

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2011

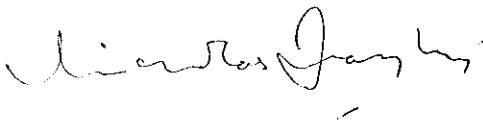
PREFACE

You will find attached the Annual Report and Audited Accounts for the financial year ending 31 March 2011.

These have 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.

This year's reporting format broadly follows that of last year with minor changes in the light of experience.

A copy of the requirements may be read in the Cathedral Office in the Royal Chantry.



Nicholas Frayling
Chichester
August 2011

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MISSION, AIMS AND STRATEGIC PRIORITIES

The Mission of the Cathedral

The Cathedral Church of the Holy Trinity in Chichester is the seat of the Bishop of Chichester and a centre of worship and mission.

AIMS OF THE CATHEDRAL COMMUNITY

- To assist the Bishop in proclaiming God's love towards the world by his sacramental, pastoral and teaching ministry.
- To celebrate the sacraments and the daily prayer of the Church, to care for one another and to witness to God's love towards the world.
- To allow the building to speak of God's love towards the world both in the past and in the present.

CHAPTER'S STRATEGIC PRIORITIES

- To sustain a centre of excellence in the performance of worship and music to the glory of God and as an inspiration to those who worship in the Cathedral.
- To expand the mission of the Cathedral in conjunction with the Cathedral Council and Community and to develop and enhance the pastoral care of that Community.
- To resist, by all possible means, the introduction of admission charges to people visiting the Cathedral.
- To maintain and restore the Cathedral fabric in accordance with the Chapter's five-year plan.
- To have an efficient staff structure and be a conscientious employer, encouraging personal development for the good of the organisation as a whole.
- To continue the development of George Bell House as a centre for Christian education vocational training.
- To carefully manage and develop the Cathedral's resources, and to derive the best possible income from them.
- To control expenditure in accordance with a carefully devised budget.
- To keep under review policies concerning:
 - Child Protection
 - Health and Safety and Fire Protection
 - Data Protection
 - Facilities for disabled people.
- To continue to fund the five-year plan for the maintenance of the Close properties.
- Having formulated a Development Plan based on the published Conservation Plan, to keep this plan under review and match plans to resources.
- Seek new ways to enhance the experience of visitors and to interpret the Cathedral to visitors of all kinds regardless of their reason for making a visit.
- To promote the Cathedral in co-operation with other local agencies and increase visitor numbers.
- To build on our musical inheritance by caring for those who make and sustain our music, developing their ministry and encouraging their witness.
- To enable the development of the Cathedral congregation so that it takes seriously its responsibilities as a worshipping and learning community seeking to help each member grow in holiness.

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STRUCTURE AND MANAGEMENT (GOVERNANCE)

CONSTITUTION AND STATUTES

The Cathedral is governed by the Cathedrals Measure 1999 and its resulting Constitution and Statutes that came into effect in September 2000. The Constitution and Statutes require that any person or body having functions under these instruments shall have due regard to the fact that the Cathedral is the seat of the Bishop of Chichester and a centre of worship and mission.

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

THE CHAPTER OF THE CATHEDRAL

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

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

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.

A list of Chapter members is at Appendix 1.

A list of the Chapter Members' portfolios is at Appendix 3.

A list of the Cathedral Managerial Staff is at Appendix 15.

A list of Volunteer Section Heads is at Appendix 16.

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THE CATHEDRAL COUNCIL

The Cathedrals Measure 1999 requires that it shall be the duty of the Council to further and support the work of the Cathedral, spiritual, pastoral, evangelistic and ecumenical, reviewing and advising upon the direction and oversight of that work by the Chapter and in particular to:

- Consider proposals submitted by the Chapter in connection with the general direction and mission of the Cathedral and to give advice on them to the Chapter.
- Receive and consider the annual budget of the Cathedral.
- Receive and consider the annual report and audited accounts.
- Consider proposals submitted by the Bishop in connection with the Constitution and Statutes of the Cathedral with a view to their revision.
- Consider representations submitted by the College of Canons.
- Consider proposals submitted by the Chapter in connection with the Constitution and Statutes of the Cathedral with a view to their revision.
- Perform such other functions, which are not exercisable under the Measure or the Constitution and Statutes by another body, as may be determined by the Council, the Chapter and the Bishop jointly.

The Chairman is a lay person, not a member of the Chapter, appointed by the Bishop after discussion with the Chapter. The Dean is a member 'ex officio' and the Chapter elect three of their own members. The Cathedral Community and the College of Canons each elect two members. Eight members are elected by the Bishop and the Chapter jointly to ensure that the Council reflects local, Diocesan, ecumenical and national interests, but with special consideration being given to: the Chairman of the Cathedral Trust, the Chairman of the Fabric Advisory Committee, the Chairman of the Finance Committee and representation from the Bishop's Council. The Communar acts as secretary to the Council.

The Bishop, as Visitor, is invited to attend as an advisor and non-voting member.

The Council is therefore both an advisory and consultative body and it has been meeting twice a year since its inauguration in January 2001. During the period of this report the Council has met to be briefed and discuss a range of topics. These have included:

- Reviewing the Chapter's annual report and commenting on the wide range of Cathedral activities contained therein.
- Considering the Accounts for 2009/2010 and the Budget for 2010/2011.
- Receiving briefs from the chairmen of the various Cathedral committees.
- The stabilisation, cleaning and conservation work of the Lambert Barnard Tudor paintings that hang in the north and south transepts of the Cathedral.
- A Hussey Memorial Commission for a new work of art.
- The appointment of the new Communar.
- The Chichester Cathedral Project.

Chapter was grateful for the interest shown and advice offered by Council members in the work of the Cathedral and greatly appreciated their ability to present knowledgeably the Cathedral's case in the wider Diocese. The Council's assistance in formulating Chapter's development plan is invaluable.

The members of the Cathedral Council are listed at Appendix 4.

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The College of Canons

The College of Canons is formed from the Dean, Residentiary Canons, Lay Members of Chapter, the Bishops Suffragan, the Archdeacons, thirty-one Prebendary Canons and up to five Lay Canons (none of whom have been appointed to date). Two members are elected to the Cathedral Council. One member is elected to Chapter. The Communar acts as Secretary.

The College of Canons shall:

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

A list of members of the College of Canons is at Appendix 5.

The Bishop

The Bishop shall have the principal seat and dignity in the Cathedral. After consultation with the Chapter, and subject to any provision in the Statutes, he may officiate in the Cathedral and use it in his work of teaching and mission, for ordinations and synods and for other Diocesan occasions and purposes.

- The Chapter shall from time to time consult the Bishop in respect of the general direction and Mission of the Cathedral, and the Bishop may at any time seek the advice of the Chapter on any matter.
- The Constitution of the Cathedral provides that the Bishop shall be the Visitor thereof.
- The Bishop shall, as Visitor, hear and determine any question as to the construction of the Constitution and Statutes. The Bishop may hold a Visitation of the Cathedral when he considers it desirable or necessary to do so or when requested by the Council or Chapter.
- In the course of a Visitation the Bishop may give such directions to the Chapter, to the holder of any office in the Cathedral or to any person employed by the Cathedral as will, in the opinion of the Bishop, better serve the due observance of the Constitution and Statutes.
- It shall be the duty of any person or body on whom functions are conferred by or under the Cathedrals Measure 1999 to act in accordance with the determination under, and any direction under, the above paragraphs.
- The provisions above are without prejudice to the powers of the Bishop under the Care of Cathedrals (Supplementary Provisions) Measure 1994 and his powers as Visitor generally.
- The Bishop may at any time propose for consideration by the Council amendments to the Constitution and Statutes.

Fabric Advisory Committee

Under the Care of Cathedrals Measure 1990 (As amended by later Measures), 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 Chapter on the care, conservation, repair and development of the Cathedral and meets three times a year.

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Members serve for a period of five years and may be re-appointed. The members appoint a Chairman from among their own number. The Dean, Precentor, Chancellor and Communar attend on behalf of Chapter, together with relevant staff and advisors. Other Chapter members are free to attend if they wish.

During this period, committee members were kept informed about the planning and implementation of the consolidation of the Lambert Barnard Paintings in both the North and South Transepts which commenced early 2011. The committee also discussed and considered other projects in hand such as the conservation and mounting of two Kempe stained glass panels; the Hussey Memorial Commission; the re-ordering of the Shrine as a memorial to Bishop Eric Kemp; a new aumbry cupboard and light for the Lady Chapel; and the restoration of the Graham Sutherland painting 'Noli Me Tangere'.

FAC approval was sought and obtained for the Shrine area re-ordering. The committee also considered the application made to the CFCE for the cleaning and conservation of the Graham Sutherland painting 'Noli Me Tangere' and a retrospective application for emergency repairs that had been undertaken to the south west buttress of the Bell Tower.

Three members of the committee, Mr David Rudkin, Mrs Gilly Kinloch and Mr David Hopkinson, stood down during this period and they were thanked for their valuable contribution during their membership. One new member, Mr James Peill, was appointed and attended his first meeting in March 2011; other nominees are currently being considered by the CFCE.

The Members of the Committee are listed at Appendix 7.

FINANCE COMMITTEE

The Constitution requires that there shall be a Finance Committee with the function of advising Chapter in connection with its responsibilities for financial and investment management, which includes the Cathedral's property portfolio. The Committee meets three times a year.

The Committee consists of a Chairman and up to four other members appointed by Chapter for their expertise and experience in the field of finance and investment management upon such terms as the Chapter may determine. Chapter members are the Dean, Precentor and Communar with the Chapter Accountant, who acts as secretary, as another member.

The Members of the Committee are listed at Appendix 8.

CATHEDRAL COMMUNITY ROLL

Membership of the Cathedral Roll is open to anyone aged sixteen or more who worships at the Cathedral, is resident in the Close or holds office linked to the Cathedral. The Chapter appoints a Roll Officer to maintain the Roll and is indebted to Mr Jeff Stanbridge for taking on that task. There is an annual meeting of those on the Cathedral Roll, chaired by the Dean, at which elections take place to the Cathedral Council and the Cathedral Community Committee.

The number of persons on the Cathedral Roll on 31 March 2011 was 491, a net increase of 23 in the year.

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CATHEDRAL COMMUNITY COMMITTEE

The Constitution requires that there shall be a Cathedral Community Committee which shall meet at least four times a year to advise the Chapter on all matters affecting the Cathedral Community and to undertake such functions as may be delegated to it by Chapter. The Rules for the Governance of the Cathedral Community Roll and Committee is a printed document which is available from the Cathedral Office.

The Members of the Committee and of the Stewardship Sub-Committee are listed at Appendix 9.

OTHER BODIES ASSOCIATED WITH THE CATHEDRAL'S ACTIVITIES ARE:

Chichester Cathedral Restoration & Development Trust

The Trust was formed in 1980 and since then has raised money for the restoration and development of Chichester Cathedral, other buildings within its precincts, its music foundation and such other charitable objects and activities undertaken by the Chapter. The priority remains the continuing restoration of the fabric of the Cathedral itself and the Organ, with the principal effort funding the stabilisation of the Chichester's Tudor panel paintings by Lambert Barnard, in the North and South Transepts. Its priority for 2011/12 will be to work on the funding requirements for the Chichester Project.

