

CHICHESTER CATHEDRAL

ANNUAL REPORT

&

AUDITED ACCOUNTS

for the year ended

31ST MARCH 2018

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2018

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This report has been produced in accordance with the requirements for Accounting and Reporting by English Cathedrals, prepared for the Association of English Cathedrals, and specified by the Church Commissioners, under Section 27 of the Cathedrals Measure 1999.

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DEAN'S FOREWORD

This annual report gives an overview of Chichester Cathedral in the year 2017/18. The report, formal as it necessarily is, gives a flavour of the complex and varied nature of our life and work.

We continue to work hard at being the Cathedral, the seat of the Bishop and a centre of worship and mission. The Cathedral's strategic plan ambitiously sets out how we will do that over the next five years. It is the result of much conversation inside and outside the Cathedral, and will guide us in our worship, mission and common life in the years to come.

The Chapter said farewell to two of its members, Sara Stonor and Lesley Webster. They have both been dedicated and committed Lay Members, and we are indebted to them for their many years of service and many hours of discussions and travelling to and from Chichester. We are privileged to have had them as part of the Cathedral's life.

The huge task of renewing the Cathedral's roof covering and replacing it in lead has begun, and the Restoration and Development Trust has worked hard to find the finance needed to begin the project.

Our financial position continues to improve, though there is no room for complacency.

None of this would have been possible without the support and hard work of our staff, volunteers, worshippers and supporters. Their contribution to the ministry of the cathedral is immeasurable, and we are very grateful to them.

Later in the year we will publish our Annual Review which will describe in a less formal way something more of our activities during the year. In the meantime, I commend our Annual Report to you.



The Very Reverend Stephen Waine
Dean of Chichester

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STRATEGIC PLANS

During 2017/18 Chichester Cathedral Chapter undertook a strategic planning exercise to set the Cathedral's direction for the coming years, following the Bishop of Chichester's Visitation and Charge of 2016. The early drafts were shared and discussed with the Cathedral's senior lay staff, Cathedral Council, College of Canons and a wide range of stakeholders, who were generous with their time and feedback. The resultant strategic plan sets out the Cathedral's Vision, Purpose and Strategic Goals for 2018-23, and the values that will underpin them. It can be studied in further detail at www.chichestercathedral.org.uk

CHICHESTER CATHEDRAL'S VISION AND PURPOSE

Through imaginative worship, inspiring music and art, engaging teaching and generous hospitality, we will be a place of transformation where our human experience finds its meaning in the unconditional love and compassion of God.

OUR VALUES

Our vision and purpose are supported by our Christian values:

- **Openness, honesty and integrity** – in the way we conduct our common and individual life
- **Fairness, justice and compassion** – in our engagement with individuals and the structures of our society
- **Generosity** – in our judgements and our welcome.

STRATEGIC GOALS

1. **A Cathedral for the City, Counties and Diocese** - To engage with and serve the needs of God's world
2. **Development of Worship** - To draw people into deeply transformative worship, rooted in our Christian heritage and nourished by energy and imagination
3. **Engagement and Learning** - To work in a spirit of inclusivity, openness and service
4. **Social Responsibility** - Embracing environmental and social wellbeing
5. **A Sustainable Cathedral** - To achieve financial security and sustainability
6. **Good Governance** - To be accountable, responsible and robust

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THE CATHEDRAL'S FUTURE PLANS

The strategic goals provide the framework within which tactical planning and delivery will take place on a rolling basis. They now shape the executive team's annual business planning and budgeting process, which was originally introduced in 2016. The resulting Business Programme is a great way to share plans for each year with the Cathedral's many supporters and well-wishers – it can be viewed online. Chapter and the Executive Board will monitor progress against the objectives during the year and report on delivery at the end.

The Cathedral aims to develop its ability to act as a resource for the Chichester Diocese, of which it is the mother church. It will develop its music outreach, working with West Sussex Music, and in 2018/19 has plans to create a Young Organists' Day. Plans to improve facilities and to offer an exemplary welcome to visitors and worshippers will be supported by the opening of Paradise – the grassed area inside the Cloisters – to the public, the publishing of a new spiritual tour of the Cathedral and the introduction of external customer-focussed training for volunteers. The roof replacement work will continue, safeguarding the Cathedral for the future, and the Surveyor of the Fabric will complete a Quinquennial Inspection to ensure that any new threats to the building can be addressed. The Cathedral will continue to work alongside other Chichester Vision partners aiming to deliver an inspiring and welcoming city, full of opportunities for the future, and in particular will plan towards the possible re-landscaping of the area around West Street and the Cathedral in the long term.

Plans for the development of worship include a number of new liturgies, and the development of plans for a new nave division of the organ. Work with the Diocese to support the 'Year for Prayer 2018' will see four Archdeaconry Pilgrimages to the Cathedral and new liturgy for parish pilgrimages too.

Chapter's increased investment in Engagement and Learning will continue, with expanded opportunities for learning for families and young people including a pilot project with the National Citizens Service. The Cathedral's communications will be enhanced with the launch of a new website.

Commitment to Social Responsibility will continue, with a relaunched environmental policy to build on the recently secured Eco Church Bronze accreditation. Partnerships with complementary charities will extend the Cathedral's impact and the 'Ageing Well' programme will aim to develop the Cathedral as a Dementia Friendly space. The Cathedral will also undertake the Simple Quality Protects (SQP) Safeguarding Audit to help it become a safer environment for all.

Financial sustainability will continue to be a focus, continuing the recent progress towards a balanced operational budget and enhancing the Cathedral's Fundraising capacity through close working relationships with the Chichester Cathedral Restoration and Development Trust and Chichester Cathedral Friends. Property initiatives in the Close are also planned to generate increased income. Restructuring in Chichester Cathedral Enterprises Ltd – our trading company – is also planned, targeting greater financial support for the Cathedral's mission, as well as an improved experience for new and regular visitors.

Good Governance will continue to be a priority, using guidance from the Charity Commission, Association of English Cathedrals and the Cathedrals Working Group's report. New Chapter members will be recruited and the governance of St Mary's Hospital almshouses will be revised, ensuring that they are independent of Chapter but maintaining historic and operational links, and preserving their distinct Christian ethos.

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STRUCTURE AND MANAGEMENT (GOVERNANCE)

CONSTITUTION AND STATUTES

The Cathedral is governed by the Cathedrals Measure 1999 and its resulting Constitution and Statutes that came into effect in September 2000. The Constitution and Statutes require that any person or body having functions under these instruments shall have due regard to the fact that the Cathedral is the seat of the Bishop of Chichester and a centre of worship and mission.

The authorities in this section each have a specific role in the governance of the Cathedral.

THE CHAPTER OF THE CATHEDRAL

Under the Constitution of the Cathedral, Chapter shall consist of the Dean (Chairman) and all Residentiary Canons of the Cathedral; one member of the College of Canons elected by the College; between two and six other persons appointed jointly by the Bishop and Chapter; and the Communar.

Following the December 2017 meeting of Chapter, two members – Mrs Sara Stonor and Mrs Lesley Webster – retired. After much consideration about the skillsets required in new Chapter members to best serve the Cathedral, a lengthy recruitment process was embarked upon with the assistance of a specialist trustee recruitment company with new appointments to be made during the new financial year.

The Cathedrals Measure 1999 requires that it shall be the duty of the Chapter to direct and oversee the administration of the affairs of the Cathedral having regard to the views of the Bishop, the College of Canons and the Cathedral Council and in particular to:

- Order the worship and promote the mission of the Cathedral.
- Formulate, after consultation with the Bishop, proposals in connection with the general direction and mission of the Cathedral and submit them to the Council for its advice.
- Prepare an annual budget for the Cathedral.
- Submit to the Council the annual report and audited accounts prepared by the Chapter and such other reports as may be requested by the Council on any matter concerning the Cathedral.
- Submit to the College of Canons the annual report and audited accounts prepared as aforesaid.
- Keep under review the Constitution and Statutes of the Cathedral.
- Manage all property vested in the Cathedral and the income accruing from it and, in particular, ensure that the necessary repairs and maintenance in respect of the Cathedral and its contents and other buildings and monuments are carried out.
- Perform such other functions as may be prescribed.

The Chapter is also responsible under the requirements laid down by the Church Commissioners under the powers given them by Section 27 of the Cathedrals Measure 1999 for:

- Preparing and publishing an annual report and audited accounts which give a true and fair view of the financial activities for each financial year and of the assets, liabilities and funds at the end of each financial year of Chichester Cathedral and its connected entities.
- Stating that they have complied in all material respects with the guidelines on the subject prepared by the Association of English Cathedrals or describing which recommendations have not been complied with and giving reasons for non-compliance.

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- Selecting suitable accounting policies and then applying them consistently.
- Making judgements and estimates that are reasonable and prudent.
- Keeping proper accounting records from which the financial position of the Cathedral can be ascertained with reasonable accuracy at any time.
- Safeguarding the assets of the Cathedral and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Cathedral is a Public Benefit entity and in setting the aims of the Cathedral Chapter has had due regard to the Charity Commission guidance on Public Benefit.

New members of Chapter undergo a thorough induction to brief them on their obligations, including briefings from the Cathedral's specialist staff and specific information about the Cathedral Constitution and Statutes and the Cathedrals Measure 1999. The Cathedral's structure, decision-making processes and the financial performance of the Cathedral are also addressed. Members of Chapter are encouraged to attend appropriate training events, especially those provided throughout the year by the Association of English Cathedrals.

The pay of senior staff is reviewed annually and increases are considered by Chapter in the context of average wage inflation in the charitable sector and the wider economy. When reviewing senior roles Chapter benchmarks pay levels against similar roles in other Cathedrals of a similar size, in other comparable charitable organisations and in the wider region. Clergy stipend levels are set nationally by the Church Commissioners.

A list of Chapter members is at Appendix 1.

A list of the Chapter Members' portfolios is at Appendix 3.

A list of the Cathedral Managerial Staff is at Appendix 6.

A list of Volunteer Section Heads is at Appendix 16.

THE CATHEDRAL COUNCIL

The Cathedrals Measure 1999 requires that it shall be the duty of the Council to further and support the work of the Cathedral, spiritual, pastoral, evangelistic and ecumenical, reviewing and advising upon the direction and oversight of that work by the Chapter.

The Bishop, as Visitor, is invited to attend as an advisor and non-voting member.

The Council is therefore both an advisory and consultative body and it has been meeting twice a year since its inauguration in January 2001. During the period of this report the Council has met to be briefed and to discuss a range of topics which have included:

- Reviewing the Chapter's annual report and commenting on the wide range of Cathedral activities contained therein.
- Considering the Accounts for 2016/2017 and the Budget for 2018/2019.
- Receiving briefs from the chairmen of the various Cathedral committees.
- Input into the Cathedral's Strategic Plan.
- Reflecting on "Bishop George Bell – The Independent Review" by Lord Carlile.
- Considering the Cathedrals Working Group draft report.

The members of the Cathedral Council are listed at Appendix 4.

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THE COLLEGE OF CANONS

The College of Canons is formed from the Dean, Residentiary Canons, Lay Members of Chapter, the Bishops Suffragan, the Archdeacons, thirty-one Prebendary Canons and up to five Lay Canons (none of whom have been appointed to date). Two members are elected to the Cathedral Council. One member is elected to Chapter. The Communar acts as Secretary.

The College of Canons shall:

- Meet annually on a day as near as convenient to the Feast of All Saints, whenever the Bishop desires to seek its counsel or advice on any matter, whenever it is required to make an election or, if a request for a meeting were made by not less than two-thirds of its members.
- Receive and consider the annual report and audited accounts.
- Discuss such matters concerning the Cathedral as may be raised by any of its members.
- Perform such functions as may be prescribed.

A list of members of the College of Canons is at Appendix 5.

THE BISHOP

The Cathedral is the Mother Church of the Diocese and values its central role in the Diocese's worshipping life and its close relationship with the Bishop of Chichester and his team. The principal seat of the Bishop is in the Cathedral and the Bishop presides regularly at services including ordinations. In the last year we have especially enjoyed the number of services which have seen the licensing and welcoming of significant Diocesan appointments in the Cathedral.

During the year Chapter continued working in response to the Bishops Visitation of November 2016. The Bishop joined Chapter in November to receive a report of progress against his directions and recommendations.

FABRIC ADVISORY COMMITTEE

Under the Care of Cathedrals Measure 1990 (as amended in 2008 and 2011), the Fabric Advisory Committee (FAC) is responsible to the Cathedrals Fabric Commission for England (CFCE) and considers applications from the Chapter in regard to proposed development of and changes to the Cathedral's fabric. It also advises Chapter on the care, conservation, repair and development of the Cathedral and meets three times a year.

The ten members of this committee serve for a period of five years and may be re-appointed. The members appoint a Chairman from among their own number. The Communar is the FAC Secretary. The Dean, Surveyor of the Fabric, Consultant Archaeologist and Clerk of Works attend meetings of the Committee and are entitled to speak but not to vote. Other Chapter members are free to attend if they wish.

During this reporting period, there were no changes to the Committee's membership with one vacancy waiting to be filled as at the end of March 2018.

Over the course of the year the committee considered and were kept informed about the development and progress of the following projects:

- Conservation of the two Romanesque reliefs
- Restoration of the Western arm of the cloisters including a new, permanent gate into Paradise
- Replacement of the Cathedral's high copper roofs with historically accurate lead
- New database for the management of the Cathedral Inventory

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- Temporary loan of the Graham Sutherland painting 'Noli Me Tangere' to Coventry Cathedral
- A five yearly inspection of the Lambert Barnard paintings
- New handrail for the spiral staircase in the Bell Tower
- New ramp from the South aisle into the South Transept
- New Cathedral nave seating frontals
- Chichester Vision consultations with specific interest in the future of the Western approach to the Cathedral
- Conversion and refurbishment of 1 St Richard's Walk
- Re-roofing of Vicars' Hall
- Installation of a new safety wire system at clerestory level
- "Stations of the Incarnation" – a pilgrimage trail around the Cathedral to tell the story of the life of Christ through artistic installations

The Members of the Committee are listed at Appendix 7.

FINANCE COMMITTEE

The Finance Committee meets four times a year.

The Committee consists of a Chairman and up to four other members appointed by Chapter for their expertise and experience in the field of finance and investment management. Chapter members are the Dean, Precentor and Communar with the Chapter Accountant as another member.

