

CHICHESTER CATHEDRAL

ANNUAL REPORT

&

AUDITED ACCOUNTS

for the year ended

31ST MARCH 2023

CHICHESTER CATHEDRAL

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

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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

I am pleased to commend this Annual Report and am grateful to those who have contributed to it. Having only recently been installed as Interim Dean, I am conscious of how much there is for me to learn about the Cathedral, but I recognise that a great deal of work has been done by my colleagues over the past year to implement the requirements of the Cathedrals Measure and to register the Cathedral with the Charity Commission. It's been a time of considerable change.

I'd like to take this opportunity to thank Stephen Waine for his leadership of the Cathedral over the past eight years, especially in response to the challenges of the Pandemic. It was his vision to proceed with the re-roofing and re-lighting projects and they, particularly, will be an enduring legacy of his tenure as Dean. David Coulthard stepped down as Communar last year, and I'm delighted that Chapter has recently appointed Ruth Bamford to take his place.

The Cathedral Vision is a positive development, and it was enthusiastically received by the College of Canons at its meeting in November. I believe that it will help the Cathedral to focus effectively on the key areas of its life and ministry, and that there will be a measure of accountability from all who are contributing to it. Together with the wider Diocese, we look forward to the celebrations that will be taking place in 2025 to mark the 950th anniversary of the relocation of the Cathedral from Selsey and the 1700th anniversary of the Council of Nicaea, and I hope that by then the Vision will be bearing fruit. Already some significant developments have taken place under its aegis, notably the inclusion of girls in the Cathedral choir and the opening of the Cathedral Café. We pray for God's blessing upon it.

As I get to grips with Cathedral governance, I am thankful to have such a capable set of colleagues, including those who have joined recently, and I am also aware of the debt that the Cathedral owes to Bishop Graeme Knowles for so generously serving as Acting Dean during the first part of this year. His wide experience was matched by a lightness of touch which clearly gave the Cathedral community a renewed sense of confidence, and I hope that I can build on his work until a new permanent Dean is appointed.

Reverend Canon Simon Holland

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STRUCTURE AND MANAGEMENT (GOVERNANCE)

CONSTITUTION AND STATUTES AND CHARITY COMMISSION REGISTRATION

The Cathedral is currently governed by the Cathedrals Measure 1999 and its resulting Constitution and Statutes that came into effect in September 2000. In April 2021 the new Cathedral's Measure was given Royal Assent. This measure supersedes the 1999 Cathedral's Measure. As part of the 2021 Measure, the Chapter are required, with the permission of the Bishop of Chichester and the Cathedral Council, to make amendments to the Constitution and Statutes to ensure that they are consistent with the 2021 measure. Beginning in September 2022, the Cathedral Chapter has been working with Bishop Martin, the Cathedral Council and legal representatives from the Church of England Legal Office and from Winckworth Sherwood LLP (generously funded by the Church Commissioners) to bring both the Statutes and Constitution in line with the new measure. The proposed newly amended draft Constitution and Statutes became available for public consultation in May 2023.

Under the new measure, the Cathedral is also required to register with the Charity Commission as a charity. Since September 2022, the Chapter has been working towards that registration and hopes to complete the registration process by the autumn of 2023. Work on this has included the formation of a new People, Remuneration and Nominations Committee, the separation of Audit and Risk from Finance Committee, the establishment of a Senior Management Group which meets regularly and the recruitment of additional non-executive members of Chapter.

Under the new measure, the Cathedral will therefore be regulated both by the Charity Commission and by the Church Commissioners. Members of each cathedral Chapter will be required to be mindful of both their ecclesiastical purpose and also the charitable purposes which they must further and, in particular, when they are considering strategic plans for the cathedral or deciding on significant expenditure.

Section 1 of the Cathedrals Measure 2021 sets out the following ecclesiastical purpose to which anyone on whom a function is conferred by the 2021 Measure must have due regard when exercising that function:

- (i) the fact that the cathedral is the seat of the bishop and a centre of worship and mission; and
- (ii) the importance of the cathedral's role in providing a focus for the life and work of the Church of England in the diocese.

This ecclesiastical purpose is to inform, and be reflected in, all aspects of the work of the cathedral. In addition, members of the Chapter, as charity trustees, are to ensure that all activities further the Chapter's charitable objects as set out in s.4 of the 2021 Measure and its Constitution. All activities must also be undertaken in a way which provides public benefit. The charitable objects of the cathedral Chapter are:

- (a) to advance the Christian religion in accordance with the faith and practice of the Church of England, in particular by furthering the mission of the Church of England;
- (b) to care for and conserve the fabric and structure of the cathedral church building;
- (c) to advance any other charitable purposes which are ancillary to the furtherance of the purpose referred to in (a) or (b).

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

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THE CHAPTER OF THE CATHEDRAL

Under the existing 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.

David Coulthard, resigned as Communar and Chief Executive of the Cathedral in July 2022. In his seven-years in the role, David Coulthard oversaw substantial change and modernisation at the Cathedral, bringing increased professionalism through a smaller staff team, and combining robust governance with strong financial accountability. Latterly, he was also instrumental in helping the Cathedral to navigate through the COVID-19 pandemic. The Chapter is grateful to David for his work and ministry and wishes him well in the future.

Katherine Prior, stepped down as a non-executive member of Chapter in August 2022. During her four years of service, Katherine made great contributions to the Fundraising, Marketing and Communications and the Historical Interpretation aspects of the Cathedral's life and ministry. The Chapter is grateful to Katherine for her wise and helpful contributions to Chapter.

In December 2022, the Very Reverend Stephen Waine announced that he would be returning to parish ministry in Dorset in April 2023 and formally stepping down as Dean in March 2023, following a period of extended study leave from January 2023. During the eight years of his tenure as Dean, Stephen ably saw the Cathedral through the Covid pandemic, keeping the Cathedral open for worship when others closed, and led the fundraising and near-completion of two major projects relating to the Cathedral fabric: the re-roofing of the cathedral and the installation of a new lighting scheme.

More generally, Stephen has been a valued supporter of the choral tradition at Chichester, developed and nurtured a strong staff team in challenging financial circumstances. With Lizzie, his wife, whose own contribution to the life of the cathedral has been extensive and often unseen, Stephen begins a new ministry in Salisbury Diocese with Chapter's thanks, prayers and good wishes.

In December 2022, the Bishop of Chichester announced the appointment of Bishop Graeme Knowles, the former Dean of St Paul's Cathedral, as Residentiary Canon, Acting Dean and Chair of the Cathedral Chapter. Bishop Graeme and his wife Susan brought much joy, light and laughter and a confident and humble Christian leadership to the Cathedral in their time at Chichester and the Chapter is deeply grateful to them both for their ministries among us. Bishop Graeme stepped down as Acting Dean in April 2023 ahead of the appointment of Canon Simon Holland, as the Interim Dean.

In January 2023 the Chapter was delighted to announce the appointment of Anita Rolls and Howard Castle-Smith as non-executive members of Chapter.

Anita Rolls is the founder of the Career Intelligence Academy, a company with a mission to help organisations manage career growth in a way that is good for their people and good for the business. Anita will be chairing the Nominations Committee, as a subgroup of the newly formed People, Remuneration, and Nominations Committee and leading on Diversity and Inclusion for the Cathedral.

Prior to retirement, Howard Castle-Smith was Regional Vice President—Tonnage Gases, Europe, Middle East, Africa and India at Air Products. Latterly, Howard has been the Hon. Secretary of the Chichester Cathedral Friends, serving the Cathedral in this capacity for the last five years. Howard is leading on the Cathedral's Carbon Net Zero commitments and on the delivery of the Cathedral Vision.

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In February 2023 the Chapter announced the appointment of Ruth Bamford, as Bursar and Chief Financial Officer to have particular oversight of ensuring the financial stability of the Cathedral, and of statutory compliance. Ruth joined the Cathedral with over 25 years of experience in finance, latterly since 2021 as Head of Finance, contributing towards the Cathedral's recovery from the pandemic. Although Ruth is not a member of Chapter, she attends all meetings of Chapter.

The Chapter met formally eight times over the twelve months from April 2022. Amongst the numerous matters discussed, were: Worship, the Cathedral's finances, major fundraising initiatives, the Cathedral estate, the Vision, The new Cathedrals Measure and our registration as a charity, recruitment to key appointments across the Cathedral team, including initiating extensive consultations on the Communal role and on Education at the Cathedral, oversight of the Cathedral committees for efficiency and good practice, Safeguarding, including ongoing work in relation to the SCIE Audit Report, preparations for the upcoming 950 celebrations and ongoing arrangements with St Mary's Hospital.

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

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

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

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

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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.

All 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 Cathedral's 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.

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 regularly presides at services including at Christmas, Easter, Confirmations and at the 8 am Eucharist each week. The Cathedral and Diocesan teams worked closely together throughout the year to share major services from the Cathedral, including a new service in October 2022 celebrating Black History Month.

THE CATHEDRAL COUNCIL

The Cathedral's 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. During the period of this report the Cathedral Council met in November 2022 and discussed, amongst other things: Worship, Cathedral finances, Safeguarding, the Vision, the Cathedral Café, volunteer engagement and key Cathedral appointments.

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, up to thirty-one Prebendary Canons and up to five Lay Canons.

Two members of the College are elected to the Cathedral Council and one member is elected to the Chapter.

The College of Canons meets annually on a day as near as convenient to the Feast of All Saints.

The College shall also meet 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 is made by not less than two-thirds of its members.

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The College receives and considers the annual report and audited accounts, discusses such matters concerning the Cathedral as may be raised by any of its members and performs such functions as may be prescribed.

A meeting of the College took place on 17 November 2022 and was chaired by the Precentor, in the Dean's absence. Ruth Bamford, Head of Finance (now Communar and Bursar), presented and answered questions on the Accounts and Amy Sim, Head of Operations, presented and answered questions on the work of CCEL, especially on the Cathedral Café. Questions from the College focussed on sustainability, asking for donations from visitors, footfall, heating, and the rise in utility prices, Carbon Net Zero and solar panel. The Chancellor, Treasurer and Precentor then gave a presentation on the Cathedral Vision and the Four Dominican Pillars. Questions from the College focussed on the recruitment of volunteers and on evangelism.

Bishop Martin then Presided at a Eucharist for the College and the joined the College for lunch in 4 Canon Lane.

After lunch the College heard from Professor Julian Allwood, Professor of Engineering and the Environment at the University of Cambridge in Vicars' Hall. Professor Allwood spoke about "Zero Emissions in Parish Churches: action and leadership."

Following this talk the College were invited for a walking tour of the Cathedral with the Canon Chancellor, who spoke about "The Beauty of Holiness: Mission and Liturgical Art at the Cathedral."

The College were asked to think and to pray about how they may wish to become more involved in the life of the Cathedral.

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

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

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
- 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 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 and Bursar as an attendee.

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

AUDIT AND RISK COMMITTEE

This is a new committee formed in response to the Cathedrals Measure 2021. The Audit and Risk Committee first met on 21st February 2023 and is due to meet four times a year.

The Committee consists of a Chair who must not be a member of the Chapter but who can be a member of the Finance Committee. Other Committee members are those with expertise in fields pertinent to the risks facing the Cathedral and is a mix of lay staff and non-executive members. The Dean, Communar and Bursar are able to attend these meetings but are not entitled to vote.