Support from individual donors, legacies, charitable trusts, PCCs, and companies are augmented by fundraising events. These have included: a very successful Festival of Flowers 2010; a new event held at the Chichester Festival Theatre, "In Conversation with Jack Higgins"; and a concert from The Sir Robert Woodard Academy.

The Trustees are listed at Appendix 10 and financial matters are contained in Appendix 20.

Chichester Cathedral Millennium Endowment Trust

The Millennium Endowment Trust was established in 1997 with the aim of raising an endowment fund of £5 million to be held in perpetuity; the income from which would provide funds for the Chichester Cathedral Restoration & Development Trust. This, the Trustees decided, would not be touched until the capital sum had grown to £5 million donated or promised. As the Trust received two further donations during the year the Trustees were content this capital sum had been attained. They have therefore accepted a request for funding, from the income in the current year, for the Chichester Cathedral Restoration & Development Trust. The current Trustees are listed at Appendix 11.

Friends of Chichester Cathedral

The Friends of the Cathedral number 1,512 on 31 March 2011 and have provided very welcome financial support for many projects during recent years for the Dean & Chapter of the Cathedral. The list of projects funded by the Friends is set out in Appendix 17. In addition there are 27 PCCs, 35 School Friends and 346 Honorary Cathedral Link members across the Diocese. Mr Brian David continues in the Secretary's role, with invaluable support from Mrs Jenni Rigby and Dr Betty Hopson-Hill in the Royal Chantry Office and from those Friends who provide support in many ways.

Chichester Cathedral Enterprises Limited

The Chapter owns wholly the company that undertakes the commercial activities of the Cathedral Shop, Cloisters Café, Vicars' Hall, George Bell House and other function rooms. All profits are covenanted to

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the Chapter and details of its trading activities are summarised within the statement of consolidated financial activities and the notes to the accounts.

The period covered by this report saw a new Chichester Cathedral Enterprises Ltd General Manager, Bob Harper, take over the helm from Andrew Harvey who left to take up a new position at Winchester Cathedral. Chichester Cathedral had a very busy baptism waiting for the new General Manager with the returning Flower Festival closely followed by the Chichester Festivities. The Southern Cathedral Festival was also held at Chichester Cathedral in July and this turned out to be very challenging for the Enterprises team as disaster struck on St Swithun's day with an overnight storm bringing the Marquees down on the southwest lawn. Assistance came from all departments of the Cathedral to help clean up the site allowing Enterprises to carry on with hospitality lunches and the main festival lunch. We were fortunate to be able to use Vicars Hall and George Bell house as alternative venues to the damaged Marquees.

During the past year Cathedral Enterprises has also held other high profile events at the Cathedral including the Mayor's Charity dinner, Dean and Chapter Annual Dinner and many more functions in Vicar's Hall and George Bell house.

The Cloisters Cafe and Shop have been very busy attracting customers with promotions and special offers throughout the year. The Cafe has kept prices competitive by introducing Meal Deals throughout the year and Winter Warmer Deals in the colder winter months. They have also reduced the pricing of sandwiches and repackaged the whole sandwich range. The increase in food and fuel costs and the attempts to remain competitively priced have had an effect on the overall sales figures. This, coupled with the unexpected severe weather during the winter has had an impact on the sales in the Cafe.

The shop has performed well this year compared to last year with an increase in profit. The Enterprises staff have been working extremely hard on offering a good experience to all visitors to the Cathedral Cafe and Shop. The service offered by staff to guests attending events throughout the other Cathedral venues is of a very high standard.

We will be looking at marketing to attract new business in the Cafe and Shop and to all the other hospitality areas such as weddings and conferences. We were unfortunate earlier in the year not to be granted planning permission for a high quality food kiosk on the Cathedral Green which would have brought in some welcomed sales.

George Bell House continues to do well and has seen an increase in primary use over the last year with the help of Charlotte Hansen. The commercial side still thrives with all the Goodwood events fully booked out and the links with the Chichester Festival Theatre have been a great success.

Chichester Cathedral Enterprises Ltd have had a few setbacks in 2010 with the music license in Vicars hall being withdrawn which had an effect on wedding bookings. Also, with full business rates being applied at George Bell house and large food and fuel increases over the year we just cannot continue to keep putting prices up as this would alienate our loyal customer base. We therefore have to look at tighter controls on our spending for the difficult economic times ahead.

The introduction of the new Epos system in 2009-11 has been of great benefit to the shop. Past sales can be analysed and sales forecasts (and therefore stock purchases) reasonably predicted for the forthcoming seasons. Bulk purchases can be made on key items (thus achieving a greater margin), in the confidence that these product lines are likely to sell through in a given period. This is particularly advantageous with Christmas lines which have to be ordered very early in the year but are difficult to shift once the festive season is over. Though the online shop site has done little to increase the retail turnover, it continues to act as an excellent shop window for the Cloisters Shop, and is accessible worldwide. Data captured through online sales (box office and e-commerce) issued to market the products and services of CCE Ltd. – an extremely important tool with which we can target new and existing customers. Regular e-newsletters

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prompt customers to new shop products or events being held in the cathedral –particularly useful when the take up of ticket sales is slow. As a result, some of our box office clients are selling more seats for their events and concerts than in previous years.

“[Chichester Tickets] presence and skills have obviously upped the Cathedral performance no end. In 2009, we sold over 250 tickets ourselves and the Cathedral pre-sold 51 and then 31 on the door on the night. This time you’ve shifted 134 tickets (against 82 in 2009) for a less enticing programme. By contrast we sold a mere 93 tickets (nowhere near our previous 250).” [Derek Brundish, English Arts Chorale]

INFX have developed an excellent box online sales system which is used on a daily basis. The system allows us to proactively market the events to best effect. We offer our customers a first-rate service: tickets may be bought in person from the shop/box office; mail order or online. Clients are regularly kept up to date with sales figures and reports. Even internal departments are beginning to understand its benefits - the Education Department uses it to sell tickets for their talks and workshops, freeing the staff up to do more important tasks.

Financially, the box office continues to operate at a loss, making its future uncertain. A much larger event programme is necessary in order for the box office to make substantial income from commission and booking fees, whilst also attracting other organizers to consider using Chichester Tickets as the agent for their own events. It is very disappointing therefore, that Festivities chose not to sell their tickets through the Cathedral’s box office this year. A commitment to use the cathedral box office should be obtained from Festivities well in advance of next year’s budget. It is unlikely that the Cathedral box office will ever be a viable commercial operation, yet it provides an excellent service to the public. It is an integral part of our website/automation project in which we have invested a considerable sum of money.

The Directors of Chichester Cathedral Enterprises Ltd (of whom three are Chapter members) are appointed by Chapter and are listed at Appendix 14.

The Morse-Boycott Bursary Fund

The Trust was set up to provide bursaries for boy choristers when the St Mary of the Angels Choir School, founded and run for forty years by Fr Desmond Morse-Boycott, closed in 1971. In 1995 the remaining Trustees invited the Dean and Chapter of Chichester to become Custodian Trustees of the Trust’s investments and assets, and the Trust is now administered by the Communar with Chapter acting as Executive Trustees. The Trust Funds stood at £472,629 as at 31 July 2010. The Fund continues to support a total of four boy choristers at Exeter, Canterbury, Lincoln and Chichester cathedrals. The Trustees are listed at Appendix 12.

The Traditional Choir Trust

The Trust was founded in Gloucestershire by Dr John Sanders in October 2001 but, shortly after his death in 2003, the Trustees invited the Dean and Chapter of Chichester to become the Trustees and since April 2005 the Trust has been administered in the same manner as the Morse-Boycott Bursary Fund. The Trust Funds stood at £100,147 at 5 April 2010. Year end to 5 April 2010: the following Bursaries have been awarded:

- One to a chorister at Lincoln Minster School;
- One to a chorister at Polwheal House Prep School;
- One to a chorister at King’s School, Ely.

The Trustees are listed at Appendix 13.

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St. Mary's Hospital

The foundation of the Hospital of the Blessed Mary reputedly dates from the second half of the twelfth century and the present Hospital building dates from about 1290: the Dean and Chapter are the Trustees of the Hospital and its endowment. The object of the charity is to provide almshouses to poor people of good character that have lived for at least five years in Chichester or a parish whose boundary lies within fifteen miles of the Cathedral spire. It also provides pensions for residents and for local poor people of good character. In March 2011 there were twenty-seven residents with all available apartments being occupied.

The Trustees, staff and residents of St Mary's Hospital bade farewell to Mrs Ann and Mr Brian Aspden, who retired as the Warden and Bailiff at the end of May 2010 after over eight years of loyal service. Deputy Warden, Mrs Monica Winnett, was promoted to Warden from 1 June 2010 and Mr Matthew Howard was recruited from the cathedral's maintenance team to become the new Bailiff. After a very successful recruitment campaign, Miss Beth Williams was selected from over seventy five applicants as the new Deputy Warden and took up her post on 1 July 2010. The new team have settled into their new roles extremely well and have continued to provide excellent care and support for the residents as well as developing a vibrant social programme of events throughout the year.

In addition to the usual year round visits by appointment, the Hospital once again opened its doors in September and welcomed over one hundred and sixty visitors during the Heritage Open Day and the Historic Churches Stride and Ride event. The visitor numbers for this event were lower than the previous year, largely due to bad weather.

The Prebendal School

The Prebendal School is a financially independent charity, run as a preparatory school for boys and girls, including the Choristers of the Cathedral. The Constitution of the Governing Body for the management and control of the school was approved in 1985 and may be amended by resolution of the College of Canons in agreement with the Charities Commission. Presently it provides that the Dean shall be the Chairman of Governors and that a majority of the members of the Governing Body shall consist of persons who are either members of Chapter or members of the College of Canons.

THE ROLE OF THE CATHEDRAL IN THE DIOCESE

The Relationship between the Cathedral and the Diocese

The Dean and Residentiary Canons participate actively in the Mission and Ministry of the Diocese, serving on many Diocesan committees and working groups, which are listed at Appendix 3. This can be a very significant contribution, particularly in the case of the Chancellor, appointed in September 2007, who was only relieved of his work within the Diocese in Education and the Clergy Assisted Review of Ministry (CARM) during the course of this year.

On the other hand, the Episcopal Vicar is the Treasurer and a member of Chapter. He also undertakes the duties of a Residentiary Canon for four weeks of the year. In view of this it has been agreed between the Cathedral and the Diocesan Board of Finance that the balance of time spent by Cathedral Clergy on Diocesan duties and vice versa was neutral.

Every effort is made to encourage Parishes within the Diocese occasionally to experience the particular form of worship available in the Cathedral. There is a Parish Link system, which provides points of contact, and a programme whereby Parishes visit the Cathedral for tea followed by Evensong. A briefing day was held in the Cathedral for the people acting as Parish Links and members of Chapter and the Cathedral staff have made presentations to Deanery Synods.

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The Liturgy and Music Department provides practical support for a number of diocesan occasions, including the Chrism Mass in Holy Week, the Ordinations of Deacons and Priests throughout the diocese, and the Licensing of Readers in September.

