

Trustees Annual Report and Financial Report

Of the Parochial Church Council of the Ecclesiastical Parish of West Chiltington

St Mary's Church, West Chiltington

Faithful Hopeful Joyful Prayerful

St Mary's Church, Church Street, West Chiltington, RH20 2JW

Registered Charity no. 1138034

For the year ended 31 December 2018

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Website: Stmarys.westchilt@btconnect.com

Incumbent: Rev David Coleman, The Rectory, East Street, West Chiltington RH20 2JY

Independent examiner: Mr Adrian C Radford, 7 Curbey Close, West Chiltington, RH20 2HU

Bankers: The NatWest Bank, 5 East Street, Chichester, PO19 1HH

St Mary, West Chiltington

Faithful Hopeful Joyful Prayerful

Trustees Annual Report for 2018

Our aims and purposes as a charity

The PCC has the responsibility of co-operating, during the interregnum, with the Rural Dean, in:

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England;
- Promoting in the parish the whole mission of the church, pastoral, social, evangelistic and, ecumenical.
- To know Jesus better and make Him better known;
- Practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or, ability to pay;
- Providing support for those in need and, to other organisations with similar objectives.

What we planned to do to achieve our charitable objectives

When planning our activities for the year, the PCC have considered the Charity Commission's guidance on public benefit and the specific guidance on 'charities for the advancement of religion'.

For 2018 we discussed and planned the following objectives and activities to fulfil our aims:

- Enabling as many people as possible to worship at our church;
- Welcome our new Rector and work with him to extend the Christian influence in the village:
- Opening our church every day for prayer, reflection and well-being:
- Teaching, baptising, and nurturing new and existing believers within the parish;
- Working with our community school and youth organisations;
- Considering how services can involve the many groups that live within the parish;
- Putting faith into practice, through prayer and scripture, music, and sacrament;
- Offering worship and prayer, learning about the Gospel, in small group situations;
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus;
- Provision of pastoral care for people living in the parish and those in need of specific support
- Helping the poor and needy of the parish;
- Providing a focus for the centenary celebrations of the end of the 1st World War;
- Encourage charitable giving through our services and other activities in the parish
- Reaching out to the unchurched by encouraging them to use the Church and Hall;
- Maintaining the fabric of the church building as a historic centre and focus of life in the village.

What we achieved and how we affected beneficiaries' lives

Attendance at worship

The church family welcomes visitors from within as well as outside the parish boundary. Visitors attend by personal choice and, it is our great pleasure to welcome anyone from all walks of life to take part in the life of the church. We contend that voluntary attendance to worship the Lord Jesus Christ, is a major demonstration of the public benefit of our activities.

There are 140 members on the church electoral roll, a net increase of six after allowing for those who were removed either through death or because they moved away from the area. The average regular weekly attendance, counted during October, was 73. Many more people attend at church festivals, for example 462 joined our Christmas services, a 12% increase from 2017.

“Congratulations on a wonderful display in a beautiful church”.

AM September 2018

“Wonderful remembrance”
DT 2018

Our interregnum ended on 20th March when we welcomed our new Rector Rev David Coleman and this has brought back a welcome continuity to our services, although we were very grateful to all the priests who had so ably helped over the 18 months.

The pattern of services has continued but with the return of a monthly sung Evensong which has been well attended. It is nice to

report that a few young people now attend our services and a small play facility has been formed to encourage even the youngest ones. Contact has increased with the village school with the Rector working with the staff to increase their involvement with church life.

Remembrance

Our focus on the 2 service centenaries in the autumn started with our flower festival for 3 days from 14th September when the church was beautifully decorated to remember the end of the 1st WW and the formation of the RAF in 1918. There was also an Exhibition of memorabilia provided by many in the parish of relatives who took part in the war, and during the festival we held a service to celebrate the centenary of our branch of the Mothers Union, founded on 15th September 1918. On Remembrance Day in November we held a special non-eucharistic service, which had been well advertised, and was attended by 233 people of all ages including the Lord Lieutenant of West Sussex who lives in the parish. The church was decorated with poppies made by many local people and the Guides, Brownies and Rainbows took part in the service. Wreaths were laid on the War Memorial and Poppy Crosses were placed near it for all those listed on the memorial record. The collection for the Poppy Appeal totalled £540.

