



# **Swindon Commercial Chaplaincy**

## **Annual Report**

**1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025**

**Registered Charity 16/01/2017 CIO Number 1171134  
(Formerly CIC Number 8900536 between 2014 - 2018)**

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# Trustees' Annual Report

## **Administrative**

Current Registered and Working Address:

SCC, The Pilgrim Centre, Regent Circus, Swindon, Wiltshire SN1 1PX

Email: [scchaplaincy@gmail.com](mailto:scchaplaincy@gmail.com)

Tel: 07715 667019

Bank account: Reliance Bank Ltd., Faith House, 23-24 Lovat Lane, London. EC3R 8EB

Independent Examiner: Mr Paul Ng. [paulng59@hotmail.co.uk](mailto:paulng59@hotmail.co.uk)

Insurers: Chaplains' Public Liability Insurance provided by Work Chaplaincy Mission UK ([workchaplaincyuk.org.uk](http://workchaplaincyuk.org.uk))

## **Organisation, Management Committee, and Trustees**

We are overseen by a Management Committee: Chairman Mr Adrian John German

Other Management committee members: Mrs Christine Durant, Mrs Sheila Wright (Operations Director), Revd Jacqui Knight, Mrs Christine German (Secretary), Rev'd Moira Slack, Ms Frances Poel

Trustees:

Mrs Christine Durant, Revd Jacqui Knight, Mrs Christine German, Mr Adrian John German, Rev'd Moira Slack and Ms Frances Poel

## **Our Vision Statement**

Swindon Commercial Chaplaincy exists for the benefit of the community we serve. Our work is mostly done on a voluntary basis. We are an ecumenical partnership of chaplains, and our aim is to provide chaplaincy to those who work in Swindon, and the surrounding area.

Chaplains seek to:

- Minister to the needs of all people who work in Swindon.
- Identify, understand and share in personal and work related issues.
- Value human skills and talents and to see work as part of God's purposes and concerns.
- Reflect spiritual and ethical values offering a ministry to all people, of any faith or none.
- Chaplains do not preach. We listen without judgement and support those with whom we come into contact.
- Our time is your time.



This year we have lost one chaplain, who felt that he was called to other work. We have invited Ms Frances Poel to join the trustees. Our fundraising has brought in some funds.

### **Mrs Sheila Wright Operations Director**

I have continued to be frustrated by personal and health problems, I continue to be blessed by a retired, ordained chaplain joining my church who has agreed to support me. I am also being supported by Adrian German the chairman who is meeting me regularly for 1-1's. We are currently working on pinning down how the operational director's job has changed in the last few years and what I need to focus on. Chris and I continue with Asda. I also am visiting a local hospice at their request and have delegated to Chris the role of visiting Bible Society, again having been sought out by them. Due to SCC financial constraints Sheila has agreed to remain in her role but only receive a nominal payment each month.

### **Chaplaincy**

Revd Jacqui, Chris, Moira and now Adrian offer prayer at our meetings Chris will take over some of the secretary role but hopes to be supported in the legal requirements etc and more detailed work of the charity commission. Adrian is now chairman of the management group and has been undertaking work on the groups behalf to get us up to speed with policies and procedures that were either out of date or not in place, so that we are compliant with charity commission requirements. This will take some time to complete. Our thanks also go to Keith Tredget, who has fulfilled the role of treasurer, and Bookkeeper again this year. Due to the cost and our small turnover, we have agreed to find someone else to examine our accounts and submit them in house via Keith.

There have been small amounts made at fund raising events during the year and again we hope to offer a thankyou tea to celebrate and give thanks for the continued support of our Friends of SCC group.

As visiting chaplains as we have noted before it's hard to quantify the effect our visit has had. We have to trust that God goes before us. Again, as previous years we hear difficult stories of the struggles financially for small businesses to continue, particularly in Swindon town centre. The bigger stores seem to be shedding several staff but expecting remaining staff to keep all the work done, this has led to an increase in mental health issues being shared and a general despondency amongst staff. We listen, sympathise, offer prayer. We are considering taking mental health first aid course as part of ongoing training. We also have shared with us good news stories when things have gone well, either personally or for the business. A new concern that has been shared has been the cyber-attacks affecting M and S and other stores. This has led to increased customer frustration, which unfortunately is taken out on employees on the shop floor, who have no control over how the business is dealing with this, and no more knowledge of what's happening than customers themselves.

## Chaplains

**Sheila:** Operations Director - Old Town small shops, Orbital Shopping Centre, Prospect Hospice in Wroughton.

**Sally:** Prospect Hospice in Wroughton.

**Janet:** Brunel Centre.

**Jacqui:** Havelock Street and Market Street shops.

**Chris:** Orbital Shopping Centre. Bible Society

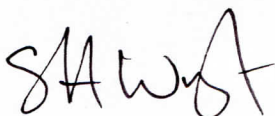
**Brenda:** Gorse Hill shops and the Open Door project.

