

# CHICHESTER CATHEDRAL

**ANNUAL REPORT**

**&**

**AUDITED ACCOUNTS**

**for the year ended**

**31<sup>ST</sup> MARCH 2021**

# CHICHESTER CATHEDRAL

## ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021

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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.

### FOREWORD FROM THE DEAN

Thank you for your interest in Chichester Cathedral and its Annual Report on the year 2020/21.

It has been a year of huge challenges in which the Cathedral was closed for worship and all other activities for a period. We were unable to welcome congregations for Holy Week and Easter 2020 and we developed ways of leading people in worship, prayer, and study online. Before the pandemic the word 'live-streaming' was not in our vocabulary: during the year we successfully learned how to include people in our worship and work, broadcasting from homes and gardens until we were once again able to use the Cathedral.

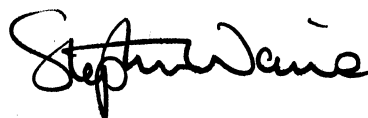
It was sad to lose so many colleagues through restructuring during the year, and I would like to pay tribute to their commitment to the Cathedral over the years and thank them for their contribution to the Cathedral's work.

The Cathedral has continued to change and adapt during the pandemic. We were pleased to be able to take the decision to remain open for worship and prayer during subsequent lockdowns, and the fact that we did so was much appreciated by those who came to pray. It seemed important that the Cathedral should be a place of calm and relative stability in the turbulence of the world around us, a place of witness to the constancy of God's love for us.

I am proud of the way in which all who work, and minister here have continued to adapt to the unprecedented circumstances which we have experienced during the year, enabling the Cathedral to flourish and remain a place where the hope of the Gospel is lived and proclaimed.

I commend our Annual Report to you.

The Very Reverend Stephen Waine  
Dean of Chichester



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## THE CATHEDRAL'S FUTURE PLANS

This report is written following seventeen months of the Covid-19 pandemic with all the re-planning and adjustment that has necessitated, and just a few months since the Cathedral's last annual report which already reflected on the different realities being faced by the Cathedral. As everyone is aware, during these unprecedented times plans remain subject to change.

Nevertheless, the Chapter maintains a confident vision of a church rooted in prayer, study and community in support of its Christian mission. Its worship will continue to flourish in a combination of live and digital settings, with continued adjustments as we make use of the new technological resources at our disposal and all that has been learned over the past year. Cathedral music will continue to respond to guidance, taking a safe and responsible approach whilst always seeking the highest standard of choral worship. Chapter is considering how the voices of girls may be heard in its singing in the future. Christian teaching will remain central to the Cathedral's strategic plans, including new opportunities for vocational teaching. There will be placement opportunities for those in Initial Ministerial Education (IME) and this year, will also see the introduction of 'KALEO' (from the Greek, 'I call') – a new network of small groups that will provide a positive new way for people in the Cathedral community and beyond to encounter God through the arts. We will expand our online learning offering to enable a range of other Christian theological courses and lectures aimed at a lay audience across the Diocese and beyond.

We will refresh our approach to school visits – as far as demand and the pandemic allows - and evolve our family offering to engage with children's spirituality.

The Cathedral is looking forward to discussing its safeguarding provision with representatives from the Social Care Institute of Excellence in the Autumn, part of a national programme of Cathedral Safeguarding Audits.

The greater employment of digital resources for enhanced visitor engagement both inside the Cathedral and online will be part of a broader improvement of interpretation. There will also be trials to investigate how to make it easier for visitors to donate more to support the Cathedral's future plans, following the recent example of Cathedrals including Gloucester. The Cathedral's facilities for worshippers, visitors and event attendees will be improved when the new toilet facilities off its North Transept open in August - better presented and better located than those they replace off the South-West Lawn.

New self-catering suites in the Treasury Building opened in May, will help to generate extra income from paying guests to support the Cathedral in its mission, and further opportunities to increase income from Close property will be considered. Chapter will work closely with property management partners to further enhance the service it provides to tenants, and the way that it cares for its many listed properties. Significant and necessary investment is planned during the year into the properties at 4 Vicars Close and 1 St Faiths.

Funds will also be sought to deliver new lighting for the Cathedral for which a preparatory application has been made to the Cathedrals Fabric Commission. The eventual ambitions are to better support the Cathedral's worship within its architectural setting, to better display the spectacular interior for visitors, to reduce maintenance demands of the old, failing lighting system, and to reduce power consumption as part of a broader ambition to achieve silver Eco-church designation in the short term, followed by the achievement of net-zero by 2030. Work will continue to also seek funds to complete the replacement of the Cathedral's failing copper roof, with just the main Nave still to complete.

The Cathedral's ability to communicate effectively with its supporters will be enhanced following the implementation of a single contact database for Chapter, Restoration and Development Trust and Cathedral Friends.

The Cathedral team will work with the partners who form the Chichester Vision Group, in particular exploring the potential to re-imagine the landscape and pedestrian and traffic routing on the Cathedral's North side, seeking to create better space for the city community to enjoy.



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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.

A new Cathedrals Measure was enacted in 2021 and the coming years will see change as its provisions are implemented, including registration of the Cathedral with the Charity Commission.

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.

The Cathedral's Precentor, the Revd Canon Tim Schofield, retired during the year in question to many tributes, including in the previous Annual Report. The congregation – and Tim's former colleagues – were delighted to be able to say an in-person 'goodbye', albeit a distanced one, when he returned to preach in October 2020. Following the year in review the Bishop of Chichester appointed a new Treasurer, Revd Dr Vanessa Baron, and Precentor, Revd Dr Jack Dunn. Both will join Chapter in September 2021. Chapter will be seeking new lay members during summer 2021.

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.
- Selecting suitable accounting policies and then applying them consistently.
- Making judgements and estimates that are reasonable and prudent.

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- 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 paid 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, including safeguarding.

Senior staff remuneration 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](#).

### 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, including:

- The Cathedral's responses to the Covid-19 pandemic.
- Appraising the Chapter's annual report and commenting on the wide range of Cathedral activities contained therein.
- Reviewing the Accounts for 2019/2020.
- Receiving briefs from the chairmen of the various Cathedral committees.

The members of the Cathedral Council are listed at [Appendix 4](#).

### 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.

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- 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](#).

No meeting of the College took place in 2020/21, with members preferring to wait until a meeting in-person at the Cathedral was possible.

### 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. The Bishop was a regular visitor to the Cathedral during the year and the Cathedral and Diocesan teams worked closely together to share major services from the Cathedral with a digital audience through the Diocese.

### 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 Head of Estates attend meetings of the Committee and are entitled to speak but not to vote. Other Chapter members are free to attend if they wish.

At the date of this report, the committee was at full strength. The Chapter wishes to express its particular thanks to two long-serving member of the FAC who stepped down during the year:

- Consultant Archaeologist Mr Mark Taylor, who retired after many years of wise counsel and guidance;
- FAC member and renowned sculptor Mr Philip Jackson, who stepped down in early 2021 at the end of the CFCE quinquennium.

Chapter appointed Mr Michael Shapland of UCL to be its Consultant Archaeologist, and stonework specialist Mr Chris Wood to its FAC.

Over the course of the year the committee considered the development and progress of the following key projects:

- Cathedral lighting project
- North Transept toilets development
- Cathedral font: adaptations to plinth
- Romanesque Reliefs: ongoing monitoring to consider whether and when to remove the cover from the second relief
- Cathedral Inventory: ongoing updates

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 Chair and up to four other external members appointed by Chapter for their expertise and experience in the field of finance and investment management. Chapter members are the Dean, Chancellor and Communar with the Chapter Accountant as attendee.

The Members of the Committee are listed at [Appendix 8](#).

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## **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.

## **CATHEDRAL COMMUNITY COMMITTEE**

The Cathedral Community Committee usually 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. However, during the pandemic the Community Committee has not met. Chapter will consider the best future routes to generating engagement from congregation staff and volunteers in the light of the new Cathedrals Measure.

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### THE CATHEDRAL'S ACTIVITIES DURING THE YEAR

The entire year in review was during the pandemic, which cast its shadow across all that took place. The constraints were substantial but somehow activity continued.

Worship was shared digitally only in the early part of the year, often from clergy houses as the Cathedral doors were locked. Holy Week and Easter 2020 saw a series of special services, supplemented by online resources including reflections by Canon Roly Riem, Chancellor of Winchester Cathedral. Later, services were streamed live or recorded from the Cathedral and congregations were able to return – pre-booked, distanced, and masked – from early summer. The Dean spoke of the spiritual hunger of the returning congregation, and of the deep silences, as the profundity of live worship was experienced once again. The second lockdown of Winter 2020/21 saw the Cathedral remain open for worship, much appreciated by those who continued to attend. As the year passed the team's digital production skills grew, with important support from Hunter Gatherer Productions, reaching a peak in the lead-up to Christmas with the live Advent Procession, candlelit Christmas Carol Services, and a pre-recorded online Carol Service with readings from key workers around the diocese. The communications team also shared an online Advent calendar showcasing different aspects of Cathedral life during the Christmas period.

The choir was often subject to restrictions but nevertheless delivered whenever it was able to – the peak was perhaps the live broadcast of Choral Evensong on BBC Radio 3 on 18 November 2020, described by Organist, Charles Harrison, as one of the highlights of his time at Chichester. A special service on 13 September 2020 saw the installation of new Suffragan Bishops: Ruth Bushyager as Bishop of Horsham and Will Hazlewood as Bishop of Lewes. Although just beyond the time-period covered by this review it would be remiss not to mention the Choral Evensong held on 16 April 2021 with Thanksgiving for the Life of HRH The Prince Philip, Duke of Edinburgh. The Evensong was attended by civic guests following all appropriate Covid-19 protocols – candle stations were made available for all members of the public in the days following the death.

March 2021 saw the installation of new online live-streaming equipment that will allow the Cathedral team to film and stream services themselves, enabling worship from home even when the effects of the pandemic have abated.