Teaching, baptising and nurturing new and existing believers

A greater number of church members have been involved in leading various aspects of worship, lending great encouragement to those involved, as well as the whole congregation. We continue to seek to extend the opportunities for the exercise of ministry and gifts within the life of our community

An important part of our work in nurturing faith and discipleship were our 2 house groups who continue to hold regular meetings once a fortnight during the year. This year 30 members in 2 groups followed the Diocesan Lent Study Course one group met on Sunday evenings in Church and the other in a member's house on Thursday evenings. In November 20 people joined a course “Faith Pictures” held on the four Sunday afternoons in the Church Hall which promoted discussion based on short films on how to express their Christian faith.

We see the above aspects of church life as part of the Diocesan strategy for reimagining ministry, explained by Bishop Richard at the launch in 2015.

At various places and on various occasions we met and shared food and fellowship together, including an Easter breakfast and Harvest lunch. During Lent we held weekly light lunches in the church hall which were attended by about 35 each week, a mix of church members and others in the village happy to enjoy the fellowship.

Provision of the church building for people to enjoy

We celebrated 5 baptisms, 4 weddings and 9 funerals in our church during the year. Our church continues to be appreciated by our parishioners and many others, as a space where life events are celebrated with joy and thanksgiving.

We continued this year to encourage increased use of the church building in addition to the regular pattern of services. Music has tended to be important and the church was used weekly by a singing group Ladies that Boogie, and there were 3 well attended concerts in the church during the year. One was by local musicians and the other 2 by the “Ladies” and were much appreciated by the audience drawn widely from the village with donations only towards church costs totalling over £1500.

“So lovely to hear the organ being played.”
MG February 18

Our primary school has continued their use of the church for their own special occasions. Their Harvest service was well attended including parents.

In preparation for Christmas young people at the school, brownies and rainbows had been encouraged to "Follow the Star" by making a star to be hung on a mobile in the chancel and it was delightful to have a church filled by over 290 at the Christingle service on Christmas Eve and £351 was donated for the Children's Society.

The church hall has continued to be used regularly by local clubs and societies and is in use at least 6 days a week, including the local branches of Guides and Brownies. It is also well used for village events and celebrations. As part of our outreach to young people a Light Stop was arranged on Halloween for the village group to have refreshments in the hall on their way around the village and follow the lights in the churchyard.

The church has an active Community, Charitable and Social Committee which engaged with the community to invite them to various events in addition to the concerts mentioned above. The highlight was of course the Flower Festival in September which required support from members and other groups in the village to provide catering in the hall and oversee the flower filled church. Many of the arrangements were sponsored by groups and individuals in the village, and the commercial sponsor was Nyetimber Vineyard. The three-day event attracted many people from all over the county and raised in excess of £6,500 towards the church Restoration fund. During the year a small team raised money for Christian Aid by collecting items to sell at car boot sales during the summer leading to a special Car Boot and Big Breakfast they organised in church meadow which attracted a lot people from the parishes around and about £1700 was raised over the summer.

"I look forward to going to the monthly lunch as I am able to chat and feel part of a worthwhile group, it gets me out of the house."

Mrs Joan F

Monthly friendship lunches continue to be held in the church hall and attract many regulars from the wider community, these lunches are very much appreciated by those living on their own. Donations totalling £1360 were given to a different charity each month agreed by those attending.

It is important to us that the church is available as a sacred space for private prayer worship and reflection not just for the church family but for the wider visiting community as well. To this end the church building is open every day and a small suitable library is being built up to increase its value to the many visitors and members. The entries in the Visitors' Book testify to the value they have found in visiting St Mary's.

*"What a peaceful place, lovely kneelers and we love the "Gods Little Book series"
F & MC September 18*

Provision of pastoral care for people living in the parish

The Pastoral Care Team led by the Rector with 2 lay members is responsible for hospital and home visits. They will administer communion to any in the parish who request it or need it at home.

