

# CHAPEL HOUSE MINISTRIES

England & Wales · Charity number 1156159

## Details

---

**Status** Registered

**Legal form** CIO

**Registered** 2014-03-13

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

## Contact

---

**Address** Chapel House  
Moseley Road  
Hallow  
Worcester  
WR2 6NH

**Phone** 07817430168

**Email** [barry@rospos.plus.com](mailto:barry@rospos.plus.com)

**Website** <http://chapelhouse.org.uk/>

## Activities

---

**Objects:** THE OBJECTS OF THE CIO ARE: TO ADVANCE THE CHRISTIAN FAITH, LOCALLY, NATIONALLY AND INTERNATIONALLY, FOR THE PUBLIC BENEFIT, BUT NOT EXCLUSIVELY BY DEVELOPING, PROVIDING (AND FACILITATING): 1. MODELS OF MENTORING AND HOSPITALITY, 2. A MINISTRY AMONG PEOPLE WANTING TO GROW IN THEIR CHRISTIAN FAITH AND DISCIPLESHIPS, 3. MENTORING OR CHRISTIAN COUNSELLING SESSIONS, 4. LITERATURE ON CHRISTIAN MENTORING, 5. A RETREAT CENTRE (CHAPEL HOUSE) FOR THE ABOVE PURPOSES, 6. GRANTS TO INDIVIDUALS

**Activities:** Advancement for the public benefit of the Christian faith by developing models of mentoring and hospitality. Development of a ministry among people wanting to grow in their Christian faith and discipleship's. To advance the Christian faith for the benefit of the public through the holding of prayer meetings, lectures, producing and/or distributing literature on Christian Mentoring.

## Classification

---

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Religious Activities
- **Who:** The General Public/mankind

## Geography

---

- Worcestershire

## Finances

---

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£14,918	£19,740	-	-
2024-03-31	£17,439	£15,772	-	-
2023-03-31	£18,449	£22,751	-	-
2022-03-31	£23,967	£22,273	-	-
2021-03-31	£47,167	£33,402	-	-

## Trustees

---

Name	Role	Appointed
Rev PAUL FREDERICK WILCOX	Chair	2014-02-07
BARRY AUSTIN		2018-03-21
DEBBIE AUSTIN		2018-03-21
GILL LUCAS		2018-03-21
Grahame Lucas		2018-03-21
JANE PATON WILCOX		2014-02-07

**CHAPEL HOUSE MINISTRIES**

England & Wales - Charity number 1156159

---

# Accounts

---

# CH

## CHAPEL HOUSE

---

REST WAIT RECEIVE

# ANNUAL REPORT AND ACCOUNTS

## 2025

(For the period to 31-03-25)

[www.chapelhouseministries.org.uk](http://www.chapelhouseministries.org.uk)

Chapel House Ministries is a Registered Charity No. 1156159

## 1. Introduction

The Annual Report and Accounts for Chapel House Ministries is written equally for Trustees and those outside of the charity looking in. As a charity we have to be publicly accountable to everyone. Therefore, it is produced in accordance with the requirements of the Charities Act and any regulations made there under and the Charities SORP; Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard (FRS102) (effective 1 January 2019). For further information please contact the Chairman, Secretary or Treasurer.

### **Contact Details:**

Chapel House Ministries, Chapel House, Moseley Road, Hallow, Worcestershire, WR2 6NH.

## 2. Administrative Information

Chapel House Ministries is a registered charity number 1156159 operating out of Chapel House (see address above). During the period 01 April 2023 to 31 March 2024 the following Trustees were appointed:

### **The first charity trustees are as follows:**

Paul Frederick Wilcox

Jane Paton Wilcox

### **The charity trustees appointed for the following terms are as follows:**

Deborah Mary Austin for 4 years to 20<sup>th</sup> March 2026

Charles Michael Barry Austin for 4 years to 20<sup>th</sup> March 2026

Gillian Lucas for 4 years to 20<sup>th</sup> March 2026

Grahame Lucas for 4 years to 20<sup>th</sup> March 2026

## 3. Structure, Governance and Management

Chapel House Ministries is a Charitable Incorporated Organisation (CIO) and operates in accordance with its Constitution dated 4<sup>th</sup> February 2014.

The Trustees are responsible for all aspects of the operation of the Charity including Health and Safety, discrimination and protection of vulnerable people. The Trustees are also responsible for strategic risk management and consider any material risks at each Trustee meeting. Management actions are routinely put in place for material risks. The trustees also have adopted a standard conflict of interest clause.

The value of the charity's property provides sufficient cover for the long-term liabilities and the low-level strategic risk that the charity is forced to cease operating due to the loss of key Trustees.

The Charity Trustees meet up to four times a year and are responsible for all business decisions of the Charity.

## 4. Objectives

The objects of the Chapel House Ministries are

- a. To advance the Christian faith, locally, nationally and internationally, for the public benefit, but not exclusively by developing, providing (and facilitating):
  - i. Models of mentoring and hospitality,
  - ii. A ministry among people wanting to grow in their Christian faith and discipleships,
  - iii. Mentoring or counselling sessions,

- iv. Literature on Christian mentoring,
- v. A retreat centre (Chapel House) for the above purposes, and
- vi. Grants to individuals.

b. exploring how Christian Mentoring and Counselling might interact.

## 5. Achievements and Outcomes

It has been another very encouraging year for Chapel House Ministries, although in slightly different ways to originally envisaged; fewer retreats and activities initiated by CHM, but more external groups utilising the space for their own activities. We have been particularly pleased to host local Deanery planning meetings and Chapter events, plus local church-related activities eg men’s and women’s gatherings and a Life Group Quiet Day. Regional organisations and local church leadership teams also made return visits as they appreciate the space to gather, reflect and engage in vision planning eg All Saints (Worcester), City Church (Worcester), the Heart of England Baptist Association, ‘Limitless’, the youth department of the Elim Church, and Forefront Theatre Company.

Jane’s counselling continues to be a very vibrant and exciting aspect of Chapel House Ministries, and she often has a waiting list. The environment of privacy and confidentiality is an ideal setting for her counselling to take place.

It has been an impressive year for George, our mission partner in Tanzania. As academic dean for Msalato Theological college he was fulfilling his ambition to bring forward newly trained ordinands for the Anglican Church in Tanzania. However, his potential was recognised and he was selected to become the Secretary General of the Anglican Church Tze. It was great that we have been able to support him and his family at this time, particularly by assisting with the education of his 4 children, Meshack (bio-medical engineering), Sheryl (completed college) Veronica (2nd year at college) and Debbie (high school). George is also responsible for the Provincial Theological Education Programme and so we are glad to continue to support him, his family and his wider work in the Anglican Church in Tanzania.

The Airbnb use of Chapel House has proved very successful and, informally, some great connections with people have been made. All guests have spoken very highly in their reviews of the Chapel House facility. There was a lull in Airbnb activity in the early part of the year, it did pick up during the period. Airbnb guests do not necessarily profess any spiritual interest we have had some interesting conversations in this period. We have received bookings for the early months of 2026.

Chapel House Ministries started in early 2014 and since then:

	2015/ 2023	2023/ 2024	2024/ 2025
<b>Chapel House Ministries</b>			
a. ministered to, and mentored individuals	2,172	50	68
b. Number of individuals who have visited Chapel House for mentoring, hospitality, prayer, and lectures	535	150	35
c. received the help of volunteers	73	20	25
d. Number of mentees	109	25	30

## 6. Financial Review

In nutshell for the year 1<sup>st</sup> April 2024 to 31 March 2025:

- a. During 2024-25 we spent money on retreats, equipment and furniture, mission partner support and general running costs as follow:

<b>Expenditure</b>	<b>2024-25</b>	<b>2023-24</b>
	£	£
Chapel House – Equipment and furnishing	181	510
Chapel House - Running costs and Garden Maintenance	7,851	7,523
Mission partners	6,708	4,899
CCMN Mentoring Network	0	2,840
<b>Total</b>	<b>14,740</b>	<b>15,772</b>

- b. Income was received during the year as follows:

<b>Income</b>	<b>2024-25</b>	<b>2023-24</b>
	£	£
Chapel House	7,023	7,924
Airbnb	636	892
For Mission Partners	7,259	6,865
CCMN Mentoring Network	0	1,768
<b>Total</b>	<b>14,918</b>	<b>17,439</b>

- c. On 31 March 2025 our **general fund** reserve stood at £3,564 (£3,936 as at 31-03-24), a decrease of £372 during the year (a decrease of £331 during the previous year).
- d. Our **Christian Coach and Mentoring Network** activity ceased at the end of 2023-24. The income and expenditure statement shows the activity during 2023-24, and it was agreed to transfer the fund balance to the general fund as an expression of gratitude for the support of CCMN activity.
- e. By 31 March 2025 we had £7,399 i.e. £7,041 in the bank and £359 owed to us (HMRC Gift Aid claim).
- f. Income from the letting of Chapel House through Airbnb was £636 during the year (£892 in 2023-24). This income is transferred to the General Fund to support the work of Chapel House Ministries.
- g. A loan of £5,000 was given to Chapel House Ministries in 2015 but was accounted for as income to the general fund, and not as a loan to be shown as a Provision for liabilities after one year. This has now been corrected as a prior year adjustment.

## 7. Actions for the future

The Trustees have been conducting a review of the future of Chapel House Ministries during 2025. Further work is planned for early 2026, when we hope to make some firm decisions.

## 8. Accounting Policies

**Accruals:** It is the policy of Chapel House Ministries to prepare accounts on a payments and receipts basis. The exception to this is the claim for Gift Aid recovery from HMRC that remains outstanding at the year end. This is treated on an accrual basis.

**Property Valuation:** The Charity owns one property; Chapel House. The initial value of the building was shown at purchase cost (2014) and subsequently increased by the value of the internal reordering works carried out in 2016-17. The Charity has adopted a policy of revaluing Chapel House, in accordance with the Financial Reporting Standard (FRS102). A professional and independent valuation was carried out on 4<sup>th</sup> February 2022 and is reflected in these accounts. In accordance with the Financial Reporting Standard (FRS102) the Charity will arrange for revaluations with sufficient regularity to ensure that the value in the accounts doesn't vary materially from its current value. The Trustees plan to seek another valuation in 2027.

**Works to Property:** Items of expenditure that are deemed to improve the value of the property are capitalised and treated as part of the Fixed Asset "Chapel House". All expenditure on maintenance is charged to the year of account. Expenditure on equipment or assets on or above £2,500 with a life expectancy greater than two years is capitalised and subject to depreciation on the straight-line method over the forecast life of the asset.

**Procurement:** All expenditure above £2,500 should be subject to Trustee approval prior to purchase. Any expenditure on a single item above £2,500 should be subject to receipt of at least two written or documented quotes and be subject to Trustee approval if the lowest quote is not to be accepted. Any expenditure above £7,500 should be subject to three written quotes based on a clear specification of the works or asset to be purchased, and Trustee approval of the selected quote.

**The letting of Chapel House through Airbnb:** The Trustees have agreed to use the income from letting to support the ministry and upkeep of Chapel House.

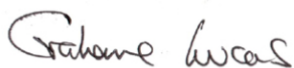
## 9. The Annual Statement of Accounts 2025

The Statement of Accounts is set out on the following pages. An Independent Examiner's report is set out on Page 13.

Page No.	Financial Statements for the period 1 April 2024 to 31 March 2025
6	Statement of Financial Activities and funds summary
7	Balance Sheet
8	Fund Movement summary
9	Statement of Assets and Liabilities
10	Analysis of Receipts and Payments (notes A, B1 and B2)
11	Additional notes to the accounts (notes B3, C, D and E)
12	Statement of Financial Activities and funds summary 2023-24 for comparison with 2024-25 on page 6
13	Report of Independent Examiner

## 10. Notes to the Accounts

The following pages set out the statement of accounts together with notes to explain them.



Grahame Lucas  
Treasurer  
2<sup>nd</sup> January 2026



Paul Wilcox  
Chairman  
2<sup>nd</sup> January 2026

# Chapel House Ministries Annual Report and Accounts 2025

## Chapel House Ministries Statement of Financial Activities For the period from 01 April 2024 to 31 March 2025

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £	Prior year total funds £	Further details
<b>Incoming resources</b>						
Incoming resources from generated funds	0	0	0	0	1,760	A
Voluntary income	7,783	6,446	0	14,228	14,772	A
Investment income	54	636	0	690	906	
Other incoming resources	0	0	0	0	0	
<b>Total income</b>	<b>7,836</b>	<b>7,082</b>	<b>0</b>	<b>14,918</b>	<b>17,439</b>	
<b>Resources used</b>						
Cost of generating voluntary income	1,848	0	0	1,848	1,617	B2
Charitable activities	6,997	5,895	0	12,892	14,155	B1
Prior Year Adjustment	5,000	0	0	5,000	0	
<b>Total expenditure</b>	<b>13,845</b>	<b>5,895</b>	<b>0</b>	<b>19,740</b>	<b>15,772</b>	
<b>Net income (expenditure) resources before transfers</b>	<b>-6,009</b>	<b>1,187</b>	<b>0</b>	<b>-4,822</b>	<b>1,666</b>	
<b>Transfers between funds:</b>						
Gross transfers between funds - in	636	1,438	0	2,074	1,576	D
Gross transfers between funds - out	-1,438	-636	0	-2,074	-1,576	D
<b>Investment and Assets valuations:</b>						
Gains/losses on investment assets	0	0	0	0	0	B3
Gains on revaluation, fixed assets, charity's own use	0	0	0	0	0	C
<b>Net movement in funds</b>	<b>-6,810</b>	<b>1,989</b>	<b>0</b>	<b>-4,822</b>	<b>1,666</b>	
<b>Reconciliation of funds:</b>						
<b>Total funds brought forward</b>	<b>3,936</b>	<b>147,722</b>	<b>0</b>	<b>151,659</b>	<b>149,992</b>	
<b>Total funds carried forward</b>	<b>-2,874</b>	<b>149,711</b>	<b>0</b>	<b>146,837</b>	<b>151,659</b>	
<b>Represented by:</b>						
Unrestricted						
General fund	-2,874	0	0	-2,874	3,936	
Designated						
Chapel House Revaluation Reserve	0	32,920	0	32,920	32,920	
Funds used for purchase of Chapel House	0	34,105	0	34,105	32,667	
Funds used for the improvement of Chapel House	0	77,412	0	77,412	77,412	
George	0	5,273	0	5,273	4,722	
Restricted						
The Christian Coach And Mentor Network	0	0	0	0	0	
<b>Total funds</b>	<b>-2,874</b>	<b>149,711</b>	<b>0</b>	<b>146,837</b>	<b>151,659</b>	

*There may be minor discrepancies in the totals as the pence are not being shown on any of the financial statements above and on the following pages.*

See Page 12 - Statement of Financial Activities and funds summary 2023-24 for comparison with 2024-25.

**Chapel House Ministries  
Balance Sheet**

	As at 31/03/2025	As at 31/03/2024
<b>Fixed assets</b>		
Chapel House	300,000	300,000
	<b>300,000</b>	<b>300,000</b>
<b>Current assets</b>		
Debtors	359	1863
Cash At Bank And In Hand	7,041	5,359
	<b>7,399</b>	<b>7,221</b>
<b>Liabilities</b>		
Current Liabilities	-	-
<b>Net current assets less current liabilities</b>	<b>7,399</b>	<b>7,221</b>
<b>Total assets less current liabilities</b>	<b>307,399</b>	<b>307,221</b>
<b>Less Liabilities:</b>		
Provision For Liabilities After One Year (see note 1 on page 9)	160,563	155,563
<b>Total net assets less liabilities</b>	<b>146,837</b>	<b>151,659</b>
<b>Represented by:</b>		
<b>Unrestricted</b>		
Unrestricted - General Funds	-2,874	3,936
<b>Designated</b>		
Chapel House Revaluation Reserve	32,920	32,920
Funds used for purchase of Chapel House	34,105	32,667
Funds used for the improvement of Chapel House George	77,412	77,412
	5,273	4,722
<b>Restricted</b>		
The Christian Coach And Mentor Network	0	0
<b>Fund Totals</b>	<b>146,837</b>	<b>151,659</b>

Note 1: It is the policy of the charity to prepare accounts on a receipts and payments basis with the exception of the recovery of tax on Gift Aided donations and the valuation of the Chapel House property.