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

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PEOPLE, REMUNERATION AND NOMINATIONS COMMITTEE (PRNC)

The Cathedrals Measures 2021 required the Cathedral to have a separate Nominations Committee to oversee the recruitment of lay Chapter members. Chapter agreed that the skills of the Nominations Committee should be incorporated into a wider remit to oversee lay staff recruitment, remuneration and benefits, so Nominations is a subgroup of this wider committee.

PRNC first met formally on 8th November 2022 and is due to meet four times a year. As with all committees, additional meetings can be convened if all members agree. The chair of the Committee is a lay member of Chapter and other committee members are a mix of lay staff, and non-executive members with relevant experience. The Dean, Communar and Bursar are able to attend these meetings but are not entitled to vote.

The Members of the Committee are listed at [Appendix 9](#).

CHICHESTER CATHEDRAL RESTORATION AND DEVELOPMENT TRUST

Chichester Cathedral Restoration and Development Trust (the Trust) raises 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.

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

CHICHESTER CATHEDRAL FRIENDS

Chichester Cathedral Friends (the Friends) provides support for the Cathedral not only through fundraising, but also through offering time. The Friends have funded the recording of a CD of Thomas Weelkes music by the Cathedral choir, a new camera in the organ loft, and continue to pay the school fees for a chorister. Alongside their regular coffee mornings, Friends provide coffee after Eucharist on a Sunday, and refreshments at other major services throughout the year.

The Friends does not form part of the consolidated accounts for Chichester Cathedral as it is a separate legal entity, however Chapter consider Friends to be an important part of Cathedral life.

The Trustees are listed at [Appendix 12](#).

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 Chichester Deanery Synod. The annual general meeting took place on 23 May 2023.

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VISION AND STRATEGY

Following extensive consultation, The Precentor, on behalf of the Dean who was absent on long-term sick leave, launched the Cathedral's new Vision for the 2020s at a well-attended launch event following the 11.15 am service on Sunday 30th October 2022. The initial launch had been postponed following the death of Her Late Majesty Queen Elizabeth II.

The Vision is based upon the Four Dominican Pillars of Prayer, Study, Community and Mission which had so inspired and shaped the ministry of St Richard. The new Vision is also inspired by the 950th anniversary, falling in 2025, of the relocation of the Cathedral from Selsey to Chichester. 2025 is also the 1700th anniversary of the Council of Nicea, an international and ecumenical anniversary of the Creed that articulates faith in God the Holy Trinity to which the Cathedral is dedicated. The Vision seeks to cover seven important areas of the Cathedral's life and ministry, namely: Worship; Teaching, Learning and Engagement; Fellowship and Hospitality; Governance; Outreach and Evangelism; Heritage, Fabric and the Environment and Funding, Finance and Enterprise.

At its heart is the hope and desire, under the guidance of the Holy Spirit and leadership of the Bishop of Chichester, that, together, we may be a community that radiates the love of Jesus Christ, seeking, in the words of the prayer of St Richard, to know Jesus Christ more clearly, to love Jesus Christ more dearly and to follow Jesus Christ more nearly. The Chapter is delighted to report that a number of areas touched upon in the Vision have already been successfully brought to fruition, including welcoming girls as well as boys into the Cathedral Choir and opening the Cathedral Café. The Vision will continue to shape the strategic direction and objectives of the Cathedral in the years to come. An action plan working document has been drafted listing all thirty-five of the Vision Elements together with individual actions necessary to deliver the Vision. Revision 1 of this document will be issued to Chapter for approval. It is intended to publish the progress made on each of the elements at regular points in the year and for Chapter to use it as a management tool.

More information about the Vision can be found here: <https://www.chichestercathedral.org.uk/vision>

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THE CATHEDRAL'S ACTIVITIES DURING THE YEAR

Following all the restrictions of the COVID pandemic, it was wonderful to see a near full programme in the Cathedral during the year. Staff and volunteers worked incredible hard to support the following activities.

Art at the Cathedral

- Together We Rise was a major exhibition of artworks from members of the Royal Society of Sculptors, taking place between 27th June – 6th September 2022. The exhibition comprised over 30 artworks presented within the cathedral and across its grounds. The pieces responded to the artists' experience of the pandemic, their resilience, sense of community and collective hope for the future. The exhibition was curated by Visual Arts Advisor Jacqueline Creswell and forms part of Culture Spark – Chichester's season of culture in 2022. Over 50,000 visitors encountered the artworks within the building and countless more externally during external outreach activities in partnership with Chichester BID.
- The Enfleshed Word sustained the legacy of 2022's Art of Workshop by continuing artist residencies within Cathedral spaces. Internationally exhibited artist Anne Grebby created a painted triptych, between 23rd January and 1st April 2023, depicting the Baptism of Christ. Visitors to the Cathedral were invited to see Anne at work and speak to her directly about her creative practice. This residency was supplemented by a drop in family workshop on art and the senses.

Worship & Liturgy

With the requirement to book attendance at services and the necessary restrictions of COVID both withdrawn, attendance at services grew healthily over the course of the year, particularly in evidence at Easter and Christmas.

Two significant events in the Cathedral's worshipping year were a celebration of the Platinum Jubilee of Queen Elizabeth II in May 2022, and the commemorative services offered upon the death of the Queen the following September, both of which were attended by a wide array of civic and community leaders, in addition to hundreds of general attendees.

The Cathedral hosted a number of services on behalf of the Diocese, including the confirmation of 53 individuals from Chichester and Westbourne Deaneries in April 2022, the Licensing of Diocesan Lay Readers in September, the investiture of 24 individuals into the Order of St Richard in October, and the commissioning of the Diocesan Deputy Chancellor John Murray in February 2023. On 1 October 2022, the Cathedral hosted a Eucharist of Thanksgiving for Family Support Work as they met for their AGM. The following week the Cathedral also hosted the first annual Diocesan Eucharist in celebration of Black History Month, with guest preacher The Revd Les Isaac, founder of Street Pastors. A celebration of the food and farming industry in Sussex was held on 9 October 2022, attended by members of the Farming Community Network and National Farmers' Union. A special farewell service to mark the retirement of the Lord-Lieutenant of West Sussex, Dame Susan Pyper, was held on 10 July 2022.

Outreach and Ministry to Children Young Families and Caregivers

The Children's Families and Caregivers service has been a welcome additional sign of hope in the Cathedral over the past year. The basic pattern of a short, accessible, participative, and inclusive Eucharist (followed by refreshments) is now well established, as is the tradition of a Blessing of Backpacks to mark the start of the new school year.

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The leaders of the service are always on the lookout for an excuse for a celebration and a summer Barbeque in Canon Vanessa's garden was a highlight, as was a small group from the congregation sleeping outside the Cathedral in cardboard shelters/ for the Big Sleep Out.

Growth in numbers attending the service meant a move from the Eastern Arm of the cloisters to the north Transept at the start of Advent and the Chapter is deeply grateful to the Cathedral community for allowing a change in the timings of other services to make this move possible.

All involved in this service are also deeply grateful for the support of both the Music Department and also the Vergers, week by week, in helping to support and to grow the service and to James Allport for his consistent and compelling lay leadership and guidance in all aspects of this important ministry.

Other highlights from this past year include the fact that on Christmas Day, Bishop Martin presided at the service for the first time, and preparing the first candidates for Baptism and Confirmation from this congregation, ahead of the Confirmation service at Easter in April 2023.

At Chapter's request, Bishop Martin has also given permission for admission to communion before confirmation for our older children - a helpful and supportive step towards confirmation not a replacement for it.

If you have not yet joined in the worship at this service, please do! You are very welcome with or without your children and grandchildren.

Pastoral Care

The pastoral care of the congregations is the overall responsibility of the Canon Treasurer, who works with a small but committed team of lay people. In particular we have endeavoured to visit those people who are no longer able to attend the Cathedral in person and those in hospital.

Choral Activities

Following the historic decision taken in 2021, we were delighted to appoint 4 girls to the choir for the first time in the Cathedral's 950-year history. From their earliest days, the girls have made superb contribution to our community and our music-making, and the transition from an all-boys group to a mixed-treble line has been remarkably smooth.

In May 2022, the choir held its first recording sessions since 2018. In anticipation of the 400th anniversary of Thomas Weelkes, the brilliant but disreputable composer (and Master of the Choristers at Chichester), a programme of his music was recorded in partnership with the renowned Rose Consort of Viols, a leading early-music ensemble. This was followed soon afterwards by an important service to celebrate the Platinum Jubilee of HM Queen Elizabeth II. The summer term concluded, as usual, with the Southern Cathedrals Festival, held at Salisbury. This was a joyous event, crowned by a performance of Haydn's masterpiece 'The Creation'.

Early in the Michaelmas Term the Queen's death led to some urgent re-planning of music and services, with the intention of reflecting the national mood of sadness. Two special services to give thanks for the Queen's life and work attracted large congregations. At the end of the year, the choir was busy with the usual schedule of carol services, including a return to St Mary's Hospital (which we had last been able to visit in

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2019). A run of Christmas concerts at Chichester Festival Theatre saw the choir perform on stage to a combined audience of over 7000.

Some reconsideration of the choir's repertoire has been undertaken, with a view to increasing the diversity represented by the composers whose music we sing. With girls now well established in the choir, it seemed imperative that we should seek to perform more music by female composers: works by Rachel Portman, Amy Beach, Imogen Holst, Judith Weir and Olivia Sparkhall have brought much welcome colour and variety to our musical ministry.

Alongside all this activity, the Restoration and Development Trust has established an endowment trust to safeguard the future of music at the Cathedral, known as the Chichester Cathedral Platinum Endowment Trust for Music. The Restoration and Development Trust is the corporate trustee, and the aspiration is for this endowment to raise an initial target of £5m to produce a reliable income towards much of Chapter's expenditure on music.

Adult Education

Our annual lecture series recommenced with talks from Prof Nicholas Orme (Exeter University) on the history of cathedrals, Professor Beverley Clack (Oxford Brookes) on the philosophy of failure, the Revd Dr Joanna Collicutt (Oxford University) on John Ruskin and spirituality, and the Revd Dr Charlie Bell on Queer Theology. The Chancellor, Canon Dr Daniel Inman, also hosted a quiet day on Dominican spirituality with the Be Still Contemplative Group. Indeed, the year has seen rich offerings on prayer, history and spirituality, including an ecumenical reading group on Bonhoeffer's *Life Together* led by the Rev Ian Stackhouse (the senior minister of Millmead Church in Guildford) and series of online lectures (via the Cathedral Theology Network (www.cathedraltheology.org) from Fr Earl Collins on mysticism, Ben Phillips on liturgy and worship, Canon Dr Gregory Platten on Eastern Orthodoxy and the Revd Dr Hannah Cleugh on Reformation England.

We were also pleased to host Alpha for the first time at the Cathedral in the autumn, hosting a group of 24 people who were exploring the Christian faith after a meal together, ably prepared by a team of volunteers and Canon Vanessa and Canon Jack.

One of the ambitions of the Cathedral Vision is the renewal of 4 Canon Lane as a centre of retreat and the Chancellor hosted a well-attended overnight retreat on Advent Sunday on the paintings of Fra Angelico exploring the themes of Advent. Fr Earl Collins also provided us with a highly stimulating day retreat at 4 Canon Lane on prayer, building on his outstanding offerings to the first Cathedral retreat in many years at Douai Abbey in March. 4 Canon Lane also hosted the Lent diocesan study course on Old Testament typology as part of the Year of the Old Testament.