The Members of the Committee are listed at Appendix 8.

CATHEDRAL COMMUNITY ROLL

Membership of the Cathedral Roll is open to anyone aged sixteen or over who worships regularly at the Cathedral, is resident in the Close or holds office linked to the Cathedral. There is an annual meeting of those on the Cathedral Roll, chaired by the Dean, at which elections take place to the Cathedral Council, the Cathedral Community Committee and the Chichester Deanery Synod.

During this year 21 new members joined the Roll and 13 were removed. The number of persons on the Cathedral Roll on 31 March 2018 was 528.

CATHEDRAL COMMUNITY COMMITTEE

The Cathedral Community Committee meets at least four times a year to advise the Chapter on all matters affecting the Cathedral Community and to undertake such functions as may be delegated to it by Chapter.

The Members of the Committee and of the Stewardship Sub-Committee are listed at Appendix 9.

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THE CATHEDRAL'S ACTIVITIES DURING THE YEAR

BUSINESS PLAN

Of the 88 objectives in its agreed Business Plan for the year, Chapter was pleased to see 58 delivered in full and 24 in part with just 6 unachieved. The executive team achieved a great deal during the year, in areas as diverse as the hosting of the Walsingham Festival and the securing of Eco Church Accreditation. The 'Live Together Better' event for International Peace Day was a great success, and the Cathedral also played host to the Cathedral Organists' Association Conference. The 1910 Somers Clerk Reredos returned to the Cathedral floor as the centerpiece of the re-dedicated Sailors' Chapel in July.

A range of successful building projects included the restoration of the West Cloister and the commencement of an ambitious multi-year project to replace the Cathedral's failing copper roofs with longer-lasting and more historically authentic lead. An increased focus on the Cathedral's property saw the creation of a new Property Committee, which hit the ground running in the Autumn supported by the Cathedral's new Head of Estates, Andy Wright. Financial management, supported by improved finance processes, continued to be important and Chapter remains committed to setting and achieving its ambitions within a framework of good financial discipline.

WORSHIP

During the year the Cathedral hosted four weddings, two baptisms, three funerals and twelve memorial services. The Cathedral has also welcomed 41 visiting choirs over the year to sing services for which the Cathedral Choir is unavailable.

The financial year was bookended by Holy Week and Easter celebrations, with guest preachers Charlie Allen (Director of Ordinands for Salisbury Diocese) and Bishop Laurie Green. Eleven Christmas carol services were held for outside organisations including St Wilfrid's Hospice and the West Sussex Federation of Womens' Institutes. There was a high attendance at the Cathedral's own Christmas services, and for the first time the annual crib service was held twice on Christmas Eve, allowing an even greater number of young people to engage with the Christmas story. Another new initiative was a dementia-friendly carol service, which was hosted in partnership with the Chichester Anna Chaplaincy.

Other special services included a service marking the 50th Anniversary of the founding of the modern Hospice movement, while the farming and shepherding community of West Sussex was celebrated in a Shepherd Service. Annual services were once again held for Chichester District Scouts and Girl Guides, the Royal Sussex Regimental Association and Stonepillow (as part of their Sleepout event), and graduation ceremonies were held for Chichester College, the National Citizen Service and the West Sussex County Council apprenticeship scheme.

In addition to the Cathedral's daily office, Day Chaplains provide pastoral support to visitors to the Cathedral, and invite visitors to join them in a short moment of prayer on the hour. The Pebbles children's group which meets during the Sunday Eucharist continues to thrive, and a special processional cross for the group has been blessed and is in regular use.

In July 2017 the Cathedral's long-serving Liturgy and Music Administrator, Paul Legrave, left to take up a post at the West Sussex Lieutenancy. He was succeeded by Richard Paterson, who also continues in his role as Lay Vicar in the Cathedral Choir.

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MUSIC AND CONCERTS

The choir had a particularly full and exciting year, with a busy programme of extra events supplementing its core mission at the heart of the Cathedral's pattern of worship. Just a week after the Easter celebrations, the choir took up an invitation to sing in The Netherlands. The tour began with a concert in Haarlem's recently restored Catholic Cathedral, where they also sang at Mass the following morning. From there they travelled to the university town of Leiden to sing Evensong at the Hooglandse Kerk, a service that attracted a congregation of 500.

Soon after their return, the choir travelled to London to participate in the Festival of the Sons and Friends of the Clergy, joining the choirs of St Paul's and Chester Cathedral. The same week, Chichester hosted the annual conference of the Cathedral Organists Association, attended by 50 delegates who enjoyed both the music and hospitality. Visits to St Mary's Kempton and the Church of the Ascension at Peacehaven served as fruitful outreach, and a run of Christmas concerts at the Festival Theatre saw the choir singing to a combined audience of several thousand. A large radio audience tuned in for a carol service broadcast live on BBC Surrey and Sussex.

The two RSCM choir festivals brought many hundreds of parish church musicians to Chichester from around the diocese, giving affirmation of their work in joyful acts of worship. Towards the end of the summer term, the choir sang at a fundraising reception at Bignor House, an event that generated valuable new interest and support. Three new Lay Vicars joined the choir in September, and the following month saw the triumph of Rafi Bellamy Plaice, former Head Chorister, at the BBC Choristers of the Year competition.

These special events, in which the choir served as fine ambassadors for the Cathedral, took place in the context of the regular schedule of eight Choral services each week during term time, a routine that remains the choir's most important commitment.

The Cathedral continues to be a popular concert venue, and in the past year has hosted performances by The Sixteen, Bournemouth Symphony Orchestra, Chichester Singers, and Southdowns Concert Band, as well as folk acts Show of Hands and Richard Durrant. Christmas concerts were also presented from G4 and Hanover Band, and in January the Cathedral marked Holocaust Memorial Day with a community performance of the opera *Push*, with University musicians accompanying a chorus composed of local schoolchildren.

The Cathedral's series of free lunchtime concerts continues to attract an average audience of 500 per week, contributing over £10,000 to Cathedral funds.

THE RELATIONSHIP BETWEEN THE CATHEDRAL AND THE DIOCESE

As Mother Church to the Diocese of Chichester, the Cathedral shares in the Diocese's mission and ministry through support of diocesan events and outreach to parish groups, who are encouraged to visit the Cathedral to experience and share in worship, and are invited annually for tea and Evensong through the Parish Links programme.

The Cathedral has hosted a number of diocesan services, including the ordination of deacons and licensing of lay readers, the annual Chrism Eucharist, a service of Confirmation for the Arundel and Bognor deanery, and the licensing of Ann Waizeneker as Dean of Women's Ministry. The Cathedral also held a beacon event for the Archbishops' Thy Kingdom Come prayer initiative at Pentecost, welcoming people from across the diocese.

Four honorary Canons were installed during services of Choral Evensong, and also two Canons of Honour, recognising the Diocese's strong ecumenical relationships. These relationships were reinforced at a special service marking the Week of Prayer for Christian Unity. The Cathedral also welcomed a thousand-strong congregation of pilgrims for the Walsingham Festival in October.

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The Cathedral continues to work with the Diocesan Education Department, and four school leavers' services were held in the summer. The Cathedral's strong link with the Prebendal School continues, and Cathedral Deacon Irene Smale was licensed as Chaplain to the school.

FINANCIALLY SUPPORTING THE DIOCESE

Chapter's policy is to give priority to requests from the Diocese for the use of the Cathedral or other facilities within the Precinct. By not charging facility fees for diocesan events, the Cathedral made an effective donation of £6,795 over the course of the year.

OTHER EVENTS

The Cathedral frequently plays host to events and gatherings which are part of the life of the community we serve. The Cathedral's Bell Ringers held an Open Day in April offering an opportunity to experience bell ringing. Highlights of this year's many charitable and community events included Stonepillow's annual Sleepout and the Royal British Legion's Poppy Appeal. The Cathedral Green provided a public viewpoint for the fireworks to mark the City's Christmas Lights Switch On event at the end of November - perhaps the last such event for a while, as the firework-unfriendly temporary roof was installed soon after.

LEARNING AND ENGAGEMENT

The Learning and Engagement Department welcomed over 9,600 people to organised events and activities at the Cathedral during this period, providing opportunities for people of all ages to engage with the Cathedral and its significance in ways appropriate to them. Developing opportunities for learning through interfaith activity has been a significant new area of work during this year and one we look forward to developing further, as we continue to grow our relationships with local faith communities. This has included an interfaith panel discussion as part of the programme of activity marking International Day of Peace and a series of interfaith seminars delivered through our GCSE Religious Studies day for secondary schools.

The Cathedral is delighted to have secured external funding to support the recruitment of a new part-time post for three years, Families and Young People's Officer. This role will lead, develop and deliver Chichester Cathedral's community learning programme for families and young people, delivering innovative engagement activity informed by need and based on partnership working. A successful pilot event, engaging forty local young people with the Cathedral through the arts, took place in partnership with the Chichester Community Development Trust and Ovation Music.

The schools and colleges programme continues to flourish with a particular focus this year on promoting and delivering a new series of interactive guided tours exploring the Cathedral as a Place of Worship for primary schools, which has been very well received. Volunteer support and training is key to this success and our fantastic team of 56 volunteers has demonstrated commitment and enthusiasm for the changes in approach to delivery. Our partnership with West Sussex Music continues to grow with the 2018 Young Voices Festival engaging 530 primary school children in learning about and performing choral music. In recognition of the ever increasing pressure on teachers, the popular Teacher Twilight training delivered by the Cathedral School Friends Scheme has developed a focus on teacher wellbeing this year.

The Cathedral has welcomed hundreds of families during five activity days and initial preparation has taken place in this period to increase access to these events for disadvantaged families, with support from Family Support Work.

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The Adult Learning and Engagement programme included several highlights this year attracting participants from across the Diocese and beyond. These included the Chancellor's lecture series 'The Bible in the Public Square'; the annual Biblical study day, on the theme of 'Troublesome Texts'; the launch of a Hot Topic series for 2018 exploring Peace and Reconciliation, and the Cathedral's first ever Dementia Friendly carol service.

LECTURES

In order to complement the diocesan 'Year of the Bible', the Chancellor shared his annual lectures (this year on 'The Bible in the Public Square') with three biblical scholars: Dr Hannah Strommen (University of Chichester), Professor James Crossley (St Mary's University, Twickenham) and Professor Richard Bauckham. The Bauckham lecture also formed part of the programme of Chichester Theological Society, which is a collaborative venture between the Cathedral and the University of Chichester. Other CTS lectures included Canon Dr Jim Walters on 'Redeeming Money: The Quest for an Economy of Generosity' and Professor Christopher Rowland on 'William Blake: Radical Prophet.'

4 CANON LANE

The Cathedral's residential and conference facility continued to be well used, both for commercial and 'primary' use. The Cathedral's Learning and Engagement Department ran a series of events in 4 Canon Lane on the theme of Peace and Reconciliation. Highlights included a powerful talk by Kemal Parvenic, a survivor of the notorious Omarska concentration camp in Bosnia, and a workshop on reconciliation led by Dr Simon Keyes of Winchester University as part of World Peace Day.

VISITORS

Visitors Numbers

The total number of people entering the Cathedral over the period of this report was approximately 373, 000. The total number of "tourists" to the Cathedral was estimated to be approximately 265, 000.

Exhibitions

A number of exhibitions took place during the period of this report:

'400 Days' This extraordinary exhibition by the poet and artist Frieda Hughes gave visitors the unique opportunity to see 400 paintings created over *'400 Days'*. The paintings were displayed from June until August, and arose from Frieda deciding to find out if she could create a single painting every day for a year. This project was an exploration in what it looks like when one person describes their experiences in shape and colour over a finite period of time. Each painting measured 10 by 14 inches and the exhibition showcased all 400 paintings hung together in one optimum block measuring 4 by 9 metres long. This visual treat and the idea behind the paintings were very popular with the Cathedral's visitors.

'Alternative Values' This exhibition accompanied *400 Days* and included poetry by Frieda Hughes. Many of the poems were a personal exploration of her childhood with her parents, the poets Ted Hughes and Sylvia Plath.

'Enlightenment' A beautiful glass sculpture, created especially for Chichester Cathedral, was on display from November to February. Designed and created by the award-winning artist Amy Cushing, the sculpture was made up of five hundred pieces of handmade glass within a delicate three metre floating column. It was suspended above the font in the Cathedral's Baptistry.

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Visitor Research Project

This year saw the culmination of an extensive research project to better understand our visitors and their levels of enjoyment and engagement. The findings were substantial and they will underpin our strategy for years to come. A small selection of the learning included: 62% of Cathedral visitors consider themselves Christian but only 10% identify as worshippers; a high proportion of visitors come from high income brackets but just 20% from 'lower social grades'; and the Cathedral is often viewed as not particularly 'family friendly' with just 1% visiting for child-related reasons. We also learned that although 38% of people expect to pay they do not then go on to make a donation.

Donations Research

Following on from the Visitor Research Project, further research into donations also took place as part of a range of efforts to reduce the deficit budget. The research included other non-charging cathedrals and experimented with the location of donation boxes, key messaging and different payment options.

Trials also explored the welcome given to the Cathedral's visitors and a total of 78 hours were spent greeting just under 5000 visitors using three different welcoming methods. These methods ranged from more casual greetings to a more structured script with a specific donation request. The visitors' verbal responses and reactions were recorded alongside the levels of financial giving, so in this way the trials took care to understand the impact on the visitors' experience alongside any potential financial gain.

These trials did reveal how donations could be significantly increased, however, Chapter has chosen not to implement these changes at this stage as they would require a substantial shift in our ministry of welcome.

MARKETING AND COMMUNICATIONS

Website Project/ Social Media

The creation of a new cathedral website is being financially supported by the Chichester Cathedral Friends, and after a careful tender process Hampshire based design agency Oyster was appointed as the new provider. This important project will bring all the Cathedral's websites together, so work began with understanding the needs of all parts of the Cathedral. A new site architecture was agreed upon and many helpful new developments have been initiated as a result of the research into the Cathedral's visitors, and the feedback in the Bishop's Charge. The new site will have a new 'exploring Christianity' section and will also do more to promote the Cathedral's offering for families.

The design phase of this project was particularly rewarding as the new website will enable us to make much better use of photography and show the Cathedral's beauty to greater effect. The project is expected to be completed towards the end of 2018.