The pandemic brought a pause to school visits for the entirety of the year 2020-21 and also contributed to a significant restructuring of the Cathedral's Learning and Engagement department that sought to pivot to a greater focus on Christian theological learning and formation, while retaining a commitment to sustaining the Cathedral's school's engagement. As a result of both financial retrenchment and this strategic change of focus, Chapter sadly bid farewell to Cynara Davies, Sue Poil, Vicky Rowlands and Luna Russell, and appointed Karen Jones as the new Schools and Families Officer in November 2020. This role seeks to sustain the Cathedral's engagement with schools and families, albeit in a limited form, as we slowly rebuild our common life. It has been challenging, with successive waves of lockdowns and the understandable reluctance of schools to make visits.

However, the pandemic also saw the development of greater digital engagement, particularly in adult education and this was expressed in online learning, led by the Chancellor, on five big questions around the Christian faith, the Hebrew Bible and the New Testament (with over 300 people engaging with the resources by the end of the third lecture series). This has formed the basis of a new online partnership with Lichfield to deliver theological learning more widely. Canon Peter Sills also delivered the Lent Lectures on the theme of his book *Light in the Darkness*, which were greatly appreciated. Lent groups studying the epistle of James also went online and were ably led by volunteers within the Cathedral community.

Digital resources for families and schools have also been developed on the Cathedral website and for those visiting the Chichester Nativity in December 2020. The Learning team has started work with the Diocesan Board of Education on developing school pilgrimages in the coming year, initiated a new partnership with The Children's Society, as well as renewing the Cathedral's offer to schools and the development of self-guided tours for families and schools.

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While the year has presented us with many challenges to the pattern and resourcing of educational engagement that has been practiced for several decades, it has also brought about new partnerships and possibilities that give us hope that, while the process of rebuilding may be lengthy, it will bear fruit for the Kingdom.

The Cathedral welcomed 59,835 visitors between April 2020 and March 2021, much reduced numbers affected by two national lockdowns and reduced public movement guidelines. The Cathedral achieved the VisitEngland “We’re Good To Go” mark on re-opening in July, signalling a commitment to Government and industry COVID-19 guidelines. Minister for Tourism Nigel Huddleston enjoyed his visit to the Cathedral as it re-opened, meeting volunteers and staff as he sought to understand the real challenges for those seeking to welcome the public back. The SussexTogether Festival of the Arts was launched in the summer; with Poetry, short stories, and fine art created by the community in response to the Pandemic. An exhibition of the work took place in the Cathedral 3 November – 2 December 2020 and a virtual exhibition was created for those unable to see it in situ.

One of the year’s high points was the Chichester Nativity, presented for Advent and Christmas in the Cathedral. The artwork was a major new installation which heralded the heroes of the COVID-19 pandemic from the local community and across the counties of East and West Sussex. It caught the mood of the city and diocese in late 2020 and was widely shared and enjoyed, as well as being nominated for the 2021 Museums and Heritage Awards. The Nativity was just one of the occasions for greater use of QR codes, which were introduced as part of the interpretation material to help visitors delve deeper online, as well as facilitating donations as the world went cashless.

The challenges of the pandemic led to Chapter, with the CCEL Board, deciding to close the Cathedral’s shop and also, for the foreseeable future, its café. With lockdowns and long-term social distancing meaning reduced capacity and footfall for some time, the existing operating model for the Café was no longer sustainable. It was a difficult decision, one that affected loyal staff and disappointed both regular and occasional customers, but one taken with the long-term health of the Cathedral in mind.

The Cathedral’s staff team experienced a uniquely challenging year, as did so many others. A total of 36 employees were made redundant, and a large-scale consultation process ensued which saw staff behave with the utmost dignity in what was undoubtedly the most trying of situations. The Cathedral made use of the Government furlough scheme and many staff were furloughed, often reluctantly but without complaint and some have continued to be furloughed or part furloughed, showing great resilience and commitment. The Cathedral has reviewed its training provision and opted for a step-change by signing up to the Charity Learning Consortium which provides a wide range of online training, access to the Church of England’s Safeguarding training portal and thousands of other developmental learning opportunities for our employees and volunteers all in one place. We look forward to rolling it out during 2021.

Our volunteers felt the impact of Covid restrictions and separation from the Cathedral as deeply as any group. As lockdown bit, a ‘Phone buddy’ network was set up for Cathedral staff to maintain communication with all volunteers, especially with those who were isolated or needed support. The team planned a phased return for volunteers as restrictions eased, inviting volunteers to indicate whether they wished to return as soon as possible; at a later date; or to stand down. This enabled a review of how to support and manage Cathedral volunteers to make their return after lockdown as safe as possible. A new volunteer role was created in July 2020 to assist with the first phase of re-opening the Cathedral. The Private Prayer Stewards were instrumental in helping to ensure the safe flow of visitors through the Cathedral, following all government guidelines whilst also offering a warm and sensitive welcome.

For those returning to the Cathedral, training sessions took place online or, where possible, face-to-face. During the January – March 2021 lockdown, volunteer get-togethers were held via Zoom, with speakers from Cathedral partners including UKHarvest, Stonepillow, and Canine Partners. Lockdown presented an opportunity to re-evaluate volunteer roles - to ‘Build Back Better’. The revised ‘Cathedral Welcome Team’ showcases the skills and

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professionalism of our visitor facing volunteers, and a commitment to operating as one team – volunteers and staff – with a common standard of excellence in providing a positive and sensitive welcome to all visitors.

The Cathedral's responsibilities in managing its estate did not cease during the pandemic, and the Estates Team barely drew breath during the lockdowns. The management of the Cathedral's residential property continued in support of tenants, and the team worked with reduced verging teams to look after the Cathedral building too. The conversion of the Treasury Building – once offices and classrooms – into suites continued once the first lockdown had lifted, delivering four beautifully converted self-catering suites by the end of the year. The securing of Cultural Recovery Fund support also made Chapter's ambitions to provide high-quality toilet facilities in the main Cathedral building a reality, with the project – also supported by the Cathedral Friends and Restoration and Development Trust – beginning in November 2020 and targeting completion in summer 2021. The conversion of this flat-roofed area off the North Transept – once an electricity substation - is an innovative piece of design and will provide much improved facilities for worshippers, visitors and event attendees.

Opposite, across the Transept, is the new entrance to the relocated Cathedral Shop, another project commenced during the year.

The pandemic threw the challenges of managing the Cathedral's commercial and residential property – and that of St Mary's Hospital - into sharp relief. In late 2020 Chapter decided to work with specialist partners – Henry Adams and Flude Commercial - to manage its property in future, rather than seeking to do so itself. The resulting restructuring sadly saw the departure of two very long-serving staff members, Nicola Smith (who has since joined the team at Henry Adams) and Debbie Atlee. Chapter wishes them every success in their future careers.

The Cathedral's communications responded strongly to the particular challenges posed by the pandemic. Weekly e-newsletters were key to keeping so many people in touch with Cathedral news throughout the year, including congregations, volunteers, and even furloughed staff. The year saw a necessary pivot towards greater digital communication, using a range of channels to reach the community during lockdown. There was innovation, in the form of virtual pilgrimages and exhibitions etc. and support for the Cathedral's burgeoning online teaching led by the Chancellor. As has already been noted, service streaming helped to develop a new online congregation, and the Cathedral team became increasingly adept at video production. Digital communications also became an important operational tool, helping staff and volunteers to stay in touch as a team.

## 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.

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 and it is updated on multiple occasions each year, to ensure it remains relevant. The ongoing Service Level Agreement with the Diocesan Safeguarding Team, with a member of its team also being the Cathedral's Safeguarding Officer, has continued to be a successful and highly valued model. There was further change during this year as Mrs Barbara Storer returned to the NHS and the Diocesan Safeguarding Advisor Colin Perkins brought his deep experience and insight to the Cathedral as its Safeguarding Officer. He was a regular presence at the Cathedral during the latter part of this period.

The Cathedral's Safeguarding Group, including its Safeguarding Officer, met regularly by Zoom during the year to consider safeguarding issues and the continuous improvement of the Cathedral's provision. Chapter is particularly grateful to Mrs Ruth Taunt, the independent member of the committee. The special circumstances brought by the pandemic meant fewer potential issues within the Cathedral during the lockdown period, but raised the issue of digital safeguarding, which challenged the Cathedral team to think of different ways of keeping people safe.

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## CHICHESTER CATHEDRAL RESTORATION AND DEVELOPMENT TRUST

Chichester Cathedral Restoration and Development 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, its learning and engagement offering, and such other charitable objects and activities undertaken by the Chapter.

The Covid 19 Pandemic was a turning point for the Trust and the financial year 2020-2021 was spent largely on raising funds for the Cathedral to help with the very significant drop in income caused by the pandemic.

During the last financial year, the Trust's fundraisers have worked very closely with the Cathedral team to provide invaluable integrated fundraising support - and funding - for the following bids and projects:

- Historic England awarded a grant of £149,548 from the government's Cultural Recovery Fund – Major Works Scheme, towards the preparation work for new facilities off the North Transept.
- Church Commissioners' Cathedrals Sustainability Fund, £247,469 award for revenue costs and in support of the implementation of the new Cathedrals Measure.
- National Lottery Heritage Fund – Cultural Recovery Fund awarded £297,000 to help heritage organisations that are at risk due to no longer trading during pandemic.
- National Lottery Heritage Fund – Round 2 Cultural Recovery Fund awarded £148,500 to support heritage organisations reopen post pandemic (payable 2021/22).
- Cathedral Choirs Emergency Fund made separate awards of £18,000 and £35,000 to support the Cathedral's music provision.
- Cathedral Music Fund- Revenue Fund awarded £16,000 for music.
- All Churches Trust – Hope Beyond awarded £5,100 for a pilot project that addresses loneliness and digital isolation.
- The Tanner Trust award £4,500 towards a project to address Digital Isolation.
- Chichester Cathedral Millennium Endowment Trust grant of £255,000: £130,000 towards the Treasury project and £125,000 towards the Buttress 60 cloakroom refurbishment project
- £25,000 from AllChurches Trust paid annually.
- A grant towards the maintenance of the Organ

The Trust team has also played a pivotal role in the development and use of a new Cathedral-wide database, a project that brings together information about the Cathedral's supporters in one place.

The Trust is re-commencing a programme of fundraising to fund the final phase of the major project to restore and recover the Cathedral's nave roof. Work continues to develop an American Patrons programme with specialist day tours autumn 2021 and a Sussex tour in 2022. Its Design and Management Team are developing plans with the support of the wider Cathedral team to bring a spectacular Festival of Flowers in June 2022 celebrating 'Life in all its Fullness'.

