

CHAPEL OF UNITY

THE CHAPEL OF UNITY COVENTRY CIO

A Charitable Incorporated Organization
Registered Charity No. 1183207

REPORT OF THE TRUSTEES & FINANCIAL STATEMENTS for the 12 months ending 30 April 2022

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REPORT OF THE TRUSTEES
for the 12 months ending 30 April 2022

The trustees present their second annual report along with the financial statements of the charity for the 12 months ending 30 April 2022.

The Chapel of Unity is a Charitable Incorporated Organization (CIO) which was created in 2019 with a view to assuming all the functions, assets and liabilities of the Joint Council, Chapel of Unity Coventry Cathedral, registered charity 248422. It took over those responsibilities on 1 June 2020 and simultaneously, with the approval of the Charity Commission, revised its financial year to end on 30 April.

Objectives and Activities

The object of the charity is to use the combined power of the Church of England and the Free Churches to strengthen their life and work among the people of the County of Warwick within the Diocese of Coventry. It will seek: -

- To deepen, widen and intensify the corporate Christian life of the people in the Christian congregations.
- To encourage the Church in its work of evangelism.
- To relate the life of the Church to every aspect of society
- To strengthen the co-operation between Christian churches.
- To support and work towards the complete reunion of all Christian communions.

Governance and Management

The Chapel of Unity is administered by a body of trustees made up of individuals nominated by a variety of specified local and regional religious organizations including lay people, ministers and priests.

Newly appointed trustees are familiarized with trustee responsibilities by reference to the publications of the Charity Commission and to the latest Annual Report of the Trust.

The CIO trustees elect three persons to act jointly as Co-chairs. One shall be an Anglican, normally not a member of the Coventry Cathedral Chapter, and two non-Anglicans, one of whom shall normally be a Roman Catholic. Subject to the approval of the trustees they shall mutually determine the specific period for which each shall be the lead Chairperson.

The trustees have examined the major risks which the charity faces and confirm that through a combination of internal financial controls and prudent investment policy exposure to those risks are to be minimized.

Public Benefit

The CIO will continue to pursue the objects and spirit of its predecessor charity which was set up in the wake of national conflict to create reconciliation between Christian churches and to model reconciliation between all people. The trustees have considered the Charity Commission's guidance on public benefit and, in particular,

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the specific guidance to charities on the advancement of religion. It will be achieved through hosting a space that is available to people of all faiths and none for prayer, discussion, meetings and exhibition.

Achievements and Performance

This year has seen a consolidation of the changes brought about by the need to manage Covid restrictions, and yet maintain the presence of the Chapel of Unity. Over the year, as the regulations changed, all our events became hybrid as far as possible in person and on Zoom. The Wednesday congregation continued to meet in person and on Zoom. However, the lunchtime Tuesday service has resumed without Zoom. The hybrid format has broadened our impact, and many people have been able to attend services which because of distance or mobility might not otherwise be possible. We are grateful to Veronica Carroll who maintains contact with regular attendees on Zoom and in person, and who ensures that each Wednesday there is a leader for the service.

The AGM in July 2021 marked the ending of Craig Muir's time as a Trustee as he is moving from the area. Craig was both the URC trustee and the Free Church co-chair for 8 years. During this time, with other officers, Craig was involved in a review of the workings of the charity and its goals and has made a major contribution to its development. The trustees are grateful to him for his years of commitment and his close involvement with the activities of the Chapel of Unity. Another long-serving trustee David Stone, who represented the Cathedral Chapter, also resigned at the AGM on leaving the Cathedral. Neil Le Tissier, Regional Minister Heart of England Baptist Association (HEBA) has also stepped down because of other commitments. Neil has been a very active trustee, preaching at a Unity service, and participating in our Advent and Lent reflections. It is hoped that he will maintain an involvement in the life of the Chapel.

In November 2021 the Treasurer Mike Perry, following consultations with, amongst others, Cathedral audio-visual advisor Peter Weitzel (BBC background), was authorized by the Trustees to buy a laptop and Mevo camera to improve Zoom broadcasts of Chapel services. A trial has been carried out. Equipment operators now need time to find the best ways of utilizing this technology.

On November 5th a hybrid service for the COP26 conference on environmental and climate change issues was arranged by Mark Bratton, adapting resources from The Ministry of the Wild Goose and involving several trustees.

