

# CHICHESTER CATHEDRAL

ANNUAL REPORT

&

AUDITED ACCOUNTS

for the year ended

31<sup>ST</sup> MARCH 2022

# CHICHESTER CATHEDRAL

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

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

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## **FOREWORD FROM THE DEAN**

Thank you for your interest in Chichester Cathedral and its Annual Report on the year 2021/22.

The period since our last report has presented us with continued challenges as we considered how best to live and worship as a Cathedral community, with COVID still present amongst us. Although vaccination may have lessened the vulnerabilities of society as a whole, it was clear that resuming 'normal life' would not be straightforward – or immediate. The impact of the pandemic is long-lasting – as seen in the Cathedral's finances, visitor numbers, and our everyday operations.

Nevertheless, we trusted in the Lord, and our hopes for 'life in all its fullness' – to borrow the theme of the Flower Festival 2022 – are now being rewarded each day, as we welcome back, in ever greater numbers, pilgrims and tourists to this beautiful House of God.

We will continue our renewal: drawing on the spirituality of St Dominic, the Chapter has – with the help of our committed community – drafted a new Vision for the Cathedral's future: setting out our values and priorities around the four pillars of prayer, study, community and mission. Learning from the past, we look to the future, with courage, commitment and loving discernment.

I therefore commend to you our Annual Report – and pray that you will join us with your prayers and presence throughout the coming year.

The Very Reverend Stephen Waine  
Dean of Chichester

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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 year will see governance changes as its provisions are implemented, including registration of the Cathedral with the Charity Commission which is due to be completed in June 2023.

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, the Chapter shall consist of the Dean (Chair) 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 the Chapter; and the Communar.

The Chapter is the equivalent to a charity's trustee board and Lay Chapter Members are effectively non-executive trustees. It's a key role which requires vision, an aptitude for governance and a commitment to the Cathedral's flourishing.

In September 2021 year the Bishop of Chichester appointed two new Canons, a new Treasurer, Revd Dr Vanessa Baron, and Precentor, Revd Dr Jack Dunn. The Chapter continues to seek additional new lay members. The College of Canons elected Venerable Angela Martin, Archdeacon of Horsham and Vicar of Forest Row, to join the Chapter and she formally joined in January 2022. Simon Bell resigned his membership as a Chapter member effective the end of March 2022.

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.

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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.
- 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 the Chapter has paid due regard to the Charity Commission guidance on Public Benefit.

New members of the 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 the 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 the Chapter in the context of average wage inflation in the charitable sector and the wider economy. When reviewing senior roles the 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 the Chapter members is at [Appendix 1](#).

A list of the Chapter Members' portfolios is at [Appendix 3](#).

### 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.

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### 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:

- New Cathedral toilet facilities
- The Dominican Pillars – strategic planning to 2025
- Cathedrals Measure 2021
- Cathedral Safeguarding Audit (SCIE)
- Financial briefing including
  - Management accounts
  - 2022/23 budget
- Updates on topics such as:
  - The Prebendal School
  - Worship
  - Music
  - Café tender process
- Appraising the Chapter’s annual report and commenting on the wide range of Cathedral activities contained therein
- Receiving briefs from the chairs 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 the Chapter, the Bishops Suffragan, the Archdeacons, thirty-one Prebendary Canons and up to five Lay Canons (none of which have been appointed to date). Two members are elected to the Cathedral Council. One member is elected to the Chapter. The Communar acts as Secretary.

The College of Canons shall:

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

A list of members of the College of Canons is at [Appendix 5](#).

A meeting of the College took place on 17 November 2021, which was well attended, and members appreciated the time to share the experience of worshipping and engaging with the cathedral community.

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### **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 the 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 Chair 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.

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

- Cathedral lighting project
- Live streaming system
- North Transept toilets
- Cathedral font: lowering of the plinth
- Romanesque reliefs: ongoing monitoring to consider whether and when to remove the cover from the second relief
- Cathedral inventory: ongoing updates
- Cathedral roof
- Various Cathedral access issues
- Bell Tower conservation
- Piper Tapestry conservation

The Members of the Committee are listed at [Appendix 7](#).

### **FINANCE AUDIT AND RISK COMMITTEE**

The Finance Committee meets four times a year.

The Committee consists of a Chair, Chapter members and up to four other external members appointed by the Chapter for their expertise and experience in the field of finance and investment management. The Chapter members are the Dean, Precentor, and the Communar with the Head of Finance as an attendee.

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

### **CATHEDRAL COMMUNITY ROLL**

Membership of the Cathedral Roll is open to anyone aged sixteen or over who worships regularly at the Cathedral, is resident in the Close or holds office linked to the Cathedral. There is an annual meeting of those on the Cathedral Roll, chaired by the Dean, at which elections take place to the Cathedral Council, the Cathedral Community Committee and the Chichester Deanery Synod. The annual general meeting took place on 10 May 2022.



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### CATHEDRAL COMMUNITY COMMITTEE

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

### CHICHESTER CATHEDRAL RESTORATION AND DEVELOPMENT TRUST

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

The Trust does not form part of the consolidated accounts for Chichester Cathedral as it is a separate legal entity, however it is an important part of our Cathedral family, and the Chapter is grateful for its support during the past financial year.

During the year to 31 March 2022, the Trust provided fundraising support and funding for the following:

- Raised £253,216 for the restoration and re-covering of the nave roof
- A grant of £49,000 for the restoration of 4 Vicars Close
- A grant of £15,000 for works to 1 St Faiths
- Cathedral Sustainability Fund, the Cathedral was awarded £143,209 for revenue costs associated with the visitor donations initiative
- Cultural Recovery Fund for Heritage Round 2, the Cathedral was awarded £148,500
- All Churches Trust awarded a grant of £25,000
- Cathedral Music Trust awarded £16,000 towards revenue costs
- Traditional Cathedral Choir Association awarded £5,000 towards revenue costs
- Organised a team to enter Ride & Stride in support of Sussex Historic Churches
- A grant of £15,000 towards the liturgical art project

Accumulated income from Chichester Cathedral Millennium Endowment Trust is earmarked to support the Nave Roof project when it recommences.

Working within the bounds of social-distancing, the Trust has re-activated a programme of supporter engagement events including a Thanksgiving Evensong, an In Conversation with Hugh Bonneville, a wreath-making workshop with celebrity florist Paul Hawkins and a Garden Talk, as well as inviting supporters to special preview events organised by the Cathedral including *Museum of the Moon* and *Field of Blooms*. A major event, Festival of Flowers, postponed since 2020 took place in June 2022.

The Trust has established an Advisory Council, drawing on emeritus trustees and patrons to support its networking and fundraising.

The Trust has been a part of a joint initiative including the Cathedral Friends and the Chapter to create a single contact database for the three entities. This project made huge strides during the year in report and is now firmly in use, including the implementation of a Joint Data Sharing Agreement.

Finally, the Trust is also developing funding for a low energy lighting project and scoping a music endowment trust, both initiatives will be launched later in 2022.

The Trustees are listed at Appendix 9.

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### THE CATHEDRAL'S ACTIVITIES DURING THE YEAR

Despite continued COVID restrictions and the emergence of the Omicron variant, with the assistance of a great Cathedral staff team, volunteers and members of the congregation and community we were able to host a few successful events.

The Cathedral displayed a temporary floral installation, remembering those impacted by the COVID-19 pandemic, the lives lost and those affected in the city, Diocese, and nation. Volunteer flower arrangers created a beautiful calla-lily installation in the Cathedral's Mary Magdalene Chapel in the south-eastern corner. The structure mirrored the staircase in Graham Sutherland's painting *Noli me Tangere*, which is located on the altar of this contemplative space. Chief Nurse Dr Maggie Davies from the University Hospitals Sussex NHS Foundation Trust joined the Cathedral team to lay the final flower in the installation.

#### ***Art at the Cathedral***

The Cathedral continued its long-standing tradition of showcasing the work of artists, and celebrated the work of two creative projects, both displayed in the Cathedral's North Transept.

- Tears of Joy was an exhibition of artworks created by young asylum seekers and refugees from across the Chichester District, presented from 14th – 21st June to mark Refugee Week 2021. Developed by Article 12 Arts in collaboration with Sanctuary in Chichester, the exhibition aimed to provide the young artists with an opportunity to creatively express themselves, develop artistic skills and to voice their experiences. The artworks also helped to draw attention to the plight of these young refugees, providing insight into what brings each of them joy.
- Darkness Into Light was an exhibition of multi-layered, meditative artworks by Artist Michèle Griffiths which was on display from 23rd June 2021. The collection explored the possibility of hope in dark times: the triumph of light over darkness. The pieces, which Griffiths calls "wall fragments", are in plaster and are highly textured with marks scored into the surface to replicate the aged graffiti that can be seen in the ancient walls of the Cathedral.
- Museum of the Moon by Luke Jerram saw 50,000 people visit the Cathedral between 25th October and 14th November 2021. The installation was a fusion of lunar imagery, moonlight and surround sound composition created by BAFTA and Ivor Novello award winning composer Dan Jones. It had previously been on display in such diverse places as the Natural History Museum and Glastonbury Festival. The artwork was on display within the Nave over a three week period and was accompanied by a diverse programme of events and activities.
- The Art of Worship residency between January and March 2022 saw the next steps in Chichester Cathedral's long history of seeking the face of God in visual form. Leading British liturgical artists Martin Earle and James Blackstone were based within a custom-built studio in the Cathedral's North Transept. The project was developed with celebrated liturgical artist Aidan Hart. Visitors to the Cathedral were invited to observe timeless, intricate mosaic techniques in the setting of a busy working studio.
- Field of Blooms was presented as part of the Advent and Christmas celebrations, from 29th November 2021 to 30th January 2022. The installation, from British artist Bruce Munro and curated by Visual Arts Advisor Jacqueline Creswell, was presented within 'Paradise', within the Cathedral's 600 year old Cloisters. The hundreds of gently illuminated spheres of light gradually changed and morphed in colour.

