

HORSHAM UNITARIANS CIO

TRUSTEES' ANNUAL REPORT

For the period 1 January 2021 to 31 December 2021

Objectives and Activities

- Purposes

The Object of Horsham Unitarians (CIO) is the promotion of religion in accordance with the principles of the General Assembly of Unitarian & Free Christian Churches, namely, to promote a free and inquiring religion through the worship of God and the celebration of life; the service of humanity and respect for all creation; and the upholding of the liberal Christian tradition.

- Main activities in relation to public benefit

The congregation is committed to enabling, without discrimination, as many people as possible in the local community to worship at the church and to feel part of Horsham Unitarians. Working together, the Minister and the Trustees aim to offer a range of services that address contemporary concerns and reach out to people of different spiritual and theological persuasions.

When planning activities for the year, the Minister and Trustees also take heed of the Commission's specific guidance on the advancement of religion. They try to enable the congregation and people in the community to explore, develop, and live out their faith or belief through:-

- worship, meditation, and prayer
- religious education
- pastoral support
- outreach
- social engagement

To facilitate this work, it is important that we have robust processes and procedures in place. It is also important that we maintain our property in good order within the limits of our resources.

Response to the Pandemic

The infection prevention regulations of varying severity imposed by the continuing pandemic inevitably had a very direct impact on the work of the CIO throughout this year. During the first half of the year, when regulations were particularly severe, online working was the only practical way to maintain activity in administration and worship, with Zoom technology used for monthly Trustee meetings and for beamed-in at-home or in-church services from various Unitarian churches across the country.

From June onwards, as regulations were progressively relaxed, it became possible to resume in-person meetings, discussion and participative church worship, with the wearing of masks and implementation of all reasonable precautions.

Main achievements

- Worship, prayer, and meditation

Despite Covid restrictions, we have managed to continue our work of worship, prayer, and meditation throughout the year, as described above.

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- Appointment of new Minister

Particularly gratifying has been the Trustees' success in completing the selection process and appointing a new part-time minister, the Rev Duncan Voice, who shares his Horsham ministry with that of the Unitarian church in Ditchling.

- Pastoral support

The Trustees have ensured that pastoral support is always available when required. Throughout 2021 individual Members have also been in frequent contact with each other on-line, via the telephone, or in person where permitted, in order to maintain communication and offer mutual support.

- Wider Unitarian involvement

On-line services have been made available from Unitarian churches and chapels nationally, and from Horsham's regional Unitarian group of churches - the LDPA (London District and Provincial Assembly).

In February, Members were able to join on-line with other Unitarians across the country in the annual Unitarian South-East Festival.

When pandemic restrictions eased in the summer, we were delighted to host the LDPA's Quarterly Meeting at the church which included a musical concert and an afternoon tea in the garden.

- Outreach

We view our charitable work as a demonstration of our commitment to look beyond ourselves. It has, therefore, been a source of regret that the impossibility of church services during a large part of the year greatly reduced church activities from which to fund our charities. However, a significant donation of food and household provisions at the Harvest Service was made to the local Food Bank, and the sum of nearly £800 was raised for "Send a Child to Hucklow", our nominated charity for the year, dedicated to providing rural holiday breaks for underprivileged children.

An important part of our CIO's outreach activity is its support of community recycling and environmental activities. We host on church premises, without charge, a storage centre for Sussex Green Living which is continually active throughout the year as a hub for the collection, processing and dispatch of recyclable materials.

Financial Review

Finances remain in a disrupted state as a result of pandemic shutdowns and wider effects on the financial market. The collection of donations during after-service coffee has only been possible in the latter part of the year and so support of charities has been limited; also, it has not been possible to organise other fundraising events.

The audited accounts for the year ending 31 December 2021 are attached to this report.

Horsham Unitarians CIO has produced a total excess of receipts over payments of £6,050, This excess is made up of unrestricted funds which show a loss of £3,265 and a gain of £9,315 in restricted funds which are for the maintenance of the building and provision of the Minister.