For Advent November – December 2021, Monday Zoom meditations were held based on poems from Janet Morley's anthology "Haphazard by Starlight", led by people with links to the Chapel. This proved to be a rich resource.

The German-Lutheran congregation continues their monthly Sunday services and held their annual Advent service on December 19th.

January 2022 brought the Week of Prayer for Christian Unity. The service, with resources supplied by the Middle East Council of Churches (MECC), was based on

REPORT OF THE TRUSTEES continued

the theme "We Saw His Star in the East". This took place in the Chapel and on Zoom. Mark Bratton, one of the Trustees, preached. We also had a daily Zoomed meditation using the MECC resources during the Week of 18th -25th January. These were also well attended.

Early in 2022 we consulted the Cathedral Chief Operating Officer Isabel Merrifield, Architect Kelley Christie and interim Head of Property and Fabric Anne Hart regarding the ongoing problem of inadequate heating in the Chapel. We learned that water ingress has prevented using the updated heating system. To date, the problem has not been solved so we will need to request progress reports from the above Cathedral personnel.

John Lloyd relinquished his role as Lead Chair in early March 2022 owing to open-heart surgery. Co-Chair Janet Ward agreed to take over for the following three months.

During Lent, March – April 2022, a Zoom series of open half-hour meditations on Mondays at 6.30 pm was arranged, using poems from "The Word in the Wilderness" anthology compiled by clergyman-poet Malcolm Guite.

In the course of the year we have welcomed several new trustees who bring new energy and insights to our objectives. Kirsty-Ann Mabbot replaced Craig as URC representative and more recently has become Free-Church Co-Chair. They are now leading a Communication sub-group of the Chapel of Unity to review, and to improve all elements of our communications, both personal and virtual including the website, Facebook and other digital means. The Officers have met regularly on Zoom, as have the Trustees. Generally, this has made attendance simpler and the development of new ideas more effective.

Plans for the future

We will

- explore the recruitment of trustees so that we are more inclusive in our representation, in particular involving independent churches.
- seek to draw people from across the Christian denominations to worship together, especially seeking to make links with black churches.
- look forward to having a display of our history, adding some distinctive offerings as part of the 60th Anniversary celebrations.
- continue to host people meeting for prayer and discussion, by Zoom and in person, and to sustain recent initiatives e.g., Advent, Week of Prayer for Christian unity, and Lent reflections. We are exploring monthly Taize meetings in the Chapel of Unity.
- be available to those visiting the Cathedral to be inspired by the message of the Chapel of Unity.
- explore other means of developing the vision of the Chapel of Unity

REPORT OF THE TRUSTEES continued

Going Concern

There are no material uncertainties about the charity's ability to continue.

Financial Review

Bracketed figures are the equivalent amounts reported in the prior period, 11 months ending 30 April 2021.

The net result for the financial year was a reduction in funds of £1,481 (increase £64,753). Note that the prior period included a transfer of funds from the predecessor charity of £89,311; the underlying performance excluding that transfer was a reduction in funds of £24,558. Further comparative data reported below excludes the income effect of the transfer from the predecessor charity.

Total income was £3,617 (£12,917), made up of donations £1,920 (£8,298) and investment income £1,697, (£4,619) which are detailed on the face of the income and expenditure account. In addition, the investment in CBF Income shares gained in value by £857 (£7,307). The prior period additionally realized a gain of £2,916 over the book value of shares, which were sold to help finance improvements to the heating system referenced below.

Total expenditure was £5,955 (£44,782), of which the annual service charge under our lease agreement with Coventry Cathedral was £4,100 (£3,748 for the 11-month period). £1,111 (£nil) was also spent on equipment to improve the streaming of services from the Chapel to the internet. Remaining costs, totaling £744 (£41,034), are detailed on the face of the income and expenditure account. Note that the prior period included £40,643 incurred in improving the heating system in the chapel.

The year closed with funds of £63,272 (£64,753) of which £8,000 have been earmarked by trustees for a specific purpose explained in note 9 to the accounts. The funds are represented by a fixed asset investment of £60,330 (£59,473) and net current assets of £2,941 (£5,280).