Provision of tangible support to the poor and needy

We have continued our support for the Chichester Diocesan Family Support Work who seek donations of boxed or tinned food to be distributed to those in need. It is very nice to report that the amount given each week has been steadily maintained. Also, the Christmas Day collections of £830 were donated to Crisis at Christmas a charity we have supported for several years.

*"Beautiful children's decorations always a friendly church."
K & FJ December 18*

Other charitable giving

During the year Church members supported mission and charitable societies, amounting to £3271 including those mentioned above. In addition those attending the Friendship lunches made donations to 11 local charities totalling £1360.

Maintaining the fabric of the church building as a historic centre and focus of life in the village

The much-delayed church boiler replacement was started in November once all the many approvals had been obtained and the work was completed by the end of the year. The PCC thanked Norman Boyland our Fabric officer for his patient work to complete this project.

Financial Review

Incoming and outgoing resources

The total receipts on general unrestricted funds were £111,036 and are detailed in the Financial Report. The planned giving through envelopes and banker's orders increased by 8.5% and our total voluntary income including tax recovered, but excluding legacies, increased by 3.3%.

The PCC was grateful to receive 2 legacies, one of £10,000 from the estate of Barbara Bothwell to the Restoration Fund and the second of £2,000 from the estate of Marion Douglass, both were loyal members of the church family over many years.

Sharing the ministry costs of the Diocese of Chichester

The largest expenditure of the PCC was the sum of £53,000 paid to the diocese for our share of all churches' Parish Ministry Costs. This PMC covers the housing, stipend and pension costs of the clergy, and a standard sum for diocesan central costs, clergy training and a contribution to national church funds. This year our contribution increased by 10% on the previous year but currently we are only meeting 86% of the costs allocated to us. It is also important to note that approximately 80% of the PMC relates directly to the clergy costs of this parish, the remainder being the shared costs of the Christian family throughout the whole Church of England, including assistance towards the costs of churches less able to manage than ourselves.

Staff costs

The PCC pays for a secretary to assist the Rector in the church office located at the Rectory, a cleaner for the church hall and new vestry and an organist.

Further details are provided in the notes to the accounts.

Trustee payments and expenses

We pay Council, Water, and Environmental rates for the Rectory and electricity to heat the parish office.

Mrs Diane Bennett, who is also a trustee, received £3,000 for her duties as parish Secretary.

Mr Anthony Hancock, who is the husband of a trustee received £2,160 for his duties as parish Organist.

There were no other payments to persons related to or connected to, the current trustees.

Office costs

There were no special office costs during the year.

Repairs to the fabric of the church building

It is pleasing to report that the delayed work to replace the old central heating boiler by two new gas boilers located in the extension between the church and vestry was started in November and completed in the middle of December. By the end of the year £2,634 had been paid out of a total cost of £43928.

*“What a stunning Church.” HG New Zealand
“Beautiful well-kept welcoming church”.
AM September 18*

Repairs to the Church Hall

No major repairs have been required to the Church Hall in 2018.

Why we hold some money in reserve

It is PCC policy to maintain a balance on the general unrestricted funds (excluding property) which equates to approximately three months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of £27,729 this year is in line with that policy.

It is PCC policy to invest surplus funds with the CBF Church of England deposit fund, returning proportionately these funds to our current account, as they are needed, to pay larger bills.

As well as holding the above general reserves, from time to time the PCC receives restricted legacies for expenditure on purposes defined by the donor. We aim to expend such money as soon as possible after receiving the legacy, depending on the specific objectives of the donor. Where we have identified that the specific purpose can only be achieved by delaying the expenditure, we invest the legacy temporarily until such time as the need for expenditure is identified.

Structure, governance, and management of the charity

The Parochial Church Council (PCC) is registered with the Charity Commission as required by the Charities Act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956.

