

# CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010

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## PREFACE

You will find attached the Annual Report and Audited Accounts for the financial year ending 31 March 2010.

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 2010

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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 discuss and be briefed on the concerns of Chapter and the work of the Cathedral in general. Topics have included:

- Reviewing the Chapter's annual report and commenting on the wide range of Cathedral activities contained therein
- Considering the Accounts for 2008/2009 and the Budget for 2009/2010
- Receiving briefs from the chairmen of the various Cathedral committees
- A briefing on the progress of Chapter's development plan and a new composite development plan to replace the 5 year spending programme
- Reviewing the Simplified Accounts

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. 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 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 progress of the Eastern Cloister Arm restoration project which included the reroofing of 1 St Faiths; the upgrading of the cathedral fire alarm system; the selection process for the Hussey Memorial Commission; and the continued progress of future projects such as the Lambert Barnard Painting conservation and the mounting of two Kempe stained glass panels. Towards the end of 2009, the FAC Chairman, Mr Lesley Weller, and committee member, Mrs Gilly Kinloch, also embarked on a review of all the cathedral paintings which immediately highlighted the need for repairs and conservation to the Graham Sutherland painting displayed in the St Mary Magdalene Chapel. In March 2010 the committee's approval was sought and received for the need to undertake some urgent, emergency repairs to one of the Bell Tower buttresses.

FAC approval was sought and obtained for the disposal of some items listed in the cathedral inventory and the Dean Holtby memorial stone. The committee also considered applications made to the Cathedral Fabric Commission for England (CFCE) during this period for the Gustav Holst memorial; the replacement window protection for the Chagall window; and the initial stabilisation and consolidation of the Lambert Barnard Paintings in the North and South Transepts, the latter of which is still awaiting approval.

Two members of the committee, Mrs Rosemary Baird and Mr John Warren, stood down during this period and the valuable contribution they have given during their membership will be sorely missed.

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 2010 was 468, a net increase of 30.

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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 and 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 the Close, 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 restoration of The Eastern Arm of the Cloisters and 1 St Faith's. An appeal has been launched to fund the stabilisation of the Chichester's Tudor panel paintings, by Lambert Barnard, in the North and South Transepts.

Support from individual donors, legacies, charitable trusts, PCCs, and companies is augmented by fundraising events. A reception at the Towner Gallery, a concert at the De la Warr Pavillion and a Philip Jackson Master Class.

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, the income from which would fund the restoration programme on the Cathedral in perpetuity. The Appeal was closed at the end of 2001 with approximately £4 million raised or promised. This, the Trustees decided, would not be touched until the capital sum had grown to £5 million. The current Trustees are listed at Appendix 11.

### **Friends of Chichester Cathedral**

The Friends of the Cathedral number 1,515 on 31 March 2010 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, 28 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 the Chapter and details of its trading activities are summarised within the statement of consolidated financial activities and the notes to the accounts.

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The period covered by this report began with the Deans' Conference held over three days, this really gave CCE Ltd the opportunity to showcase the facilities along with the services and products we produce in house, the event culminated in a grand dinner held in Vicars' hall with Patricia Rutledge as guest speaker. This was followed by the Head Masters Conference held over two days demonstrating that Cathedral Enterprises are able to trade at different service levels to meet client expectation.

The Cloisters Shop and Café brand have evolved well; this has been achieved through continual marketing using various media activities. This spin off has resulted in an increased awareness across a wider audience of customers making inquires to use the facilities. Other activities to promote loyalty and repeat business within the café has been to introduce a coffee loyalty card, also a lunch time loyalty card along with two meals for ten pounds. the net result of these promotion have meant that an increased amount of repeat business use the café .the down side was this made an small fluctuation in our achievable gross profit margin, yet the old saying "Cash is King" As we went into this financial year it was felt that due to the economic uncertainty all areas would be affected, as 2009-2010 had no major events to support the business (Flower festival, son et lumiere) yet what was found; was due to the exchange rates, we experienced an increased number of overseas visitors for the café and shop business.

The Cloisters Shop has continual to develop its product range. yet the focus for 2009 - 2010 was the introduction of a new EPOS system which linked to the new accounts system, the view has been to stream line the accounting procedure allowing its management to localise and spot check its product range, therefore achieving a better sales mix. This information is vital in allowing us to understand the trends of our customers, therefore allowing us to purchase for the right seasons and at the right levels, ultimately protecting our cashflow in not holding dead stock. Along with the accounts package and EPOS the development of the box office, on line shopping and CCE Ltd's own web site were in their final stages of implementation. It is viewed that with the implementation of this technology the retail arm of the business will further underpin its place in the retail market and creating an additional income stream which will further strengthen our trading position. In order for these systems to work, and that we may take advantage of the internet and possible social media exploits, a continuous rethinking and staffing organisation work flow is necessary.

4 Canon Lane (George Bell House) opened its doors for business in April 2008 although it was not officially opened and blessed by the Archbishop of Canterbury until October 2008. The mixture of primary business and commercial rate business has created no conflict of interest to date and clearly shows that the two types of business can exist together to sustain and build the use of the house. This has been further demonstrated by the house maintaining its 5 star guest accommodation status, linking us into the various organisations which promote the house for its commercial bed lets. For the year to date the bedroom occupancy increased from 20% bedroom let to 51% bedrooms let. This resulted in George Bell House achieving a profit contribution reversal of nearly £60K. The future looks very promising for George Bell House with the ability to maximize commercial activities which help in subsidising the primary opportunities yet still allowing the house to achieve a surplus to profit which can be set aside for maintenance of the house in the future.

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. In March 2010 five boys were being supported by bursaries amounting to £25,251 a year. The Trustees are listed at Appendix 12.

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## **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 Trustees are listed at Appendix 13. Assets at 31 March 2010 were £100,955. The first chorister bursary was awarded in September 2009. It is intended to look for another suitable applicant to allow another bursary to be awarded for the 2010/2011 academic year.

## **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 2010 there were twenty-six residents.

In addition to the usual year round visits by appointment, the Hospital once again opened its doors in September and welcomed over two hundred visitors during the Heritage Open Day and a further one hundred and ten adults and children passed through as part of the Historic Churches Stride and Ride event. Following the success of the previous year, hospital tours were once again featured in the Chichester Festivities brochure and many more people took advantage of the opportunity to visit the historic hospital during the fortnight in July.