The Education Department co-operates with the Diocesan Children and Youth and Schools Departments, sharing resources where possible. The Cathedral's extensive education programme benefits the Diocesan Church Schools and the Sub-Treasurer acts as a Governor of the Central Church of England Junior School in Chichester.

Aggregate Cost of Other Facilities

Chapter's policy is to give priority to requests from the Diocese for the use of the Cathedral or other facilities within the Precinct. By not charging facility fees the Chapter effectively made a donation of £6,666 to the Diocese. This sum does not include any calculation for the loss of visitor donations during services in the Cathedral.

In addition the Cathedral made a donation to the Diocese of £10,500 in this period.

CHAPTER REPORT ON THE CATHEDRAL'S ACTIVITIES

The Chapter Year

The report covers the financial year 1 April 2010 to 31 March 2011.

Chapter greatly values the hard work of its Lay Staff on whom the smooth running of the Cathedral depends and is grateful beyond words for the commitment and dedication of the many Volunteers and Friends. Without the contribution of all these people the Cathedral simply could not function.

Chapter Membership

At the beginning of February 2011, Commodore David Mowlam retired as Communar after ten years of service. He was succeeded by, Colonel Andrew Maynard RM.

Restoration

There has been a rolling programme of restoration of the Cathedral fabric both internal and external that started in 1962 and since 1980 has been financed in large part by the Cathedral Trust's successful fund-raising activities. This year saw the completion of the Eastern Arm of the Cloisters and No 1 St Faith's restoration; the commencement of the Quinquennial inspection of the Cathedral, including the first full inspection of the spire for 25 years; the investigation and stabilisation of the Tudor Paintings by Lambert Barnard; continued funding support toward the redevelopment of the Cloisters Café and Shop; the cleaning and protection of the Marc Chagall window; and further cleaning and minor repairs to the Bell Tower.

During the current financial year £257,260.76 was transferred from the Trust and £40,000 from Chapter funds. All was spent on restoration and associated expenses.

Enterprises Project

Cathedral Enterprises continues to grow its business and make an increasing contribution to Cathedral finances.

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Visitor Information and Display and Signage Project (VIDS)

Discussion continues on the third phase of the VIDS project which was originally to replace the internal signage in the Cathedral. It is now agreed that this should be extended to embrace measures designed to enhance the interpretation of the Cathedral to visitors. The proposal is to design an implementation project that will include internal signage but also address such matters as, audio guides, VIDA improvements, leaflets, disabled access, internal lighting and external floodlighting. The role and training of volunteers in the ministry of welcome will also be assessed and it is possible a bid will be worked up for a Heritage Lottery Fund grant. This will be part of a larger fundraising, restoration and development project entitled 'The Chichester Project'.

Staff Changes

Tony Allen was appointed Foreman of Works in April 2010 to join the Cathedral maintenance team. Mrs Marissa Fewster joined as Accounts Assistant in June 2010 but went on maternity leave in December. Ms Sue Winson is covering until her return. Mrs Vicky Rowlands was appointed to the new post of School Friends and Bookings Coordinator in July 2010. Mr Valentine Chiketa joined as Chapter Accountant in September 2010 to replace Mr Vincent Waldron who was on a fixed term contract. Mr Tim Ravalde became the new Assistant Organist in September 2010, replacing Mr Simon Lawford who departed after his fixed term ended in July 2010. Mr Gavin Rogers-Ball left in December 2010 and his position as Alto Lay-Vicar has been covered temporarily by Mr Nicholas Pepin until Mr Tim Clifford Hill joins in September 2011. Commodore David Mowlam retired in February 2011 as Communar and Colonel Andrew Maynard took up his post.

Peregrine Falcons

Once again the peregrines nested in the South East tower and successfully raised four chicks. The RSPB ran another very successful project.

Lectures

During the period of this report, the following lectures were given in the cathedral:-

- | | | |
|-------------------------|---|--|
| 16 April 2010 | - | <i>The Just War – is there such a thing?</i>
given by General Lord Guthrie GCB LVO OBE |
| 20 April to 11 May 2010 | - | <i>'Human nature, hope and how to live now'</i>
A series of 4 Lectures given by Canon Dr Anthony Cane –
Chancellor of Chichester Cathedral |
| 27 June 2010 | - | <i>The Palestinian Christian Perspective on the Holy Land</i>
given by The Revd Dr Naim Ateek |
| | | <i>2011 Lecture Series inspired by the Cathedral's Tudor Paintings</i> |
| 18 January 2011 | | Chichester at the time of the Reformation
given by Dr Andrew Foster – University of Kent |
| 1 February 2011 | | The First Annual George Bell Lecture by the George Bell Institute
<i>When everyone is culpable – is anyone guilty?</i>
Given by Professor Peter Stone, University of Newcastle |

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14 February 2011	The Chichester Lambert Barnard Paintings given by Rupert Featherstone – University of Cambridge
14 March 2011	Henry VIII and the English Church given by Dr Steven Gunn – Merton College, Oxford
17 March 2011	The Hussey Commission <i>TOGETHER</i> with Plensa An illustrated lecture by Jaume Plensa

THE CHAPTER

Chapter has agreed and/or implemented the following measures:

- The stabilisation and consolidation of the Lambert Barnard Tudor panel paintings in the North and South Transepts
- The reordering of the St Richard's Shrine in the Retroquire as a memorial to Bishop Eric Kempe
- Following a lengthy public consultation process, a formal application is to be submitted to the Cathedrals Fabric Commission of England for a new Hussey Memorial Commission to feature a sculpture by Jaume Plensa
- A cathedral library digitalisation project
- Regular maintenance and some refurbishment of Chapter-owned properties within the Cathedral Close
- A carefully considered budget for the next Financial Year
- Continuation of briefing days for Parish Links personnel
- Chapter members' briefing of deanery synods

During the period under report the Chapter has also:

- Continued to develop the composite development project now known as the Chichester Cathedral Project
- Continued to progress the implementation of the automation project that has provided an improved website, common database, on-line selling and ticketing system.
- Continued to develop the ten-year restoration plan for the Cathedral and Cloisters

LITURGY AND MUSIC DEPARTMENT

Introduction

The work of the Liturgy and Music department has grown both in scope and size over the last two years. Liturgically our core work continues to be the delivery of the day to day worship of the Cathedral to the highest possible standard. Alongside that we also create and prepare a variety of special services through the year some examples of which are given below. Musically the department works across a wide spectrum which includes administering concerts, organising visiting choirs and assisting our musicians with publicity for Chorister Open Days. But, the department has also taken on tasks on the fringe of the liturgy that more properly fall into the category of the spiritual and pastoral. The Day Chaplain scheme is now administered through the department and this involves contacting clergy and Lay Readers from across the Diocese who come to minister in the Cathedral for a day. During that time they will lead prayer in the Cathedral on the hour and exercise a pastoral ministry to visitors. We are very grateful to Canon Derek Tansill, the Cathedral Chaplain, for all his work in establishing this scheme and to the Day Chaplains who make time in their busy lives for this important ministry. In addition this year the department produced all the material needed for the Cathedral Retreat which was held in George Bell House for the first time. This proved very

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popular with the Cathedral congregation and the addresses were led by the clergy members of Chapter on the theme of the Beatitudes.

In September we welcomed our new Assistant Organist, Timothy Ravalde, who was previously Senior Organ Scholar at St John's College, Cambridge. The interregnum period before his arrival was ably covered by Simon Lawford.

The Dean and Chapter and Cathedral Community have continued to appreciate the ministry of the (Honorary) Priest Vicar, David Nason.

The Cathedral was the venue for 2 weddings, 2 baptisms, 8 funerals and 7 thanksgiving services. A Confirmation service was held for the Prebendal School.

Services for the diocese included the Petertide Ordination of Deacons, 3 Royal School of Church Music festivals (one of which was specifically for school choirs), and 3 schools leavers' services. In October readers were licensed at a special Eucharist. A number of installations took place within either the Eucharist or Evensong.

The Liturgy and Music Department continues to provide a considerable level of practical support for a number of diocesan occasions, including the Chrism Mass in Holy Week and the Ordinations of Priests throughout the diocese.

The major event of the year was the Southern Cathedrals' Festival's 50th Anniversary season, for which Chichester took its turn as host venue. The Festival was Sarah Baldock's first as Festival Director, and she broadened the scope of the Festival by including lieder recitals at Pallant House Gallery. The concerts and services were of a particularly high standard, and included a BBC broadcast of Choral Evensong, and the return to the Cathedral for which they were written, of Leonard Bernstein's *Chichester Psalms*. Despite the challenging financial climate, the Festival matched its artistic success with a financial surplus.

Eleven Carol Services were held for outside organisations, and the Cathedral Carol Services remain as popular as ever.

A number of organisations attended Evensong during the year, including the Mayor of Chichester and City Council, and Sussex Freemasons. Churches Together in Chichester organised a service to mark the Week of Prayer for Christian Unity, and the local Roman Catholic parish of St Richard held their annual mass to celebrate St Richard.

As in previous years, a number of parishes both from this diocese and from further afield visited the Cathedral and held their own pilgrimage eucharists at the Shrine of St Richard.

Special services were arranged for the Chichester Diocesan Cursillo, Stonepillow, Sussex Sea, Army and Air Cadets (as part of the national Cadet 150 celebrations) Midhurst and Chichester Scouts, the Royal Sussex Regiment, and the Italy Star Association. In June, Chichester College again chose the Cathedral as a successful venue for their annual Graduation Ceremony, a pattern that is likely to continue in the near future

Music

This year has seen many more boys coming forward to audition for the choir and it reached its full capacity of 18 choristers in January 2011. New probationers have been recruited for next year. Alto Lay Vicar Gavin Rogers Ball left in December and his replacement, Tim Clifford-Hill will start in September. Nicholas Pepin has ably served the choir as an interim Lay Vicar.

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The organ scholarship generously supported by the Pallant Trust was held by Paul Manley, who has passed his Associateship exam of the Royal College of Organists this year, and will be starting as organ scholar at The Queen's College, Oxford in September.

In addition to the Southern Cathedrals Festival in July, the Choir has given concerts in the Chichester Festivities and the annual Chichester Festival Theatre Christmas shows.

The Choir's CDs *Carols from Chichester* and *Holst in Chichester* continue to sell well in Cloisters shop, and *Chichester Cathedral Organ* is the new release on the Herald label: a recital of organ music played by Sarah Baldock.

Concerts

After slightly reduced concert activity in 2009-10, the past year has seen demand for the Cathedral as a concert venue grow once again. Regular promoters, including Chichester Singers, the English Arts Chorale, Billingshurst Choral Society and the University of Chichester are a mainstay of this, augmented this year by the Renaissance Choir and the Bournemouth Symphony Orchestra. Chichester Festivities once again offered a wide-ranging programme of concerts in the summer.

The regular series of Tuesday Lunchtime concerts continues to grow in its appeal, regularly attracting audiences of over 450 people.

Exhibitions

A number of exhibitions were organised by the Visits Department : '*Stations of the Cross*' by Linda Sallnow, '*Impressions of Irish History*' by John Bradshaw, '*In and Around the Cathedral*' by Axxess and '*Changing Lives*' by Gail Ward.