The Cathedral's social media profile is growing, covering five platforms: Facebook, Twitter, Instagram, YouTube, and SoundCloud. The Cathedral's Twitter feed now has over 4,000 followers, who regularly respond and retweet the Cathedral's daily posts. Similarly, the Cathedral's Facebook is building an online community and a number of BBC and ITV Cathedral news items are now hosted on our YouTube channel.

Publicity/TV/Radio

The Cathedral achieved regular press and media coverage throughout the year and enjoyed a wide of range of news items and stories. Filmed in May 2017, 'Elizabeth I's Secret Agents' was a three-part series filmed in the Lady Chapel, the South Transept and the West End of the Cloisters. This prestigious BBC2 documentary went on to be BAFTA-nominated. July saw the Frieda Hughes' '400 Days' exhibition and media interest from the Sunday Times, the Church Times, and a live broadcast by BBC South Today. Further BBC coverage in August included St Mary's Hospital and their role in Heritage Open Days. The silencing of Big Ben brought BBC Sussex Radio who interviewed Tower Master Hamish McNaughton about bell-ringing. Sussex Life filmed the Cathedral's hymn boards for their annual Awards Evening in September, and October saw previous Cathedral

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chorister Rafi Bellamy-Plaice named BBC Radio 2 Young Chorister of the Year. Media attention continued on into December with BBC South Today interviewing Rafi for their Christmas broadcast.

The new year brought 'PUSH a Holocaust Opera' with both BBC South Today and ITV Meridian News visiting the Cathedral and this was followed by the press launch of the campaign to restore the Cathedral's high roof which brought widespread coverage. Over one hundred regional newspapers across England, Ireland, Scotland and Wales, covered this story pushing this news all across the UK. National newspapers (for example the Telegraph, Daily Mail) also picked up on the story and more locally, all our key TV and radio contacts supported the campaign throughout the South.

Soon after this, BBC Sussex returned to interview the Dean about his inspiring 'Lent without Plastic' initiative and supporting blog.

LIBRARY

The Library has welcomed a large number of visiting groups and individuals during the year. Although access to the Library is by arrangement (given the value of many of the books) there are many opportunities for visitors willing to brave the spiral staircase to enjoy this lesser known part of the Cathedral. Open days continued to be extremely popular, attracting hundreds of visitors. Research scholars also continue to come to the Library, and the Cathedral's Learning and Engagement team make regular use of the Library holdings for activities for children and adults.

Chris Smith, the volunteer Sub-Librarian, has done a fine job, responding to numerous enquiries made on a wide range of topics, co-ordinating the activities outlined above, and working with the Chancellor and Library Advisory Group (made up of external library professionals) on matters of strategy and policy. Some of the libraries storage facilities are nearing the end of their life, and ways forward have been identified with the help of Andy Wright, the Cathedral's Head of Estates.

CATHEDRAL TREASURY

The Treasury's role continues as a public display of communion plate and other pieces of historic interest, principally on loan from parishes of the Diocese. The collection has remained static during the year.

A number of not-too-distant parishes continue to withdraw pieces temporarily for use or display at major festivals, other special services or exhibitions. Also, parish visits to the Treasury continue. During the year we have resumed the practice, when inviting parishes to attend evensong on the day when their parish is remembered in prayer across the Diocese, of reminding lending parishes of their loan and suggesting a Treasury visit. Continuing parish interest in their loaned pieces, and in the collection as a whole, is something that the Treasury particularly welcomes and encourages.

During the year the Sub-Treasurer gave talks to a Treasury Study Day in Guildford Cathedral and a Reformation Study Evening in Rogate parish.

CHICHESTER CATHEDRAL ENTERPRISES LIMITED

Chapter solely owns Chichester Cathedral Enterprises Ltd (CCEL) which undertakes the commercial activities of the Cathedral Café, Cloisters Shop, Box Office, Vicars Hall, 4 Canon Lane and other venues located within

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the Cathedral precinct. Where profits are earned they are covenanted to Chapter and details of its trading activities are summarised within the statement of consolidated financial activities and the notes to the accounts.

Overall result

CCEL had an extremely tough trading year that has resulted in a loss of £55,994 for the year to March 31st 2018. The result reflects a level of fixed costs and ways of working that were established to address a level of ambition in the Café and event business that has unfortunately failed to materialise or to work profitably. The Board and Management of CCEL – led by General Manager Amy Sim, have undertaken a wholesale review of the strategic offering and will be reducing the scope of activity. The result for the year end March 2018 includes a restructuring provision. Staff consultations took place during May and June 2018 and the result has been some redundancies and changes to contracts aimed at reducing the level of fixed cost and a more agile business model that will better support the Cathedral in its mission. Sadly this means saying ‘goodbye’ to some members of the Enterprises team, notably long serving Head Chef, Barry Kearns, and Retail and Commercial Development Manager, Kay McCluskey. The redundancies reflect a need for change but not a lack of commitment on behalf of the Enterprises team who have responded very positively to the challenges. We are grateful to those who are leaving for all their efforts on the Cathedral’s behalf and wish them well.

Chapter, as the sole shareholder in CCEL, remains committed to supporting the business as it returns to profitability.

Cloisters Café, 4 Canon Lane and Hospitality

The combined sales were £1,073,152, some £90,000 behind the revenue in 2016. Whilst 4 Canon Lane continues to enjoy strong bookings and occupancy rates, the Café and events business have been particularly disappointing. It is expected that the biennial Flower Festival in May 2018 will contribute to a better result in the coming year for the events business.

The contribution from 4 Canon Lane has not been enough to offset the degradation in the hospitality part of the business.

CCEL continued to support the Cathedral with events and hospitality around the Cathedral Close ranging from coffee mornings to large formal dinners, also hosting visitors from other Cathedrals in the café, Vicars’ Hall and 4 Canon Lane. 2018/19 will see a new approach to the hospitality business, focussing on the types of events that can be delivered profitably, and partnering with external caterers where appropriate.

Cloisters Shop

The Cathedral’s shop achieved sales of £138,484, which was some £18,000 less than budgeted and £19,000 less than last year. Despite a relatively healthy 54% margin, the shop effectively broke even for the year, an improvement on 2016/17. The shop offering, including the management of slow moving and redundant stock, is a strategic focus for the future.

The Directors of Chichester Cathedral Enterprises Ltd (of whom three are Chapter members) are appointed by Chapter and are listed at Appendix 15. The Board and Chapter remain fully committed to support the business through this strategic change and the subsequent period of refocus.

SAFEGUARDING

Chapter is committed to the protection of children and adults at risk of harm who are visiting the cathedral, the cathedral choristers and those attending services, as well as any employees, trainees and volunteers.

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In accordance with the House of Bishops Policy documents the Cathedral has a written Safeguarding Policy and Guidelines – the policy is available in the Cathedral and on its website.

In 2017/18 Chapter took a significant step in its provision by entering into a Service Level Agreement with the Chichester Diocesan Safeguarding Team. This means that the Cathedral now has support from highly trained safeguarding professionals, who support the team on the ground with advice, best practice guidance and training. The Cathedral's Safeguarding Officer is now Morag Keane, the Deputy Diocesan Safeguarding Advisor, who reports regularly to Chapter. Morag is supported by a local team including the Communar and representatives from a number of departments, and an independent representative from the Cathedral Congregation, Mrs Ruth Taunt.

During the year the Safeguarding Policy was comprehensively re-written and a major programme of training begun, supported by the Church of England's excellent online resources.

THE CATHEDRAL AND ITS INTERIOR

This year saw the beginning of a huge project that will eventually see the leaking copper roof replaced with lead. Lead is the cathedral's original roof covering and its return has been heartily endorsed by Historic England and the Society for the Protection of Ancient Buildings (SPAB). Phase one of the project is the Presbytery and Choir roofs, and side aisles, costing approximately £1.8m. Eventually the work is expected to cost in the region of £5.8m, and its completion is heavily dependent on securing funding for the later stages.

Work to erect the scaffold began in November, ahead of the return of the peregrine falcons. With days to spare the task of enclosing the eastern end of the Cathedral with scaffold and temporary roof was completed and the scaffold encapsulated in recyclable shrink wrap. The next step was to strip the old copper, which will also be recycled. After this came the exposure of the historic timbers, a number of which are in urgent need of repair and replacement. The last known large-scale attention to these timbers would have been to address wall plate decay in the 1960s when large sections were removed and replaced with concrete. Happily very little of this concrete needs to be removed. Works continue to progress, including the introduction of improved ventilation and rainwater management from high and aisle roofs.

The year also saw a project to would address the severely decaying stonework tracery to the western arm windows. In July, specialist glaziers began the task of removing the leaded windows for restoration in conjunction with local stonemasons, replacing the intricate tracery stonework. The project, which was successfully completed in November, also included a new gate and adjacent tracery work.

During this time, works also progressed within the Cathedral which saw the restoration and reinstallation of the reredos to the Sailor's Chapel and recycling of removed raised flooring to create a new disabled ramp, significantly improving access to the South Transept.

CATHEDRAL CLOSE AND PROPERTY

2017 saw changes in the Estates team with the appointment of a new Head of Estates and restructuring of the maintenance team that will remain focused on looking after the Cathedral estate and ensuring the best use of our property portfolio. An example of this is the expansion of the project that looked at converting the large first floor flat at St Richards Walk to now include the second floor flat. Details were approved and consents granted to convert the flats in to four one-bedroom units that will be ready for occupation in 2018.

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The year also saw the start of a smaller cathedral roofing project that addressed the replacement of the failing clay peg tiles and decaying roof-lights to the ancient Grade I listed Vicars' Hall. Not without its challenges, the works also included upgrading thermal insulation, ventilation and external lead and brick repairs ready for summer 2018.

OUR PEOPLE

2017 -2018 was a year of much staff change with the arrival of 21 new employees across Chapter and Enterprises in addition to those employed on seasonal worker contracts in Enterprises. Julia Murray Logue, our first HR Manager, came to the end of her fixed term contract in December 2017 and has left for new adventures.

During the last year, we have introduced a performance development review process that provides opportunities for each employee to have regular discussions with their line manager about their performance and development.

Chichester Cathedral continues to be a National Living Wage [NLW] Employer which means that the minimum wage that we pay staff is the NLW rate. All staff received a pay increase effective from 1 April, which saw the salaries of those on NLW increase and all other staff received a 2% pay increase.

VOLUNTEERS

To create a forum where volunteering policy could be discussed, and issues raised and addressed, the Volunteers Committee was formed in February 2017. With members representing Chapter, Cathedral staff and volunteer team leaders, the Committee has met throughout the year with the overarching aim of playing a positive role in enabling a flourishing volunteer community to support the mission and ministry of the Cathedral.

In April, visitors were given a rare opportunity to see inside the Bell Tower, with the Cathedral's experienced team of ringers giving guided tours and demonstrations throughout the day. In July, the Chichester Anna Chaplaincy was launched. Anna Chaplaincy is a registered charity dedicated to the befriending and supporting of older people and their families and carers. The launch was to formalise the work already being done in this area and to introduce the newly appointed local Chaplain, Lou Lou Morris. In January 2018, Judith Lee, Head Guide, started a training course for twelve prospective new Cathedral Guides.

THE WIDER CATHEDRAL FAMILY

CHICHESTER CATHEDRAL RESTORATION AND DEVELOPMENT TRUST

The Trust was formed in 1980 and since then has raised money for the restoration and development of Chichester Cathedral, other buildings within its precincts, its music foundation and such other charitable objects and activities undertaken by the Chapter.

The past year saw the formal launch of the appeal to raise the estimated £5.8 million required to re-cover the Cathedral's roofs which is fortunate to have Dame Patricia Routledge as its Patron. A well attended press launch saw representatives from the press, TV and radio meet Dame Patricia and the appeal Chairman, Mr Daniel Hodson, and tour the historic roofs. A number of successful fundraising events were held during the year to further the appeal including a 'Fête Champêtre' at the beautiful Pashley Manor, Ticehurst and a stunning dinner hosted by the Dean in the Cathedral Nave, with special guest Emma Bridgewater, Patron to the 2018 Festival of Flowers. Significant income was also received from the First World War Centenary Cathedral Repairs Fund (a

CHICHESTER CATHEDRAL

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one off source of funding to English Cathedral's from the Department for Culture, Media & Sport), the Hans and Julia Rausing Trust (on behalf of Helen, Lady Broughton), the Headley Trust and the Wates Foundation.

The Trust's continuing fundraising efforts allowed for the provision of over £750,000 to Chapter enabling a number of significant projects during the year, including: the restoration of the Western arm of the Cloisters, the re-covering and restoration of the Quire roof, the re-tiling and repair of the Vicars' hall roof, the repair of the Cathedral Organ's blower, an inspection into the condition of the Lambert Barnard paintings, and contributions to the work of the Learning & Engagement and Liturgy & Music departments.

In the year to come the Trust has committed to provide the funds required by Chapter for the completion of the re-covering and restoration of the Quire roof and the work on the Vicars' Hall roof, and is well positioned to support the next phase of the Cathedral roof programme, anticipated to start in late 2018. The Trust will also work closely with Cathedral departments to continue to identify opportunities for raising necessary funds to support their important work.

Support is typically received from individual donors, legacies, charitable trusts, PCCs, companies and fundraising events. The most significant being the biennial three day Festival of Flowers, the next to be held in June 2018.

The Trustees are listed at Appendix 10.

CHICHESTER CATHEDRAL MILLENNIUM ENDOWMENT TRUST

The Millennium Endowment Trust was established in 1997 with the aim of raising an endowment fund of £5 million to be held in perpetuity; the income from which would provide funds for the Chichester Cathedral Restoration & Development Trust. The Trust is now generating annual income in excess of £150,000 and this is available to the Restoration and Development Trust. No funds were distributed in the last financial year.

The current Trustees are listed at Appendix 11.

CHICHESTER CATHEDRAL FRIENDS

Chichester Cathedral Friends (CCF) is a registered Charitable Incorporated Organisation (CIO) which exists to support the ministry and mission of Chichester Cathedral. CCF provides one of many ways for people to become involved with and contribute to the life and work of the Cathedral. The charity is managed and run by volunteers and has approximately 1,350 members who come from the Cathedral congregation, the city, the diocese and beyond. CCF organises social, cultural and educational events and funds a wide variety of projects, large and small, in response to requests from the Cathedral Chapter.