The Canon Chancellor continues to work closely with the University of Chichester and the Diocese in developing lay learning, teaching clergy and others as part of their MA in Christian Ministry, and has also represented the Cathedral this year at a conference on Anglicanism In Public Life at the Wesley Institute in Washington DC, for the Scottish Episcopal Church's theology seminar in Glasgow, and leading the Holy Week talks at the University Church of St Mary the Virgin in Oxford, alongside his work as Editor-in-Chief of the *International Journal for the Study of the Christian Church*.

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Art of Worship

One of the considerable ambitions of the new Cathedral Vision is the further development of the Cathedral's historic engagement with liturgical art, witnessed perhaps most spectacularly in the Chichester reliefs of Lazarus (c.1125). Our ambition, building on our pioneering residency in the spring of 2022 ('The Art of Worship'), is the establishment of a workshop in the Cathedral Quarter in which, akin to the stonemasons at York Minster for example, Chichester might become an international centre for the production, teaching, and theological engagement with traditional liturgical art in all its forms: iconography, woodwork, stonework, mosaic, textiles, and painting using egg tempera and gilding.

To this end, we have been able to establish a preliminary workshop in Harting, working with the Rector there, where, using funds from the Bishop Otter Trust and a small development grant from Chapter, two permanent artists are at work (James Blackstone and Martin Earle) on commissions from across the world (including a large crucifix for Aberdeen Cathedral) and engaging apprentices on short-term placements on gilding, mosaic, gesso and panel-making, and iconography. Working closely with the Chancellor and the Treasurer, plans are developing for podcast interviews with major international artists, led by the internationally renowned Aidan Hart, to explain and interpret liturgical art for a new generation. If we are able to progress to Phase III, namely a workshop in the Close, it is our aspiration that Chichester will become a unique centre in Europe for liturgical art – preserving and developing artistic skills that might encourage churches (Catholic, Anglican and Orthodox) to commission and understand art as not merely ornamentation but as a fundamental aspect of our sacrifice of praise and thanksgiving to God.

Education

Education volunteers assisted with a range of story reading and art and craft activity events throughout the year. Sadly, the number of schools booking visits over the course of the year was greatly reduced compared with pre-pandemic years, as was the number of trained and available volunteers. Budgetary pressures within schools and rising costs associated with travel, especially coach hire, had a significant impact. After volunteer refresher training, tours began in June 2022. Eight school groups were welcomed throughout the year for interactive tours of the cathedral, the ages ranging from five to 15 years. Classes were divided into small groups to enable every child to be fully engaged. All schools valued their visits and expressed appreciation for this important opportunity to enhance the Religious Education curriculum. Working with the artist in residence added a significant dimension and depth to these visits. 12 other schools opted for self-guided tours throughout the year and were warmly welcomed to the Cathedral.

It was a great sadness to lose the wisdom, experience, and the joy found in his working with children, which volunteer Lewis Kent brought to the Education Team. His death in July, after a short illness, remains a great loss. The Cathedral continues to be deeply blessed in the work and ministry of Jenny Dennett, who has guided and led the Education Team of volunteers so humbly, wisely and well. The Chapter is deeply grateful to Jenny.

The appointment and work of Sarah Rickett by Chapter to lead its Education Consultation throughout 2022, working with local schools, parishes, the Diocese, representatives from local government and Chichester communities, local charities, members of the Cathedral community and other Cathedrals was truly significant. Sarah's detailed and wise report delivered in December 2022 provided Chapter with a very clear and helpful direction for future educational engagement and a compelling plan to help to rebuild this vital aspect of the cathedral's engagement, ministry and mission.

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Tourist Visitors

In the year from April 2022 to March 2023 a total of 227,571 people visited the Cathedral. This is a 22% uplift on the previous year where we had 186,139 visitors. Within this period, spikes in visitors included, biennial Festival of Flowers (8,000), Together We Rise sculpture exhibition (50,478) and the period of national mourning (10,849). This up-lift is in-line with post-pandemic recovery within our region and industry. Tourist visitors are expected to continue to rise in the year to 31 March 2024 and will enjoy an exciting and varied programme of events together with the newly opened Cloisters Kitchen & Garden.

May 2022 saw the start of a new initiative to make a more formal ask for donations from tourist visitors. Over two years of the trial, the salaries of our new visitor experience staff will be covered by an external grant from the Cathedral Sustainability Fund.

Although early days, this introduction has already made a significant impact, with donations per visitor doubling from pre-covid levels. The visitor experience staff are also a valuable addition to the Cathedral floor, supporting the vergers, and providing emergency first aid and fire safety cover.

Our People

We said goodbye to several employees including: Luke Marshall, Senior Verger; David Coulthard, Communar; Hannah Lupson, Jacob Marrinan and Morganna Vaughan from our housekeeping team; David McGregor, a lay vicar; Howard Waddell, Head Verger; Chris Land, VEA; Andy Wright, Head of Estates; and June Scott, Executive Assistant.

We have also welcomed: Tess Fradgely, Eloise Stevens and Emerson Valentine Sykes to our newly formed Visitor Experience team; David Norton and Raluca Manea joined our Housekeeping team; and there were changes to our vergers team with Tim Morris being appointed as Head Verger and Benedict Loveless, Ben Mulcock and Dominic Ward joining the team.

During the financial year the cathedral benefitted from the talents of two organ scholars. Tom Howell completed his stay with us in July 2022 which had been extended to one year due to covid, leaving to continue his studies at the Royal Birmingham Conservatoire. Tim Stewart started in September 2022 and has been a valuable addition to music in the cathedral.

We continue to engage our employees with regular meetings which are an opportunity to share information and to provide an update on what is happening often with a different theme to focus on. We also held two staff parties for employees, including a very successful Christmas party in January at the Pallant Gallery, during the year and these were opportunities for individuals across teams to meet together and relax.

Our Volunteers

We continue to have a flourishing band of volunteers who gift us their time and in 2022 the average number of active volunteers was 311 who contributed around 422 hours per week.

Our volunteer numbers have fallen since pre pandemic when we had 500+ but this decrease reflects a better management process. We have streamlined some of volunteer groups, for example we no longer have an Information Desk but our volunteer Welcomers and employee Visitor Experience Assistants provide visitors with information. We have also improved the volunteer data that we hold because we have improved our volunteer recruitment process.

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We have also sought opportunities to celebrate our volunteers with a spring coffee morning, a Jubilee cream tea and a Christmas Coffee morning – volunteers do enjoy cakes it would appear. We also have a more formal celebration of our volunteers at a special evensong in September which was followed by a reception in the Cathedral.

We have established links with Chichester College student learners undertaking their work experience at the Cathedral during term time. This has had mixed results, clearly there are benefits to having a different perspective and our volunteers have enjoyed working with young people and the students have enjoyed the opportunity to get practical experience. However, some groups of students have been less engaged than others which is time consuming.

The Cathedral's digital inclusion project, HomeTech, is supported with a grant from AllChurches Trust, launched in February 2022 with 5 weekly workshops designed as an introduction to home technology. Around 80 people from the Cathedral Community have attended and are attending. In response to the huge demand, a monthly surgery was introduced with each of the sessions bringing together a team of digital volunteers to offer 30-minute one-to-one sessions for all those attending. These have been well received and we have enjoyed being able to offer this key support to those who were previously digitally excluded.

We have reinvigorated the Volunteer Committee replacing it with a Volunteer Forum to actively hear the volunteer voice and improve the communication between volunteers and ultimately Chapter. Our first task was to review the Terms of Reference outlining the 'purpose' and 'objectives' of the Forum, this included making meetings more streamlined with fewer Cathedral staff and Clergy and more volunteers representing all the volunteering teams. We have had two successful meetings to date with the next one already planned.

The Cathedral could not operate without the commitment and dedicated service of our Volunteers, and we would like to take this opportunity to thank you all.

Estates

The start of the financial year saw the completion of works to Cloisters Cottage to which we are grateful for the Trust providing a £68,000 grant. The cottage opened in December 2022 to paying guests and has quickly become a popular holiday let.

In July 2022, the scaffolding started to be erected for the final phase of the roofing project, stripping the old copper roof for lead. The work is expected to be completed by November 2023. In January 2023, the second major project of the year commenced, being the lighting project. This upgrades all the lights in the cathedral to LEDs which can all be controlled from one iPad. Not only will this significantly improve the worshipping and visitor experience, but it will also half our energy costs. These major projects would not have been possible without fundraising from the Trust.

Other work included the renovation of 3 Canon Lane and works to the Café prior to it reopening. There is a considerable backlog of routine maintenance works so prior to the year end Chapter made the decision to retain 10% of all commercial and residential property income specifically for cyclical works starting 1st April 2023.

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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.

Accommodation at 4 Canon Lane and the Treasury Suites contributed over £300k to sales in the year and this performance was matched with equally positive review feedback. Self-catering holiday accommodation continued to perform well in the year, exceeding 80% occupancy in the year in the Canon Gate apartment, and over 70% in the larger 2 St Faiths property. In December of 2022 CCEL welcomed the tastefully refurbished 3-bed property, Cloisters Cottage to the accommodation portfolio and looks forward to welcoming more guests during the 2023 summer season.

Following a strategic review of the company's operations in mid-2020 the decision was made to close the Café. After some significant setbacks and delays caused, in part, by supply chain and recruitment issues, CCEL welcomed a new catering partner, Seasoned Venues, in March of 2023 to provide the retail catering services for the cathedral and community.

Performance in the volunteer led shop location has been good with revenues exceeding £60K for the year despite significant periods of closure to accommodate unprecedented events throughout the year, including a full 2-week closure during the period of National Mourning. CCEL looks forward to introducing new spring/summer lines for 2023 including some excellent new bespoke ranges, working with illustrators and designers from the local area.

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SAFEGUARDING

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 Committee, including its Diocesan Safeguarding Advisor, 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.

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FINANCIAL REVIEW OF THE CATHEDRAL'S ACTIVITIES

Introduction

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

The consolidated financial statements comprise those of 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

The past year ending 31st March 2023 has seen a year of extremely hard work by all involved be rewarded with a solid financial performance. There were many ups and downs in the year but in broad terms our expenditure approximated our income, setting aside the seed funding to the Chichester Cathedral Platinum Endowment Fund. Our financial plans indicate a return to break even within our unrestricted funds over the coming years.

Total Income from all activities amounted to £ 4,903,828 (2021/22 £2,620,914)

Donations were considerably higher during the current year due to contributions from Trust towards major projects such as the roof and lighting project. Chapter was also grateful for notification of significant legacies during the period which have been recognised within a new designated fund. Grant income consisted of £71,029 (2022: £152,734) from Church Commissioners Cathedral Sustainability Fund to support salaries relating to the digital engagement and the visitor experience assistants.

During the year the Trust provided fundraising support and funding for the roof project (£1.1m) and the lighting project (£154k), as well as smaller projects ranging from the renovation of Cloisters Cottage to supporting Cathedral flowers. In addition, Trust successfully secured a grant of £25,000 from Benefact Trust paid direct to Chapter.

The Friends funded the recording of Thomas Weelkes' music by the Cathedral Choir (£14,160), the design phase of the lighting project (£16,808), a new camera system of the organ loft (£10,876), as well as numerous smaller projects, and continuing to support a chorister (£12,090).