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## ***Worship & Liturgy***

To overcome the challenge of engaging a congregation during Covid-19 restrictions the Cathedral continued to use live streaming of services. The Cathedral secured a grant from the Culture Recovery Fund for Heritage and the Heritage Stimulus Fund - funded by Government and administered by Historic England and the National Lottery Heritage Fund, part of which was dedicated to improving our digital infrastructure. As a result, a new streaming system was installed, working with AV specialists Church Stream. This system enabled us to deliver higher quality broadcasts from a range of locations within the Cathedral. In future we will also be exploring the streaming of other events and activity.

We were able to return to hosting major Diocesan occasions - the Ordination of eight new Deacons, the Licensing of six Lay Readers, the Commissioning of 60 Authorised Lay Ministers, and the Installation of 39 lay people into the Order of St Richard, recognising their service to their communities.

Following the disruption of the Omicron variant, which heavily affected attendance at services over Christmas, the Cathedral returned to un-distanced seating for services and concerts in early 2022. Sunday morning worship reverted to its pre-pandemic pattern with the return of Choral Mattins, and a single offering of the Eucharist without the requirement to book places in advance. An additional new dedicated service for children, families and caregivers has also met with great approval.

On 6<sup>th</sup> March 2022 the Cathedral welcomed the Archbishop of Canterbury to Choral Evensong, as the conclusion of his three-day visit to the Diocese. The service and reception afterwards was an opportunity for the Archbishop to engage with the people of our diocese, many of whom were not regular worshippers.

## ***Outreach and Ministry to Children Young Families and Caregivers***

The Canon Precentor has strategic oversight of: congregational growth and development; communications; children and young people, their families and caregivers; youth ministry; learning and engagement with schools. Within the Diocese, he has helped to design and deliver the 'Great Is Thy Faithfulness' Pilot Church Growth programme working with 16 parishes and benefices across the Diocese of Chichester and supported a number of parishes and benefices across Chichester Diocese as a Parish Development Officer; and supported the shared work of discernment of the Bishop of Chichester and the Diocesan Director of Ordinands in his capacity as a national panel selector for Ordained Vocations.

## ***Pastoral Care***

The Revd Vanessa Baron became a member of the Chapter at the end of September 2021 as full-time, house for duty, residentiary Canon Treasurer. With strategic management for the pastoral care of the Cathedral congregations the lay pastoral care team has been revived. People who ceased to come to the Cathedral as a result of the pandemic have been identified and a system of pastoral care initiated. Encouragingly, new people were willing to join the established team. To enable and encourage new members of the congregation to meet others a series of social events was arranged over the winter for people to meet together. After the long isolation of the pandemic these were welcomed. Confirmation classes with pupils from the Prebendal School were re-established.

## ***Choral Activities***

Choral activities gradually returned to normal and, despite the musical limitations, a varied repertoire of music was offered including some works from the early 15th century.

A small-scale Southern Cathedrals Festival was organised at Winchester, involving video recordings of the three cathedral choirs (Chichester, Salisbury and Winchester) and a day of 'live' services.

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The choir was particularly busy during the Christmas period, performing a concert for the 'Belmond' luxury travel company, six performances at Chichester Festival Theatre (to a combined audience of about 7000) and five carol services in the Cathedral.

In December 2021, we announced that girls would be invited to join the choir to sing alongside boys in a mixed team. Although unusual in English cathedrals, this format is also to be adopted at Hereford, St George's Windsor and St John's College Cambridge.

The choir resumed its ministry around the Diocese, singing Evensong at Holy Trinity Church, Forest Row in February, despite fierce storms of the sort that occasioned the postponement of a visit to the same church two years earlier!

A series of pre-recorded performance were offered in place of the familiar lunchtime recitals, at a time when large audiences were discouraged from assembling: each of the videos was enjoyed by audiences of several hundred. The recitals returned to their usual Tuesday slot in January 2022 and continue to enjoy the considerable support of a large and loyal following.

In addition to the return of our own Lunchtime Concert series, we were delighted to welcome back regular performers The Sixteen and Chichester Singers and newcomers London Concertante to give the first concert performances since 2020.

### ***Learning and Engagement***

Despite limited resource, we were pleased to welcome a small selection of schools in the last academic year although demand remained very limited during successive waves of Covid in schools themselves. Alongside this we hosted family art days on the Cathedral Green in association with the Tidy Art School in Birdham and have formed a positive new association with the Chichester BookFest that is resulting in events this coming year to encourage literacy among the local population. This is coupled with a new collaboration with the Dolly Parton Imagination Library, providing books for families through Family Support Work (a charity with well-established links to the Cathedral) for children aged 0-5.

Adult education has developed further through the Cathedral Theology Network ([www.cathedraltheology.org](http://www.cathedraltheology.org)). This is an online platform that the Cathedral has developed providing free and accessible theological teaching to people, building on the online teaching offered by the Chancellor in successive lockdowns. Over 300 people have taken part in courses on the Early Church, the history and spirituality of the Church of England, the Psychology of Religion and the English Church in the Middle Ages. We seek to expand this in coming years in association with diocesan plans to develop theological and dogmatic understanding in advance of the 17th anniversary of the Council of Nicaea.

As part of the *Art of Worship* residency, Jim Blackstone gave a series of lectures on liturgical art and the spiritual senses, and there was a very successful study day at the Bishop's Palace on the principles and process of commissioning liturgical art.

### ***Our People***

Like many organisations, 2021-2022 continued to be challenging for our people.

We continued working from home and hosting meetings on Microsoft Teams where the constant cry of "you're on mute" became the norm as did the term hybrid working which is now an accepted way of working for many colleagues.

We continue to invest in our people and embedded our on-line training portal, courtesy of the Charity Learning Consortium, which provides health and safety training, access to the CofE Safeguarding training portal and thousands of other developmental learning opportunities for our employees and many

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volunteers all in one place. We trained four employees as Mental Health First Aiders as part of our wellbeing strategy which is underpinned by our Employee Assistance Programme provided by Health Assured. We plan to roll out further mental health awareness training to employees and volunteers.

Students from Chichester College joined us from October 2021 on work experience. This special partnership has given 'Travel and Tourism' students the opportunity to gain valuable volunteering experience with us and the chance to contribute positively to the life of the Cathedral.

We were delighted to have new joiners: June Scott, Executive Assistant to the Communar, Chloe Webb, Digital Marketing and Communications Coordinator and Ruth Bamford, Head of Finance.

We said goodbye to our colleagues Mike Titley and Karen Jones, who left the cathedral. We deeply miss Ross Etheridge who served the Cathedral for a decade. Ross passed away in 2021 shortly after resigning his position due to ill health.

### ***Our Volunteers***

In November 2021, Carolyn Atkinson, Volunteer and HR Co-ordinator, and Ken Sim, Volunteer Project Leader, together with a dedicated team of six 'digital volunteers' were pleased to launch an initiative called 'HomeTech' to help members of the Cathedral community make the most of new technology; especially those who, up to now, had been excluded due to their lack of digital knowledge.

A survey carried out during summer 2021, helped the team to develop a programme of five free, all-inclusive workshops to help members of the Cathedral community become more tech-savvy, in subjects such as: The Basics; 'When I'm Calling You'; Making Life Easier; Leisure; Shopping. Those attending the workshops were encouraged to bring along any portable technology they had, to get direct advice on how to best use it, and thanks to the generous support of the All Churches Trust, the HomeTech team were able to purchase laptops and tablets for others to try out during the workshops.

The response to the launch was overwhelming with around seventy people signing up for all five workshops run in February 2022. As a result, the workshops were split into two groups and re-located to a bigger venue.

We thank the HomeTech team for their hard work and dedication to this project, and Ken for his superb leadership.

Our Drop-In Guided Tours have returned, led by our talented and expert group of volunteer Guides. Our tour encompasses all aspects of the Cathedral including its history, art, and architecture.

The Seffrid Guild has returned to the Cathedral and has begun work on new kneelers and some restoration work. With responsibility for the Cathedral's treasures the Canon Treasurer has started work on a more systematic approach to the maintenance and conservation of the Cathedral's treasures.

### ***Estates***

It was another challenging year as lockdowns and disruption to supplies of timber, plaster and other essential building materials hampered looking after the Cathedral estate and affected the pricing of works. Despite the challenges, the team worked closely with colleagues, contractors, and residents to ensure works progressed. Notable achievements over the period included the opening of the Treasury Apartments, a set of four high quality apartments to complement the already well used 4 Canon Lane accommodation. The Canon Lane suites also underwent a phased cycle of upgrades and improvements.

Other projects included the clearance and start of permissions to convert 1 St Faiths to holiday accommodation, site-wide tree, wall and path surveys, and working with SSE to improve power supplies to Canon Lane with an electrical sub station. Within the Cathedral itself, the creation of a newly refurbished WC suite was completed, and modifications made to the font base to remove a plinth that presented a trip hazard.

## **CHICHESTER CATHEDRAL**

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

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### **SAFEGUARDING**

The Church of England has commissioned an independent audit of how cathedrals keep people safe from harm and abuse. Its purpose is to proactively enable learning and improvement in how cathedrals individually, and collectively, keep people safe. A satisfactory audit is now a prerequisite for registering with the Charity Commission under the new Cathedrals Measure 2021 Legislation. Chichester's audit took place between 14th and 16th September 2021.