CHICHESTER CATHEDRAL

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FINANCIAL REVIEW OF THE CATHEDRAL'S ACTIVITIES

Introduction

The financial statements for the Chapter of Chichester Cathedral have been prepared in accordance with the requirements of Financial Reporting Standard (FRS) 102 and the Accounting and Reporting Regulations for English Anglican Cathedrals, as specified by the Church Commissioners under section 27 of the Cathedral Measures 1999. The regulations were updated in February 2015 following the adoption of FRS 102.

The consolidated financial statements comprise those of Chapter and its wholly owned subsidiary company, Chichester Cathedral Enterprises Limited.

As stated in the notes to the financial statements there are a number of entities that are related to the Chapter of Chichester Cathedral but are not deemed to be under the control of Chapter and therefore are not consolidated within these financial statements.

Overview of the Financial Activities

Total Income from all activities amounted to £3,966,771 (2017 £3,466,966)

Chapter has again been very fortunate to receive both legacies and a number of grants and donations during the year and these are detailed below.

Legacies

J. Surrey-Dane	£ 630
J.M Lindup	£ 20,000
A. Tuck	£ 1,236
P. May	£ 2,000

Grants and Donations

Church Commissioners (inc stipends reimbursement)	£ 169,922
Allchurches Trust	£ 22,064
Chichester Cathedral Restoration & Development Trust	£ 747,116
Chichester Cathedral Friends	£ 118,075
Pallant Trust	£ 4,250
Wates Foundation	£10,000
The Hans & Julia Rausing Trust	£22,500
The Basil Shippham & Alsford Trust	£2,000

Total expenditure amounted to £3,873,438 (2017 £3,453,175).

Chapter closely manages its operating budget within its Unrestricted Funds and, with its senior management team, has worked hard to reduce an operating deficit in recent years. This year the operating deficit reduced to £152,902 with a budget for 2018/19 set at close to break-even.

The overall operating surplus arising from all activities amounts to £93,333 This surplus may be analysed as follows:

Unrestricted Funds	£ (152,902) - Deficit
Restricted Funds	£ 190,874
Endowment Funds	£ 55,361

Chichester Cathedral Enterprises Limited made a loss for the year of £55,994 which was consolidated into the Unrestricted fund. This compares to a profit of £82,492 for the previous financial year.

CHICHESTER CATHEDRAL

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During the year the Cathedral received the latest triennial valuation of its share of the Churchworkers Pension Fund deficit, which was valued at £156,000. A repayment plan has been agreed over a number of years to minimise the impact on cashflow.

The Cathedral also undertook revaluations of its investment and non-investment property portfolio during the year, as it is required to do every five years. The exercise identified an overall increase in value of £4,579,346

The surplus arising under Endowment funds – other than legacies and other gifts received in the year - is £98,962. This was transferred to the Unrestricted fund for Chapter to spend on its day to day activities.

After unrealised gains and losses from investments, property and a revision to the pension fund deficit are added to the operating surplus/deficits the overall surplus was £4,470,448 (2017 £350,040) which can be analysed as follows:

Unrestricted Funds	£2,284,114
Restricted Funds	£44,732
Endowment Funds	£2,141,602

Chapter Funds

As at 31 March 2018 the funds held by Chapter maybe summarised as follows:

Unrestricted	£14,655,664
Restricted	£5,745,518
Endowment	£20,865,600
Total	£41,266,782

This compares with total funds at 31 March 2017 amounting to £36,796,334

During the year Chapter together with the Finance Committee and Auditors carried out another detailed review of the funds in all categories to ensure wherever possible a reduction in the number of funds and amalgamate where the purpose and nature of the fund are the same. The aim of this exercise being to reduce the administrative costs associated with running the various funds as well as securing the longevity of certain activities, such as music, at the Cathedral by providing increased scale through the newly consolidated reserves.

Financial Forecast

Whilst Chapter has enjoyed an overall surplus for the year as a result of non-operational gains and losses on its property revaluations there remain significant financial challenges going forward. Putting aside non-operational unrealized gains which come from the capital growth in its assets, then the Cathedral is operationally in deficit, only achieving breakeven through gifts, donations and legacies to Restricted and Endowment Funds.

The Chapter is focussing on increasing both the Cathedral's income and also the utilisation of its existing portfolio of investments and properties. The Cathedral is actively reviewing working practices and processes to ensure the efficient and effective control of all expenditures, in addition the restructure of the Enterprises business remains a top priority.

Chapter will also be placing special focus on the overall approach to fundraising across the spectrum of the Cathedral's activities to ensure that adequate funds are in place to meet all of the key elements of the running of the Cathedral; including fabric, music and moreover its general operations.

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2018

Risk Assessment

Risk Identification, Assessment and Mitigation are integral parts of the Chapter's management task and are continuously reviewed. Since nearly half of the unrestricted income comes from commercial rents the most obvious risk is from an economic downturn forcing retail outlets out of business with a resultant loss of this rental income. For this reason Chapter is seeking to increase revenue from other sources and ensure its portfolio is as resilient as possible.

Reserves Policy

It is Chapter's policy that free unrestricted funds should be readily available as a reserve sufficient to provide Chichester Cathedral with adequate financial stability and the means for it to meet its charitable objectives for the foreseeable future. Free Unrestricted Reserves are defined as being consolidated unrestricted funds, less unrestricted fixed physical assets.

It is hoped, that by maintaining a reasonable level of Free Unrestricted Reserves the Cathedral is protected against unforeseen loss of income from giving, grants or other sources and has a buffer against unplanned exceptional financial expenditure.

Chapter's Free Unrestricted Reserves should be maintained at a level which is at least equivalent to three months expenditure.

Free reserves carried forward at 31 March 2018 amount to £1,176,134 compared with an estimate of three months expenditure amounting to approximately £400,000

Chapter reviews the amount of reserves that it requires on an annual basis to ensure that they are adequate to fulfil the Cathedral's continuing obligations.

CHICHESTER CATHEDRAL

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Investment & Cash Policy

Under the Cathedrals Measure 1999 Chapter may invest the Cathedral's funds in any of the following:

- Land.
- Funds administered for the Central Board of Finance of the Church of England by CCLA Investment Management Limited.
- Investments in which the Trustees may invest under the general power of investment in the Trustee Act 2000.
- The improvement or development of property belonging to the Cathedral, except that endowment funds may not be used to improve or develop the Cathedral itself and its ancillary buildings.

Chapter seeks the maximum yield to be prudently achieved from a mixture of bonds and equities to deliver the mission of the Cathedral. Over a period of years the income and capital values should grow fast enough to counteract the effects of the rise in RPI.

During this year the blended average yield has been approx 4.1% from a mixed portfolio of M&G Charifund / Charibond units and CCLA investment funds with an average across all the funds of about 92% in equities.

The Finance Committee reviews the holdings at its regular meetings and monitors performance against other common investment funds in the charitable field. The Committee also monitors costs and ethical investment considerations.

Administrative Office

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REPORT OF THE INDEPENDENT AUDITORS TO THE CHAPTER OF CHICHESTER CATHEDRAL

We have audited the financial statements of the Chapter of Chichester Cathedral (“the Chapter”) for the year ended 31 March 2018 which comprise the Consolidated Statement of Financial Activities, the Consolidated and Chapter only balance sheets, the Consolidated Cashflow statement and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS 102 “The Financial Reporting Standard applicable in the UK and Republic of Ireland”.

This report is made solely to the Cathedral Chapter, as a body, in accordance with the regulations made under Section 27 of the Cathedrals Measure 1999. Our audit work has been undertaken so that we might state to the Chapter those matters we are required to state to them in an auditors’ report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Cathedral Chapter as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements;

- give a true and fair view of the state of the group’s and of the Chapter’s affairs as at 31 March 2018, of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Accounting and Reporting Regulations for English Anglican Cathedrals, as specified by the Church Commissioners under section 27 of the Cathedral Measures 1999.

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor’s responsibilities for the audit of the financial statements section of our report. We are independent of the group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC’s Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of the members of Chapter for the financial statements

The members of the Chapter are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the members of Chapter are responsible for assessing the group’s and the Cathedral’s ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless they intend to liquidate the group or the Cathedral or to cease operations, or have no realistic alternative but to do so.

Auditor’s responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the ISA’s (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council’s website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor’s report.

REPORT OF THE INDEPENDENT AUDITORS TO THE CHAPTER OF CHICHESTER CATHEDRAL

Conclusion relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISA's (UK) require us to report to you were:

- the members of the Chapter's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the members of Chapter have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the group's or the Cathedral's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The members of Chapter are responsible for the other information. The other information comprises the information included in the Annual Report of the Chapter. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matter on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which we report to you if, in our opinion:

- sufficient accounting records have not been kept by the Cathedral; or
- the Cathedral's financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Sheen Stickland

SHEEN STICKLAND
CHARTERED ACCOUNTANTS
REGISTERED AUDITORS
7 EAST PALLANT
CHICHESTER
WEST SUSSEX
PO19 1TR

Dated 18th July 2018

THE CHAPTER OF CHICHESTER CATHEDRAL
CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2018

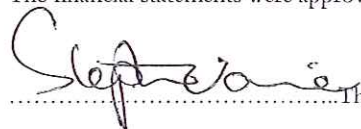
		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
					31-Mar-18	31-Mar-17
	Notes	£	£	£	£	£
INCOME AND ENDOWMENTS FROM:						
	1					
(i) Donations and legacies		457,066	911,952	-	1,369,018	770,863
(ii) Grants in support of mission		65,315	141,522	-	206,837	198,850
(iii) Charges and fees arising in the course of mission		79,368	-	-	79,368	68,767
(iv) Trading and fundraising		1,212,040	-	-	1,212,040	1,360,786
(v) Investments		906,932	118,272	66,515	1,091,719	1,067,700
(vi) Other income		7,635	154	-	7,789	-
Total Income		2,728,356	1,171,900	66,515	3,966,771	3,466,966
EXPENDITURE ON:						
	2					
(i) Raising Funds		1,496,622	52,223	11,154	1,559,999	1,435,199
(ii) Ministry		377,080	317,535	-	694,615	702,033
(iii) Cathedral and precincts upkeep		509,756	578,356	-	1,088,112	618,941
(iv) Education and outreach		132,185	4,075	-	136,260	120,993
(v) Community, parish and congregation		-	-	-	-	232
(vi) Other expenditure		365,615	28,837	-	394,452	585,777
Total Expenditure		2,881,258	981,026	11,154	3,873,438	3,463,175
NET (OUTGOING)/INCOMING RESOURCES		(152,902)	190,874	55,361	93,333	3,791
Gross transfers between funds (Endowment)	18/19/20	98,962	-	(98,962)	-	-
Net income/(expenditure) before gains & losses		(53,940)	190,874	(43,601)	93,333	3,791
Net gains/(losses) on property investments		2,454,346	(100,000)	2,225,000	4,579,346	(45,724)
Net gains/(losses) on investments		(7,284)	(46,142)	(39,797)	(93,223)	391,973
		2,393,122	44,732	2,141,602	4,579,456	350,040
Other recognised gains/(losses):						
Actuarial gains/(losses) on defined benefit pension scheme		(109,008)	-	-	(109,008)	-
Net movement in funds		2,284,114	44,732	2,141,602	4,470,448	350,040
Reconciliation on funds:						
Total funds brought forward		12,371,550	5,700,786	18,723,998	36,796,334	36,446,294
Total funds carried forward		14,655,664	5,745,518	20,865,600	41,266,782	36,796,334
		(Annex 1)	(Annex 2)	(Annex 3)		

THE CHAPTER OF CHICHESTER CATHEDRAL
CONSOLIDATED BALANCE SHEET
FOR THE YEAR ENDED 31ST MARCH 2018

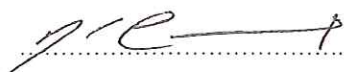
		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
		£	£	£	31-Mar-18 £	31-Mar-17 £
	Notes					
Fixed Assets						
Investment assets						
Property	3	11,794,000	2,500,000	9,565,000	23,859,000	17,767,654
Investments	4	1,404,074	2,792,271	1,286,047	5,482,392	4,515,615
		13,198,074	5,292,271	10,851,047	29,341,392	22,283,269
Non investment assets						
Property	5	1,683,000	-	10,005,000	11,688,000	13,200,000
Equipment and plant	6	7,448	-	-	7,448	15,355
		1,690,448	-	10,005,000	11,695,448	13,215,355
Total fixed assets		14,888,522	5,292,271	20,856,047	41,036,840	35,498,624
Current assets						
Stocks	7	48,616	-	-	48,616	50,925
Debtors	8	239,227	257,055	16,681	512,963	174,198
Short term investments				-	-	119,490
Cash at bank and in hand		580,284	327,469		907,753	1,847,268
		868,127	584,524	16,681	1,469,332	2,191,881
Liabilities due within one year						
Loans and bank overdraft		(14,740)	-	-	(14,740)	(13,723)
Creditors	9	(703,280)	(131,277)	(7,128)	(841,685)	(568,188)
		(718,020)	(131,277)	(7,128)	(856,425)	(581,911)
Net current assets		150,107	453,247	9,553	612,907	1,609,970
Total assets less current liabilities		15,038,629	5,745,518	20,865,600	41,649,747	37,108,594
Liabilities due after one year						
Loans and bank overdraft	9	(296,963)	-	-	(296,963)	(312,260)
Defined benefit scheme liability	9	(86,002)	-	-	(86,002)	-
		(382,965)	-	-	(382,965)	(312,260)
Net assets		14,655,664	5,745,518	20,865,600	41,266,782	36,796,334
Funds						
Unrestricted	17	14,655,664	-	-	14,655,664	12,371,551
Restricted	18	-	5,745,518	-	5,745,518	5,700,785
Endowment	19	-	-	20,865,600	20,865,600	18,723,998
Total Funds		14,655,664	5,745,518	20,865,600	41,266,782	36,796,334

(Annex 1) (Annex 2) (Annex 3)

The financial statements were approved by the Chapter on 18 July 2018 2018 by



The Very Reverend S Waine - Dean



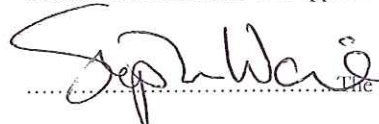
D Coulthard - Communar and Executive Director

