



Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	01	2018	To	30	09	2019

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

The Parish Office, St. Boniface Church,	
Hursley Road, Eastleigh,	
Hampshire	
Postcode	SO53 2FT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Ian Bird	Chair		
2	Paula Gleeson			
3	Adrian Nance			
4	Jacqueline Richardson	Treasurer		
5	David Wrighton			
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity’s trusts

Type of governing document (eg. trust deed, constitution)	‘Foundation’ model constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by resolution passed at a properly convened meeting of Trustees.

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity’s organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees’ consideration of major risks and the system and procedures to manage them. 	<p>All Trustees undertake Safeguarding Training: Modules C0 and C1 of the Church of England Safeguarding course to ensure that they are aware of their responsibilities in this regard. This is repeated every 3 years.</p> <p>As an initiative of all the local churches, reports on the Charity’s activities are made at every meeting of Churches Together in Chandler’s Ford.</p> <p>The Chaplaincy is a member of Workplace Chaplaincy Mission (UK) and through this has access to support on matters of policy and insurance.</p> <p>Trustees regularly review policies in respect of Health & Safety; Training and Safeguarding.</p>
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Section C Objectives and activities

<p>Summary of the objects of the charity set out in its governing document</p>	<p>Objects of Charity as defined in Constitution To serve the public working in, visiting and frequenting Chandler’s Ford by providing pastoral and spiritual care through a Chaplaincy service.</p>
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Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Public Benefit

In the past year this has involved visiting workplaces to be available to staff. We offer encouragement, a listening ear and support by signposting to agencies which may be of benefit, or researching information requested.

In addition our Chaplain visiting the Care Home also spends time with residents who would appreciate someone to talk to.

Matters of faith/ belief are only discussed if requested.

Our commitment to enable as many people as possible to benefit

We are only able to visit organisations with the agreement of the management, and at times agreed with the management.

To enable other staff at those workplaces to be aware and have access to our service we display posters with details of how we may be contacted when not on-site. This is by way of telephone, e-mail or through our website.

Chaplains are available to meet staff at other locations and at times which suit the individual requesting support.

Leaflets about our service and how to contact us are also displayed in church buildings and community cafes.

The service is available to all who live, work or are visiting Chandler's Ford regardless of race, religion, gender, sexuality or any other characteristic.

The service is free.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

It is not in our constitution or objects to make grants.

The Chaplaincy holds limited funds, which are held by agreement of the Trustees in a Treasurers Account with Lloyds Bank.

The commitment of volunteers is enormous. We have no paid employees.

In the period in question volunteers gave over 300 hours of time to the Chaplaincy.

Summary of the main achievements of the charity during the year

Support provided is on a confidential basis (except where risk to life/ safeguarding concerns) but examples of the type of support provided in the reporting period is as follows:

- listening to/ supporting people living with people who have addictions;
- providing information about local services to immigrant workers;
- writing to local council on behalf of staff to explain impact of proposed alterations to bus routes on journey to work;
- listening to people with anxiety;
- signposting to agencies which can assist in improving employment skills;
- holding an information event about local organisations which can help with money matters.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Chaplaincy does not have a Reserves Policy but in general holds sufficient funds to cover forecast expenditure over the next 12 months.

Details of any funds materially in deficit

The Chaplaincy holds no restricted funds and is not in financial deficit.

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Initial funding to meet the set-up costs of the Chaplaincy was provided by Churches Together.

Donations from churches now meet our on-going expenses, which mainly relate to the funding of the website

Section F

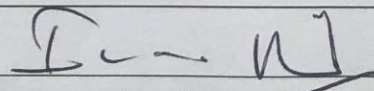
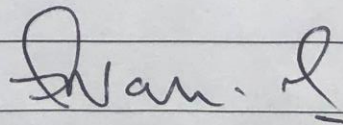
Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	IAN NICHOLAS DIRD	ADRIAN RALPH NANCE
Position (eg Secretary, Chair, etc)	CHAIR	TRUSTEE
Date	12 FEB 20	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Chandler's Ford Chaplaincy

1173997

Receipts and payments accounts

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For the period
from

01/10/2018

To

30/09/2019

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Methodist Church : Legacy	200	-	-	200	200
Churches Together in Chandler's Ford	-	-	-	-	300
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	200	-	-	200	500
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	200	-	-	200	500
A3 Payments					
Attendance at local Training Day	10	-	-	10	-
Website hosting 2017/18	44	-	-	44	-
Website hosting 2018/19	72	-	-	72	-
Business cards, printing & lanyards	113	-	-	113	-
Workplace Chaplaincy UK Team M'ship	75	-	-	75	45
	-	-	-	-	-
Membership ATCC	-	-	-	-	25
Display Board	-	-	-	-	70
	-	-	-	-	-
Sub total	314	-	-	314	140
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	314	-	-	314	140
Net of receipts/(payments)	- 114	-	-	114	360
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	360	-	-	360	-
Cash funds this year end	246	-	-	246	360

Grant
Verified on 12/1/10

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Lloyds Bank	246	-	-
		-	-	-
		-	-	-
	Total cash funds	246	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

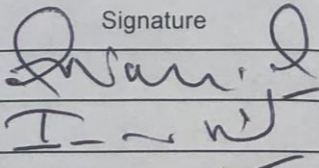
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature 	Print Name A R NANCE IAIN BIRD	Date of approval 18/2/20 12/2/20
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