## **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

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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.

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 £4,137 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 £10,200 in this period.

## **CHAPTER REPORT ON THE CATHEDRAL'S ACTIVITIES**

### **The Chapter Year**

The report covers the financial year 1 April 2009 to 31 March 2010.

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**

The Reverend Canon Peter Kefford, Canon Treasurer, retired at the end of September 2009 after eight years of service. The Reverend Canon Ian Gibson was installed as the new Treasurer shortly after in November. Also, in November, the College of Canons representative on Chapter, The Reverend Canon Tom Inman, stood down and The Reverend Canon Clive Everett-Allen, Prebendary of Bury, was elected to replace him.

### **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 restoration of the eastern arm of the cloisters a project that called for the cloister to be re-roofed, for repairs to the window mullions, conservation and cleaning of the glass, stonework and memorials and levelling of the floors stones as well as the installation of a background heating system to make the space more usable. The contract was carried out by The Cathedral Works Organisation (CWO) and included the re-roofing of an adjoining property, 1 St Faith's and by 31 March was all but complete. During

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the current financial year £729,148.70 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.

## Visitor Information and Display and Signage Project (VIDS)

The VIDA continued to draw favourable comment from visitors and the message it presents appears to be keeping donations at a higher level than previously and the drop in donations experienced last year has not been replicated in the current one, possibly because more people were holidaying in the UK. The external signage project was completed. 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 and a visit was made to Rochester Cathedral by the VIDS Committee to see the a similar project undertaken there. 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.

## Staff Changes

Mrs Jane Deadman, who had been Chapter Accountant for 9 years left to pursue other interests and Mr Vincent Waldron joined on a fixed term contract to see the Chapter accounts through to audit in mid 2010. Mr Tim James was also taken on in Accounts to replace Mrs Nash who had left in the preceding year and Ms Charlotte Hansen joined us to help boost the primary use of George Bell House and to act as Sub Librarian. Mr Mark Wardell the highly talented Assistant Organist left at Christmas to pursue a teaching career in a school near Guildford and we were lucky to obtain the services of Mr Simon Lawford, who was returning from Australia, on a fixed term contract to see through the academic year. After a reshuffle in maintenance staff duties Mr Steven Wates became a full time maintenance man and Mr Joe Elliot was taken on for general cleaning duties in and around the precinct.

## 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:-

- |                        |   |
|------------------------|---|
| 28 April – 2 June 2009 | <i>'God's Storytellers'</i><br>from Milton to CS Lewis and Philip Pullman<br>The Chancellor's Lecture Series 2009<br>by Canon Dr Anthony Cane |
| 28 October 2009        | <i>'Why Christian-Jewish relations still matter today'</i><br>by Lord Harries of Pentregarth  |

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This lecture was in support of the 'Anne Frank + You' Exhibition at Chichester Cathedral from 5<sup>th</sup> - 30<sup>th</sup> October 2009 during which time the Cathedral received approximately 7,000 visitors including 1200 children.

## THE CHAPTER

Chapter has agreed and implemented the following measures:

- The restoration and conservation of the eastern arm of the cloisters together with the roof of 1 St Faith's
- The installation of a lift for disabled access to Vicars' Hall
- Regular maintenance and some heavy repairs to Chapter-owned properties within the Cathedral Close
- An updated ten-year restoration plan for the Cathedral and Cloisters
- 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:

- Embarked on the formulation of a composite development project.
- Implemented a new automated accounts system and completed an automation project that has provided an improved website, common database, on-line selling and ticketing system.

## LITURGY AND MUSIC DEPARTMENT

Once again the last year has seen significant changes in the department. At Christmas we said farewell to our Assistant Organist, Mark Wardell, who after twelve years has left to take up the post of Director of Music at Barrow Hills School in Surrey. During his time with us Mark made an outstanding contribution to the musical life of the cathedral. His successor is to be Tim Ravalde, at present Organ Scholar at St. John's College, Cambridge, who will be joining us in September 2010. In the meantime we have been very fortunate to appoint as our Acting Assistant Organist, Simon Lawford, who is both a highly skilled organist and musician and someone with long experience of cathedral music. In addition to supporting the regular worshipping life of the Cathedral the department was busy in September preparing for a weekend Festival of the music of Gustav Holst, which also involved a concert in collaboration with the Band of the Royal Marines. The culmination of the weekend was the dedication of a new memorial stone to Holst whose ashes are buried in the cathedral. In January the department promoted a performance of *La Nativité du Seigneur* by Olivier Messiaen played by our organist, Sarah Baldock. The music was interspersed by spoken meditations written by Canon Roland Reim and with the visual presentation of nine "Icons of the Incarnation" designed by the artist Sophie Hacker and inspired by the music of *La Nativité*.

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 4 weddings, 3 wedding blessings, 1 baptism, 5 funerals (including the Funeral Eucharist for Bishop Eric Kemp) and 3 thanksgiving services. Confirmation services were held for Chichester Deanery, Westbourne Deanery, Seaford College and the Prebendal School.

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In July, the Cathedral was the venue (at short notice) for the Episcopal Ordination and Consecration of The Reverend Mark Sowerby as the new Bishop of Horsham, by The Archbishop of Canterbury. Other 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 September 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.

Sixteen Carol Services were held for outside organisations, and the Cathedral Carol Services continue to be oversubscribed.

A number of organisations attended Evensong during the year, including the Mayor of Chichester and City Council, Sussex Freemasons and the Sussex County Association of Change Ringers (celebrating their 125<sup>th</sup> anniversary). An Evensong was arranged in commemoration of Dean Walter Hussey, to launch the Hussey commission. 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.

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.

In March the Cathedral welcomed the judiciary of Sussex for a Judges' Service. Special services were arranged for the Mothers' Union, the Catenian Association, Midhurst and Chichester Scouts, the Royal Sussex Regiment, and the Italy Star Association. In June, Chichester College chose the Cathedral as a successful venue for their annual Graduation Ceremony.