# Chapel House Ministries Annual Report and Accounts 2025

## Chapel House Ministries Fund movement summary Period: 01 April 2024 to 31 March 2025

Fund	Fund balances brought forward £	Incoming Resources £	Outgoing Resources £	Transfers £	Gains and Losses £	Fund balances carried forward £
<b>Unrestricted funds:</b>						
General fund (see note 1)	3,936	7,836	13,845	-801	-	3,564
<b>Designated funds:</b>						
Air - Airbnb	-	636	-	-636	-	-
Funds used for purchase of Chapel House	32,667	-	-	1438	-	34,105
Funds used for the improvement of Chapel House	77,412	-	-	-	-	77,412
Chapel House Revaluation Reserve	32,920	-	-	-	-	32,920
George	4,722	6,446	5,895	-	-	5,273
<b>Restricted funds:</b>						
The Christian Coach And Mentor Network	0	0	0	0	-	0
<b>Total charity funds</b>	<b>151,659</b>	<b>14,918</b>	<b>14,740</b>	<b>-</b>	<b>-</b>	<b>151,837</b>

Note 1: outgoing resources shows £5,000 prior year adjustment of income which should have been shown as a loan, see balance sheet

# Chapel House Ministries Annual Report and Accounts 2025

## Chapel House Ministries Statement of Assets and Liabilities (by code) As at: 31 March 2025

Class and nominal code	General (Unrestricted) £	Designated £	Restricted £	Total £	Last year £
<b>Fixed Asset - Tangible Assets</b>					
6431: Chapel House purchase	-	189,667	-	189,667	189,667
6432: Chapel House Improvements	-	77,412	-	77,412	77,412
6433: Chapel House Revaluation	-	32,920	-	32,920	32,920
<b>Total</b>	<b>-</b>	<b>300,000</b>	<b>-</b>	<b>300,000</b>	<b>300,000</b>
<b>Current Asset - Cash At Bank And In Hand</b>					
6501: Bank current account	2,039	5,002	0	7,041	5,359
<b>Total</b>	<b>2,039</b>	<b>5,002</b>	<b>0</b>	<b>7,041</b>	<b>5,359</b>
<b>Current Asset - Debtors</b>					
Z05: Accounts Receivable	88	271	-	359	1863
<b>Total</b>	<b>88</b>	<b>271</b>	<b>-</b>	<b>359</b>	<b>1863</b>
<b>Liability - Provision For Liabilities After One Year</b>					
6602: Long Term Loans received	5000	155,563	-	160,563	155,563
<b>Total</b>	<b>5000</b>	<b>155,563</b>	<b>-</b>	<b>160,563</b>	<b>155,563</b>
<b>Net total assets</b>	<b>-2,874</b>	<b>149,711</b>	<b>0</b>	<b>146,837</b>	<b>151,659</b>
<b>Represented by</b>					
<b>Unrestricted funds:</b>					
General	-2,874	0	0	-2,874	3,936
<b>Designated funds:</b>					
Funds used for purchase of Chapel House	0	34,105	0	34,105	32,667
George	0	5,273	0	5,273	4,722
Funds used for improvement of Chapel House	0	77,412	0	77,412	77,412
Chapel House revaluation reserve	0	32,920	0	32,920	32,920
<b>Restricted funds:</b>					
Christian Coach and Mentor Network	0	0	0	0	0
<b>Total funds of the charity</b>	<b>-2,874</b>	<b>149,711</b>	<b>0</b>	<b>146,837</b>	<b>151,659</b>

# Chapel House Ministries Annual Report and Accounts 2025

## Chapel House Ministries Analysis of income and expenditure Period: 01 April 2024 to 31 March 2025

	General £	Designated £	Restricted £	Total this year £	Total last year £
<b>NOTE A</b>					
<b>Incoming resources</b>					
<b>Incoming resources from generated funds</b>					
0101 - Gift Aid - Bank	300	2,710	0	3,010	2,365
0201 - Other planned giving	50	2,246	0	2,296	2,699
0501 - One-off Gift Aid gifts	0	0	0	0	450
0550 - Donations appeals etc	7,265	520	0	7,785	6,842
0601 - Tax recoverable on Gift Aid	-233	970	0	738	2,408
0901 - Other funds generated	400	0	0	400	8
1020 - Bank and building society interest	54	0	0	54	15
1030 - Rent from lands or buildings	0	636	0	636	892
0401 - Annual Subscriptions	0	0	0	0	730
0403 - Gifts Received	0	0	0	0	1,030
<b>Incoming resources from generated funds Totals</b>	<b>7,836</b>	<b>7,082</b>	<b>0</b>	<b>14,918</b>	<b>17,439</b>
1500 - Prior Year Adjustment	0	0	0	0	0
<b>Incoming resources Grand totals</b>	<b>7,836</b>	<b>7,082</b>	<b>0</b>	<b>14,918</b>	<b>17,439</b>
<b>Resources used</b>					
<b>NOTE B2</b>					
<b>Cost of generating funds</b>					
1710 - Costs of applying for grants & fundraising	0	0	0	0	138
1730 - Costs of retreats & events	1,848	0	0	1,848	1,479
<b>Cost of generating funds Totals</b>	<b>1,848</b>	<b>0</b>	<b>0</b>	<b>1,848</b>	<b>1,617</b>
<b>NOTE B1</b>					
<b>Charitable activities</b>					
1601 - Administration CCMN	0	0	0	0	962
1602 - Website and Email CCMN	0	0	0	0	1,754
1606 - Core team expenses CCMN	0	0	0	0	124
1801 - Giving to mission partners	813	5,895	0	6,708	4,799
1830 - Giving relief & development agencies	0	0	0	0	100
2050 - Caretaking	2,400	0	0	2,400	2,400
2201 - Training	52	0	0	52	185
2331 - Cleaning	0	0	0	0	60
2343 - Furniture and Equipment	181	0	0	181	510
2350 - Upkeep of garden	300	0	0	300	139
2360 - Administration	536	0	0	536	424
2401 - Chapel House - insurance	1,061	0	0	1,061	1,151
2402 - Chapel House maintenance	695	0	0	695	585
2414 - Chapel House heating and lighting	960	0	0	960	960
<b>Charitable activities Totals</b>	<b>6,997</b>	<b>5,895</b>	<b>0</b>	<b>12,892</b>	<b>14,155</b>
2900 - Prior Year Adjustment	-5,000	0	0	-5,000	-
<b>Resources used Grand totals</b>	<b>13,845</b>	<b>5,895</b>	<b>0</b>	<b>19,740</b>	<b>15,772</b>
<i>Net change in resources (-ve = reduction)</i>	<i>-6,009</i>	<i>1,187</i>	<i>0</i>	<i>-4,822</i>	<i>1,667</i>

**Note B3 Investments:** The Charity does not hold any cash investments.

**Note C Property Valuation:** This was last carried out on 4<sup>th</sup> February 2022 by Messrs Nicol & Co. The basis for valuation was market value based on the values of similar residential properties in the area. The property was valued in the region of £300,000. In accordance with the Financial Reporting Standard (FRS102) the Charity will arrange for revaluations with sufficient regularity to ensure that the value in the accounts doesn't vary materially from its current value. The Trustees plan to seek another valuation in 2027.

Property: Chapel House, Mosely Road, Hallow.	Freehold Land and Buildings as at 31-3-25	Freehold Land and Buildings as at 31-3-24
	£	£
<b>Cost &amp; valuation history</b>		
Purchase price March 2014 (including capitalised fees and costs)	189,667	189,667
Cost of reordering & improvements 2016-17	62,627	62,627
Cost of reordering and improvements 2017-18	2,786	2,786
Cost of improvements to driveway & external areas in 2020	12,000	12,000
Revaluation on 20-09-2017	19,920	19,920
Revaluation on 04-02-2022	13,000	13,000
<b>Net book value at the end of year</b>	<b>300,000</b>	<b>300,000</b>
N.b. there were no impairments and no depreciation applied		

**Note D Transfers between funds:**

- the funds generated by the Airbnb project of £636 in 2024/25 (£892 in 2023/24) were transferred to the General Fund. This project was established to provide funding for the charity by making better use of the Chapel House building.
- A repayment of a loan (in part) was made to Paul and Jane Wilcox in 2018-19 funded from a specific donation made for that purpose. While the loan repayment was made and was accounted for, the balance sheet line "Provision for liabilities after one year (ie long term loans to the charity) was not written down. A transfer between the general fund and capital funds used for the purpose Chapel House of £1,437.50 was made to correct this error.

**Note E Debtors:** Two claims were made to HMRC after 31-03-2025 in respect of Gift Aided income prior to 01-04-2025. The claim totalled £359 (£1,863 in 2023/24) and has been treated as an accrual of income in the 2024/25 accounts. The claim was received on 28<sup>th</sup> July 2025.

**Donations of goods and services in kind:** Our annual independent examination was carried out by Tim Marlow free of charge. Volunteers provide their services to administer the charity and manage events.

# Chapel House Ministries Annual Report and Accounts 2025

This statement for the previous year is provided as a comparator with the latest Statement of Financial Activities as set out on page 6.

## Chapel House Ministries Statement of Financial Activities For the period from 01 April 2023 to 31 March 2024

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £	Prior year total funds £	Further details
<b>Incoming resources</b>						
Incoming resources from generated funds	0	0	1,760	1,760	4,073	A
Voluntary income	7,898	6,866	8	14,772	13,027	A
Investment income	15	892	0	906	1,350	
Other incoming resources	0	0	0	0	0	
<b>Total income</b>	<b>7,913</b>	<b>7,757</b>	<b>1,768</b>	<b>17,439</b>	<b>18,449</b>	
<b>Resources used</b>						
Cost of generating voluntary income	1,617	0	0	1,617	791	B2
Charitable activities	8,203	3,112	2,840	14,155	21,960	B1
Prior year adjustments	0	0	0	0	0	
<b>Total expenditure</b>	<b>9,820</b>	<b>3,112</b>	<b>2,840</b>	<b>15,772</b>	<b>22,751</b>	
<b>Net income (expenditure) resources before transfers</b>	<b>-1,907</b>	<b>4,645</b>	<b>-1,072</b>	<b>1,666</b>	<b>-4,301</b>	
<b>Transfers between funds:</b>						
Gross transfers between funds - in	1,576	0	0	1,576	1,342	D
Gross transfers between funds - out	0	-892	-684	-1,576	-1,342	D
<b>Investment and Assets valuations:</b>						
Gains/losses on investment assets	0	0	0	0	0	B3
Gains on revaluation, fixed assets, charity's own use	0	0	0	0	0	C
<b>Net movement in funds</b>	<b>-331</b>	<b>3,754</b>	<b>-1,756</b>	<b>1,666</b>	<b>-4,301</b>	
<b>Reconciliation of funds:</b>						
<b>Total funds brought forward</b>	<b>4,267</b>	<b>143,969</b>	<b>1,756</b>	<b>149,992</b>	<b>154,293</b>	
<b>Total funds carried forward</b>	<b>3,936</b>	<b>147,722</b>	<b>0</b>	<b>151,659</b>	<b>149,992</b>	
<b>Represented by:</b>						
Unrestricted						
General fund	3,936	0	0	3,936	4,267	
Designated						
Chapel House Revaluation Reserve	0	32,920	0	32,920	32,920	
Funds used for purchase of Chapel House	0	32,667	0	32,667	32,667	
Funds used for the improvement of Chapel House	0	77,412	0	77,412	77,412	
George	0	4,722	0	4,722	969	
Restricted						
The Christian Coach And Mentor Network	0	0	0	0	1,756	
<b>Total funds</b>	<b>3,936</b>	<b>147,722</b>	<b>0</b>	<b>151,659</b>	<b>149,992</b>	

*There may be minor discrepancies in the totals as the pence are not being shown on any of the financial statements above and on the following pages.*

**Independent Examiner's Report to the trustees of Chapel House Ministries  
Registered Charity 1156159.**

---

I report to the trustees on my examination of the accounts of Chapel House Ministries (the Trust) for the year ended 31 March 2025.

**Responsibilities and basis of report**

As the charity trustees of the Trust 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 Trust'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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



Timothy Marlow  
FCMA, CGMA (Retired)

11 Ingram Avenue, Worcester.

13 January 2026

**CHAPEL HOUSE MINISTRIES**

England & Wales - Charity number 1156159

---

# Accounts

---

# CH

## CHAPEL HOUSE

---

REST WAIT RECEIVE

# ANNUAL REPORT AND ACCOUNTS

## 2024

(For the period to 31-03-24)

[www.chapelhouseministries.org.uk](http://www.chapelhouseministries.org.uk)

Chapel House Ministries is a Registered Charity No. 1156159

## 1. Introduction

The Annual Report and Accounts for Chapel House Ministries is written equally for Trustees and those outside of the charity looking in. As a charity we have to be publicly accountable to everyone. Therefore, it is produced in accordance with the requirements of the Charities Act and any regulations made there under and the Charities SORP; Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard (FRS102) (effective 1 January 2019). For further information please contact the Chairman, Secretary or Treasurer.

### **Contact Details:**

Chapel House Ministries, Chapel House, Moseley Road, Hallow, Worcestershire, WR2 6NH.

## 2. Administrative Information

Chapel House Ministries is a registered charity number 1156159 operating out of Chapel House (see address above). During the period 01 April 2023 to 31 March 2024 the following Trustees were appointed:

### **The first charity trustees are as follows:**

Paul Frederick Wilcox

Jane Paton Wilcox

### **The charity trustees appointed for the following terms are as follows:**

Deborah Mary Austin for 4 years to 20<sup>th</sup> March 2026

Charles Michael Barry Austin for 4 years to 20<sup>th</sup> March 2026

Gillian Lucas for 4 years to 20<sup>th</sup> March 2026

Grahame Lucas for 4 years to 20<sup>th</sup> March 2026

## 3. Structure, Governance and Management

Chapel House Ministries is a Charitable Incorporated Organisation (CIO) and operates in accordance with its Constitution dated 4<sup>th</sup> February 2014.

The Trustees are responsible for all aspects of the operation of the Charity including Health and Safety, discrimination and protection of vulnerable people. The Trustees are also responsible for strategic risk management and consider any material risks at each Trustee meeting. Management actions are routinely put in place for material risks. The trustees also have adopted a standard conflict of interest clause.

The value of the charity's property provides sufficient cover for the long-term liabilities and the low-level strategic risk that the charity is forced to cease operating due to the loss of key Trustees.

The Charity Trustees meet up to four times a year and are responsible for all business decisions of the Charity.

## 4. Objectives

The objects of the Chapel House Ministries are

- a. To advance the Christian faith, locally, nationally and internationally, for the public benefit, but not exclusively by developing, providing (and facilitating):

- i. Models of mentoring and hospitality,
- ii. A ministry among people wanting to grow in their Christian faith and discipleships,

- iii. Mentoring or counselling sessions,
- iv. Literature on Christian mentoring,
- v. A retreat centre (Chapel House) for the above purposes, and
- vi. Grants to individuals.

b. exploring how Christian Mentoring and Counselling might interact.

## 5. Achievements and Outcomes

This last year has been an exciting and event-full year for Chapel House, but in a slightly different way to previously, in that more people have been coming on individual retreats e.g. Elim and Baptist Ministers, and less for retreats that we have initiated, as might have been the case previously. We have also hosted training days for the Diocese of Worcester, Alpha Away days, Heart of England Baptist Association prayer meetings, Area Deanery meetings, a Formission College Quiet Day, a City Church Leadership team away day, a South African Missionary family and a Birmingham Hoteliers' retreat. We also had the immense joy in the summer of celebrating 10 years at Chapel House and we invited friends, neighbours and supporters to a celebration party and hog roast! Nearly 200 people were in attendance during the day.

Jane's regular and developing counselling work has become an integral part of what Chapel House is all about and she finds the work immensely encouraging and challenging in equal measure. We could not have known 10 years ago that this would happen, but it feels like an incredible privilege to facilitate this part of our ministry.

We continue to closely follow the ministry of our partner in Tanzania, Dr George Otieno Lawi, the academic dean at Msalato theological college. Our support enables him to continue his teaching and ministry in Dodoma, the administrative capital of Tanzania. His children are currently doing well at college and school, achieving high marks and we trust that our investment in the ministry of this family will prove fruitful in the future.

The Airbnb use of Chapel House has proved very successful and, informally, some great connections with people have been made. All guests have spoken very highly in their reviews of the Chapel House facility.

