deficit)	579,743	530,910
Reserves			
	Excess / (deficit) to date	21,485	(679)
	Starting balances	468,267	468,946
	Gains/(losses) on investment assets	89,991	62,643
	Gains and losses own use	—	—
	Total Reserves	579,743	530,910
	Represented by funds		
	Unrestricted	66,685	65,603
	Designated	12,121	1,779
	Restricted	376,144	348,418
	Endowment	124,793	115,110
	Total	579,743	530,910



Mary Woodhouse

Church Warden

Date 07/10/2021

Analysis of income and expenditure for the year ending 31st of December 2020

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds	
Receipts						
Receipts						
Planned giving						
0101 - Gift Aid - Bank	8,018	—	—	—	8,018	9,278
0110 - Gift Aid - Envelopes	524	—	—	—	524	673
0201 - Other planned giving	495	—	450	—	945	4,050
Planned giving Totals	9,037	—	450	—	9,487	14,001
Collections and other giving						
0301 - Loose plate collections	1,851	—	—	—	1,851	4,224
Collections and other giving Totals	1,851	—	—	—	1,851	4,224
Other voluntary receipts						
0410 - Giving through church boxes	155	—	—	—	155	1,862
0550 - Donations appeals etc	943	10,160	—	—	11,103	1,378
0801 - Recurring grants	—	—	43,100	—	43,100	57,600
C003 - Donation Gift Aid	1,085	—	—	—	1,085	2,284
Other voluntary receipts Totals	2,182	10,160	43,100	—	55,442	63,123
Gift Aid recovered						
0601 - Tax recoverable on Gift Aid	1,859	—	—	—	1,859	2,643
Gift Aid recovered Totals	1,859	—	—	—	1,859	2,643
Other receipts						
0901 - Other funds generated	—	—	—	—	—	833
Other receipts Totals	—	—	—	—	—	833
Activities for generating funds						
C001 - Coffee Shop	—	962	—	—	962	3,951
C002 - Restoration Fund	—	—	3	—	3	—
Activities for generating funds Totals	—	962	3	—	965	3,951
Investment Income						
1001 - Dividends	412	—	10,138	1,766	12,316	12,264
Investment Income Totals	412	—	10,138	1,766	12,316	12,264
Receipts from church activities						
1101 - Fees for weddings and funerals	1,545	—	—	—	1,545	2,093
1230 - Church hall lettings - objectives	2,749	—	—	—	2,749	7,002
C004 - Sundry Income	—	—	—	—	—	497
Receipts from church activities Totals	4,294	—	—	—	4,294	9,592

Receipts Grand totals	19,636	11,122	53,691	1,766	86,215	110,631
Payments						
Cost of generating funds						
C104 - Coffee Shop	—	127	—	—	127	1,031
Cost of generating funds Totals	—	127	—	—	127	1,031
Missionary and Charitable Giving						
1870 - Secular charities	—	653	—	—	653	2,641
Missionary and Charitable Giving Totals	—	653	—	—	653	2,641
Parish Share						
1910 - Ministry parish share etc	—	—	38,000	—	38,000	53,000
Parish Share Totals	—	—	38,000	—	38,000	53,000
Clergy and Staffing costs						
2050 - Salary of parish administrator	—	—	2,875	—	2,875	5,210
2101 - Working expenses of incumbent	450	—	—	—	450	1,050
2120 - Council tax	1,948	—	—	—	1,948	1,872
2130 - Parsonage house expenses	—	—	—	—	—	752
2140 - Water rates - vicarage	154	—	—	—	154	645
C101 - Other Clergy Cost	197	—	—	—	197	1,007
Clergy and Staffing costs Totals	2,749	—	2,875	—	5,624	10,535
Church Running Expenses						
2320 - Organ / piano tuning	—	—	—	—	—	841
2330 - Church maintenance	1,893	—	—	—	1,893	15,259
2331 - Cleaning	—	—	2,797	—	2,797	7,249
2360 - Administration	2,704	—	1,562	—	4,266	5,893
2401 - Church running - electric	3,003	—	—	—	3,003	1,203
2410 - Church running - gas	1,877	—	—	—	1,877	2,297
C102 - Other Activities Expenses	1,480	—	13	—	1,493	3,536
C103 - Organist Cost	570	—	150	—	720	1,250
C105 - Church Supplies	477	—	—	—	477	2,280
C106 - Insurance - Church	1,679	—	—	—	1,679	1,638
P102 - Fees Return to Diocese	1,101	—	—	—	1,101	1,638
Church Running Expenses Totals	14,783	—	4,522	—	19,305	43,084
Governance Costs						
2601 - Governance costs examination/audit fee	1,020	—	—	—	1,020	1,020
Governance Costs Totals	1,020	—	—	—	1,020	1,020
Payments Grand totals	18,552	780	45,397	—	64,730	111,310