From the end of November 2010 the Cathedral installed an ongoing exhibition about the prestigious Hussey Memorial Commission. The Cathedral is planning to commission a new work of art: *Together*, by Jaume Plensa. *Together* will be a three-dimensional sculpture, to be suspended in the central aerial space within the Cathedral, above the Arundel Screen. The exhibition explains the commission and shows images of Plensa's proposal.

Other Events

Miscellaneous events not covered under other sections of this report include:

On a Saturday in May 2010, the Women in Black network held a vigil on Cathedral Green in support of worldwide peace; for one day in early July the Guide Dogs for the Blind Association manned a volunteer recruitment stand on the Green as part of their Volunteer Roadshow across Sussex; during August, the South East Hampshire Peace Council held their annual vigil on Cathedral Green in memory of the victims of the bombing of Hiroshima and Nagasaki; the Chichester branch of the Royal British Legion parked a small number of World War II vehicles by the Bell Tower over three weekends in November in support of their Poppy Appeal; and the Bognor and Chichester District Amnesty International Group encouraged the signing of greetings card for prisoners of conscience at a stand on the Green on the Saturday closest to Human Rights Day in December. Over the twelve days of Christmas 2010 the cathedral supported the World Cancer Research Fund's 'Candle of Hope' campaign offering a symbol of hope and remembrance for those affected by and who have lost loved ones to the disease.

An unusual event for the cathedral calendar was organised this year by the Chapter Secretary, Debbie Atlee. On 18 June 2010 'The Angels', the cathedral's team of ten brave individuals, carried out a charity skydive over Salisbury Plain raising just under £7,700 in sponsorship. Over £4,200 was handed to the

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Cathedral Restoration and Development Trust to be used to cover the cost of the new aumbry door and light for the Lady Chapel which is currently in the design and planning process. The rest of the monies raised went to charities of each team members' choice.

EDUCATION AND VISITORS DEPARTMENT

Education

A major event this year was moving the department after ten years in the Treasury to 1 St Faiths, where there is much needed extra space. Although there are security issues with 1 St Faiths facing the Cathedral Green, the extra space has proved most welcome and has enabled us not only to offer schools extra capacity, but it also has eased pressure on other Cathedral accommodation. Priority use of the Eastern Arm and easy access to it from 1 St Faiths, has also made a big difference for schools, since it is used for both workshops and lunch space. It also accommodates our regular programme of Family Activities. With this backdrop, the Education Department has had a successful year from March 2010 to March 2011.

Staffing

The appointment of a School Friends' and Bookings Coordinator, Mrs Vicky Rowlands, has made a big difference to the Education programme. New office accommodation in 1 St Faiths has also improved working conditions for staff. It should also be remembered that many Education Department activities offered to schools and the general public would not be possible without the committed and loyal support of our team of over 50 dedicated Education Volunteers. The Education Volunteers provide teams who help magnificently with the school visits; others who help prepare resources behind the scenes and not forgetting our excellent wardrobe team who keep our costumes up to speed.

The Education Programme

The Schools' Education Programme was mailed to all schools located in the west of the county as well as East Hampshire and is also available on the Education pages of the Cathedral's website. This year has also marked a significant increase in the amount of Adult Education provision organised by the Education Department. Mailouts have tended to be sent with the Cathedral newsletter and are also advertised online.

Numbers (schools and adults)

Our numbers are undoubtedly a sizeable underestimate, since we count only exact prebooked numbers at events for both schools and adults. With no Cathedral admission charges and a pattern of schools (local as well as international) dropping in without booking, exact numbers are difficult to gauge. Thus, when we say our numbers are in excess of 10,000, against a general national decline of schools visits, this is a success story, especially since it is an underestimated one. A detailed breakdown is available from the Education Department. Without the major Anne Frank exhibition as last year, which skewed our numbers to reach 10,000, this is even more of an achievement. Research suggests it fair to add a further 15% for unrecorded visits to this number, but I have excluded this above.

Resources

- Two new Cathedral Trails, Heraldry and Safari, have been added to the department's resources.
- A Norman Trail was produced in collaboration with the BBC
- A new and updated downloadable Risk Assessment document for schools can be found on the Cathedral's website for visiting schools.
- The interactive video for the NGfL continues to be well used by schools and can be accessed via the West Sussex Grid for Learning and the Cathedral's own web site.

School Friends

The appointment of Vicky Rowlands has had an immediate effect not only in recruiting new school members, but also in encouraging repeat visits. Significant developments this year have been:

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1. An increase from 14 members when Vicky joined in July 2010 to 32 members in March 2011
2. The annual School Friends' service when a total of seven schools attended with a total of 235 pupils. Fantastic spirit and commitment from individual participants from each school was shown and an enthusiastic response to an engaging talk by The Chancellor (holding a banana!)
3. In January 2011 the School Friends' Coordinator took over as Editor of the School Friends' Newsletter. An excellent benefit for schools, who use it to find out in advance about workshops and events, it also works as a marketing tool for new members.
4. In March 2011 a School Friends' Link programme was developed to identify people within the congregation or staff at the Cathedral who have an existing link with a school – whether a School Governor, parent or volunteer at a school – and provide them with information on the School Friends to take to their school to let them know more about the programme and thus encourage them to join.
5. The free places for School Friends on the Artist in Residence workshops with the fire worker Carrie Fertig in February 2011, proved a great success with three schools and 60 children taking part over 2 days.

Study Days for Sixth Form Students

The Education Department has run an A Level Study Day on Religious Studies this year and another for photography students, the latter in collaboration with Gail Ward whose exhibition was in the North Transept at the time. The Dean and Chancellor chaired lively question and answer sessions on the RS A Level Day.

The King's Quest

Collaborating with the Scenechange Theatre Company, who are now regulars at the Cathedral, in March we offered an exciting day packed with workshops to celebrate the anniversary of the King James Bible. Four schools sent over 100 pupils to work together to produce a fine performance of drama, music and dance: a play in a day!

Gifted and Talented Programme

The Education Department continues to work closely with WSCC's Gifted and Talented Department to offer dedicated workshops on Saturdays to gifted and talented children. This programme has expanded to include Key Stage 1 children. The 'Mighty Mathematicians' workshop had a record-breaking number of applications; 140 for 18 places! Despite cutbacks WSCC hope to continue to offer the G and T Programme to schools, but at an increased cost. It will be interesting to see how numbers hold up next year. However, to meet a possible shortfall, the Education Department built on the successes of the Maths and Science courses offered above, and hosted two internally organised Cathedral-based days for 80 Year 3 and 4 children from a total of 15 schools. All spaces sold and we hope to build on this in the next academic year.

Artist in Residence

Carrie Fertig was the Artist in Residence this year and her exciting workshops with schools based on spirituality were a resounding success. She also collaborated in the Family Activities programme.

Family Activities

There is an ever changing programme of Family Activities and this year was no exception. Most events involve children and their families exploring the Cathedral with a trail and then making something related to their visit to take home. The exception this year was the event which involved our Artist in Residence when everyone took home something much less tangible, having participated in creating a work of art to leave at the Cathedral. All the events took place in a two hour period on a Wednesday morning in the Eastern Arm of the Cathedral on new trestle tables kindly supplied by the Friends. A new annually published programme has meant advertising has proved easier, especially when supported by individual event publicity. A total of 624 people joined in five events, with themes ranging from Brass Rubbing, and Pilgrims' badges to an exciting collaboration with the BBC during the October half term when the

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Normans were the theme and a new trail produced. Our loyal band of Education Volunteers gave their full support.

Hot Topics

A second series of talks has been organised jointly with the Cathedral Library focusing on current areas of debate and general interest. The accommodation in George Bell House has proved very popular with the participants. Most topics so far have run to two sessions, one by the Precentor to three, and a programme of six different topics has been planned for the next academic year. Altogether over 400 tickets have been sold this past year.

Adult tours

To coincide with the Chichester Festivities, the Education Department organised tours on the Victorian Cathedral and three tours were also run for the benefit of the Friends. The existing Georgian tour was revived and refreshed and several offered to adults. Furthermore we also offered tours on the Civil War when the Cathedral Library also produced a small exhibition on the same theme.

University of Chichester and Pallant House Gallery

- UC provided speakers for the RS A Level study days.
- The Education Department enabled two UC History students to complete six week work placements each.
- A current initiative working with both the Otter Gallery and Pallant House Gallery is currently in hand.

West Sussex County Council

Links continue to develop with West Sussex County Council in the following areas:

- The interactive video for the NGfL continues to be well used by schools and can be accessed via the West Sussex Grid for Learning and the Cathedral's own web site.
- Gifted and Talented Pupils. The Education Department continues to work closely with WSCC's Gifted and Talented Department to offer dedicated workshops on Saturdays to gifted and talented children. This programme has expanded to include Key Stage 1 children. The 'Mighty Mathematicians' workshop had a record-breaking number of applications; 140 for 18 places!

Cathedrals Plus

Cathedrals Plus, the re-named Pilgrims' Association, is a national organisation which represents professional staff working in the public face of Cathedrals, abbeys and large churches. It has a dedicated Council which considers policy, liaises with government and offers valuable training opportunities; the Cathedral's Education Officer was re-elected a member of this Council in 2009 for another four years, and in 2010 has been asked to develop a national directive on training.

Special Prebends

In the 16th century Bishop Robert Sherburne founded the Prebends of Bargham, Exceit and Windham and the Bursalis Prebend and placed them in the gift of his former colleges, Winchester College and New College Oxford. The Bishop and the Dean and Chapter of Chichester agreed to revive these four Wiccamic Prebends (canonries) and another (Wightring) to form five theological canonries and lectureships for the benefit of the Cathedral and Diocese. These Prebends have, until now, been held by priests engaged in some form of academic or educational work but there has been no formal provision for them to deliver lectures. The intention is to offer these five canonries to distinguished scholars, in a variety of theological fields, for an appointment limited to five years, with the possibility of renewal. These scholars will be asked to give a series of lectures in the Diocese in the course of one academic year, thus establishing a five-year programme of lectures. This annual lecture series will be called 'The Sherburne Lectures' to honour the memory of a great benefactor of the Cathedral and the Diocese and an ardent

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promoter of education. Previously all Prebendaries have been Anglican priests occupying prebendal stalls in the Cathedral Quire and, as members of the College of Canons, having a role in the election of Bishops and the governance of the Cathedral. It is considered highly desirable to widen the field and to enable non-Anglicans and lay Anglicans, distinguished in theology, to be appointed to any of these five Prebends but it is not possible, in law, for non-Anglicans, whether lay or ordained, to hold these Prebends because they confer membership of the College of Canons. If it were desired to appoint a non-Anglican, the intention is that the Prebend should technically remain vacant and that that person should be appointed to an ad hoc Lectureship in the name of the Prebend and be invited to occupy the prebendal stall in the Quire and to take part informally in meetings of the College of Canons. The changes made in 2004 to the Constitution and Statutes were designed to achieve these aims and the funds to support the educational work of the appointed scholars will be provided from the income to the Wiccamical and Wightring Prebends.