Chapel House Ministries started in early 2014 and since then has:

	2015/22	2022/23	2023/24
<b>Chapel House Ministries</b>			
a. ministered to, and mentored individuals	2,119	53	50
b. Number of individuals who have visited Chapel House for mentoring, hospitality, prayer, and lectures	325	210	150
c. received the help of volunteers	70	3	20
d. Number of mentors	84	25	25

## 6. Financial Review

In nutshell and as at 31 March 2024:

- a. During 2023-24 we spent money on retreats, equipment and furniture, mission partner support and general running costs as follow:

<b>Expenditure</b>	<b>2023-24</b>	<b>2022-23</b>
	£	£
Chapel House – Equipment and furnishing	510	311
Chapel House - Running costs and Garden Maintenance	7,523	7,484
Mission partners	4,899	9,314
CCMN Mentoring Network	2,840	5,642
<b>Total</b>	<b>15,772</b>	<b>22,751</b>

- b. Income was received during the year as follows:

<b>Income</b>	<b>2023-24</b>	<b>2022-23</b>
	£	£
Chapel House	7,924	7,072
Airbnb	892	1,342
Designated for Mission Partners	6,865	7,113
CCMN Mentoring Network	1,768	2,923
<b>Total</b>	<b>17,439</b>	<b>18,449</b>

- c. As at 31 March 2024 our **general fund** reserve stood at £3,936 (£4,267 as at 31-03-23), a decrease of £331 during the year (an increase of £619 during the previous year).
- d. As at 31 March 2024 our **Christian Coach and Mentoring Network fund** reserve stood at £684 (£1,756 as at 31-03-23), a decrease of £1,072 in the year. However, this arm of the charity was closed towards the year end and it was agreed to transfer the fund balance to the general fund as an expression of gratitude for the support of CCMN activity. This fund is now reflected in the balance shown as paragraph c) above.
- e. By 31 March 2024 we had £7,221 i.e., £5,369 in the bank and £1,863 owed to us (HMRC Gift Aid claim).
- f. Income from the letting of Chapel House through Airbnb was £892 during the year and this has been transferred to the General Fund (£1,342 in 2022-23).

## 7. Actions for the future

The Trustees have reviewed where Chapel House Ministries is in its development and are confident it is still meeting its objectives. It is felt that Paul and Jane have enough energy, vision and ideas to keep going for another five years and at that point we will review again. There is still a desire to pursue activities and events that explore contemplative expressions of the Christian faith, and to that end, an ‘Unexpected Journey’ retreat is planned for mid-February 2024.

We are going to be hosting an occasional lunch for people in leadership, locally, who are on an inclusive ‘journey’ and feeling in need of encouragement. These will be drawn from our existing contacts, initially, but we anticipate attendance will grow. This will take place on a termly basis, and we believe is in keeping with the foundational principles of Chapel House Ministries.

We also plan to host further 'Unexpected Journey' retreats for folk who are exploring fresh and innovative ways of working out their faith.

In our local community, we now have great links, particularly with our immediate neighbours and hope to develop these in the coming year. Our pastoral presence seems to be valued and we see great potential for missional engagement outside of the established practices of the church, although as an ordained person, Paul makes the link whenever he can.

As previously indicated, during 2023-24 Chapel House Ministries has now become separated from the Christian Coach and Mentor Network. CCMN have expressed their great appreciation to CHM for having provided a 'home' for the last couple of years but recognise that it is now more appropriate for them to be independent.

## 8. Accounting Policies

**Accruals:** It is the policy of Chapel House Ministries to prepare accounts on a payments and receipts basis. The exception to this is the claim for Gift Aid recovery from HMRC that remains outstanding at the year end. This is treated on an accrual basis.

**Property Valuation:** The Charity owns one property; Chapel House. The initial value of the building was shown at purchase cost (2014) and subsequently increased by the value of the internal reordering works carried out in 2016-17. The Charity has adopted a policy of revaluing Chapel House, in accordance with the Financial Reporting Standard (FRS102). A professional and independent valuation was carried out on 4<sup>th</sup> February 2022 and is reflected in these accounts. In accordance with the Financial Reporting Standard (FRS102) the Charity will arrange for revaluations with sufficient regularity to ensure that the value in the accounts doesn't vary materially from its current value. The Trustees plan to seek another valuation in 2027.

**Works to Property:** Items of expenditure that are deemed to improve the value of the property are capitalised and treated as part of the Fixed Asset "Chapel House". All expenditure on maintenance is charged to the year of account. Expenditure on equipment or assets on or above £2,500 with a life expectancy greater than two years is capitalised and subject to depreciation on the straight-line method over the forecast life of the asset.

**Procurement:** All expenditure above £2,500 should be subject to Trustee approval prior to purchase. Any expenditure on a single item above £2,500 should be subject to receipt of at least two written or documented quotes and be subject to Trustee approval if the lowest quote is not to be accepted. Any expenditure above £7,500 should be subject to three written quotes based on a clear specification of the works or asset to be purchased, and Trustee approval of the selected quote.

**The letting of Chapel House through Airbnb:** The Trustees have agreed to use the income from letting to support the ministry and upkeep of Chapel House.

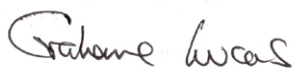
## 9. The Annual Statement of Accounts 2024

The Statement of Accounts is set out on the following pages. An Independent Examiner's report is set out on Page 13.

Page No.	Financial Statements for the period 1 April 2023 to 31 March 2024
6	Statement of Financial Activities and funds summary
7	Balance Sheet
8	Fund Movement summary
9	Statement of Assets and Liabilities
10	Analysis of Receipts and Payments (notes A, B1 and B2)
11	Additional notes to the accounts (notes B3, C, D and E)
12	Statement of Financial Activities and funds summary 2022-23 for comparison with 2023-24 on page 6
13	Report of Independent Examiner

## 10. Notes to the Accounts

The following pages set out the statement of accounts together with notes to explain them.



Grahame Lucas  
Treasurer  
5<sup>th</sup> December 202



Paul Wilcox  
Chairman  
5<sup>th</sup> December 2024

# Chapel House Ministries Annual Report and Accounts 2024

## Chapel House Ministries Statement of Financial Activities For the period from 01 April 2023 to 31 March 2024

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £	Prior year total funds £	Further details
<b>Incoming resources</b>						
Incoming resources from generated funds	0	0	1,760	1,760	4,073	A
Voluntary income	7,898	6,866	8	14,772	13,027	A
Investment income	15	892	0	906	1,350	
Other incoming resources	0	0	0	0	0	
<b>Total income</b>	<b>7,913</b>	<b>7,757</b>	<b>1,768</b>	<b>17,439</b>	<b>18,449</b>	
<b>Resources used</b>						
Cost of generating voluntary income	1,617	0	0	1,617	791	B2
Charitable activities	8,203	3,112	2,840	14,155	21,960	B1
Prior year adjustments	0	0	0	0	0	
<b>Total expenditure</b>	<b>9,820</b>	<b>3,112</b>	<b>2,840</b>	<b>15,772</b>	<b>22,751</b>	
<b>Net income (expenditure) resources before transfers</b>	<b>-1,907</b>	<b>4,645</b>	<b>-1,072</b>	<b>1,666</b>	<b>-4,301</b>	
<b>Transfers between funds:</b>						
Gross transfers between funds - in	1,576	0	0	1,576	1,342	D
Gross transfers between funds - out	0	-892	-684	-1,576	-1,342	D
<b>Investment and Assets valuations:</b>						
Gains/losses on investment assets	0	0	0	0	0	B3
Gains on revaluation, fixed assets, charity's own use	0	0	0	0	0	C
<b>Net movement in funds</b>	<b>-331</b>	<b>3,754</b>	<b>-1,756</b>	<b>1,666</b>	<b>-4,301</b>	
<b>Reconciliation of funds:</b>						
<b>Total funds brought forward</b>	<b>4,267</b>	<b>143,969</b>	<b>1,756</b>	<b>149,992</b>	<b>154,293</b>	
<b>Total funds carried forward</b>	<b>3,936</b>	<b>147,722</b>	<b>0</b>	<b>151,659</b>	<b>149,992</b>	
<b>Represented by:</b>						
Unrestricted						
General fund	3,936	0	0	3,936	4,267	
Designated						
Chapel House Revaluation Reserve	0	32,920	0	32,920	32,920	
Funds used for purchase of Chapel House	0	32,667	0	32,667	32,667	
Funds used for the improvement of Chapel House	0	77,412	0	77,412	77,412	
George	0	4,722	0	4,722	969	
Restricted						
The Christian Coach And Mentor Network	0	0	0	0	1,756	
<b>Total funds</b>	<b>3,936</b>	<b>147,722</b>	<b>0</b>	<b>151,659</b>	<b>149,992</b>	

*There may be minor discrepancies in the totals as the pence are not being shown on any of the financial statements above and on the following pages.*

See Page 12 - Statement of Financial Activities and funds summary 2022-23 for comparison with 2023-24.

**Chapel House Ministries  
Balance Sheet**

	As at 31/03/2024	As at 31/03/2023
<b>Fixed assets</b>		
Chapel House	300,000	300,000
	<b>300,000</b>	<b>300,000</b>
<b>Current assets</b>		
Debtors	1,863	268
Cash At Bank And In Hand	5,359	5,287
	<b>7,221</b>	<b>5,555</b>
<b>Liabilities</b>		
Current Liabilities	-	-
<b>Net current assets less current liabilities</b>	<b>7,221</b>	<b>5,555</b>
<b>Total assets less current liabilities</b>	<b>307,221</b>	<b>305,555</b>
<b>Less Liabilities:</b>		
Provision For Liabilities After One Year	155,563	155,563
<b>Total net assets less liabilities</b>	<b>151,659</b>	<b>149,992</b>
<b>Represented by:</b>		
<b>Unrestricted</b>		
Unrestricted - General Funds	3,936	4,267
<b>Designated</b>		
Chapel House Revaluation Reserve	32,920	32,920
Funds used for purchase of Chapel House	32,667	32,667
Funds used for the improvement of Chapel House George	77,412	77,412
	4,722	969
<b>Restricted</b>		
The Christian Coach And Mentor Network	0	1,756
<b>Fund Totals</b>	<b>151,659</b>	<b>149,992</b>

Note 1: It is the policy of the charity to prepare accounts on a receipts and payments basis with the exception of the recovery of tax on Gift Aided donations and the valuation of the Chapel House property.

**Chapel House Ministries**  
**Fund movement summary**  
**Period: 01 April 2023 to 31 March 2024**

Fund	Fund balances brought forward £	Incoming Resources £	Outgoing Resources £	Transfers £	Gains and Losses £	Fund balances carried forward £
<b>Unrestricted funds:</b>						
General fund	4,267	7,913	9,820	1,576	-	3,936
<b>Designated funds:</b>						
Air - Airbnb	-	892	-	-892	-	-
Funds used for purchase of Chapel House	32,667	-	-	-	-	32,667
Funds used for the improvement of Chapel House	77,412	-	-	-	-	77,412
Chapel House Revaluation Reserve	32,920	-	-	-	-	32,920
George	969	6,866	3,112	-	-	4,722
<b>Restricted funds:</b>						
The Christian Coach And Mentor Network	1,756	1,768	2,840	-684	-	0
<b>Total charity funds</b>	<b>149,992</b>	<b>17,439</b>	<b>15,772</b>	<b>-</b>	<b>-</b>	<b>151,659</b>

Chapel House Ministries Annual Report and Accounts 2024

**Chapel House Ministries**  
**Statement of Assets and Liabilities (by code)**  
**As at: 31 March 2024**

Class and nominal code	General (Unrestricted)	Designated	Restricted	Total	Last year
	£	£	£	£	£
<b>Fixed Asset - Tangible Assets</b>					
6431: Chapel House purchase	-	189,667	-	189,667	189,667
6432: Chapel House Improvements	-	77,412	-	77,412	77,412
6433: Chapel House Revaluation	-	32,920	-	32,920	32,920
<b>Total</b>	<b>-</b>	<b>300,000</b>	<b>-</b>	<b>300,000</b>	<b>300,000</b>
<b>Current Asset - Cash At Bank And In Hand</b>					
6501: Bank current account	2,911	2,447	0	5,359	5,287
<b>Total</b>	<b>2,911</b>	<b>2,447</b>	<b>0</b>	<b>5,359</b>	<b>5,287</b>
<b>Current Asset - Debtors</b>					
Z05: Accounts Receivable	1,025	838	-	1,863	268
<b>Total</b>	<b>1,025</b>	<b>838</b>	<b>-</b>	<b>1,863</b>	<b>268</b>
<b>Liability - Provision For Liabilities After One Year</b>					
6602: Long Term Loans received	-	155,563	-	155,563	155,563
<b>Total</b>	<b>-</b>	<b>155,563</b>	<b>-</b>	<b>155,563</b>	<b>155,563</b>
<b>Net total assets</b>	<b>3,936</b>	<b>147,722</b>	<b>0</b>	<b>151,659</b>	<b>149,992</b>
<b>Represented by</b>					
<b>Unrestricted funds:</b>					
General	3,936	0	0	3,936	4,267
<b>Designated funds:</b>					
Funds used for purchase of Chapel House	0	32,667	0	32,667	32,667
George	0	4,722	0	4,722	969
Funds used for improvement of Chapel House	0	77,412	0	77,412	77,412
Chapel House revaluation reserve	0	32,920	0	32,920	32,920
<b>Restricted funds:</b>					
Christian Coach and Mentor Network	0	0	0	0	1,756
<b>Total funds of the charity</b>	<b>3,936</b>	<b>147,722</b>	<b>0</b>	<b>151,659</b>	<b>149,992</b>

# Chapel House Ministries Annual Report and Accounts 2024

## Chapel House Ministries Analysis of income and expenditure Period: 01 April 2023 to 31 March 2024

	General £	Designated £	Restricted £	Total this year £	Total last year £
<b>NOTE A</b>					
<b><u>Incoming resources</u></b>					
<b>Incoming resources from generated funds</b>					
0101 - Gift Aid - Bank	300	2,065	0	2,365	2,550
0201 - Other planned giving	450	2,249	0	2,699	3,245
0501 - One-off Gift Aid gifts	450	0	0	450	0
0550 - Donations appeals etc	5,380	1,462	0	6,842	5,115
0601 - Tax recoverable on Gift Aid	1,318	1,090	0	2,408	623
0901 - Other funds generated	0	0	8	8	1,494
1020 - Bank and building society interest	15	0	0	15	8
1030 - Rent from lands or buildings	0	892	0	892	1,342
0401 - Annual Subscriptions	0	0	730	730	2,710
0403 - Gifts Received	0	0	1,030	1,030	1,363
<b>Incoming resources from generated funds Totals</b>	<b>7,913</b>	<b>7,757</b>	<b>1,768</b>	<b>17,439</b>	<b>18,449</b>
1500 - Prior Year Adjustment	0	0	0	0	0
<b>Incoming resources Grand totals</b>	<b>7,913</b>	<b>7,757</b>	<b>1,768</b>	<b>17,439</b>	<b>18,449</b>
<b><u>Resources used</u></b>					
<b>NOTE B2</b>					
<b>Cost of generating funds</b>					
1710 - Costs of applying for grants & fundraising	138	0	0	138	0
1730 - Costs of retreats & events	1,479	0	0	1,479	791
<b>Cost of generating funds Totals</b>	<b>1,617</b>	<b>0</b>	<b>0</b>	<b>1,617</b>	<b>791</b>
<b>NOTE B1</b>					
<b>Charitable activities</b>					
1601 - Administration CCMN	0	0	962	962	1,287
1602 - Website and Email CCMN	0	0	1,754	1,754	2,590
1603 - Social Media and Marketing CCMN	0	0	0	0	1,680
1606 - Core team expenses CCMN	0	0	124	124	0
1801 - Giving to mission partners	1,688	3,112	0	4,799	9,314
1830 - Giving relief & development agencies	100	0	0	100	0
2050 - Caretaking	2,400	0	0	2,400	2,400
2201 - Training	185	0	0	185	0
2331 - Cleaning	60	0	0	60	106
2343 - Furniture and Equipment	510	0	0	510	311
2350 - Upkeep of garden	139	0	0	139	164
2360 - Administration	424	0	0	424	1,460
2401 - Chapel House - insurance	1,151	0	0	1,151	1,048
2402 - Chapel House maintenance	585	0	0	585	642
2414 - Chapel House heating and lighting	960	0	0	960	960
<b>Charitable activities Totals</b>	<b>8,203</b>	<b>3,112</b>	<b>2,840</b>	<b>14,155</b>	<b>21,960</b>
2900 - Prior Year Adjustment					-
<b>Resources used Grand totals</b>	<b>9,820</b>	<b>3,112</b>	<b>2,840</b>	<b>15,772</b>	<b>22,751</b>
<i>Net change in resources (-ve = reduction)</i>	-1,907	4,645	-1,072	1,667	-4,302

**Note B3 Investments:** The Charity does not hold any cash investments.

**Note C Property Valuation:** This was last carried out on 4<sup>th</sup> February 2022 by Messrs Nicol & Co. The basis for valuation was market value based on the values of similar residential properties in the area. The property was valued in the region of £300,000. In accordance with the Financial Reporting Standard (FRS102) the Charity will arrange for revaluations with sufficient regularity to ensure that the value in the accounts doesn't vary materially from its current value. The Trustees plan to seek another valuation in 2027.

