

Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	1st	January	2024		31st	December 2024

## Section A Reference and administration details

Charity name	Faith at Work in Worcestershire
Other names charity is known by	FWW
Registered charity number (if any)	1176881
Charity's principal address	124 Lyttleton Avenue
	BROMSGROVE
Postcode	B60 3LB

### 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	Martin ALLEN			The Anglican Diocese of Worcester
2	Mary AUSTIN	Chair up to 29/01/24		Birmingham District of the Methodist Church
3	Christine DODD			The Roman Catholic Archdiocese of Birmingham
4	Anthony GLOSSOP	Treasurer		The Anglican Diocese of Worcester
5	Christopher HARVEY	Chair from 29/01/24		The Roman Catholic Archdiocese of Birmingham
6	Paul LAWLOR			
7	Stuart SANDYS	Secretary from 07/03/24		Heart of England Baptist Association
8	Roy WALFORD	Secretary	To 07/03/2024	

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

Name	Dates acted if not for whole year
N/A	

### 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)

Revd Richard M JOHNSON

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document

(eg. trust deed, constitution)

CONSTITUTION

How the charity is constituted

(eg. trust, association, company)

Charitable Incorporated Organisation (CIO)

Trustee selection methods

(eg. appointed by, elected by)

Some were nominated by the Sponsoring Bodies (i.e. the local denominational bodies defined in the Constitution). The remainder are appointed directly by the charity (i.e. the Trustees)

### 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.

'Faith At Work in Worcestershire' is a member of the national association of similar bodies, 'Workplace Chaplaincy Mission UK'.

## Section C Objectives and activities

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

The Charitable Objects of the CIO, from its constitution are:

The advancement of the Christian religion in workplaces and bodies engaged in economic and employment issues in Worcestershire and in furtherance, but not otherwise, of the above objective, to endeavour to increase understanding of contemporary society.

**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)**

The principal activity of the CIO is to provide chaplaincy services to local businesses; a major part of this is to offer support to individuals including staff and management of the businesses concerned.

To support this activity the CIO offers training and networking opportunities to the chaplains. It also aims to provide at least one annual opportunity for a networking event when wider issues of business, employment and the economy can be discussed from a Christian perspective.

Links are also made with local church congregations that support the work of the CIO, with a view to helping members of those congregations deal with matters of employment, business and the economy in their own lives.

In planning and managing the work of the CIO the Trustees pay due regard to the Charity Commission guidance on public benefit.

### **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.

A large proportion of the chaplaincy work undertaken by the CIO is carried out by volunteer chaplains, working individually or as part of a local team.

## **Section D**

## **Achievements and performance**

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

### **Structure and constitution**

- In March 2024 we updated our constitution, specifically in the appointment of trustees. Previously the majority of trustees were nominated by denominational bodies of our sponsoring churches. After consultation after COVID with those church bodies it was agreed that, in future, all trustees would be appointed by the trustees. This change was communicated to the Charity Commission on May 24<sup>th</sup> 2024, and agreed

### **Charitable Objectives**

- Provision of on-going training for chaplains
- Stabilised the number of chaplains at 22 (from a high of 42 in 2020)
- Continued communications with chaplains, partner churches, partner businesses and supporters through the website and regular e-news bulletins
- Organised one seminar (May 2024) for chaplains, trustees and supporters.



## Section E Financial review

Brief statement of the charity's policy on reserves

The policy of the charity is that we should hold a minimum reserve of 6 months running 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.

The charity is funded by donations from supporters and grants from denominational bodies that have formerly, appointed trustees.

At the beginning of the 2021 we received a legacy grant from the separate charity the Kidderminster Industrial Chaplaincy, upon its winding up, which has been designated by trustees as a forward fund to offset where traditional funding from denominations may not be available in the future.

The main expenditure has been on two part-time staff to promote, support and work with the volunteers, mostly chaplains, in delivering the charity's objectives and programmes.

## Section F Other optional information

As part of the Annual Reporting to the Charity Commission we are required to report any serious incidents. Nothing under the guidance of what constitutes a serious incident has occurred.