The Trustees are listed at [Appendix 10](#).



# CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021

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## FINANCIAL REPORT FOR THE YEAR END MARCH 2021

### Covid-19 Statement

The financial year ending March 2021 for Chapter, and its wholly owned trading subsidiary Chichester Cathedral Enterprises Ltd (CCEL), was profoundly affected by Covid-19, as a result of rolling lockdowns and other national restrictions. Operational closures, both temporary and permanent, brought organisational disruption and created significant financial deficits which were only mitigated by the support of government schemes and other grant giving bodies. Without this major external support and the continued support of its regular donors, the Cathedral would have been facing a significant financial issue this current year and on into 2022. The total Covid-related support from external bodies during the year was just in excess of £1 million.

As previously reported, Chapter started to see a significant decrease in congregations, tourism, tours, visits and events during the last quarter of the 2019/20 financial year and commercial tenants started to withhold payments on a unilateral basis as high street footfall evaporated and retail revenues collapsed. All of these areas continued to be affected during the year ending March 2021, and on again into this current financial year. In particular commercial tenancy income was heavily impacted for the majority of the financial year 2020/21 and beyond. Chapter and its agents have been discussing leases with tenants and - where applicable - additional debt provisions beyond those made in the year ending March 2020 have been made in the year ending March 2021 to adjust for the outcomes of adjusted leases. Going forward Chapter, in common with most commercial landlords, now has to plan for a future with lower yields from commercial property. A resulting downward trend on the value of our commercial properties has been accounted for in the financial results for the year end March 2021. Pressure on the Cathedral's income streams for future years is a major strategic financial issue facing Chapter.

In CCEL all aspects of operations began to experience the effect of Covid-19 from February 2020 and as reported in the previous year's Report and Accounts the Board of CCEL and Chapter took the difficult decision to close of the café and events business for the foreseeable future, with a medium-term closure of the shop. Following a full consultation, the majority of staff formally left in October 2020 – we thank them and wish them the very best for the future. Full provision for post year-end decisions and known restructuring costs were taken within the financial year to March 2020 so there is little visible impact from these closures in the financial statements to March 2021. The refurbishment of the Treasury building into suites was completed – guest accommodation will be a mainstay of Chapter's future income.

Operational staffing is now almost back to full strength – albeit not at pre-pandemic levels - and the ability to use the furlough scheme has all but ended. However, normal income levels have not yet followed the reopening, as visitors, event bookings and other income streams still lag well behind pre-Covid levels. It is worth noting that, subsequent to the March 2021 year end, the Cathedral has received further significant grants and donations from various funders to support aspects of its activity such as music, estate maintenance and communications to ensure that core skills are covered during a period where cost is required but income is still low.

The Cathedral will rely heavily on donations – including from visitors, grants and congregational giving in future years and Chapter would like to record its gratitude to all who gave so generously during 2020/21. It would also like to record its thanks for the highly professional support of the Restoration and Development Trust fundraising team during the year, including their work with the Chapter team to submit important grant applications. This collegiate approach to securing funding support has been key to the mitigation of Covid impacts over the last 18 months.

# CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021

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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 December 2018 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 £ 3,014,587 (2019/20 £3,887,857)**

A marked downturn in income was driven by year-by-year phasing on the donations for the roof refurbishment and the closure of the café, events, donations, and the reduction in commercial rents, this was offset by significant grant support from government (central and local) and other grant giving bodies. Chapter has been very fortunate to receive these grants during the year and some of these are detailed below, along with other major donations. The Cathedral is extremely grateful for all the donations it receives including many from people who contribute regularly.

#### Covid related support, other grants and significant donations

National and local govt Covid support grants inc CJRS	£373,761
Cultural Recovery Fund	£297,000
Cultural Recovery Fund – Heritage Buildings Fund	£107,586
Church Commissioners Cathedrals Sustainability Fund	£215,500
Cathedral Music Trust - Covid support	£ 16,800
Allchurches Trust	£ 25,000
Chichester Cathedral Restoration & Development Trust	£432,000
Cathedral Friends	£ 27,599
Pallant Trust	£ 4,500

**Total expenditure before gains and losses amounted to £3,320,627 (2019/20 £4,456,280).**

The reduction in cost over the last year was largely driven by a reduction in cost of sales following the closure of trading activities (and indeed the pausing of many activities during the year) and the absence of major roof repair work which would previously have been seen in restricted funds. Nevertheless, the restricted Choral Foundation Fund was essential to support the Cathedral's continued financial commitment to its Choral Tradition during the year.

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, however the effect of Covid-19 meant that in this year the consolidated result for Chapter was a deficit of £(306,040) before gains or losses on investments and properties.

The Cathedral undertook revaluations of some of its investment property portfolio during the year as a result of refurbishments it carried out and made an impairment on its commercial properties due to likely lower future lease yields and voids.

# CHICHESTER CATHEDRAL

## ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021

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Overall property and investment gains/losses (realised and unrealised) amounted to a contributing loss of £(2,220,936). This mainly reflected a dramatic fall in the valuation of the Cathedral's commercial property, offset by equity valuations having bounced back during the year from their low point at the end of March 2020.

In summary (and including gains and losses on investments), there was a significant deficit arising from all activities amounting to £(2,591,566). This arose mainly as a result of operational losses driven by Covid-19 and the accounting book losses on property investments at the year end.

This surplus/ (deficit) may be analysed as follows:

Unrestricted Funds	£ (2,923,193)
Restricted Funds	£ 451,266
Endowment Funds	£ (119,629)

Chichester Cathedral Enterprises Limited made a loss for the year of £(134,641) which was consolidated into the Unrestricted fund.

The Cathedral continues to make deficit contributions to the Churchworkers Pension Fund, as part of a repayment plan agreed in 2018 which spreads the repayments over a number of years to minimise the impact on cashflow.

### Chapter Funds

As at 31 March 2021 the funds held by Chapter may be summarised as follows:

Unrestricted	£11,788,001
Restricted	£ 5,477,866
Endowment	£ 20,738,549
Total	£38,004,416

This compares with total funds at 31 March 2020 amounting to £40,595,982

Chapter's funds are predominantly in its property portfolio and, to a lesser degree, investments and cash.

### Financial Forecast

As mentioned previously, Covid-19 will continue to have financial knock-on effects for the Cathedral for some years to come.

Chapter's investment portfolios have been - and will continue to be - utilised to cover cashflow requirements. As a result, investment income will inevitably reduce. In addition, events, commercial and visitor income will remain subdued as vaccine rollout and renewed waves of infection continue throughout 2021. The cost base is expected to remain fixed and indeed will only rise over the coming years as inflationary pressure come to bear on costs, wages and discretionary giving. Chapter continues to remain vigilant to the ongoing ripple effects from the pandemic.

As part of the recovery program, Chapter will continue to work closely with the Restoration and Development Trust and will collaborate on the overall approach to fundraising, across the whole spectrum of the Cathedral's activities, to ensure that as many potential supporters, funders and grant giving bodies are approached as is reasonably practicable.

### Risk Assessment

Risk Identification, Assessment and Mitigation are integral parts of the Chapter's management task and are continuously reviewed. Since a large proportion of its unrestricted income comes from commercial rents the most obvious risk is from a continued economic downturn placing pressure on the retail sector with a further

# CHICHESTER CATHEDRAL

## ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021

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reduction in rental income and long-term yields. For this reason, Chapter has been seeking to increase revenue from other sources and to that end has repurposed some of its property towards holiday accommodation. In addition, Chapter continues to look at any and all underutilised buildings and property in order to seek income. However, the spectre of inflation looms and if it proves to be more than a temporary blip then Chapter will face further pressure. As a result, active planning and monitoring of macro-economic trajectory becomes as important as the more local risks that Chapter manages.

### **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 2021 amount to £1,128,775 compared with an estimate of three months expenditure amounting to approximately £400,000 (excluding Enterprises which is trading related).

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.

### **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, predominantly equities, in order 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.

Chapter, on the advice of the Finance Committee, and following a full tendering exercise, has taken the decision to divest all its M&G Charifund / Charibond units and move them to CCLA (Churches, Charities and Local Authorities) Investment Management Limited investment funds which will shift the balance of investments to 100% in equities, managed entirely by CCLA.

### **CHICHESTER CATHEDRAL ENTERPRISES LIMITED**

Chapter solely owns Chichester Cathedral Enterprises Ltd (CCEL) which undertakes the commercial activities of the Cathedral at properties and venues located within the Cathedral precinct.

Following the implementation of lockdown measures by the Government in March 2020 in response to the Covid-19 pandemic all activities in which the company engages were stopped, which had an immediate impact on the financial position of the company continued throughout 2020 and 2021.

# CHICHESTER CATHEDRAL

## ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021

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Following the strategic review of the company's operations in the early part of the financial year the decision was made to close the Cafe and events located within the cloisters of Chichester Cathedral. All costs associated with the closure of the café, shop and events business were provided for in the previous financial year to March 2020. These included redundancy costs, stock provisions and fixed asset write downs.

The other activities of the company were opened and closed - in part or in whole - as lockdown measures were relaxed or strengthened during the course of the year. In the last quarter of the year CCEL started to rent out newly refurbished guest accommodation in the Treasury building in addition to its existing portfolio of staying rooms and holiday lets. The Directors continued to take advantage of the Government support schemes as they applied to the company throughout the year.

Going forward, CCEL is a much lower-cost and lower-risk operation than before, focussing solely on accommodation nights, event space hire, and a reduced volunteer-led shop provision within the Cathedral building. It has established partnerships to provide catering direct to event clients whilst CCEL charges solely for the hire of the wonderful spaces that can be found around our precincts. The board of CCEL is confident that the revised business with its simpler management requirements will grow in a carefully controlled manner as the world emerges from the pandemic. Chapter continues to support CCEL financially and a formalised loan facility has recently been implemented to allow CCEL the headroom to re-establish its trading income levels in this new business model.

### **Overall result for the year end March 2021**

Overall CCEL made a loss of £(134,641) for the year to 31 March 2021 which compares to a loss of £(63,887) in the previous year, being a negative swing of over £70,000 due almost entirely to the effects of Covid-19.