Analysis of income and expenditure for the year ending 31st of December 2020

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds	
Current assets - Cash at bank and in hand						
6501 : Bank current account	(75,006)	12,941	94,720	1,766	34,422	15,217
6510 : Chapel Royal CCLA (CBF) deposit account	127,511	—	(30,000)	—	97,511	97,099
6515 : Vicarage bank Account	—	—	8,533	—	8,533	7,115
6520 : Vicarage CCLA deposit account	(15,636)	—	15,636	—	—	—
ORGFUND : Organ Fund, Current Account	(148)	—	15,598	—	15,450	15,000
Total	36,722	12,941	104,487	1,766	155,916	134,431
Current assets - Debtors						
Z05 : Accounts Receivable	(72)	72	—	—	—	—
Total	(72)	72	—	—	—	—
Liabilities - Creditors: Amounts falling due after more than one year						
C201 : Loans Received	(30,000)	—	30,000	—	—	—
Total	(30,000)	—	30,000	—	—	—
Fixed Assets						
C501 : Sale Mary Magdalen	—	—	(251,297)	—	(251,297)	(235,128)
C502 : Cooper/Rawson	—	—	—	(123,026)	(123,026)	(115,110)
C503 : Vicarage Fund CCLA	—	—	(50,524)	—	(50,524)	(47,260)
Liabilities - Creditors: Amounts falling due in one year						
Z04 : Accounts Payable	(36)	892	164	—	1,020	1,020
Total	(36)	892	(301,657)	(123,026)	(423,827)	(396,479)
Net total assets	66,685	12,121	376,144	124,793	579,743	530,910
Represented by						
Unrestricted - General	66,685	—	—	—	66,685	65,602
Designated - ASCHEN	—	10,000	—	—	10,000	—
Designated - CoffShop	—	3,053	—	—	3,053	2,871
Designated - Defibrill	—	(932)	—	—	(932)	(1,092)
Restricted - MMCRInt	—	—	3,558	—	3,558	3,181
Restricted - MaryMag	—	—	252,486	—	252,486	236,317
Restricted - OrgFund	—	—	16,698	—	16,698	16,248
Restricted - OrgMainTfr	—	—	(621)	—	(621)	(621)

Restricted - RHTADM	—	—	—	—	—	(550)
Restricted - RHTPCON	—	—	4,800	—	4,800	—
Restricted - Restore	—	—	836	—	836	833
Restricted - StJohGrant	—	—	695	—	695	—
Restricted - StJohn30k	—	—	23,000	—	23,000	23,000
Restricted - Vicarage	—	—	74,693	—	74,693	70,011
Endowment - CoopRaw	—	—	—	124,793	124,793	115,110
Total	66,685	12,121	376,144	124,793	579,743	530,910