## Music

Much effort has gone into recruitment of choristers, an essential part of maintaining the Choral Foundation and the daily services for which it exists. Several new boys have joined the Choir through Chorister Open Days, and an updated Chorister leaflet has been printed with some excellent new photographs. However, the search for suitable Choristers remains a priority and complacency is not an option.

The Choir's regular concert programme is a valued part of its development and outreach. The Festivities concert included music by Purcell and Handel with the Le Page Ensemble, and the Southern Cathedrals Festival was held in Salisbury. In addition, the Lay Vicars performed at the Friends' 70<sup>th</sup> anniversary weekend.

Mark Wardell left the Cathedral on Christmas Day after 12 years of dedicated service as Assistant Organist, and Timothy Ravalde was appointed as his successor from September 2010. In the interim, Simon Lawford took over in January as Acting Assistant Organist. The Organ Scholarship 2009-2010, generously supported by the Pallant Trust, was held by John Dilworth.

In September the Cathedral commemorated the 75<sup>th</sup> anniversary of the death of Gustav Holst with the dedication of a new memorial stone, and a weekend of services and concerts. The Cathedral Choir gave a concert with the Band of the Royal Marines and made a CD including some arrangements for Band and Choir by Lt Col Nick Grace, the Director of Music. The Choir and Band came together again in a week of Christmas concerts at Chichester Festival Theatre, and it is hoped that this fruitful collaboration will continue.

BBC Radio 3 returned to Chichester for a live broadcast on Remembrance Day, and in March, the Choir travelled to Berlin to sing a concert at the Kaiser Wilhelm Gedächtniskirche and the Eucharist at the Berliner Dom. The hosts in Berlin had been part of a group of church musicians visiting Chichester earlier in the year,

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and the tour manifests the deepening links with churches in Germany. The Choir was encouraged and supported financially by the Cathedral congregation and by the Chorister parents who put on an imaginative series of events in addition to the Choir's own fundraising concert and quiz.

## Concerts

During the year the Cathedral has been the venue for twelve concerts promoted by outside organisations, among them regular visitors, such as Chichester Singers, the English Arts Chorale, Billingshurst Choral Society and the University of Chichester. There were also several charity concerts, for which the Chapter charges preferential fees. Chichester Festivities once again offered a wide-ranging programme of concerts in the summer, with performers including the Philharmonia Orchestra, Carol Curley, Hugh Masekela and the Black Dyke Band.

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 Visitor Services Officer: *Silent Places and Soaring Spaces* by Force 8 Textile Group, *A Brush with the Almighty* by Veritasse Artisans, *Stations of the Cross* by Linda Sallnow. One individual artwork was also loaned to the Cathedral for a three month period: *Crucifixion* by Laurie Slade. In addition to these an exhibition of the five shortlisted proposals for the Hussey Commission took place during November 2009. The short-list of internationally famous artists consisted of Dorothy Cross, Antony Gormley, Ana Maria Pacheco, Jaume Plensa & Mark Wallinger.

Also in 2009 many of the Cathedral staff collaborated on a very successful exhibition project titled 'Anne Frank + You'.

## **Other Events**

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

During June 2009 the Isolation Action Group manned a stand on Cathedral Green for a day to mark the Help The Aged National Falls Awareness Day and provide practical advice to the older generation; Grace Church, Chichester also made use of Cathedral Green as part of their annual Outreach Weekend at the end of the month. During July a public information roadshow for the My NHS West Sussex Membership Scheme was held on the Green and a display of Morris and Norwegian folk dancing was given by the Bell Tower by the Marlet Sword and Morris Men with guest dancers from Norway. An 'Unusual Gift Fair' was held on the precinct for ten days in August and on 8 August, the South East Hampshire Peace Council held a vigil on the Cathedral Green in memory of the victims of the bombing of Hiroshima and Nagasaki. The Chantry building in Canon Lane was, once again, a designated port of call for the Sussex Historic Churches Trust 'Ride and Stride' event in September and a traditional healing garden was created for a day in October on the Green by members of the National Institute of Medical Herbalists to promote the healing qualities of plants. The Bognor and Chichester District Amnesty International Group encouraged the signing of card for prisoners of conscience and their families in Burma and China at a stand on the Green on the Saturday before Human Rights Day in December. The Chichester branch of the Royal British Legion parked a small number of World War II vehicles by the Bell Tower over two weekends in November in support of their Poppy Appeal. Stagecoach bus company launched their flagship Coastliner 700 bus service at the end of February 2010 by displaying one of their brand new double decker buses next to the Bell Tower.

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## EDUCATION AND VISITORS DEPARTMENT

### Education

#### Education Programme

Workshops and Children's Guided Tours continue to be the mainstay of the School Education Programme. A re-designed Education Programme was mailed to all schools in the west of the county and east Hampshire. This is available on the Education pages of the website. A Risk Assessment document has now been added to our resources to aid visiting groups. This year has marked an increase in the amount of adult education provision organised by the Education Department, but all our activities would not be possible without the committed and loyal support of our team of Education Volunteers.

#### Sixth Form days

A Level Study Days on Religious Studies and Archaeology continue to be popular, the latter being in collaboration with West Sussex County Council's Archaeology team, Chichester District Museum and Chichester District Council whose archaeologists led practical sessions on the day. This included digging in both the Bishop's Palace Garden and also the Dean's garden. The Dean and Chancellor chaired lively question and answer sessions on both days. With Vicars Hall being closed for works, the extra Spring RS A Level Day had to be cancelled, however.

#### Family Activities

Increasing attendance at each event, during half-terms and school holidays. The October half term Family Activities were designed around the Anne Frank Exhibition and 'Badge-up' encouraged participants to think about a message of hope to be printed onto a badge. Great fun as had by all, and our loyal band of Education Volunteers gave their full support.

#### Numbers

Our numbers have stabilised this year at about 10,000, but this is against a general national decline. A detailed breakdown is available from the Education Department. However, the year taken as a whole has been skewed by the large numbers attending the Anne Frank Exhibition, which exceeded 1022 school children, 623 adults attending related education events, and a further 60 at the Family Activity Day 'Badge Up'.

#### Resources

- Several new Cathedral Trails have been added to the department's resources.
- A new downloadable Risk Assessment document for schools.