### **Administrative Office**

The Royal Chantry  
Cathedral Cloisters  
Chichester  
West Sussex PO19 1PT

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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 2021 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 2021, 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 ISAs (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.

## REPORT OF THE INDEPENDENT AUDITORS TO THE CHAPTER OF CHICHESTER CATHEDRAL

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is listed below:

- Enquiry of management, those charged with governance and the entity's solicitors around actual and potential litigation and claims.
- Auditing the risk of management override of controls including through testing journal entries and other adjustments for appropriateness, and evaluating the business rationale of significant transactions outside the normal course of business.

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](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

### 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 26 October 2021

THE CHAPTER OF CHICHESTER CATHEDRAL  
CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31ST MARCH 2021

		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
					31-Mar-21	31-Mar-20
	Notes	£	£	£	£	£
<b>INCOME AND ENDOWMENTS FROM:</b>						
	1					
(i) Donations and legacies		346,480	375,688	-	722,168	1,248,073
(ii) Grants in support of mission		851,994	111,633	-	963,627	210,366
(iii) Charges and fees arising in the course of mission		143,701	-	-	143,701	220,909
(iv) Trading and fundraising		291,979	-	-	291,979	1,054,860
(v) Investments		743,193	108,595	32,098	883,886	1,146,173
(vi) Other income		9,166	48	12	9,226	7,476
<b>Total Income</b>		<b>2,386,513</b>	<b>595,964</b>	<b>32,110</b>	<b>3,014,587</b>	<b>3,887,857</b>
<b>EXPENDITURE ON:</b>						
	2					
(i) Raising Funds		785,251	9,600	240,882	1,035,733	1,357,215
(ii) Ministry		221,367	375,987	-	597,354	699,430
(iii) Cathedral and precincts upkeep		830,548	199,915	-	1,030,463	1,739,496
(iv) Education and outreach		69,170	173	-	69,343	165,181
(v) Community, parish and congregation		-	-	-	-	-
(vi) Other expenditure		554,476	33,052	206	587,734	494,987
<b>Total Expenditure</b>		<b>2,460,812</b>	<b>618,727</b>	<b>241,088</b>	<b>3,320,627</b>	<b>4,456,309</b>
<b>NET (OUTGOING)/INCOMING RESOURCES</b>		<b>(74,299)</b>	<b>(22,763)</b>	<b>(208,978)</b>	<b>(306,040)</b>	<b>(568,452)</b>
Gross transfers between funds (Endowment)	17/18/19	32,098	-	(32,098)	-	-
<b>Net income/(expenditure) before gains &amp; losses</b>		<b>(42,201)</b>	<b>(22,763)</b>	<b>(241,076)</b>	<b>(306,040)</b>	<b>(568,452)</b>
Net gains/(losses) on property investments		(3,052,500)	-	(7,500)	(3,060,000)	151,250
Net gains/(losses) on investments		236,098	474,019	128,947	839,064	(791,355)
<b>Other recognised gains/(losses):</b>		<b>(2,858,603)</b>	<b>451,256</b>	<b>(119,629)</b>	<b>(2,526,976)</b>	<b>(1,208,557)</b>
Actuarial gains/(losses) on defined benefit pension scheme		(64,590)	-	-	(64,590)	-
<b>Net movement in funds</b>		<b>(2,923,193)</b>	<b>451,256</b>	<b>(119,629)</b>	<b>(2,591,566)</b>	<b>(1,208,557)</b>
<b>Reconciliation on funds:</b>						
Total funds brought forward		14,711,194	5,026,610	20,858,178	40,595,982	41,804,539
<b>Total funds carried forward</b>		<b>11,788,001</b>	<b>5,477,866</b>	<b>20,738,549</b>	<b>38,004,416</b>	<b>40,595,982</b>
		11,788,001	5,477,866 (Annex 1)	20,738,549 (Annex 2)		



THE CHAPTER OF CHICHESTER CATHEDRAL  
 CONSOLIDATED BALANCE SHEET  
 FOR THE YEAR ENDED 31ST MARCH 2021

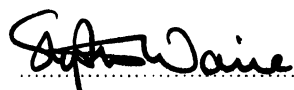
		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
		£	£	£	31-Mar-21 £	31-Mar-20 £
	Notes					
<b>Fixed Assets</b>						
<b>Investment assets</b>						
Property	3	8,945,250	2,500,000	10,582,500	22,027,750	24,397,750
Investments	4	1,144,311	2,226,146	771,547	4,142,004	4,238,230
		<u>10,089,561</u>	<u>4,726,146</u>	<u>11,354,047</u>	<u>26,169,754</u>	<u>28,635,980</u>
<b>Non investment assets</b>						
Property	5	1,683,000	-	9,315,000	10,998,000	11,688,000
Equipment and plant	6	30,976	-	-	30,976	34,653
		<u>1,713,976</u>	<u>-</u>	<u>9,315,000</u>	<u>11,028,976</u>	<u>11,722,653</u>
<b>Total fixed assets</b>		<b><u>11,803,537</u></b>	<b><u>4,726,146</u></b>	<b><u>20,669,047</u></b>	<b><u>37,198,730</u></b>	<b><u>40,358,633</u></b>
<b>Current assets</b>						
Stocks	7	24,269	-	-	24,269	24,269
Debtors	8	102,722	124,505	28,401	255,628	401,286
Short term investments		-	-	-	-	-
Cash at bank and in hand		744,459	627,215	60,135	1,431,809	891,359
		<u>871,450</u>	<u>751,720</u>	<u>88,536</u>	<u>1,711,706</u>	<u>1,316,914</u>
<b>Liabilities due within one year</b>						
Loans and bank overdraft		(14,558)	-	-	(14,558)	(14,995)
Creditors	9	(516,157)	-	(19,034)	(535,191)	(746,182)
		<u>(530,715)</u>	<u>-</u>	<u>(19,034)</u>	<u>(549,749)</u>	<u>(761,177)</u>
<b>Net current assets</b>		<b><u>340,735</u></b>	<b><u>751,720</u></b>	<b><u>69,502</u></b>	<b><u>1,161,957</u></b>	<b><u>555,737</u></b>
<b>Total assets less current liabilities</b>		<b><u>12,144,272</u></b>	<b><u>5,477,866</u></b>	<b><u>20,738,549</u></b>	<b><u>38,360,687</u></b>	<b><u>40,914,370</u></b>
<b>Liabilities due after one year</b>						
Loans and bank overdraft	9	(261,897)	-	-	(261,897)	(269,139)
Defined benefit scheme liability	9	(94,374)	-	-	(94,374)	(49,249)
		<u>(356,271)</u>	<u>-</u>	<u>-</u>	<u>(356,271)</u>	<u>(318,388)</u>
<b>Net assets</b>		<b><u>11,788,001</u></b>	<b><u>5,477,866</u></b>	<b><u>20,738,549</u></b>	<b><u>38,004,416</u></b>	<b><u>40,595,982</u></b>
<b>Funds</b>						
Unrestricted	17	11,788,001	-	-	11,788,001	14,711,194
Restricted	18	-	5,477,866	-	5,477,866	5,026,610
Endowment	19	-	-	20,738,549	20,738,549	20,858,178
<b>Total Funds</b>		<b><u>11,788,001</u></b>	<b><u>5,477,866</u></b>	<b><u>20,738,549</u></b>	<b><u>38,004,416</u></b>	<b><u>40,595,982</u></b>


(Annex 1)

(Annex 2)

0

The financial statements were approved by the Chapter on 26 October 2021 by

 The Very Reverend S Waine - Dean

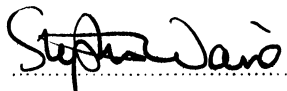
 D Coulthard - Communar and Executive Director


THE CHAPTER OF CHICHESTER CATHEDRAL  
BALANCE SHEET  
FOR THE YEAR ENDED 31ST MARCH 2021

		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
	Notes	£	£	£	31-Mar-21 £	31-Mar-20 £
<b>Fixed Assets</b>						
<b>Investment assets</b>						
Property	3	8,945,250	2,500,000	10,582,500	22,027,750	24,397,750
Investments	4	1,144,313	2,226,146	771,547	4,142,006	4,238,232
		<u>10,089,563</u>	<u>4,726,146</u>	<u>11,354,047</u>	<u>26,169,756</u>	<u>28,635,982</u>
<b>Non investment assets</b>						
Property	5	1,683,000	-	9,315,000	10,998,000	11,688,000
		<u>1,683,000</u>	<u>-</u>	<u>9,315,000</u>	<u>10,998,000</u>	<u>11,688,000</u>
<b>Total fixed assets</b>		<u>11,772,563</u>	<u>4,726,146</u>	<u>20,669,047</u>	<u>37,167,756</u>	<u>40,323,982</u>
<b>Current assets</b>						
Debtors	8	422,946	124,505	28,401	575,852	472,945
Short term investments		-	-	-	-	-
Cash at bank and in hand		645,237	627,215	60,135	1,332,587	829,375
		<u>1,068,183</u>	<u>751,720</u>	<u>88,536</u>	<u>1,908,439</u>	<u>1,302,320</u>
<b>Liabilities due within one year</b>						
Loans and bank overdraft		(14,558)	-	-	(14,558)	(14,995)
Creditors	9	(505,313)	-	(19,034)	(524,347)	(654,975)
		<u>(519,871)</u>	<u>-</u>	<u>(19,034)</u>	<u>(538,905)</u>	<u>(669,970)</u>
<b>Net current assets</b>		<u>548,312</u>	<u>751,720</u>	<u>69,502</u>	<u>1,369,534</u>	<u>632,350</u>
<b>Total assets less current liabilities</b>		<u>12,320,875</u>	<u>5,477,866</u>	<u>20,738,549</u>	<u>38,537,290</u>	<u>40,956,332</u>
<b>Liabilities due after one year</b>						
Loans and bank overdraft	9	(261,897)	-	-	(261,897)	(318,388)
Defined benefit scheme liability	9	(94,374)	-	-	(94,374)	-
		<u>(356,271)</u>	<u>-</u>	<u>-</u>	<u>(356,271)</u>	<u>(318,388)</u>
<b>Net assets</b>		<u>11,964,604</u>	<u>5,477,866</u>	<u>20,738,549</u>	<u>38,181,019</u>	<u>40,637,944</u>
<b>Funds</b>						
Unrestricted	17	11,964,604	-	-	11,964,604	14,753,156
Restricted	18	-	5,477,866	-	5,477,866	5,026,610
Endowment	19	-	-	20,738,549	20,738,549	20,858,178
		<u>11,964,604</u>	<u>5,477,866</u>	<u>20,738,549</u>	<u>38,181,018</u>	<u>40,637,944</u>