During the year the following served as members of the Parochial Church Council:

Ex Officio members

Incumbent:	Rev David Coleman	(from March 2018)
Wardens:	Mrs Diane Bennett	
	Mrs Pam Wells	

Elected Members

Mr John Brocklebank	(from April 2018)
Mrs Vivienne Bicknell	(until April 2018)
Mrs Brenda Bull	Treasurer
Mrs Andrea Carlson- Hedges	(until Apr 2017)
Mr Ian Carlson-Hedges	
Mr Clive Cole	
Mr David Foard	
Mrs Frances Hancock	
Mrs Vanessa Llambias	(from April 2018)
Mrs Jenny Neal-Smith	(from April 2018)
Mr Robert Neal-Smith	(from April 2018)
Mr Michael Rushworth	
Mrs Jane Stoy	(until April 2018)
Mr Robert Tunnell	

Diocesan Synod

Mrs Diane Bennett

Deanery Synod

Mrs Pauline Turier
Mr Francis Midmer
Mrs Pam Wells

Co-opted members

Mrs Alison Littleboy Secretary

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and 10 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

During the year the PCC reviewed and revised their Safeguarding policy appointing Mrs Pam Wells as Safeguarding Officer and agreed their policy under the new GDPAct, both of which are available in the church.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by the Chairman Revd David Coleman

signed

Dated

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Mary's Church, West Chiltington

Faithful Hopeful Joyful Prayerful

St Mary's Church, Church Street, West Chiltington, RH20 2JW

Registered Charity no. 1138034

For the year ended 31 December 2018

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Statement of Financial Receipts and Payments

Statement of Financial Receipts and payments

	<i>Unrestricted</i>		Restricted Fund	Endowed Funds	Total all Funds 2018	Total all Funds 2017	Notes
	General Fund	Hall Fund					
Income from							
Donations and legacies	82716		12366		95082	81416	
Charitable activities	5377				5377	5975	
Other trading activities	17473	5007	7117		29597	25162	
Investments	463		715		1178	901	
Other receipts							
Total received	106029	5007	20198	0	131234	113454	3
Expenditure on							
Cost of raising funds					0	164	
Charitable costs	89839	1523	3089		94451	76264	
Trading costs	10547	1432			11979	10171	
Other payments	944			126	1070	760	
Total paid	101330	2955	3089	126	107500	87359	5
Reconciliation of funds							
Net income or (expenditure)	4699	2052	17109	-126	23734	26095	
Transfers between funds				66	66	0	
Net movement of funds	4699	2052	17109	-60	23800	26095	
Bank accounts at 1 January 2018	23030	1673	55043	60	79806	53711	
Bank accounts at 31 December 2018	27729	3725	72152	0	103606	79806	A&L

Statement of Assets and Liabilities

Statement of Assets and Liabilities

	<i>Unrestricted</i>		Restricted Funds	Endowment Funds	Total all Funds 2018	Total all Funds 2017	Notes
	General fund	Designated Funds					
	£	£		£	£	£	
<u>Assets</u>							
Bank current account	27729	3642	42470		73841	30211	
CBF Deposit fund		83	29682		29765	49535	
Chancel Deposit account				0	0	60	
Bank and deposit accounts	27729	3725	72152	0	103606	79806	<i>R&P</i>
Float for Choir Wedding Fees	400				400	400	
Tradecraft stock & float	297				297	297	
Gift Aid recoverable							
Debtors	697	0	0	0	697	697	
CBF Francis Charity (407)				324	324	324	15
CBF Investment Fund Shares (970)			4400		4400	4400	
Diocesan Fixed Interest Fund	800				800	800	
Chancel Trust units					0	65	
Investment assets at Cost	800	0	4400	324	5524	5589	<i>17</i>
Kensington Memorial Church Hall at cost		4612			4612	4612	<i>8</i>
Total Assets	29226	8337	76552	324	114439	90704	
<u>Liabilities</u>							
Fees due on revision of Heating			930		930	500	
Gas / Elec used since last bill (est.)	1000				1000	200	
New heating system costs			41294		41294		
Total Liabilities	1000	0	42224	0	43224	700	

This Financial Report for the year ended 31st December 2018, including the notes following, was approved by the PCC and signed on its behalf by the Revd. David Coleman, Chairman

Signed

Dated

Notes to the Financial Report

1 The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and current Church Accounting Regulations, using the Receipts and Payments basis.