#### 'Anne Frank + You' Exhibition

The Education Department ran a variety of very successful workshops and tours for visiting schools and colleges during October when the Cathedral hosted this internationally important exhibition. We also offered various adult events including related film showings and a talk by Deborah Moggach who wrote the film script for the BBC adaptation of 'Anne Frank's Diary'. A memorable visit by Holocaust survivor Rudi Oppenheimer with 10 different schools sending representatives to a packed Vicars Hall, was a highlight of the month. A Tree of Hope in the Cathedral was another moving feature, with tributes and prayers written by children expressing their personal hopes for the future. Finally, the Chancellor led a short service to plant a tree to remember Anne Frank by, and the flowering cherry is currently flourishing. The tree was sponsored by the British Legion.

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## Links

### Hot Topics

A new series of talks has been organised jointly with the Cathedral Library focusing on current areas of debate and general interest. Organised with the Cathedral Sub Librarian, the first talk was on 'Women Priests...' and was led by Charlotte herself. Most topics so far have run to two sessions, and a programme of six different topics has been planned for the year 2010. Gratifyingly, most have completely sold out so far.

### The Mary Rose

- Exchange visits for our Education Volunteers to share skills
- Peer evaluation sessions

### University of Chichester

- UC provided speakers for the RS GCSE and A Level study days.
- The Education Department enabled two UC History students to complete six week work placements each.

### 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!
- WSCC very kindly hosted a splendid reception to mark the opening of the Anne Frank Exhibition in October, culminating in a meditative walk from County Hall to the Cathedral.

### CPAL (Cathedrals in Partnership with Adult Learning)

The Education Officer has represented the Cathedral at all conferences organised by NIACE. A national initiative, CPAL seems to offer some exciting collaborative opportunities.

### Cathedrals Plus

Cathedrals Plus, the newly 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.

### Festivities

The Education Department created two new Cathedral Tours based on the Cathedrals' Graffiti and Treasures. Initially offered for the Chichester Festivities complete with refreshments, the tours were then shortened and offered as fundraising events for the Cathedral Friends and Education Department.

### Friends of Chichester Cathedral

Closer links have been established with the Cathedral Friends through a variety of fundraising activities including the established lunchtime programme of Food for Thought educational talks and the new Cathedral tours mentioned above. A new category of Friends' membership has been introduced, School Friends, and this has proved successful enough for the Friends to consider employing someone part-time to run the scheme. A very popular School Friends' newsletter has been introduced, and this has been an important

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marketing tool. A very popular first School Friends' service was led by the Chancellor in September when 170 children from our School Friends attended.

## Special Prebends

In the 16<sup>th</sup> 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 Wiccamical 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 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 370,000.

The total number of "tourists" to the Cathedral was estimated to be 220,000. 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 6,092, of whom 3,070 had guided tours and 3,022 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 screened an open air film on the Cathedral Green during August and also staged another successful 'Spiritual Cinema' season of films.

The Visitor Services Officer has continued to advertise the Cathedral in some annual publications and the Cathedral's leaflets have been substantially upgraded. A quarterly events leaflet and poster are in place and a new general leaflet promoting the Cathedral has also been produced. The Visitor Services Officer also

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researched leaflet distribution companies and this new leaflet is currently being distributed via Take One Media. Accompanying advertisements, following the same style as the leaflet, have also been designed.

The Cathedral Welcome leaflet has been upgraded and now includes specific information about where and how visitors can make donations.

The Visits Department also produced a joint leaflet with Pallant House Gallery. This leaflet was designed to promote the Hussey Commission and encourage visitors to walk between the Cathedral and Gallery, thus visiting both. The leaflet was handed out at the entrance to both venues for some weeks.

The Visits Department publicised many Cathedral events and news items throughout the year. The Hussey Commission in particular received good coverage both locally and nationally, securing ongoing editorial in The Church Times and other notable coverage such as Front Row on Radio 4. The Arundel Tomb also featured on Radio 4 as part of a series about famous poems.

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 for two weeks in August. The Visits Department also participated in Heritage Open Days by holding a 'Behind the Scenes' event in September.

The Visits Department also concluded the external signage project, improving the look of the Cathedral Precincts substantially.

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

Last year's report said that the future direction of the library and its staffing was being considered, and that the longstanding Library Clerk, Tony Savill, intended to retire. Tony did indeed retire in July 2009, and we are deeply grateful for his years of dedicated work in the Library, going back to the time when he was a volunteer working with Dr Mary Hobbs. In September 2009 Dr Charlotte Hansen took up the baton, taking on the part-time salaried role of sub-librarian for an initial period of two years. This appointment was made possible by collaboration between the library, the George Bell Institute, and Cathedral Enterprises (for who Dr Hansen will work in developing the primary use of George Bell House.

Charlotte's appointment offers the opportunity to take a fresh look at the Cathedral Library, particularly the need to use new technology to digitise the photographic archive (not least to preserve unique material from damage and disaster) and update the catalogue. At the time of writing Charlotte has completed much research into this area, which has included liaison with other parties at the Cathedral with an interest in developing a picture library (specifically the Visitor Services Officer and the Retail Manager, Cathedral Enterprises). She is also working on ways of developing the Library's educational role, and developing partnerships with West Dean College, West Sussex County Council Record Office, Worthing Library, the George Bell Institute and the University of Chichester.

The West Dean College Centre for Conservation and Making is currently restoring a number of the Library's books, as it has done for many years.

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## New donations

These include:

*Stained Glass Windows of the XIIth and XIIIth Centuries from French Cathedrals* with an introduction by G. G. Coulton. London (no date of publication)

*Le Nouveau Testament. Ou La Nouvelle Alliance de Notre Seigneur Jesus-Christ.* Nouvelle edition revue & corrigée. Londres 1710

*Chichester History* – The Journal of The Chichester Local History Society, (complete set from 1985 to 2009) given to the Cathedral Library by the Society in March 2010.

## Visits

There have been regular visits from school groups, the University of the Third Age and individuals. There have been a number of requests to whether specific items were held by the Library/Library Archives. Some of these have been answered affirmatively, others have been referred to the local Record Office as it has been established by the sub-librarian that the requested items were held there.