The Cathedral is extremely grateful for all the donations it received including many from people who contribute regularly either directly or via the Parish Giving Scheme.

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Total expenditure before gains and losses amounted to £5,722,192 (2021/22 £2,571,888).

The restricted Choral Foundation Fund was set up to support the Cathedral's music, but Chapter recognise that this fund in itself cannot sustain the choral traditions and the excellence of the Cathedral music without further fundraising. During the year, the Trust set up the Chichester Cathedral Platinum Endowment Fund, and Chapter agreed to contribute £2million as seed funding for this new fund, which accounts for much of the increase in expenditure. The final phase of the roof accounts for the rest of the variance.

Operating deficit for the year to 31 March 2023 £818,364 (2021/22: Surplus £49,026)

The Chapter approved a deficit operating budget of £413,261 at the start of the financial year. Legacies, grants, and the transfer of £2m to the Chichester Cathedral Platinum Endowment Fund were not included in the budget, but with these added back Chapter made a small operating surplus of £906. The trading subsidiary, Chichester Cathedral Enterprises Ltd, exceeded budget and income from residential lets were higher than expected. Savings were made during the year on salaries due to vacate senior posts, and close management of other expenditure ensured these lines came under budget.

Realised and unrealised gains and losses

The commercial investment property portfolio was formally revalued as at 31 March 2023. An informal valuation was conducted in 2021 and an unrealised loss of £3,060,000 was reported at that time. A further unrealised loss of £1,067,250 has been recorded this year, bringing the total write down of commercial property to £4,127,250 since the last formal valuation in 2017. An unrealised investment loss of £183,805 (2022: gain £202,788) was recorded.

The Cathedral is no longer required to make contributions to the Church Workers Pension Scheme so the former liability of £94,073 was written back during the year.

Net Movement in Funds

Chichester Cathedral Enterprises Limited made a profit for the year of £123,682 (2022: £129,360) which was consolidated into the unrestricted fund. An overall deficit of £1,975,346 (2022: Surplus £236,211) was recorded for the financial year which can be analysed as follows:

	Surplus/(Deficit) for the year to 31 March 2023	Surplus/(Deficit) for the year to 31 March 2022
	£	£
Unrestricted funds	(931,434)	85,715
Designated funds	1,061,639	-
Restricted funds	(1,995,630)	120,404
Endowment funds	(109,921)	30,092

The Chapter Funds

During the year it was agreed by the Chapter that it should designate some funds for specific purposes. The first of these was a designated hardship fund which employees could draw on if they are struggling to meet day to day bills. The Chapter recognises the current demands on the cost of living and paid all employees a one-off payment of £300 before tax in December. A few additional discretionary payments were made from the hardship fund during the year and the balance remaining of £6,865 carries forward for all employees in future years.

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The Cathedral has been fortunate to have been notified of a few significantly large unrestricted legacies. The Chapter agreed to designate these funds and future legacies of this type, into a new legacy fund, from which Chapter could identify specific expenditure to be paid from these legacies, or the legacies could remain within this fund. At the end of each financial year a proportion, based on the five-year average, is returned to the unrestricted fund.

As part of the preparation to move to the new Cathedrals Measure 2021, and being registered with the Charities Commission, a detailed review of all Chapter funds was carried out. As part of this review, it became clear that a library fund which had been classed as restricted, had no formal restrictions in place. The Chapter agreed that this fund should be transferred to a designated fund, thereby recognising that the money had been earmarked by the Chapter but not formally restricted.

	Chapter funds as at 31 March 2023	Chapter funds as at 31 March 2022
	£	£
Unrestricted funds	10,865,835	11,920,953
Designated funds	1,061,639	-
Restricted funds	3,602,640	5,598,270
Endowment funds	20,658,720	20,768,641
Total	<u>36,188,834</u>	<u>38,287,864</u>

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

Financial Forecast

Visitor numbers are starting to creep up to pre-covid levels, but income generation is the focus for the next 12 months. This involves maximising our external hire opportunities, increasing the number of ticketed events around our core programme, and explaining the stewardship needs to our congregation, and ensuring a compelling ask for donations from tourist visitors.

However, with two major projects in the roof and lighting project completing in the forthcoming year, there will be a juggling act to ensure works can be completed on time and ensuring a pleasant experience for those worshipping, visiting, and taking part in events in the Cathedral.

Our fundraisers within the Trust have a sizeable target for the new music fund, Chichester Cathedral Platinum Endowment Fund will but Chapter has confidence the target will be reached ensuring the sustainability of Cathedral music.

Chichester Cathedral Enterprises Ltd, the trading subsidiary, is now established as a successful holiday accommodation business, and revenue will come from our café partner, Seasoned Venues, in the coming year.

Risk Assessment

The first task for the newly formed Audit and Risk committee has been to completely refresh the way risks are identified and assessed. This process started in October 2022 when the senior management team spent

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time at their away day identifying the worries and concerns that kept them awake at night. The Audit and Risk Committee has since collated these into a working document and the senior managers have been invited to assess current risk levels and an action plan to mitigate the risk.

Infrastructure and cyber security were identified as major concerns, along with the risk that too much governance and compliance mean that there is not enough time for mission and worship, the primary purpose of the Cathedral.

The revised risk register will be presented to Chapter and the Audit and Risk Committee is tasked with ensuring all actions identified to mitigate risk are completed.

Reserves Policy

Chapter recognises the importance ensuring its reserves policy is regularly updated to reflect the current risks affecting the Cathedral as well as the wider economic climate.

Worship and music are core activities and as such Chapter has identified sufficient restricted reserves to maintain the choral tradition under the current model until March 2025, after which the new Chichester Cathedral Platinum Endowment Fund will be available to support music.

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.

Chapter has agreed a policy to maintain a level of free reserves within a range of £1.2m and £1.6m to protect against unforeseen loss of income from giving, grants or other sources and has a buffer against unplanned exceptional financial expenditure.

Free reserves carried forward at 31 March 2023 amount to £1,285,458 (2022: £1,223,571) which is just within the agreed range. Chapter plans to address this over the next few years by working with our congregation to ensure the Cathedral is financially supported through donations and planned stewardship.

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.

All the Cathedral's investments are held by CCLA Investment Management Limited who provide a long-term, sustainable investment solution which incorporates environmental, social and governance (ESG) considerations and is managed in accordance with the policies of the Church of England's Ethical Investment Advisory Group.

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THE CATHEDRAL'S PLANS FOR 2023/24

Looking to the year ahead, governance will still feature heavily on the agenda of the Chapter as the cathedral moves to the new Measure and becomes registered with the Charities Commission. In October we will welcome a panel of individuals from other cathedrals to conduct our Peer Review. The panel will conduct a detailed review of all our systems and processes and provide recommendations for best practice. We are hoping this will be an informative and constructive process.

Led by Howard Castle-Smith, we continue to work towards our Net Zero Carbon plans and have already commissioned an initial survey from Joel Gustafsson Consulting who will give us a detailed, building by building plan of what needs to be done, as well as a step by step action plan. The capital costs of Net Zero Carbon are likely to be substantial, so this initial work is vital for future planning. In addition, we hope to achieve Eco Church Gold standard within the next year.

Safeguarding remains a key priority for everyone at the cathedral. Over the coming year we will seek to embed new guidance from the National Safeguarding Team and continue six monthly training sessions for all staff.

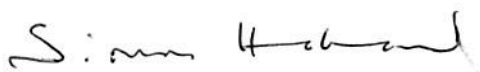
In July 2023, Chichester will be hosting the Southern Cathedrals Festival which this year will be celebrating the works of William Byrd and Thomas Weekles, both of whose 400th anniversaries fall in 2023.

Throughout the summer, school children and members of the public will be asked to write prayers and messages on thousands of paper templates of peace doves which will then be suspended from the Nave to form a dramatic installation in October 2023.

By Advent we expect the roof project and the lighting project to be completed so the compound that has taken over the northwest side of the Cathedral for the past few years can finally be removed early 2024.

Following on from Sarah Ricketts detailed report into learning and education, this coming year we expect to secure funding for and recruit into the two education posts.

CCEL's focus for the coming year will be on generating commercial revenue through venue hire including in cathedral spaces, film and photography revenue and developing groups revenue through guided tours and visits. From April 1st 2023, supported by an excellent team of volunteers the Cathedral shop is open 6 days per week from 10am to 4pm in the Treasury, within the North Transept. With its new business model, focussed on accommodation, a volunteer-led shop within the cathedral building and venue hire supported by two excellent third-party event caterers, the Directors of CCEL are looking to contribute significant surpluses that support the cathedral in its mission.



25th July 2023

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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 2023 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 2023, 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.

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. 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.

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 *25/1/25*

CHICHESTER CATHEDRAL
CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2023

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds 31-Mar-23	Total Funds 31-Mar-22
		£	£	£	£	£	£
INCOME AND ENDOWMENTS FROM:							
	1						
(i) Donations and legacies		363,094	1,183,737	1,572,622	-	3,119,453	680,809
(ii) Grants in support of mission		158,674	-	52,240	-	210,914	489,919
(iii) Charges and fees arising in the course of mission		195,897	-	-	-	195,897	199,425
(iv) Trading and fundraising		481,074	-	-	-	481,074	426,429
(v) Investments		817,414	2,331	47,630	22,115	889,490	824,114
(vi) Other income		7,000	-	-	-	7,000	218
Total Income		2,023,153	1,186,068	1,672,492	22,115	4,903,828	2,620,914
EXPENDITURE ON:							
	2						
(i) Raising Funds		511,008	-	-	-	511,008	349,159
(ii) Ministry		713,578	-	2,072,007	-	2,785,585	762,927
(iii) Cathedral and precincts upkeep		432,983	-	1,328,092	-	1,761,075	707,581
(iv) Education and outreach		44,646	30	4,156	-	48,832	64,896
(v) Other expenditure		588,219	1,671	25,583	218	615,691	687,325
Total Expenditure		2,290,434	1,701	3,429,838	218	5,722,191	2,571,888
NET (OUTGOING)/INCOMING RESOURCES		(267,281)	1,184,367	(1,757,346)	21,897	(818,363)	49,026
Gross transfers between funds	17/18/19/20	269,617	(119,978)	(127,559)	(22,080)	-	-
Net income/(expenditure) before gains & losses		2,336	1,064,389	(1,884,905)	(183)	(818,363)	49,026
Net gains/(losses) on property investments		(985,017)	-	-	(82,233)	(1,067,250)	-
Net gains/(losses) on investments		(42,826)	(2,750)	(110,725)	(27,505)	(183,806)	202,788
		(1,025,507)	1,061,639	(1,995,630)	(109,921)	(2,069,419)	251,814
Other recognised gains/(losses):							
Actuarial gains/(losses) on pension scheme		94,073	-	-	-	94,073	(15,603)
Net movement in funds		(931,434)	1,061,639	(1,995,630)	(109,921)	(1,975,346)	236,211
Reconciliation on funds:							
Total funds brought forward		11,873,716	-	5,598,270	20,768,641	38,240,627	38,004,416
Total funds carried forward		10,942,282	1,061,639	3,602,640	20,658,720	36,265,281	38,240,627
			(Annex 1)	(Annex 2)	(Annex 3)		

