

Trustees' annual report for the period



CHARITY COMMISSION
FOR ENGLAND AND WALES

From: 1 January 2020 To: 31 December 2020

Charity name: The Church Estate, Chalgrove

Charity registration number: 254896

Company number: Not Applicable

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The charity's objects are the repair, improvement and maintenance of the fabric and furniture of the Parish Church of Chalgrove and the maintenance of the services thereof.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The fixed asset investments of the charity are held as endowment funds.</p> <p>The policies adopted in furtherance of these objects are generating income for the charity's investments and making grants to the Parochial Church Council of Chalgrove Parish Church and there has been no change in these during the year.</p> <p>The charity continues to generate income through the rental of its investment properties. The income is applied to achieve the objects of the charity by way of providing photocopying facilities to support services, and grants to the Parochial Church Council for the maintenance of the fabric of the church.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit.	Para 1.18	The Trustees have paid due regard to the guidance issued by the Charity Commission on public benefit in deciding what activities the charity should undertake.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The charity met 6 times during the year.</p> <p>The Trustees addressed issues affecting tenants in light of the COVID-19 Pandemic and acted accordingly to protect the assets of the Trust.</p> <p>The Trustees supported the introduction of equipment to enable church services to be conducted on a socially distanced media platform.</p> <p>The Trustees instructed their agents, Carter Jonas LLP, to value the property portfolio, mindful that this had not been done for several years.</p> <p>The Trustees continued discussions with their agents, Carter Jonas LLP, regarding the rent reviews under the Lease for the Red Lion. Discussions continued regarding the substantial repairs to the external staircase. Planning permission has been granted for a 'like for like' replacement.</p> <p>The Trustees continued to support the parochial church council of St Mary's Church, Chalgrove with the maintenance of the fabric and services.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

	SORP reference	
Review of the charity's financial position at the end of the period	Para 1.21	<p>The charity continues to accumulate funds through careful investment and management of its properties enabling it to make grants to the Parochial Church Council of Chalgrove Parish Church.</p> <p>Mindful of the economic situation and the financial implications for this charity all monies are placed on deposit and invested carefully with the Central Board of Finance for the Church of England.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>As a grant making charity with reasonably predictable income sources, the trustees consider that the current level of unrestricted reserves is sufficient for winding up of the charity.</p> <p>A reserve fund (Extraordinary Repair Fund) is maintained for the purpose of providing for the extraordinary repair, improvement extension or rebuilding of the Parish Church of Chalgrove.</p>
Amount of reserves held	Para 1.22	£5,046.90
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:	SORP reference	
Type of governing document: eg trust deed, memorandum and articles of association etc.	Para 1.25	The charity was established by a charitable trust deed on 29 March 1887 as varied by a Scheme of 15 May 1967 and 22 August 1990.
How is the charity constituted? eg limited company, unincorporated association, CIO	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>The trust deed stipulates seven trustees comprising three ex officio trustees, two nominative trustees and two co-optative trustees.</p> <p>The Vicar and Churchwardens of Chalgrove Parish Church are ex-officio trustees.</p> <p>The Nominative trustees are appointed by the Parochial Church Council of Chalgrove Parish Church.</p> <p>The Co-optative trustees are appointed by the other trustees.</p> <p>Co-optative trustees serve for five years and the other trustees for four years respectively.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>On appointment trustees sign a declaration of acceptance and willingness to act in the trust of the Charity in the Minute Book. Copies of the trust deeds are provided.</p> <p>Trustee induction is an informal process with serving trustees explaining the background, relevant issues, risk factors and financial position to incoming trustees.</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The Charity is managed by the Board of Trustees who meet at least four times during the year.</p> <p>The Trustees delegate the day to day management of the rental properties to letting agents Carter Jonas LLP.</p>
Relationship with any related parties	Para 1.51	
Other		The Trustees have assessed the major risks to which the charity is exposed and are satisfied that systems and procedures are in place to mitigate exposure to those risks.

Reference and Administrative Details

Charity name	The Church Estate, Chalgrove
Other name the charity uses	Chalgrove Church Estate
Registered charity number	254896
Charity's principal address	The Vicarage, 58 Brinkinfield Road, Chalgrove, Oxford OX44 7QX

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	Reverend Michael Lakey	Chairman	N/A	
2	Mrs S W Brown	Secretary	N/A	
3	Mrs P Hunt		N/A	
4	Mr M Jacques		N/A	
5	Mr G Leaney		N/A	
6	Mrs K Mulcahy		N/A	
7	Mr B Spicer		N/A	
8				
9				
10				
11				
12				

Reference and Administrative Details**(cont)**

Corporate trustees – names of the directors at the date the report was approved

Director name	

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	The charity holds funds of £61.46 as custodian for the Chalgrove Ecclesiastical Charity, registered number 275431.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	The Chalgrove Ecclesiastical Charity receives income from investments and expends on services for sermons and holy communion.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	The funds are invested in the CBF Church of England Investment Fund.

Additional information (optional)

Names and addresses of advisers (optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

Signature(s)



Full name(s)

Reverend Michael Lakey

Position (for example Secretary,
Chair, etc.)

Trustee, Chairman

Date

22nd Sept 2021



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

CHALGROVE CHURCH ESTATE

On accounts for the year
ended

31 DECEMBER 2020

Charity no
(if any)

254896

Set out on pages

1-19

(remember to include the page numbers of additional sheets)

**Respective
responsibilities of
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's
statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

2. to which, in my opinion, 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:

Date: 22 June 2021

Name:

CARA CHAPMAN

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

FCA (Institute of Chartered Accountants in England & Wales)

Address:

6 Wingfield Close

Ewelme, Wallingford

OX10 6JY

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.