THE CHAPTER OF CHICHESTER CATHEDRAL
BALANCE SHEET
FOR THE YEAR ENDED 31ST MARCH 2018

		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
		£	£	£	31-Mar-18 £	31-Mar-17 £
	Notes					
Fixed Assets						
Investment assets						
Property	3	11,794,000	2,500,000	9,565,000	23,859,000	17,767,654
Investments	4	1,404,076	2,792,271	1,286,047	5,482,394	4,515,617
		<u>13,198,076</u>	<u>5,292,271</u>	<u>10,851,047</u>	<u>29,341,394</u>	<u>22,283,271</u>
Non investment assets						
Property	5	1,683,000	-	10,005,000	11,688,000	13,200,000
		<u>1,683,000</u>	<u>-</u>	<u>10,005,000</u>	<u>11,688,000</u>	<u>13,200,000</u>
Total fixed assets		<u>14,881,076</u>	<u>5,292,271</u>	<u>20,856,047</u>	<u>41,029,394</u>	<u>35,483,271</u>
Current assets						
Debtors	8	276,889	257,055	16,681	550,625	220,673
Short term investments		-	-	-	-	105,348
Cash at bank and in hand		482,004	327,469		809,473	1,700,044
		<u>758,893</u>	<u>584,524</u>	<u>16,681</u>	<u>1,360,098</u>	<u>2,026,065</u>
Liabilities due within one year						
Loans and bank overdraft		(14,740)	-	-	(14,740)	(13,723)
Creditors	9	(589,129)	(131,277)	(7,128)	(727,534)	(445,905)
		<u>(603,869)</u>	<u>(131,277)</u>	<u>(7,128)</u>	<u>(742,274)</u>	<u>(459,628)</u>
Net current assets		<u>155,024</u>	<u>453,247</u>	<u>9,553</u>	<u>617,824</u>	<u>1,566,437</u>
Total assets less current liabilities		<u>15,036,100</u>	<u>5,745,518</u>	<u>20,865,600</u>	<u>41,647,218</u>	<u>37,049,708</u>
Liabilities due after one year						
Loans and bank overdraft	9	(382,965)	-	-	(382,965)	(312,260)
Defined benefit scheme liability	9	-	-	-	-	-
		<u>(382,965)</u>	<u>-</u>	<u>-</u>	<u>(382,965)</u>	<u>(312,260)</u>
Net assets		<u>14,653,135</u>	<u>5,745,518</u>	<u>20,865,600</u>	<u>41,264,253</u>	<u>36,737,448</u>
Funds						
Unrestricted	17	14,653,135	-	-	14,653,135	12,312,665
Restricted	18	-	5,745,518	-	5,745,518	5,700,785
Endowment	19	-	-	20,865,600	20,865,600	18,723,998
		<u>14,653,135</u>	<u>5,745,518</u>	<u>20,865,600</u>	<u>41,264,253</u>	<u>36,737,448</u>

(Annex 1) (Annex 2) (Annex 3)

The financial statements were approved by the Chapter on 18 July 2018 2018 by


The Very Reverend S Wayne - Dean


D Coulthard - Communar and Executive Director

**THE CHAPTER OF CHICHESTER CATHEDRAL
CONSOLIDATED CASH FLOW STATEMENT
FOR THE YEAR ENDED 31ST MARCH 2018**

		31-Mar-18	31-Mar-17
	Note	£	£
Cash flows from operating activities:			
Net cash provided by / (used in) operating activities	1	(1,076,444)	(1,875,913)
Cash flows from investing activities:			
Purchase of tangible fixed assets		-	-
Purchase of investment property		-	-
Purchase of fixed asset investments		(1,060,000)	(40,000)
Sale of fixed asset investments		-	850,000
Sale of investment property		-	1,152,434
Rentals received		852,276	848,660
Dividends received		238,554	217,808
Interest received		889	1,232
Net cash provided by / (used in) investing activities		31,719	3,030,134
Cash flows from financing activities:			
New loans in year		-	-
Loan repayments in year		(14,280)	(14,284)
Net cash provided by / (used in) financing activities		(14,280)	(14,284)
Change in cash and cash equivalents in the reporting period		(1,059,005)	1,139,937
Cash and cash equivalents at the beginning of the reporting period		1,966,758	826,821
Cash and cash equivalents at the end of the reporting period	2	907,753	1,966,758

THE CHAPTER OF CHICHESTER CATHEDRAL
CONSOLIDATED CASH FLOW STATEMENT NOTES
FOR THE YEAR ENDED 31ST MARCH 2018

1. Reconciliation of Net Incoming / (Outgoing) Resources to Net
Cash Inflow from Operating Activities

	31-Mar-18	31-Mar-17
	£	£
Net income / (expenditure) for the reporting period	93,333	(41,943)
Adjustments for:		
Depreciation charges	7,907	8,090
Loss on disposal of investment property	-	45,724
Rentals received	(852,276)	(848,660)
Dividends received	(238,554)	(217,808)
Interest received	(889)	(1,232)
(Increase)/decrease in stocks	2,309	(5,219)
(Increase) / decrease in debtors	(338,765)	(70,352)
Increase / (decrease) in creditors	250,491	(744,513)
Net cash outflow from operating activities	<u>(1,076,444)</u>	<u>(1,875,913)</u>

Analysis of cash and cash equivalents

	31-Mar-18	31-Mar-17
	£	£
Cash in hand	907,753	1,847,268
Short term investments	-	119,490
Total cash and cash equivalents	<u>907,753</u>	<u>1,966,758</u>

THE CHAPTER OF CHICHESTER CATHEDRAL ACCOUNTING POLICIES FOR THE YEAR ENDED 31ST MARCH 2018

BASIS OF PREPARATION

The Cathedral constitutes a public benefit entity as defined by FRS 102. The accounts have been prepared in accordance with the Accounting and Reporting Regulations for English Anglican Cathedrals issued in February 2015 by the Cathedral Administration and Finance Association, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

BASIS OF CONSOLIDATION

The consolidated financial statements comprise those of the Chapter and of its wholly owned subsidiary company Chichester Cathedral Enterprises Limited.

INCOME

All incoming resources are included in the Statement of Financial Activities (SOFA) when the Cathedral is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations, legacies and grants to be recognised the Cathedral will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the income and this requires a level of performance before entitlement can be obtained, then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the Cathedral and it is probable that they will be fulfilled.

Investment income is recognised on a receivable basis.

RESOURCES EXPENDED

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

THE CATHEDRAL, ITS ANCILLARY BUILDINGS AND THE INVENTORY

In accordance with the Guidelines on English Anglican Cathedral Accounts, no value is attributed in the balance sheet to the Cathedral and its ancillary buildings as it is an inalienable and historic building for which no reliable cost information or conventional valuation basis is available.

No value is attributed to items included in the Cathedral inventory which comprises items of architectural, archaeological, artistic or historic interest.

EQUIPMENT AND PLANT

Chapter:-

In accordance with the Accounting and Reporting Regulation for English Anglican Cathedrals plant, machinery, office equipment, furniture and fittings and computer equipment are written off on acquisition.

Chichester Cathedral Enterprises Limited:-

Assets with an initial cost price which exceeds £500 are capitalised and depreciation is provided to write down the cost of all tangible fixed assets by equal annual instalments over their expected useful economic lives. The rates generally applicable are:-

Furniture and equipment	10% and 20% on cost
Fittings in premises	10% on cost
Computer equipment	25% on cost

**THE CHAPTER OF CHICHESTER CATHEDRAL
ACCOUNTING POLICIES
FOR THE YEAR ENDED 31ST MARCH 2018**

INVESTMENT PROPERTY

Investment properties are initially measured at cost and subsequently are included at fair value of the freehold and lease investments.

The non-investment properties are included at a nominal value.

LISTED INVESTMENTS

Investments are included in the financial statements as follows:

- (a) Investments are shown at their fair value on 31st March 2018.
- (b) Realised gains and losses are calculated as the difference between their market value on the date of disposal and their market value on the previous balance sheet date.

STOCKS

Shop and refectory stocks are stated at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

VALUE ADDED TAX

A group registration for the Chapter and Chichester Cathedral Enterprises Ltd is in operation. Irrecoverable VAT is included in the cost of the items reported in the financial statements.

CONTRIBUTIONS TO PENSION SCHEMES

The pension costs charged to the accounts represent the amount of the contributions paid to both the Defined Benefit and Pension Builders Schemes in respect of the accounting period.

FUNDS

The financial statements include the following funds:-

- (a) Endowment funds – those where there is no power to spend the capital
- (b) Restricted funds – those where there are specific conditions attached to the expenditure of either capital or income or both
- (c) Unrestricted funds – those where both capital and income may be spent at the discretion of the Chapter.

THE CHAPTER OF CHICHESTER CATHEDRAL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2018

1 INCOME AND ENDOWMENTS FROM:

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 31-Mar-18	Total Funds As restated 31-Mar-17
	£	£	£	£	£
(i) Donations and legacies					
Congregational collections and giving	180,624	-	-	180,624	181,646
Donations	221,809	41,275	-	263,084	237,386
Tax recoverable under Gift Aid on voluntary donations	17,690	3,576	-	21,266	38,096
Chichester Cathedral Restoration & Development Trust	-	747,116	-	747,116	127,423
Chichester Cathedral Friends	-	118,075	-	118,075	136,393
Other	13,078	1,910	-	14,988	-
Legacies	23,865	-	-	23,865	49,919
	<u>457,066</u>	<u>911,952</u>	<u>-</u>	<u>1,369,018</u>	<u>770,863</u>
(ii) Grants in support of mission					
Church Commissioners	38,405	131,517	-	169,922	172,816
Allchurches Trust (FIG)	22,064	-	-	22,064	22,064
Pallant Trust Grant	4,250	-	-	4,250	-
Other revenue and capital grants	596	10,005	-	10,601	3,970
	<u>65,315</u>	<u>141,522</u>	<u>-</u>	<u>206,837</u>	<u>198,850</u>
(iii) Charges and fees arising in the course of mission					
Facility and other fees	<u>79,368</u>	<u>-</u>	<u>-</u>	<u>79,368</u>	<u>68,767</u>
(iv) Trading and fundraising activities					
Gross income of shop, refectory and other trading activities	<u>1,212,040</u>	<u>-</u>	<u>-</u>	<u>1,212,040</u>	<u>1,360,786</u>
(v) Investments					
Income from investment property	852,276	-	-	852,276	848,660
Income from other investments	53,767	118,272	66,515	238,554	217,808
Interest receivable on short term deposits	889	-	-	889	1,232
	<u>906,932</u>	<u>118,272</u>	<u>66,515</u>	<u>1,091,719</u>	<u>1,067,700</u>
(vi) Other income					
Insurance recoveries	<u>7,635</u>	<u>154</u>	<u>-</u>	<u>7,789</u>	<u>-</u>
	<u>2,728,356</u>	<u>1,171,900</u>	<u>66,515</u>	<u>3,966,771</u>	<u>3,466,966</u>

The Church Commissioners grant consists of £131,517 for stipends of the Dean and two canons and £38,405 as a contribution to administration costs.

THE CHAPTER OF CHICHESTER CATHEDRAL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2018

2 EXPENDITURE ON:

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 31-Mar-18	Total Funds As restated 31-Mar-17
	£	£	£	£	£
(i) Raising funds					
Costs of facilities for visitors	111,914	-	-	111,914	109,475
Gross costs of shop, refectory and other activities	1,268,034	-	-	1,268,034	1,252,280
Investment property costs	116,674	52,223	11,154	180,051	73,444
	<u>1,496,622</u>	<u>52,223</u>	<u>11,154</u>	<u>1,559,999</u>	<u>1,435,199</u>
(ii) Ministry					
Clergy stipends and working expenses	45,877	131,517	-	177,394	168,799
Clergy housing costs	1,830	-	-	1,830	20,940
Clergy support costs	-	-	-	-	184
Services, music and congregational costs	329,373	186,018	-	515,391	512,110
	<u>377,080</u>	<u>317,535</u>	<u>-</u>	<u>694,615</u>	<u>702,033</u>
(iii) Cathedral and precincts upkeep					
Major repairs and restoration	-	574,628	-	574,628	100,427
Maintenance and interior upkeep	299,007	-	-	299,007	195,525
Cathedral insurance	-	3,728	-	3,728	56,265
Precincts, security and gardens upkeep	210,749	-	-	210,749	266,724
	<u>509,756</u>	<u>578,356</u>	<u>-</u>	<u>1,088,112</u>	<u>618,941</u>
(iv) Education and outreach					
Educational activities	94,704	4,012	-	98,716	84,456
Archives and library	384	63	-	447	146
Charitable and other giving	37,097	-	-	37,097	36,391
	<u>132,185</u>	<u>4,075</u>	<u>-</u>	<u>136,260</u>	<u>120,993</u>
(v) Community, parish and congregation					
	-	-	-	-	232
(vi) Other expenditure					
Interest and similar charges payable	8,927	-	-	8,927	9,705
Support costs					
Administration and finance	333,020	23,312	-	356,332	545,887
Information technology	23,668	5,525	-	29,193	30,185
	<u>365,615</u>	<u>28,837</u>	<u>-</u>	<u>394,452</u>	<u>585,777</u>
	<u>2,881,258</u>	<u>981,026</u>	<u>11,154</u>	<u>3,873,438</u>	<u>3,463,175</u>

THE CHAPTER OF CHICHESTER CATHEDRAL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2018

3 Investment property

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds £
Consolidated and Chapter				
Freehold				
At valuation 1 April 2017	8,247,654	2,600,000	5,990,000	16,837,654
Reclassification	225,000	-	1,650,000	1,875,000
Revaluation	1,889,846	(100,000)	1,925,000	3,714,846
At valuation 31 March 2018	10,362,500	2,500,000	9,565,000	22,427,500
Long leasehold				
At valuation 1 April 2017	930,000	-	-	930,000
Additions	-	-	-	-
Disposals	-	-	-	-
Revaluation	501,500	-	-	501,500
At valuation 31 March 2018	1,431,500	-	-	1,431,500
At 31 March 2018	11,794,000	2,500,000	9,565,000	23,859,000

The freehold and leasehold properties were revalued on 1 June 2017 by Flude Commercial Chartered Surveyors. The basis of the valuation was market value and on the basis of willing buyer and willing seller having regard to any special circumstances.