Reserves policy and Investment policy

The major purpose of the charity is to ensure the continued appropriate use of the Chapel of Unity located at Coventry Cathedral, to promote it among the local community and support its maintenance. The predominant asset underlying its reserves is an investment acquired as part of the transfer of assets from the predecessor charity. Its prime purpose is to yield as much income as possible in order to offset the cost of amounts payable under a lease agreement with Coventry Cathedral. The capital is to be held on a contingency basis to enable the trustees to meet any obligations which may arise to assist Coventry Cathedral in maintaining the Chapel of Unity.

Any other income raised during a financial year is applied without undue delay to the purposes for which they were raised.

REFERENCE AND ADMINISTRATION INFORMATION

Registration details.

The charity is registered with the Charity Commission under the name of The Chapel of Unity Coventry CIO registration number 1183207.

Trustees

The names of trustees who served for any period up to the time of signing the report are as follows, members of the clergy are indicated by (c)

| NAME | NOMINATED BY | APPOINTED | TERM EXPIRES |
|--------------------|--|------------------|-------------------------------|
| Dorothea Beasley | The German Speaking Evangelical Lutheran Congregations in the Midlands | 9 December 2020 | 8 December 2023 |
| Dexter L Bracey | (c) The Coventry Diocesan Synod | 14 November 2020 | 13 November 2023 |
| Mark Bratton | (c) The Bishop of Coventry | 1 May 2019 | 30 April 2025 |
| John Lloyd | The Chapter of Coventry Cathedral | 1 May 2019 | 30 April 2025 |
| Kirsty Ann Mabbott | (c) United Reform Church | 7 September 2021 | 6 September 2024 |
| Su McLellan | (c) The Chapter of Coventry Cathedral | 7 September 2021 | 6 September 2024 |
| Samuel J Margrave | The Coventry Diocesan Synod | 14 November 2020 | 13 November 2023 |
| Andrew Marsh | The Friends' Meeting House (Co-opted) | 1 January 2020 | 31 December 2023 |
| Leo Poole | (c) Roman Catholic Archdiocese of Birmingham | 7 July 2020 | 6 July 2023 |
| S Jane Pudsey | The Heart of England Baptist Association. | 1 May 2019 | 30 April 2025 |
| Kai Thierbach. | (c) The German Speaking Evangelical Lutheran Congregations in the Midlands | 26 January 2022 | 25 January 2025 |
| Janet Ward | The Roman Catholic Archdiocese of Birmingham. | 1 May 2019 | 30 April 2025 |
| Neil Le Tissier | (c) <i>The Heart of England Baptist Association</i> | 1 May 2019 | <i>Resigned 30 April 2022</i> |
| Craig Muir | (c) <i>The West Midlands Synod of the United Reformed Church</i> | 1 May 2019 | <i>Resigned 13 July 2021</i> |
| David Stone | (c) <i>The Chapter of Coventry Cathedral</i> | 25 June 2019 | <i>Resigned 13 July 2021</i> |

Honorary officers

Kate Hughes, Secretary
Michael Perry BA FCA, Treasurer

Registered Address
1 Beechwood Croft
Kenilworth CV8 1GX
Warwickshire

Independent Examiner
Deryck Horton
8 Styvechale Avenue
Coventry CV5 6DX

Bankers
Beverley Building Society
57 Market Place
Beverley HU17 8AA

Solicitors
Towns Needham Solicitors
Brook House
64-72 Spring Gardens
Manchester M2 2BQ

Website: <http://chapelofunity.org.uk>



@chapelofunity



<https://www.facebook.com/chapelofunity/>

TRUSTEES' RESPONSIBILITIES IN RESPECT TO FINANCIAL STATEMENTS

Although the charity is small enough to be exempt this annual report and statement of financial activities have been prepared on an accruals basis.

The trustees

- have selected suitable accounting policies and intend to apply them consistently
- have made judgements and estimates which are reasonable and prudent
- confirm that the attached statement of accounts has been prepared on a going concern basis and complies with applicable accounting standards and statements of recommended accounting practice

The financial statement has been independently examined; it has been prepared in accordance with the accounting policies set out in note 1 on page 15 and comply with the charity's Constitution and the Charities Act 2011.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and for taking reasonable steps to prevent and detect fraud or other irregularities.

Approved on behalf of the trustees

Janet Ward

Date 22/8/22

Janet Ward, trustee

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF THE CHAPEL OF UNITY**

I report to the charity trustees on my examination of the accounts of the charity for the 12 months ended 30th April 2022, which are set out on page 11 onwards.