2 The following assets are recognised but not valued in the Statement of Assets and Liabilities: Movable church furnishings held by the churchwardens on special trust for the PCC, which require a faculty for disposal.

3 Analysis of total received:						
	<i>Unrestricted</i>					
	General	Hall	Restricted	Total all	Total all	
	fund	Fund	funds	Funds 2018	Funds 2017	<i>Notes</i>
Regular giving (excl tax refunds)	45413			45413	40906	
Regular giving (no tax refunds)	7708			7708	8081	
Loose cash collections (GASDS)	8270			8270	7456	
Donations (excl tax refunds)	3630			3630	7753	
Donations (no tax refunds)	1710		1366	3076	0	
Church Concerts				0	710	
Gift Aid recovered	13285			13285	13810	10
Legacies	1000		11000	12000	1000	4
Grants	1700			1700	1700	
Donations and legacies	82716	0	12366	95082	81416	
Fees (PCC proportion only)	5377			5377	5975	
Charitable activities	5377	0	0	5377	5975	
Special Fund Raising (Flower Festival)	3293		7117	10410	7447	
Church and hall hiring fees	782	5007		5789	5919	
Tradecraft	947			947	1340	
Other trading receipts	838			838	432	
Other misc receipts	3271			3271	1251	
Magazine advertisement fees	5670			5670	6039	
Magazine sales	2672			2672	2734	
Other trading activities	17473	5007	7117	29597	25162	
Bank and CBF deposit interest	116		188	304	119	
CBF investment fund dividend	222		527	749	782	
Chancel Trust & Deposit a/c closed	125			125		
Investments	463		715	1178	901	
Other receipts						
Total received on all funds	106029	5007	20198	131234	113454	

4 Legacies include a bequest from the estate of the late Mrs Barbara Bothwell and from the estate of Mrs Marion Douglass.

Notes to the Financial Report

5 Analysis of total paid

	<i>Unrestricted</i>		Restricted funds	Total all Funds 2018	Total all Funds 2017	Notes
	General fund	Hall Fund				
Special appeal fundraising expenses						
Other appeal expenses					164	
Cost of raising funds					164	
Charitable grants and donations	3271			3271	1371	6
Parish contribution	53000			53000	48000	7
Salaries, honoraria incl NI	4811			4811	5018	
Clergy and others' expenses	6698			6698	5310	
Rectory redecoration	4464			4464	0	
Service running costs	2107			2107	1544	
Insurance	1592	784		2376	747	
Church water, gas, electricity, and oil	2593	739		3332	4090	
Office running costs	3091			3091	3620	
Churchyard maintenance	5874			5874	4320	
Accounting and examiner's fees				0	0	
Legal & professional fees	896		455	1351	0	
Churchyard maintenance & redecoration	1442			1442	613	
New building works			2634	2634	1631	
Charitable costs	89839	1523	3089	94451	76264	
Special event costs, etc.	3310			3310	167	
Hall Salary and honoraria		1200		1200	2499	
Hall maintenance and redecoration		199		199	697	
Magazine printing & bookstall costs	6203			6203	5950	
Tradecraft stock purchase	1034			1034	858	
Other trading costs		33		33	0	
Trading costs	10547	1432	0	11979	10171	
Other misc payments	944		126	1070	760	
Total paid on all funds	101330	2955	3215	107500	87359	

6 Charitable grants and donations were made to 5 charities during the year of which the largest were to Christian Aid and Chichester Diocesan Association for Family Support Work.

7 The Parish share to the Chichester Diocese is for the payment of Clergy and other central costs. The full cost of parish ministry amounts to approximately £69656.

