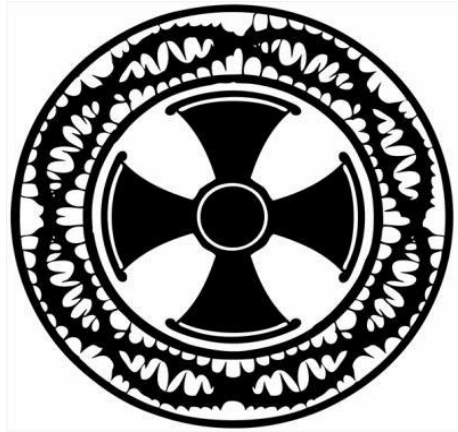


The Parish of Brighton



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.

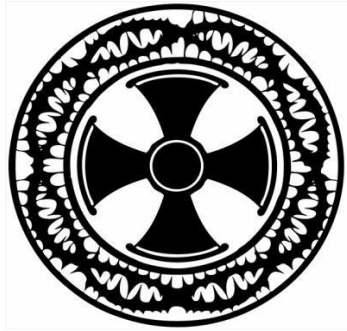
The Archdeacon approved of the COVID-19 actions implemented at The Chapel Royal.

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

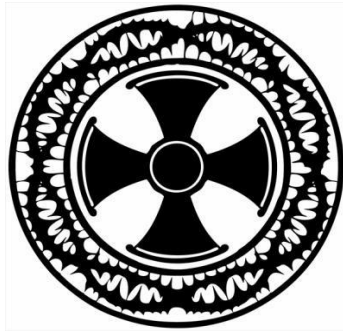
We seek forgiveness

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

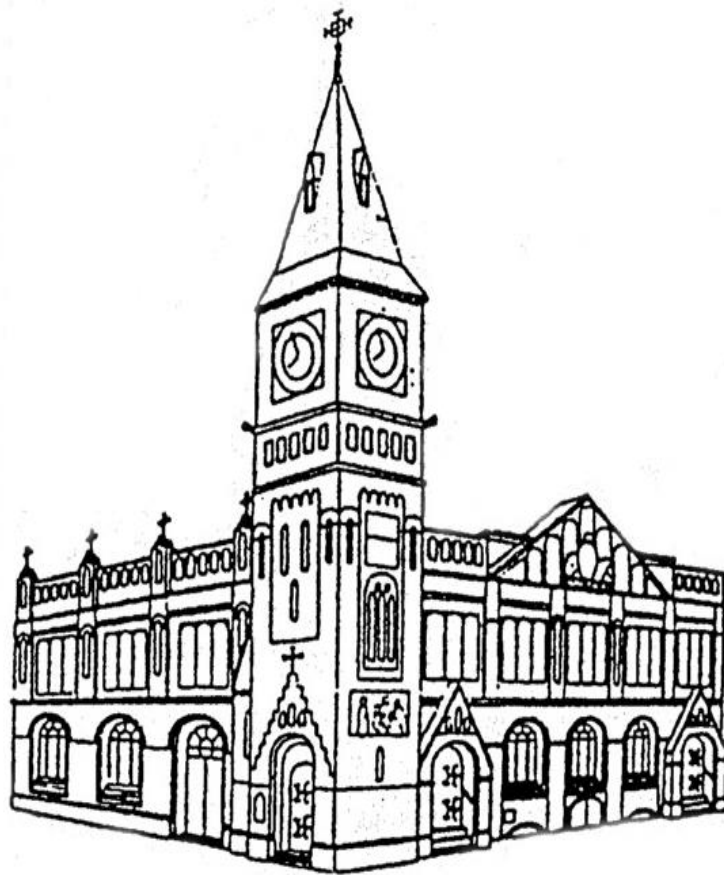
BN1 1EA

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

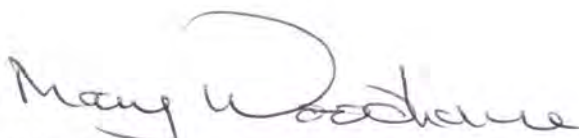
BN1 6TD

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').

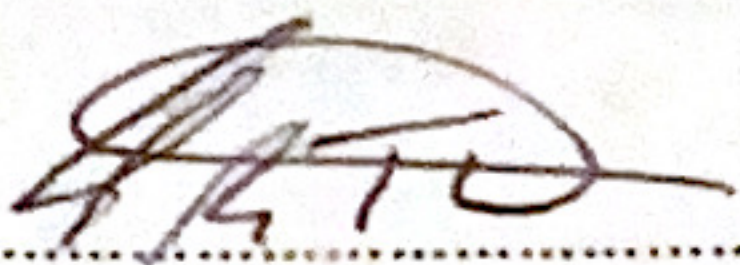
I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145 (5) (b) of the Act.

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