



Trustees' Annual Report for the period

	Period start date				Period end date		
From	28	07	2017	To	30	09	2018

Section A

Reference and administration details

Charity name

Chandler's Ford Chaplaincy

Other names charity is known by

Chandler's Ford Workplace Chaplaincy

Registered charity number (if any)

1173997

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.</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; Lone Working; Safeguarding; Selection & Training; Confidentiality and Financial Controls.</p>
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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

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.

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.

Matters of faith/ belief are only discussed if requested.

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)

Our commitment to enable as many people as possible to benefit
We are only able to visit workplaces 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.

In May 2018 we also attended a community fun day in Chandler's Ford to make our service known to the wider community.

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 will have given over 250 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 people who have been bereaved;
- encouraging people who are struggling with work issues as a result of mental health issues/ valuing their contribution and progress;
- calming people with anger issues;
- providing information/ listening ear to carers;
- listening to people with health issues;
- researching and putting in place affordable counselling;
- providing information on churches, particularly for those interested in baptism;
- providing information and signposting information which has led to disability aids being installed for infirm relative;
- signposting to youth services;
- signposting to support on debt/ benefits;
- praying for individuals, when such support is requested;
- researching cheaper transport to work options.

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 of the Chaplaincy was provided by Churches Together in Chandler's Ford and has funded membership of affiliated bodies; hosting of the website; printing of leaflets and business cards; purchase of lanyards and purchase of public liability insurance.

Subsequent donations by member churches have met the costs of display boards, attendance at training days and on-going costs..

Section F

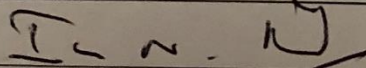
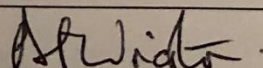
Other optional information

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 BIKO	DAVID WIDDOWSON
Position (eg Secretary, Chair, etc)	Chair	Trustee
Date	11 th March 2019	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Chandler's Ford Chaplaincy

1173997

CC16a

Receipts and payments accounts

For the period
from

28/07/2017

To

30/09/2018

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					
Churches Together in Chandler's Ford	300	-	-	300	-
Methodist Church: Legacy	200	-	-	200	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	500	-	-	500	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	500	-	-	500	-
A3 Payments					
Membership ATCC	25	-	-	25	-
Workplace Chaplaincy UK Team M'ship	45	-	-	45	-
Display Board	70	-	-	70	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	140	-	-	140	-
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	140	-	-	140	-
Net of receipts/(payments)	360	-	-	360	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	360	-	-	360	-

Internally Verified on
Bank Statement
14/1/19
14/1/19
14/1/19

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	360	-	-
		-	-	-
		-	-	-
	Total cash funds	360	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

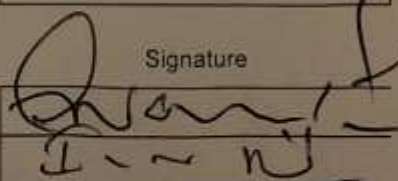
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities (Receipts + Payments)	Winchester Chaplaincy Training Day	Unrestricted	10	01 October 2018
	Website Hosting	Unrestricted	44	
	Jackie re: lanyards	Unrestricted	19	
			-	
			-	

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

Signature	Print Name	Date of approval
	A R NANCE	14/11/19
I. N. BIRD	I. N. BIRD	14/11/19