## Treasury

Report by the Sub-Treasurer, M J Moriarty

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 Treasury is administered by the Cathedral Sub-Treasurer.

An interesting addition to the collection during the year was the second of a pair of fine 17<sup>th</sup> century pewter flagons from Cowden. Both flagons were lost from the church in the 1980s. One was recovered quite soon and not long after was loaned to the Treasury. The other was returned to the parish only recently, and the pair are now reunited. The other welcome additions are two two-handled “porringer” cups (end of 17<sup>th</sup> century) from Bramber and Botolphs churches: good examples of a form of communion cup of which there are only two others in the collection. There was not permanent withdrawal during the year. For a few weeks in the winter the pewter cabinet was closed for electrical repairs, and the contents transferred to other cases or placed in secure storage.

In general, Treasury routines have continued much as usual. As regards group visits the most notable was that of the Pewterers Society in July 2009. Over thirty members enjoyed a general Cathedral tour in the morning, and in the afternoon studied the Treasury pewter collection in great detail and with evident appreciation – in particular of the opportunity to examine pieces at close quarters. Also during the year there were a number of visits by other special interest groups, and by parties from parishes (in some cases as part of a wider visit). The Sub-Treasurer nourishes contacts with lending parishes as part of the pattern of Cathedral links with the Diocese. A small number of parishes continue the welcome practice of temporary withdrawal of their pieces for use or display at major festivals or special parish events. In the autumn, the Sub-Treasurer gave a talk about the Treasury, with a follow up visit to the Cathedral Friends in the “Food for Thought” series.

Treasury income (net of VAT) in the year from the turnstile entry (50p) and other sources was £1917, a substantial increase on the previous year’s £1500 and the best figure since 2006. The figure includes one substantial donation, and implies some 3500 paying visitors (a number which excludes visitors in tours and other special groups). Treasury-assigned expenditure for the year was £3006, up a little from the previous year (£2905). The year’s deficit was £1089 (£1405 in 2008/9).

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## MRS SARA STONOR'S REPORT

### Parish Links

The involvement of our Parish Links with the Cathedral's 900<sup>th</sup> Celebrations in 2008 was a great success. Following this, Chapter decided to make 2009 "Cathedral Parish Links Year". Chapter contacted all the Rural Deaneries (21) in the Diocese and offered either to visit the Deanery and give a presentation or for the Synod to visit the Cathedral for a special meeting. The theme of these presentations was 'What the Cathedral can do for you'. A small team of Clergy and Lay Members of Chapter and sometimes a member of the lay staff visited 7 Deaneries travelling throughout the Diocese from Westfield, near Hastings and Bexhill & Battle in the far east to deaneries closer to the Cathedral, Two Synods visited the Cathedral for the first time and two others regularly visit the Cathedral. We have offered the remaining Deanery Synods a visit in 2010 and three have already taken this up. These presentations have been well received and helped to spread the word about the Mother Church throughout the Diocese.

Chapter has decided to make the autumn special Links Evensong an annual event and plans are already being made for the 2010 service. This will include a Sunday lunch offer, a special tour and refreshments after Evensong.

## DIRECTOR OF GEORGE BELL INSTITUTE'S REPORT

This second year in the life of the George Bell House has seen a steady evolution in its 'primary' and 'commercial' uses. The house continues to offer 'a centre for vocation, education and reconciliation'. This identity is supported by the 'commercial' use of the House: it also offers facilities for meetings and weddings and bed and breakfast accommodation to visitors to the city throughout the year.

The Associates of the George Bell House met together on 26 March 2010 and heard a talk on George Bell and the poet John Masefield, given by Dr Peter Webster from the Institute of Historical Research. By now much had been accomplished. The House was benefiting from the ongoing administration of Dr Charlotte Hansen, who had started work for three entities: the cathedral library, the George Bell House and the George Bell Institute in the previous autumn. To Dr Hansen much is owed. Furthermore, by the time this meeting took place the work of the artist, Hans Feibusch, had been adopted by the House at large and was much in evidence on the walls of the rooms and hallways. A large display cabinet, the personal gift of one Associate, contained a permanent exhibition of exhibits drawn from Bell's own life and work.

It is now possible to write of three particular bodies which have adopted the House on 'primary' terms on a regular basis: the cathedral itself, the diocese and the George Bell Institute.

The Education Department of the cathedral has held a series of open seminars called 'Hot Topics', gathering local church people from the cathedral community and across the city to share ideas about such matters as the ordination of women, the end of life, the justification of war and the demographic character of congregations at large. Meanwhile, a regular 'Book at Breakfast', led by the Chancellor, has also proven popular, exploring such books as Marilyn Robinson's Gilead and a new study of Etty Hillersum. On a diocesan level, the Chancellor also held the first of a number of research seminars, providing an opportunity for Chichester clergy to meet together and discuss new work of theological interest. Beside this there were clergy residentials and training events for clergy and lay readers.

This has been an important year for the George Bell Institute, another primary User. In September 2009 the institute held its seventh international colloquium in Chichester and the George Bell House became the home to this. Fellows from Poland, Russia, India and the United Kingdom met for four days for papers, films, teaching sessions, poetry readings and discussions. At the close they made their way into the cathedral to light a candle at the place where Bell's ashes are interred, behind the altar. By the end of the period covered by this

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report the Institute had inaugurated its first International Series at the house with a talk on the politics of memory in post-Stalinist Russia by Irina Flige of the *Memorial* organization in St Petersburg. It is hoped that this series will continue into the coming year, providing a new meeting framework in which local people and university staff and students may meet with scholars and thinkers from across the world.

Andrew Harvey and his staff have worked generously and assiduously to make the George Bell House a success in both of its dimensions. Equally, from the cathedral offices Maria Gordon has patiently overseen the bookings at the house. It is largely due to their combined efforts that all those concerned with this venture look to the future with some measure of confidence. It is hoped that these foundations can now yield new and enterprising work of value.

## 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.

### 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 4.7% from a mixed portfolio of M&G Charifund and Charibond units with an average across all the trusts of about 62% in equities. The accounts reveal both continuing high yields from investments and an increase in capital value of £451,089.

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.

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## 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.