Property: Chapel House, Mosely Road, Hallow.	Freehold Land and Buildings as at 31-3-24	Freehold Land and Buildings as at 31-3-23
	£	£
<b>Cost &amp; valuation history</b>		
Purchase price March 2014 (including capitalised fees and costs)	189,667	189,667
Cost of reordering & improvements 2016-17	62,627	62,627
Cost of reordering and improvements 2017-18	2,786	2,786
Cost of improvements to driveway & external areas in 2020	12,000	12,000
Revaluation on 20-09-2017	19,920	19,920
Revaluation on 04-02-2022	13,000	13,000
<b>Net book value at the end of year</b>	<b>300,000</b>	<b>300,000</b>
N.b. there were no impairments and no depreciation applied		

**Note D Transfers between funds:** the funds generated by the Airbnb project of £892 in 2023/24 (£1,342 in 2022/23) were transferred to the General Fund. This project was established to provide funding for the charity by making better use of the Chapel House building.

**Note E Debtors:** Two claims were made to HMRC after 31-03-2024 in respect of Gift Aided income prior to 01-04-2024. The claim totalled £1,863 (£268 (2022/23) and has been treated as an accrual of income in the 2023/24 accounts. The claim was received in May 2024.

**Donations of goods and services in kind:** Our annual independent examination was carried out by Tim Marlow free of charge. Volunteers provide their services to administer the charity and manage events.

**Chapel House Ministries**  
**Statement of Financial Activities**  
**For the period from 01 April 2022 to 31 March 2023**

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £	Prior year total funds £	Further details
<b>Incoming resources</b>						
Incoming resources from generated funds			4,073	4,073	3,854	A
Voluntary income	5,914	7,113	0	13,027	17,925	A
Investment income	8	1,342	0	1,350	2,188	
Other incoming resources	1150	0	-1150	0	0	
<b>Total income</b>	<b>7,072</b>	<b>8,455</b>	<b>2,923</b>	<b>18,449</b>	<b>23,967</b>	
<b>Resources used</b>						
Cost of generating voluntary income	791	0	0	791	1,079	B2
Charitable activities	7,004	9,314	5,642	21,960	21,194	B1
Prior year adjustments	0	0	0	0	-	
<b>Total expenditure</b>	<b>7,795</b>	<b>9,314</b>	<b>5,642</b>	<b>22,751</b>	<b>22,273</b>	
<b>Net income (expenditure) resources before transfers</b>	<b>-723</b>	<b>-859</b>	<b>-2,720</b>	<b>-4,301</b>	<b>1,695</b>	
<b>Transfers between funds:</b>						
Gross transfers between funds - in	1,342	0	0	1,342	2,183	D
Gross transfers between funds - out	0	-1,342	0	-1,342	-2,183	D
<b>Investment and Assets valuations:</b>						
Gains/losses on investment assets	0	0	0	0	-	B3
Gains on revaluation, fixed assets, charity's own use	0	0	0	0	13,000	C
<b>Net movement in funds</b>	<b>619</b>	<b>-2,201</b>	<b>-2,176</b>	<b>-4,301</b>	<b>14,695</b>	
<b>Reconciliation of funds:</b>						
<b>Total funds brought forward</b>	<b>3,648</b>	<b>146,169</b>	<b>4,476</b>	<b>154,293</b>	<b>139,599</b>	
<b>Total funds carried forward</b>	<b>4,267</b>	<b>143,969</b>	<b>1,756</b>	<b>149,992</b>	<b>154,293</b>	
<b>Represented by:</b>						
Unrestricted						
General fund	4,267	0	0	4,267	3,648	
Designated						
Chapel House Revaluation Reserve	0	32,920	0	32,920	32,920	
Funds used for purchase of Chapel House	0	32,667	0	32,667	32,667	
Funds used for the improvement of Chapel House	0	77,412	0	77,412	77,412	
George	0	969	0	969	3,169	
Restricted						
The Christian Coach And Mentor Network	0	0	1,756	1,756	4,476	
<b>Total funds</b>	<b>4,267</b>	<b>143,969</b>	<b>1,756</b>	<b>149,992</b>	<b>154,293</b>	

*There may be minor discrepancies in the totals as the pence are not being shown on any of the financial statements above and on the following pages.*

This statement for the previous year is provided as a comparator with the latest Statement of Financial Activities as set out on page 6.

**Independent Examiner's Report to the trustees of Chapel House Ministries  
Registered Charity 1156159.**

---

I report to the trustees on my examination of the accounts of Chapel House Ministries (the Trust) for the year ended 31 March 2024.

**Responsibilities and basis of report**

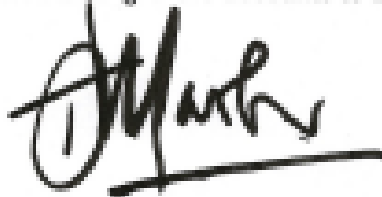
As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



Timothy Marlow  
FCMA, CGMA (Retired)

11 Ingram Avenue, Worcester.

31 December 2024

**CHAPEL HOUSE MINISTRIES**

England & Wales - Charity number 1156159

---

# Accounts

---

# CH

## CHAPEL HOUSE

---

REST WAIT RECEIVE

# ANNUAL REPORT AND ACCOUNTS

## 2023

(For the period to 31-03-23)

[www.chapelhouseministries.org.uk](http://www.chapelhouseministries.org.uk)

Chapel House Ministries is a Registered Charity No. 1156159

## 1. Introduction

The Annual Report and Accounts for Chapel House Ministries is written equally for Trustees and those outside of the charity looking in. As a charity we have to be publicly accountable to everyone. Therefore, it is produced in accordance with the requirements of the Charities Act and any regulations made there under and the Charities SORP; Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard (FRS102) (effective 1 January 2019). For further information please contact the Chairman, Secretary or Treasurer.

### **Contact Details:**

Chapel House Ministries, Chapel House, Moseley Road, Hallow, Worcestershire, WR2 6NH.

## 2. Administrative Information

Chapel House Ministries is a registered charity number 1156159 operating out of Chapel House (see address above). During the period 01 April 2022 to 31 March 2023 the following Trustees were appointed:

### **The first charity trustees are as follows:**

Paul Frederick Wilcox

Jane Paton Wilcox

### **The charity trustees appointed for the following terms are as follows:**

Deborah Mary Austin for 4 years to 20<sup>th</sup> March 2026

Charles Michael Barry Austin for 4 years to 20<sup>th</sup> March 2026

Gillian Lucas for 4 years to 20<sup>th</sup> March 2026

Grahame Lucas for 4 years to 20<sup>th</sup> March 2026

## 3. Structure, Governance and Management

Chapel House Ministries is a Charitable Incorporated Organisation (CIO) and operates in accordance with its Constitution dated 4<sup>th</sup> February 2014.

The Trustees are responsible for all aspects of the operation of the Charity including Health and Safety, discrimination and protection of vulnerable people. The Trustees are also responsible for strategic risk management and consider any material risks at each Trustee meeting. Management actions are routinely put in place for material risks. The trustees also have adopted a standard conflict of interest clause.

The value of the charity's property provides sufficient cover for the long-term liabilities and the low-level strategic risk that the charity is forced to cease operating due to the loss of key Trustees.

The Charity Trustees meet up to four times a year and are responsible for all business decisions of the Charity.

## 4. Objectives

The objects of the Chapel House Ministries are

- a. To advance the Christian faith, locally, nationally and internationally, for the public benefit, but not exclusively by developing, providing (and facilitating):

- i. Models of mentoring and hospitality,
- ii. A ministry among people wanting to grow in their Christian faith and discipleships,

- iii. Mentoring or counselling sessions,
- iv. Literature on Christian mentoring,
- v. A retreat centre (Chapel House) for the above purposes, and
- vi. Grants to individuals.

b. exploring how Christian Mentoring and Counselling might interact.

## 5. Achievements and Outcomes

It has been an extremely fruitful year for Chapel House Ministries. We have seen a number of our original guests come back to the Chapel after the pandemic period. This is normally for individual or personal retreats. Ministers from the immediate area and also further afield have enjoyed coming to Chapel House and taking some time out at the Chapel. We have received many messages of encouragement in which people talk about how it has been a great space to spend time with God and be refreshed. This brings joy to our hearts and affirms the ministry. Also, largely due to the redesign of the website, we have reached some charities and organisations further afield, e.g. the Formission group from Birmingham who came for a quiet day. These groups will tend to be self-catering and will make use of a readily available buffet service from a local farm shop, or alternatively visit the village pub. This has relieved the pressure on Jane and Paul in terms of catering.

It has also been wonderful for Jane to use the Chapel for her counselling ministry. She has a growing client base and the atmosphere in the Chapel lends itself to the one-to-one work that she does. There is a growing need currently for therapists and as a member of the Association of Christian Counsellors, Jane is very well occupied.

We continue to closely follow the ministry of our partner in Tanzania, Dr George Otieno Lawi, the academic dean at Msalato theological college. Our support enables him to continue his teaching and ministry in Dodoma, the administrative capital of Tanzania. His children are currently doing well at college and school, achieving high marks and we trust that our investment in the ministry of this family will prove fruitful in the future.

The Airbnb use of Chapel House has proved very successful and, informally, some great connections with people have been made. All guests have spoken very highly in their reviews of the Chapel House facility.

Chapel House Ministries started in early 2014 and since then has:

	2015/21	2021/22	2022/23
<b>Chapel House Ministries</b>			
a. ministered to, and mentored individuals	2,026	93	53
b. Number of individuals who have visited Chapel House for mentoring, hospitality, prayer, and lectures	190	135	210
c. received the help of volunteers	60	10	3
d. Number of mentors		84	25

## 6. Financial Review

In nutshell and as at 31 March 2023:

- a. During 2022-23 we spent money on retreats, equipment and furniture, mission partner support and general running costs as follow:

<b>Expenditure</b>	<b>2022-23</b>	<b>2021-22</b>
	£	£
Chapel House – Equipment and furnishing	311	852
Chapel House - Running costs and Garden Maintenance	7,484	10,447
Mission partners	9,314	7,668
CCMN Mentoring Network	5,642	3,306
<b>Total</b>	<b>22,751</b>	<b>22,273</b>

- b. Income was received during the year as follows:

<b>Income</b>	<b>2022-23</b>	<b>2021-22</b>
	£	£
Chapel House	7,072	6,559
Airbnb	1,342	2,183
Designated for Mission Partners	7,113	9,896
CCMN Mentoring Network	2,923	5,329
<b>Total</b>	<b>18,449</b>	<b>23,967</b>

- c. As at 31 March 2023 our **general fund** reserve stood at £4,267 (£3,648 as at 31-03-22), an increase of £619 during the year (a decrease of £2,446 during the previous year).
- d. As at 31 March 2023 our **Christian Coach and Mentoring Network fund** reserve stood at £1,756 (£4,476 as at 31-03-22), a decrease of £2,720 in the year (an increase of £2,022 during the previous year).
- e. By 31 March 2023 we had £5,555 i.e., £5,287 in the bank and £268 owed to us (HMRC Gift Aid claim).
- f. Income from the letting of Chapel House through Airbnb was £1,342 during the year and this has been transferred to the General Fund (£2,183 in 2021-22).

## 7. Actions for the future

The Trustees have reviewed where Chapel House Ministries is in its development and are confident it is still meeting its objectives. It is felt that Paul and Jane have enough energy, vision and ideas to keep going for another five years and at that point we will review again. There is still a desire to pursue activities and events that explore contemplative expressions of the Christian faith, and to that end, an 'Unexpected Journey' retreat is planned for mid-February 2024.

We are going to be hosting an occasional lunch for people in leadership, locally, who are on an inclusive 'journey' and feeling in need of encouragement. These will be drawn from our existing contacts, initially, but we anticipate attendance will grow. This will take place on a termly basis, and we believe is in keeping with the foundational principles of Chapel House Ministries.

We also plan to host further 'Unexpected Journey' retreats for folk who are exploring fresh and innovative ways of working out their faith.

In our local community, we now have great links, particularly with our immediate neighbours and hope to develop these in the coming year. Our pastoral presence

seems to be valued and we see great potential for missional engagement outside of the established practices of the church, although as an ordained person, Paul makes the link whenever he can.

As previously indicated, during 2023-24 Chapel House Ministries has now become separated from the Christian Coach and Mentor Network. CCMN have expressed their great appreciation to CHM for having provided a 'home' for the last couple of years but recognise that it is now more appropriate for them to be independent.

### 8. Accounting Policies

**Accruals:** It is the policy of Chapel House Ministries to prepare accounts on a payments and receipts basis. The exception to this is the claim for Gift Aid recovery from HMRC that remains outstanding at the year end. This is treated on an accrual basis.

**Property Valuation:** The Charity owns one property; Chapel House. The initial value of the building was shown at purchase cost (2014) and subsequently increased by the value of the internal reordering works carried out in 2016-17. The Charity has adopted a policy of revaluing Chapel House, in accordance with the Financial Reporting Standard (FRS102). A professional and independent valuation was carried out on 4<sup>th</sup> February 2022 and is reflected in these accounts. In accordance with the Financial Reporting Standard (FRS102) the Charity will arrange for revaluations with sufficient regularity to ensure that the value in the accounts doesn't vary materially from its current value. The Trustees plan to seek another valuation in 2027.

**Works to Property:** Items of expenditure that are deemed to improve the value of the property are capitalised and treated as part of the Fixed Asset "Chapel House". All expenditure on maintenance is charged to the year of account. Expenditure on equipment or assets on or above £2,500 with a life expectancy greater than two years is capitalised and subject to depreciation on the straight-line method over the forecast life of the asset.

**Procurement:** All expenditure above £2,500 should be subject to Trustee approval prior to purchase. Any expenditure on a single item above £2,500 should be subject to receipt of at least two written or documented quotes and be subject to Trustee approval if the lowest quote is not to be accepted. Any expenditure above £7,500 should be subject to three written quotes based on a clear specification of the works or asset to be purchased, and Trustee approval of the selected quote.

**The letting of Chapel House through Airbnb:** The Trustees have agreed to use the income from letting to support the ministry and upkeep of Chapel House.

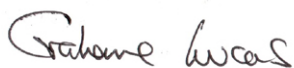
## 9. The Annual Statement of Accounts 2023

The Statement of Accounts is set out on the following pages. An Independent Examiner's report is set out on Page 10.

Page No.	Financial Statements for the period 1 April 2022 to 31 March 2023
6	Statement of Financial Activities and funds summary
7	Balance Sheet
8	Fund Movement summary
9	Statement of Assets and Liabilities
10	Analysis of Receipts and Payments (notes A, B1 and B2)
11	Additional notes to the accounts (notes B3, C, D and E)
12	Statement of Financial Activities and funds summary 2021-22 for comparison with 2022-23 on page 6
13	Report of Independent Examiner (to follow)

## 10. Notes to the Accounts

The following pages set out the statement of accounts together with notes to explain them.



Grahame Lucas  
Treasurer  
21<sup>st</sup> December 2023



Paul Wilcox  
Chairman  
21<sup>st</sup> December 2023

# Chapel House Ministries Annual Report and Accounts 2023

## Chapel House Ministries Statement of Financial Activities For the period from 01 April 2022 to 31 March 2023

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £	Prior year total funds £	Further details
<b>Incoming resources</b>						
Incoming resources from generated funds			4,073	4,073	3,854	A
Voluntary income	5,914	7,113	0	13,027	17,925	A
Investment income	8	1,342	0	1,350	2,188	
Other incoming resources	1150	0	-1150	0	0	
<b>Total income</b>	<b>7,072</b>	<b>8,455</b>	<b>2,923</b>	<b>18,449</b>	<b>23,967</b>	
<b>Resources used</b>						
Cost of generating voluntary income	791	0	0	791	1,079	B2
Charitable activities	7,004	9,314	5,642	21,960	21,194	B1
Prior year adjustments	0	0	0	0	-	
<b>Total expenditure</b>	<b>7,795</b>	<b>9,314</b>	<b>5,642</b>	<b>22,751</b>	<b>22,273</b>	
<b>Net income (expenditure) resources before transfers</b>	<b>-723</b>	<b>-859</b>	<b>-2,720</b>	<b>-4,301</b>	<b>1,695</b>	
<b>Transfers between funds:</b>						
Gross transfers between funds - in	1,342	0	0	1,342	2,183	D
Gross transfers between funds - out	0	-1,342	0	-1,342	-2,183	D
<b>Investment and Assets valuations:</b>						
Gains/losses on investment assets	0	0	0	0	-	B3
Gains on revaluation, fixed assets, charity's own use	0	0	0	0	13,000	C
<b>Net movement in funds</b>	<b>619</b>	<b>-2,201</b>	<b>-2,176</b>	<b>-4,301</b>	<b>14,695</b>	
<b>Reconciliation of funds:</b>						
<b>Total funds brought forward</b>	<b>3,648</b>	<b>146,169</b>	<b>4,476</b>	<b>154,293</b>	<b>139,599</b>	
<b>Total funds carried forward</b>	<b>4,267</b>	<b>143,969</b>	<b>1,756</b>	<b>149,992</b>	<b>154,293</b>	
<b>Represented by:</b>						
Unrestricted						
General fund	4,267	0	0	4,267	3,648	
Designated						
Chapel House Revaluation Reserve	0	32,920	0	32,920	32,920	
Funds used for purchase of Chapel House	0	32,667	0	32,667	32,667	
Funds used for the improvement of Chapel House	0	77,412	0	77,412	77,412	
George	0	969	0	969	3,169	
Restricted						
The Christian Coach And Mentor Network	0	0	1,756	1,756	4,476	
<b>Total funds</b>	<b>4,267</b>	<b>143,969</b>	<b>1,756</b>	<b>149,992</b>	<b>154,293</b>	

*There may be minor discrepancies in the totals as the pence are not being shown on any of the financial statements above and on the following pages.*

See Page 12 - Statement of Financial Activities and funds summary 2021-22 for comparison with 2022-23.