Two auditors from the Social Care Institute for Excellence (SCIE) conducted the safeguarding audit onsite, examining safeguarding files, policies and training, as well as interviewing safeguarding professionals including our Diocesan and Cathedral Safeguarding Advisor, the Chair of the Bishop's Safeguarding Advisory Panel, members of the Chapter, the staff team and seeking survey feedback from members of the congregation, choristers and their parents.

The final report was published on 4th January and detailed the SCIE Auditor's findings, affirmations and their recommendations on how we can further improve our practice to make the Cathedral environment safer still.

The Chapter is committed to the protection of children and adults at risk of harm who are visiting the cathedral, of the cathedral choristers and of those attending services, as well as employees, trainees and volunteers. It has welcomed the feedback from the auditors. The observations and recommendations made by the auditors have been incorporated into a safer church action plan that will be monitored closely by the Chapter.

The Cathedral staff and volunteers have all been inducted in two crucial guidelines issued by the CofE –

- Code of safer working
- Safer environment and activities

Senior leaders have also undertaken National Safeguarding training level 4.

The Cathedral's Safeguarding Management Team, including its Diocesan Safeguarding Officer, met regularly during the year to consider safeguarding issues and the continuous improvement of the Cathedral's provision. The Chapter is particularly grateful to Mrs Ruth Taunt, the independent member of the committee throughout the reporting period, who stepped down in 2022.

# CHICHESTER CATHEDRAL

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

## FINANCIAL REVIEW OF THE CATHEDRAL'S ACTIVITIES

### Introduction

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

The consolidated financial statements comprise those of the 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 the Chapter, including Chichester Cathedral Restoration and Development Trust (Trust) and Chichester Cathedral Friends (Friends), and therefore are not consolidated within these financial statements.

### Overview of the Financial Activities

#### Total Income from all activities amounted to £ 2,620,914 (2020/21 £3,014,587)

Grant income during the financial year was significantly lower than in 2020/21 due to the reduction in Government Covid support grants following the end of the furlough scheme. Despite this Chapter is very grateful to have received a number of grants, some of these are detailed below, along with other major donations.

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

	Year Ended 31 March 2022	Year ended 31 March 2021
National/Local Government Covid support grants inc. CJRS	£17,479	£373,761
Cultural Recovery Fund	£41,962	£297,000
Cultural Recovery Fund – Heritage Buildings Fund	£148,500	£107,586
Church Commissioners Cathedrals Sustainability Fund	£152,734	£215,500
Cathedral Music Trust – Covid support	-	£16,800
All Churches Trust	£25,000	£25,000
Chichester Cathedral Restoration & Development Trust	£188,500	£432,000
Cathedral Friends	£69,450	£27,599
Pallant Trust	-	£4,500
Oliver Whitby Educational Foundation	£19,500	-
Bishop Otter Trust	£10,000	-

The Cathedral is extremely grateful for all the donations it received including many from people who contribute regularly.

#### Total expenditure before gains and losses amounted to £2,571,888 (2020/21 £3,320,627).

The reduction in costs was a result of the reduction in cost of sales following the closure of the café, and savings made on the outsourcing of investment property management. The restricted Choral Foundation Fund continued to support the Cathedral's music.

## CHICHESTER CATHEDRAL

### ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

The Chapter closely manages its operating budget within its Unrestricted Funds and, with its senior management team, has worked hard to reduce an operating deficit in recent years. This year Chapter is pleased to report a small consolidated surplus of £49,026 (2021: deficit £(306,040)) before gains or losses on investments and properties.

No new investment property valuations were carried out as at 31 March 2022 but an unrealised loss of £3,060,000 was reported in the prior year. An unrealised investment gain of £202,788 (2021: £839,064) was recorded.

In summary (and including gains and losses on investments), a small surplus arose across all activities amounting to £236,211 (2021: Deficit £(2,591,566)). The surplus is mainly attributable to successful grant applications, and the ability to draw from the Chichester Cathedral Choral Foundation for music costs.

This surplus/ (deficit) for the year to 31 March 2022 may be analysed as follows:

Unrestricted Funds	£ 85,715
Restricted Funds	£ 120,404
Endowment Funds	£ 30,092

Chichester Cathedral Enterprises Limited made a profit for the year of £129,360 (2021: Loss £(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.

#### The Chapter Funds

As at 31 March 2022 the funds held by the Chapter may be summarised as follows:

Unrestricted	£11,920,953
Restricted	£5,598,270
Endowment	£ 20,768,641
Total	£38,287,864

This compares with total funds at 31 March 2021 amounting to £38,181,019. The 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. Visitor numbers are still lower than 2019 levels and commercial property rentals are at lower levels, yet Government support and many of the emergency support measures have now been withdrawn. As a result, the Chapter has approved a total budget deficit of £100,063 for the next financial year.

Following a careful tendering and selection process the Cathedral café will reopen in Autumn 2022 with a new partner. Although the first year will not generate any income the forecasts for subsequent years are promising.



## **CHICHESTER CATHEDRAL**

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

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The introduction of the visitors' desk has provided an immediate uplift in donations and improved engagement with visitors.

The Chapter is vigilant to the increases in the cost of living and awarded a 4% salary increase to all except the highest paid staff in April 2022. It remains committed to paying the Real Living Wage.

### **Risk Assessment**

Risk identification, assessment and mitigation are reviewed in detail by the Finance, Audit and Risk committee and changes in risk profile are assessed by Chapter. During the year key risk areas concerning our trading subsidiary, Cathedral finances, and commercial rental income have been reduced due to strategic changes which have improved the financial performance within these areas. Only one key risk area increased during the year which was around people. The risk increased due to staff being stretched and tired as a result of Covid and due to continuing challenges around recruitment.

### **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.

The 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 2022 amount to £1,223,571 (2021: £1,128,775) compared with an estimate of three months expenditure amounting to approximately £400,000 (excluding our trading subsidiary).

The 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 and Cash Policy**

Under the Cathedrals Measure 1999 the 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

### **Chichester Cathedral Enterprises Limited**

Chapter solely owns Chichester Cathedral Enterprises Limited (CCEL) which undertakes the commercial trading activities of the Cathedral at properties and venues located within the Cathedral precinct. Under a simplified model CCEL has continued to trade well in accommodation, retail and venue hire with a considerably reduced team.

## **CHICHESTER CATHEDRAL**

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

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Self-catering holiday accommodation performed significantly better than anticipated in the year with Canon Gate and 2 St Faiths benefitting from high occupancy levels. In June of 2021 CCEL added four newly refurbished suites into its guestroom portfolio building on the high occupancy levels of the ever-popular 4 Canon Lane.

Supported by a team of volunteers the Cathedral shop is now open 6 days per week from 11am to 3pm in its new home in the Treasury, within the North Transept. The Directors continued to utilise Government support schemes throughout the year including a small restart grant for retail which supported the team to close down the old shop space and move into the Treasury.

Following a strategic review of the company's operations in mid-2020 the decision was made to close the Café. In late 2021 CCEL began seeking a catering partner to take on the space that was formally the Cloisters Café. This selection process was completed in April and the Chapter looks forward to welcoming the new catering partner in Summer/Autumn of 2022.

Looking forward, CCEL is a much lower-risk operation than before, focussed on accommodation, a volunteer-led shop within the Cathedral building and venue hire supported by two excellent third-party event caterers. Chapter continues to support CCEL, but after a stronger than expected year of trading CCEL was able to repay £150,000 of the formalised loan facility and as at the end of March 2022 the outstanding balance was down to £153,040. The Directors do not foresee a requirement for any further financial support, looking instead to significant surpluses that support the Cathedral in its mission.

### **Chichester Cathedral Enterprises Limited - Overall result for the year end March 2022**

Overall CCEL made a profit of £129,360 for the year to 31 March 2022 which compares to a loss of £134,641 in the previous year. This positive swing of over £260,000 is the direct outcome of the restructuring of CCEL's activities.

### **Covid-19 Statement**

The financial year ending 31 March 2022 for Chapter, and its wholly owned trading subsidiary Chichester Cathedral Enterprises Ltd (CCEL), continued to be 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 COVID support amounting to £389,203 and the continued support of its regular donors, the Cathedral would have been facing a significant financial deficit. However, the withdrawal of this support presents new challenges for our next financial year.

## CHICHESTER CATHEDRAL

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

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### THE CATHEDRAL'S PLANS FOR 2022/23

#### Vision and Strategy

The Chapter has taken inspiration from the 'Four Pillars' of Dominican life : Prayer, Study, Community and Mission and the way in which each of these 'pillars' support and interrogate one another, thus challenging us at an institutional level. What has followed is a consideration of various aspects of the Cathedral's life bringing the four pillars into view. For example, when contemplating our work for social justice, we might ask how it is rooted in prayer, informed by biblical and theological reflection and how it is engaging the Cathedral community. Similarly, the pillars ask of each one of us: *How is my prayer life? How am I growing in knowledge of God, the world and myself? What do I offer up to the Christian community? How am I serving God in the world?*

The seven areas of Cathedral life that form the foundation of the Cathedral's strategy are:

1. Worship
2. Teaching, Learning and Engagement
3. Fellowship and Hospitality
4. Culture and Governance
5. Outreach and Evangelism
6. Heritage, Fabric and Environment
7. Funding, Finance and Enterprise

The Chapter has sought feedback on its vision and strategy, including from volunteers, the congregation, the Bishop, and the Community Roll annual general meeting held on 10<sup>th</sup> May 2022. Its next step will be an implementation plan.

#### Charities Commission registration

Under the Cathedral Measures Act 2021, the Cathedral is scheduled to be registered with the Charities Commission in 2023.