Visitors

Thanks to the efforts of volunteer Mike Bradbury, who has worked extensively with the data from the electronic people counters at the West Door, it can be estimated that the total number of people entering the Cathedral over the period of this report was 376,600

The total number of "tourists" to the Cathedral was estimated to be 233,700. This figure was arrived at after deductions had been made for worshippers, volunteers, staff, organised events, lunchtime concerts, choir practice, parish visits, education visits and booked groups.

In addition to these "tourists" the total number of booked groups to the Cathedral was 5,457, of whom 2,559 had guided tours and 2,898 did not require guides.

These figures were considered to be very healthy.

The Visits Department also coordinated several exhibitions and continued its collaboration with Chichester Cinema at New Park who staged another successful 'Spiritual Cinema' season of films.

The Visitor Services Officer has continued to advertise the Cathedral in some annual publications and review and distribute the Cathedrals leaflets.

The Visits Department also publicised many Cathedral events and news items throughout the year and the profile of the Cathedral is generally considered to be very good.

Work has continued on the Cathedral/Parish Links network, including a successful Parish Links Evensong in October and many presentations to Deanery Synod meetings throughout the year.

A Gift Fair also took place on the Cathedral Concourse at the beginning of June.

Chapter and the Visitor Services Officer are extremely grateful for the continued efforts of Mrs Jenni Rigby and Mrs Betty Hopson-Hill, and to Mrs Maria Gordon who assists both the Visitor Services Officer and the Enterprises General Manager.

Chapter and the Visitor Services Officer are also extremely grateful for the ongoing commitment and dedication of the guides, doorkeepers and information desk volunteers. Sincere gratitude is particularly due to the heads of each of these sections, Mr Colin Clark, Mr Jeremy Mudford, and Miss Audrey Scott.

Library

It has been an unusually active year for the Library, as the report below indicates. Of particular note are the introduction of a display case in the main body of the Cathedral (which as attracted much interest), the

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work done by the new Library Advisory Group in exploring ways forward in relation to the digitisation of key aspects of the Library's holdings, and the excellent work done by the sub-librarian, Dr Charlotte Hansen, in increasing public awareness of the Library.

Bequests:

- Jerome Bertram, *Vita Communis* (Gracewing, 2009)
- Jerome Bertram, *Chichester Brass* (private print, 2010)
- Charles Scott Gillett, *Herman Leonard Pass. A Memoir* (London & Oxford, 1939)
- Neville Ollerenshaw, *A History of the Prebendal School* (Phillimore & Co, Chichester 1984)
- The Dean & Chapter of Westminster Abbey and Robert Nicholson, *Westminster Abbey 900 years* (Westerham Press, 1965)
- Revd Desmond E. W. Lockyer, typed Bible Notes left to the Cathedral Library in the will of Revd Lockyer
- Richard Warburton (compilation), *British Misericords* (DVD), (www.mediashack.co.uk, 2010)

Inquiries and Requests

Throughout the year a wide variety of inquiries was made to the Library, ranging from an Australian scholar looking for specific details contained in a volume from the Henry King Collection, to a large number of individuals seeking information on various ancestors, to the Sub-Librarian advising the owner of a large private theological library on appropriate cataloguing measures.

Visits

- Annual visit by David Dorning and students from West Dean.
- Visits by school groups and private parties (and individuals) throughout the year.
- Visit by Professor Andrew Hadfield and Dr Matthew Dimmock (University of Sussex, Department of English) and Dr Paul Quinn (University of Chichester, Department of English & Creative Writing) in order to consult the Henry King Collection. Preliminary conversation about the possibility of the GBH/Cathedral Library co-facilitating the symposium *Intellectual Culture of West Sussex* together with the above mentioned departments. This arrangement has since been confirmed and the Symposium will take place on 29 June 2011.

Collaborations

The possibility of restoration work on the *Kenilworth Missal* under the auspices of West Dean was discussed with David Dorning (head of their Book conservation programme). In this context it should be noted that private individuals connected to Kenilworth Abbey have expressed considerable interest and pledged financial contribution towards the planned digitisation of the *Missal*. Chapter has been informed of the plans and has expressed approval in principle subject to precise costings being obtained.

Purchase

Courtesy of the *Friends* of the Cathedral, the Library purchased a display case, which is used to exhibit modest and running displays of items from the Cathedral Library. The case itself is situated within the Cathedral rather than in the Library in order for members of the Congregation and general visitors to be able to view it. The exhibitions are mostly timed to coincide with themed tours of the Cathedral or various events taking place in the Cathedral.

Displays:

- Victorian Treasures from the Cathedral Library
- Civil War Display from the Cathedral Library

Activities

- A Library Advisory Group was formed, whose brief is to consider the future of the Library, its holdings, a possible requisitions' policy etc. In its first year the LAG has mainly been concerned with discussing the possibilities of digitisation of the Library holdings and of implementing a new cataloguing system (*CALM*).

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Members of the Group: Canon Dr Anthony Cane (Chancellor and Canon Librarian, chairman), Janet Carter (Subject Librarian for Theology, Chichester University Library) Dr Andrew Chandler (Director of George Bell Institute/Reader, University of Chichester), Richard Childs (County Archivist, West Sussex Record Office, Chichester. Due to Richard Child's imminent retirement it is likely that he will be replaced by Alison McCann from the Record Office), Martin Hayes (County Local Studies Librarian Worthing Library), Marilyn McInnes, Education Officer and Sub-Librarian, Dr Charlotte Hansen.

- The Sub-Librarian attended the *Religious Archives Group* Conference 2010 at the British Library as well as conferences on different aspects of digitisation at The British Library Preservation Advisory Centre.
- The Sub-Librarian attended the Triennial Conference of the *Cathedral Libraries and Archives Association* at Norwich Cathedral.
- The Sub-Librarian gave two Library Lectures on Cardinal Manning and Edith Stein respectively.
- The Sub-Librarian contributed a piece on the Cathedral Library to Chichester History Society's journal *Chichester History*, number 26, 2010, pp. 46-48.

Treasury

The Cathedral Treasury, housed in the Chapel of the Four Virgins, is a public display of communion plate and other pieces of historic interest, principally on loan from parishes of the Diocese but with additionally some items of Cathedral property. The Cathedral Sub-Treasurer is the custodian of the collection.

During the year the Cathedral acquired through the generous gift of Mrs Patricia Kemp, for display in the Treasury, a pectoral cross and episcopal ring which belonged to her late husband, Bishop Eric Kemp. The cross is a simple silver piece (hallmarked 1974, maker JMP) with a line engraving of Christ in a vestment with arms outstretched. The ring is gold with an inset yellow-green stone. These pieces are now on display alongside similar pieces that belonged to Bishop George Bell and Bishop Ridgeway. Also at the end of the reporting year arrangements were in train for the Treasury to receive, as the gift to the Cathedral from the Trustees of the Mother Agnes Trust, two pectoral crosses formerly worn by members of the Community of the Holy Family, which had its seat at Holmhurst St Mary, near Hastings, from 1913 to 1979.

Otherwise the Treasury collection has remained stable during the year, apart from the return to the parish at their request of an Elizabethan communion cup and paten cover from Tarring Neville. There has been some modest rearrangement of the display. Also the year saw the welcome return to the Treasury, after conservation work at West Dean College, of the long low mediaeval oak chest which stands against the east wall.

During the year demands were placed upon the Sub-Treasurer, and the Chapter Clerk, arising from a request from the insurers that the insurance position of loaned pieces should be clarified with the lending parishes. This involved creating an up-to-date data base of lending parishes and their incumbents and customized letters to each specifying their loaned pieces. Though time-consuming the operation had some incidental advantages: it identified parishes who had lost track of their loans (hardly surprising, after thirty or more years in some cases) and led to some welcome renewed contacts with parishes.

In other respects life in the Treasury has continued much as in past years. There have been some good visits by parish groups, sometimes in conjunction with attendance at Evensong or a wider Cathedral visit. Messages of thanks following these visits are evidence of how much these links with the Cathedral are valued by parishes. There has also been contact with NADFAS church recording groups, and other interest groups. A few parishes have as in previous years temporarily withdrawn their pieces for use or display at major festivals or special parish events: these are valued contacts.

Treasury income (net of VAT) in the year from the turnstile entry (50p) and other sources was £1809, down a little on the previous year's £1917 but still above most recent years. The figure implies some 3600 paying visitors). Treasury-assigned expenditure for the year was £3330, up from the previous year (£3006)

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mainly on account of a substantial increase in CCTV cost. The year's deficit was £1521 (£1089 in 2009/10).

MRS SARA STONOR'S REPORT

Parish Links

In 2010 members of the Cathedral Chapter, together with some lay staff, have continued to visit Deaneries to give a presentation about the work of the Cathedral entitled 'What the Cathedral does and what it can do for you'. We have visited most of the Deaneries in the last 3 years which has encouraged more parish visits to the Cathedral and led to a greater understanding of how the Cathedral works. We continue to pray for each Parish on their day of Intercession and to invite them to tea and Evensong. This seems to be much appreciated by parishes and some travel many miles to come on their special day. The Links Evensong in October, followed by refreshments, was well attended and has become an annual service. Chapter also gave a presentation to the Bishop's Council at Church House which led to interesting questions and encouraging comments about our engagement with the parishes of the Diocese.

DIRECTOR OF GEORGE BELL INSTITUTE'S REPORT

This has proven another significant year in the development of what we call the 'primary' use of the house. First, such use has increased. Second, it is now possible to speak with some confidence of the character of that use. Third, particular steady patterns of primary use have emerged.

In short, the George Bell House has become an attractive meeting place in which ideas can be freely explored in lectures, seminars and colloquia. It has increasingly served as a valuable facility for church groups and prayer groups on quiet days and retreats. In the sphere of Christian education it has offered a home to assorted meetings and the discussion of 'hot topics' within the cathedral community. Dr Hansen's adventurous development of the cathedral library has brought popular lectures and seminars here. In the furthering of the cathedral's ecumenical work the value of the house is growing more distinct: there have been guests visiting Chichester on behalf of the Anglican diocese in Europe and clergy from Germany. The George Bell Institute has brought a conference on Intellectual Freedom and the Church, a meeting of young scholars from central and eastern Europe and a succession of international lectures, made freely available to the public across the year. Under the aegis of the Institute, too, the House has this year offered a welcome forum to guests from Germany, Poland, Ukraine, Bulgaria and the United States. A cheerful Associates Day has strengthened the identity of the House and confirmed a modest but vital constituency of friends and allies.

The prospect is an encouraging one and we are left with much to do and much to hope for.

CHAPTER FUND MANAGEMENT MATTERS

Reserves Policy

The Chapter manages within its overall asset base a number of permanent and restricted funds whose aims and purposes are targeted to and only usable for specific needs. The Chapter will endeavour to keep any balance on income and expenditure accounts as low as practical and will ensure that costs that can be properly attributed to such funds will be charged to those funds before unrestricted reserves are expended.

The Chapter's aim is to ensure that the reserves of its unrestricted funds are maintained at as low a level as possible so that the income can be used for the mission and development of the Cathedral.