Respective responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the financial statements in accordance with the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Act and that an independent examination is needed.

I report in respect of my examination of the charity's accounts carried out under section 145 of the 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:

- accounting records were not kept by the charity as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do 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

D Horton

Date *31/08/2022*

D. Horton

THE CHAPEL OF UNITY COVENTRY CIO

Registered charity number 1183207
STATEMENT OF ACCOUNTS
Income & Expenditure Account
for the year ending 30 April 2022

| 11 months ending 30 April 2021 £ | | TOTAL £ |
|---|---|------------|
| | INCOME | |
| | Donations: | |
| - | German Lutheran Congregation, Birmingham & Coventry | 900 |
| - | Coventry Cathedral | 450 |
| - | Other | 60 |
| 247 | Chapel collection box contents | 510 |
| 89,311 | Net assets donated by predecessor charity | - |
| 8,000 | Coventry & Warwickshire Churches Together | - |
| 51 | Wednesday Prayer Group | - |
| 97,609 | Total donations received | 1,920 |
| 1,684 | Dividends received | 1,674 |
| 19 | Interest received | 23 |
| 2,916 | Realized gain on sale of shares | - |
| 102,228 | TOTAL INCOME | 3,617 |
| | EXPENDITURE | |
| 3,748 | Service charge, Coventry Cathedral | 4,100 |
| - | Internet streaming equipment | 1,111 |
| - | Internet streaming of chapel services: licence and data costs | 393 |
| 273 | Day to day chapel expenses | 296 |
| 118 | Retirement gift and other tributes | 55 |
| 40,643 | Chapel heating upgrade: Contribution to Cathedral | - |
| 44,782 | TOTAL EXPENDITURE | 5,955 |
| 57,446 | NET REALIZED (EXPENDITURE) / INCOME BEFORE CHANGE IN VALUE OF SHARES | (2,338) |
| 7,307 | Unrealized gain in market value of retained shares | 857 |
| £64,753 | NET (DECREASE) / INCREASE IN FUNDS during the period | £(1,481) |

ANALYSIS OF NET CHANGE IN FUNDS DURING THE PERIOD

| 11 months 2020/ 2021 | | | Total |
|-------------------------------|---|-------|-----------------|
| £ | | £ | £ |
| | Investments-related income: | | |
| 1,684 | Dividends received | 1,674 | |
| 19 | Bank interest received | 23 | |
| 7,307 | Unrealized gain in market value of retained shares | 857 | |
| 2,916 | Realized gain on sale of shares | - | |
| 11,926 | Total investments-related income | | 2,554 |
| (36,484) | Net expenditure arising from operating the charity | | (4,035) |
| (24,558) | <i>Decrease in funds before transfer from predecessor charity</i> | | - |
| 89,311 | <i>Net assets donated by predecessor charity</i> | | - |
| £64,753 | NET (DECREASE) / INCREASE IN FUNDS during the period | | (£1,481) |

THE CHAPEL OF UNITY COVENTRY CIO

Registered charity number 1183207
STATEMENT OF ACCOUNTS
BALANCE SHEET
at 30 April 2022

| 31 April 2021 £ | | £ | Total £ |
|-----------------------|---|--------------|----------------|
| | ASSETS | | |
| | Fixed Asset | | |
| 59,473 | CBF Church of England Investment Fund Note 3 | | 60,330 |
| | Current assets | | |
| 14,915 | Deposit account with Beverley Building Society | 4,174 | |
| - | Debtor: Collection box c/o Coventry Cathedral Note 4 | 342 | |
| 14,915 | Total current assets | | 4,516 |
| | Current liabilities payable within one year | | |
| (1,345) | Service charge owing to the Cathedral | 1,345 | |
| (161) | Internet streaming charges | 130 | |
| - | Chapel expenses | 100 | |
| (8,129) | Heating upgrade costs owing to the Cathedral | - | |
| (9,635) | Total current liabilities | | 1,575 |
| 5,280 | Net current assets | | 2,941 |
| £64,753 | NET ASSETS | | £63,271 |
| | FUNDS - unrestricted | Designated | General |
| | | £ | £ |
| - | Accumulated fund at beginning of the year | 8,000 | 56,753 |
| (24,558) | Net expenditure during the period | - | (1,481) |
| 89,311 | Transfer of net assets from predecessor trust | - | - |
| £64,753 | | 8,000 | 55,272 |
| | | | 63,271 |