CHICHESTER CATHEDRAL
CONSOLIDATED BALANCE SHEET
FOR THE YEAR ENDED 31ST MARCH 2023

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds 31-Mar-23	Total Funds 31-Mar-22
		£	£	£	£	£	£
Notes							
Fixed Assets							
Investment assets							
Property	3	8,893,233	-	2,500,000	10,500,267	21,893,500	22,802,750
Investments	4	1,186,487	76,201	123,268	762,008	2,147,964	4,331,770
		<u>10,079,720</u>	<u>76,201</u>	<u>2,623,268</u>	<u>11,262,275</u>	<u>24,041,464</u>	<u>27,134,520</u>
Non investment assets							
Property	5	750,000	-	-	9,315,000	10,065,000	10,223,000
Equipment and plant	6	13,591	-	-	-	13,591	21,895
		<u>763,591</u>	<u>-</u>	<u>-</u>	<u>9,315,000</u>	<u>10,078,591</u>	<u>10,244,895</u>
Total fixed assets		<u>10,843,311</u>	<u>76,201</u>	<u>2,623,268</u>	<u>20,577,275</u>	<u>34,120,055</u>	<u>37,379,415</u>
Current assets							
Stocks	7	25,845	-	-	-	25,845	22,658
Debtors	8	380,859	961,933	330,918	28,974	1,702,684	547,556
Cash at bank and in hand		412,737	34,077	653,992	92,844	1,193,650	1,152,502
		<u>819,441</u>	<u>996,010</u>	<u>984,910</u>	<u>121,818</u>	<u>2,922,179</u>	<u>1,722,716</u>
Liabilities due within one year							
Loans and bank overdraft	9	(16,082)	-	-	-	(16,082)	(15,651)
Creditors	9	(473,888)	(10,572)	(5,538)	(40,373)	(530,371)	(492,243)
		<u>(489,970)</u>	<u>(10,572)</u>	<u>(5,538)</u>	<u>(40,373)</u>	<u>(546,453)</u>	<u>(507,894)</u>
Net current assets		<u>329,471</u>	<u>985,438</u>	<u>979,372</u>	<u>81,445</u>	<u>2,375,726</u>	<u>1,214,822</u>
Total assets less current liabilities		<u>11,172,782</u>	<u>1,061,639</u>	<u>3,602,640</u>	<u>20,658,720</u>	<u>36,495,781</u>	<u>38,594,237</u>
Liabilities due after one year							
Loans and bank overdraft	9	(230,500)	-	-	-	(230,500)	(243,474)
Defined benefit scheme liability	9	-	-	-	-	-	(110,136)
		<u>(230,500)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(230,500)</u>	<u>(353,610)</u>
Net assets		<u>10,942,282</u>	<u>1,061,639</u>	<u>3,602,640</u>	<u>20,658,720</u>	<u>36,265,281</u>	<u>38,240,627</u>
Funds							
Unrestricted	17	10,942,282	-	-	-	10,942,282	11,873,716
Designated	18	-	1,061,639	-	-	1,061,639	-
Restricted	19	-	-	3,602,640	-	3,602,640	5,598,270
Endowment	20	-	-	-	20,658,720	20,658,720	20,768,641
Total Funds		<u>10,942,282</u>	<u>1,061,639</u>	<u>3,602,640</u>	<u>20,658,720</u>	<u>36,265,281</u>	<u>38,240,627</u>

(Annex 1)

(Annex 2)

(Annex 3)

The financial statements were approved by the Chapter on 25th July 2023 by


 Reverend Canon Simon Holland - Interim Dean


 Reverend Canon Jack Dunn - Precentor

CHICHESTER CATHEDRAL
BALANCE SHEET
FOR THE YEAR ENDED 31ST MARCH 2023

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 31-Mar-23 £	Total Funds 31-Mar-22 £
Fixed Assets							
Investment assets							
Property	3	8,893,233	-	2,500,000	10,500,267	21,893,500	22,802,750
Investments	4	1,186,489	76,201	123,268	762,008	2,147,966	4,331,772
		10,079,722	76,201	2,623,268	11,262,275	24,041,466	27,134,522
Non investment assets							
Property	5	750,000	-	-	9,315,000	10,065,000	10,223,000
		750,000	-	-	9,315,000	10,065,000	10,223,000
Total fixed assets		10,829,722	76,201	2,623,268	20,577,275	34,106,466	37,357,522
Current assets							
Debtors	8	357,391	961,933	330,918	28,974	1,679,224	707,268
Cash at bank and in hand		366,662	34,077	653,992	92,844	1,147,575	1,079,295
		724,053	996,010	984,910	121,818	2,826,799	1,786,563
Liabilities due within one year							
Loans and bank overdraft	9	(16,082)	-	-	-	(16,082)	(15,651)
Creditors	9	(441,358)	(10,572)	(5,538)	(40,373)	(497,841)	(486,960)
		(457,440)	(10,572)	(5,538)	(40,373)	(513,923)	(502,611)
Net current assets		266,613	985,438	979,372	81,445	2,312,876	1,283,952
Total assets less current liabilities		11,096,335	1,061,639	3,602,640	20,658,720	36,419,342	38,641,474
Liabilities due after one year							
Loans and bank overdraft	9	(230,500)	-	-	-	(230,500)	(243,474)
Defined benefit scheme liability	9	-	-	-	-	-	(110,136)
		(230,500)	-	-	-	(230,500)	(353,610)
Net assets		10,865,835	1,061,639	3,602,640	20,658,720	36,188,842	38,287,864
Funds							
Unrestricted	17	10,865,835	-	-	-	10,865,835	11,920,953
Designated	18	-	1,061,639	-	-	1,061,639	-
Restricted	19	-	-	3,602,640	-	3,602,640	5,598,270
Endowment	20	-	-	-	20,658,720	20,658,720	20,768,641
		10,865,835	1,061,639	3,602,640	20,658,720	36,188,834	38,287,864

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

The financial statements were approved by the Chapter on 25th July 2023 by


 Reverend Canon Simon Holland - Interim Dean


 Reverend Canon Jack Dunn - Precentor

CHICHESTER CATHEDRAL
CONSOLIDATED CASH FLOW STATEMENT
FOR THE YEAR ENDED 31ST MARCH 2023

		31-Mar-23	31-Mar-22
	Note	£	£
Cash flows from operating activities:			
Net cash provided by / (used in) operating activities	1	(2,835,799)	(1,099,331)
Cash flows from investing activities:			
Purchase of fixed asset investments		-	(930,110)
Sale of fixed asset investments		2,000,000	943,132
Rentals received		780,771	720,499
Dividends received		106,142	103,615
Interest received		2,577	218
Net cash provided by / (used in) investing activities		<u>2,889,490</u>	<u>837,354</u>
Cash flows from financing activities:			
New loans in year		-	-
Loan repayments in year		(12,543)	(17,330)
Net cash provided by / (used in) financing activities		<u>(12,543)</u>	<u>(17,330)</u>
Change in cash and cash equivalents in the reporting period		<u>41,148</u>	<u>(279,307)</u>
Cash and cash equivalents at the beginning of the reporting period		1,152,502	1,431,809
Cash and cash equivalents at the end of the reporting period	2	<u>1,193,650</u>	<u>1,152,502</u>

CHICHESTER CATHEDRAL
NOTES TO CONSOLIDATED CASH FLOW STATEMENT
FOR THE YEAR ENDED 31ST MARCH 2023

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

	31-Mar-23	31-Mar-22
	£	£
Net income / (expenditure) for the reporting period	(818,363)	49,026
Adjustments for:		
Depreciation charges	8,304	9,081
Actuarial losses	94,073	(15,603)
Rentals received	(780,771)	(720,499)
Dividends received	(106,142)	(103,615)
Interest received	(2,577)	(218)
(Increase)/decrease in stocks	(3,187)	1,611
(Increase) / decrease in debtors	(1,155,128)	(291,928)
Increase / (decrease) in creditors	(72,008)	(27,186)
Net cash outflow from operating activities	<u>(2,835,799)</u>	<u>(1,099,331)</u>

Analysis of cash and cash equivalents

	31-Mar-23	31-Mar-22
	£	£
Cash in hand	1,193,650	1,152,502
Short term investments	-	-
Total cash and cash equivalents	<u>1,193,650</u>	<u>1,152,502</u>

CHICHESTER CATHEDRAL

ANNUAL REPORT AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

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.

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 31ST MARCH 2023

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 2023.
- (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 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) Designated funds – where Chapter has committed to allocate specific funds for the benefit of a discrete project.
- (c) Unrestricted funds – those where both capital and income may be spent at the discretion of the Chapter.

CHICHESTER CATHEDRAL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

1 INCOME AND ENDOWMENTS FROM:

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
					31-Mar-23	31-Mar-22
	£	£	£	£	£	£
(i) Donations and legacies						
Congregational collections and giving	152,647	-	-	-	152,647	114,264
Donations	173,161	-	26,269	-	199,430	166,293
Tax recoverable under Gift Aid on voluntary donations	13,707	-	7,360	-	21,067	20,355
Chichester Cathedral Restoration & Development Trust	354	-	1,391,721	-	1,392,075	189,598
Chichester Cathedral Friends	-	-	127,416	-	127,416	57,600
Other	23,225	8,000	-	-	31,225	19,974
Legacies	-	1,175,737	19,856	-	1,195,593	112,725
	363,094	1,183,737	1,572,622	-	3,119,453	680,809
(ii) Grants in support of mission						
Church Commissioners	108,259	-	-	-	108,259	216,913
All Churches Trust (EIG)	-	-	-	-	-	25,000
Other revenue and capital grants	50,415	-	52,240	-	102,655	248,006
	158,674	-	52,240	-	210,914	489,919
(iii) Charges and fees arising in the course of mission						
Facility and other fees	195,897	-	-	-	195,897	199,425
(iv) Trading and fundraising activities						
Gross income of shop, refectory and other trading activities	481,074	-	-	-	481,074	426,429
(v) Investments						
Income from investment property	780,771	-	-	-	780,771	720,499
Income from other investments	34,268	2,208	47,586	22,080	106,142	103,615
Interest receivable on short term deposits	2,375	123	44	35	2,577	218
	817,414	2,331	47,630	22,115	889,490	824,332
(vi) Other income						
Insurance recoveries	7,000	-	-	-	7,000	-
	2,023,153	1,186,068	1,672,492	22,115	4,903,828	2,620,914

The Church Commissioners grant consists of £37,229 (2022: £64,179) for stipends of the Dean and two canons and £71,029 (2022: £152,734) as a contribution to administration costs.