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2011

Overall Investment 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

Chapter seeks the maximum yield to be prudently achieved from a mixture of bonds and equities to serve the missionary objectives of the Cathedral and the income needs of fifteen trust funds. Over a period of years the income and capital values should grow fast enough to counteract the effects of the rise in RPI. During this year the average yield has been about 5% from a mixed portfolio of M&G Charifund and Charibond units with an average across all the trusts of about 75% in equities. The accounts reveal both continuing high yields from investments and an increase in capital value of £79,533.

The Finance Committee reviews the holdings at its regular meetings and monitors performance against other common investment funds in the charitable field. The Committee also monitors costs and ethical investment considerations.

FINANCIAL REVIEW OF THE CATHEDRAL'S ACTIVITIES

Introduction

These accounts have been prepared in accordance with the 2002 'Guidelines on Accounting and Reporting by English Anglican Cathedrals'.

The consolidated financial statements comprise those of the Chapter and its wholly owned subsidiary company, Chichester Cathedral Enterprises Limited.

It is considered inappropriate and impractical to consolidate the accounts prepared by The Prebendal School, the Chichester Cathedral Restoration and Development Trust, St Mary's Hospital, The Friends of the Cathedral, The Morse-Boycott Bursary Fund or The Traditional Choir Trust. Whilst members of Chapter serve on the Boards of these bodies they are managed completely independently. Under the guidelines the money received from the Trust and the Friends and related expenditure continue to be reported within the main body of the Cathedral's financial statements.

General Situation

An analysis of the principal changes in income and costs is given in Appendix 18.

English Heritage

The Cathedral received no grants from English Heritage during this period.

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2011

Other Grants and Legacies

The Cathedral was very fortunate to receive the following legacies during the year:-

The Estate of Miss OP Boughton	£ 5,000
The Estate of Wannop Fox-Drewett	£ 4,071
The Estate of Joan Drewett	£ 39,300

Property

Property values have been included in the balance sheet in accordance with the guidelines. Investment properties are those from which a commercial rent is obtained, consisting mostly of the South Street, Chichester shops, and are included under Unrestricted Funds. Close properties are part of the Cathedral endowment and form part of the non-investment assets. The investment properties were professionally valued on an open market valuation at 31st March 2006.

Notwithstanding their inclusion as non-investment assets it is Chapter policy to exploit the revenue potential from Close properties whenever possible without sacrificing the peaceful environment that exists within the Cathedral Precinct.

Chichester Cathedral Enterprises Limited

The company is wholly owned by Chapter and trades as Cloisters Café and Cloisters Shop.

The annual operating profit is covenanted to the Chapter for unrestricted use and in this period amounted to £68,795 (2010 - £83,186).

Financial Forecast

Budgets are prepared on an annual basis but the trend is for expenditure to rise faster than income and, as well as looking continuously to review costs and make sensible economies, ways of increasing revenue must also be found. Chapter has therefore embarked on initiatives to increase direct giving through the Stewardship system and is currently assessing the feasibility of projects designed to improve the revenue from Cathedral Enterprises and from casual visitors. Measures to promote the Cathedral with a view to increasing visitor numbers are already in hand.

A rolling ten-year restoration and development budget is maintained for discussion with the Cathedral Trust trustees and forms the basis of the fund-raising targets. The Chapter Architect prepares a five-year Close maintenance plan after his quinquennial inspection and report, and the funds are set aside in the budget from the CPIRR.

Risk Assessment

Risk Identification, Assessment and Mitigation are integral parts of the Chapter's management task and are continuously reviewed. Since nearly half of the unrestricted income comes from commercial rents the most obvious risk is from an economic downturn forcing retail outlets out of business with a resultant loss of this rental income. For this reason Chapter is seeking to increase revenue from other sources.

CHICHESTER CATHEDRAL

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Administrative Office

The Royal Chantry
Cathedral Cloisters
Chichester
West Sussex PO19 1PT

Tel 01243 783595

Fax 01243 812499

www.chichestercathedral.org.uk

info@chichestercathedral.org.uk

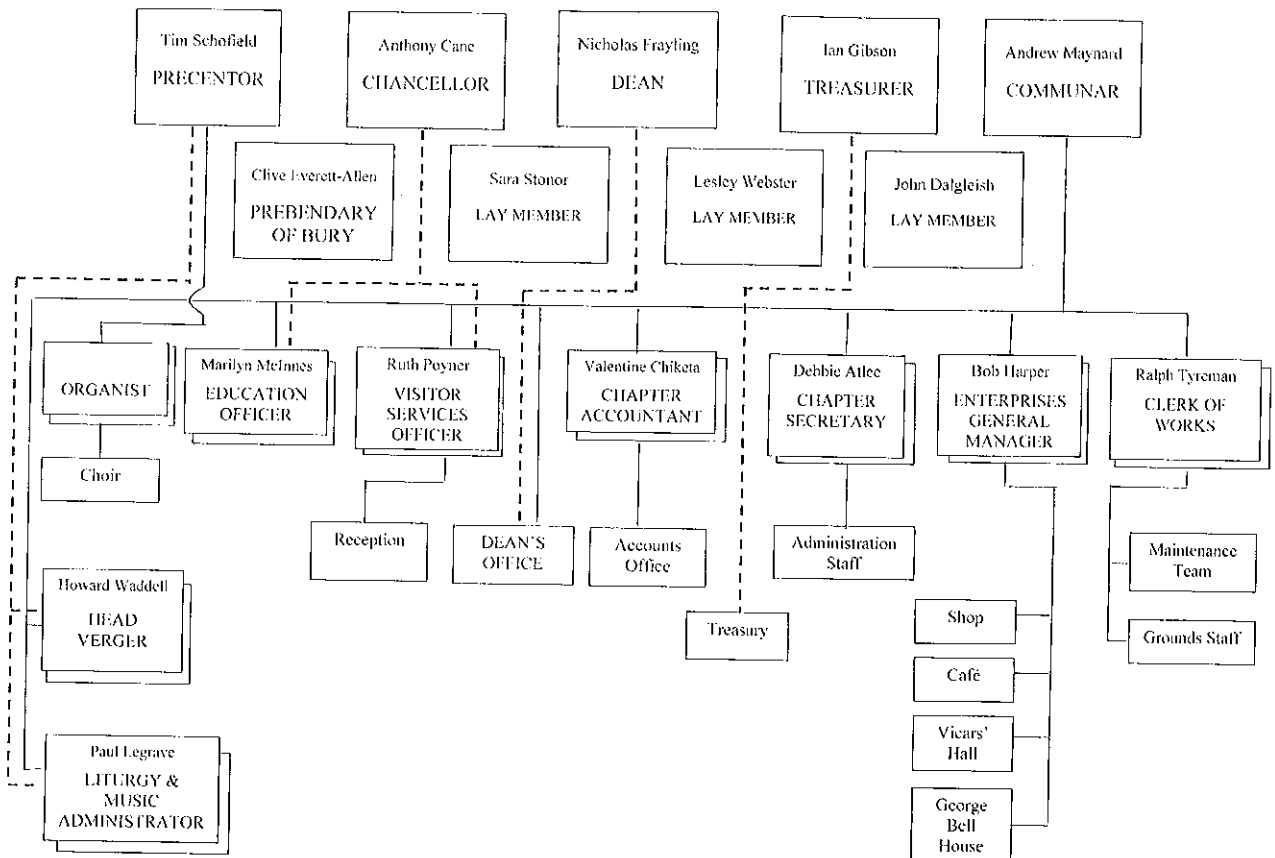
CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2011

APPENDIX 1 - THE CATHEDRAL CHAPTER

Dean	The Very Reverend Nicholas Arthur Frayling BA Hon LLD FJMU
Precentor	The Reverend Canon Nigel Timothy Schofield BA
Chancellor	The Reverend Canon Dr Anthony Cane BA MPhil PhD
Treasurer	The Reverend Canon Ian Gibson BA MSc MA FCIPD MCMi
Prebendary of Bury	The Reverend Canon Clive Everett-Allen AKC
Lay Member	Mrs Sara Jane Stonor DL
Lay Member	Dr John Gordon Dalgleish BSc, MB BS, FRCA
Lay Member	Mrs Lesley Webster
Communar	Commodore David John Mark Mowlam RN (until Feb 2011)
Communar	Colonel Andrew Thomas Westenberg Maynard RM (from Feb 2011)

APPENDIX 2 - ORGANISATION AND STRUCTURE OF THE CHAPTER



CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2011

APPENDIX 3

Chapter Members' Portfolios – Tasks undertaken in addition to Principal Duties

Chapter Member	Portfolio
Nicholas Frayling Dean	Cathedral Council Chairman: College of Canons Chairman of Trustees: St Mary's Hospital Chairman: Friends Chairman: Cathedral Enterprises Board of Directors Chairman of Trustees: Morse-Boycott Bursary Fund Chairman of Trustees: The Traditional Choir Trust Chairman: George Bell House Committee Chairman: Diocesan European Ecumenical Committee Chairman: St John's Trust Chairman of Governors, Prebendal School Member of the Prebendal School Finance and General Purpose Committee Member of Diocesan Synod Member of Bishop's Council Member of Bishop's Senior Staff Trustee: Southern Cathedrals' Festival Trustee: Cathedral Restoration and Development Trust Finance Committee Trustee: Millennium Endowment Trust Stewardship Committee Fabric Advisory Committee Cathedral Community Committee Restoration Planning Group Restoration Development Trust Lambert Barnard Steering Group Vice President: Chichester Festivities Vice-President: Pax Christi Trustee and National Chaplain: British Nuclear Test Veterans Association Trustee: Charity Institute of Food, Brain & Behaviour Dean's 2011 Westminster Abbey Group - 400 th Anniversary of the King James Bible Chairman of 2011 Composition Competition to mark the 400 th Anniversary of the King James Bible West Sussex 2012 Cultural Legacy Board Chichester Welfare Trust Trustee: Oxmarket Centre of Arts
Timothy Schofield Precentor	Cathedral Council Governor: Prebendal School Trustee: St Mary's Hospital Trustee: Morse-Boycott Bursary fund Trustee: The Traditional Choir Trust Trustee: Chichester Cathedral Choristers' Association Trust Trustee: Cathedral Restoration and Development Trust Finance Committee Fabric Advisory Committee

CHICHESTER CATHEDRAL

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Finance Committee
Stewardship Committee
Cathedral Community Committee
Staff Planning Group
Chichester Deanery Chapter and Synod
Bishops' Advisor for Ordination
Review Assistant, Clergy Assisted Review of Ministry (CARM)
Diocesan Advisor for Lay Reader Selection
Member of Churches in Chichester Fraternal

Anthony Cane
Chancellor

Governor: University of Chichester
Governor: Bishop Luffa School, Chichester
Governor: Prebendal School
Canon Librarian
Trustee: St Mary's Hospital
Trustee: George Bell Institute
Trustee: Art and Sacred Places
Trustee: Morse-Boycott Bursary Fund
Trustee: The Traditional Choir Trust
Cathedral Enterprises Ltd: Member of the Board of Directors
Editor: Cathedral Newsletter and Cathedral Journal
Friends Council
Cathedral Council
Fabric Advisory Committee
Cathedral Community Committee
George Bell House Committee
Staff Planning Group
Bishop's Educational Advisor for the Ordained Ministry
Review Assistant, Clergy Assisted Review of Ministry (CARM)
Diocesan Discipleship and Ministry Advisory Group
Chairman: Visitor Information Display and Signage Committee
Chairman: Education Development Group
Chairman: Chancellor's Group
Chairman: Exhibitions Committee