.....
 Janet Ward, trustee

.....
 Date

STATEMENT OF CASH FLOWS
12 months ending 30 April 2022

CASH USED BY OPERATING ACTIVITIES

11 months
2020/21

£ £

64,753 Net (Expenditure) / Income for the period as reported in the
Statement of Financial Activities (1,481)

Adjustments to eliminate non-operating activities included
above:

Investment activities:

| | | |
|----------|--|----------|
| (7,307) | Unrealized gain in value of investment | (857) |
| (2,916) | Realized gain in value of investment | - |
| (1,684) | Dividends received | (1,674) |
| (19) | Bank interest | (23) |
| 730 | (Increase) / Decrease in debtors during the period | (342) |
| 7,938 | (Decrease) / Increase in creditors during the period | (8,061) |
| (89,311) | Transfer of net assets from predecessor charity | Note 2 - |

(92,569) Sub-total – adjustments to eliminate non-operating cash flows (10,957)

£(27,816) Net Cash used by operating activities (12,438)

**RECONCILIATION OF NET CASH USED BY OPERATING ACTIVITIES
TO CASH AT THE END OF THE PERIOD**

£

£ £

(27,816) Net Cash used by operating activities (as above) (12,438)

Cash flow arising from investment activities:

| | | |
|--------|--------------------|----------|
| 1,684 | Dividends received | 1,674 |
| 19 | Bank interest | 23 |
| 32,514 | Sale of shares | Note 3 - |

34,217 Subtotal - cash flow arising from investment activities 1,697

6,401 Net cash flow (outflow) / inflow during the period (10,741)

- Add cash brought forward from previous period 14,915

8,514 Add cash transferred from predecessor charity Note 2 -

£14,915 Total cash at end of the period (building society deposit) £4,174

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

1. Principal accounting policies

a) Accounting Convention

The financial statements have been prepared in accordance with *Charities SORP (FRS 102) Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the UK and Republic of Ireland*, with the Charities Act 2011 and with the charity's constitution.

b) Income and expenditure

Expenditure is included on an accruals basis inclusive of irrecoverable VAT. Donations received for specific purposes are reported as restricted income. Expenditure of funds arising from restricted income is reported as restricted expenditure.

c) Share valuation

The investment managers, CCLA Investment Management Ltd, trade the shares each week on Tuesday. Shares are valued in the accounts at the bid price ruling on the nearest Tuesday to the end of the reporting period.

2. Net assets received from predecessor charity

In the previous financial period the charity took over all assets, liabilities and activities of a predecessor charity which is now dissolved. The value of the net assets transferred was £89,311

3. CBF Church of England Investment Fund - Income shares

| 11 months 2020/21 Number of shares | £ | | Number of shares | £ |
|---|----------|---|---------------------|---------|
| | | 1 May 2021: market value brought forward @ 2,131.63 pence per share | 2,790.01 | 59,473 |
| 4,373.01 | 81,764 | 1 June 2020: Market value received from predecessor charity | | - |
| | 2,916 | Gain in market value of the shares sold in the period | | - |
| (1,583.00) | (32,514) | Proceeds of sale of shares | | - |
| 2,790.01 | 52,166 | Shares remaining after sale | | - |
| | 7,307 | Unrealized gain in retained shares during the period | | 857 |
| 2,790.01 | £59,473 | 30 April 2022: market value of shares @ 2,162.36 pence per share | 2,790.01 | £60,330 |

NOTES FORMING PART OF THE FINANCIAL STATEMENTS continued

4. Collection box contents

Cathedral staff empty the collection box in the Chapel on behalf of the charity and account for it each half-year by offset when invoicing the Cathedral's service charge.

5. Independent examiner

No fees or costs were paid to the independent examiner.

6. Remuneration and staff costs

Trustees received no remuneration and no staff were employed.

7. Trustee Expenses

No expenses were claimed or paid to trustees during the year other than to refund costs incurred on behalf of the charity in relation to a retirement tribute.

8. Related Party Transactions

No transactions with related parties took place during the period other than referenced in note 7 above.

9. Designation of funds

A donation in the previous financial period by Coventry and Warwickshire Churches Together has been designated by trustees for specific activities and events that encourage people to pray, learn and grow together, in the spirit of the donor, in order to safeguard the donation from being used for other forms of charitable expenditure.