CHICHESTER CATHEDRAL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

2 EXPENDITURE ON:

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds 31-Mar-23	Total Funds 31-Mar-22
	£	£	£	£	£	£
(i) Raising funds						
Costs of facilities for visitors	235,640	-	-	-	235,640	138,119
Gross costs of shop, accomodation & venues	151,183	-	-	-	151,183	102,246
Investment property costs	124,185	-	-	-	124,185	108,794
	<u>511,008</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>511,008</u>	<u>349,159</u>
(ii) Ministry						
Clergy stipends and working expenses	239,097	-	-	-	239,097	151,738
Clergy housing costs	26,664	-	-	-	26,664	19,995
Services, music and congregational costs	447,817	-	2,072,007	-	2,519,824	591,194
	<u>713,578</u>	<u>-</u>	<u>2,072,007</u>	<u>-</u>	<u>2,785,585</u>	<u>762,927</u>
(iii) Cathedral and precincts upkeep						
Major repairs and restoration	9,476	-	1,312,620	-	1,322,096	304,221
Maintenance and interior upkeep	407,424	-	15,472	-	422,896	374,088
Precincts, security and gardens upkeep	16,083	-	-	-	16,083	29,272
	<u>432,983</u>	<u>-</u>	<u>1,328,092</u>	<u>-</u>	<u>1,761,075</u>	<u>707,581</u>
(iv) Education and outreach						
Educational activities	44,518	-	4,156	-	48,674	60,132
Archives and library	129	-	-	-	129	4,484
Charitable and other giving	-	30	-	-	30	280
	<u>44,647</u>	<u>30</u>	<u>4,156</u>	<u>-</u>	<u>48,833</u>	<u>64,896</u>
(v) Other expenditure						
Interest and similar charges payable	15,764	-	-	-	15,764	5,354
Support costs						
Administration and finance	491,890	1,671	-	219	493,780	497,041
Marketing and communication	41,396	-	-	-	41,396	111,033
Information technology	39,169	-	25,583	-	64,752	73,897
	<u>588,219</u>	<u>1,671</u>	<u>25,583</u>	<u>219</u>	<u>615,692</u>	<u>687,325</u>
	<u>2,290,435</u>	<u>1,701</u>	<u>3,429,838</u>	<u>219</u>	<u>5,722,193</u>	<u>2,571,888</u>

CHICHESTER CATHEDRAL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

3 Investment property

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds £
Consolidated and Chapter					
Freehold					
At valuation 1 April 2022	8,918,750	-	2,500,000	10,582,500	22,001,250
Reclassification	158,000	-	-	-	158,000
Revaluation	(1,222,017)	-	-	(82,233)	(1,304,250)
At valuation 31 March 2023	<u>7,854,733</u>	<u>-</u>	<u>2,500,000</u>	<u>10,500,267</u>	<u>20,855,000</u>
Long leasehold					
At valuation 1 April 2022	801,500	-	-	-	801,500
Revaluation	237,000	-	-	-	237,000
At valuation 31 March 2023	<u>1,038,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,038,500</u>
At 31 March 2023	<u>8,893,233</u>	<u>-</u>	<u>2,500,000</u>	<u>10,500,267</u>	<u>21,893,500</u>
At 31st March 2022	<u>9,720,250</u>	<u>-</u>	<u>2,500,000</u>	<u>10,582,500</u>	<u>22,802,750</u>

The freehold properties were revalued on 31 March 2023 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.

As part of the revaluation process, Chapter reviewed the allocation of properties and reclassified them in accordance with their use.

4 Investments

Consolidated

Investments at market value 1 April 2022	1,229,313	-	2,312,945	789,512	4,331,770
Reclassification	-	78,951	(78,951)	-	-
Disposals	-	-	(2,000,000)	-	(2,000,000)
Net (decrease)/increase on revaluation	(42,826)	(2,750)	(110,726)	(27,504)	(183,806)
Investments at market value 31 March 2023	<u>1,186,487</u>	<u>76,201</u>	<u>123,268</u>	<u>762,008</u>	<u>2,147,964</u>

Total

At 31st March 2023	<u>1,186,487</u>	<u>76,201</u>	<u>123,268</u>	<u>762,008</u>	<u>2,147,964</u>
At 31st March 2022	<u>1,229,313</u>	<u>-</u>	<u>2,312,945</u>	<u>789,512</u>	<u>4,331,770</u>

Chapter

Investments at market value 1 April 2022	1,229,313	-	2,312,945	789,512	4,331,770
Reclassification	-	78,951	(78,951)	-	-
Disposals	-	-	(2,000,000)	-	(2,000,000)
Net (decrease)/increase on revaluation	(42,826)	(2,750)	(110,726)	(27,504)	(183,806)
Investments at market value 31 March 2023	<u>1,186,487</u>	<u>76,201</u>	<u>123,268</u>	<u>762,008</u>	<u>2,147,964</u>

Investment in subsidiary

At 1 April 2022 and 31 March 2023	2	-	-	-	2
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Total

At 31st March 2023	<u>1,186,489</u>	<u>76,201</u>	<u>123,268</u>	<u>762,008</u>	<u>2,147,966</u>
At 31st March 2022	<u>1,229,315</u>	<u>-</u>	<u>2,312,945</u>	<u>789,512</u>	<u>4,331,772</u>

CHICHESTER CATHEDRAL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

5 Non Investment Property

Consolidated and Chapter	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds
	£	£	£	£	£
At 1 April 2022	908,000	-	-	9,315,000	10,223,000
Reclassification	(158,000)	-	-	-	(158,000)
At 31 March 2023	750,000	-	-	9,315,000	10,065,000

All non investment properties are freehold.

6 Equipment and plant

Consolidated	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds 31-Mar-23
	£	£	£	£	£
Cost 1st April 2022	46,149	-	-	-	46,149
Disposals	-	-	-	-	-
Cost 31st March 2023	46,149	-	-	-	46,149
Depreciation 1st April 2022	24,254	-	-	-	24,254
Depreciation for year	8,304	-	-	-	8,304
Depreciation on disposals	-	-	-	-	-
Depreciation at 31st March 2023	32,558	-	-	-	32,558
Net book value at 31st March 2023	13,591	-	-	-	13,591

All equipment and plant is held in the trading company.

7 Stocks

Consolidated					
Goods for resale	25,845	-	-	-	25,845
Consumable items	-	-	-	-	-
	25,845	-	-	-	25,845

All stocks are held by the trading company.

CHICHESTER CATHEDRAL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds 31-Mar-23	Total Funds 31-Mar-22
	£	£	£	£	£	£
8 Debtors						
Consolidated						
Trade debtors	71,099	-	-	-	71,099	82,299
Prepayments	225,967	-	21,454	-	247,421	110,092
Other debtors	83,793	961,933	309,464	28,974	1,384,164	355,165
	380,859	961,933	330,918	28,974	1,702,684	547,556
Chapter						
Trade debtors	57,330	-	-	-	57,330	80,764
Prepayments	224,003	-	21,454	-	245,457	110,092
Amounts due from related undertakings	-	-	-	-	-	153,040
Other debtors	76,058	961,933	309,464	28,974	1,376,429	363,372
	357,391	961,933	330,918	28,974	1,679,216	707,268
9 Creditors						
Consolidated						
Trade creditors	58,118	-	-	-	58,118	28,269
Accruals	104,411	-	-	-	104,411	142,311
Other creditors	311,359	10,572	5,538	40,373	367,842	299,716
Tax and social security	-	-	-	-	-	21,947
	473,888	10,572	5,538	40,373	530,371	492,243
NatWest Mortgage loan (note 10)	246,582	-	-	-	246,582	259,125
Pension scheme deficit contributions	-	-	-	-	-	110,136
	720,470	10,572	5,538	40,373	776,953	861,504
Shown as:-						
Liabilities due within one year						
Loans and bank overdraft	16,082	-	-	-	16,082	15,651
Creditors	473,888	10,572	5,538	40,373	530,371	492,243
Liabilities due after one year	324,573	-	-	-	324,573	353,610
	814,543	10,572	5,538	40,373	871,026	861,504
Chapter						
Trade creditors	38,792	-	-	-	38,792	24,144
Accruals	98,111	-	-	-	98,111	135,711
Other creditors	304,455	10,572	5,538	40,373	360,938	305,158
Tax and social security	-	-	-	-	-	21,947
	441,358	10,572	5,538	40,373	497,841	486,960
NatWest Mortgage loan (note 10)	246,582	-	-	-	246,582	259,125
Pension scheme deficit contributions	-	-	-	-	-	110,136
	687,940	10,572	5,538	40,373	744,423	856,221
Shown as:-						
Liabilities due within one year						
Loans and bank overdraft	16,082	-	-	-	16,082	15,651
Creditors	441,358	10,572	5,538	40,373	497,841	486,960
Liabilities due after one year	324,573	-	-	-	324,573	353,610
	782,013	10,572	5,538	40,373	838,496	856,221

CHICHESTER CATHEDRAL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

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 2023 the outstanding loan was £246,582 (2022: £259,125) which is repayable as follows:-

	Total Funds	Total Funds
	31-Mar-23	31-Mar-22
Within one year	16,082	15,651
Between one and two years	16,564	16,120
Between two and five years	52,731	51,318
Over five years	161,205	176,036
	<u>246,582</u>	<u>259,125</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 £123,682 arose during the year (2022: Profit £129,360).

Chichester Cathedral Enterprises Limited
Balance Sheet as at 31st March 2023

	31-Mar-23		31-Mar-22	
	£	£	£	£
Fixed assets		13,591		21,895
Current assets				
Stock	25,845		22,658	
Debtors	25,687		6,545	
Cash at bank and in hand	46,074		73,209	
	<u>97,606</u>		<u>102,412</u>	
Creditors: amounts falling due within one year	<u>(34,756)</u>		<u>(171,548)</u>	
Net current assets		62,850		(69,136)
		<u>76,441</u>		<u>(47,241)</u>
Financed by:-				
Share capital		2		2
Profit and loss account		76,439		(47,243)
		<u>76,441</u>		<u>(47,241)</u>

CHICHESTER CATHEDRAL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

12 Related entities

	31-Mar-23	31-Mar-22
	£	£
Recharges of expenses and shared costs		
Chichester Cathedral Friends	246	776
The Chichester Cathedral Restoration & Development Trust	246	5,220

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 2023 shown above are included in other debtors.

Chapter administers the operations and charges them as follows: The Hospital of the Blessed Mary of £94,596 (2022: £103,600).

During the course of the year £2,000,000 was moved from the Chichester Cathedral Choral Foundation Restricted Fund to the Chichester Cathedral Platinum Endowment Fund as seed funding for a new endowment fund for music. The Chichester Cathedral Restoration & Development Trust is the corporate trustee of the Chichester Cathedral Platinum Endowment Trust and administers the fund.

13 Auditors' remuneration

	31-Mar-23	31-Mar-22
	£	£
The total remuneration of Sheen Stickland was as follows:-		
Audit services		
The Chapter of Chichester Cathedral	13,820	24,990
Chichester Cathedral Enterprises Limited	5,300	6,600
	19,120	31,590

CHICHESTER CATHEDRAL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

14 Employees

	31 Mar 2023	31 Mar 2022
	£	£
Staff costs during the year were as follows:-		
Wages and salaries	967,345	930,142
Social security costs	92,990	86,960
Other pension costs	58,802	60,366
	1,119,137	1,077,468
Employees earning over £60,000 and less than £70,000 per annum	1	1

	31-Mar-23	31-Mar-22
The average number of employees during the year was as follows:-		
Clergy	4	4
Administration	13	15
Education	-	1
Liturgy and music	10	10
Maintenance	4	4
Vergers	4	4
Visitors services	4	1
	39	39

Total remuneration received by members of the Chapter during the year amounted to £30,711 (2022: £83,329).

Volunteers

Over 320 volunteers offer time and talents to the Cathedral in numerous capacities in varying degrees.

CHICHESTER CATHEDRAL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

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 Pension Builder Scheme of Church Workers Pension Fund (CWPF) for lay staff. CWPF is administered by the Church of England Pensions Board, which holds CWPF assets separately from those of the Cathedral and other participating employers.