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The Trustees have a policy to set aside in an interest-bearing account such funds as are considered prudent for the upkeep of, and any emergency repairs to, the fabric and contents of the church building and the maintenance of the grounds. The funds have been relocated to a new bank to benefit from marginally higher interest rates. This account balance at year end is £85,000.

The overall funds of the CIO are £131,452.

The capital trusts continue to be challenging in terms of returns. Based on professional financial advice, the funds have been moved to a new provider, Quilter Cheviot, in order to better protect them from market volatility. The resulting income from the funds is slightly reduced but is expected to be more secure and improve as the market recovers.

Structure, Governance and Management

Horsham Unitarians, an Association CIO, is governed by a Constitution which sets out its objects, powers, responsibilities, and operation.

No-one is entitled to act as a trustee, whether on election or on any re-election by the Members in General Meeting, until he or she has expressly acknowledged to the Trustees their acceptance of the office of trustee.

At every Annual General Meeting of the Members of the CIO, one third of the elected Trustees shall retire from office, according to the length of time served since their last election or re-election. Trustees may not stand for re-election for a fourth consecutive three-year term.

The number of Trustees, as defined by the Constitution, is a minimum of three and a maximum of twelve. Members of the CIO in General Meeting or the Trustees may, at any time appoint a new Trustee, whether in place of a Trustee who has retired or who has been removed in accordance with the provisions of the Constitution.

Reference and Administrative details

The charity's name is Horsham Unitarians, registration number 1180813.

The principal address is:

Horsham Unitarian Church
Worthing Road
HORSHAM
West Sussex
RH12 1SL

Horsham Unitarians CIO - Trustees' Annual Report for 2021

Trustees:

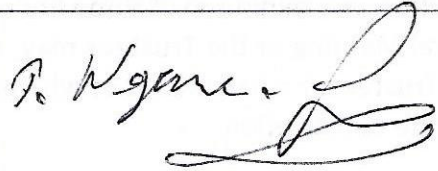
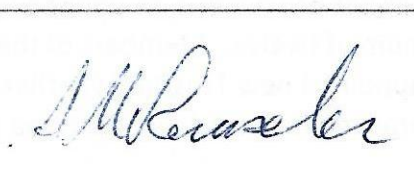
Name	Office	Date Appointed
Patrick Wynne-Jones	Chairman	1/1/2019
Andrew Ramsden	Treasurer	1/1/2019
Catherine Andrews		1/1/2019
Carol Chambers-Byrne		1/1/2019
Teresa Ramsden		1/1/2019
Andrew Wickens		1/1/2019
The Rev Ashley Hills		17/4/2019
Ann Malloch		23/1/2020

Funds held as custodian trustees on behalf of others

None

Declarations

Signed on behalf of the charity's Trustees

Signature		
Full Name	Patrick Wynne-Jones	Andrew Ramsden
Position	Chairman	Treasurer
Date	13-03-2022	