Ian Gibson
Treasurer

Trustee: St Mary's Hospital
Trustee: Morse-Boycott Bursary Fund
Trustee: The Traditional Choir Trust
Trustee: St John's Trust
Chaplain: St John Ambulance Brigade Sussex
Episcopal Vicar for Ministry Diocese of Chichester
Academic Advisor for Ministerial Training
Tutor on STETS ordination training scheme

Clive Everett-Allen
Prebendary of Bury

Vicar of St Swithun's, East Grinstead
Trustee: St Mary's Hospital
Trustee: Morse-Boycott Bursary Fund
Trustee: The Traditional Choir Trust
Cathedral Council
Diocesan Synod

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2011

Bishop's Examining Chaplain
Trustee: Sackville College Almshouses, East Grinstead

Sara Stonor
Lay Member

Trustee: St Mary's Hospital
Trustee: Morse-Boycott Bursary Fund
Trustee: Traditional Choir Trust
Cathedral Council
Governor: Cathedral Restoration & Development Trust
Cathedral/Parish Links Co-ordinator
St Bartholomew's Burwash PCC
Dallington Deanery Synod
Diocesan Synod
Canterbury Provincial Panel of the Clergy Disciplinary Measure 2003
Executive Committee of the Association of English Cathedrals
Vice-Chairman: Trustees of the De La Warr Pavilion, Bexhill on Sea
Vice Lord Lieutenant for East Sussex
Member of Council of St John Ambulance Sussex

John Dagleish
Lay Member

Trustee: St Mary's Hospital
Trustee: Morse-Boycott Bursary Fund
Trustee: The Traditional Choir Trust

Lesley Webster
Lay Member

Trustee: St Mary's Hospital
Trustee: Morse-Boycott Bursary Fund
Trustee: The Traditional Choir Trust
Holy Trinity Hurstpierpoint PCC
Hurst Deanery Synod

David Mowlam
Communar
(until Feb 2011)

Secretary: Cathedral Council
Chairman: Restoration Planning Group
Chairman: Staff Planning Group
Finance Committee
Secretary: Fabric Advisory Committee
Clerk to the Trustees: St Mary's Hospital
Administrator: St Mary's Hospital
Cathedral Enterprises Ltd: Managing Director
Administrator: Morse-Boycott Bursary Fund
Administrator: The Traditional Choir Trust
Friends Council
Executive Committee Chichester Festivities
Chichester Conservation Area Advisory Committee
Director: South West Sussex Arts Group (SWAG)
Southern Cathedrals Administrators Meeting
Cathedral Administrators and Financiers Association
Cathedrals of the South East
Stewardship Committee
Cathedral Community Committee
Visitor Information Display and Signage Committee
George Bell House Committee

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2011

**Andrew Maynard
Communar
(from Feb 2011)**

Secretary: Cathedral Council
Chairman: Restoration Planning Group
Chairman: Staff Planning Group
Finance Committee
Secretary: Fabric Advisory Committee
Clerk to the Trustees: St Mary's Hospital
Administrator: St Mary's Hospital
Cathedral Enterprises Ltd: Managing Director
Administrator: Morse-Boycott Bursary Fund
Administrator: The Traditional Choir Trust
Friends Council
Executive Committee Chichester Festivities
Chichester Conservation Area Advisory Committee
Director: South West Sussex Arts Group (SWAG)
Southern Cathedrals Administrators Meeting
Cathedral Administrators and Financiers Association
Cathedrals of the South East
Stewardship Committee
Cathedral Community Committee
Visitor Information Display and Signage Committee
George Bell House Committee
St Paul's Church Chichester PCC

APPENDIX 4 - MEMBERS OF THE CATHEDRAL COUNCIL

Elected/Appointed By

Baroness Detta O'Cathain, Chairman	Bishop
Colonel Andrew Maynard RM, Secretary	Ex Officio
The Venerable Douglas McKittrick	College of Canons
The Revd Canon Clive Everett-Allen	College of Canons
Mrs Sara Stonor DL	Bishop & Chapter
Mr Leslie Weller DL	Bishop & Chapter
The Earl of Cork & Orrery	Bishop & Chapter
Dr Brian Hanson CBE	Bishop & Chapter
Mr David Hopkinson CBE RD DL	Co-opted
Lady Lloyd DL (until end of 2010)	Bishop & Chapter
Mr Clifford Hodgetts OBE DL	Bishop & Chapter
Mr Anthony Bird	Bishop & Chapter
Mrs Phyllida Stewart-Roberts CVO OBE	Bishop & Chapter
Mr Colin Clark	Cathedral Community
Mr Jeremy Mudford	Cathedral Community
The Very Reverend Nicholas Frayling	Chapter
The Reverend Canon Timothy Schofield	Chapter
The Reverend Canon Dr Anthony Cane	Chapter
Mrs Margaret Field (from Nov 2010)	Bishop & Chapter
Mrs Susan Pyper, Lord Lieutenant of West Sussex (from March 2011)	Bishop & Chapter

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2011

APPENDIX 5 - NOMINAL ROLL OF THE COLLEGE OF CANONS

The Very Reverend Nicholas Arthur Frayling	Dean
The Reverend Canon Nigel Timothy Schofield	Precentor
The Reverend Canon Dr Anthony William Nicholas Strephon Cane	Chancellor
The Reverend Canon Ian Gibson	Treasurer
The Right Reverend Wallace Parke Benn	Bishop of Lewes
The Right Reverend Mark Sowerby	Bishop of Horsham
The Venerable Douglas Henry McKittrick	Archdeacon of Chichester
The Venerable Philip Hugh Jones	Archdeacon of Lewes
The Venerable Roger Matthew Combes	Archdeacon of Horsham
The Reverend Canon Derek Ernest Edward Tansill	Prebendary of Bishopshurst
The Reverend Canon Beaumont Lauder Brandie	Prebendary of Gates (until Feb 2011)
The Reverend Canon William Ralph Pratt	Prebendary of Sutton
The Reverend Canon Lambert David Poodhun	Prebendary of Wisborough
The Reverend Canon Bryan John Marshall	Prebendary of Firle (until July 2010)
The Reverend Canon Clive Everett-Allen	Prebendary of Bury
The Reverend Canon Paul Robert Thomas	Prebendary of Mardon
The Reverend Canon Andrew Nesbitt Robinson	Prebendary of Ipthorne
The Reverend Canon Robert Neilson Aiton	Prebendary of Eartham
The Reverend Canon Professor Robert Hannaford	Prebendary of Wightring
The Reverend Canon Dr Edward Francis Paterson Bryant	Prebendary of Fittleworth
The Reverend Canon Andrew Charles Julian Cornes	Prebendary of Woodhorn
The Reverend Canon Neil Edward Douglas Milmine	Prebendary of Sidlesham
The Reverend Canon Trevor George Buxton	Prebendary of Waltham
The Reverend Canon Castelli Hugh Atherstone	Prebendary of Hova Villa (until July 2010)
The Reverend Canon Dr Gavin Ashenden	Bursalis Prebendary
The Reverend Canon Colin Tolworthy	Prebendary of Ferring (until July 2010)
The Reverend Canon David Louis Parker	Prebendary of Heathfield
The Reverend Canon Dr Samuel Martin Bailey Wells	Prebendary of Bargham
The Reverend Canon Thomas David Nason	Prebendary of Highleigh
The Revd Canon Dr David James Clarke	Prebendary of Selsey
The Reverend Canon Josephine Katherine Gavigan	Prebendary of Hampstead
The Reverend Canon Susan Lesley Panter Marshall	Prebendary of Hova Ecclesia (until April 2010)
The Reverend Canon Nicholas Guy Wetherall	Prebendary of Somerley
The Reverend Canon Mark James Townsend Payne	Prebendary of Colworth
The Reverend Canon Doris Gwendoline Staniford	Prebendary of Seaford
The Reverend Canon Dr Jeremy Frederick Worthen	Prebendary of Exceit
The Reverend Canon Lucy Eleanor Murdoch	Prebendary of Thorney (from Sept 2010)
The Reverend Canon Julia Kathleen Peaty	Prebendary of Hova Ecclesia (from Sept 2010)
The Reverend Canon Richard William Hunt	Prebendary of Bracklesham (from Sept 2010)
The Reverend Canon Peter Robert Wells	Prebendary of Middleton (from Sept 2010)
The Reverend Canon David Richard Frost	Prebendary of Firle (from Sept 2010)
The Reverend Canon Rebecca Jane Swyer	Prebendary of Hova Villa (from Oct 2010)
The Reverend Canon Simon Paul Holland	Prebendary of Ferring (from Oct 2010)
The Reverend Canon Professor Loveday Constance Ann Alexander	Prebendary of Windham (from Feb 2011)

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2011

APPENDIX 6 – CATHEDRAL OFFICERS

The Reverend Canon David Nason	Priest Vicar
Ms Sarah Baldock	Organist and Master of the Choristers
Mr Howard Waddell	Head Verger
Mr Vince Waldron	Chapter Accountant (until Sept 2010)
Mr Valentine Chiketa	Chapter Accountant (from Sept 2010)
Ms Ruth Poyner	Visitor Services Officer
Mrs Marilyn McInnes	Education Officer
Mr Ralph Tyreman	Clerk of Works
Mr Paul Legrave	Liturgy & Music Administrator
Mr Andrew Harvey	Cathedral Enterprises Ltd General Manager (until June 2010)
Mr Bob Harper	Cathedral Enterprises Ltd General Manager (from May 2010)
Mr Michael Moriarty	Sub-Treasurer
Mr Colin Kerr	Surveyor of the Fabric
Mr Richard Meynell	Chapter Architect
Mr Mark Taylor	Consultant Archaeologist

APPENDIX 7 - MEMBERS OF THE FABRIC ADVISORY COMMITTEE

Mr Leslie Weller DL, Chairman
Commodore David Mowlam RN, Secretary (until Feb 2011)
Colonel Andrew Maynard RM, Secretary (from Feb 2011)
Mr David Hopkinson CBE RD DL (until Feb 2011)
Mr Julian Munby
Mr Robert Pulley
Mr Geoffrey Claridge
Mr Philip Jackson
Mr David Rudkin (until Nov 2010)
Ms Gilly Kinloch (until July 2010)
Mr James Peill (from March 2011)
The Very Reverend Nicholas Frayling, Dean
The Reverend Canon Dr Anthony Cane
Other Members of Chapter if they so wish

APPENDIX 8 - MEMBERS OF THE FINANCE COMMITTEE

Mr Anthony Bird, Chairman
Mr Alfred Moon
Mr Andrew Dunlop
Mr Patrick Read
Mr Nick de Zoete
The Very Reverend Nicholas Frayling, Dean)
The Reverend Canon Timothy Schofield, Precentor) All ex officio
Commodore David Mowlam RN, Communar (until Feb 2011))
Colonel Andrew Maynard RM, Communar (from Feb 2011))
Mr Vincent Waldron, Chapter Accountant (Secretary) (until Sept 2010))
Mr Valentine Chiketa, Chapter Accountant (Secretary) (from Sept 2010))