However, having reported in 2021 that we anticipated a significant retraction in funding from traditional sources (the denominations) we have experienced this during financial year 2024, with grant income to support our work of just £9,075. At the beginning of 2024 trustees agreed a plan to move to be a volunteer led organisation with no employees, following the retirement of all current staff. This has been financially possible due to the legacy grant from KIC mentioned above.

## 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)

Position (eg Secretary, Chair, etc)

Date

	
CHRISTOPHER SMITH	STUART JONES
CHAIR	SECRETARY
10 SEPTEMBER 2024	

Faith at Work in Worcestershire  
Accounts January 1st - December 31st 2024

Income and Expenditure

Income		Note
Grant Income	£9,075.00	1
Donations/Supporters (Including Gift Aid)	£3,141.08	2
Bank Interest	£1,983.81	
KIC annual drawn down	£10,000.00	3
<b>Total Income</b>	<b>£24,199.89</b>	

Expenditure

Gross salaries	£21,280.61	
Employer pension contributions	£2,985.26	
Rent	£3,800.72	
Electricity/Service Charge	£299.92	
Internet/Phone	£790.16	
Office stationery	£158.41	
Equipment & software	£243.34	
Insurance	£526.56	
Printing & publicity	£0.00	
Subscriptions	£0.00	
External networking	£0.00	
Chaplaincy	£364.45	
Events & Meetings	£146.90	
Travel	£464.16	
Trustees expenses	£418.70	
Postage	£75.85	
Bank charges	£71.40	
<b>Net Expenses</b>	<b>£31,626.44</b>	
Less WCM UK Expenses recovery	-£480.00	4
<b>Gross Expenses</b>	<b>£31,146.44</b>	
<b>Deficit at 31 December 2024</b>	<b>-6946.55</b>	

Notes to Accounts 2024

<b>1 Grant Income</b>	£
Diocese of Worcester	4,200.00
RC Archdiocese	0.00
B'ham District	0.00
W&S District	0.00
HEBA	4,875.00
URC Synod	0.00
	9,075.00

<b>2 Donations/Supporters (Including Gift Aid)</b>	
Donations	2,515.00
Gift Aid	626.08
	3,141.08

**3 KIC Forward Fund**

The KIC Forward Fund is a designated fund set up by the trustees to manage a legacy grant from Kidderminster Industrial Chaplaincy (KIC) in January 2021. This constituted the residual funds from the KIC charity when it was closed, to be applied for the support of Workplace Chaplaincy across the County. The intention was to draw down £10,000/year, this being the grant requested by FWW from KIC for 2021, at which point KIC's trustees decided to close

Initial legacy	98,821.06
Annual draw down 2021 - 2023	30,000.00
Annual draw down 2024	10,000.00
Additional draw down to balance the fund with FWW assets at 31.12.24	942.87
Fund Balance Dec 31st 2024	57,878.19

**4 WCM UK Expenses Recovery**

The agreement with WCM UK, to provide administrative services, ending in February 2024, prior to the retirement of Alison Sandham as FWW Admin and Comms Officer.

Faith at Work in Worcestershire  
Accounts January 1st - December 31st 2024

Balance Sheet	£	£
UTB Current account	3,259.79	
UTB Savings account	6,269.08	
Hampshire Trust Bank	25,295.87	
Cambridge and Counties Bank	40,000.00	
<b>Dec 31st 2024, Cash and deposits</b>		<b>74,824.74</b>
 2024 Income	 14,199.89	
 2024 Expenditure	 31,146.44	
 2024 Deficit/Surplus	 -16,946.55	
 <b>December 31st 2024 Balance</b>	 57,878.19	
 Represeted by		
UTB Current account	1,529.43	
UTB Savings account	8,078.31	
Hampshire Trust Bank	26,270.45	
Cambridge and Counties Bank	22,000.00	
		<b>57,878.19</b>





Section A

Independent Examiner's Report

Report to the trustees

Faith at Work in Worcestershire

On accounts for the year  
ended

December 31st 2024

Charity no  
(if any)

1176881

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 12 / 2024**

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 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. ~~Delete [ ] if not applicable.~~ N/A

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

12-04-2025

Name:

Raymond Derek Austin

Relevant professional  
qualification(s) or body