**Chapel House Ministries  
Balance Sheet**

	As at 31/03/2023	As at 31/03/2022
<b>Fixed assets</b>		
Chapel House	300,000	300,000
	<b>300,000</b>	<b>300,000</b>
<b>Current assets</b>		
Debtors	268	201
Cash At Bank And In Hand	5,287	9,655
	<b>5,555</b>	<b>9,856</b>
<b>Liabilities</b>		
Current Liabilities	-	-
<b>Net current assets less current liabilities</b>	<b>5,555</b>	<b>9,856</b>
<b>Total assets less current liabilities</b>	<b>305,555</b>	<b>309,856</b>
<b>Less Liabilities:</b>		
Provision For Liabilities After One Year	155,563	155,563
<b>Total net assets less liabilities</b>	<b>149,992</b>	<b>154,293</b>
<b>Represented by:</b>		
<b>Unrestricted</b>		
Unrestricted - General Funds	4,267	3,648
<b>Designated</b>		
Chapel House Revaluation Reserve	32,920	32,920
Funds used for purchase of Chapel House	32,667	32,667
Funds used for the improvement of Chapel House	77,412	77,412
George	969	3,169
<b>Restricted</b>		
The Christian Coach And Mentor Network	1,756	4,476
<b>Fund Totals</b>	<b>149,992</b>	<b>154,293</b>

Note 1: It is the policy of the charity to prepare accounts on a receipts and payments basis with the exception of the recovery of tax on Gift Aided donations and the valuation of the Chapel House property.

**Chapel House Ministries**  
**Fund movement summary**  
**Period: 01 April 2022 to 31 March 2023**

Fund	Fund balances brought forward £	Incoming Resources £	Outgoing Resources £	Transfers £	Gains and Losses £	Fund balances carried forward £
<b>Unrestricted funds:</b>						
General fund	3,648	7,072	7,795	1,342	-	4,267
<b>Designated funds:</b>						
Air - Airbnb	-	1,342	-	-1,342	-	-
Funds used for purchase of Chapel House	32,667	-	-	-	-	32,667
Funds used for the improvement of Chapel House	77,412	-	-	-	-	77,412
Chapel House Revaluation Reserve	32,920	-	-	-	0	32,920
George	3,169	7,113	9,314	-	-	969
<b>Restricted funds:</b>						
The Christian Coach And Mentor Network	4,476	2,923	5,642	-	-	1,756
<b>Total charity funds</b>	<b>154,293</b>	<b>23,967</b>	<b>22,273</b>	<b>-</b>	<b>13,000</b>	<b>149,992</b>

**Chapel House Ministries**  
**Statement of Assets and Liabilities (by code)**  
**As at: 31 March 2023**

Class and nominal code	General (Unrestricted) £	Designated £	Restricted £	Total £	Last year £
<b>Fixed Asset - Tangible Assets</b>					
6431: Chapel House purchase	-	189,667	-	189,667	189,667
6432: Chapel House Improvements	-	77,412	-	77,412	77,412
6433: Chapel House Revaluation	-	32,920	-	32,920	32,920
<b>Total</b>	<b>-</b>	<b>300,000</b>	<b>-</b>	<b>300,000</b>	<b>300,000</b>
<b>Current Asset - Cash At Bank And In Hand</b>					
6501: Bank current account	4,236	-705	1,756	5,287	9,655
<b>Total</b>	<b>4,236</b>	<b>-705</b>	<b>1,756</b>	<b>5,287</b>	<b>9,655</b>
<b>Current Asset - Debtors</b>					
Z05: Accounts Receivable	31	236	-	268	201
<b>Total</b>	<b>31</b>	<b>236</b>	<b>-</b>	<b>268</b>	<b>201</b>
<b>Liability - Provision For Liabilities After One Year</b>					
6602: Long Term Loans received	-	155,563	-	155,563	155,563
<b>Total</b>	<b>-</b>	<b>155,563</b>	<b>-</b>	<b>155,563</b>	<b>155,563</b>
<b>Net total assets</b>	<b>4,267</b>	<b>143,969</b>	<b>1,756</b>	<b>149,992</b>	<b>154,293</b>
<b>Represented by</b>					
<b>Unrestricted funds:</b>					
General	4,267	-	-	4,267	3,648
<b>Designated funds:</b>					
Funds used for purchase of Chapel House George	-	32,667	-	32,667	32,667
Funds used for improvement of Chapel House	-	969	-	969	3,169
Chapel House revaluation reserve	-	77,412	-	77,412	77,412
	-	32,920	-	32,920	32,920
<b>Restricted funds:</b>					
Christian Coach and Mentor Network	-	-	1,756	1,756	4,476
<b>Total funds of the charity</b>	<b>4,267</b>	<b>143,969</b>	<b>1,756</b>	<b>149,992</b>	<b>154,293</b>

Chapel House Ministries Annual Report and Accounts 2023

**Chapel House Ministries**  
**Analysis of income and expenditure**  
**Period: 01 April 2022 to 31 March 2023**

	General £	Designated £	Restricted £	Total this year £	Total last year £
<b>NOTE A</b>					
<b><u>Incoming resources</u></b>					
<b>Incoming resources from generated funds</b>					
0101 - Gift Aid - Bank	360	2,190	-	2,550	2,880
0201 - Other planned giving	120	3,125	-	3,245	3,234
0501 - One-off Gift Aid gifts	0	0	-	4,602	4,602
0550 - Donations appeals etc	3,865	1,250	0	5,115	5,606
0601 - Tax recoverable on Gift Aid	75	548	-	623	1,548
0901 - Other funds generated	1,494	-	-	1,494	56
1020 - Bank and building society interest	8	0	-	8	5
1030 - Rent from lands or buildings	-	1,342	-	1,342	2,183
0401 - Annual Subscriptions	-	-	2,710	2,710	2,630
0402 - Training Delivery	-	-	0	0	461
0403 - Gifts Received	-	-	1,363	1,363	763
<b>Incoming resources from generated funds Totals</b>	<b>5,922</b>	<b>8,455</b>	<b>4,073</b>	<b>18,449</b>	<b>23,967</b>
1500 - Prior Year Adjustment	1,150	-	-1,150	0	-
<b>Incoming resources Grand totals</b>	<b>7,072</b>	<b>8,455</b>	<b>2,923</b>	<b>18,449</b>	<b>23,967</b>
<b><u>Resources used</u></b>					
<b>NOTE B2</b>					
<b>Cost of generating funds</b>					
1730 - Costs of retreats & events	791	-	0	791	1,079
<b>Cost of generating funds Totals</b>	<b>791</b>	<b>-</b>	<b>0</b>	<b>791</b>	<b>1,079</b>
<b>NOTE B1</b>					
<b>Charitable activities</b>					
1601 - Administration CCMN	-	-	1,287	1,287	2,809
1602 - Website and Email CCMN	-	-	2,590	2,590	-
1603 - Social Media and Marketing CCMN	-	-	1,680	1,680	225
1604 - IT Support CCMN	-	-	0	0	192
1801 - Giving to mission partners	0	9,314	0	9,314	8,293
1850 - Home mission	0	-	-	0	250
1870 - Secular charities	-	-	-	-	-
2050 - Caretaking	2,400	-	-	2,400	2,400
2331 - Cleaning	106	-	-	106	29
2343 - Furniture and Equipment	311	-	-	311	852
2350 - Upkeep of garden	164	-	-	164	1,345
2360 - Administration	1,374	-	86	1,460	593
2401 - Chapel House - insurance	1,048	-	-	1,048	989
2402 - Chapel House maintenance	642	-	-	642	2,257
2414 - Chapel House heating and lighting	960	-	-	960	960
<b>Charitable activities Totals</b>	<b>7,001</b>	<b>9,314</b>	<b>5,642</b>	<b>21,960</b>	<b>21,194</b>
2900 - Prior Year Adjustment	-	-	-	-	-
<b>Resources used Grand totals</b>	<b>7,795</b>	<b>9,314</b>	<b>5,642</b>	<b>22,751</b>	<b>22,273</b>
<i>Net change in resources (-ve = reduction)</i>	-723	-859	-2,719	-4,302	1,694

**Note B3 Investments:** The Charity does not hold any cash investments.

**Note C Property Valuation:** This was last carried out on 4<sup>th</sup> February 2022 by Messrs Nicol & Co. The basis for valuation was market value based on the values of similar residential properties in the area. The property was valued in the region of £300,000. In accordance with the Financial Reporting Standard (FRS102) the Charity will arrange for revaluations with sufficient regularity to ensure that the value in the accounts doesn't vary materially from its current value. The Trustees plan to seek another valuation in 2027.

Property: Chapel House, Mosely Road, Hallow.	Freehold Land and Buildings as at 31-3-23	Freehold Land and Buildings as at 31-3-22
	£	£
<b>Cost &amp; valuation history</b>		
Purchase price March 2014 (including capitalised fees and costs)	189,667	189,667
Cost of reordering & improvements 2016-17	62,627	62,627
Cost of reordering and improvements 2017-18	2,786	2,786
Cost of improvements to driveway & external areas in 2020	12,000	12,000
Revaluation on 20-09-2017	19,920	19,920
Revaluation on 04-02-2022	13,000	13,000
<b>Net book value at the end of year</b>	<b>300,000</b>	<b>300,000</b>
N.b. there were no impairments and no depreciation applied		

**Note D Transfers between funds:** the funds generated by the Airbnb project of £1,342 in 2022/23 (£2,183 in 2021/22) were transferred to the General Fund. This project was established to provide funding for the charity by making better use of the Chapel House building.

**Note E Debtors:** One claim was made to HMRC after 31-03-2023 in respect of Gift Aided income prior to 01-04-2023. The claim totalled £268 (£201 (2021/22) and has been treated as an accrual of income in the 2022/23 accounts. The claim was received in September 2023.

**Note F Long Term Liabilities:** During 2020-21 a long-term loan was repaid, thus reducing the amount of Long-Term Liabilities in the Balance Sheet. The repayment was funded from donations during 2020-21. As the original purpose of the loan was to help fund the purchase of Chapel House, the application of the Chapel House donations to the repayment is also shown as increasing the value of the "Funds used for purchase of Chapel House" in the Balance Sheet.

**Donations of goods and services in kind:** Our annual independent examination was carried out by Tim Marlow free of charge. Volunteers provide their services to administer the charity and manage events.

# Chapel House Ministries Annual Report and Accounts 2023

## Chapel House Ministries Statement of Financial Activities For the period from 01 April 2021 to 31 March 2022

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £	Prior year total funds £	Further details
<b>Incoming resources</b>						
Incoming resources from generated funds	-	-	3,854	3,854	2,690	A
Voluntary income	6,554	9,896	1,475	17,925	41,278	A
Investment income	5	2,183	-	2,188	540	
Other incoming resources	-	-	-	-	2,112	
<b>Total income</b>	<b>6,559</b>	<b>12,079</b>	<b>5,329</b>	<b>23,967</b>	<b>47,167</b>	
<b>Resources used</b>						
Cost of generating voluntary income	1,019	-	60	1,079	409	B2
Charitable activities	10,279	7,668	3,246	21,194	30,334	B1
Prior year adjustments	-	-	-	-	2,659	
<b>Total expenditure</b>	<b>11,299</b>	<b>7,668</b>	<b>3,306</b>	<b>22,273</b>	<b>33,402</b>	
<b>Net income (expenditure) resources before transfers</b>	<b>-4,739</b>	<b>4,411</b>	<b>2,022</b>	<b>1,695</b>	<b>13,765</b>	
<b>Transfers between funds:</b>						
Gross transfers between funds - in	2,183	-	-	2,183	537	D
Gross transfers between funds - out	-	-2,183	-	-2,183	-537	D
<b>Investment and Assets valuations:</b>						
Gains/losses on investment assets	-	-	-	-	-	B3
Gains on revaluation, fixed assets, charity's own use	-	13,000	-	13,000	-	C
<b>Net movement in funds</b>	<b>-2,556</b>	<b>15,228</b>	<b>2,022</b>	<b>14,695</b>	<b>13,765</b>	
<b>Reconciliation of funds:</b>						
<b>Total funds brought forward</b>	<b>6,204</b>	<b>130,941</b>	<b>2,454</b>	<b>139,599</b>	<b>125,833</b>	
<b>Total funds carried forward</b>	<b>3,648</b>	<b>146,169</b>	<b>4,476</b>	<b>154,293</b>	<b>139,599</b>	
<b>Represented by:</b>						
Unrestricted						
General fund	3,648	-	-	3,648	6,204	
Designated						
Chapel House Revaluation Reserve	-	32,920	-	32,920	19,920	
Funds used for purchase of Chapel House	-	32,667	-	32,667	32,667	
Funds used for the improvement of Chapel House	-	77,412	-	77,412	77,412	
George	-	3,169	-	3,169	941	
Restricted						
The Christian Coach And Mentor Network	-	-	4,476	4,476	2,454	
<b>Total funds</b>	<b>3,648</b>	<b>146,169</b>	<b>4,476</b>	<b>154,293</b>	<b>139,599</b>	

*There may be minor discrepancies in the totals as the pence are not being shown on any of the financial statements above and on the following pages.*

This statement for the previous year is provided as a comparator with the latest Statement of Financial Activities as set out on page 6.

**Independent Examiner's Report to the trustees of Chapel House Ministries  
Registered Charity 1156159.**

---

I report to the trustees on my examination of the accounts of Chapel House Ministries (the Trust) for the year ended 31 March 2023.

**Responsibilities and basis of report**

As the charity trustees of the Trust 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 Trust'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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



Timothy Marlow  
FCMA, CGMA (Retired)

11 Ingram Avenue, Worcester.

05 January 2024

**CHAPEL HOUSE MINISTRIES**

England & Wales - Charity number 1156159

---

# Accounts

---

# CH

## CHAPEL HOUSE

---

REST WAIT RECEIVE

# ANNUAL REPORT AND ACCOUNTS

## 2022

(For the period to 31-03-22)

[www.chapelhouseministries.org.uk](http://www.chapelhouseministries.org.uk)

Chapel House Ministries is a Registered Charity No. 1156159

## 1. Introduction

The Annual Report and Accounts for Chapel House Ministries is written equally for Trustees and those outside of the charity looking in. As a charity we have to be publicly accountable to everyone. Therefore, it is produced in accordance with the requirements of the Charities Act and any regulations made there under and the Charities SORP; Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard (FRS102) (effective 1 January 2019). For further information please contact the Chairman, Secretary or Treasurer.

### **Contact Details:**

Chapel House Ministries, Chapel House, Moseley Road, Hallow, Worcestershire, WR2 6NH.

## 2. Administrative Information

Chapel House Ministries is a registered charity number 1156159 operating out of Chapel House (see address above). During the period 01 April 2021 to 31 March 2022 the following Trustees were appointed:

### **The first charity trustees are as follows:**

Paul Frederick Wilcox  
Jane Paton Wilcox

### **The charity trustees appointed for the following terms are as follows:**

Deborah Mary Austin for 4 years to 20<sup>th</sup> March 2022  
Charles Michael Barry Austin for 4 years to 20<sup>th</sup> March 2022  
Gillian Lucas for 4 years to 20<sup>th</sup> March 2022  
Grahame Lucas for 4 years to 20<sup>th</sup> March 2022

### **The charity trustees appointed for the following terms are as follows:**

Deborah Mary Austin for 4 years to 20<sup>th</sup> March 2026  
Charles Michael Barry Austin for 4 years to 20<sup>th</sup> March 2026  
Gillian Lucas for 4 years to 20<sup>th</sup> March 2026  
Grahame Lucas for 4 years to 20<sup>th</sup> March 2026

## 3. Structure, Governance and Management

Chapel House Ministries is a Charitable Incorporated Organisation (CIO) and operates in accordance with its Constitution dated 4<sup>th</sup> February 2014.