CWPF has two sections:

1. the Defined Benefit Scheme,
2. the Pension Builder Scheme, which has two subsections;
 - (a) a deferred annuity section known as Pension Builder Classic, and
 - (b) a cash balance section known as Pension Builder 2014.

Pension Builder Scheme

Both sections of the Pension Builder Scheme are classed as defined benefit schemes.

Pension Builder Classic provides a pension, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pension Board from time to time. Discretionary increases may also be added, depending on investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared is payable, unreduced from age 65.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pension costs charged to the Statement of Financial Activities in the year are the contributions payable (2023: £58,802, 2022: £60,366).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as of 31 December 2019. The next valuation is due as at 31 December 2022.

For the Pension Builder Classic section, the valuation revealed a deficit of £4.8m on the ongoing assumptions used. At the most recent annual review, the Board chose to grant a discretionary bonus of 10.1% following improvements in the funding position over 2022. There is no requirement for deficit payments at the current time.

CHICHESTER CATHEDRAL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

15 Pensions (Continued)

For the Pension Builder 2014 section, the valuation revealed a surplus of £5.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

As there are no requirements for any payments into either the Pension Builder Classic or the Pension Builder 2014 sections, all liabilities under the scheme have been written back during the year.

The legal structure of the scheme is such that if another employer fails, the Chapter of Chichester Cathedral could become responsible for paying a share of the failed employer's pension liabilities.

16 Expenses of members of the Chapter

During the year 6 members (2022: 4) of Chapter had expenses reimbursed by the Chapter of Chichester Cathedral. The amount reimbursed was £6,388 (2022 £2,268).

17 Unrestricted funds

Consolidated

	At 1st April 2022	Net surplus/ (deficit) for the year	Transfers	At 31st March 2023
	£	£	£	£
General revenues	11,873,716	(1,201,051)	269,617	10,942,282

Chapter

	At 1st April 2022	Net surplus/ (deficit) for the year	Transfers	At 31st March 2023
	£	£	£	£
General revenues	11,920,953	(1,324,735)	269,617	10,865,835

CHICHESTER CATHEDRAL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

18 Designated funds
Consolidated and Chapter

	At 1st April 2022 £	Net surplus/ (deficit) for the year £	Transfers £	At 31st March 2023 £
Hardship fund	-	6,865	-	6,865
Legacy fund	-	1,175,737	(247,537)	928,200
Library fund	-	(985)	127,559	126,574
	-	1,181,617	(119,978)	1,061,639

Use of funds

The designated hardship Fund was set up by Chapter in response to the increased cost of living. Lay staff can confidentially apply to the fund for a maximum of £500 to cover one off payments.

The legacy fund has been established by Chapter during the year in response to a few substantial unrestricted legacies. Rather than being allocated directly to general revenues, the Chapter felt it necessary to retain in separate fund from which it can designate towards future projects, or pass back to the general fund over a five year period. Legacies are recognised as soon as they meet the income recognition requirements in that any conditional requirements are met, the value can be estimated with reasonable certainty, and it is more likely than not that the legacy will be received.

The library fund had previously been classified as restricted, but on review of all the restricted funds as part of the move to becoming a registered charity, it was established that there was no restrictions on this fund. Rather than transferred directly to unrestricted, it was considered appropriate to keep it separately identifiable within designated funds.

19 Restricted funds
Consolidated and Chapter

	At 1st April £	Net surplus/ (deficit) for the year £	Transfers £	At 31st March £
Chichester Cathedral Choral Foundation Fund	2,790,336	(2,053,247)	-	737,089
Chichester Cathedral Restoration and Development Trust	179,707	109,284	-	288,991
Library Fund	127,559	-	(127,559)	-
4 Canon Lane	2,542,537	14,591	-	2,557,128
Chichester Cathedral Friends	(41,869)	40,998	-	(871)
Oliver Whitby Foundation	-	9,129	-	9,129
Art of Worship	-	11,174	-	11,174
	5,598,270	(1,868,071)	(127,559)	3,602,640

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. This fund will be drawn from over the next few years as the new Chichester Cathedral Platinum Endowment Fund builds, the income from which will be used to support music in the future.

Chichester Cathedral Restoration and Development Trust provides grants for the Fabrication of the Cathedral and is specially funding the final phase of the roof project and the lighting project at this time.

Library Fund has been transferred to designated fund - see note 18 above.

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

Chichester Cathedral Friends provides grants to fund various works around the Cathedral.

Other donations were received and expended in full during the year, for specific items such as for the energy costs of the Cathedral.

CHICHESTER CATHEDRAL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

20 Endowment Funds

	At 1st April 2022	Net surplus/ (deficit) for the year	Transfers	At 31st March 2023
	£	£	£	£
Prebend Funds	2,753,655	(57)	-	2,753,598
Endowment Fund	17,164,268	(82,287)		17,081,981
Music Endowment Funds	832,594	(5,497)	(22,080)	805,017
Endowed Prebend Stalls	18,124	-	-	18,124
	<u>20,768,641</u>	<u>(87,841)</u>	<u>(22,080)</u>	<u>20,658,720</u>

**CHICHESTER CATHEDRAL
STATEMENT OF FINANCIAL ACTIVITIES - DESIGNATED FUNDS
FOR THE YEAR ENDED 31ST MARCH 2023**

Annex 1

	Hardship Fund	Legacy Equalisation Fund	Library Funds	Total Funds 31-Mar-23	Total Funds 31-Mar-22
£	£	£	£	£	£
INCOME AND ENDOWMENTS FROM:					
Donations and legacies	8,000	1,175,737	-	1,183,737	-
Investments	-	-	2,331	2,331	-
Other income	-	-	-	-	-
Total Income	8,000	1,175,737	2,331	1,186,068	-
EXPENDITURE ON:					
Raising Funds	1,135	-	566	1,701	-
Other expenditure	1,135	-	566	1,701	-
Total Expenditure	6,865	1,175,737	1,765	1,184,367	-
NET (OUTGOING)/INCOMING RESOURCES BEFORE	-	-	(2,750)	(2,750)	-
Net gains/(losses) on investments					
Net income/(expenditure)	6,865	1,175,737	(985)	1,181,617	-
Gross transfers between funds	-	(247,537)	127,559	(119,978)	-
Net movement in funds	6,865	928,200	126,574	1,061,639	-
Gross transfers between funds	-	-	-	-	-
Total funds brought forward					
Total funds carried forward	6,865	928,200	126,574	1,061,639	-

CHICHESTER CATHEDRAL
STATEMENT OF FINANCIAL ACTIVITIES - ENDOWMENT FUNDS
FOR THE YEAR ENDED 31ST MARCH 2023

Annex 3

	Prebend Funds	Endowment Fund	Endowment Funds	Music Funds	Endowed Prebendal Stalls	Total Funds 31-Mar-23	Total Funds 31-Mar-22
£	£	£	£	£	£	£	£
INCOME AND ENDOWMENTS FROM:							
Donations and legacies	-	-	-	-	-	-	50
Investments	16	19	22,080	-	-	22,115	21,401
Other income	-	-	-	-	-	-	5
Total Income	16	19	22,080	-	-	22,115	21,456
EXPENDITURE ON:							
Other expenditure	73	73	73	-	-	219	217
Total Expenditure	73	73	73	-	-	219	217
NET (OUTGOING)/INCOMING RESOURCES BEFORE INVESTMENT GAINS/(LOSSES)	(57)	(54)	22,007	-	-	21,896	21,239
Net gains/(losses) on property	-	(82,233)	-	-	-	(82,233)	-
Net gains/(losses) on investments	-	-	(27,504)	-	-	(27,504)	30,254
Net income/(expenditure)	(57)	(82,287)	(5,497)	-	-	(87,841)	51,493
Gross transfers between funds	-	-	(22,080)	-	-	(22,080)	(21,401)
Net movement in funds	(57)	(82,287)	(27,577)	-	-	(109,921)	30,092
Reconciliation on funds:							
Total funds brought forward	2,753,655	17,164,268	832,594	18,124	20,768,641	20,738,549	
Total funds carried forward	2,753,598	17,081,981	805,017	18,124	20,658,720	20,768,641	

APPENDICES

APPENDIX 1 - THE CATHEDRAL CHAPTER

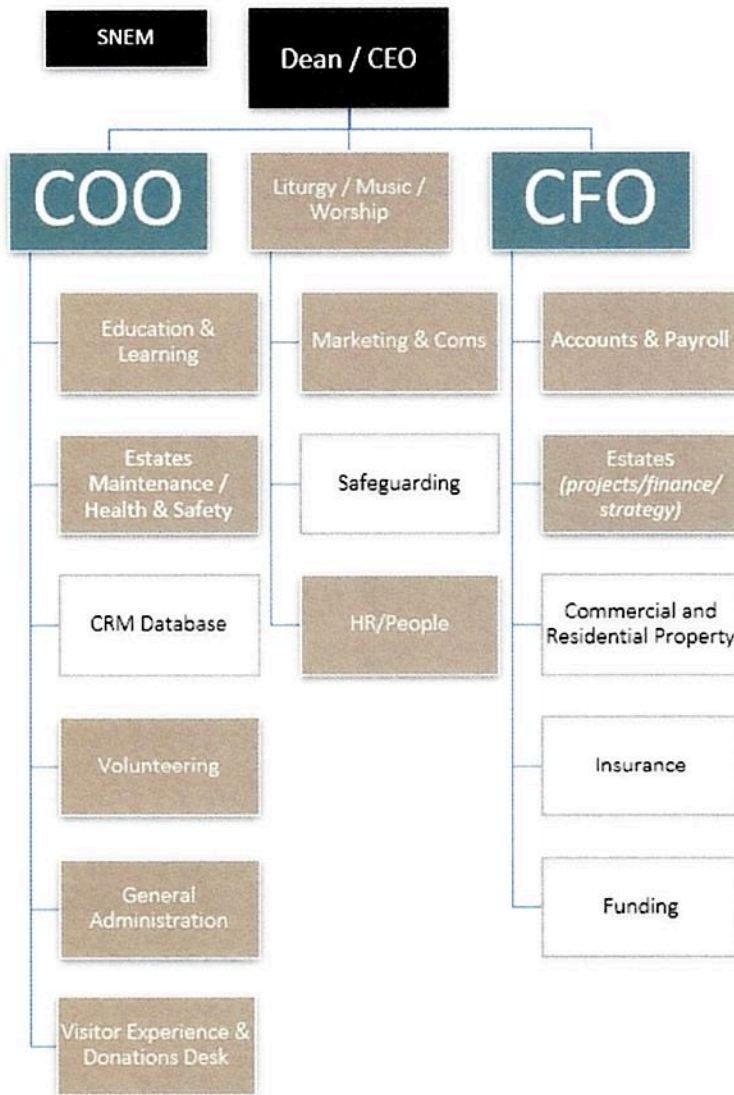
(as at 31 March 2023)

Acting Dean	The Right Reverend Graeme Knowles <i>(eff. 10 Jan 2023)</i>
Chancellor	The Reverend Canon Dr Dan Inman
College of Canons Rep	The Venerable Angela Martin, Archdeacon of Horsham
Communar	<i>Vacant</i>
Lay Member	Anita Rolls <i>(eff. 25 January 2023)</i>
Lay Member	Howard Castle-Smith <i>(eff. 25 January 2023)</i>
Lay Member	Duncan Irvine
Precentor	The Reverend Canon Dr Jack Dunn
Treasurer	The Reverend Canon Vanessa Baron

APPENDIX 2 - ORGANISATION AND STRUCTURE OF THE CATHEDRAL

(as at 31 March 2023)

As the Cathedral moves to become a registered charity under the Cathedrals Measure, a new organisational structure is required. As of 31st March 2023, the Cathedral is mid-way through this restructure, as set out below. A CFO has been appointed; recruitment is currently underway for a COO and SNEM.