The property portfolio was also reviewed for any change of use since the last valuation in 2012.

4 Investments

Consolidated

Investments at market value 1 April 2017	781,413	2,378,413	1,355,789	4,515,615
Reclassification	29,945	-	(29,945)	-
Additions	600,000	460,000	-	1,060,000
Proceeds from disposals	-	-	-	-
Net (decrease) increase on disposals and revaluation	(7,284)	(46,142)	(39,797)	(93,223)
Investments at market value 31 March 2018	1,404,074	2,792,271	1,286,047	5,482,392

Total

At 31st March 2018	1,404,074	2,792,271	1,286,047	5,482,392
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At 31st March 2017

At 31st March 2017	781,413	2,378,413	1,355,789	4,515,615
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Chapter

Investments at market value 1 April 2017	781,413	2,378,413	1,355,789	4,515,615
Reclassification	29,945	-	(29,945)	-
Additions	600,000	460,000	-	1,060,000
Proceeds from disposals	-	-	-	-
Net (decrease) increase on disposals and revaluation	(7,284)	(46,142)	(39,797)	(93,223)
Investments at market value 31 March 2018	1,404,074	2,792,271	1,286,047	5,482,392

Investment in subsidiary

At 1 April 2017 and 31 March 2018	2	-	-	2
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Total

At 31st March 2018	1,404,076	2,792,271	1,286,047	5,482,394
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At 31st March 2017

At 31st March 2017	781,415	2,378,413	1,355,789	4,515,617
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THE CHAPTER OF CHICHESTER CATHEDRAL
 NOTES TO THE ACCOUNTS
 FOR THE YEAR ENDED 31ST MARCH 2018

5 Non Investment Property

Consolidated and Chapter	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds
	£	£	£	£
At 1 April 2017	1,845,000	-	11,355,000	13,200,000
Reclassification	(225,000)	-	(1,650,000)	(1,875,000)
Revaluation	63,000	-	300,000	363,000
At 31 March 2018	1,683,000	-	10,005,000	11,688,000

All non investment properties are freehold.

The properties were revalued on 1 June 2017 by Flude Commercial Chartered Surveyors. The basis of valuation was market value and on the basis of a willing buyer and willing seller having regard to any special circumstances.

6 Equipment and plant

Consolidated	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 31-Mar-18	Total Funds 31-Mar-17
	£	£	£	£	£
Cost 1st April 2017	89,742	-	-	89,742	89,742
Depreciation at 1st April 2017	(74,387)	-	-	(74,387)	(66,296)
Net book value at 1st April 2017	15,355	-	-	15,355	23,446
Additions	-	-	-	-	-
Depreciation for year	(7,907)	-	-	(7,907)	(8,091)
Net book value at 31st March 2018	7,448	-	-	7,448	15,355
Cost	89,742	-	-	89,742	89,742
Depreciation	(82,294)	-	-	(82,294)	(74,387)
Net book value at 31st March 2018	7,448	-	-	7,448	15,355

All equipment and plant is held in the trading company.

7 Stocks

Consolidated				
Goods for resale	27,735	-	-	27,735
Consumable items	20,881	-	-	20,881
	48,616	-	-	48,616

All stocks are held by the trading company.

THE CHAPTER OF CHICHESTER CATHEDRAL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2018

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
				31-Mar-18	As restated 31-Mar-17
	£	£	£	£	£
8 Debtors					
Consolidated					
Trade debtors	170,096	-	-	170,096	134,117
Prepayments	63,360	1,000	-	64,360	2,528
Other debtors	5,771	256,055	16,681	278,507	37,553
	239,227	257,055	16,681	512,963	174,198
Chapter					
Trade debtors	165,511	-	-	165,511	121,253
Prepayments	59,087	1,000	-	60,087	2,528
Amounts due from related undertakings	46,520	-	-	46,520	59,339
Other debtors	5,771	256,055	16,681	278,507	37,553
	276,889	257,055	16,681	550,625	220,673
9 Creditors					
Consolidated					
Trade creditors	80,830	-	-	80,830	66,159
Accruals	244,051	-	-	244,051	264,288
Other creditors	333,337	131,277	7,128	471,742	144,549
Tax and social security	27,413	-	-	27,413	60,523
	685,631	131,277	7,128	824,036	535,519
NatWest Mortgage loan (note 10)	311,703	-	-	311,703	325,984
Pension scheme deficit contributions	103,651	-	-	103,651	32,668
	1,100,985	131,277	7,128	1,239,390	358,652
Shown as:-					
Liabilities due within one year					
Loans and bank overdraft	14,740	-	-	14,740	13,723
Creditors	703,280	131,277	7,128	841,685	568,188
Liabilities due after one year	382,965	-	-	382,965	312,260
	1,100,985	131,277	7,128	1,239,390	894,171
Chapter					
Trade creditors	54,073	-	-	54,073	6,056
Accruals	224,686	-	-	224,686	249,243
Other creditors	270,777	131,277	7,128	409,182	137,925
Tax and social security	21,945	-	-	21,945	20,012
	571,481	131,277	7,128	709,886	413,236
NatWest Mortgage loan (note 10)	311,703	-	-	311,703	325,984
Pension scheme deficit contributions	103,651	-	-	103,651	32,668
	986,835	131,277	7,128	1,125,240	771,888
Shown as:-					
Liabilities due within one year					
Loans and bank overdraft	14,740	-	-	14,740	13,723
Creditors	589,129	131,277	7,128	727,534	445,905
Liabilities due after one year	382,965	-	-	382,965	312,260
	986,834	131,277	7,128	1,125,239	771,888

THE CHAPTER OF CHICHESTER CATHEDRAL
 NOTES TO THE ACCOUNTS
 FOR THE YEAR ENDED 31ST MARCH 2018

10 Borrowings

NatWest Mortgage Loan

A £350,000 loan was entered into by Chapter during the prior year in connection with the purchase of the remaining 42.2% of the freehold interest in 49 West Street, Chichester. The loan is due to be repaid in equal monthly instalments over 20 years at an interest rate of 2.45% over base rate per annum and is secured on the property.

At 31st March 2018 the outstanding loan was £311,703 which is repayable as follows:-

	Total Funds	Total Funds
	31-Mar-18	31-Mar-17
Within one year	14,740	13,723
Between one and two years	15,250	14,135
Between two and five years	46,129	44,999
Over five years	235,584	253,127
	<u>311,703</u>	<u>325,984</u>

The trading company has no third party borrowings.

11 Investment in subsidiary

Chichester Cathedral Enterprises Limited is a wholly owned subsidiary, trading as a Refectory and Gift Shop. The investment in this Company has been consolidated in these accounts on a line by line basis. A loss amounting to £55,994 arose during the year (2017: Profit £82,492).

Chichester Cathedral Enterprises Limited
Balance Sheet as at 31st March 2018

	31-Mar-18		31-Mar-17	
	£	£	£	£
Fixed assets		7,448		15,355
Current assets				
Stock	48,616		50,925	
Debtors	13,845		12,864	
Cash deposits	-		14,142	
Cash at bank and in hand	98,280		154,376	
	<u>160,741</u>		<u>232,307</u>	
Creditors: amounts falling due within one year	<u>(165,657)</u>		<u>(189,136)</u>	
Net current assets		(4,916)		43,171
		<u>2,532</u>		<u>58,526</u>
Financed by:-				
Share capital		2		2
Profit and loss account		2,530		58,524
		<u>2,532</u>		<u>58,526</u>

THE CHAPTER OF CHICHESTER CATHEDRAL
 NOTES TO THE ACCOUNTS
 FOR THE YEAR ENDED 31ST MARCH 2018

12 Related entities

	31-Mar-18	31-Mar-17
	£	£
Chichester Cathedral Friends	150	28
The Chichester Cathedral Restoration & Development Trust	184	-
The Chichester Cathedral Millennium Endowment Trust	-	-
The Hospital of the Blessed Mary, Chichester	39,833	745
The Morse-Boycott Bursary Fund	-	-
The Traditional Choir Trust	-	-

The above are related entities by virtue of common Trustees. They are separate charities with separate objectives and are not under the control of Chapter and do not form part of the consolidated financial statements. Amounts due to the Chapter as at the 31st March 2018 shown above are included in other debtors.

Chapter administers the operations and charge them as follows: The Hospital of the Blessed Mary of £103,518 (2017: £107,762), Morse Boycott £1,500 (2017: £800) and Traditional Choir Trust £1,500 (2017: £800).

THE CHAPTER OF CHICHESTER CATHEDRAL
 NOTES TO THE ACCOUNTS
 FOR THE YEAR ENDED 31ST MARCH 2018

13 Auditors' remuneration

31-Mar-18 31-Mar-17

The total remuneration of Sheen Stickland was as follows:-

Audit services

The Chapter of Chichester Cathedral	11,950	10,500
Chichester Cathedral Enterprises Limited	4,850	4,400

Non audit services

The Chapter of Chichester Cathedral	6,000	18,033
Chichester Cathedral Enterprises Limited	250	3,410

23,050	36,343
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14 Employees

Staff costs during the year were as follows:-

Wages and salaries	1,440,509	1,322,987
Social security costs	118,907	103,748
Other pension costs	99,217	125,770

1,658,633	1,552,505
-----------	-----------

Employees earning over £60,000 and less than £70,000 per annum

1	1
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31-Mar-18 31-Mar-17

The average number of employees during the year was as follows:-

Clergy	3	3
Administration	8	8
Education	3	3
Liturgy and music	4	4
Maintenance	5	6
Vergers	5	5
Visitors services	4	3
Shop and refectory	24	23
	56	55

Total remuneration received by members of the Chapter during the year amounted to £157,320 (2017: £152,738)

In addition, employer's pension contributions were £57,118 (2017: £45,533).

Volunteers

Over 565 volunteers offer time and talents to the Cathedral in numerous capacities in varying degrees.

**THE CHAPTER OF CHICHESTER CATHEDRAL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2018**

15 Pensions

Clergy pensions are the liability of the Church Commissioners who pay contributions to the Church of England Funded Pensions Scheme.

The Chapter of Chichester Cathedral participates in the Church of England Defined Benefits Scheme (DBS), part of the Church Workers Pensions Fund, for employees who joined the staff before 31st December 2002 and the Church of England Contribution Scheme (DCS). At 31st March 2018 the Chapter had no active members and 10 deferred pension members in the Fund. The assets of the fund are held separately from those of the Chapter of Chichester Cathedral.

The Defined Benefits scheme was the subject of a full actuarial valuation as at 31 December 2016. The fund as it related to the Chapter was shown to be in deficit. The total deficit was assessed to be £156,000. Chapter has entered into a revised payment arrangement to eliminate the deficit arising. Annual payments of £17,649 will be made to cease by 31 March 2026.

The Chapter of Chichester Cathedral has agreed to pay the share of this deficit as it relates to the one employee of the scheme who is employed by the subsidiary Chichester Cathedral Enterprises Limited.

Full provision has been made in these financial statements for the deficit as noted above.

In addition contribution rates have increased from 1 April 2015 to a total of 37.9% (employers 24.7% and employees 13.2%).

The Chapter of Chichester Cathedral also participates in a stakeholder defined contribution scheme. Contributions to this scheme are charged to the Statement of Financial Activities as they arise.

16 Expenses of members of the Chapter

During the year 7 members (2017: 7) of Chapter had expenses reimbursed by the Chapter of Chichester Cathedral. The amount reimbursed was £7,647 (2017 £8,727).

17 Unrestricted funds

Consolidated

	At 1st April 2017	Net surplus/ (deficit) for the year	Transfers	At 31st March 2018
	£	£	£	£
General revenues	10,122,062	2,212,147	2,321,455	14,655,664
Designated Fabrication and Restoration	2,241,610	(26,995)	(2,214,615)	-
Hussey Memorial Commission Designated Fund	7,878	-	(7,878)	-
	<u>12,371,550</u>	<u>2,185,152</u>	<u>98,962</u>	<u>14,655,664</u>

THE CHAPTER OF CHICHESTER CATHEDRAL
 NOTES TO THE ACCOUNTS
 FOR THE YEAR ENDED 31ST MARCH 2018

Unrestricted funds - note 17 continued

Chapter

	At 1st April 2017	Net surplus/ (deficit) for the year	Transfers	At 31st March 2018
	£	£	£	£
General revenues	10,122,062	2,212,147	2,321,455	14,655,664
Designated Fabrication and Restoration	2,241,610	(26,995)	(2,214,615)	-
Hussey Memorial Commission Designated Fund	7,878	-	(7,878)	-
	<u>12,371,550</u>	<u>2,185,152</u>	<u>98,962</u>	<u>14,655,664</u>

18 Restricted funds

Consolidated and Chapter

	At 1st April 2017	Net surplus/ (deficit) for the year	Transfers	At 31st March 2018
	£	£	£	£
Chichester Cathedral Choral Foundation Fund	271,524	(35,610)	2,514,595	2,750,509
Chichester Cathedral Restoration and Development Trust	7,034	160,446	-	167,480
D & C Evans Gift	453,248	-	(453,248)	-
Library Fund	118,819	5,712	-	124,531
Music Fund	57,042	-	(57,042)	-
4 Canon Lane	2,722,388	(102,575)	-	2,619,813
Sailors' Chapel Fund	25,221	(25,221)	-	-
Chichester Cathedral Friends	41,205	41,980	-	83,185
Scholarships & Prizes	2,004,305	-	(2,004,305)	-
	<u>5,700,786</u>	<u>44,732</u>	<u>-</u>	<u>5,745,518</u>

Use of funds

Chichester Cathedral Choral Foundation Fund (CCCCF) - set up to fund the Choral and music tradition at the Cathedral including bursaries scholarships and prizes.

Chichester Cathedral Restoration and Development Trust - grants for the Fabrication of the Cathedral

D & C Evans Gift - donation to fund Music . It was agreed by the donors in the year to move this fund to the CCCC' fund.

Library Fund - set up to fund the library

Music Fund - set up to fund , Music and Choristers including choir tours. The fund balance has been transferred to the CCCC' fund.

4 Canon Lane - set up to fund the maintenance and primary use of the house

Sailors' Chapel Fund - to fund the repairs and restoration to the sailor's Chapel. This fund was fully expended in the year.