(Annex 1) (Annex 2)

The financial statements were approved by the Chapter on 26 October 2021 by

 The Very Reverend S Waino - Dean

 D Coulthard - Communar and Executive Director

**THE CHAPTER OF CHICHESTER CATHEDRAL  
CONSOLIDATED CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31ST MARCH 2021**

		31-Mar-21	31-Mar-20
	Note	£	£
<b>Cash flows from operating activities:</b>			
Net cash provided by / (used in) operating activities	1	(1,265,602)	(1,666,808)
<b>Cash flows from investing activities:</b>			
Purchase of tangible fixed assets		(5,445)	(14,162)
Purchase of investment property		-	-
Purchase of fixed asset investments		(2,000,000)	-
Sale of fixed asset investments		2,935,290	501,801
Sale of investment property		-	-
Rentals received		689,646	888,937
Dividends received		193,702	257,121
Interest received		538	115
Net cash provided by / (used in) investing activities		<u>1,813,731</u>	<u>1,633,812</u>
<b>Cash flows from financing activities:</b>			
New loans in year		-	-
Loan repayments in year		(7,679)	(13,845)
Net cash provided by / (used in) financing activities		<u>(7,679)</u>	<u>(13,845)</u>
Change in cash and cash equivalents in the reporting period		<u>540,450</u>	<u>(46,841)</u>
Cash and cash equivalents at the beginning of the reporting period		891,359	938,200
Cash and cash equivalents at the end of the reporting period	2	<u>1,431,809</u>	<u>891,359</u>

**THE CHAPTER OF CHICHESTER CATHEDRAL  
CONSOLIDATED CASH FLOW STATEMENT NOTES  
FOR THE YEAR ENDED 31ST MARCH 2021**

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

	<b>31-Mar-21</b>	<b>31-Mar-20</b>
	<b>£</b>	<b>£</b>
Net income / (expenditure) for the reporting period	(306,040)	(568,452)
Adjustments for:		
Depreciation charges	9,122	12,206
Loss on disposal of fixed assets	-	33,208
	(64,590)	
Rentals received	(689,646)	(888,937)
Dividends received	(193,702)	(257,121)
Interest received	(538)	(115)
(Increase)/decrease in stocks	-	14,185
(Increase) / decrease in debtors	145,658	88,501
Increase / (decrease) in creditors	(165,866)	(100,283)
<b>Net cash outflow from operating activities</b>	<u>(1,265,602)</u>	<u>(1,666,808)</u>

**Analysis of cash and cash equivalents**

	<b>31-Mar-21</b>	<b>31-Mar-20</b>
	<b>£</b>	<b>£</b>
Cash in hand	1,431,809	891,359
Short term investments	-	-
<b>Total cash and cash equivalents</b>	<u>1,431,809</u>	<u>891,359</u>

**THE CHAPTER OF CHICHESTER CATHEDRAL  
ACCOUNTING POLICIES  
FOR THE YEAR ENDED 31ST MARCH 2021**

**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 December 2018 by the Cathedral Administration and Finance Association, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

**GOING CONCERN**

Chapter consider that there is a reasonable expectation that the Cathedral has and will continue to have adequate resources to operate for the foreseeable future.

The Covid-19 pandemic has had a material impact on the Cathedral both in terms of its ability to operate and the level of income generated from all sources. Action taken to mitigate the impact of the pandemic is detailed in the Covid-19 statement on page 12 of the annual report.

Given the actions taken and the production of forecasts that show adequate resources are available to contend with any further prolonged lockdown the accounts have been prepared on a going concern basis.

**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.

**THE CHAPTER OF CHICHESTER CATHEDRAL  
ACCOUNTING POLICIES  
FOR THE YEAR ENDED 31ST MARCH 2021**

**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

**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 2021.
- (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 2021

1 INCOME AND ENDOWMENTS FROM:

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 31-Mar-21	Total Funds 31-Mar-20
	£	£	£	£	£
<b>(i) Donations and legacies</b>					
Congregational collections and giving	57,496	-	-	57,496	189,682
Donations	156,237	16,755	-	172,992	277,174
Tax recoverable under Gift Aid on voluntary donations	(1,772)	(641)	-	(2,413)	34,248
Chichester Cathedral Restoration & Development Trust	100,297	331,974	-	432,271	707,152
Chichester Cathedral Friends	-	27,600	-	27,600	17,304
Other	-	-	-	-	2,513
Legacies	34,222	-	-	34,222	20,000
	<u>346,480</u>	<u>375,688</u>	<u>-</u>	<u>722,168</u>	<u>1,248,073</u>
<b>(ii) Grants in support of mission</b>					
Church Commissioners	215,660	111,633	-	327,293	172,851
Allchurches Trust (EIG)	25,000	-	-	25,000	25,000
Pallant Trust Grant	4,500	-	-	4,500	4,500
Other revenue and capital grants	606,834	-	-	606,834	8,015
	<u>851,994</u>	<u>111,633</u>	<u>-</u>	<u>963,627</u>	<u>210,366</u>
<b>(iii) Charges and fees arising in the course of mission</b>					
Facility and other fees	143,701	-	-	143,701	220,909
<b>(iv) Trading and fundraising activities</b>					
Gross income of shop, refectory and other trading activities	291,979	-	-	291,979	1,054,860
<b>(v) Investments</b>					
Income from investment property	689,646	-	-	689,646	888,937
Income from other investments	53,009	108,595	32,098	193,702	257,121
Interest receivable on short term deposits	538	-	-	538	115
	<u>743,193</u>	<u>108,595</u>	<u>32,098</u>	<u>883,886</u>	<u>1,146,173</u>
<b>(vi) Other income</b>					
Insurance recoveries	9,166	48	12	9,226	7,476
	<u>2,386,513</u>	<u>595,964</u>	<u>32,110</u>	<u>3,014,587</u>	<u>3,887,857</u>

The Church Commissioners grant consists of £111,633 for stipends of the Dean and two canons and £215,660 as a contribution to administration costs.

**THE CHAPTER OF CHICHESTER CATHEDRAL  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST MARCH 2021**

**2 EXPENDITURE ON:**

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 31-Mar-21	Total Funds 31-Mar-20
	£	£	£	£	£
<b>(i) Raising funds</b>					
Costs of facilities for visitors	91,578	-	-	91,578	103,742
Gross costs of shop, refectory and other activities	426,620	-	-	426,620	1,118,747
Investment property costs	267,053	9,600	240,882	517,535	134,726
	<u>785,251</u>	<u>9,600</u>	<u>240,882</u>	<u>1,035,733</u>	<u>1,357,215</u>
<b>(ii) Ministry</b>					
Clergy stipends and working expenses	36,460	111,633	-	148,093	170,159
Clergy housing costs	7,325	-	-	7,325	2,962
Clergy support costs	-	-	-	-	-
Services, music and congregational costs	177,582	264,354	-	441,936	526,309
	<u>221,367</u>	<u>375,987</u>	<u>-</u>	<u>597,354</u>	<u>699,430</u>
<b>(iii) Cathedral and precincts upkeep</b>					
Major repairs and restoration	-	199,915	-	199,915	914,093
Maintenance and interior upkeep	529,940	-	-	529,940	366,112
Cathedral insurance	-	-	-	-	233
Precincts, security and gardens upkeep	300,608	-	-	300,608	459,058
	<u>830,548</u>	<u>199,915</u>	<u>-</u>	<u>1,030,463</u>	<u>1,739,496</u>
<b>(iv) Education and outreach</b>					
Educational activities	66,169	-	-	66,169	142,749
Archives and library	-	143	-	143	467
Charitable and other giving	3,001	30	-	3,031	21,965
	<u>69,170</u>	<u>173</u>	<u>-</u>	<u>69,343</u>	<u>165,181</u>
<b>(v) Community, parish and congregation</b>					
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>(vi) Other expenditure</b>					
Interest and similar charges payable	7,802	-	-	7,802	9,363
Support costs					
Administration and finance	388,639	804	206	389,649	397,213
Marketing and communication	64,947	-	-	64,947	31,500
Information technology	93,088	32,248	-	125,336	56,911
	<u>554,476</u>	<u>33,052</u>	<u>206</u>	<u>587,734</u>	<u>494,987</u>
	<u>2,460,812</u>	<u>618,727</u>	<u>241,088</u>	<u>3,320,627</u>	<u>4,456,309</u>



THE CHAPTER OF CHICHESTER CATHEDRAL  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST MARCH 2021

3 Investment property

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds £
<b>Consolidated and Chapter</b>				
<b>Freehold</b>				
At valuation 1 April 2020	11,196,250	2,500,000	9,900,000	23,596,250
Reclassification	-	-	690,000	690,000
Revaluation	(3,052,500)	-	(7,500)	(3,060,000)
At valuation 31 March 2021	8,143,750	2,500,000	10,582,500	21,226,250
<b>Long leasehold</b>				
At valuation 1 April 2020	801,500	-	-	801,500
Additions	-	-	-	-
Disposals	-	-	-	-
Revaluation	-	-	-	-
At valuation 31 March 2021	801,500	-	-	801,500
<b>At 31 March 2021</b>	<b>8,945,250</b>	<b>2,500,000</b>	<b>10,582,500</b>	<b>22,027,750</b>

The freehold properties were revalued on 31 March 2021 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

<b>Consolidated</b>				
Investments at market value 1 April 2020	1,288,404	2,307,226	642,600	4,238,230
Reclassification	-	-	-	-
Additions	500,000	1,500,000	-	2,000,000
Proceeds from disposals	(880,191)	(2,055,099)	-	(2,935,290)
Net (decrease) increase on disposals and revaluation	236,098	474,019	128,947	839,064
Investments at market value 31 March 2021	1,144,311	2,226,146	771,547	4,142,004
<b>Total</b>				
<b>At 31st March 2021</b>	<b>1,144,311</b>	<b>2,226,146</b>	<b>771,547</b>	<b>4,142,004</b>
<b>At 31st March 2020</b>	<b>1,288,404</b>	<b>2,307,226</b>	<b>642,600</b>	<b>4,238,230</b>
<b>Chapter</b>				
Investments at market value 1 April 2020	1,288,404	2,307,226	642,600	4,238,230
Reclassification	-	-	-	-
Additions	500,000	1,500,000	-	2,000,000
Proceeds from disposals	(880,191)	(2,055,099)	-	(2,935,290)
Net (decrease) increase on disposals and revaluation	236,098	474,019	128,947	839,064
Investments at market value 31 March 2021	1,144,311	2,226,146	771,547	4,142,004
Investment in subsidiary				
At 1 April 2020 and 31 March 2021	2	-	-	2
<b>Total</b>				
<b>At 31st March 2021</b>	<b>1,144,313</b>	<b>2,226,146</b>	<b>771,547</b>	<b>4,142,006</b>
<b>At 31st March 2020</b>	<b>1,288,406</b>	<b>2,307,226</b>	<b>642,600</b>	<b>4,238,232</b>

**THE CHAPTER OF CHICHESTER CATHEDRAL  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST MARCH 2021**

**5 Non Investment Property**

Consolidated and Chapter	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds
	£	£	£	£
At 1 April 2020	1,683,000	-	10,005,000	11,688,000
Reclassification	-	-	(690,000)	(690,000)
Revaluation	-	-	-	-
<b>At 31 March 2021</b>	<b>1,683,000</b>	<b>-</b>	<b>9,315,000</b>	<b>10,998,000</b>

All non investment properties are freehold.