The Trustees are responsible for all aspects of the operation of the Charity including Health and Safety, discrimination and protection of vulnerable people. The Trustees are also responsible for strategic risk management and consider any material risks at each Trustee meeting. Management actions are routinely put in place for material risks. The trustees also have adopted a standard conflict of interest clause.

The value of the charity's property provides sufficient cover for the long-term liabilities and the low-level strategic risk that the charity is forced to cease operating due to the loss of key Trustees.

The Charity Trustees meet up to four times a year and are responsible for all business decisions of the Charity.

#### **4. Objectives**

The objects of the Chapel House Ministries are

- a. To advance the Christian faith, locally, nationally and internationally, for the public benefit, but not exclusively by developing, providing (and facilitating):
  - i. Models of mentoring and hospitality,
  - ii. A ministry among people wanting to grow in their Christian faith and discipleships,
  - iii. Mentoring or Christian counselling sessions,
  - iv. Literature on Christian mentoring,
  - v. A retreat centre (Chapel House) for the above purposes, and
  - vi. Grants to individuals.
- b. exploring how Christian Mentoring and Counselling might interact.

#### **5. Achievements and Outcomes**

Although it started in the final stages of Lockdown, the year 2021-2022 saw a 'normal service' resuming with Chapel House Ministries. It is encouraging to note that 87 individuals have been to stay on personal retreats (either for one day or for a couple of days together) or for personal counselling sessions. Generally, these folk will make use of the kitchen facilities, or the local pub for meals. We don't normally offer to provide meals unless they are mentees and on occasions, we might do that.

The 135 individuals who have visited Chapel House for the events listed below have represented a wide range of churches and organisations e.g., Baptist Church leadership teams from Worcester and Malvern; Worcestershire Home for Good teams; 'Fusion' (University Students) fellowship times; team meetings for the Christian Coach and Mentor Network; An Unexpected Journey weekend retreat at which a progressive approach to contemporary Christianity was explored. It has really felt as if we have got back on track for the initial vision of Chapel House. The help of volunteers has been significant, but not needed very often.

A further highly important function of Chapel House in this period has been to provide a safe and comfortable venue for Jane to see her counselling clients. She receives very positive feedback regularly with comments about the how conducive the environment is for confidential conversations.

In accordance with our Objects, we approved grants to overseas organisations and individuals. In part this was through funds donated for this purpose and partly through general funds. Careful background checks were made to ensure the money sent abroad was both received and used for the purposes intended when the grants were made. In general terms the funding has supported Christian workers in Tanzania. In one case it has enabled a PhD student to become the academic Dean of Msalato theological college, Dodoma. This enables him to train Christian pastors. Some local churches have used this opportunity to sponsor students to attend. In another case the grant has helped a Church Mission Society sponsored family to expand the work amongst people with disabilities in Iringa and, in 2023, in Arusha.

Chapel House Ministries started in early 2014 and since then has:

	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
<b>Chapel House Ministries</b>							
a. ministered to, and mentored individuals	296	275	517	420	350	116	93
b. Number of individuals who have visited Chapel House for mentoring, hospitality, prayer, and lectures	31	18	37	57	32	13	135
c. received the help of volunteers	10	10	10	10	20	0	10
d. Number of mentors							84

## 6. Financial Review

In nutshell and as at 31 March 2022:

- a. During 2021/22 we spent money on retreats, equipment and furniture, mission partner support and general running costs as follow:

Expenditure	2021-22 £	2020-21 £
Chapel House – Equipment and furnishing	852	463
Chapel House - Running costs and Garden Maintenance	10,447	8,973
Mission partners	7,668	15,764
CCMN Mentoring Network	3,306	8,202
<b>Total</b>	<b>22,273</b>	33,402

- b. Income was received during the year as follows:

Income	2021-22 £	2020-21 £
Chapel House	6,559	11,654
Airbnb	2,183	537
Designated for Mission Partners	9,896	15,035
CCMN Mentoring Network	5,329	4,940
Donations for Improvements and Loan repayment	0	15,000
<b>Total</b>	<b>23,967</b>	47,167

- c. As at 31 March 2022 our **general fund** reserve stood at £3,648 (£6,204 as at 31-03-21), a decrease of £2,446 during the year (an increase of £2,756 during the previous year).
- d. As at 31 March 2022 our **Christian Coach and Mentoring Network fund** reserve stood at £4,476 (£2,454 as at 31-03-21), an increase of £2,022 in the year (a decrease of £3,262 during the previous year).
- e. By 31 March 2022 we had £9,856 i.e., £9,655 in the bank and £201 owed to us (HMRC Gift Aid claim).
- f. The income of £2,183 from the letting of Chapel House through Airbnb has been transferred to the General Fund.

## 7. Actions for the future

The Trustees are keen to build on the existing work of CHM that is proving to be meeting the Objectives. The Trustees continue to pursue how CHM might be used to explore the emerging, contemplative style of the Christian faith that seems to be striking a chord with a number of young Christians who are becoming increasingly isolated from formal church structures. During 2021-22 the Trustees addressed issues around the COVID-19 Pandemic and its significant impact on the ability of the charity to continue as normal during the pandemic. The Trustees reviewed arrangements to ensure safe and social distanced operating. The Trustees also made the decision to rent out the facility under an Airbnb arrangement to ensure that we can maintain cash flow and use of the building during the predicted fallow time. This will be kept under close scrutiny and review as we move forward in the coming months and years, to ensure we can continue to operate within the limitations of the Pandemic and the “new normal”.

The Trustees have also agreed to research separating the Christian Coach and Mentor Network element of our work into a charitable incorporated organisation of its own.

## 8. Accounting Policies

**Accruals:** It is the policy of Chapel House Ministries to prepare accounts on a payments and receipts basis. The exception to this is the claim for Gift Aid recovery from HMRC that remains outstanding at the year end. This is treated on an accrual basis.

**Property Valuation:** The Charity owns one property; Chapel House. The initial value of the building was shown at purchase cost (2014) and subsequently increased by the value of the internal reordering works carried out in 2016-17. The Charity has adopted a policy of revaluing Chapel House, in accordance with the Financial Reporting Standard (FRS102). A professional and independent valuation was carried out on 4<sup>th</sup> February 2022 and is reflected in these accounts. In accordance with the Financial Reporting Standard (FRS102) the Charity will arrange for revaluations with sufficient regularity to ensure that the value in the accounts doesn't vary materially from its current value. The Trustees plan to seek another valuation in 2027.

**Works to Property:** Items of expenditure that are deemed to improve the value of the property are capitalised and treated as part of the Fixed Asset “Chapel House”. All expenditure on maintenance is charged to the year of account. Expenditure equipment or assets on or above £2,500 with a life expectancy greater than two years is capitalised and subject to depreciation on the straight-line method over the forecast life of the asset.

**Procurement:** All expenditure above £2,500 should be subject to Trustee approval prior to purchase. Any expenditure on a single item above £2,500 should be subject to receipt of at least two written or documented quotes and be subject to Trustee approval if the lowest quote is not to be accepted. Any expenditure above £7,500 should be subject to three written quotes based on a clear specification of the works or asset to be purchased, and Trustee approval of the selected quote.

**The letting of Chapel House through Airbnb:** The Trustees have agreed to use the income from letting to support the ministry and upkeep of Chapel House.

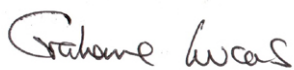
## 9. The Annual Statement of Accounts 2022

The Statement of Accounts is set out on the following pages. An Independent Examiner's report is set out on Page 10.

Page No.	Financial Statements for the period 1 April 2021 to 31 March 2022
6	Statement of Financial Activities and funds summary
7	Balance Sheet
8	Fund Movement summary
9	Statement of Assets and Liabilities
10	Analysis of Receipts and Payments (notes A, B1 and B2)
11	Additional notes to the accounts (notes B3, C, D and E)
12	Statement of Financial Activities and funds summary 2020-21 for comparison with 2020-21 on page 6
13	Report of Independent Examiner (to follow)

## 10. Notes to the Accounts

The following pages set out the statement of accounts together with notes to explain them.



Grahame Lucas  
Treasurer  
7<sup>th</sup> January 2023



Paul Wilcox  
Chairman  
7<sup>th</sup> January 2023

# Chapel House Ministries Annual Report and Accounts 2022

## Chapel House Ministries Statement of Financial Activities For the period from 01 April 2021 to 31 March 2022

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £	Prior year total funds £	Further details
<b>Incoming resources</b>						
Incoming resources from generated funds	-	-	3,854	3,854	2,690	A
Voluntary income	6,554	9,896	1,475	17,925	41,278	A
Investment income	5	2,183	-	2,188	540	
Other incoming resources	-	-	-	-	2,112	
<b>Total income</b>	<b>6,559</b>	<b>12,079</b>	<b>5,329</b>	<b>23,967</b>	<b>47,167</b>	
<b>Resources used</b>						
Cost of generating voluntary income	1,019	-	60	1,079	409	B2
Charitable activities	10,279	7,668	3,246	21,194	30,334	B1
Prior year adjustments	-	-	-	-	2,659	
<b>Total expenditure</b>	<b>11,299</b>	<b>7,668</b>	<b>3,306</b>	<b>22,273</b>	<b>33,402</b>	
<b>Net income (expenditure) resources before transfers</b>	<b>-4,739</b>	<b>4,411</b>	<b>2,022</b>	<b>1,695</b>	<b>13,765</b>	
<b>Transfers between funds:</b>						
Gross transfers between funds - in	2,183	-	-	2,183	537	D
Gross transfers between funds - out	-	-2,183	-	-2,183	-537	D
<b>Investment and Assets valuations:</b>						
Gains/losses on investment assets	-	-	-	-	-	B3
Gains on revaluation, fixed assets, charity's own use	-	13,000	-	13,000	-	C
<b>Net movement in funds</b>	<b>-2,556</b>	<b>15,228</b>	<b>2,022</b>	<b>14,695</b>	<b>13,765</b>	
<b>Reconciliation of funds:</b>						
<b>Total funds brought forward</b>	<b>6,204</b>	<b>130,941</b>	<b>2,454</b>	<b>139,599</b>	<b>125,833</b>	
<b>Total funds carried forward</b>	<b>3,648</b>	<b>146,169</b>	<b>4,476</b>	<b>154,293</b>	<b>139,599</b>	
<b>Represented by:</b>						
Unrestricted						
General fund	3,648	-	-	3,648	6,204	
Designated						
Chapel House Revaluation Reserve	-	32,920	-	32,920	19,920	
Funds used for purchase of Chapel House	-	32,667	-	32,667	32,667	
Funds used for the improvement of Chapel House	-	77,412	-	77,412	77,412	
George	-	3,169	-	3,169	941	
Restricted						
The Christian Coach And Mentor Network	-	-	4,476	4,476	2,454	
<b>Total funds</b>	<b>3,648</b>	<b>146,169</b>	<b>4,476</b>	<b>154,293</b>	<b>139,599</b>	

*There may be minor discrepancies in the totals as the pence are not being shown on any of the financial statements above and on the following pages.*

See Page 12 - Statement of Financial Activities and funds summary 2020-21 for comparison with 2021-22.

**Chapel House Ministries  
Balance Sheet**

	As at 31/03/2022	As at 31/03/2021
<b>Fixed assets</b>		
Tangible Assets	300,000	287,000
	<b>300,000</b>	<b>287,000</b>
<b>Current assets</b>		
Debtors	201	1,388
Cash At Bank And In Hand	9,655	6,774
	<b>9,856</b>	<b>8,161</b>
<b>Liabilities</b>		
Current Liabilities	-	-
<b>Net current assets less current liabilities</b>	<b>9,856</b>	<b>8,161</b>
<b>Total assets less current liabilities</b>	<b>309,856</b>	<b>295,161</b>
<b>Less Liabilities:</b>		
Provision For Liabilities After One Year	155,563	155,563
<b>Total net assets less liabilities</b>	<b>154,293</b>	<b>139,599</b>
<b>Represented by:</b>		
<b>Unrestricted</b>		
Unrestricted - General Funds	3,648	6,204
<b>Designated</b>		
Chapel House Revaluation Reserve	32,920	19,920
Funds used for purchase of Chapel House	32,667	32,667
Funds used for the improvement of Chapel House George	77,412	77,412
	3,169	941
<b>Restricted</b>		
The Christian Coach And Mentor Network	4,476	2,454
<b>Fund Totals</b>	<b>154,293</b>	<b>139,599</b>

Note 1: It is the policy of the charity to prepare accounts on a receipts and payments basis with the exception of the recovery of tax on Gift Aided donations and the valuation of the Chapel House property.

**Chapel House Ministries**  
**Fund movement summary**  
**Period: 01 April 2021 to 31 March 2022**

Fund	Fund balances brought forward £	Incoming Resources £	Outgoing Resources £	Transfers £	Gains and Losses £	Fund balances carried forward £
<b>Unrestricted funds:</b>						
General fund	6,204	6,559	11,299	2,183	-	3,648
<b>Designated funds:</b>						
Air - Airbnb	-	2,183	-	-2,183	-	-
Funds used for purchase of Chapel House	32,667	-	-	-	-	32,667
Funds used for the improvement of Chapel House	77,412	-	-	-	-	77,412
Chapel House Revaluation Reserve	19,920	-	-	-	13,000	32,920
George	941	9,896	7,668	-	-	3,169
<b>Restricted funds:</b>						
The Christian Coach And Mentor Network	2,454	5,329	3,306	-	-	4,476
<b>Total charity funds</b>	<b>139,599</b>	<b>23,967</b>	<b>22,273</b>	<b>-</b>	<b>13,000</b>	<b>154,293</b>

Chapel House Ministries Annual Report and Accounts 2022

**Chapel House Ministries**  
**Statement of Assets and Liabilities (by code)**  
**As at: 31 March 2022**

Class and nominal code	General (Unrestricted) £	Designated £	Restricted £	Total £	Last year £
<b>Fixed Asset - Tangible Assets</b>					
6431: Chapel House purchase	-	189,667	-	189,667	189,667
6432: Chapel House Improvements	-	77,412	-	77,412	77,412
6433: Chapel House Revaluation	-	32,920	-	32,920	19,920
<b>Total</b>	<b>-</b>	<b>300,000</b>	<b>-</b>	<b>300,000</b>	<b>287,000</b>
<b>Current Asset - Cash At Bank And In Hand</b>					
6501: Bank current account	3,628	1,551	4,476	9,655	6,774
<b>Total</b>	<b>3,628</b>	<b>1,551</b>	<b>4,476</b>	<b>9,655</b>	<b>6,774</b>
<b>Current Asset - Debtors</b>					
Z05: Accounts Receivable	20	181	-	201	1,388
<b>Total</b>	<b>20</b>	<b>181</b>	<b>-</b>	<b>201</b>	<b>1,388</b>
<b>Liability - Provision For Liabilities After One Year</b>					
6602: Long Term Loans received	-	155,563	-	155,563	155,563
<b>Total</b>	<b>-</b>	<b>155,563</b>	<b>-</b>	<b>155,563</b>	<b>155,563</b>
<b>Net total assets</b>	<b>3,648</b>	<b>146,169</b>	<b>4,476</b>	<b>154,293</b>	<b>139,599</b>
<b>Represented by</b>					
<b>Unrestricted funds:</b>					
General	3,648	-	-	3,648	6,204
<b>Designated funds:</b>					
Funds used for purchase of Chapel House	-	32,667	-	32,667	32,667
George	-	3,169	-	3,169	941
Funds used for improvement of Chapel House	-	77,412	-	77,412	77,412
Chapel House revaluation reserve	-	32,920	-	32,920	19,920
<b>Restricted funds:</b>					
Christian Coach and Mentor Network	-	-	4,476	4,476	2,454
<b>Total funds of the charity</b>	<b>3,648</b>	<b>146,169</b>	<b>4,476</b>	<b>154,293</b>	<b>139,599</b>