As part of the implementation of the 2021 Cathedral Measures, the Cathedral Council will cease to exist. In the forthcoming year Chapter would like to pilot a new Advisory Committee. This committee would not be part of the Cathedral's governance structure but instead will provide a forum of representatives from the diocese, city, congregations, volunteers, partners and staff, offering ideas as well as advice.

#### Visitor's Desk

Spring 2022 saw the introduction of a new Visitors' Desk within the Cathedral's West Porch. This Desk is manned by a small, newly recruited staff team, complementing the already high-quality welcome provided by our volunteers. The Desk is part of a trial, a similar approach is commonplace at Cathedrals, historic sites, and visitor attractions. Upon entry, visitors will be invited to make a donation, supporting the life and work of the Cathedral, before being warmly welcomed by our volunteer team. We believe that a visit to the Cathedral is a special experience, and a valuable one for visitors. The Cathedral they experience today is not a historic monument but a living, worshipping church that we are committed to sustaining into the future.

## CHICHESTER CATHEDRAL

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

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### **Worship and Music**

As part of our diversity programme, for the start of the next academic year in September 2022, girls as well as boys will be able to audition for places in the Cathedral Choir, together with opportunities for female lay vicars.

### **Major Projects**

The final project phase for the roof, the Nave, spanning the largest part of the Cathedral, was scheduled to commence in July 2020. The decision to delay the final phase of the roof project afforded Cathedral Chapter and Chichester Cathedral Restoration & Development Trust (the Trust) time to review finances in light of the impact of the pandemic. During this period, the Cathedral's income from visitor donations, events, rental income from commercial properties and accommodation, and investment income were heavily impacted. The Trust diverted its energies from completing the roof appeal to secure emergency grants, successfully raising over £1million to sustain jobs and services. After a delay of two years the final phase of the roof project is scheduled to commence in July 2022. Once complete the award-winning lead roofs are expected to protect our Cathedral for the next 200 years.

### **Chichester Cathedral Enterprises Limited**

We look forward to welcoming Seasoned as our new café partner in late summer 2022. The Cloisters Café and Gardens will be replacing the much-missed former café which closed as a result of the pandemic.

In the Autumn, our new holiday accommodation at 1 St Faiths will be ready to accept guests, completing our suite of holiday let properties.

### **Chichester Cathedral Restoration and Development Trust**

The American Patrons is a growing scheme allowing Americans to explore and celebrate the historical links between America and Sussex, whilst making a tax efficient contribution to the life of the Cathedral.

This year we will be launching a very special five-day Sussex Tour for Americans living both in the UK and overseas as part of our American Patron scheme. The tour will include visits and special access to some of the great historic houses and gardens in Sussex. Chichester Cathedral was a guest exhibitor at the online National Conference of Endowed Episcopalian Parishes in America earlier this year. Delegates were able to take part in our virtual pilgrimage to the shrine of St Richard, join our Cathedral for choral evensong and explore some of the historical links between America and Sussex.



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## **CHICHESTER CATHEDRAL**

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

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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 2022 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 2022, 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.

# CHICHESTER CATHEDRAL

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

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## REPORT OF THE INDEPENDENT AUDITORS TO THE CHAPTER OF CHICHESTER CATHEDRAL (Continued)

### **Auditor's responsibilities for the audit of the financial statements**

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

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**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### **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.

## CHICHESTER CATHEDRAL

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

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### REPORT OF THE INDEPENDENT AUDITORS TO THE CHAPTER OF CHICHESTER CATHEDRAL (Continued)

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 27 July 2022.

THE CHAPTER OF CHICHESTER CATHEDRAL  
CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31ST MARCH 2022

		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
	Notes	£	£	£	31-Mar-22 £	31-Mar-21 £
<b>INCOME AND ENDOWMENTS FROM:</b>						
	1					
(i) Donations and legacies		360,327	320,432	50	680,809	722,168
(ii) Grants in support of mission		489,140	779	-	489,919	963,627
(iii) Charges and fees arising in the course of mission		199,425	-	-	199,425	143,701
(iv) Trading and fundraising		426,429	-	-	426,429	291,979
(v) Investments		750,044	52,669	21,401	824,114	883,886
(vi) Other income		199	14	5	218	9,226
<b>Total Income</b>		<b>2,225,564</b>	<b>373,894</b>	<b>21,456</b>	<b>2,620,914</b>	<b>3,014,587</b>
<b>EXPENDITURE ON:</b>						
	2					
(i) Raising Funds		349,159	-	-	349,159	1,035,733
(ii) Ministry		657,161	105,766	-	762,927	597,354
(iii) Cathedral and precincts upkeep		486,501	221,080	-	707,581	1,030,463
(iv) Education and outreach		60,382	4,514	-	64,896	69,343
(v) Other expenditure		661,892	25,216	217	687,325	587,734
<b>Total Expenditure</b>		<b>2,215,095</b>	<b>356,576</b>	<b>217</b>	<b>2,571,888</b>	<b>3,320,627</b>
<b>NET (OUTGOING)/INCOMING RESOURCES</b>		<b>10,469</b>	<b>17,318</b>	<b>21,239</b>	<b>49,026</b>	<b>(306,040)</b>
<b>Gross transfers between funds (Endowment)</b>	17/18/19	<b>21,401</b>	<b>-</b>	<b>(21,401)</b>	<b>-</b>	<b>-</b>
<b>Net income/(expenditure) before gains &amp; losses</b>		<b>31,870</b>	<b>17,318</b>	<b>(162)</b>	<b>49,026</b>	<b>(306,040)</b>
Net gains/(losses) on property investments		-	-	-	-	(3,060,000)
Net gains/(losses) on investments		69,448	103,086	30,254	202,788	839,064
		101,318	120,404	30,092	251,814	(2,526,976)
<b>Other recognised gains/(losses):</b>						
Actuarial gains/(losses) on defined benefit pension scheme		(15,603)	-	-	(15,603)	(64,590)
<b>Net movement in funds</b>		<b>85,715</b>	<b>120,404</b>	<b>30,092</b>	<b>236,211</b>	<b>(2,591,566)</b>
<b>Reconciliation on funds:</b>						
Total funds brought forward		11,788,001	5,477,866	20,738,549	38,004,416	40,595,982
<b>Total funds carried forward</b>		<b>11,873,716</b>	<b>5,598,270</b>	<b>20,768,641</b>	<b>38,240,627</b>	<b>38,004,416</b>

(Annex 1)

(Annex 2)



THE CHAPTER OF CHICHESTER CATHEDRAL  
CONSOLIDATED BALANCE SHEET  
FOR THE YEAR ENDED 31ST MARCH 2022

		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
		£	£	£	31-Mar-22 £	31-Mar-21 £
<b>Fixed Assets</b>						
<b>Investment assets</b>						
Property	3	9,720,250	2,500,000	10,582,500	22,802,750	22,027,750
Investments	4	1,229,313	2,312,945	789,512	4,331,770	4,142,004
		<u>10,949,563</u>	<u>4,812,945</u>	<u>11,372,012</u>	<u>27,134,520</u>	<u>26,169,754</u>
<b>Non investment assets</b>						
Property	5	908,000	-	9,315,000	10,223,000	10,998,000
Equipment and plant	6	21,895	-	-	21,895	30,976
		<u>929,895</u>	<u>-</u>	<u>9,315,000</u>	<u>10,244,895</u>	<u>11,028,976</u>
<b>Total fixed assets</b>		<b><u>11,879,458</u></b>	<b><u>4,812,945</u></b>	<b><u>20,687,012</u></b>	<b><u>37,379,415</u></b>	<b><u>37,198,730</u></b>
<b>Current assets</b>						
Stocks	7	22,658	-	-	22,658	24,269
Debtors	8	227,240	291,196	29,120	547,556	255,628
Cash at bank and in hand		523,623	535,997	92,882	1,152,502	1,431,809
		<u>773,521</u>	<u>827,193</u>	<u>122,002</u>	<u>1,722,716</u>	<u>1,711,706</u>
<b>Liabilities due within one year</b>						
Loans and bank overdraft	9	(15,651)	-	-	(15,651)	(14,558)
Creditors	9	(410,002)	(41,868)	(40,373)	(492,243)	(535,191)
		<u>(425,653)</u>	<u>(41,868)</u>	<u>(40,373)</u>	<u>(507,894)</u>	<u>(549,749)</u>
<b>Net current assets</b>		<b><u>347,868</u></b>	<b><u>785,325</u></b>	<b><u>81,629</u></b>	<b><u>1,214,822</u></b>	<b><u>1,161,957</u></b>
<b>Total assets less current liabilities</b>		<b><u>12,227,326</u></b>	<b><u>5,598,270</u></b>	<b><u>20,768,641</u></b>	<b><u>38,594,237</u></b>	<b><u>38,360,687</u></b>
<b>Liabilities due after one year</b>						
Loans and bank overdraft	9	(243,474)	-	-	(243,474)	(261,897)
Defined benefit scheme liability	9	(110,136)	-	-	(110,136)	(94,374)
		<u>(353,610)</u>	<u>-</u>	<u>-</u>	<u>(353,610)</u>	<u>(356,271)</u>
<b>Net assets</b>		<b><u>11,873,716</u></b>	<b><u>5,598,270</u></b>	<b><u>20,768,641</u></b>	<b><u>38,240,627</u></b>	<b><u>38,004,416</u></b>
<b>Funds</b>						
Unrestricted	17	11,873,716	-	-	11,873,716	11,788,001
Restricted	18	-	5,598,270	-	5,598,270	5,477,866
Endowment	19	-	-	20,768,641	20,768,641	20,738,549
<b>Total Funds</b>		<b><u>11,873,716</u></b>	<b><u>5,598,270</u></b>	<b><u>20,768,641</u></b>	<b><u>38,240,627</u></b>	<b><u>38,004,416</u></b>

