



# Trustees' Annual Report for the period

	Period start date				Period end date		
From	01	10	2022	To	30	09	2023

## Section A Reference and administration details

Charity name

Chandler's Ford Chaplaincy

Other names charity is known by

Chandler's Ford Workplace Chaplaincy

Registered charity number (if any)

1173997

Charity's principal address

Parish Office, St Boniface Church

Hursley Road

Chandler's Ford

Postcode

SO53 2FT

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Paula Gleeson			
2	Adrian Nance			
3	Jacqueline Richardson	Treasurer		
4	David Wrighton			
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

## Name of chief executive or names of senior staff members (Optional information)

N/A
-----

# Section B Structure, governance and management

## Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Charity Commission Foundation model constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Selected and appointed by existing Trustees of Charity in accordance with s.10 of Constitution. Trustees are members of local churches who are committed to the ethos of the Chaplaincy and possess key skills.

## Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

All are required to undertake regular Safeguarding training, complete a Register of Interests and confirm that they are not disqualified from acting as a Trustee under s.178 of the Charities Act 2011. The letter of appointment sets out the statutory responsibilities of Trustees and the expected time commitment.

On appointment, Trustees are also provided with a copy of the current version of the constitution and latest Annual Report and statement of accounts.

In addition, the Trustees have copies of all the policies. The Charity's policies cover major risks and are regularly reviewed.

The Chaplaincy is a member of Workplace Chaplaincy Mission (UK) and obtains public liability insurance for volunteer Chaplains through this body.

The Chaplaincy also reports to Churches Together in Chandler's Ford, the ecumenical body which supported the establishment of the Chaplaincy.

# Section C Objectives and activities

## Summary of the objects of the charity set out in its governing document

To serve the public working in, visiting and frequenting Chandler's Ford by providing pastoral and spiritual care through a chaplaincy service.



**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Chaplains visit various places of work by agreement to be available for \*confidential conversations about basically anything which is of concern. Chaplains provide an opportunity to be listened to by an independent, non-judgemental person. Chaplains are able to sign post to services which might be of use to the individual.  
\*subject to normal safeguarding and legal exceptions.

The service is free and available to all regardless of faith or no faith, race or gender. Chaplaincy is publicised via a dedicated website.

Trustees meet to review policies, discuss ways in which the Chaplaincy can expand and have oversight of activities.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

It is not our policy or part of our objectives to make grants.

We are dependent on volunteers and are grateful to them for the time they devote both in making visits and being trained/ taking up further training opportunities.

**Summary of the main achievements of the charity during the year**

Chaplain's visits are well received. For confidentiality reasons we are not able to give details of individuals who have benefitted from the service but from feedback given we know visits are valued.

Some individuals in the middle of stressful situations have been able to talk to Chaplains. Others just appreciate the visit and the interest and care shown to them by others in the community.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

We do not have a policy on reserves as we neither hold substantial funds nor have significant operating costs.

### Details of any funds materially in deficit

None.

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Funding is largely from grants made by Churches Together in Chandler's Ford or gifts given to the Chaplaincy.

Funds are mainly used for the training costs of Chaplains and for the purchase of Public Liability insurance covering Chaplains on their visits.

## Section F

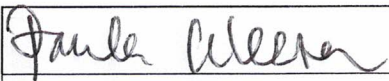
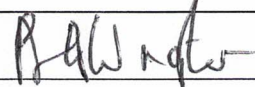
## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

### Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	PAULA GLEESON	DAVID WRIGHTON
Position (eg Secretary, Chair, etc)		
Date	17/7/24	





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Chandler's Ford Chaplaincy

1173997

## Receipts and payments accounts

CC16a

For the period  
from

01/10/2022

To

30/09/2023

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donation from Methodist Church	400	-	-	400	-
Churches Together in Chandler's Ford	-	-	-	-	150
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	400	-	-	400	150
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	400	-	-	400	150
<b>A3 Payments</b>					
Workplace Chaplaincy Team M'ship	37	-	-	37	85
Workplace Chaplaincy Training	-	-	-	-	150
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	37	-	-	37	235
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	37	-	-	37	235
<b>Net of receipts/(payments)</b>	363	-	-	363	85
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	94	-	-	94	-
<b>Cash funds this year end</b>	457	-	-	457	85

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Lloyds Bank Account	457	-	-
		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>457</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

OK

OK

OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

J Richardson  
Paula Gleeson

JACQUELINE RICHARDSON  
PAULA GLEESON

17/7/24  
17/7/24