Chichester Cathedral Friends - grants to fund various works around the Cathedral

THE CHAPTER OF CHICHESTER CATHEDRAL
 NOTES TO THE ACCOUNTS
 FOR THE YEAR ENDED 31ST MARCH 2018

19 Endowment Funds

	At 1st April 2017	Net surplus/ (deficit) for the year	Transfers	At 31st March 2018
	£	£	£	£
Prebend Funds	2,601,058	(115,120)	(30,593)	2,455,345
Endowment Fund	15,257,753	2,275,212	(10,507)	17,522,458
Music Endowment Funds	847,063	70,472	(47,862)	869,673
Endowed Prebend Stalls	18,124	-	-	18,124
	<u>18,723,998</u>	<u>2,230,564</u>	<u>(41,100)</u>	<u>20,865,600</u>

THE CHAPTER OF CHICHESTER CATHEDRAL
STATEMENT OF FINANCIAL ACTIVITIES - UNRESTRICTED FUNDS
FOR THE YEAR ENDED 31ST MARCH 2018

Annex 1

	Designated Fabrication and Restoration Funds	Designated Hussey Memorial Commission Fund	Undesignated Fund	Total Unrestricted Funds 31-Mar-18	Total Unrestricted Funds 31-Mar-17
	£	£	£	£	£
INCOME AND ENDOWMENTS FROM:					
(i) Donations and legacies	-	-	457,067	457,067	395,850
(ii) Grants in support of mission	22,064	-	43,251	65,315	198,850
(iii) Charges and fees arising in the course of mission	-	-	79,368	79,368	68,767
(iv) Trading and fundraising	-	-	1,212,040	1,212,040	1,356,321
(v) Investments	15,298	-	891,633	906,931	896,863
(vi) Other income	-	-	7,635	7,635	-
Total Income	37,362	-	2,690,994	2,728,356	2,916,650
EXPENDITURE ON:					
(i) Raising Funds	-	-	1,496,622	1,496,622	1,405,454
(ii) Ministry	-	-	377,080	377,080	585,395
(iii) Cathedral and precincts upkeep	57,073	-	452,683	509,756	404,174
(iv) Education and outreach	-	-	132,186	132,186	103,252
(v) Community, parish and congregation	-	-	-	-	232
(vi) Other expenditure	-	-	365,614	365,614	568,398
Total Expenditure	57,073	-	2,824,185	2,881,258	3,066,905
NET (OUTGOING)/INCOMING RESOURCES BEFORE INVESTMENT GAINS/(LOSSES)					
	(19,711)	-	(133,191)	(152,902)	(150,255)
Net gains/(losses) on investments	(7,284)	-	2,454,346	2,447,062	73,540
Net income/(expenditure)	(26,995)	-	2,321,155	2,294,160	(76,715)
Gross transfers between funds	(2,214,615)	(7,878)	2,321,455	98,962	63,463
	(2,241,610)	-	4,642,610	2,393,122	(13,251)
Other recognised gains/(losses):					
Actuarial gains/(losses) on defined benefit pension scheme	-	-	(109,008)	(109,008)	-
Net movement in funds	(2,241,610)	-	4,533,602	2,284,114	(13,251)
Reconciliation on funds:					
Total funds brought forward	2,241,610	7,878	10,122,062	12,371,550	12,384,801
Total funds carried forward	-	-	14,655,664	14,655,664	12,371,550

THE CHAPTER OF CHICHESTER CATHEDRAL
STATEMENT OF FINANCIAL ACTIVITIES - RESTRICTED FUNDS
FOR THE YEAR ENDED 31ST MARCH 2018

Annex 2

	Chichester Cathedral Foundation Fund	Chichester Cathedral Restoration and Development Trust	D & C Evans Gift	Library Fund	Music Fund	4 Canon Lane	Sailor's Chapel	Scholarships & prize	Chichester Cathedral Friends	Total Funds 31/03/2018	Total Funds 31/03/2017
	£	£	£	£	£	£	£	£	£	£	£
INCOME AND ENDOWMENTS FROM:											
(i) Donations and legacies	46,687	747,116	-	-	-	75	-	-	118,075	911,953	332,085
(ii) Grants in support of mission	-	10,005	-	-	-	-	-	-	-	10,005	-
(iv) Trading and fundraising activities	-	-	-	-	-	-	-	-	-	-	4,466
(v) Investments	108,717	-	-	9,557	-	-	-	-	-	118,274	106,375
(vi) Other income	151	-	-	2	-	-	-	-	-	153	-
Total Income	155,555	757,121	-	9,559	-	75	-	-	118,075	1,040,385	442,926
EXPENDITURE ON:											
(i) Raising Funds	(4,800)	-	-	1,607	-	-	25,221	-	33,924	55,952	29,746
(ii) Ministry	149,078	8,407	-	-	-	-	-	-	28,533	186,018	116,638
(iii) Cathedral and precincts upkeep	-	574,628	-	-	-	-	-	-	-	574,628	214,766
(iv) Education and outreach	-	-	-	63	-	-	-	-	9,537	9,600	17,741
(vi) Other expenditure	5,427	13,640	-	73	-	72	-	-	4,101	23,513	17,379
Total Expenditure	149,705	596,675	-	1,743	-	72	25,221	-	76,095	849,511	396,270
BEFORE INVESTMENT GAINS/(LOSSES)	5,850	160,446	-	7,816	-	3	(25,221)	-	41,980	190,874	46,656
Net gains/(losses) on property investments	-	-	-	-	-	(100,000)	-	-	-	(100,000)	(45,726)
Net gains/(losses) on investments	(41,466)	-	-	(2,104)	-	(2,578)	-	-	-	(46,142)	205,633
Net income/(expenditure)	(35,610)	160,446	-	5,712	-	(102,575)	(25,221)	-	41,980	44,732	206,563
Gross transfers between funds	2,514,595	-	(453,248)	-	(57,042)	-	-	(2,004,305)	-	-	-
Net movement in funds	2,478,985	160,446	(453,248)	5,712	(57,042)	(102,575)	(25,221)	(2,004,305)	41,980	44,732	206,564
Reconciliation on funds:											
Total funds brought forward	271,524	7,034	453,248	118,819	57,042	2,722,388	25,221	2,004,305	41,205	5,700,786	5,494,221
Total funds carried forward	2,750,509	167,480	-	124,531	-	2,619,813	-	-	83,185	5,745,518	5,700,785

**THE CHAPTER OF CHICHESTER CATHEDRAL
STATEMENT OF FINANCIAL ACTIVITIES - ENDOWMENT FUNDS
FOR THE YEAR ENDED 31ST MARCH 2018**

Annex 3

	Prebend Funds	Endowment Fund	Endowment Funds	Music Endowment Funds	Endowed Prebendal Stalls	Total Funds 31-Mar-18	Total Funds 31-Mar-17
	£	£	£	£			
INCOME AND ENDOWMENTS FROM:							
(i) Donations and legacies	-	-	-	-	-	-	42,929
Investments	648	20,507	45,360	-	-	66,515	64,461
Total Income	648	20,507	45,360	45,360	66,515	66,515	107,390
EXPENDITURE ON:							
Raising Funds	11,154	-	-	-	-	11,154	-
Ministry	-	-	-	-	-	-	-
Total Expenditure	11,154	11,154	11,154	11,154	11,154	11,154	11,154
BEFORE INVESTMENT GAINS/(LOSSES)	10,506	20,507	45,360	45,360	55,361	55,361	107,390
Net gains/(losses) on investments	104,614	2,254,705	25,112	-	-	2,175,203	112,800
Net income/(expenditure)	115,120	2,275,212	70,472	70,472	-	2,230,564	220,190
Gross transfers between funds	30,593	10,507	47,862	47,862	-	(88,962)	(63,463)
Net movement in funds	145,713	2,264,705	22,610	22,610	-	2,141,602	156,727
Reconciliation on funds:							
Total funds brought forward	2,601,058	15,257,753	847,063	847,063	18,124	18,723,998	18,567,272
Total funds carried forward	2,455,345	17,522,458	869,673	869,673	18,124	20,865,600	18,723,999

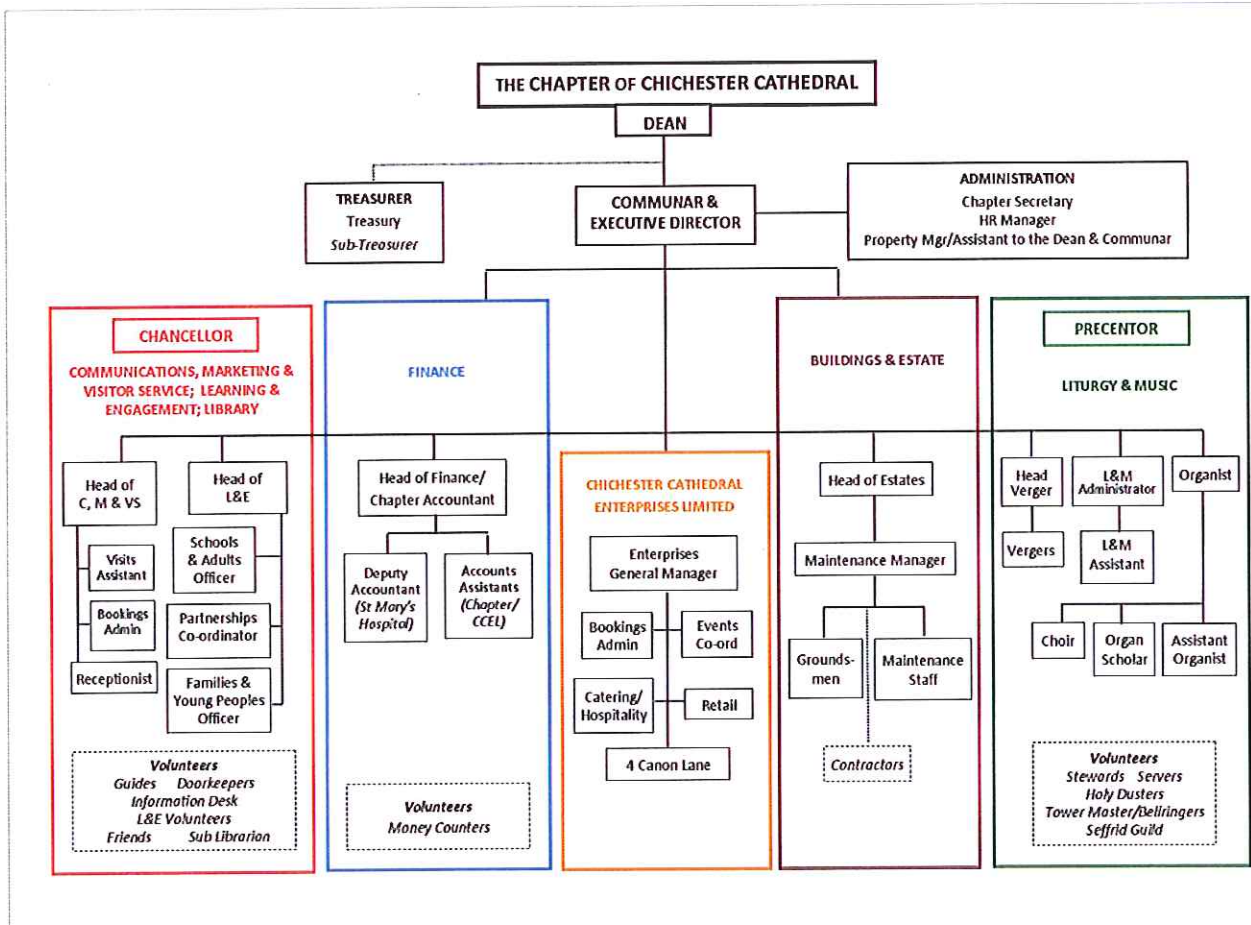
CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2018

APPENDIX 1 - THE CATHEDRAL CHAPTER

Dean	The Very Reverend Stephen John Waine
Precentor	The Reverend Canon Nigel Timothy Schofield BA
Chancellor	The Reverend Canon Dr Anthony Cane BA MPhil PhD
Treasurer	The Reverend Canon Stephen Ferns
Prebendary of Ferring	The Reverend Canon Simon Holland
Lay Member	Mrs Sara Jane Stonor DL (<i>until Dec 2017</i>)
Lay Member	Mrs Lesley Webster LLB (<i>until Dec 2017</i>)
Lay Member	Mr Simon Bell BSc(Hons) MRINA CEng FRSA
Communar	Mr David Coulthard

APPENDIX 2 - ORGANISATION AND STRUCTURE OF THE CATHEDRAL



CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2018

APPENDIX 3

Chapter Members' Portfolios – tasks undertaken in addition to principal duties

Chapter Member	Portfolio
Stephen Waine Dean	Cathedral Council Chairman: College of Canons Chairman of Trustees: St Mary's Hospital Chairman: Executive Board Fabric Advisory Committee Chairman: Restoration Planning Group Cathedral Finance Committee Cathedral Community Committee Chairman: Chichester Cathedral Enterprises Ltd Stewardship Committee Chairman of Trustees: Morse-Boycott Bursary Fund Chairman of Trustees: The Traditional Choir Trust Chairman: 4 Canon Lane Committee Trustee: Cathedral Restoration and Development Trust Trustee: Millennium Endowment Trust Chair of Governors: Prebendal School Trustee: Southern Cathedrals' Festival Diocesan Synod Bishop's Council Bishop's Senior Staff Patron: Art and Sacred Places Cathedral's Fabric Commission for England Trustee: Pershore, Nashdom and Elmore Trust
Timothy Schofield Precentor	Cathedral Council College of Canons Trustee: St Mary's Hospital Executive Board Cathedral Finance Committee Cathedral Community Committee Trustee: Morse-Boycott Bursary Fund Trustee: The Traditional Choir Trust Trustee: Cathedral Restoration and Development Trust Chichester Cathedral Choral Foundation Committee Cathedral Diary Planning Group Diocesan European Ecumenical Committee Chairman: St John's Trust Governor: Prebendal School Prebendal School Finance and General Purposes Committee Prebendal Pastoral and Health and Safety Committee Trustee: Chichester Cathedral Choristers' Association Trust Chichester Deanery Chapter and Synod