(Annex 1)

(Annex 2)

The financial statements were approved by the Chapter on 27<sup>th</sup> July 2022 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 2022

		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
		£	£	£	31-Mar-22 £	31-Mar-21 £
	<b>Notes</b>					
<b>Fixed Assets</b>						
<b>Investment assets</b>						
Property	3	9,720,250	2,500,000	10,582,500	22,802,750	22,027,750
Investments	4	1,229,315	2,312,945	789,512	4,331,772	4,142,006
		<b>10,949,565</b>	<b>4,812,945</b>	<b>11,372,012</b>	<b>27,134,522</b>	<b>26,169,756</b>
<b>Non investment assets</b>						
Property	5	908,000	-	9,315,000	10,223,000	10,998,000
		<b>908,000</b>	<b>-</b>	<b>9,315,000</b>	<b>10,223,000</b>	<b>10,998,000</b>
<b>Total fixed assets</b>		<b>11,857,565</b>	<b>4,812,945</b>	<b>20,687,012</b>	<b>37,357,522</b>	<b>37,167,756</b>
<b>Current assets</b>						
Debtors	8	386,952	291,196	29,120	707,268	575,852
Cash at bank and in hand		450,416	535,997	92,882	1,079,295	1,332,587
		<b>837,368</b>	<b>827,193</b>	<b>122,002</b>	<b>1,786,563</b>	<b>1,908,439</b>
<b>Liabilities due within one year</b>						
Loans and bank overdraft	9	(15,651)	-	-	(15,651)	(14,558)
Creditors	9	(404,719)	(41,868)	(40,373)	(486,960)	(524,347)
		<b>(420,370)</b>	<b>(41,868)</b>	<b>(40,373)</b>	<b>(502,611)</b>	<b>(538,905)</b>
<b>Net current assets</b>		<b>416,998</b>	<b>785,325</b>	<b>81,629</b>	<b>1,283,952</b>	<b>1,369,534</b>
<b>Total assets less current liabilities</b>		<b>12,274,563</b>	<b>5,598,270</b>	<b>20,768,641</b>	<b>38,641,474</b>	<b>38,537,290</b>
<b>Liabilities due after one year</b>						
Loans and bank overdraft	9	(243,474)	-	-	(243,474)	(261,897)
Defined benefit scheme liability	9	(110,136)	-	-	(110,136)	(94,374)
		<b>(353,610)</b>	<b>-</b>	<b>-</b>	<b>(353,610)</b>	<b>(356,271)</b>
<b>Net assets</b>		<b>11,920,953</b>	<b>5,598,270</b>	<b>20,768,641</b>	<b>38,287,864</b>	<b>38,181,019</b>
<b>Funds</b>						
Unrestricted	17	11,920,953	-	-	11,920,953	11,964,604
Restricted	18	-	5,598,270	-	5,598,270	5,477,866
Endowment	19	-	-	20,768,641	20,768,641	20,738,549
		<b>11,920,953</b>	<b>5,598,270</b>	<b>20,768,641</b>	<b>38,287,864</b>	<b>38,181,019</b>

(Annex 1)

(Annex 2)

The financial statements were approved by the Chapter on 27<sup>th</sup> July 2022 by

 The Very Reverend S Waine - Dean

 D Coulthard - Communar and Executive Director

**THE CHAPTER OF CHICHESTER CATHEDRAL  
CONSOLIDATED CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31ST MARCH 2022**

		31-Mar-22	31-Mar-21
	Note	£	£
<b>Cash flows from operating activities:</b>			
Net cash provided by / (used in) operating activities	1	(1,099,331)	(1,265,602)
<b>Cash flows from investing activities:</b>			
Purchase of tangible fixed assets		-	(5,445)
Purchase of fixed asset investments		(930,110)	(2,000,000)
Sale of fixed asset investments		943,132	2,935,290
Rentals received		720,499	689,646
Dividends received		103,615	193,702
Interest received		218	538
Net cash provided by / (used in) investing activities		<u>837,354</u>	<u>1,813,731</u>
<b>Cash flows from financing activities:</b>			
New loans in year		-	-
Loan repayments in year		(17,330)	(7,679)
Net cash provided by / (used in) financing activities		<u>(17,330)</u>	<u>(7,679)</u>
Change in cash and cash equivalents in the reporting period		<u>(279,307)</u>	<u>540,450</u>
Cash and cash equivalents at the beginning of the reporting period		1,431,809	891,359
Cash and cash equivalents at the end of the reporting period	2	<u>1,152,502</u>	<u>1,431,809</u>

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

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

	<b>31-Mar-22</b>	<b>31-Mar-21</b>
	<b>£</b>	<b>£</b>
Net income / (expenditure) for the reporting period	49,026	(306,040)
Adjustments for:		
Depreciation charges	9,081	9,122
Actuarial losses	(15,603)	(64,590)
Rentals received	(720,499)	(689,646)
Dividends received	(103,615)	(193,702)
Interest received	(218)	(538)
(Increase)/decrease in stocks	1,611	-
(Increase) / decrease in debtors	(291,928)	145,658
Increase / (decrease) in creditors	(27,186)	(165,866)
<b>Net cash outflow from operating activities</b>	<u>(1,099,331)</u>	<u>(1,265,602)</u>

**Analysis of cash and cash equivalents**

	<b>31-Mar-22</b>	<b>31-Mar-21</b>
	<b>£</b>	<b>£</b>
Cash in hand	1,152,502	1,431,809
Short term investments	-	-
<b>Total cash and cash equivalents</b>	<u>1,152,502</u>	<u>1,431,809</u>

# CHICHESTER CATHEDRAL

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

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## ACCOUNTING POLICIES

### 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 18 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.

# CHICHESTER CATHEDRAL

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

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## ACCOUNTING POLICIES (Continued)

### 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 2022.
- (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 FOR THE YEAR ENDED 31ST MARCH 2022

1 INCOME AND ENDOWMENTS FROM:

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
	£	£	£	31-Mar-22 £	31-Mar-21 £
<b>(i) Donations and legacies</b>					
Congregational collections and giving	114,264	-	-	114,264	57,496
Donations	145,543	20,700	50	166,293	172,992
Tax recoverable under Gift Aid on voluntary donations	20,321	34	-	20,355	(2,413)
Chichester Cathedral Restoration & Development Trust	52,500	137,098	-	189,598	432,271
Chichester Cathedral Friends	-	57,600	-	57,600	27,600
Other	19,974	-	-	19,974	-
Legacies	7,725	105,000	-	112,725	34,222
	<b>360,327</b>	<b>320,432</b>	<b>50</b>	<b>680,809</b>	<b>722,168</b>
<b>(ii) Grants in support of mission</b>					
Church Commissioners	216,913	-	-	216,913	327,293
All Churches Trust (EIG)	25,000	-	-	25,000	25,000
Pallant Trust Grant	-	-	-	-	4,500
Other revenue and capital grants	247,227	779	-	248,006	606,834
	<b>489,140</b>	<b>779</b>	<b>-</b>	<b>489,919</b>	<b>963,627</b>
<b>(iii) Charges and fees arising in the course of mission</b>					
Facility and other fees	199,425	-	-	199,425	143,701
<b>(iv) Trading and fundraising activities</b>					
Gross income of shop, refectory and other trading activities	426,429	-	-	426,429	291,979
<b>(v) Investments</b>					
Income from investment property	720,499	-	-	720,499	689,646
Income from other investments	29,545	52,669	21,401	103,615	193,702
Interest receivable on short term deposits	199	14	5	218	538
	<b>750,243</b>	<b>52,683</b>	<b>21,406</b>	<b>824,332</b>	<b>883,886</b>
<b>(vi) Other income</b>					
Insurance recoveries	-	-	-	-	9,226
	<b>2,225,564</b>	<b>373,894</b>	<b>21,456</b>	<b>2,620,914</b>	<b>3,014,587</b>

The Church Commissioners grant consists of £ 64,179 (2021: £111,633) for stipends of the Dean and two canons and £152,734 (2021: £215,660) as a contribution to administration costs.

THE CHAPTER OF CHICHESTER CATHEDRAL  
 NOTES TO THE ACCOUNTS  
 FOR THE YEAR ENDED 31ST MARCH 2022

2 EXPENDITURE ON:

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
	£	£	£	31-Mar-22 £	31-Mar-21 £
<b>(i) Raising funds</b>					
Costs of facilities for visitors	138,119	-	-	138,119	91,578
Gross costs of shop, accomodation & venues	102,246	-	-	102,246	426,620
Investment property costs	108,794	-	-	108,794	517,535
	<b>349,159</b>	<b>-</b>	<b>-</b>	<b>349,159</b>	<b>1,035,733</b>
<b>(ii) Ministry</b>					
Clergy stipends and working expenses	151,738	-	-	151,738	148,093
Clergy housing costs	19,995	-	-	19,995	7,325
Services, music and congregational costs	485,428	105,766	-	591,194	441,936
	<b>657,161</b>	<b>105,766</b>	<b>-</b>	<b>762,927</b>	<b>597,354</b>
<b>(iii) Cathedral and precincts upkeep</b>					
Major repairs and restoration	83,141	221,080	-	304,221	199,915
Maintenance and interior upkeep	374,088	-	-	374,088	529,940
Precincts, security and gardens upkeep	29,272	-	-	29,272	300,608
	<b>486,501</b>	<b>221,080</b>	<b>-</b>	<b>707,581</b>	<b>1,030,463</b>
<b>(iv) Education and outreach</b>					
Educational activities	60,132	-	-	60,132	66,169
Archives and library	-	4,484	-	4,484	143
Charitable and other giving	250	30	-	280	3,031
	<b>60,382</b>	<b>4,514</b>	<b>-</b>	<b>64,896</b>	<b>69,343</b>
<b>(v) Other expenditure</b>					
Interest and similar charges payable	5,354	-	-	5,354	7,802
Support costs					
Administration and finance	496,824	-	217	497,041	389,649
Marketing and communication	111,033	-	-	111,033	64,947
Information technology	48,681	25,216	-	73,897	125,336
	<b>661,892</b>	<b>25,216</b>	<b>217</b>	<b>687,325</b>	<b>587,734</b>
	<b>2,215,095</b>	<b>356,576</b>	<b>217</b>	<b>2,571,888</b>	<b>3,320,627</b>