Notes to the Financial Report

- 8 The church hall is on a freehold property also used as a church car park which is owned by the PCC adjoining the church and cost £4,612 to build.
- 9 The Restricted fund represents accumulated donations and appeals for the maintenance of the church building.
- 10 Gift Aid is recoverable on donations received up to year end, the last claim was submitted on 18th December 2018, covering donations to that date.

11 Payments to PCC employees:

	2018	2017
	£	£
Wages, salaries and honoraria	6011	7418
Employer National Insurance	0	0
	6011	7418

12 Payments to PCC members:

- Mrs Diane Bennett received £3,000 for Secretarial support to the Rector

13 Transactions with persons related to PCC members:

Payments of £2,160 were made to a relative of a PCC member as organist

14 Transactions with related charities:

There are no related charities

15 Statement of funds:

Endowed funds are required by the donors to be invested and the income spent on specific objectives

The Francis Charity is an endowment invested in CBF Investment Fund shares, with the income to be spent on churchyard maintenance.

The Chancel Trust was an endowment, invested in CBF Investment Fund and paid out following work in the Church Chancel.

Restricted funds are not invested permanently but are to be spent within reasonable timescales

The longstanding Restoration Fund is invested in CBF Investment Fund shares with the income to be spent on the fabric of the Church.

The other restricted funds comprise the Church Restoration fund.

The Richard Legacy fund is to be spent on the organ and Audio visual improvements in the church.

The Church IT Fund is to be used towards installation of audio / visual equipment in the church

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides

The investment in the Diocesan Fixed Interest Fund is a long standing unrestricted one with income going to the General Fund.

The General Fund receives the normal church income to cover the day to day activities of the Church .

The Hall Fund is used to cover the running of the hall as a designated fund to clearly identify the finances of this important outreach activity

The summary of all funds appears on the next page

Notes to the Financial Report

16 Summary of funds

Fund income and expenditure and final balances are as follows:

	Balance b/f 1 Jan 2018	Income	Transfers, other gains and losses	Balance c/f 31 Dec 2018
F S Francis Charity	324			324
Chancel Trust	66		-66	0
Chancel Trust Deposit	60		-60	0
Total of all endowment funds	450	0	-126	324
Resoration Fund Investment at cost	4400			4400
Church Restoration Fund	48913	20198	-3089	66022
Richards legacy	5130			5130
Church IT Fund	1000			1000
Total all Restricted Funds	59443	20198	-3089	76552
Diocesan Fixed Interest Fund	800			800
General fund	23030	106029	-101330	27729
Designated Church Hall Fund	1673	5007	-2955	3725
Total all unrestricted funds	25503	111036	-104285	32254
Total Funds	85396	131234	-107500	109130

17 Market value of investments @ 31st December 2018

The market value of shares shown in the Statement of Assets and Liabilities at cost is as follows:

	Number held	Original cost	Value 2017	Value 2018
CBF Francis Charity	407	324	6672	TBC
CBF Restoration	970	4400	14586	TBC
Diocesan Fixed Interest Fund	713	800	1207	1143
		5524	22465	

Independent Examiner's Report to the PCC of St Mary's Church, West Chiltington for the Year Ended 31st December, 2018

Section A

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Mary West Chiltington on the annual report for the year ended 31st December 2018 set out on pages 11 to 16

Respective responsibilities of trustees and examiner

The PCC members are responsible for the preparation of the annual reports. The PCC members consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the Charities Act,
2. to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
3. to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- a. accounting records were not kept in accordance with section 130 of the Charities Act; or
- b. the accounts do not accord with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Examiner's signature

Examiner's name *CAPITALS*

Adrian Radford.....

Address

7 Curby Close, West Chiltington, RH20 2HU

Relevant professional Qualification or body

ACA.....

Dated

Section B**Disclosure**

Only complete if the examiner needs to highlight material problems *for example:*

- accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts;
- any material expenditure or action which appears not to be in accordance with the trusts of the charity;
- any failure to be provided with information and explanations by any past or present trustee, officer or employee; and
- any material inconsistency between the accounts and the trustees' annual report.

Give here brief details of any items that the examiner wishes to disclose