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2018

Anthony Cane
Chancellor

Canon Librarian
College of Canons
Cathedral Council
Fabric Advisory Committee
Cathedral Community Committee
Trustee: St Mary's Hospital
Director: Chichester Cathedral Enterprises Ltd
Trustee: Morse-Boycott Bursary Fund
Trustee: The Traditional Choir Trust
Chairman: Education Development and Review Group
Chairman: Chancellor's Group
Chairman: Exhibitions Committee
4 Canon Lane Committee (*last meeting June 2016*)
Editor: Cathedral Newsletter
Chairman and Trustee: Chichester Cathedral Friends
Trustee: Bell Tower Drop-In
Trustee: Oxmarket Gallery
Trustee: Festival of Chichester
Chairman and Director: Diocese of Chichester Academy Trust
Governor: Prebendal School
Governor: University of Chichester
Associate Lecturer in Contemporary Theology, University of Chichester
Member: Bishop Luffa School Academy Trust
Bishop's Educational Advisor for the Ordained Ministry
Candidates Panel, Ministry Division of the Church of England
Quality Adviser (SEITE – South East Institute of Theological Education)

Stephen Ferns
Treasurer

Trustee: St Mary's Hospital
Trustee: Morse-Boycott Bursary Fund
Trustee: Traditional Choir Trust
Senior Chaplain to the Bishop of Chichester

Simon Holland
Prebendary of Ferring
(*College of Canons
Representative*)

Trustee: St Mary's Hospital
Trustee: Morse-Boycott Bursary Fund
Trustee: The Traditional Choir Trust
Rector of St Paul's Chichester with St Peter's Westhampnett
Priest-in-charge of St Wilfrid's Chichester
Director: Bishop Luffa School
Bishop's Adviser on Deliverance Ministry

Sara Stonor
Lay Member
(*until Dec 2017*)

Trustee: St Mary's Hospital
Trustee: Morse-Boycott Bursary Fund
Trustee: Traditional Choir Trust
Cathedral Council
Cathedral/Parish Links Co-ordinator
St Bartholomew's Burwash PCC
Dallington Deanery Synod
Diocesan Synod
Diocesan Synod Parsonages Board (East)
Canterbury Provincial Panel of the Clergy Disciplinary Measure 2003
Vice Chairman of the Sussex Historic Churches Trust
Joint Patron of the Mother's Union - Chichester Diocese

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2018

Vice Lord-Lieutenant of East Sussex
Vice President of East Sussex Magistrates
Patron Friends of Crowborough Hospital
Patron Friends of St Peter's Church Bexhill
Patron Girl Guiding Sussex East
Centenary Appeals Committee for Charleston Farmhouse
Vice-Chairman of the Conquest Hospital Appeal

Lesley Webster
Lay Member
(until Dec 2017)

Trustee: St Mary's Hospital
Trustee: Morse-Boycott Bursary Fund
Trustee: The Traditional Choir Trust
Tribunal Judge

Simon Bell
Lay Member

Trustee: St Mary's Hospital
Trustee: Morse-Boycott Bursary Fund
Trustee: The Traditional Choir Trust

David Coulthard
Communar

Secretary: Cathedral Council
Secretary: Fabric Advisory Committee
Executive Board
Cathedral Finance Committee
Restoration Planning Group
Managing Director: Chichester Cathedral Enterprises Ltd
Clerk to the Trustees: St Mary's Hospital
Administrator: Morse-Boycott Bursary Fund
Administrator: The Traditional Choir Trust
Chairman: Health & Safety Committee
Property Committee
Cathedral Community Committee
Director: Chichester Business Improvement District (BID)
Director: Cathedral Administrators & Finance Association (CAFA)

APPENDIX 4 - MEMBERS OF THE CATHEDRAL COUNCIL

	<i>Elected/ Appointed By</i>
Mr Harry Goring, Chairman	Bishop
The Very Revd Stephen Waine, Dean	
Mr David Coulthard, Council Secretary	Ex Officio
Mrs Sara Stonor DL <i>(to Oct 2017)</i>	Bishop & Chapter
Mr Julian Munby	Bishop & Chapter
Mr Mark Powell	Bishop & Chapter
Dr Brian Hanson CBE	Bishop & Chapter
Mr Anthony Bird	Bishop & Chapter
Mr Richard Ashby	Cathedral Community
Mrs Maggie Saffrey	Cathedral Community
Mr Martin Richards	Bishop & Chapter
The Reverend Canon Timothy Schofield, Precentor	Chapter
The Reverend Canon Dr Anthony Cane, Chancellor	Chapter
The Venerable Fiona Windsor	College of Canons

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2018

APPENDIX 5 - NOMINAL ROLL OF THE COLLEGE OF CANONS (*as at 31 March 2018*)

The Very Reverend Stephen John Waine	Dean
The Reverend Canon Nigel Timothy Schofield	Precentor
The Rev Canon Dr Anthony William Nicholas Strephon Cane	Chancellor
The Reverend Canon Stephen Anthony Dunbar Ferns	Treasurer
The Right Reverend Mark Sowerby	Bishop of Horsham
The Right Reverend Richard Charles Jackson	Bishop of Lewes
The Venerable Douglas Henry McKittrick	Archdeacon of Chichester
The Venerable Fiona Windsor	Archdeacon of Horsham
The Venerable Martin Clifford Lloyd Williams	Archdeacon of Brighton & Lewes
The Venerable Dr Edward Dowler	Archdeacon of Hastings
The Reverend Canon Trevor George Buxton	Prebendary of Waltham
The Reverend Canon Dr David James Clarke	Prebendary of Selsey
The Reverend Canon Mark James Townsend Payne	Prebendary of Colworth
The Reverend Canon Julia Kathleen Peaty	Prebendary of Hova Ecclesia
The Reverend Canon Peter Robert Wells	Prebendary of Middleton
The Reverend Canon David Richard Frost	Prebendary of Fittle
The Reverend Canon Rebecca Jane Swyer	Prebendary of Hova Villa
The Reverend Canon Simon Paul Holland	Prebendary of Ferring
The Reverend Canon Jonathan Baldwin	Prebendary of Bishopshurst
The Reverend Canon Moira Wickens	Prebendary of Bracklesham
The Reverend Canon Jeremy James	Prebendary of Eartham
The Very Reverend Dr John Edmondson	Prebendary of Seaford
The Reverend Canon Paul Seaman	Prebendary of Heathfield
The Reverend Canon Dr Christine Mary Hall	Prebendary of Sutton
The Reverend Canon Philip Russell Moon	Prebendary of Sidlesham
The Reverend Canon Timothy Lewis Peskett	Prebendary of Somerley
The Reverend Canon Ann Elizabeth Waizeneker	Prebendary of Wisborough
The Reverend Canon Alison Bowman	Prebendary of Bury
The Reverend Canon Richard Michael Coates	Prebendary of Hampstead
The Reverend Canon Philip Mark Gilbert	Prebendary of Highleigh
The Reverend Canon Dr Simon Matthew Jones	Prebendary of Exceit
The Reverend Canon Dr James Arthur Walters	Prebendary of Windham
The Reverend Canon Dr Jennifer Strawbridge	Prebendary of Bargham
The Very Reverend John Hall	Bursalis Prebendary
The Reverend Canon Lisa Barnett	Prebendary of Woodhorn
The Reverend Canon Martin Lane	Prebendary of Gates

vacancies Prebendaries of Thorney, Wighting, Ipthorne, Fittleworth and Mardon

APPENDIX 6 - CATHEDRAL MANAGEMENT AND OFFICERS

Chapter is supported by the Cathedral lay staff, accountable to the Communal and functionally responsible to their Heads of Department. The key staff members as at 31 March 2018 are:

Liturgy and Music – Precentor

Mr Charles Harrison
Mr Richard Paterson
Mr Howard Waddell

Organist and Master of the Choristers
Liturgy & Music Administrator
Head Verger

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Learning & Engagement and Visitors – Chancellor

Ms Ruth Poyner	Head of Communications, Marketing & Visitor Services
Mrs Cynara Davies	Head of Learning & Engagement

Finance, Estate Management, Administration – Communar

Mr Mike Titley	Head of Finance/Chapter Accountant
Mrs Debbie Atlee	Chapter Secretary
Mr Andy Wright	Head of Estates
Mrs Val Timlin	Human Resources Manager
Mrs Nicola Smith	Property Manager/Assistant to the Dean & Communar

Other Cathedral Officers

Chapter is also supported by various other external Cathedral Officers:-

vacant	Priest Vicar
Mr Michael Moriarty	Sub-Treasurer
Mr Antony Feltham-King	Surveyor of the Fabric
Mr Mark Taylor	Consultant Archaeologist

APPENDIX 7 - MEMBERS OF THE FABRIC ADVISORY COMMITTEE (as at 31 March 2018)

Mr Julian Munby, Chairman
Mr Philip Jackson
Mr James Peill
Mr Clive England
Mr Simon Martin
The Reverend Canon Jeremy Davies
Mrs Karen Coke
Mr Geoff Noble
Mr Seif El Rashidi

Attendees: The Very Reverend Stephen Waine (Dean)
Other Members of Chapter if they so wish
Surveyor of the Fabric
Consultant Archaeologist
Head of Estates
Mr David Coulthard, FAC Secretary

APPENDIX 8 - MEMBERS OF THE FINANCE COMMITTEE (as at 31 March 2018)

Mr Anthony Bird, Chairman	
Mr Andrew Dunlop	
Mr Michael Power	
Mr Christopher Tod	
The Reverend Canon Timothy Schofield, Precentor)
The Very Reverend Stephen Waine, Dean) All ex officio
Mr David Coulthard, Communar and Executive Director)
Mr Michael Titley, Head of Finance and Chapter Accountant	

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APPENDIX 9 - MEMBERS OF THE CATHEDRAL COMMUNITY COMMITTEE *(as at 31 March 2018)*

Mr Richard Ashby	Chair and Cathedral Council Representative
Mrs Toni Hayes	Secretary
Mr Jeff J Stanbridge	Cathedral Roll Officer
Dr Richard Hancock	Chair of Stewardship Committee
Dr Jean M Bradley	Treasurer of Stewardship Committee
Mrs Marguerite Saffery	Cathedral Council Representative
Mr John Workman	
Mrs Valerie Rossiter	
Mr Nicholas Light	
Ms Dianne Berry	
Mr Robin Barratt	Diocesan and Deanery Synod Representative
Mrs Jennie Gurney	Deanery Synod Representative
Mrs Rachel Moriarty	Diocesan Synod Representative
Mr Bernard Adkins	Diocesan Synod Representative
Dean	The Very Reverend Stephen Waine <i>(Vice Chair)</i>
Precentor	The Reverend Canon Tim Schofield
The Chancellor	The Reverend Canon Dr Anthony Cane
Communar	Mr David Coulthard

APPENDIX 10 - TRUSTEES OF THE CHICHESTER CATHEDRAL RESTORATION & DEVELOPMENT TRUST *(as at 31 March 2018)*

Trust Patrons

Mrs Susan Pyper – Lord Lieutenant of West Sussex
Mr Peter Field – Lord Lieutenant of East Sussex

Trustees

Mr Mark Powell (Chairman)
Mrs Michael Bedford JP DL
Mr Ian Buckley
The Earl of Cork & Orrery
Mr Daniel Hodson
Mrs Jan Moore
Mrs Denise Patterson DL
The Reverend Canon Timothy Schofield
Mrs James Sellick DL
Mr Daniel Stewart-Roberts
Mrs David Tupper DL
The Very Reverend Stephen Waine

Honorary Governors

Mr Anthony Bird
Mr David Hopkinson CBE RD DL
Mrs Philip Jackson

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APPENDIX 11 - TRUSTEES OF THE CHICHESTER CATHEDRAL MILLENNIUM ENDOWMENT TRUST *(as at 31 March 2018)*

Mr Michael Power (Chairman)
Mr Julian Biggs
The Earl of Cork and Orrery
Mr Mark Powell
Mr Julian Tregoning
The Very Reverend Stephen Waine

APPENDIX 11 - DIRECTORS OF CHICHESTER CATHEDRAL ENTERPRISES LIMITED

The Very Reverend Stephen Waine, Chairman
The Reverend Canon Dr Anthony Cane
Mr Andrew Dunlop
Mr Christopher Tod
Mr Nick Sutherland
Mr David Coulthard

APPENDIX 12 - VOLUNTEER SECTION HEADS *(as at 31 March 2018)*

The work of the Cathedral is supported by the dedication of some 600 volunteers, led by their Section Heads:

Dr Judith Lee	Head Guide
Mr Jeremy Mudford	Head Doorkeeper
Mr Simon James	Head Steward
Mrs Annabelle Hancock	Information Desk
Mr Anthony Schofield	Money Counters
Mr Howard Waddell (Head Verger)	Holy Dusters
Mr John Peskett	Servers
Mr Michael Moriarty	Sub-Treasurer
Mrs Susan Doggart	Flower Arrangers
Miss Susan Fletcher	Seffrid Guild
Mr Hamish McNaughton	Tower Captain
Various Team Leaders	Sunday Coffee Union

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APPENDIX 13 - CHARITABLE GIVING

Family Support Work – The Sussex Charity for Children	1,500
Bible Reading Fellowship	1500
Sanctuary in Chichester	1,000
Zane – Zimbabwe a National Emergency	1,000
DBF – African Link	1,500
Food Bank (Chichester District)	1,000
Stonepillow	1,000
A Rocha UK	1,500
Wateraid	1,000
Crib Service collections: The Sussex Snowdrop Trust	1,606
Midnight Mass collection: Christian Aid	2,133
	<u>£14,739</u>

APPENDIX 14 - PROFESSIONAL ADVISORS

Surveyor of the Fabric	Mr Antony Feltham-King St Ann's Gate Architects The Close Salisbury Wiltshire SP1 2EB
Consultant Archaeologist	Mr Mark Taylor 115 Whyke Lane Chichester PO19 8AU
Auditors	Sheen Stickland Chartered Accountants and Registered Auditors 7 East Pallant Chichester PO19 1TR
Commercial Property Agent	Flude Commercial Ltd 24 Southgate Chichester PO19 1ES
Residential Property Agent	Henry Adams Lettings Ltd 10 Southgate Chichester PO19 1ES
Health & Safety Consultant	Kruger Brent Training Ltd 23 Dukes Meadow Bognor Regis PO19 3PJ
Bankers	National Westminster Bank plc East Street Chichester PO19 1HH
Solicitors	Irwin Mitchell Solicitors Thomas Eggar House Friary Lane Chichester PO19 1UF