Fund movement summary for the year ending 31st December 2020

Fund	Fund Balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances Carried forward
ASCHEN - ASCHENBRENNER DONATION	—	10,000	—	—	—	—	10,000
CoffShop - Coffee Shop	2,871	962	780	—	—	—	3,053
CoopRaw - Cooper/Rawson	115,110	1,766	—	—	—	7,916	124,793
Defibrill - Defibrillator	(1,092)	160	—	—	—	—	(932)
FlowerFest - Flower Festival	—	—	—	—	—	—	—
StJohGrant - Grants from St Johns'	—	3,600	2,905	—	—	—	695
Jubilee - Jubilee	—	—	—	—	—	—	—
MMCRInt - Mary Magdalen & Cooper/Rawson Dividends	3,181	8,719	8,342	—	—	—	3,558
OrgFund - Organ Fund	16,248	450	—	—	—	—	16,698
OrgMainTfr - Organ maintenance transfers	(621)	—	—	—	—	—	(621)
Restore - Restoration	833	3	—	—	—	—	836
RHTADM - Robertson Hall Trust Admin	(550)	5,000	4,450	—	—	—	—
RHTPCON - Robertson Hall Trust Parish Contribution	—	34,500	29,700	—	—	—	4,800
MaryMag - Sale Mary Magdalen 12,266 Shares	236,317	—	—	—	—	16,169	252,486
StJohn30k - StJohn's Repairs Grant	23,000	—	—	—	—	—	23,000
Vicarage - Vicarage - Chapel Royal	70,011	1,418	—	—	—	3,263	74,693
General - General fund	65,602	19,636	18,552	—	—	—	66,685
Totals	530,910	86,215	64,730	—	—	27,348	579,743

- **Notes to the accounts for the year ending 31st of December 2020**

Related Party transaction between The Chapel Royal and Robertson's Hall Trust

Robertson's Hall Trust arises from the church hall in Ship Street of the former Trinity Church of Brighton. Fr D Biggs a trustee as right of office as vicar of The Chapel Royal Brighton, other trustees are appointed by the Bishop's council of the Diocese of Chichester and the Diocesan board of finance each for a five-year period.

The trust deed is for the maintenance of ministry within the established Church of England. The RHT has been giving Chapel Royal both unrestricted and restricted grants since the establishment of the Robertson's Hall Trust in September 1989.

The following grants were received from Robertson's Hall Trust in the year ending 31st December 2020:

	£
PARISH CONTRIBUTION	31,500.00
ADMINISTRATION	<u>8,000.00</u>
	<u><u>39,500.00</u></u>

Related Party transactions between The Chapel Royal and St John's School Trust

St John's School Trust arises from the sale of the former St John The Evangelist School, Carlton Hill Brighton. The area covered by the former parish is now under the care of the parish of The Chapel Royal.

The Trustees are the Vicar and Church wardens of The Chapel Royal, Brighton by virtue of office, the Trust object have general ecclesiastical purpose of the said parish.

The PCC members are not trustees, the PC may apply for a grant for the said trust or the Trustees may make an offer of a grant, in both cases the grant must be accepted by both parties.

The following grants were received from St John's School Trust in the year ending 31st December 2020:

	£
12 Monthly Grants @ £300 per month	3,600.00
	<u><u>3,600.00</u></u>

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PCC OF CHAPEL ROYAL

Independent examiner's report to the trustees of The Chapel Royal

I report to the trustees on my examination of the accounts of PCC of Chapel Royal (the charity) for the year ended 31 December 2020.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

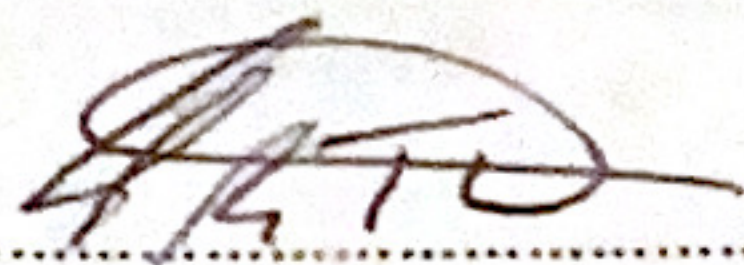
I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145 (5) (b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



Christopher Robert Tyler FCA DChA FCIE

29th October 2021.

Date:

F1 CRT Limited

Flat 24 Wellingtonia Court

Laine Close

Brighton

East Sussex

BN1 6TD