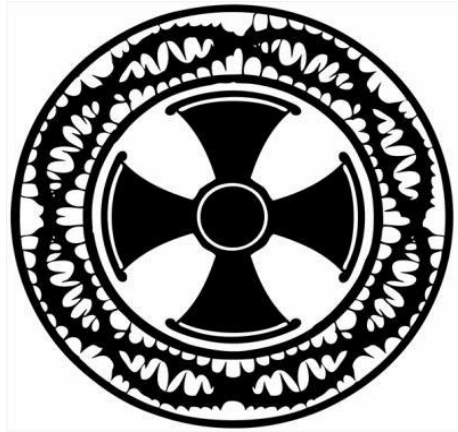


The Parish of Brighton



The Chapel Royal

Annual Parochial Church Meeting (APCM)

1st May 2022

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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

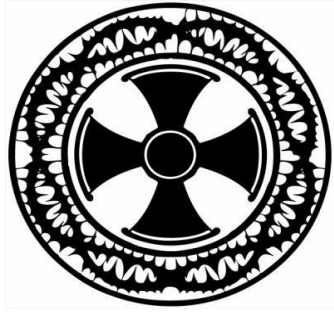
Approved Tower Clock repair and church building work to paid from the St John's school trust.

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

Vandalised window work approved.

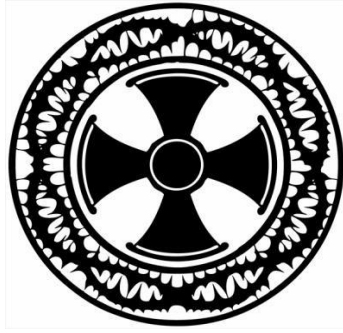
End of APCM report.

**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

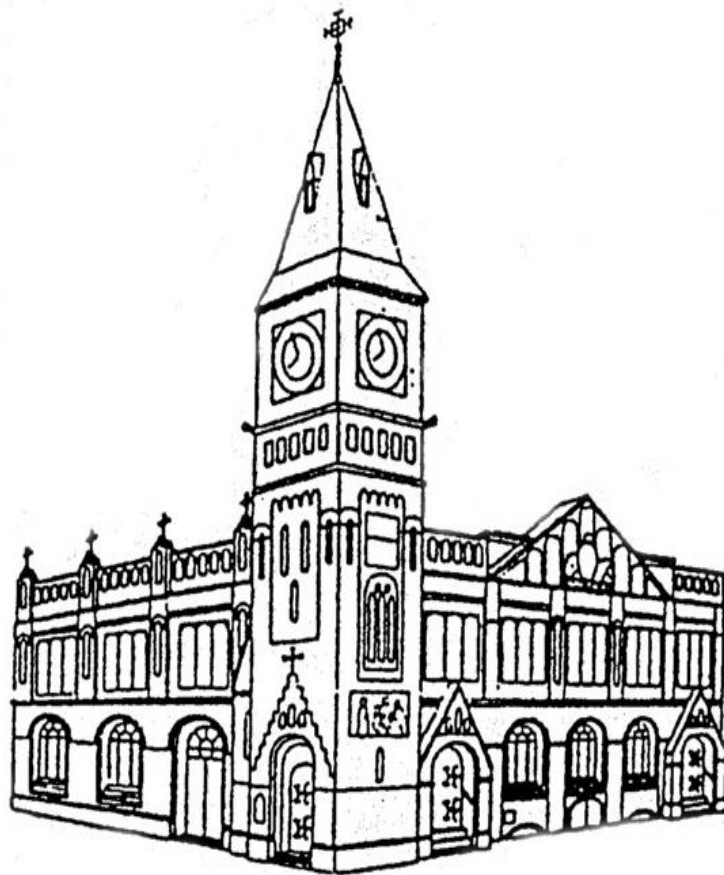
BN1 1EA

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

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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.

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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
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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

Laine Close

Brighton

East Sussex

BN1 6TD