THE CHAPTER OF CHICHESTER CATHEDRAL  
 NOTES TO THE ACCOUNTS  
 FOR THE YEAR ENDED 31ST MARCH 2022

3 Investment property

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds £
<b>Consolidated and Chapter</b>				
<b>Freehold</b>				
At valuation 1 April 2021	8,143,750	2,500,000	10,582,500	21,226,250
Reclassification	775,000	-		775,000
At valuation 31 March 2022	<u>8,918,750</u>	<u>2,500,000</u>	<u>10,582,500</u>	<u>22,001,250</u>
<b>Long leasehold</b>				
At valuation 1 April 2021	801,500	-	-	801,500
Additions	-	-	-	-
At valuation 31 March 2022	<u>801,500</u>	<u>-</u>	<u>-</u>	<u>801,500</u>
<b>At 31 March 2022</b>	<u>9,720,250</u>	<u>2,500,000</u>	<u>10,582,500</u>	<u>22,802,750</u>

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

**Consolidated**

Investments at market value 1 April 2021	1,144,311	2,226,146	771,547	4,142,004
Additions	20,110	110,000	800,000	930,110
Disposals	(4,822)	(120,528)	(771,547)	(896,897)
Net (decrease) increase on disposals and revaluation	69,714	97,327	(10,488)	156,553
Investments at market value 31 March 2022	<u>1,229,313</u>	<u>2,312,945</u>	<u>789,512</u>	<u>4,331,770</u>

**Total**

<b>At 31st March 2022</b>	<u>1,229,313</u>	<u>2,312,945</u>	<u>789,512</u>	<u>4,331,770</u>
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**At 31st March 2021**

	<u>1,144,311</u>	<u>2,226,146</u>	<u>771,547</u>	<u>4,142,004</u>
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**Chapter**

Investments at market value 1 April 2021	1,144,311	2,226,146	771,547	4,142,004
Additions	20,110	110,000	800,000	930,110
Disposals	(4,822)	(120,528)	(771,547)	(896,897)
Net (decrease) increase on disposals and revaluation	69,714	97,327	(10,488)	156,553
Investments at market value 31 March 2022	<u>1,229,313</u>	<u>2,312,945</u>	<u>789,512</u>	<u>4,331,770</u>

Investment in subsidiary

At 1 April 2021 and 31 March 2022	2	-	-	2
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**Total**

<b>At 31st March 2022</b>	<u>1,229,315</u>	<u>2,312,945</u>	<u>789,512</u>	<u>4,331,772</u>
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**At 31st March 2021**

	<u>1,144,313</u>	<u>2,226,146</u>	<u>771,547</u>	<u>4,142,006</u>
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THE CHAPTER OF CHICHESTER CATHEDRAL  
 NOTES TO THE ACCOUNTS  
 FOR THE YEAR ENDED 31ST MARCH 2022

5 Non Investment Property

Consolidated and Chapter	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds £
At 1 April 2021	1,683,000	-	9,315,000	10,998,000
Reclassification	(775,000)	-	-	(775,000)
Revaluation	-	-	-	-
<b>At 31 March 2022</b>	<b>908,000</b>	<b>-</b>	<b>9,315,000</b>	<b>10,223,000</b>

All non investment properties are freehold.

6 Equipment and plant

Consolidated	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 31-Mar-22 £	Total Funds 31-Mar-21 £
Cost 1st April 2021	50,144	-	-	50,144	44,699
Additions	-	-	-	-	5,445
Disposals	(3,995)	-	-	(3,995)	-
Cost 31st March 2022	46,149	-	-	46,149	50,144
Depreciation 1st April 2021	19,168	-	-	19,171	10,046
Depreciation for year	9,081	-	-	9,081	9,122
Depreciation on disposals	(3,995)	-	-	(3,995)	-
Depreciation at 31st March 2022	24,254	-	-	24,257	19,168
<b>Net book value at 31st March 2022</b>	<b>21,895</b>	<b>-</b>	<b>-</b>	<b>21,892</b>	<b>30,976</b>

All equipment and plant is held in the trading company.

7 Stocks

Consolidated	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 31-Mar-22 £	Total Funds 31-Mar-21 £
Goods for resale	22,658	-	-	22,658	24,269
Consumable items	-	-	-	-	-
	<b>22,658</b>	<b>-</b>	<b>-</b>	<b>22,658</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 2022

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
	£	£	£	31-Mar-22 £	31-Mar-21 £
<b>8 Debtors</b>					
<b>Consolidated</b>					
Trade debtors	82,299	-	-	82,299	55,779
Prepayments	110,092	-	-	110,092	27,909
Other debtors	34,849	291,196	29,120	355,165	171,940
	<b>227,240</b>	<b>291,196</b>	<b>29,120</b>	<b>547,556</b>	<b>255,628</b>
<b>Chapter</b>					
Trade debtors	80,764	-	-	80,764	53,726
Prepayments	110,092	-	-	110,092	27,909
Amounts due from related undertakings	153,040	-	-	153,040	322,277
Other debtors	43,056	291,196	29,120	363,372	171,940
	<b>386,952</b>	<b>291,196</b>	<b>29,120</b>	<b>707,268</b>	<b>575,852</b>
<b>9 Creditors</b>					
<b>Consolidated</b>					
Trade creditors	28,269	-	-	28,269	105,124
Accruals	142,311	-	-	142,311	140,036
Other creditors	217,475	41,868	40,373	299,716	245,750
Tax and social security	21,947	-	-	21,947	24,816
	<b>410,002</b>	<b>41,868</b>	<b>40,373</b>	<b>492,243</b>	<b>515,726</b>
NatWest Mortgage loan (note 10)	259,125	-	-	259,125	276,455
Pension scheme deficit contributions	110,136	-	-	110,136	113,839
	<b>779,263</b>	<b>41,868</b>	<b>40,373</b>	<b>861,504</b>	<b>906,020</b>
Shown as:-					
Liabilities due within one year					
Loans and bank overdraft	15,651	-	-	15,651	14,558
Creditors	410,002	41,868	40,373	492,243	535,191
Liabilities due after one year	353,610	-	-	353,610	356,271
	<b>779,263</b>	<b>41,868</b>	<b>40,373</b>	<b>861,504</b>	<b>906,020</b>
<b>Chapter</b>					
Trade creditors	24,144	-	-	24,144	103,406
Accruals	135,711	-	-	135,711	131,857
Other creditors	222,917	41,868	40,373	305,158	247,452
Tax and social security	21,947	-	-	21,947	22,167
	<b>404,719</b>	<b>41,868</b>	<b>40,373</b>	<b>486,960</b>	<b>504,882</b>
NatWest Mortgage loan (note 10)	259,125	-	-	259,125	276,455
Pension scheme deficit contributions	110,136	-	-	110,136	113,839
	<b>773,980</b>	<b>41,868</b>	<b>40,373</b>	<b>856,221</b>	<b>895,176</b>
Shown as:-					
Liabilities due within one year					
Loans and bank overdraft	15,651	-	-	15,651	14,558
Creditors	404,719	41,868	40,373	486,960	524,347
Liabilities due after one year	353,610	-	-	353,610	356,271
	<b>773,980</b>	<b>41,868</b>	<b>40,373</b>	<b>856,221</b>	<b>895,176</b>

**THE CHAPTER OF CHICHESTER CATHEDRAL  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST MARCH 2022**

**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 2022 the outstanding loan was £259,125 (2021: £276,455) which is repayable as follows:-

	Total Funds	Total Funds
	31-Mar-22	31-Mar-21
Within one year	15,651	14,558
Between one and two years	16,120	14,995
Between two and five years	51,318	47,736
Over five years	176,036	199,166
	<u>259,125</u>	<u>276,455</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 provider of holiday accommodation and gift shop. The investment in this Company has been consolidated in these accounts on a line by line basis. A profit amounting to £129,360 arose during the year (2021: Loss £134,641).

**Chichester Cathedral Enterprises Limited  
Balance Sheet as at 31st March 2022**

	31-Mar-22		31-Mar-21	
	£	£	£	£
Fixed assets		21,898		30,976
Current assets				
Stock	22,658		24,269	
Debtors	6,545		7,440	
Cash at bank and in hand	73,209		99,222	
	<u>102,412</u>		<u>130,931</u>	
Creditors: amounts falling due within one year	<u>(171,548)</u>		<u>(338,508)</u>	
Net current assets		(69,136)		(207,577)
		<u>(47,238)</u>		<u>(176,601)</u>
Financed by:-				
Share capital		2		2
Profit and loss account		(47,243)		(176,603)
		<u>(47,241)</u>		<u>(176,601)</u>

**THE CHAPTER OF CHICHESTER CATHEDRAL  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST MARCH 2022**

**12 Related entities**

	<b>31-Mar-22</b>	<b>31-Mar-21</b>
	<b>£</b>	<b>£</b>
<b>Recharges of expenses and shared costs</b>		
Chichester Cathedral Friends	776	528
The Chichester Cathedral Restoration & Development Trust	5,220	2,649
The Hospital of the Blessed Mary, Chichester		(9,128)

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 2022 shown above are included in other debtors.