# Chapel House Ministries Annual Report and Accounts 2022

## Chapel House Ministries Analysis of income and expenditure Period: 01 April 2021 to 31 March 2022

	General £	Designated £	Restricted £	Total this year £	Total last year £
<b>NOTE A</b>					
<b>Incoming resources</b>					
<b>Incoming resources from generated funds</b>					
0101 - Gift Aid - Bank	540	2,340	-	2,880	2,670
0201 - Other planned giving	240	2,994	-	3,234	930
0501 - One-off Gift Aid gifts	1,250	3,352	-	4,602	8,070
0550 - Donations appeals etc	4,081	50	1,475	5,606	25,792
0601 - Tax recoverable on Gift Aid	388	1,160	-	1,548	2,763
08A1 - Non-recurring one-off grants	-	-	-	-	1,600
0901 - Other funds generated	56	-	-	56	-
1020 - Bank and building society interest	5	-	-	5	3
1030 - Rent from lands or buildings	-	2,183	-	2,183	537
0401 - Annual Subscriptions	-	-	2,630	2,630	1,430
0402 - Training Delivery	-	-	461	461	440
0403 - Gifts Received	-	-	763	763	820
<b>Incoming resources from generated funds Totals</b>	<b>6,559</b>	<b>12,079</b>	<b>5,329</b>	<b>23,967</b>	<b>45,055</b>
1500 - Prior Year Adjustment	-	-	-	-	2,112
<b>Incoming resources Grand totals</b>	<b>6,559</b>	<b>12,079</b>	<b>5,329</b>	<b>23,967</b>	<b>47,167</b>
<b>Resources used</b>					
<b>NOTE B2</b>					
<b>Cost of generating funds</b>					
1730 - Costs of retreats & events	1,019	-	60	1,079	409
<b>Cost of generating funds Totals</b>	<b>1,019</b>	<b>-</b>	<b>60</b>	<b>1,079</b>	<b>409</b>
<b>NOTE B1</b>					
<b>Charitable activities</b>					
1601 - Administration CCMN	-	-	2,809	2,809	6,063
1602 - Website and Email CCMN	-	-	-	-	137
1603 - Social Media and Marketing CCMN	-	-	225	225	1,260
1604 - IT Support CCMN	-	-	192	192	383
1801 - Giving to mission partners	625	7,668	-	8,293	14,963
1850 - Home mission	250	-	-	250	-
1870 - Secular charities	-	-	-	-	23
2050 - Caretaking	2,400	-	-	2,400	2,400
2331 - Cleaning	29	-	-	29	56
2343 - Furniture and Equipment	852	-	-	852	463
2350 - Upkeep of garden	1,345	-	-	1,345	972
2360 - Administration	573	-	20	593	781
2401 - Chapel House - insurance	989	-	-	989	983
2402 - Chapel House maintenance	2,257	-	-	2,257	891
2414 - Chapel House heating and lighting	960	-	-	960	960
<b>Charitable activities Totals</b>	<b>10,279</b>	<b>7,668</b>	<b>3,246</b>	<b>21,194</b>	<b>30,334</b>
2900 - Prior Year Adjustment	-	-	-	-	2,659
<b>Resources used Grand totals</b>	<b>11,299</b>	<b>7,668</b>	<b>3,306</b>	<b>22,273</b>	<b>33,402</b>
<i>Net change in resources (-ve = reduction)</i>	<i>-4,740</i>	<i>4,411</i>	<i>2,023</i>	<i>1,694</i>	<i>13,765</i>

**Note B3 Investments:** The Charity does not hold any cash investments.

**Note C Property Valuation:** This was last carried out on 4<sup>th</sup> February 2022 by Messrs Nicol & Co. The basis for valuation was market value based on the values of similar residential properties in the area. The property was valued in the region of £300,000. In accordance with the Financial Reporting Standard (FRS102) the Charity will arrange for revaluations with sufficient regularity to ensure that the value in the accounts doesn't vary materially from its current value. The Trustees plan to seek another valuation in 2027.

Property: Chapel House, Mosely Road, Hallow.	Freehold Land and Buildings as at 31-3-22	Freehold Land and Buildings as at 31-3-21
	£	£
<b>Cost &amp; valuation history</b>		
Purchase price March 2014 (including capitalised fees and costs)	189,667	189,667
Cost of reordering & improvements 2016-17	62,627	62,627
Cost of reordering and improvements 2017-18	2,786	2,786
Cost of improvements to driveway & external areas in 2020	12,000	12,000
Revaluation on 20-09-2017	19,920	19,920
Revaluation on 04-02-2022	13,000	-
<b>Net book value at the end of year</b>	<b>300,000</b>	<b>287,000</b>
N.b. there were no impairments and no depreciation applied		

**Note D Transfers between funds:** the funds generated by the Airbnb project of £2,183 in 2021/22 (£537 in 2020/21) were transferred to the General Fund. This project was established to provide funding for the charity by making better use of the Chapel House building.

**Note E Debtors:** One claim was made to HMRC after 31-03-2022 in respect of Gift Aided income prior to 01-04-2022. The claim totalled £201 (£1,388 (2020-21) and has been treated as an accrual of income in the 2021/22 accounts. The claim was received in November 2022.

**Note F Long Term Liabilities:** During 2020-21 a long-term loan was repaid, thus reducing the amount of Long-Term Liabilities in the Balance Sheet. The repayment was funded from donations during 2020-21. As the original purpose of the loan was to help fund the purchase of Chapel House, the application of the Chapel House donations to the repayment is also shown as increasing the value of the "Funds used for purchase of Chapel House" in the Balance Sheet.

**Donations of goods and services in kind:** The revaluation of Chapel House was carried out by Messrs Nicol & Co. free of charge. Our annual independent examination was carried out by Tim Marlow free of charge.

**Chapel House Ministries**  
**Statement of Financial Activities Comparators**  
**For the period from 01 April 2020 to 31 March 2021**

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
	£	£	£	£	£	£
<b>Incoming resources</b>						
Incoming resources from generated funds	-	-	2,690	-	2,690	9,965
Voluntary income	10,030	29,114	2,250	-	41,278	16,573
Activities for generating funds	-	-	-	-	-	-
Investment income	3	537	-	-	540	-
Incoming resources from charitable activities	-	-	-	-	-	-
Other incoming resources	-	-	-	-	-	-
Prior Year Adjustments	1,621	491	-	-	2,112	-
<b>Total income</b>	<b>11,654</b>	<b>30,572</b>	<b>4,940</b>	<b>-</b>	<b>47,167</b>	<b>26,538</b>
<b>Resources used</b>						
Cost of generating voluntary income	409	-	-	-	409	2,027
Charitable activities	8,419	13,713	8,202	-	30,334	21,890
Prior Year Adjustments	607	2,051	0	-	2,659	0
<b>Total expenditure</b>	<b>9,436</b>	<b>15,764</b>	<b>8,202</b>	<b>-</b>	<b>33,402</b>	<b>23,917</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>2,218</b>	<b>14,808</b>	<b>-3,262</b>	<b>-</b>	<b>13,765</b>	<b>2,621</b>
<b>Transfers between funds:</b>						
Gross transfers between funds - in	537	-	-	-	537	-
Gross transfers between funds - out	-	-537	-	-	-537	-
<b>Investments and Assets valuations:</b>						
Gains/losses on investment assets	-	-	-	-	-	-
Gains on revaluation, fixed assets, charity's own use	-	-	-	-	-	-
<b>Net movement in funds</b>	<b>2,755</b>	<b>14,271</b>	<b>-3,262</b>	<b>-</b>	<b>13,765</b>	<b>2,621</b>
<b>Reconciliation of funds</b>						
Total funds brought forward	3,448	116,669	5,716	-	125,833	123,213
<b>Total funds carried forward</b>	<b>6,204</b>	<b>130,941</b>	<b>2,454</b>	<b>-</b>	<b>139,599</b>	<b>125,833</b>
<b>Represented by:</b>						
Unrestricted						
General fund	6,204	-	-	-	6,204	3,448
Designated						
Airbnb	-	-	-	-	-	-
Chapel House Revaluation Reserve	-	19,920	-	-	19,920	19,920
Funds used for purchase of Chapel House	-	32,667	-	-	32,667	29,667
Funds used for the improvement of Chapel House	-	77,412	-	-	77,412	65,412
George	-	941	-	-	941	1,669
Retreats	-	-	-	-	-	-
Restricted						
The Christian Coach And Mentor Network	-	-	2,454	-	2,454	5,716
<b>Total funds</b>	<b>6,204</b>	<b>130,941</b>	<b>2,454</b>	<b>-</b>	<b>139,599</b>	<b>125,833</b>

**Independent Examiner's Report to the trustees of Chapel House Ministries  
Registered Charity 1156159.**

---

I report to the trustees on my examination of the accounts of Chapel House Ministries (the Trust) for the year ended 31 March 2022.

**Responsibilities and basis of report**

As the charity trustees of the Trust 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 Trust'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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



Timothy Marlow  
FCMA, CGMA

11 Ingram Avenue, Worcester.

19 January 2023

**CHAPEL HOUSE MINISTRIES**

England & Wales - Charity number 1156159

---

# Accounts

---

CH  
CHAPEL HOUSE

---

REST WAIT RECEIVE

ANNUAL REPORT AND ACCOUNTS  
2021

(For the period to 31-03-21)

[www.chapelhouseministries.org.uk](http://www.chapelhouseministries.org.uk)

Chapel House Ministries is a Registered Charity No. 1156159

## 1. Introduction

The Annual Report and Accounts for Chapel House Ministries is written equally for Trustees and those outside of the charity looking in. As a charity we have to be publicly accountable to everyone. Therefore, it is produced in accordance with the requirements of the Charities Act and any regulations made there under and the Charities SORP; Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard (FRS102) (effective 1 January 2019). For further information please contact the Chairman, Secretary or Treasurer.

### **Contact Details:**

Chapel House Ministries, Chapel House, Moseley Road, Hallow, Worcestershire, WR2 6NH.

## 2. Administrative Information

Chapel House Ministries is a registered charity number 1156159 operating out of Chapel House (see address above). During the period 01 April 2020 to 31 March 2021 the following Trustees were appointed:

### **The first charity trustees are as follows:**

Paul Frederick Wilcox  
Jane Paton Wilcox

### **The charity trustees appointed for the following terms are as follows:**

Deborah Mary Austin for 4 years to 20<sup>th</sup> March 2022  
Charles Michael Barry Austin for 4 years to 20<sup>th</sup> March 2022  
Gillian Lucas for 4 years to 20<sup>th</sup> March 2022  
Grahame Lucas for 4 years to 20<sup>th</sup> March 2022

## 3. Structure, Governance and Management

Chapel House Ministries is a Charitable Incorporated Organisation (CIO) and operates in accordance with its Constitution dated 4<sup>th</sup> February 2014.

The Trustees are responsible for all aspects of the operation of the Charity including Health and Safety, discrimination and protection of vulnerable people. The Trustees are also responsible for strategic risk management and consider this at each Trustee meeting. Management actions are routinely put in place for material risks. The trustees also have adopted a standard conflict of interest clause.

The Charity Trustees meet four times a year and are responsible for all business decisions of the Charity.

## 4. Objectives

The objects of the Chapel House Ministries are; -

- a. To advance the Christian faith, locally, nationally and internationally, for the public benefit, but not exclusively by developing, providing (and facilitating):
  - i. Models of mentoring and hospitality,
  - ii. A ministry among people wanting to grow in their Christian faith and discipleships,
  - iii. Mentoring or Christian counselling sessions,
  - iv. Literature on Christian mentoring,

- v. A retreat centre (Chapel House) for the above purposes, and
- vi. Grants to individuals.

b. exploring how Christian Mentoring and Counselling might interact.

## 5. Achievements and Outcomes

The year 2020-2021 was very different for Chapel House Ministries. Most of the year was spent in Lockdown and so the number of events and activities was dramatically reduced, as can be seen in the table below. Please note that the Zoom meetings mentioned were online retreats organised under the auspices of Chapel House Ministries, which would ordinarily have taken place in person. The 16 visits by individuals took place during brief periods when restrictions were lifted and it was considered safe enough to offer accommodation.

The Christian Coach and Mentoring Network (CCMN) was renamed from The Mentoring Network (TMN) during the year. During 2020-21 we secured a grant from the St Barnabas Trust of £1,600 towards the work of CCMN. Our mentoring work continues to grow and we are currently operating with 76 mentors / Coaches, and have mentored or coached 161 individuals.

During Lockdown, however, thanks to the generosity of donors, we were able to take advantage of the fact that the premises were not being used and have had a significant amount of work done i.e. redecoration throughout the building, block paving of the drive, repair and painting of boundary fences, and wooden cladding of the garage. All of this has helped to improve the aesthetic appeal of the building and will make it more comfortable and attractive for future guests.

Chapel House Ministries started in early 2014 and since then has:

	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
<b>Chapel House Ministries</b>						
a. ministered to, and mentored individuals	296	275	517	420	350	116
b. held separate events for mentoring, hospitality, prayer, and lectures	31	18	37	57	32	13
c. received the help of volunteers	10	10	10	10	20	0

## 6. Financial Review

In nutshell and as at 31 March 2021:

- a. During 2020-21 we spent money on retreats, equipment and furniture, mission partner support and general running costs as follow:

Expenditure	2020-21 £	2019-20 £
Chapel House – Equipment and furnishing	463	623
Chapel House - Running costs and Garden Maintenance	8,973	8,211
Mission partners	15,764	8,191
CCMN Mentoring Network	8,202	6,892
<b>Total</b>	<b>33,402</b>	<b>23,917</b>

b. Income was received during the year as follows:

<b>Income</b>	<b>2020-21</b>	<b>2019-20</b>
	<b>£</b>	<b>£</b>
Chapel House	11,654	9,072
Airbnb	537	0
Designated for Mission Partners	15,035	7,501
CCMN Mentoring Network	4,940	9,965
Donations for Improvements and Loan repayment	15,000	0
<b>Total</b>	<b>47,167</b>	<b>26,538</b>

- c. As at 31 March 2021 our **general fund** reserve stood at £6,204 (£3,448 as at 31-03-20), an increase of £2,756 during the year.
- d. As at 31 March 2021 our **Christian Coach and Mentoring Network fund** reserve stood at £2,454 (£5,716 as at 31-03-20), a decrease of £3,262 during the year.
- e. By 31 March 2021 we had £8,161 i.e., £6,774 in the bank and £1,388 owed to us (HMRC Gift Aid claim).
- f. During 2020-21 we received grants totalling £15,000 and these were used to fund the improvement works and repay a £3,000 loan used to help fund the purchase of Chapel house in 2014.
- g. The income of £537 from the letting of Chapel House through Airbnb has been transferred to the General Fund.

## 7. Actions for the future

The Trustees are keen to build on the existing work of CHM that is proving to be meeting the Objectives.

The Trustees continue to pursue how CHM might be used to explore the emerging, contemplative style of the Christian faith that seems to be striking a chord with a number of young Christians who are becoming increasingly isolated from formal church structures.

During 2020-21 the Trustees addressed issues around the COVID-19 Pandemic and its significant impact on the ability of the charity to continue as normal during the pandemic. The Trustees reviewed arrangements to ensure safe and social distanced operating. The Trustees also made the decision to rent out the facility under an Airbnb arrangement to ensure that we can maintain cash flow and use of the building during the predicted fallow time. This will be kept under close scrutiny and review as we move forward in the coming months and years, to ensure we can continue to operate within the limitations of the Pandemic and the “new normal”.

## 8. Accounting Policies

**Accruals:** It is the policy of Chapel House Ministries to prepare accounts on a payments and receipts basis. The exception to this is the claim for Gift Aid recovery from HMRC that remains outstanding at the year end. This will be treated on an accrual basis.

**Property Valuation:** The Charity owns one property; Chapel House. The initial value of the building was shown at purchase cost (2014) and subsequently increased by the value of the internal reordering works carried out in 2016-17. The Charity has adopted a policy of revaluing Chapel House, in accordance with the Financial

## Chapel House Ministries Annual Report and Accounts 2021

Reporting Standard (FRS102). In 2017 a professional and independent valuation was carried out as now reflected in these accounts.

**The letting of Chapel House through Airbnb:** the Trustees have agreed to use the income from letting to support the ministry and upkeep of Chapel House.

### 9. The Annual Statement of Accounts 2021

The Statement of Accounts is set out on the following pages. An Independent Examiner's report is set out on Page 10.

Page No.	Financial Statements for the period 1 April 2020 to 31 March 2021
5	Statement of Financial Activities and funds summary
6	Balance Sheet
7	Fund Movement summary
8	Statement of Assets and Liabilities
9	Analysis of Receipts and Payments (notes A, B1 and B2)
10	Additional notes to the accounts (notes B3, C, D and E)
11	Statement of Financial Activities and funds summary 2019-20 for comparison with 2020-21 on page 5
12	Report of Independent Examiner

### 10. Notes to the Accounts

The following pages set out the statement of accounts together with notes to explain them.