**6 Equipment and plant**

Consolidated	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 31-Mar-21	Total Funds 31-Mar-20
	£	£	£	£	£
Cost 1st April 2020	44,699	-	-	44,699	156,704
Depreciation at 1st April 2020	(10,046)	-	-	(10,046)	(90,799)
Net book value at 1st April 2020	34,653	-	-	34,653	65,905
Additions	5,445	-	-	5,445	14,162
Disposals	-	-	-	-	(126,167)
Depreciation for year	(9,122)	-	-	(9,122)	(12,206)
Depreciation on disposals	-	-	-	-	92,959
Net book value at 31st March 2021	30,976	-	-	30,976	34,653
Cost	50,144	-	-	50,144	59,471
Depreciation	(19,168)	-	-	(19,168)	(24,818)
<b>Net book value at 31st March 2021</b>	<b>30,976</b>	<b>-</b>	<b>-</b>	<b>30,976</b>	<b>34,653</b>

All equipment and plant is held in the trading company.

**7 Stocks**

Consolidated				
Goods for resale	24,269	-	-	24,269
Consumable items	-	-	-	-
	<b>24,269</b>	<b>-</b>	<b>-</b>	<b>24,269</b>

All stocks are held by the trading company.

THE CHAPTER OF CHICHESTER CATHEDRAL  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST MARCH 2021

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
	£	£	£	31-Mar-21 £	31-Mar-20 £
<b>8 Debtors</b>					
<b>Consolidated</b>					
Trade debtors	55,779	-	-	55,779	56,483
Prepayments	27,909	-	-	27,909	77,899
Other debtors	19,034	124,505	28,401	171,940	266,904
	<b>102,722</b>	<b>124,505</b>	<b>28,401</b>	<b>255,628</b>	<b>401,286</b>
<b>Chapter</b>					
Trade debtors	53,726	-	-	53,726	50,045
Prepayments	27,909	-	-	27,909	77,469
Amounts due from related undertakings	322,277	-	-	322,277	85,258
Other debtors	19,034	124,505	28,401	171,940	260,173
	<b>422,946</b>	<b>124,505</b>	<b>28,401</b>	<b>575,852</b>	<b>472,945</b>
<b>9 Creditors</b>					
<b>Consolidated</b>					
Trade creditors	105,124	-	-	105,124	177,511
Accruals	140,036	-	-	140,036	96,809
Other creditors	226,716	-	19,034	245,750	423,904
Tax and social security	24,816	-	-	24,816	30,309
	<b>496,692</b>	<b>-</b>	<b>19,034</b>	<b>515,726</b>	<b>728,533</b>
NatWest Mortgage loan (note 10)	276,455	-	-	276,455	284,134
Pension scheme deficit contributions	113,839	-	-	113,839	66,898
	<b>886,986</b>	<b>-</b>	<b>19,034</b>	<b>906,020</b>	<b>1,079,565</b>
Shown as:-					
Liabilities due within one year					
Loans and bank overdraft	14,558	-	-	14,558	14,995
Creditors	516,157	-	19,034	535,191	746,182
Liabilities due after one year	356,271	-	-	356,271	318,388
	<b>886,986</b>	<b>-</b>	<b>19,034</b>	<b>906,020</b>	<b>1,079,565</b>
<b>Chapter</b>					
Trade creditors	103,406	-	-	103,406	164,772
Accruals	131,857	-	-	131,857	92,955
Other creditors	228,418	-	19,034	247,452	354,747
Tax and social security	22,167	-	-	22,167	24,852
	<b>485,848</b>	<b>-</b>	<b>19,034</b>	<b>504,882</b>	<b>637,326</b>
NatWest Mortgage loan (note 10)	276,455	-	-	276,455	284,134
Pension scheme deficit contributions	113,839	-	-	113,839	66,898
	<b>876,142</b>	<b>-</b>	<b>19,034</b>	<b>895,176</b>	<b>988,358</b>
Shown as:-					
Liabilities due within one year					
Loans and bank overdraft	14,558	-	-	14,558	14,995
Creditors	505,313	-	19,034	524,347	654,975
Liabilities due after one year	356,271	-	-	356,271	318,388
	<b>876,142</b>	<b>-</b>	<b>19,034</b>	<b>895,176</b>	<b>988,358</b>

**THE CHAPTER OF CHICHESTER CATHEDRAL  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST MARCH 2021**

**10 Borrowings**

**NatWest Mortgage Loan**

A £350,000 loan was entered into by Chapter during the 2019 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 2021 the outstanding loan was £276,455 which is repayable as follows:-

	Total Funds	Total Funds
	31-Mar-21	31-Mar-20
Within one year	14,558	14,995
Between one and two years	14,995	15,445
Between two and five years	47,736	49,168
Over five years	199,166	204,526
	<u>276,455</u>	<u>284,134</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 £134,641 arose during the year (2020: Loss £63,887).

**Chichester Cathedral Enterprises Limited  
Balance Sheet as at 31st March 2021**

	31-Mar-21		31-Mar-20	
	£	£	£	£
Fixed assets		30,976		34,653
Current assets				
Stock	24,269		24,269	
Debtors	7,440		13,599	
Cash at bank and in hand	99,222		61,894	
	<u>130,931</u>		<u>99,852</u>	
Creditors: amounts falling due within one year	(338,508)		(176,465)	
Net current assets		(207,577)		(76,613)
		<u>(176,601)</u>		<u>(41,960)</u>
Financed by:-				
Share capital		2		2
Profit and loss account		(176,603)		(41,962)
		<u>(176,601)</u>		<u>(41,960)</u>



THE CHAPTER OF CHICHESTER CATHEDRAL  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST MARCH 2021

12 Related entities

	31-Mar-21	31-Mar-20
	£	£
Chichester Cathedral Friends	528	413
The Chichester Cathedral Restoration & Development Trust	2,649	(29)
The Chichester Cathedral Millennium Endowment Trust	-	-
The Hospital of the Blessed Mary, Chichester	(9,128)	(9,009)
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 2021 shown above are included in other debtors.

Chapter administers the operations and charge them as follows: The Hospital of the Blessed Mary of £139,284 (2020: £139,284).

**THE CHAPTER OF CHICHESTER CATHEDRAL  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST MARCH 2021**

<b>13 Auditors' remuneration</b>	<b>31-Mar-21</b>	<b>31-Mar-20</b>
The total remuneration of Sheen Stickland was as follows:-	£	£
<b>Audit services</b>		
The Chapter of Chichester Cathedral	24,050	15,200
Chichester Cathedral Enterprises Limited	6,500	6,600
<b>Non audit services</b>		
The Chapter of Chichester Cathedral	-	18,771
Chichester Cathedral Enterprises Limited	-	-
	<u>30,550</u>	<u>40,571</u>

**14 Employees**

Staff costs during the year were as follows:-

Wages and salaries	1,140,570	1,337,052
Social security costs	91,831	101,527
Other pension costs	74,961	85,508
	<u>1,307,362</u>	<u>1,524,087</u>

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

1	1
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The average number of employees during the year was as follows:-

	<b>31-Mar-21</b>	<b>31-Mar-20</b>
Clergy	3	3
Administration	10	8
Education	2	4
Liturgy and music	10	11
Maintenance	4	4
Vergers	5	5
Visitors services	1	2
Shop and refectory	13	22
	<u>48</u>	<u>59</u>

Total remuneration received by members of the Chapter during the year amounted to £176,697 (2020: £174,770)

In addition, employer's pension contributions were £74,961 (2020: £85,508).

**Volunteers**

Over 450 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 2021**

**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 2019 the Chapter had no active members and 9 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 2019. The fund as it related to the Chapter was shown to be in deficit. The total deficit was assessed to be £135,900. Chapter has entered into a revised payment arrangement to eliminate the deficit arising. Annual payments of £17,649 will be made to 31 March 2021 at which point they will increase to £19,465 per annum until 1 April 2028.

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 2 members (2020: 4) of Chapter had expenses reimbursed by the Chapter of Chichester Cathedral. The amount reimbursed was £1,926 (2020 £9,591).