HORSHAM UNITARIANS - CIO No. 1180813**RECEIPTS & PAYMENTS FOR THE PERIOD 1ST JANUARY 2021 TO 31ST DECEMBER 2021**

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
RECEIPTS				
Trust Investment Income		15,352	15,352	24738
Bank Income	343		343	471
Offertory & Donations	6,298		6,298	4658
Gift Aid	1,031		1,031	601
Rents Received	2,351		2,351	3925
Fund Raising Activities		610	610	0
Weddings and Rites of Passage	375		375	0
Sussex Green Living	0		0	520
Total Receipts	10,397	15,962	26,359	34913
PAYMENTS				
Minister's Stipend		4,690	4,690	0
Ministerial Expenses			0	110
Visiting Ministers		1,591	1,591	2076
Visiting Musicians	35		35	60
Organ & Piano Maintenance			0	77
Church Music Licence	179		179	161
Weddings and Rites of Passage Expenses	125		125	0
Publications, Printing, Postage & Stationery	117		117	78
Subscriptions	343		343	254
Conference Fees & Expenses			0	
Legal fees	1,200		1,200	
GA Quota	840		840	910
Water Rates		254	254	192
Light & Heat	2,035		2,035	2038
Insurance	1,564		1,564	1479
Repairs & Renewals	348	111.58	459	436
Premises Cleaning	1,289		1,289	1489
Garden Expenses	1,641		1,641	2049
Gifts and Appeals	181		181	
Telephone & Website charges	371		371	487
Administration costs	3,081		3,081	2813
Payroll Bureau	45		45	0
Publicity	37		37	200
Catering	30		30	28
Charity Donations	105		105	5204
Bank Charges	97		97	60
Sundry Expenses	0		0	41
Green Spirit Payments	0		0	182
Total Payments	13,662	6,647	20,309	20424
EXCESS OF RECEIPTS OVER PAYMENTS	-3,265	9,315	6,050	14489
Balance brought forward at 31st Dec 2020	15,802	109,600	125,402	110913
Balance carried forward at 1st January 2022	12,537	118,915	131,452	125402

STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR ENDED 31ST DECEMBER 2021

	Details		Unrestricted Funds	Restricted Funds	TOTAL
Cash Funds					
	CAF Bank and Cash A/C		12,537	20,512.77	33,050
	CAF Deposit A/C			13,402.25	13,402
	Redwood 95 day account			85,000.00	85,000
			<u>£12,537</u>	<u>£118,915</u>	<u>£131,452</u>
Other Monetary Assets			<u>NIL</u>		<u>NIL</u>
Assets retained for Charities own use		Notes			
	Church building and freehold land	2			
		4	£118,915	Restricted	
	Fixtures and fittings	(
	Church Organ	(Unrestricted		
	Office Equipment	(
Liabilities	Funds due to Charity*	3	£762	Restricted	
Investment Assets	Value at 31st Dec 2020	1	M&G Charifund		£265,663
			Olim Charity & Income		£250,636
					<u>£516,299</u>
			Capital growth over the year		£53,459
	Value at 31st Dec 2021		Quilter Cheviot Inc & Growth		<u>£569,758</u>

NOTES TO THE ACCOUNTS:

1 **INVESTMENT INCOME:** Income received from the Hayler Trust is restricted to the upkeep and running of the premises and provision of ministry. During the course of 2021 the investments have been moved from M&G and OLIM to Quilter Cheviot under expert advice to place them in less volatile markets

2 **RESTRICTED FUNDS** carried forward are designated as follows:

Reserve Funds	£85,000	Held in:
Contingency Reserve	£17,800	Redwood 95 day Account &
Building Trust Funds	£15,352	CAF Gold & Current Account
Balance due to charities*	£762	Held in:
		CAF Current Account
	<u>£118,915</u>	

3 Charity Funds

* Charity funds raised:	Send a Child to Hucklow	£610
	Gift aid for above	£152
		<u>£762</u>

4 RESERVES POLICY:

The policy is to set aside in an interest bearing account such funds as are considered prudent for the upkeep of, and any emergency repairs to, the fabric and contents of the buildings and the maintenance of the grounds. In addition it is the current policy to hold in reserve sufficient general funds to meet the day to day running costs of the Church and to fulfil contractual obligations to the Minister for a period of six months

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

SIGNATURE



PRINT NAME

P. W. JONES - 50 HES

Date of Approval

13/03/22



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Horsham Unitarians

On accounts for the year
ended

31 December 2021

Charity no
(if any)

1180813

Set out on pages

3-5

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 12 / 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 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

Barbara Budd

Date:

16.02.2022

Name:

Barbara Lavinia Budd

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

Address:

30 Byron Close

Horsham

West Sussex, RH12 5PA