APPENDIX 3 - PORTFOLIOS OF CHAPTER MEMBERS

Chapter Members' Portfolios (*as at 31 March 2023*) – tasks undertaken in addition to principal duties:

<u>Chapter Member</u>	<u>Portfolio</u>
The Right Reverend Graeme Knowles, Acting Dean	Cathedral Council Chair: College of Canons Chair: of Trustees: St Mary's Hospital Chair: Senior Management Group Fabric Advisory Committee – <i>attendance not membership</i> Audit and Risk Committee – <i>attendance not membership</i> Restoration and Planning Group Finance Committee Chair: Chichester Cathedral Enterprises Ltd Chair of Trustees: Morse-Boycott Bursary Fund Chair: 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 Trustee: Worshipful Company of Musicians Charitable Fund Trustee: All Churches Trust
Reverend Canon Dr Daniel Inman, Chancellor	Cathedral Council College of Canons Senior Management Group Trustee: Morse-Boycott Bursary Fund 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 People, Remuneration and Nominations Committee
Reverend Canon Vanessa Baron, Treasurer	College of Canons Senior Management Group Trustee: Morse-Boycott Bursary Fund Trustee: Restoration and Development Trust Audit and Risk Committee Fabric Advisory Committee Restoration and Planning Group Chair: Safeguarding Management Committee Diocesan Advisory Committee Chichester Vision Delivery Steering Group
Reverend Canon Dr Jack Dunn, Precentor	Cathedral Council College of Canons Senior Management Group Trustee: Morse-Boycott Bursary Fund

Trustee: St Mary's Hospital
Finance Committee
People, Remuneration and Nominations Committee
Trustee: Clergy Support Trust

**Anita Rolls,
non-executive trustee**

Trustee: Morse-Boycott Bursary Fund
Chair: Nominations Committee, subcommittee of PRNC (eff. March 2023)

**Howard Castle-Smith,
non-executive trustee**

Trustee: Morse-Boycott Bursary Fund
Chair of 'Net Zero' Committee, subcommittee of FAC (eff. March 2023)
Trustee: Chichester Cathedral Friends
Trustee: St Mary's Hospital

**Duncan Irvine
non-executive trustee**

Cathedral Council
Trustee: Morse-Boycott Bursary Fund
Chair: Finance Committee
Chair: People, Remuneration and Nominations Committee
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

**The Venerable Angela Martin,
non-executive trustee**

Trustee: Morse-Boycott Bursary Fund
College of Canons
Trustee: Spencer Hooker's Charity
Trustee: Bishop Otter Trust
Trustee: The Mother Agnes Trust
Trustee: The Parochial Church Council of the Ecclesiastical Parish of Forest Row
Trustee: Old National School, Southwater

APPENDIX 4 - MEMBERS OF THE CATHEDRAL COUNCIL

(as at 31 March 2023)

Harry Goring, Chairman	<i>Elected/Appointed by the</i> Bishop
Rt Revd Graeme Knowles, Acting Dean	Chapter
Ian Buckley	Bishop & Chapter
Dr Brian Hanson CBE	Bishop & Chapter
Revd Canon Dr Dan Inman, Chancellor	Chapter
Duncan Irvine	Bishop & Chapter
Julian Munby	Bishop & Chapter
Marguerite Saffery	Cathedral Community
Revd Canon Dr Jack Dunn, Precentor	Chapter
Rt Revd Dr Martin Warner, Bishop of Chichester	Bishop
Revd Canon Vanessa Baron, Treasurer	Chapter
Mark Payne	Bishop & Chapter

APPENDIX 5 - NOMINAL ROLL OF THE COLLEGE OF CANONS

(as at 31 March 2023)

The Right Reverend Graeme Knowles	Acting Dean
The Reverend Canon Dr Daniel Inman	Chancellor
The Reverend Canon Vanessa Baron	Treasurer
The Reverend Canon Dr Jack Dunn	Precentor
The Right Reverend Ruth Bushyager	The Bishop of Horsham
The Right Reverend William Hazelwood	The Bishop of Lewes
The Venerable Martin Lloyd Williams	Archdeacon of Brighton & Lewes
The Venerable Luke 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 Mark Payne	Prebendary of Colworth
The Reverend Canon Judith Egar	Prebendary of Eartham
The Reverend Canon Dr Simon Jones	Prebendary of Exceit
The Reverend Canon Simon 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 Paul Seaman	Prebendary of Heathfield
The Reverend Canon Philip Mark Gilbert	Prebendary of Highleigh
The Reverend Canon Julia Peaty	Prebendary of Hova Ecclesia
The Reverend Canon Rebecca 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 Timothy Peskett	Prebendary of Somerley
The Reverend Canon Nigel Mason	Prebendary of Thorney
The Reverend Canon Trevor Buxton	Prebendary of Waltham
The Reverend Canon Dr James Walters	Prebendary of Windham
The Reverend Canon Lisa Barnett	Prebendary of Woodhorn

Vacancies:

Prebendaries Bracklesham, Bury, Hampstead, Sidlesham, Wightring and Wisborough

APPENDIX 6 – CATHEDRAL MANAGEMENT AND OFFICERS

The Chapter is supported by a committed Cathedral lay staff. The senior staff members *as at 31 March 2023* were:

Tony	Allen	Clerk of Works
Carolyn	Atkinson	Volunteer and HR Coordinator
Ruth	Bamford	Chief Financial Officer
Charlotte	Girdlestone	Commercial Operations Coordinator
Maria	Gordon	Commercial Operations Coordinator
Charles	Harrison	Organist and Master of the Choristers
Rebecca	Lewry-Gray	Visitor Experience Manager
Elissa	May	Finance Officer
Tim	Morris	Head Verger
Richard	Paterson	Liturgy & Music Administrator
Tim	Ravalde	Assistant Organist
Amy	Sim	Head of Operations
Val	Timlin	Head of Human Resources
Oliver	Tubb	Head of Marketing and Communications
Chloe	Webb	Digital Marketing and Communications Coordinator

Other Cathedral Officers

Chapter is also supported by various other external Cathedral Officers (*as at 31 March 2023*):-

<i>Vacant</i>	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 2023)

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

Attendees: In attendance: Mr Tony Allen, Clerk of Works, Revd Canon Vanessa Baron, Cathedral Treasurer, The Rt Reverend Graeme Knowles

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

The previously named 'Finance Audit and Risk Committee' was split into two committees, in response to the Cathedrals Measure 2021, at the start of 2023.

MEMBERS OF THE FINANCE COMMITTEE (as at 31 March 2023)

Duncan Irvine, Chairman
John Bruell
The Revd Canon Dr Jack Dunn
Justin Harrington
Ian Maclennan
The Rt Revd Graeme Knowles, Acting Dean
Ruth Bamford, Chief Finance Officer
Revd Liz Yonge

MEMBERS OF THE AUDIT & RISK COMMITTEE (as at 31 March 2023)

Mr Justin Harrington, Chairman
Liz Yonge
Vanessa Baron
Oliver Tubb
In attendance: The Rt Revd Graeme Knowles, Acting Dean; Ruth Bamford, Chief Financial Officer

APPENDIX 9 – MEMBERS OF THE PEOPLE, REMUNERATION AND NOMINATIONS COMMITTEE (as at 31 March 2023)

Mr Duncan Irvine, Chairman
Revd Canon Dr Jack Dunn
Revd Canon Dr Dan Inman
Rt Revd Graeme Knowles, Acting Dean
Val Timlin
Ruth Bamford
Anita Rolls

APPENDIX 10 - TRUSTEES OF THE CHICHESTER CATHEDRAL RESTORATION & DEVELOPMENT TRUST

(as at 31 March 2023)

Trust Patrons

Andrew Blackman – Lord Lieutenant of East Sussex
Dame Susan Pyper – Lord Lieutenant of West Sussex (retired 31 July 2022)
Lady Emma Barnard – Lord Lieutenant of West Sussex (eff. 1 August 2022)

Trustees

The Reverend Canon Vanessa Baron
Ian Michael Buckley, Chairman
Thalia Brotherton Ratcliffe
John Bruell
Deborah Bedford JP DL
Allan Macbeth Hepworth

Daniel Hodson
The Right Reverend Graeme Knowles (Acting Dean eff. 29 January 2023)
(Geoffrey) Mark Powell (retired 29 July 2022)
Daniel Stewart-Roberts (became a Governor 29 January 2022)
The Very Reverend Stephen Waine (Dean resigned 29 January 2023)
Jeannie Whitman Esdaile

Governors

Jonathan Cork, Denise Patterson DL, Hilary Tupper DL, Daniel Stewart-Roberts

APPENDIX 11 - TRUSTEES OF CHICHESTER CATHEDRAL MILLENNIUM ENDOWMENT TRUST

(as at 31 March 2023)

Ian Buckley (Chairman)
Mark Hammond
Lionel Hoare
Duncan Irvine
Diane Stanning
The Very Reverend Stephen Waine (resigned 29 January 2023)

APPENDIX 12 – TRUSTEES OF CHICHESTER CATHEDRAL FRIENDS

(as at 31 March 2023)

The Rt Revd Graeme Knowles, Acting Dean
Howard Castle-Smith
Andrew Keen
Malcolm Gill
Graham Toole-Mackson
Polly Sullivan
Brian David
Margaret Gibson
John Siebert

APPENDIX 13 - DIRECTORS OF CHICHESTER CATHEDRAL ENTERPRISES LTD

(as at 31 March 2023)

The Rt Revd Graeme Knowles, Acting Dean, Chairman
James Allport
Justin Harrington
Nick Sutherland
Yvonne Thomson
Liz Woodsell
Revd Canon Vanessa Baron
In attendance: Amy Sim; Ruth Bamford, CFO

APPENDIX 14 - VOLUNTEER SECTION HEADS

(as at 31 March 2023)

The work of the Cathedral is supported by the dedication of some 311 volunteers, led by their Section Heads:

Dr Judith Lee	Head Guide
James Allport	Pebbles – Children’s Ministry
Sister Margaret Anne	Day Chaplains
Revd Canon Vanessa Baron	Seffrid Guild
Michael Smith	Tower Captain
Simon James	Head Steward
Revd Canon Vanessa Baron	Flower Arrangers
Sue Lines	Welcomers
Amy Sim	Retail Assistants
Diana Wills	Cathedral Library
John Workman	Servers
Ken Sim	HomeTech
Tim Morris	Holy Dusters

APPENDIX 15 - PROFESSIONAL ADVISORS

(as at 31 March 2023)

Surveyor of the Fabric	Antony Feltham-King RIBA GradDiplConsAA AABC St Ann's Gate Architects The Close Salisbury SP1 2EB
Consultant Archaeologist	Dr Michael Shapland FSA Archaeology South-East / UCL Centre for Applied Archaeology 2 Chapel Place, Portslade, East Sussex, BN41 1DR
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