**17 Unrestricted funds  
Consolidated**

	At 1st April 2020	Net surplus/ (deficit) for the year	Transfers	At 31st March 2021
	£	£	£	£
General revenues	14,711,194	(2,955,291)	32,098	11,788,001

**THE CHAPTER OF CHICHESTER CATHEDRAL  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST MARCH 2021**

**Unrestricted funds - note 17 continued  
Chapter**

	At 1st April 2020	Net surplus/ (deficit) for the year	Transfers	At 31st March 2021
	£	£	£	£
General revenues	14,753,156	(2,820,650)	32,098	11,964,604

**18 Restricted funds  
Consolidated and Chapter**

	At 1st April 2020	Net surplus/ (deficit) for the year	Transfers	At 31st March 2021
	£	£	£	£
Chichester Cathedral Choral Foundation Fund	2,403,168	312,348	-	2,715,516
Chichester Cathedral Restoration and Development Trust	(15,521)	100,155	-	84,634
Library Fund	111,048	18,002	-	129,050
4 Canon Lane	2,534,140	6,201	-	2,540,341
Chichester Cathedral Friends	(6,226)	14,550	-	8,324
	<u>5,026,610</u>	<u>451,256</u>	<u>-</u>	<u>5,477,866</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

Library Fund - set up to fund the library

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

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 2021

19 Endowment Funds

	At 1st April 2020	Net surplus/ (deficit) for the year	Transfers	At 31st March 2021
	£	£	£	£
Prebend Funds	2,544,385	64	209,228	2,753,677
Endowment Fund	17,571,775	(248,396)	(159,040)	17,164,339
Music Endowment Funds	723,894	160,801	(82,286)	802,409
Endowed Prebend Stalls	18,124	-	-	18,124
	<u>20,858,178</u>	<u>(87,531)</u>	<u>(32,098)</u>	<u>20,738,549</u>

THE CHAPTER OF CHICHESTER CATHEDRAL  
STATEMENT OF FINANCIAL ACTIVITIES - RESTRICTED FUNDS  
FOR THE YEAR ENDED 31ST MARCH 2021

Annex 1

	Chichester Cathedral Foundation Fund	Chichester Cathedral Restoration and Development Trust	Library Fund	4 Canon Lane	Chichester Cathedral Friends	Total Funds 31/03/2021	Total Funds 31/03/2020
£	£	£	£	£	£	£	£
<b>INCOME AND ENDOWMENTS FROM:</b>							
(i) Donations and legacies	16,065	331,974		50	27,600	375,689	706,528
(ii) Grants in support of mission							
(iii) Trading and fundraising activities	103,570		3,619	1,406		108,595	131,191
(iv) Investments	45		2			47	120
(v) Other income							
<b>Total Income</b>	<b>119,680</b>	<b>331,974</b>	<b>3,621</b>	<b>1,456</b>	<b>27,600</b>	<b>484,331</b>	<b>837,839</b>
<b>EXPENDITURE ON:</b>							
(i) Raising Funds				717	4,000	4,717	42,335
(ii) Ministry	260,531	3,823	30			264,384	172,329
(iii) Cathedral and precincts upkeep		208,798			(4,000)	204,798	884,326
(iv) Education and outreach	574	19,198	300	73	13,050	33,195	497
(v) Other expenditure	261,105	231,819	330	790	13,050	507,094	5,214
<b>Total Expenditure</b>	<b>(141,425)</b>	<b>100,155</b>	<b>3,291</b>	<b>666</b>	<b>14,550</b>	<b>(22,763)</b>	<b>(266,862)</b>
<b>BEFORE INVESTMENT GAINS/(LOSSES)</b>	<b>453,773</b>	<b>231,819</b>	<b>14,711</b>	<b>5,535</b>	<b>474,019</b>	<b>(468,563)</b>	
Net gains/(losses) on property investments							
Net gains/(losses) on investments							
<b>Net income/(expenditure)</b>	<b>312,348</b>	<b>100,155</b>	<b>18,002</b>	<b>6,201</b>	<b>14,550</b>	<b>451,256</b>	<b>(735,425)</b>
<b>Gross transfers between funds</b>							
<b>Net movement in funds</b>	<b>312,348</b>	<b>100,155</b>	<b>18,002</b>	<b>6,201</b>	<b>14,550</b>	<b>451,256</b>	<b>(735,425)</b>
<b>Reconciliation on funds:</b>							
Total funds brought forward	2,403,168	(15,521)	111,048	2,534,140	(6,226)	5,026,610	5,762,035
<b>Total funds carried forward</b>	<b>2,715,516</b>	<b>84,634</b>	<b>129,050</b>	<b>2,540,341</b>	<b>8,324</b>	<b>5,477,866</b>	<b>5,762,035</b>

THE CHAPTER OF CHICHESTER CATHEDRAL  
STATEMENT OF FINANCIAL ACTIVITIES - ENDOWMENT FUNDS  
FOR THE YEAR ENDED 31ST MARCH 2021

Annex 2

	Prebend Funds	Endowment Fund	Music Endowment Funds	Endowed Prebendal Stalls	Total Funds 31-Mar-21	Total Funds 31-Mar-20
	£	£	£			
<b>INCOME AND ENDOWMENTS FROM:</b>						
Donations and legacies	-	-	-	-	-	-
Investments	-	36	32,062	-	32,098	57,900
Other income	1	11	-	-	12	3
<b>Total Income</b>	<b>1</b>	<b>47</b>	<b>32,062</b>	<b>-</b>	<b>32,110</b>	<b>57,903</b>
<b>EXPENDITURE ON:</b>						
Raising Funds	-	-	-	-	-	51,465
Other expenditure	72	240,943	73	-	241,088	206
<b>Total Expenditure</b>	<b>72</b>	<b>240,943</b>	<b>73</b>	<b>-</b>	<b>241,088</b>	<b>51,671</b>
<b>BEFORE INVESTMENT GAINS/(LOSSES)</b>	<b>(71)</b>	<b>(240,896)</b>	<b>31,989</b>	<b>-</b>	<b>(208,978)</b>	<b>6,232</b>
Net gains/(losses) on investments	135	(7,500)	128,812	-	121,447	(151,922)
<b>Net income/(expenditure)</b>	<b>64</b>	<b>(248,396)</b>	<b>160,801</b>	<b>-</b>	<b>(87,531)</b>	<b>(145,690)</b>
Gross transfers between funds	209,228	(159,040)	(82,286)	-	(32,098)	(55,919)
<b>Net movement in funds</b>	<b>209,292</b>	<b>(407,436)</b>	<b>78,515</b>	<b>-</b>	<b>(119,629)</b>	<b>(201,609)</b>
<b>Reconciliation on funds:</b>						
Total funds brought forward	2,544,385	17,571,775	723,894	18,124	20,858,178	21,059,787
<b>Total funds carried forward</b>	<b>2,753,677</b>	<b>17,164,339</b>	<b>802,409</b>	<b>18,124</b>	<b>20,738,549</b>	<b>20,858,178</b>

# CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH  
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## APPENDICES APPENDIX 1 - THE CATHEDRAL CHAPTER

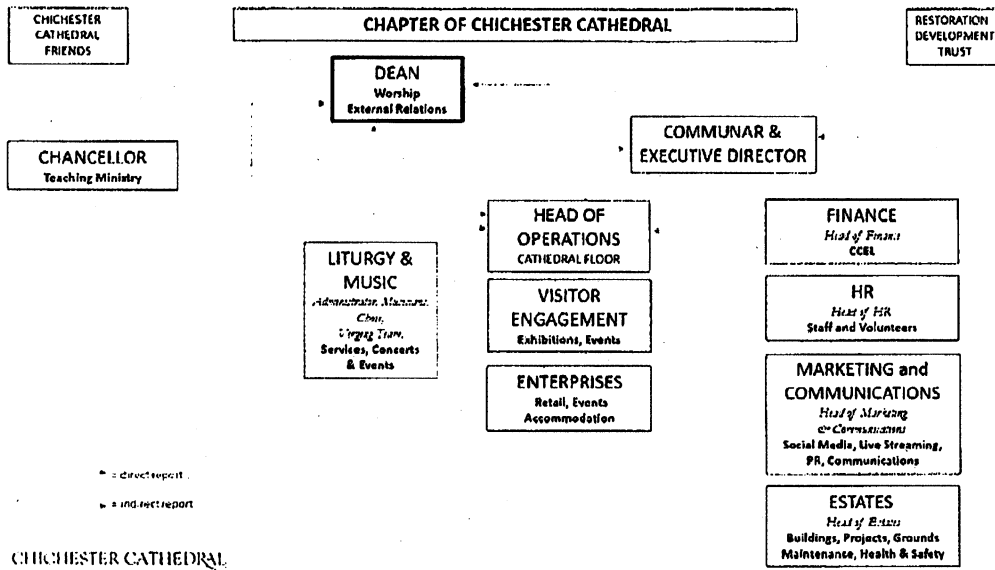
(as at 31 MARCH 2021)

Dean	The Very Reverend Stephen John Waine
Precentor	The Reverend Canon Nigel Timothy Schofield BA ( <i>retired June 2020</i> )
Chancellor	The Reverend Canon Dr Dan Inman
Treasurer	The Reverend Canon Stephen Ferns
Prebendary of Ferring	The Reverend Canon Simon Holland
Lay Member	Mr Simon Bell BSc(Hons) MRINA CEng FRSA
Lay Member	Dr Katherine Prior PhD FRHS
Lay Member	Mr Duncan Irvine
Communar	Mr David Coulthard

# CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021

## APPENDIX 2 - ORGANISATION AND STRUCTURE OF THE CATHEDRAL (as at 31 March 2021)



# CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021

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## APPENDIX 3 PORTFOLIOS OF CHAPTER MEMBERS

Chapter Members' Portfolios (*as at 31 March 2021*) – tasks undertaken in addition to principal duties

<u>Chapter Member</u>	<u>Portfolio</u>
<b>Stephen Waine</b> Dean	Cathedral Council Chairman: College of Canons Chairman: of Trustees: St Mary's Hospital Chairman: Executive Board Fabric Advisory Committee 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
<b>Dr Daniel Inman</b> Chancellor	Cathedral Council College of Canons Executive Board Cathedral Finance Committee Trustee: Morse-Boycott Bursary Fund Trustee: The Traditional Choir Trust Governor: Prebendal School Governor: University of Chichester Trustee: The Bell Tower Drop-In Trustee, Scott Holland Memorial Trust Trustee: St Sigfrid's Trust Director: Oxmarket Centre of Arts Member: Bishop Luffa Academy Trust Chair: Diocesan European Ecumenical Committee
<b>Stephen Ferns</b> Treasurer	Trustee: Morse-Boycott Bursary Fund Trustee: Traditional Choir Trust Senior Chaplain to the Bishop of Chichester
<b>Simon Holland</b> Prebendary of Ferring ( <i>College of Canons Representative</i> )	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