### Other Grants and Legacies

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

The Estate of Canon Messenger	£ 4,000
The Estate of Professor Roy Porter	£ 12,850
The Estate of Kathleen Judd	£ 299,792

### 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 31<sup>st</sup> 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.

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## **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 £86,798 (2009 - £85,707).

## **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.

## **Administrative Office**

The Royal Chantry  
Cathedral Cloisters  
Chichester  
West Sussex PO19 1PT

Tel 01243 783595  
Fax 01243 812499  
[www.chichestercathedral.org.uk](http://www.chichestercathedral.org.uk)  
[info@chichestercathedral.org.uk](mailto:info@chichestercathedral.org.uk)

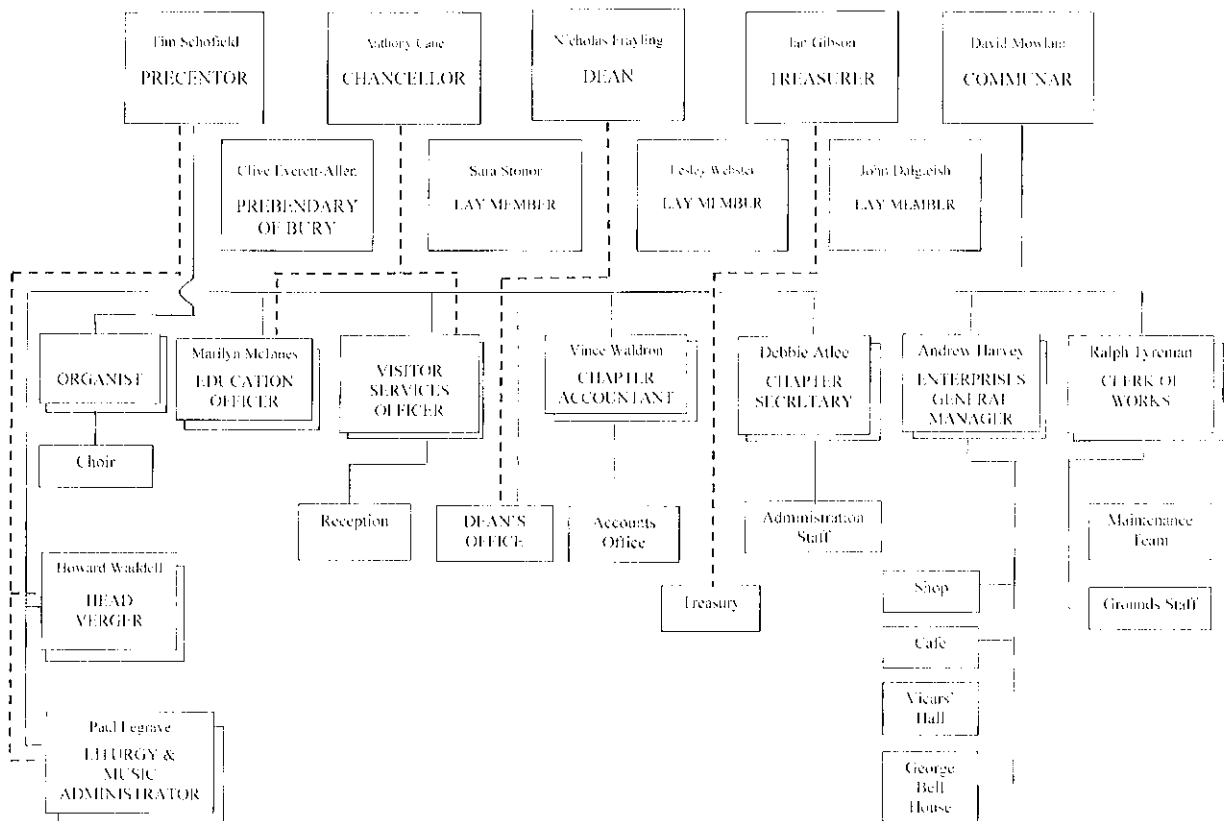
# CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010

## 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 Peter Charles Kefford BTh (until Sept 2009)
Treasurer	The Reverend Canon Ian Gibson BA MSc MA FCIPD MCMI (from Nov 2009)
Prebendary of Thorney	The Reverend Canon Thomas Jeremy Inman BA (until Nov 2009)
Prebendary of Bury	The Reverend Canon Clive Everett-Allen AKC (from Nov 2009)
Lay Member	Mrs Sara Jane Stonor DL
Lay Member	Dr John Gordon Dalglish BSc, MB BS, FRCA
Lay Member	Mrs Lesley Webster
Communar	Commodore David John Mark Mowlam RN

## APPENDIX 2 - ORGANISATION AND STRUCTURE OF THE CHAPTER



# CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010

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## APPENDIX 3

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

Chapter Member	Portfolio
<b>Nicholas Frayling Dean</b>	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 of Governors: Prebendal School 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 Chairman: Chichester Festivities Executive Committee AEC AGM Vice-President: Pax Christi Trustee and National Chaplain: British Nuclear Test Veterans Association Trustee: Charity Natural Justice 'N.J.' 2011 Westminster Abbey Sub Group - 400 <sup>th</sup> Anniv of the King James Bible Chairman of 2011 Westminster Abbey - Composition Competition to mark the 400 <sup>th</sup> Anniversary of the King Jame's Bible West Sussex 2012 Cultural Legacy Board Chichester City Council – Welfare Trust Trustee: Oxmarket Centre of Arts
<b>Timothy Schofield Precentor</b>	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  
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  
Bishop's Educational Advisor for the Ordained Ministry  
Review Assistant, Clergy Assisted Review of Ministry (CARM)  
Diocesan Ministry and Adult Christian Education Advisory Group  
Chairman: Visitor Information Display and Signage Committee  
Chairman: Education Development Group  
Chairman: Chancellor's Group  
Chairman: Exhibitions Committee

**Peter Kefford**  
**Treasurer**  
**(until Sept 2009)**

Diocesan Advisor for Ministry  
Trustee: St Mary's Hospital  
Trustee: Morse-Boycott Bursary Fund  
Trustee: The Traditional Choir Trust  
George Bell House Committee

**Ian Gibson**  
**Treasurer**  
**(from Nov 2009)**

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

# CHICHESTER CATHEDRAL

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**Thomas Inman**  
**Prebendary of Thorney**  
**(until Nov 2009)**

