

Coppice Mission Church

Report and Accounts
Year ended 31 March 2023

COPPICE MISSION CHURCH
LEGAL & ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 MARCH 2023

ADDRESS FOR CORRESPONDENCE	Hollingworth Road Petts Wood Orpington Kent BR5 1AQ
GOVERNING DOCUMENT	Declaration of Trust dated 16 March 1990, amended by supplemental deed on 12 October 1994
CHARITY REGISTRATION NUMBER	1001741
TRUSTEES RESPONSIBLE FOR MANAGING THE CHARITY	Donna Carroll Janet Ching Margaret Gough Brian James Carol Johnson Nelson Pallister Angela Short
CUSTODIAN TRUSTEES	Church Growth Trust
INDEPENDENT EXAMINER	Ajay Rajani FCIE Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

INDEX

Page 1	Legal & Administrative Details
Pages 2-3	Trustees' Report
Page 4	Independent Examiner's Report
Page 5	Receipts and Payments Account
Page 6	Statement of Assets & Liabilities
Pages 7	Notes to the Accounts

COPPICE MISSION CHURCH
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

The Trustees have pleasure in submitting the Report and Accounts for the year ended 31 March 2023.

Objectives of the charity

The charity is a charitable trust. The charity's objectives, as set out in its governing document, are the worship of God, the instruction and edification of Christians, the care and Christian instruction of young people and children and the evangelisation of non-Christians, the relief of sickness or poverty and the advancement of the Christian faith generally.

To this end, we aim to be a Christian church that advances the Christian faith and tries to relieve distress among residents of the neighbourhood - be it caused by loneliness, sickness and poverty. Specifically, we aim to be an evangelical Christian Church which shares the love of God in Jesus Christ by concern and practical help to the community, regardless of age, gender identity, culture, creed, social status, disability or ethnic origin.

Summary of the charity's main activities and achievements

In planning the activities the Trustees have applied the guidance on public benefit issued by the Charity Commission.

We provide Christian worship services on Sunday mornings, prayer meetings on Monday evenings, a men's fellowship group on Tuesday mornings and a Craft Club on Tuesday afternoons. Bible study is held on Friday mornings and a 'Warm Welcome Space' is available on Friday afternoons. Occasional outings and special events are organised for those who attend this group. Pastoral care includes listening to anyone who approaches us for help, particularly the elderly, bereaved or disabled. We participate in several national and borough-wide projects including Hope into Action, Churches Together, and Transform Bromley Borough. The Church purchases and distributes free of charge a monthly newspaper which contains encouraging articles from a Christian perspective and has established a presence at the local convenience store, offering free Christian literature and also Carol singing at Christmas. The Pastor visits local care homes and sheltered housing schemes, and participates in a rota of volunteers taking Sunday services. The Pastor also visits local primary schools as a volunteer with Spinnaker Trust to take assemblies.

The charity has established several social groups which alleviate loneliness in the community, particularly for the older members of the community.

The charity has held a series of meetings for people who want to find out more about the Christian faith, which involved a meal, a short film to introduce a topic for open discussion. Two people have made a commitment to Christ and have been baptised. Several others are considering baptism and are attending services regularly.

Several contacts made at the local convenience store have developed into friendships, spiritual and practical support for people who have approached the charity.

We have continued to be able to support our missionaries who are able to continue in their work and are encouraged by our prayer, financial and practical support.

The church community made up a number of 'shoebox' gifts, partnering with Link to Hope who send shoe boxes to impoverished families and elderly people in Eastern Europe (particularly Ukraine, Moldova, Romania and Bulgaria).

Financial review

The trustees report a deficit for the year of £20,826 but maintain a high level of cash reserves of £413,519 following a prior year sale of an investment property. All of the cash held by the charity is unrestricted and can be used for any charitable purpose. The funds from the sale have been invested and therefore bring in interest which the church benefits from as income. However, the church is seeking to move towards a break-even position in future years as growth takes place.

Reserves policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's unrestricted fund expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

Three month's expenditure on unrestricted funds amounts to approximately £14,600. With the level of unrestricted reserves at the year end of £413,519, the policy is more than adequately satisfied with many months' worth of reserves covered. It is likely that the trustees will consider setting aside some of the excess unrestricted reserves in future years for further longer term investment, potentially in the church building.

Risk statement

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Responsibilities of trustees

Charity law requires us as Trustees to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

Approval

This report was approved by the trustees and signed on their behalf by:

Angela Short

Angela Short - chair of trustees

Date: 25 January 2024

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
COPPICE MISSION CHURCH

I report to the trustees on my examination of the accounts of Coppice Mission Church ('the charity') for the year ended 31 March 2023 on pages 5 to 7 following.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