Chapter administers the operations and charges them as follows: The Hospital of the Blessed Mary of £103,600(2021: £139,284).

**THE CHAPTER OF CHICHESTER CATHEDRAL  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST MARCH 2022**

**13 Auditors' remuneration**

**31-Mar-22    31-Mar-21**

The total remuneration of Sheen Stickland was as follows:-

**Audit services**

The Chapter of Chichester Cathedral  
Chichester Cathedral Enterprises Limited

	£	£
	24,990	24,050
	6,600	6,500
	<u>31,590</u>	<u>30,550</u>

**14 Employees**

Staff costs during the year were as follows:-

Wages and salaries  
Social security costs  
Other pension costs

	930,142	1,140,570
	86,960	91,831
	60,366	74,961
	<u>1,077,468</u>	<u>1,307,362</u>

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

	1	1
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**31-Mar-22    31-Mar-21**

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

Clergy  
Administration  
Education  
Liturgy and music  
Maintenance  
Vergers  
Visitors services  
Shop and refectory

	4	3
	15	10
	1	2
	10	10
	4	4
	4	5
	1	1
	0	13
	<u>39</u>	<u>48</u>

Total remuneration received by members of the Chapter during the year amounted to £83,329 (2021: £176,697).

In addition, employer's pension contributions were £60,366 (2021: £74,961).

**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 2022**

**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 £19,000 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 4 members (2021: 2) of Chapter had expenses reimbursed by the Chapter of Chichester

**17 Unrestricted funds  
Consolidated**

	At 1st April 2021	Net surplus/ (deficit) for the year	Transfers	At 31st March 2022
	£	£	£	£
General revenues	11,788,001	64,314	21,401	11,873,716

**THE CHAPTER OF CHICHESTER CATHEDRAL  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST MARCH 2022**

**Unrestricted funds - note 17 continued  
Chapter**

	At 1st April 2021	Net surplus/ (deficit) for the year	Transfers	At 31st March 2022
	£	£	£	£
General revenues	11,964,604	(65,052)	21,401	11,920,953

**18 Restricted funds  
Consolidated and Chapter**

	At 1st April 2021	Net surplus/ (deficit) for the year	Transfers	At 31st March 2022
	£	£	£	£
Chichester Cathedral Choral Foundation Fund	2,715,516	74,820	-	2,790,336
Chichester Cathedral Restoration and Development Trust	84,634	95,073	-	179,707
Library Fund	129,050	(1,491)	-	127,559
4 Canon Lane	2,540,341	2,196	-	2,542,537
Chichester Cathedral Friends	8,325	(50,194)	-	(41,869)
	<u>5,477,866</u>	<u>120,404</u>	<u>-</u>	<u>5,598,270</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 2022

19 Endowment Funds

	At 1st April 2021	Net surplus/ (deficit) for the year	Transfers	At 31st March 2022
	£	£	£	£
Prebend Funds	2,753,677	(22)	-	2,753,655
Endowment Fund	17,164,339	(59)	(12)	17,164,268
Music Endowment Funds	802,409	51,574	(21,389)	832,594
Endowed Prebend Stalls	18,124	-	-	18,124
	<u>20,738,549</u>	<u>51,493</u>	<u>(21,401)</u>	<u>20,768,641</u>

THE CHAPTER OF CHICHESTER CATHEDRAL  
STATEMENT OF FINANCIAL ACTIVITIES - RESTRICTED FUNDS  
FOR THE YEAR ENDED 31ST MARCH 2022

Annex 1

	Chichester Cathedral Choral Foundation Fund	Chichester Cathedral Restoration and Development Fund	Chichester Cathedral Development Trust	Library Fund	4 Canon Lane	Chichester Cathedral Friends	Total Funds 31/03/2022	Total Funds 31/03/2021
	£	£	£	£	£	£	£	£
<b>INCOME AND ENDOWMENTS FROM:</b>								
(i) Donations and legacies	26,783	235,999	-	50	57,600	320,432	375,689	
(ii) Grants in support of mission	-	779	-	-	-	779	-	
(iv) Trading and fundraising activities	-	-	-	-	-	-	-	
(v) Investments	49,526	2,277	866	-	-	52,669	108,595	
(vi) Other income	10	3	1	14	-	14	47	
<b>Total income</b>	<b>76,319</b>	<b>236,778</b>	<b>2,280</b>	<b>917</b>	<b>57,600</b>	<b>373,894</b>	<b>484,331</b>	
<b>EXPENDITURE ON:</b>								
(i) Raising Funds	100,000	4,636	30	-	1,100	105,766	4,717	
(ii) Ministry	-	126,041	-	-	95,039	221,080	264,384	
(iii) Cathedral and precincts upkeep	-	4,514	-	-	-	4,514	204,798	
(iv) Education and outreach	268	6,514	6,706	73	11,655	25,216	33,195	
(vi) Other expenditure	100,268	141,705	6,736	73	107,794	356,576	507,094	
<b>Total Expenditure</b>	<b>(23,949)</b>	<b>95,073</b>	<b>(4,456)</b>	<b>844</b>	<b>(50,194)</b>	<b>17,318</b>	<b>(22,763)</b>	
<b>NET (OUTGOING)/INCOMING RESOURCES BEFORE</b>								
Net gains/(losses) on property investments	-	-	-	-	-	-	474,019	
Net gains/(losses) on investments	98,769	2,965	1,352	-	-	103,086	-	
<b>Net income/(expenditure)</b>	<b>74,820</b>	<b>95,073</b>	<b>(1,491)</b>	<b>2,196</b>	<b>(50,194)</b>	<b>120,404</b>	<b>451,256</b>	
<b>Gross transfers between funds</b>								
<b>Net movement in funds</b>	<b>74,820</b>	<b>95,073</b>	<b>(1,491)</b>	<b>2,196</b>	<b>(50,194)</b>	<b>120,404</b>	<b>451,256</b>	
<b>Reconciliation on funds:</b>								
Total funds brought forward	2,715,516	84,634	129,050	2,540,341	8,325	5,477,866	5,026,610	
<b>Total funds carried forward</b>	<b>2,790,336</b>	<b>179,707</b>	<b>127,559</b>	<b>2,542,537</b>	<b>(41,869)</b>	<b>5,598,270</b>	<b>5,477,866</b>	

THE CHAPTER OF CHICHESTER CATHEDRAL  
STATEMENT OF FINANCIAL ACTIVITIES - ENDOWMENT FUNDS  
FOR THE YEAR ENDED 31ST MARCH 2022

Annex 2

	Prebend Funds	Endowment Fund	Endowment Funds	Music Endowment Funds	Endowed Prebendal Stalls	Total Funds 31-Mar-22	Total Funds 31-Mar-21
£	£	£	£	£			
<b>INCOME AND ENDOWMENTS FROM:</b>							
Donations and legacies	-	-	50	-	-	50	-
Investments	-	12	21,389	-	-	21,401	32,098
Other income	-	1	4	-	-	5	12
<b>Total Income</b>	<b>-</b>	<b>13</b>	<b>21,443</b>	<b>-</b>	<b>-</b>	<b>21,456</b>	<b>32,110</b>
<b>EXPENDITURE ON:</b>							
Raising Funds							
Other expenditure	72	72	73	-	-	217	241,088
<b>Total Expenditure</b>	<b>72</b>	<b>72</b>	<b>73</b>	<b>-</b>	<b>-</b>	<b>217</b>	<b>241,088</b>
<b>NET (OUTGOING)/INCOMING RESOURCES BEFORE</b>	<b>(72)</b>	<b>(59)</b>	<b>21,370</b>	<b>-</b>	<b>-</b>	<b>21,239</b>	<b>(208,978)</b>
Net gains/(losses) on investments	50	-	30,204	-	-	30,254	121,447
<b>Net income/(expenditure)</b>	<b>(22)</b>	<b>(59)</b>	<b>51,574</b>	<b>-</b>	<b>-</b>	<b>51,493</b>	<b>(87,531)</b>
Gross transfers between funds	-	(12)	(21,389)	-	-	(21,401)	(32,098)
<b>Net movement in funds</b>	<b>(22)</b>	<b>(71)</b>	<b>30,185</b>	<b>-</b>	<b>-</b>	<b>30,092</b>	<b>(119,629)</b>
<b>Reconciliation on funds:</b>							
Total funds brought forward	2,753,677	17,164,339	802,409	18,124	20,738,549	20,858,178	
<b>Total funds carried forward</b>	<b>2,753,655</b>	<b>17,164,268</b>	<b>832,594</b>	<b>18,124</b>	<b>20,768,641</b>	<b>20,738,549</b>	

# CHICHESTER CATHEDRAL

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

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## APPENDICES

### APPENDIX 1 - THE CATHEDRAL CHAPTER

(as at 31 MARCH 2022)