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

**Clive Everett-Allen**  
**Prebendary of Bury**  
**(from Nov 2009)**

Vicar of St Swithun's, East Grinstead  
Rural Dean of East Grinstead Deanery  
Trustee: St Mary's Hospital  
Trustee: Morse-Boycott Bursary Fund  
Trustee: The Traditional Choir Trust  
Cathedral Council  
Diocesan Synod  
Surrogate for the Diocesan Registrar  
Bishop's Examining Chaplain  
Trustee: Sackville College Almshouses, East Grinstead  
Deputy Chair of Governors: Sackville School, 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  
Vice-Chairman: Trustees of the De La Warr Pavilion, Bexhill on Sea  
Vice Lord Lieutenant for East Sussex

**John Dalglish**  
**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

**David Mowlam**  
**Communar**

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

# CHICHESTER CATHEDRAL

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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

## APPENDIX 4 - MEMBERS OF THE CATHEDRAL COUNCIL

Mr Hugh Wyatt CVO, Chairman (until Nov 2010)  
Baroness Detta O’Cathain, Chairman (from March 2010)  
Commodore David Mowlam RN, Secretary  
The Venerable Douglas McKittrick  
The Revd Canon Clive Everett-Allen  
Mrs Sara Stonor DL  
Mr Leslie Weller DL  
The Earl of Cork & Orrery (from March 2010)  
Dr Brian Hanson CBE  
Mr David Hopkinson CBE RD DL  
Lady Lloyd DL  
Mr Clifford Hodgetts OBE DL  
Mr Anthony Bird  
Mrs Phyllida Stewart-Roberts CVO OBE  
Mr Colin Clark  
Mr Jeremy Mudford  
The Very Reverend Nicholas Frayling  
The Reverend Canon Timothy Schofield  
The Reverend Canon Dr Anthony Cane  
Visitor: The Right Reverend John Hind

## Elected/Appointed By

Bishop  
Bishop  
Ex Officio  
College of Canons  
College of Canons  
Bishop & Chapter  
Bishop & Chapter  
Bishop & Chapter  
Bishop & Chapter  
Co-opted  
Bishop & Chapter  
Bishop & Chapter  
Bishop & Chapter  
Bishop & Chapter  
Cathedral Community  
Cathedral Community  
Chapter  
Chapter  
Chapter

## 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 Peter Charles Kefford	Treasurer (until Sept 2009)
The Reverend Canon Ian Gibson	Treasurer (from Nov 2009)
The Right Reverend Wallace Parke Benn	Bishop of Lewes
The Right Reverend Mark Sowerby	Bishop of Horsham (from Nov 2009)
The Venerable Douglas Henry McKittrick	Archdeacon of Chichester
The Venerable Philip Hugh Jones	Archdeacon of Lewes
The Venerable Roger Matthew Combes	Archdeacon of Horsham

# CHICHESTER CATHEDRAL

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The Reverend Canon John Philip McMurdo Sweet	Prebendary of Windham (until July 2009)
The Reverend Canon Derek Ernest Edward Tansill	Prebendary of Bishopshurst
The Reverend Canon Beaumont Lauder Brandie	Prebendary of Gates
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
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 Thomas Jeremy Inman	Prebendary of Thorney (until Jan 2010)
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 Castell Hugh Atherstone	Prebendary of Hova Villa
The Reverend Canon Dr Gavin Ashenden	Bursalis Prebendary
The Reverend Canon Ian Graham Prior	Prebendary of Middleton (until Aug 2009)
The Reverend Canon Colin Tolworthy	Prebendary of Ferring
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
The Reverend Canon Hugh Martin Moseley	Prebendary of Bracklesham (until Nov 2009)
The Reverend Canon Nicholas Wetherall	Prebendary of Somerley
The Reverend Canon Mark Payne	Prebendary of Colworth
The Reverend Canon Doris Staniford	Prebendary of Seaford
The Reverend Canon Jeremy Worthen	Prebendary of Exceit (from Oct 2009)

## 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
Mrs Jane Deadman	Chapter Accountant (until Sept 2009)
Mr Vince Waldron	Chapter Accountant (from Sept 2009)
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
Mr Michael Moriarty	Sub-Treasurer
Mr Colin Kerr	Surveyor of the Fabric
Mr Richard Meynell	Chapter Architect
Mr Mark Taylor	Consultant Archaeologist

# CHICHESTER CATHEDRAL

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## APPENDIX 7 - MEMBERS OF THE FABRIC ADVISORY COMMITTEE

Mr Leslie Weller DL (Chairman)  
Commodore David Mowlam RN (Secretary)  
Mrs Rosemary Baird (until July 2009)  
Mr David Hopkinson CBE RD DL  
Mr Julian Munby  
Mr Robert Pulley  
Mr John Warren (until Nov 2009)  
Mr Geoffrey Claridge  
Mr Philip Jackson  
Mr David Rudkin  
Ms Gilly Kinloch  
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 )  
Mrs Jane Deadman, Chapter Accountant (Secretary) (Until Sept 09) )  
Mr Vincent Waldron, Chapter Accountant (Secretary) (From Sept 09) )

## 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)  
Mr Richard Ashby  
Mr Tim Bastow  
Mrs Maureen Best  
Mrs Jennie Gurney  
Mr Keith Masters  
Mrs Rachel Moriarty  
Mr Jeremy Mudford  
Mr David Riley

# CHICHESTER CATHEDRAL

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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

## APPENDIX 10 - TRUSTEES OF THE CATHEDRAL RESTORATION AND DEVELOPMENT TRUST

### Trust Patrons

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

### Trustees

The Earl of Cork & Orrery, Chairman  
Mrs William Gunnery, Vice Chairman  
Anthony Bird  
Patrick Burgess MBE  
The Very Reverend Nicholas Frayling  
Mrs Philip Jackson Trevor James  
Mrs Bryan Pascoe,  
Mrs Denise Patterson  
Michael Rudman (until July 2009)  
The Reverend Canon Timothy Schofield,  
David Tate OBE DL  
Mrs David Tupper