# Chapel House Ministries Annual Report and Accounts 2021

## Chapel House Ministries Statement of Financial Activities For the period from 01 April 2020 to 31 March 2021

	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	Total funds £	Prior year total funds £	Further details
<b>Incoming resources</b>							
Incoming resources from generated funds	-	-	2,690	-	2,690	9,965	A
Voluntary income	10,030	29,114	2,250	-	41,278	16,573	A
Activities for generating funds	-	-	-	-	-	-	
Investment income	3	537	-	-	540	-	
Incoming resources from charitable activities	-	-	-	-	-	-	
Other incoming resources	-	-	-	-	-	-	
Prior Year Adjustments	1,621	491	-	-	2,112	-	
<b>Total income</b>	<b>11,654</b>	<b>30,572</b>	<b>4,940</b>	<b>-</b>	<b>47,167</b>	<b>26,538</b>	
<b>Resources used</b>							
Cost of generating voluntary income	409	-	-	-	409	2,027	B2
Charitable activities	8,419	13,713	8,202	-	30,334	21,890	
Prior Year Adjustments	607	2,051	0	-	30,334	21,890	B1
<b>Total expenditure</b>	<b>9,436</b>	<b>15,764</b>	<b>8,202</b>	<b>-</b>	<b>33,402</b>	<b>23,917</b>	
<b>Net income / (expenditure) resources before</b>	<b>2,218</b>	<b>14,808</b>	<b>-3,262</b>	<b>-</b>	<b>13,765</b>	<b>2,621</b>	
<b>Transfers between funds:</b>							
Gross transfers between funds - in	537	-	-	-	537	-	D
Gross transfers between funds - out	-	-537	-	-	-537	-	D
<b>Investments and Assets valuations:</b>							
Gains/losses on investment assets	-	-	-	-	-	-	B3
Gains on revaluation, fixed assets, charity's own use	-	-	-	-	-	-	C
<b>Net movement in funds</b>	<b>2,755</b>	<b>14,271</b>	<b>-3,262</b>	<b>-</b>	<b>13,765</b>	<b>2,621</b>	
<b>Reconciliation of funds</b>							
Total funds brought forward	3,448	116,669	5,716	-	125,833	123,213	
Total funds carried forward	6,204	130,941	2,454	-	139,599	125,833	
<b>Represented by:</b>							
Unrestricted							
General fund	6,204	-	-	-	6,204	3,448	
Designated							
Airbnb	-	-	-	-	-	-	
Chapel House Revaluation Reserve	-	19,920	-	-	19,920	19,920	
Funds used for purchase of Chapel House	-	32,667	-	-	32,667	29,667	
Funds used for the improvement of Chapel House	-	77,412	-	-	77,412	65,412	
George	-	941	-	-	941	1,669	
Retreats	-	-	-	-	-	-	
Restricted							
The Christian Coach And Mentor Network	-	-	2,454	-	2,454	5,716	
<b>Total funds</b>	<b>6,204</b>	<b>130,941</b>	<b>2,454</b>	<b>-</b>	<b>139,599</b>	<b>125,833</b>	

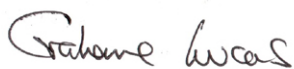
*There may be minor discrepancies in the totals as the pence are not being shown on any of the financial statements above and on the following pages.*

See Page 11 - Statement of Financial Activities and funds summary 2019-20 for comparison with 2020-21.

**Chapel House Ministries  
Balance Sheet (Summary)**

	As at 31/03/2021	As at 31/03/2020
<b>Fixed assets</b>		
Tangible Assets	287,000	275,000
<b>Total Fixed Assets</b>	<b>287,000</b>	<b>275,000</b>
<b>Current assets</b>		
Debtors	1,388	866
Cash At Bank And In Hand	6,774	8,529
	8,161	9,396
<b>Current Liabilities</b>		
Current Liabilities	-	-
<b>Net current assets less current liabilities</b>	<b>8,161</b>	<b>9,396</b>
<b>Total assets less current liabilities - net assets</b>	<b>295,161</b>	<b>284,396</b>
<b>Less Long Term Liabilities</b>		
Provision For Liabilities After One Year - see Note F, page 10	155,563	158,563
<b>Total net assets less long term liabilities</b>	<b>139,599</b>	<b>125,833</b>
<b>Represented by</b>		
<b>Unrestricted funds:</b>		
General Funds	6,204	3,448
<b>Designated funds:</b>		
Chapel House Revaluation Reserve	19,920	19,920
Funds used for purchase of Chapel House see Note F, page 10	32,667	29,667
Funds used for the improvement of Chapel House	77,412	65,412
George	941	1,669
<b>Restricted</b>		
The Christian Coach And Mentor Network	2,454	5,716
<b>Fund Totals of the charity</b>	<b>139,599</b>	<b>125,833</b>

Note 1: It is the policy of the charity to prepare accounts on a receipts and payments basis with the exception of the recovery of tax on Gift Aided donations and the valuation of the Chapel House property.



Grahame Lucas  
Treasurer  
28<sup>th</sup> January 2022



Paul Wilcox  
Chairman  
28<sup>th</sup> January 2022

**Chapel House Ministries**  
**Fund movement summary**  
**Selected period: 01 April 2020 to 31 March 2021**

Fund	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Fund balances carried forward
	£	£	£	£	£	£
<b>Unrestricted funds:</b>						
General - General fund	3,448	11,654	9,436	537	-	6,204
<b>Designated funds:</b>						
Air - Airbnb	-	537	-	-537	-	-
Funds used for purchase of Chapel House	29,667	3,000	-	-	-	32,667
Funds used for the improvement of Chapel House	65,412	12,000	-	-	-	77,412
Chapel House Revaluation Reserve	19,920	-	-	-	-	19,920
George	1,669	15,035	15,764	-	-	941
<b>Restricted Funds:</b>						
CCMN - The Christian Coach And Mentor Network	5,716	4,940	8,202	-	-	2,454
<b>Totals</b>	<b>125,833</b>	<b>47,167</b>	<b>33,402</b>	<b>0</b>	<b>0</b>	<b>139,599</b>

# Chapel House Ministries Annual Report and Accounts 2021

## Chapel House Ministries Statement of Assets and Liabilities (by code) As at: 31 March 2021

Class and nominal code	General (Unrestricted)	Designated	Restricted	Endowment	Total	Last year
	£	£	£	£	£	£
<b>Fixed Asset - Tangible Assets</b>						
6431: Chapel House purchase	-	189,667	-	-	189,667	189,667
6432: Chapel House Improvements	-	77,412	-	-	77,412	65,412
6433: Chapel House Revaluation	-	19,920	-	-	19,920	19,920
<b>Total</b>	<b>-</b>	<b>287,000</b>	<b>-</b>	<b>-</b>	<b>287,000</b>	<b>275,000</b>
<b>Current Assets - Cash At Bank And In Hand</b>						
6501: Bank current account	5,741	-1,421	2,454	-	6,774	8,529
<b>Total</b>	<b>5,741</b>	<b>-1,421</b>	<b>2,454</b>	<b>-</b>	<b>6,774</b>	<b>8,529</b>
<b>Current Asset - Debtors</b>						
Z05: Accounts Receivable	463	925	-	-	1,388	866
<b>Total</b>	<b>463</b>	<b>925</b>	<b>-</b>	<b>-</b>	<b>1,388</b>	<b>866</b>
<b>Liability - Provision For Liabilities After One Year</b>						
6602: Long Term Loans received	-	155,563	-	-	155,563	158,563
<b>Total</b>	<b>-</b>	<b>155,563</b>	<b>-</b>	<b>-</b>	<b>155,563</b>	<b>158,563</b>
<b>Net total assets</b>	<b>6,204</b>	<b>130,941</b>	<b>2,454</b>	<b>0</b>	<b>139,599</b>	<b>125,833</b>
<b>Represented by:</b>						
General (Unrestricted)	6,204	-	-	-	6,204	3,448
Funds used for purchase of Chapel House	-	32,667	-	-	32,667	29,667
George	-	941	-	-	941	1,669
Funds used for the improvement of Chapel House	-	77,412	-	-	77,412	65,412
Chapel House Revaluation Reserve	-	19,920	-	-	19,920	19,920
Restricted - CCMN	-	-	2,454	-	2,454	5,716
<b>Total funds of the charity</b>	<b>6,204</b>	<b>130,941</b>	<b>2,454</b>	<b>0</b>	<b>139,599</b>	<b>125,833</b>

# Chapel House Ministries Annual Report and Accounts 2021

## Chapel House Ministries Analysis of income and expenditure Selected period: 01 April 2020 to 31 March 2021

	General £	Designated £	Restricted £	Endowment £	Total This year £	Total Last year £
<b>Note A</b>						
<b>Incoming resources</b>						
<b>Incoming resources from generated funds</b>						
0101 - Gift Aid - Bank	550	2,120	-	-	2,670	5,995
0201 - Other planned giving	170	760	-	-	930	245
0501 - One-off Gift Aid gifts	1,800	6,270	-	-	8,070	400
0550 - Donations appeals etc	6,892	18,250	650	-	25,792	7,914
0601 - Tax recoverable on Gift Aid	619	2,145	-	-	2,763	2,391
08A1 - Non-recurring one-off grants	-	-	1,600	-	1,600	-372
1020 - Bank and building society interest	3	-	-	-	3	-
1030 - Rent from lands or buildings	-	537	-	-	537	-
0401 - Annual Subscriptions	-	-	1,430	-	1,430	80
0402 - Training Delivery	-	-	440	-	440	-
0403 - Gifts Received	-	-	820	-	820	9,885
Incoming resources from generated funds Totals	10,033	30,081	4,940	-	45,055	26,538
1500 - Prior year adjustments	1,621	491	-	-	2,112	
<b>Incoming resources Grand totals</b>	<b>11,654</b>	<b>30,572</b>	<b>4,940</b>	<b>0</b>	<b>47,167</b>	<b>26,538</b>
<b>Resources used</b>						
<b>Note B2</b>						
<b>Cost of generating funds</b>						
1730 - Costs of retreats & events	409	-	-	-	409	2,027
<b>Cost of generating funds Totals</b>	<b>409</b>	<b>-</b>	<b>-</b>	<b>0</b>	<b>409</b>	<b>2,027</b>
<b>Note B1</b>						
<b>Charitable activities</b>						
1601 - Administration CCMN	-	-	6,063	-	6,063	4,139
1602 - Website and Email CCMN	-	-	137	-	137	550
1603 - Social Media and Marketing CCMN	-	-	1,260	-	1,260	1,405
1604 - IT Support CCMN	-	-	383	-	383	569
1606 - Core Team Expenses CCMN	-	-	-	-	-	228
1801 - Giving to mission partners	1,250	13,713	-	-	14,963	5,391
1850 - Home mission	-	-	-	-	-	2,800
1870 - Secular charities	23	-	-	-	23	-
2010 - Travel costs	-	-	-	-	-	116
2050 - Caretaking	2,400	-	-	-	2,400	2,400
2201 - Training and mission	-	-	-	-	-	319
2331 - Cleaning	56	-	-	-	56	-
2343 - Furniture and Equipment	463	-	-	-	463	623
2350 - Upkeep of garden	972	-	-	-	972	951
2360 - Administration	421	-	360	-	781	262
2401 - Chapel House - insurance	983	-	-	-	983	1,077
2402 - Chapel House maintenance	891	-	-	-	891	72
2414 - Chapel House heating and lighting	960	-	-	-	960	985
Charitable activities Totals	8,419	13,713	8,202	0	30,334	21,890
2900 - Prior year adjustments	607	2,051	-	-	2,659	
<b>Resources used Grand totals</b>	<b>9,436</b>	<b>15,764</b>	<b>8,202</b>	<b>0</b>	<b>33,402</b>	<b>23,917</b>
<i>Net change in resources (-ve = reduction)</i>	2,218	14,808	-3,262	0	13,765	2,621

**Note B3 Investments:** The Charity does not hold any cash investments.

**Note C Property Valuation:** This was carried out on 20-09-2017 by Cameron H Clarke FRICS of Clarke & Jay Chartered Surveyors. The basis for valuation was market value based on the values of similar residential properties in the area. The property was valued at £275,000. In accordance with the Financial Reporting Standard (FRS102) the Charity will arrange for revaluations every 5 years (next one in 2022).

During the year works were carried out to significantly improve the driveway and external areas. These have been capitalised as they are anticipated to have improved the overall value of the Chapel House asset and are reflected below.

Property: Chapel House, Mosely Road, Hallow.	Freehold Land and Buildings as at 31-3-21	Freehold Land and Buildings as at 31-3-19
	£	£
<b>Cost &amp; valuation history</b>		
Purchase price March 2014 (including capitalised fees and costs)	189,667	189,667
Reordering & Improvements 2016-17	62,627	62,627
Reordering and improvements 2017-18	2,786	2,786
Improvements to driveway & external areas	12,000	0
Revaluation on 20-09-2017	19,920	19,920
<i>Net book value at the end of year</i>	<b>287,000</b>	<b>275,000</b>
N.b. there were no impairments and no depreciation applied		

**Note D Transfers between funds:** the funds generated by the AirBnB project in 2020/21 (£537) were transferred to the General Fund. This project was established to provide funding for the charity by making better use of the Chapel House building.

**Note E Debtors:** Three claims were made to HMRC after 31-03-2021 in respect of Gift Aided income prior to 01-04-2021. The claims amount to £1,388 and have been treated as an accrual of income in the 2020-21 accounts. All three claims were received in 2020-21.

**Note F Long Term Liabilities:** During 2020-21 a long-term loan was repaid, thus reducing the amount of Long-Term Liabilities in the Balance Sheet. The repayment was funded from donations during 2020-21. As the original purpose of the loan was to help fund the purchase of Chapel House, the application of the Chapel House donations to the repayment is also shown as increasing the value of the “Funds used for purchase of Chapel House” in the Balance Sheet.

# Chapel House Ministries Annual Report and Accounts 2021

## Chapel House Ministries Statement of Financial Activities Comparators For the period from 01 April 2019 to 31 March 2020

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Prior year total funds £
<b>Incoming resources</b>					
Incoming resources from generated funds	-	9,965	-	9,965	-
Voluntary income	16,573	-	-	16,573	21,941
Investment income	-	-	-	-	-
Activities for generating funds	-	-	-	-	-
Other incoming resources	-	-	-	-	-
Incoming resources from charitable activities	-	-	-	-	-
<b>Total income</b>	<b>16,745</b>	<b>9,965</b>	<b>-</b>	<b>26,538</b>	<b>21,941</b>
<b>Resources used</b>					
Charitable activities	14,998	6,892	-	21,890	17,601
Other resources used	-	-	-	-	-
Cost of generating funds	-	-	-	-	-
Cost of generating voluntary income	2,027	-	-	2,027	1,787
Fundraising trading cost of goods sold and other costs	-	-	-	-	-
Investment management costs	-	-	-	-	-
Governance costs	-	-	-	-	-
<b>Total expenditure</b>	<b>17,025</b>	<b>6,892</b>	<b>-</b>	<b>23,917</b>	<b>19,387</b>
<b>Net income / (expenditure)</b>	<b>-453</b>	<b>3,073</b>	<b>-</b>	<b>2,621</b>	<b>2,554</b>
Net gains (losses) on investments	-	-	-	-	-
Gains (losses) on revaluation of fixed assets	-	-	-	-	-
Transfers between funds:					
Gross transfers between funds - in	-	-	-	-	5,572
Gross transfers between funds - out	-	-	-	-	-5,572
<b>Net movement in funds</b>	<b>-453</b>	<b>3,073</b>	<b>-</b>	<b>2,621</b>	<b>2,554</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward	120,570	2,643	-	123,213	120,659
Total funds carried forward	120,117	5,716	-	125,833	123,213
<b>Represented by:</b>					
Unrestricted funds					
General fund	3,448	-	-	3,448	3,211
Designated funds					
Chapel House Revaluation Reserve	19,920	-	-	19,920	19,920
Funds used for purchase of Chapel House	29,667	-	-	29,667	29,667
Funds used for the improvement of Chapel House	65,412	-	-	65,412	65,412
George	1,669	-	-	1,669	2,359
Restricted funds					
The Christian Coach And Mentor Network	-	5,716	-	5,716	2,643
<b>Total Funds</b>	<b>120,117</b>	<b>5,716</b>	<b>-</b>	<b>125,833</b>	<b>123,213</b>

*There may be minor discrepancies in the totals if the pence are not being shown*

**Independent Examiner's Report to the trustees of Chapel House Ministries  
Registered Charity 1156159.**

---

I report to the trustees on my examination of the accounts of Chapel House Ministries (the Trust) for the year ended 31 March 2021.

**Responsibilities and basis of report**

As the charity trustees of the Trust 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 Trust'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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



Timothy Marlow  
FCMA, CGMA

11 Ingram Avenue, Worcester.

28 January 2022