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2011

APPENDIX 9 - MEMBERS OF THE CATHEDRAL COMMUNITY COMMITTEE

Dr Richard Hancock (Chairman)
The Very Reverend Nicholas Frayling (Vice-Chairman)
Mr Jeffery Stanbridge (Roll Officer)
Rear Admiral Jack Llewellyn (Chairman, Stewardship Sub-Committee)
Dr Jean Bradley (Treasurer, Stewardship Sub-Committee)
Dr Colin Clark (Secretary) (to June 2010)
Mr Richard Ashby (Secretary) (from June 2010)
Mr Tim Bastow
Mrs Maureen Best
Mrs Jennie Gurney
Mr John Leslie
Mr Keith Masters
Mrs Rachel Moriarty
Mr Jeremy Mudford
Mr David Riley
Mrs Marguerite Saffery
Mrs Irene Smale
The Reverend Brenda Waters
The Reverend Canon Tim Schofield
The Reverend Canon Dr Anthony Cane
The Reverend Canon David Nason
Commodore David Mowlam RN (to Feb 2011)
Colonel Andrew Maynard (from Feb 2011)

APPENDIX 10 - TRUSTEES OF THE CATHEDRAL RESTORATION & DEVELOPMENT TRUST

Trust Patrons

The Duke of Richmond and Gordon
Mrs Susan Pyper – Lord Lieutenant of West Sussex
Mr Peter Field– Lord Lieutenant of East Sussex

Trustees

The Earl of Cork & Orrery, Chairman
Mrs William Gunnery, Vice Chairman (retired October 2010)
Mr Trevor James, Vice Chairman (from October 2010)
Mr Anthony Bird
Mr Patrick Burgess MBE
The Very Reverend Nicholas Frayling
Mrs Philip Jackson
Mrs Bryan Pascoe
Mrs Denise Patterson
The Reverend Canon Timothy Schofield
Mrs James Sellick (from January 2011)
Mr Daniel Stewart-Roberts (from April 2010)
Mr David Tate OBE DL
Mrs David Tupper

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2011

Honorary Governors

Mr David Hopkinson CBE RD DL

Mrs Laurence Reed,

Mrs Michael Stonor DL

Mr Leslie Weller DL

Trust Director

Mrs Alison Godfrey

APPENDIX 11 - TRUSTEES OF THE MILLENNIUM ENDOWMENT TRUST

Mr Nicholas de Zoete, Chairman

Mr Anthony Bird

The Earl of Cork and Orrery

Mrs Alison Godfrey

The Very Reverend Nicholas Frayling

Mr Michael Power

Mr David Tate OBE DL

Mr Julian Tregoning

APPENDIX 12 - TRUSTEES OF THE MORSE-BOYCOTT BURSARY FUND

The Very Reverend Nicholas Frayling (Chairman)

Mr Anthony Hamilton-Bird

The Reverend Canon Paul Rose

The Reverend Canon David Nason, Priest Vicar

Chapter Members

Commodore David Mowlam RN, Administrator (until Feb 2011)

Colonel Andrew Maynard RM, Administrator (from Feb 2011)

Mr Vince Waldron, Treasurer (until Sept 2010)

Mr Valentine Chiketa, Treasurer (from Sept 2010)

APPENDIX 13 - TRUSTEES OF THE TRADITIONAL CHOIR TRUST

The Very Reverend Nicholas Frayling (Chairman)

The Very Reverend Michael Tavinor, Dean of Hereford (Patron)

Chapter Members

Commodore David Mowlam RN, Administrator (until Feb 2011)

Colonel Andrew Maynard RM, Administrator (from Feb 2011)

Mr Vince Waldron, Treasurer (until Sept 2010)

Mr Valentine Chiketa, Treasurer (from Sept 2010)

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2011

APPENDIX 14 - DIRECTORS OF CHICHESTER CATHEDRAL ENTERPRISES LIMITED

The Very Reverend Nicholas Frayling, Chairman
Mr Vince Waldron, Company Secretary (until Sept 2009)
Mr Valentine Chiketa, Company Secretary (from Sept 2010)
Mr Andrew Dunlop
Mr Christopher Tod
Mr Patrick Read

The Reverend Canon Dr Anthony Cane
Commodore David Mowlam RN, Managing Director (until Feb 2010)
Colonel Andrew Maynard RM (from Feb 2010)

APPENDIX 15 - CATHEDRAL MANAGEMENT

The Chapter is supported by the Cathedral lay staff, accountable to the Communar and functionally responsible to their Heads of Department. The key staff members are:

Liturgy and Music – Precentor

Ms Sarah Baldock	Organist and Master of the Choristers
Mr Paul Legrave	Departmental Administrator
Mr Howard Waddell	Head Verger

Education and Visitors – Chancellor

Ms Ruth Poyner	Visitor Services Officer
Mrs Marilyn McInnes	Education Officer

Accounts, Estate Management, Administration – Communar

Mr Vincent Waldron	Chapter Accountant (from Sept 2010)
Mr Valentine Chiketa	Chapter Accountant (from Sept 2010)
Mr Ralph Tyreman	Clerk of Works
Mrs Debbie Atlee	Chapter Secretary

APPENDIX 16 - VOLUNTEER SECTION HEADS

The work of the Cathedral is supported by the dedication of some 600 volunteers, led by their Section Heads:

Dr Betty Hopson-Hill	Reception
Mr Colin Clark	Head Guide
Mr Jeremy Mudford	Head Doorkeeper
Mr Clive Stroud	Head Steward
Miss Audrey Scott	Head Information Desk
Mr Anthony Schofield	Money Counters
	Holy Dusters

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2011

Mr Jeffrey Stanbridge
Mr Michael Moriarty
Mrs Susan Daggart
Miss Susan Fletcher

Servers
Sub-Treasurer
Flower Arrangers
Seffrid Guild

Mr Michael Smith
Mr Keith Game
Mrs Elizabeth Cooper

Tower Captain
Steeplekeeper
Sunday Coffee Union

APPENDIX 17 - PROJECTS FUNDED BY THE FRIENDS OF CHICHESTER CATHEDRAL

Automation	1,440
Vicars' Hall Disabled Access	50,222
Events Leaflet	3,576
Conservation of Old Chest	2,520
Re-ordering of Shrine	1,228
Chorister Collars	704
Trestle tables for education	540
Glass display case	589
Defibrillator	880
plus other smaller projects	119
	<hr/>
	£ 61,818

APPENDIX 18 - COST INCREASES AND DECREASES COMPARED WITH THE PRECEDING YEAR

The significant increases in income and decreases in costs for the year, compared with the previous one were:

Increases	-	Donations	31,463
	-	Grant from Church Commissioners	14,032
	-	Property Income	29,759
	-	Dividend income and interest	13,176
	-	Gift Aid tax recoverable	2,286
	-	Congregation- collections & giving	2,989
	-	Grant from Allchurches Trust	3,074
Reductions	-	Service music & congregation	9,735
	-	Cathedral insurance	966
	-	Routine Cathedral maintenance and interior upkeep	16,067
	-	Cathedral restoration costs	342,568
	-	Hussey Commission	20,118
	-	Education and Outreach	2,949
	-	Major Close property maintenance	18,194
	-	Interest payable	1,272
	-	Information technology	13,848
			<hr/>
			£522,496

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2011

But these costs were countered by the following increases in costs and reductions in income:-

Increases	-	Precincts upkeep	60,176
	-	Investment Property costs	24,268
		Clergy stipends, expenses & housing	2,200
	-	Administration- severance & other costs	95,702
	-	Cathedral precinct support costs	22,265
Reductions	-	Income from legacies	270,909
	-	Project income from Friends	59,426
	-	Cathedral Restoration Trust	475,084
	-	Other revenues and capital grants	10,603
	-	Income of shop, refectory & other activities	30,165
	-	Facility & other fees	2,138
	-	Other minor income reductions/cost increases	203

£1,053,139

Net decrease in incoming resources from previous year

£(530,463)

APPENDIX 19 - CHARITABLE GIVING

Anglican Relief Ministries - Indonesia	500.00
Bible Reading Fellowship	500.00
Chernobyl 24th Anniversary	250.00
Children on the Edge	500.00
Concordis International	500.00
Ethiopia Education Aid	500.00
Eyessee	500.00
Fairbridge	500.00
Farm Africa	500.00
Haiti Hospital Appeal	750.00
Haslar	500.00
Just Different	250.00
Kids Company	500.00
Medical Aid for Palestinians	500.00
Medical Foundation for the care of Victims of Torture	500.00
Methodist Homes for the Aged	500.00
Practical Action	500.00
Prison Phoenix Trust	500.00
Prospect Burma	500.00
Save The Children	250.00
St George's Anglican Church, Vernet les Bains	300.00
St Peters Trust for Kidney Bladder & Prostate Research	500.00
St Wilfrids Hospice	750.00

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2011

Stone Pillow	700.00
The Camphill Family	500.00
The Motor Neuron Disease Society	250.00
The Smile Train	500.00
The Society of Mary & Martha	500.00
The Sussex Beacon	500.00
	<u>£14,000.00</u>

APPENDIX 20 - FINANCIAL DETAILS RELATING TO CHICHESTER CATHEDRAL RESTORATION AND DEVELOPMENT TRUST

The Trust contributed £207,260.76 during the financial year ended 31 March 2010 towards Cathedral Restoration and a further £50,000 to help the Dean & Chapter repay the loan from St Mary's Hospital for the development of the Cloisters Café and Shop which has increased Chapter revenue. Money was transferred to Chapter to fund the Cathedral's continuing restoration projects as follows:

Cloisters	111,001.00
1 St Faiths	17,894.18
Chagall Window	799.00
Repayment of St Mary's loan Hospital loan to D&C	50,000.00
Lambert Barnard panels - consolidation and surface cleaning,examination	30,647.00
Lambert Barnard panles - consolidation and surface cleaning,examination	32,565.00
Various	14,354.58
	<u>£257,260.76</u>

APPENDIX 21 - PROFESSIONAL ADVISORS

Surveyor of the Fabric

Mr Colin Kerr BA BArch DiplCons RIBA
Molyneux Kerr Architects
Unit 14, 112 Tabernacle Street
London
EC2A 4LE

Chapter Architect

Mr Richard Meynell
Broomfield, Birdham
Chichester
West Sussex PO20 7BA

Consultant Archaeologist

Mr Mark Taylor
115 Whyke Lane
Chichester
West Sussex PO19 8AU

CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2011

Auditors	Sheen Stickland LLP 7 East Pallant Chichester West Sussex PO19 1TR
Commercial Property Agent	Tod Miller Thomas The Old Coach House West Pallant Chichester West Sussex PO19 1TD
Residential Property Agent	Hancock and Partners 5 Northgate Chichester PO19 1BA
Bankers	National Westminster Bank plc East Street Chichester West Sussex PO19 1HH
Solicitors	Thomas Eggar The Corn Exchange Baffins Lane Chichester West Sussex PO19 1GE