# CHICHESTER CATHEDRAL

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	Director: Bishop Luffa School Bishop's Adviser on Deliverance Ministry
<b>Simon Bell</b> Lay Member	Trustee: Morse-Boycott Bursary Fund Trustee: The Traditional Choir Trust
<b>Katherine Prior</b> Lay Member	Trustee: Morse-Boycott Bursary Fund Trustee: The Traditional Choir Trust Chair: Cathedral Fundraising Group Diocesan Fundraising Adviser, Diocese of Chichester
<b>Duncan Irvine</b> Lay Member	Cathedral Council Chairman: Cathedral Finance Committee Trustee: Morse-Boycott Bursary Fund Trustee: The Traditional Choir Trust Trustee: Sandford St Martin Trust Trustee: Council of Christians and Jews Trustee: Brighton West Pier Trust Trustee: Uckfield Community College Trust Fund Governor and Chair - Uckfield College Governor and Chair - Sussex Spires Schools Federation Churchwarden and PCC Member - Parish of Buxted and Hadlow Down
<b>David Coulthard</b> Communar	Secretary: Cathedral Council Secretary: Fabric Advisory Committee Executive Board Cathedral Finance Committee Managing Director: Chichester Cathedral Enterprises Ltd Clerk to the Trustees: St Mary's Hospital Administrator: Morse-Boycott Bursary Fund Administrator: The Traditional Choir Trust Cathedral Community Committee Chairman: Cathedral Administrators & Finance Association (CAFA) Trustee: Association of English Cathedrals (AEC) Trustee: Stonepillow

# CHICHESTER CATHEDRAL

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## APPENDIX 4 - MEMBERS OF THE CATHEDRAL COUNCIL

(as at 31 MARCH 2021)

Mr Harry Goring, Chairman	<i>Elected/ Appointed By</i>
The Very Revd Stephen Waine, Dean	Bishop
Mr David Coulthard, Council Secretary	Ex Officio
Mr Julian Munby	Bishop & Chapter
Mr Ian Buckley	Bishop & Chapter
Dr Brian Hanson CBE	Bishop & Chapter
Mr Duncan Irvine	Bishop & Chapter
Mrs Maggie Saffrey	Cathedral Community
The Reverend Canon Dr Dan Inman, Chancellor	Chapter



# CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH  
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## APPENDIX 5 - NOMINAL ROLL OF THE COLLEGE OF CANONS

(as at 31 March 2021)

The Very Reverend Stephen John Waine	Dean
The Reverend Canon Dr Daniel Inman	Chancellor
The Reverend Canon Stephen Anthony Dunbar Ferns	Treasurer
The Right Reverend Ruth Bushyager	The Bishop of Horsham
The Right Reverend William Hazelwood	The Bishop of Lewes
The Venerable Martin Clifford Lloyd Williams	Archdeacon of Brighton & Lewes
The Venerable Luke Thomas Irvine-Capel	Archdeacon of Chichester
The Venerable Dr Edward Dowler	Archdeacon of Hastings
The Very Reverend John Hall	Bursalis Prebendary
The Reverend Canon Dr Jennifer Strawbridge	Prebendary of Bargham
The Reverend Canon Jonathan Baldwin	Prebendary of Bishopshurst
The Reverend Canon Moira Wickens	Prebendary of Bracklesham
The Reverend Canon Alison Bowman	Prebendary of Bury
The Reverend Canon Mark James Townsend Payne	Prebendary of Colworth
The Reverend Canon Judith Egar	Prebendary of Eartham
The Reverend Canon Dr Simon Matthew Jones	Prebendary of Exceit
The Reverend Canon Simon Paul Holland	Prebendary of Ferring
The Reverend Canon Mark Standen	Prebendary of Fittleworth
The Reverend Canon Martin Lane	Prebendary of Gates
The Reverend Canon Richard Michael Coates	Prebendary of Hampstead
The Reverend Canon Paul Seaman	Prebendary of Heathfield
The Reverend Canon Philip Mark Gilbert	Prebendary of Highleigh
The Reverend Canon Julia Kathleen Peaty	Prebendary of Hova Ecclesia
The Reverend Canon Rebecca Jane Swyer	Prebendary of Hova Villa
The Reverend Canon David Twinley	Prebendary of Ipthorne
The Reverend Canon David Gillard	Prebendary of Mardon
The Reverend Canon Kathryn Windslow	Prebendary of Seaford
The Revd Canon Dr David James Clarke	Prebendary of Selsey
The Reverend Canon Philip Russell Moon	Prebendary of Sidlesham
The Reverend Canon Timothy Lewis Peskett	Prebendary of Somerley
The Reverend Canon Dr Christine Mary Hall	Prebendary of Sutton
The Reverend Canon Simon Mason	Prebendary of Thorney
The Reverend Canon Trevor George Buxton	Prebendary of Waltham
The Reverend Canon Dr James Arthur Walters	Prebendary of Windham
The Reverend Canon Ann Elizabeth Waizeneker	Prebendary of Wisborough
The Reverend Canon Lisa Barnett	Prebendary of Woodhorn

*Vacancies:*

Precentor, Archdeacon of Horsham, Prebendaries Middleton, Firl, Wighting

# CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2021

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## APPENDIX 6 – CATHEDRAL MANAGEMENT AND OFFICERS

Chapter is supported by the Cathedral lay staff, accountable to the Communar and functionally responsible to their Heads of Department. The key staff members *as at 31 March 2021* were:

### Liturgy and Music – Dean

Mr Charles Harrison	Organist and Master of the Choristers
Mr Richard Paterson	Liturgy & Music Administrator
Mr Howard Waddell	Head Verger

### Learning & Engagement and Visitors – Chancellor

Mrs Rebecca Lewry-Gray	Visitor Experience Manager
Mrs Karen Jones	Schools and Families Officer

### Finance, Estate Management, Administration – Communar

Mr Mike Tittley	Head of Finance/Chapter Accountant
Mr Andy Wright	Head of Estates
Mrs Val Timlin	Human Resources Manager
Mr Oliver Tubb	Head of Marketing and Communications
Miss Amy Sim	Head of Operations

### Other Cathedral Officers

Chapter is also supported by various other external Cathedral Officers (*as at 31 March 2021*):-

Mr Michael Moriarty	Sub-Treasurer
Mr Antony Feltham-King	Surveyor of the Fabric
Mr Michael Shapland	Consultant Archaeologist

## APPENDIX 7 - MEMBERS OF THE FABRIC ADVISORY COMMITTEE

(*as at 31 March 2021*)

Mr Julian Munby, Chairman  
Mr Philip Jackson (resigned March 2021)  
Mr James Peill  
Mr Clive England  
Mr Simon Martin  
The Reverend Canon Christopher Irvine  
Mrs Karen Coke  
Mr Geoff Noble  
Mr Seif El Rashidi  
Dr Aylin Obasli

*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

# CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH  
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## APPENDIX 8 - MEMBERS OF THE FINANCE COMMITTEE

*(as at 31 March 2021)*

Mr Duncan Irvine, Chairman  
Mr Justin Harrington  
Mr John Bruell  
Mr Ian Maclennan  
The Reverend Canon Dr Dan Inman, Chancellor  
The Very Reverend Stephen Waine, Dean  
Mr David Coulthard, Communar and Executive Director  
Mr Michael Titley, Head of Finance and Chapter Accountant - Attendee

## APPENDIX 9 - TRUSTEES OF THE CHICHESTER CATHEDRAL RESTORATION & DEVELOPMENT TRUST

*(as at 31 March 2021)*

### Trust Patrons

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

### Trustees

Mark Powell (Chairman until 29 January 2021)  
Deborah Bedford JP DL  
Ian Buckley (Chairman from 29 January 2021)  
John Bruell (appointed 29 January 2021)  
The Earl of Cork & Orrery (became governor 24 July 2020)  
Allan Hepworth  
Daniel Hodson  
Daniel Stewart-Roberts  
Thalia Brotherton Ratcliffe  
Jeannie Whitman Esdaile  
The Very Reverend Stephen Waine

### Governors

Anthony Bird, Jean Jackson, Denise Patterson DL, Hilary Tupper DL, The Earl of Cork and Orrery

## APPENDIX 10 - TRUSTEES OF THE CHICHESTER CATHEDRAL MILLENNIUM ENDOWMENT TRUST

*(as at 31 March 2021)*

Mr Julian Biggs (Chairman)  
The Earl of Cork and Orrery  
Mr Ian Buckley  
Mr Duncan Irvine  
Mr Lionel Hoare  
Mrs Diane Stanning  
The Very Reverend Stephen Waine

# CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH  
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## APPENDIX 11 - DIRECTORS OF CHICHESTER CATHEDRAL ENTERPRISES LTD

*(as at 31 March 2021)*

The Very Reverend Stephen Waine, Chairman  
Mr David Coulthard  
Mr Nick Sutherland  
Miss Helen Russell  
Mr Justin Harrington  
Mr James Allport  
Mrs Yvonne Thomson

## APPENDIX 12 - VOLUNTEER SECTION HEADS

*(as at 31 March 2021)*

The work of the Cathedral is supported by the dedication of some 450 volunteers, led by their Section Heads:

Dr Judith Lee	Head Guide
Mrs Sue Lines	Welcomers
Mr Simon James	Head Steward
Mrs Annabelle Hancock	Information Desk
Mr Anthony Schofield	Money Counters
Mr Howard Waddell (Head Verger)	Holy Dusters
Mr John Workman	Servers
Mr Michael Moriarty	Sub-Treasurer
Mrs Carol Hunter	Flower Arrangers
Mrs Lizzie Waine	Lady Chapel Flowers
Mrs Linda Barratt	Day Chaplains
Miss Susan Fletcher	Seffrid Guild
Mrs Diana Wills	Cathedral Library
Mr James Allport	Pebbles – Children's Ministry
Mrs Jane Deadman	Tower Captain

# CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH  
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## APPENDIX 13 - PROFESSIONAL ADVISORS

(as at 31 MARCH 2021)

Surveyor of the Fabric	Mr Antony Feltham-King St Ann's Gate Architects The Close Salisbury SP1 2EB
Consultant Archaeologist	Mr Michael Shapland UCL
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 Thomas Eggar House Friary Lane Chichester PO19 1UF  Bates Wells 10 Queen Street Place London EC4R 1BE