## Goals for 2025/2026

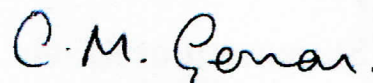
- 1 Explore the recruitment of new chaplains and therefore expand the area within Swindon that we are able to cover with the chaplaincy.
- 2 Continue with fundraising activities.
- 3 Continue to explore ways of increasing the chaplaincy profile in churches
4. Continue to explore ways of increasing the chaplaincy profile to businesses.

## Signed on behalf of Swindon Commercial Chaplaincy:

Mrs Sheila Wright  
Operations Director



Mrs Chris German  
Secretary



**Date:** 21<sup>st</sup> December 2025

**Date:** 18<sup>th</sup> December 2025



## Receipts and Payments Account for the year Ending 31<sup>st</sup> March 2025

			2024-2025	2023-2024
		Note	Total (£)	Total (£)
<b>RECEIPTS</b>	Friends	3	800	640
	Churches	4	2,100	3,000
	Fund raising	5	226	175
	<b>Total Receipts</b>		<b>3,126</b>	<b>3,815</b>
<b>PAYMENTS</b>	Management Fees	6	2,600	1,400
	Accountancy Fees	7	414	414
	Insurance		60	60
	Website	8	187	173
	Thankyou Tea		25	-
	Bank Charges		102	86
	<b>Total Payments</b>		<b>3,388</b>	<b>2,132</b>
	Surplus / (Deficit)		<b>(262)</b>	<b>1,683</b>
	Brought Forward	9	<b>4,016</b>	<b>2,333</b>
	<b>Carried Forward</b>		<b>3,754</b>	<b>4,016</b>

## Statement of Assets and Liabilities as at 31<sup>st</sup> March 2025

CASH FUNDS	Bank Accounts	2024-2025	2023-2024
	Reliance Treasurers A/C	3,754	4,016
	<b>Total Bank Accounts</b>	<b>3,754</b>	<b>4,016</b>

## Notes to the Accounts

1. The accounts have been prepared under a Receipts and Payments basis which is permitted as SCC is a CIO and not a Company. Charity Commission Guidance note CC16B has been followed in producing these accounts.
2. There are no restricted funds or endowment funds, so receipts and payments have not been analysed by fund types.
3. The £800 received from Friends includes £100 from All Saints PCC as a Friends donation.
4. The £2,100 churches donations comprised £2,000 from Highworth URC and £100 from Wroughton PCC.
5. The Fundraising proceeds were from the Christmas Market and a Coffee Morning.
6. None of the trustees have been remunerated for their services to the charity. The Operations Director is paid for working for the charity.
7. The 2024-25 £414 accountancy fee relates to the 23/24 year – it was recorded as a creditor in the 23/24 accounts and was actually paid in the 24/25 year and so is recorded in the 24/25 year accounts using the Receipts and Payments basis. Similarly, the previous year £414 accountancy fee for 23/24 relates to the 22/23 year – where it was recorded as a creditor, but it was actually paid in the 23/24 year where it is now recorded using the Receipts and Payments basis.
8. SCC have ceased to maintain a website, this £187 was for the last year's website fees.
9. The Brought Forward figures match the "Cash at bank and in hand" totals from the 23/24 accounts. (The Prior year balance is £1 less than £2,334 due to rounding errors previously).
10. There are no outstanding guarantees given by SCC, where any potential liability under the guarantee is outstanding on 31<sup>st</sup> March 2025.
11. There are no debts outstanding on 31<sup>st</sup> March 2025 which is owed by SCC and which is secured by an express charge on any of the assets of the SCC.

**Signed on behalf of the trustees**

**Date**

*C.M. Genar.*

18<sup>th</sup> December 2025

# Independent Examiners Report

**Report to the trustees**

**Swindon Commercial Chaplaincy**

**On accounts for the year ended**

**31 March 2025**

**Set out on pages**

**Charity no.:**

**1171134**

**6 & 7**

I report to the charity trustees on my examination of the accounts of Swindon Commercial Chaplaincy for the year ended **31/03/2025**.

**Responsibilities and basis of report**

As the charity's trustees, 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 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 Charities Act; or
2. the accounts do not accord with those records; or
3. the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached

**Signed:**



**Date:**

16 December 2025

**Name:**

**Kwok choi Ng**

**Relevant professional qualification(s) or body (if any)**

Honorary Independent Examiner  
ACCA

**Address:**

65 Headlands Grove  
Swindon





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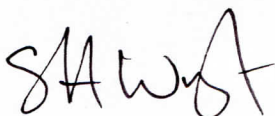
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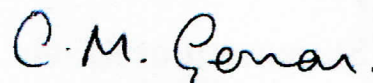
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**Signed on behalf of the trustees**

**Date**

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**Date:**

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**Name:**

**Kwok choi Ng**

**Relevant professional qualification(s) or body (if any)**

Honorary Independent Examiner  
ACCA

**Address:**

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