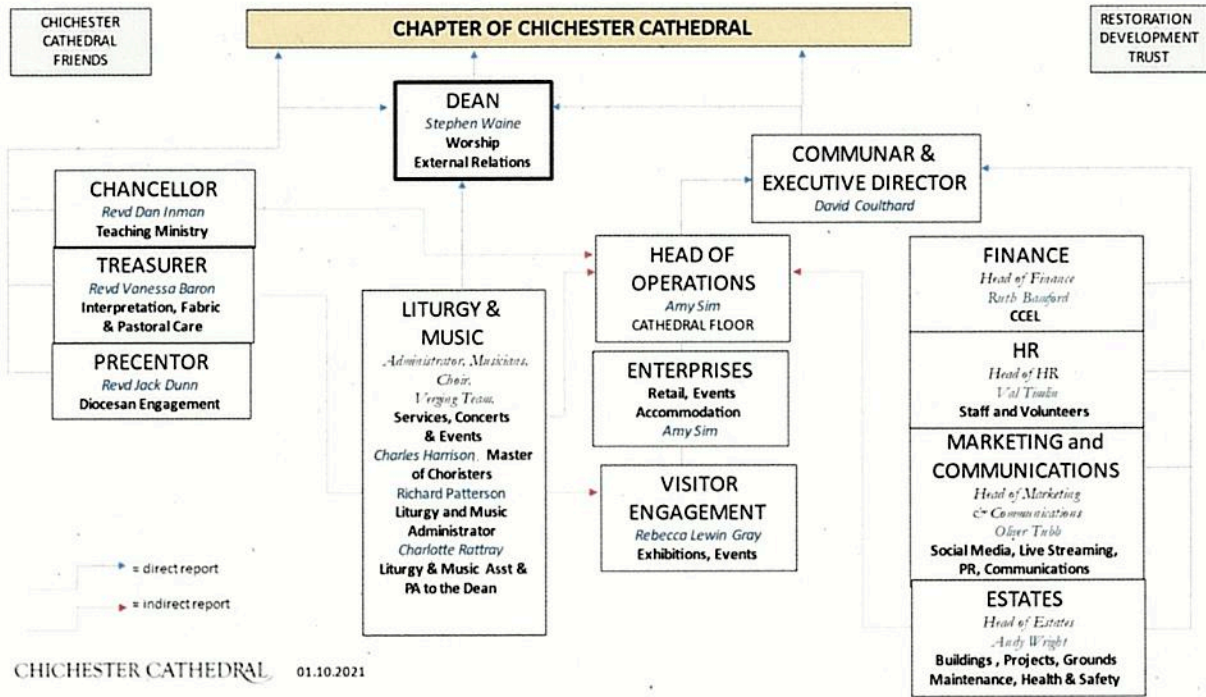
Dean	The Very Reverend Stephen John Waine
Chancellor	The Reverend Canon Dr Dan Inman
College of Canons Rep	Venerable Archdeacon Angela Martin ( <i>eff. 26 January 2022</i> )
Communar	Mr David Coulthard
Lay Member	Mr Simon Bell ( <i>resigned eff. 31 March 2022</i> )
Lay Member	Dr Katherine Prior PhD FRHS
Lay Member	Mr Duncan Irvine
Precentor	The Reverend Canon Dr Jack Dunn ( <i>eff. September 2021</i> )
Treasurer	The Reverend Canon Vanessa Baron ( <i>eff. September 2021</i> )

# CHICHESTER CATHEDRAL

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

## APPENDIX 2 - ORGANISATION AND STRUCTURE OF THE CATHEDRAL

(as at 31 March 2022)



# CHICHESTER CATHEDRAL

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

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## APPENDIX 3 - PORTFOLIOS OF CHAPTER MEMBERS

Chapter Members' Portfolios (*as at 31 March 2022*) – tasks undertaken in addition to principal duties

### **Chapter Member**

**Stephen Waine  
The Dean**

### **Portfolio**

Cathedral Council  
Chairman: College of Canons  
Chairman: of Trustees: St Mary's Hospital  
Chairman: Senior Management Group  
Fabric Advisory Committee  
Cathedral Finance and Risk 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  
Cathedrals Fabric Commission for England  
Trustee: Pershore, Nashdom and Elmore Trust

**Dr Daniel Inman  
Chancellor**

Cathedral Council  
College of Canons  
Senior Management Group  
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

**Rev Canon Vanessa Baron  
Treasurer**

Trustee: Morse-Boycott Bursary Fund  
Trustee: Traditional Choir Trust  
Trustee: Restoration and Development Trust

**Rev Canon Jack Dunn  
Precentor**

Trustee: St Mary's Hospital  
Trustee: Morse-Boycott Bursary Fund  
Trustee: Traditional Choir Trust  
Finance, Audit and Risk Committee

## **CHICHESTER CATHEDRAL**

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

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**Simon Bell**  
**Lay Member**

Trustee: Morse-Boycott Bursary Fund  
Trustee: The Traditional Choir Trust

**Katherine Prior**  
**Lay Member**

Trustee: Morse-Boycott Bursary Fund  
Trustee: The Traditional Choir Trust  
Chair: Cathedral Fundraising Group  
Diocesan Fundraising Adviser, Diocese of Chichester

**Duncan Irvine**  
**Lay Member**

Cathedral Council  
Chairman: Finance, Audit and Risk 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

**David Coulthard**  
**Communar**

Secretary: Cathedral Council  
Secretary: Fabric Advisory Committee  
Senior Management Group  
Finance, Audit and Risk 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

**Ven. Angela Martin**  
**College of Canons**

Trustee: Morse-Boycott Bursary Fund  
Trustee: The Traditional Choir Trust

# CHICHESTER CATHEDRAL

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

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## APPENDIX 4 - MEMBERS OF THE CATHEDRAL COUNCIL

(as at 31 MARCH 2022)

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



## CHICHESTER CATHEDRAL

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

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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 Vanessa Baron	Treasurer
The Reverend Canon Jack Dunn	Precentor
The Reverend Canon Bruce Ruddock	Chaplain of Chichester Cathedral
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 Venerable Angela Martin	Archdeacon of Horsham
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 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 Rob Dillingham	Prebendary of Firle
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 Derek Welsman	Prebendary of Middleton
The Reverend Canon Kathryn Windslow	Prebendary of Seaford
The Reverend Canon Stephen Anthony Dunbar Ferns	Prebendary of Selsey
The Reverend Canon Timothy Lewis Peskett	Prebendary of Somerley
The Reverend Canon Nigel Frederick 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 Lisa Barnett	Prebendary of Woodhorn

#### *Vacancies:*

Prebendaries Bracklesham, Bury, Sidlesham, Wightring and Wisborough

# CHICHESTER CATHEDRAL

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

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## APPENDIX 6 – CATHEDRAL MANAGEMENT AND OFFICERS

The 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 2022* were:

### Liturgy and Music – The 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 – The Chancellor

Mrs Rebecca Lewry-Gray	Visitor Experience Manager
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### Finance, Estate Management, Administration – The Communar

Mrs Ruth Bamford	Head of Finance
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 2022*):-

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 2022*)

Mr Julian Munby, Chairman  
Revd Canon Vanessa Baron  
Mrs Karen Coke  
Mr Seif El Rashidi  
Mr Clive England  
The Reverend Canon Christopher Irvine  
Mr Simon Martin  
Mr Geoff Noble  
Mr James Peill  
Dr Aylin Obasli  
Mr Chris Wood

*Attendees:* The Very Reverend Stephen Waine (Dean)  
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 2022

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### **APPENDIX 8 - MEMBERS OF THE FINANCE, AUDIT AND RISK COMMITTEE**

*(as at 31 March 2022)*

Mr Duncan Irvine, Chairman

Mr John Bruell

The Reverend Canon Dr Jack Dunn

Mr David Coulthard, Communar and Executive Director

Mr Justin Harrington

Mr Ian Maclennan

The Very Reverend Stephen Waine, Dean

Mrs Ruth Bamford, Head of Finance - Attendee

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

*(as at 31 March 2022)*

#### **Trust Patrons**

Mrs Susan Pyper – Lord Lieutenant of West Sussex

Mr Peter Field – Lord Lieutenant of East Sussex *(retired 17 August 2021)*

Mr Andrew Blackman - Lord Lieutenant of East Sussex *(eff. 18 August 2021)*

#### **Trustees**

Ian Michael Buckley Chairman

Thalia Brotherton Ratcliffe

John Bruell (appointed 29 January 2021)

Deborah Bedford JP DL

Allan Macbeth Hepworth

Daniel Hodson

(Geoffrey) Mark Powell

Daniel Stewart-Roberts

The Very Reverend Stephen Waine

Jeannie Whitman Esdaile

#### **Governors**

Jonathan Cork, Denise Patterson DL, Hilary Tupper DL

# **CHICHESTER CATHEDRAL**

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

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

*(as at 31 March 2022)*

Mr Ian Buckley (Chairman)

Mr Mark Hammond

Mr Lionel Hoare

Mr Duncan Irvine

Mrs Diane Stanning

The Very Reverend Stephen Waine

## **CHICHESTER CATHEDRAL**

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### **APPENDIX 11 - DIRECTORS OF CHICHESTER CATHEDRAL ENTERPRISES LTD**

*(as at 31 March 2022)*

The Very Reverend Stephen Waine, Chairman

Mr James Allport

Mr David Coulthard

Mr Justin Harrington

Miss Helen Russell

Mr Nick Sutherland

Mrs Yvonne Thomson

### **APPENDIX 12 - VOLUNTEER SECTION HEADS**

*(as at 31 March 2022)*

The work of the Cathedral is supported by the dedication of some 400 volunteers, led by their Section Heads:

Dr Judith Lee	Head Guide
Mr James Allport	Pebbles – Children’s Ministry
Revd Canon Vanessa Baron	Day Chaplains
Revd Canon Vanessa Baron	Seffrid Guild
Mr Michael Smith	Tower Captain
Mr Simon James	Head Steward
Mrs Yvonne Kelly	Flower Arranger
Mrs Sue Lines	Welcomers
Mr Michael Moriarty	Sub-Treasurer
Ms Amy Sim	Retail Assistants
Mrs Lizzie Waine	Lady Chapel Flowers
Mrs Diana Wills	Cathedral Library
Mr John Workman	Servers

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## APPENDIX 13 - PROFESSIONAL ADVISORS

(as at 31 MARCH 2022)

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