### Honorary Governors

David Bowerman CBE DL (until April 2009)  
David Hopkinson CBE RD DL  
Mrs Laurence Reed,  
Mrs Michael Stonor DL  
Leslie Weller DL

### Trust Director

Alison Godfrey

## APPENDIX 11 - TRUSTEES OF THE MILLENNIUM ENDOWMENT TRUST

Mr Bryan Pascoe, Chairman (until Oct 2009)  
Mr Nicholas de Zoete, Chairman (from Oct 2009)  
Mrs Alison Godfrey, Trust Director  
Mr John Barkshire CBE TD DL (until Oct 2009)  
Mr Anthony Bird  
The Very Reverend Nicholas Frayling  
Mr David Tate OBE DL  
The Earl of Cork and Orrery

# CHICHESTER CATHEDRAL

ANNUAL REPORT, AND AUDITED ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2010

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## APPENDIX 12 - TRUSTEES OF THE MORSE-BOYCOTT BURSARY FUND

The Very Reverend Nicholas Frayling (Chairman)  
Miss Mary Morse-Boycott (Patron) – Deceased January 2010  
Mr Anthony Hamilton-Bird  
The Reverend Canon Paul Rose  
The Reverend Canon David Nason, Priest Vicar  
Chapter Members

Commodore David Mowlam RN, Administrator  
Mrs Jane Deadman, Treasurer (until Sept 2009)  
Mr Vince Waldron, Treasurer (from Sept 2009)

## 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)  
Mrs Jane Deadman, Treasurer (until Sept 2009)  
Mr Vince Waldron, Treasurer (from Sept 2009)

## APPENDIX 14 - DIRECTORS OF CHICHESTER CATHEDRAL ENTERPRISES LIMITED

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

The Reverend Canon Dr Anthony Cane  
Commodore David Mowlam RN

## 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

# CHICHESTER CATHEDRAL

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## Education and Visitors – Chancellor

Ms Ruth Poyner	Visitor Services Officer
Mrs Marilyn McInnes	Education Officer

## Accounts, Estate Management, Administration – Communar

Mrs Jane Deadman	Chapter Accountant (until Sept 2009)
Mr Vincent Waldron	Chapter Accountant (from Sept 2009)
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
Mr Jeffrey Stanbridge	Servers
Mr Michael Moriarty	Sub-Treasurer
Mrs Susan Daggart	Flower Arrangers
Miss Susan Fletcher	Seffrid Guild
Mr Michael Smith	Tower Captain
Mr Keith Game	Steeplekeeper
Mrs Elizabeth Cooper	Sunday Coffee Union

## APPENDIX 17 - PROJECTS FUNDED BY THE FRIENDS OF CHICHESTER CATHEDRAL

Lady Chapel Sound System	6,983
Cathedral signage	16,613
Children's external trail	1,157
Albs, robes & cassocks	3,426
Cathedral Events flyers	2,170
Cathedral guidebook	16,148
Automated accounts system	2,500
Refurbishment of Pantaleon Chapel	9,539
Office Automation	6,113
Vicars Hall Disabled Access	41,771
Camera for Organ Loft	1,377
English Hymn books	562
Low level lights	2,095
Choir Publicity	1,160

# CHICHESTER CATHEDRAL

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History of the Friends	2,215
Communion Rail	4,184
Events leaflet 2010	4,231
	<u>£ 121,244</u>

## 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	-	Income from legacies	128,960
	-	Project income from Friends	20,370
	-	Cathedral Restoration Trust	617,345
	-	Gift Aid tax recoverable	6,275
	-	Congregation- collections & giving	7,660
	-	Grant from Allchurches Trust	5,400
	-	Facility & other fees	3,386
	-	Profit from Chichester Cathedral Enterprise Ltd	1,089
Reductions	-	Investment Property costs	15,673
	-	2009 deficit re Cathedral 900	38,949
	-	Major Close property maintenance	58,678
	-	George Bell House	40,620
	-	Interest payable	18,128
	-	Information technology	5,620
	-	Precincts upkeep-	2,454
			<u>970,607</u>

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

Increases	-	Clergy stipends, expenses & housing	16,468
	-	Service music & congregation	21,659
	-	Cathedral insurance	3,465
	-	Routine Cathedral maintenance and interior upkeep	46,720
	-	Cathedral restoration costs	358,357
	-	Hussey Commission	30,102
	-	Archives & library	7,458
	-	Administration- severance & other costs	16,604
	-	Cathedral precinct support costs	2,540
Reductions	-	Donations	78,378
	-	Grant from Church Commissioners	7,811
	-	Property Income	22,978
	-	Dividend income and interest	26,828
			<u>639,368</u>

Net increase in incoming resources from previous year

£331,239

# CHICHESTER CATHEDRAL

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## APPENDIX 19 - CHARITABLE GIVING

Bible Reading Fellowship	500
Church Army	1,000
Gillingham Parish Church	100
Sussex Historic Churches Trust	500
The Society of Mary and Martha	1,000
Chichester Counselling Services	500
Haslar Visitors Group	500
Hearing Dogs for Deaf People	250
Lorica St Patrick's	500
The Scleroderma Society	250
The Marfan Trust	250
4Sight	500
St Richard of Chichester Christian Care Association	500
Queen Alexandra Hospital Home	500
DRWF	250
Church Mission Society	1,500
Convent of the Holy Name, Zululand	500
USPG	1,000
No More Landmines	500
Ethiopiaid	500
Farm-Africa	500
Haiti Hospital Appeal	500
L'Arche Overseas Development Fund	500
St John of Jerusalem Eye Hospital	500
The Turning Point Trust	500
WaterAid	500
	<hr/>
	<b>£14,100</b>

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

The Trust contributed £579,148.70 during the financial year ended 31 March 2010 towards Cathedral Restoration and a further £150,000 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	422,123.60
Lady Chapel	61,000.00
Fire Alarm	51,400.00
The Bell Tower	10,025.10
Lambert Barnard Paintings	300.00
Muniment Room	250.00
Quire Bays 4 and 5	1,050.00

# CHICHESTER CATHEDRAL

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Architectural Fragments Record	300.00
Various	32,700.00
Repayment of St Mary's Hospital loan to D&C	<u>150,000.00</u>
	£ <u>729,148.70</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

### 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