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

Ajay Rajani

Ajay Rajani FCIE
Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

Date: 26 January 2024

COPPICE MISSION CHURCH
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted Funds		Restricted Funds	2023	2022
		General Funds	Designated Funds			
		£	£	£	£	£
Income receipts						
Donations		19,282	-	-	19,282	10,752
Gift aid receipts		1,444	-	-	1,444	-
Legacies		917	-	-	917	625
Interest		1,292	-	-	1,292	282
Investments - rental income		13,000	-	-	13,000	8,750
Other		1,686	-	-	1,686	604
		<u>37,620</u>	<u>-</u>	<u>-</u>	<u>37,620</u>	<u>21,014</u>
Capital and similar receipts						
Sale of investments		-	-	-	-	428,000
Total receipts		<u>37,620</u>	<u>-</u>	<u>-</u>	<u>37,620</u>	<u>449,014</u>
Payments						
Payments in relation to charitable activities undertaken directly	2	55,576	-	-	55,576	21,392
Grants paid in relation to charitable activities undertaken by others	3	2,713	-	157	2,870	3,080
		<u>58,289</u>	<u>-</u>	<u>157</u>	<u>58,446</u>	<u>24,472</u>
Purchase of fixed assets		-	-	-	-	2,030
Total payments		<u>58,289</u>	<u>-</u>	<u>157</u>	<u>58,446</u>	<u>26,502</u>
Net of receipts / (payments) before transfers		(20,669)	-	(157)	(20,826)	422,512
Transfers between funds	5	-	-	-	-	-
Net movement in funds		<u>(20,669)</u>	<u>-</u>	<u>(157)</u>	<u>(20,826)</u>	<u>422,512</u>
Cash funds as at last year end		434,188	-	157	434,345	11,833
Cash funds at this year end	A	<u>413,519</u>	<u>-</u>	<u>-</u>	<u>413,519</u>	<u>434,345</u>

The notes on page 7 form part of these accounts.

COPPICE MISSION CHURCH
STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31 MARCH 2023

	Unrestricted Funds			2023	2022
	General funds	Designated funds	Restricted funds		
Notes	£	£	£	£	£
A Cash funds					
Cash at bank with immediate access	12,381	-	-	12,381	23,589
Notice deposits	401,018	-	-	401,018	410,756
Petty cash	120	-	-	120	-
	413,519	-	-	413,519	434,345
B Other monetary assets					
Gift aid due to charity	3,883	-	-	3,883	3,521
Other debtors	925	-	-	925	-
	4,807	-	-	4,807	3,521
C Liabilities					
Gift aid overclaim	50	-	-	50	50
Trade creditors	330	-	-	330	1,675
Fee for Independent Examination	540	-	-	540	3,500
Salaries	1,500	-	-	1,500	6,507
Pension contributions	-	-	-	-	13,335
Tenant deposit	1,000	-	-	1,000	-
Accrued expenses	1,500	-	-	1,500	-
	4,920	-	-	4,920	25,067

D Assets retained for charity's own use

	Fund to which asset belongs	Cost £
Freehold land and buildings - church building	UR General	31,898
Building improvements	UR General	115,080
Fixtures, fittings and equipment	UR General	2,030
		149,008

E Investment assets

	Fund to which asset belongs	Current value £
Investment property	UR General	400,000
Unlisted shares	UR General	7,821
		407,821

The investment property is included at its probate value in 2019 when it was left to the charity in a legacy. The trustees have estimated the value of the unlisted shares based on the company's recent accounts.

The accounts were approved by the trustees and signed on their behalf by:

Angela Short

Angela Short - chair of trustees

Date: 25 January 2024

The notes on page 7 form part of these accounts.

COPPICE MISSION CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	<u>Unrestricted Funds</u>	Designated	Restricted	Total	Total
	General funds	funds	Funds	2023	2022
	£	£	£	£	£
2 Payments in relation to charitable activities undertaken directly					
Employment costs	37,423	-	-	37,423	5,173
Ministry expenses	513	-	-	513	40
Subscriptions	815	-	-	815	894
Outreach activities	597	-	-	597	54
IT & communications	1,645	-	-	1,645	999
Maintenance of buildings & equipment	3,518	-	-	3,518	8,035
Utilities	2,169	-	-	2,169	945
Council tax	247	-	-	247	228
Insurance	1,624	-	-	1,624	1,829
Independent examination	3,500	-	-	3,500	-
Catering	1,176	-	-	1,176	1,140
Office costs	151	-	-	151	100
Admin services	1,103	-	-	1,103	-
Professional fees	1,021	-	-	1,021	1,935
Bank charges	74	-	-	74	21
	<u>55,576</u>	<u>-</u>	<u>-</u>	<u>55,576</u>	<u>21,392</u>

3 Grants paid in relation to charitable activities undertaken by others

Grants for:					
Other small grants to organisations	73	-	157	230	-
Grants to individuals who serve as missionaries	2,640	-	-	2,640	3,080
	<u>2,713</u>	<u>-</u>	<u>157</u>	<u>2,870</u>	<u>3,080</u>

4 Transactions with trustees

There were no transactions with trustees during the period.

5 Movement of funds

	Opening balance	Receipts	Payments	Transfers	Closing balance
	£	£	£	£	£
<i>General funds</i>	434,188	37,620	(58,289)	-	413,519
<i>Restricted funds</i>					
Disaster Fund	157	-	(157)	-	-
	<u>157</u>	<u>-</u>	<u>(157)</u>	<u>-</u>	<u>-</u>
Total funds	<u>434,345</u>	<u>37,620</u>	<u>(58,446)</u>	<u>-</u>	<u>413,519</u>