

EMMANUEL CHURCH (AYLSHAM)

England & Wales · Charity number 1046629

Details

Other names EMMANUEL CHURCH

Status Registered

Legal form Trust

Registered 1995-05-19

Register [View on the Charity Commission register](#)

Contact

Address 5 Jubilee Drive
Sheringham
NR26 8SD

Phone 07775728920

Email gemdotty@yahoo.co.uk

Website www.church-emmanuel.org.uk

Activities

Objects: TO USE THE CAWSTON ROAD CHAPEL CAWSTON ROAD AYLSHAM NORFOLK:- (A) AS A PLACE OF PUBLIC WORSHIP FOR THE SERVICE OF ALMIGHTY GOD FOR WHICH PURPOSE THE CHAPEL REMAINS REGISTERED UNDER THE PLACES OF WORSHIP REGISTRATION ACT 1855 (B) AS A PLACE FOR THE INSTRUCTION OF CHILDREN OR ADULTS OR AS A CHURCH HALL OR TO FURTHER THE RELIGIOUS AND OTHER CHARITABLE WORK OF THE CONGREGATIONS FORMERLY MEETING AT THOSE PLACE FOR RELIGIOUS WORSHIP AND FOR SUCH OTHER CHARITABLE PURPOSES AS MAY FROM TIME TO TIME BE ENDORSED BY THE CHURCH IN GENERAL MEETING (C) AS A PLACE FOR MAINTAINING AND PRACTISING THE DOCTRINE AND RITE OF THE BAPTISM OF BELIEVERS AND NO OTHER BAPTISM (D) AS THE CURTILAGE OF SUCH PLACE AS AFORESAID

Activities: Christian worship, prayer, praise and celebrating Communion; Learning from The Bible and encouraging in the faith; Proclaiming the Gospel to all ages, helping them to understand what it means; Serving the Community; Baptising believers by immersion; Dedicating babies and children to the Lord.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Overseas Aid/famine Relief, Religious Activities
- **Who:** Children/young People, Elderly/old People, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** AYLSHAM
- Norfolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£31,009	£37,655	-	-
2024-12-31	£70,997	£41,542	-	-
2023-12-31	£54,824	£129,054	-	-
2022-12-31	£57,729	£344,881	-	-
2021-12-31	£43,480	£43,117	-	-

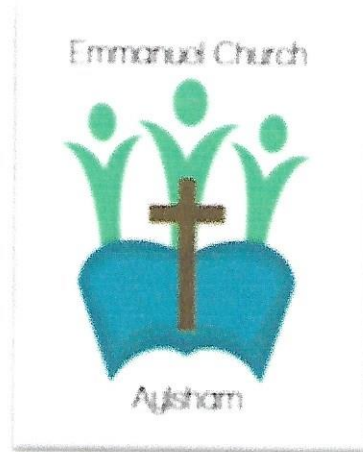
Trustees

Name	Role	Appointed
Diane Winifred Scott		2016-04-06
Helen Daniels		2022-11-01
William Byron Jones		2023-11-07
Yvonne Westwood		2017-02-07

EMMANUEL CHURCH (AYLSHAM)

England & Wales - Charity number 1046629

Accounts



EMMANUEL CHURCH AYLSHAM

Cawston Road

Aylsham NR11 6BX

Registered Charity No: 1046629

**ANNUAL REPORT AND FINANCIAL STATEMENT
FOR YEAR ENDING DECEMBER 2025**

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Structure, Governance and Management

2.1 General Information

2.1.1 Emmanuel Church Aylsham – Principal Address

7 Cawston Road
Aylsham
Norfolk NR11 6BX

2.2 Registered Charity Status

Emmanuel Church Aylsham is registered with the Charity Commission Number 1046629.

2.3 Constitution

A Trust Deed made on 14th February 1995 is the governing document of Emmanuel Church Aylsham. The church was formed as a result of the amalgamation of the congregation formerly meeting at The Cawston Road Chapel and the congregation formerly meeting at the Baptist Chapel, White Hart Street, Aylsham.

The congregation now meets regularly at Cawston Road Chapel and are the holding Trustees of the 1995 Trust Deed, based upon the Fairbairn Trust model, for this property.

The present Church Leadership is shown in section 2.5; the external advisers of the Charity are shown in section 2.6.

2.4 Structure and Management

The Church is a charitable trust established by the Trust Deed dated 14th February 1995.

Members of the Church Leadership as shown in section 2.5, except the Pastor, are appointed by majority vote taken at a meeting of the Church in General Meeting in accordance with the Trust Deed. They are re-appointed by the Church Membership annually at the AGM with a similar appointment for the Treasurer but may resign at any time or may be removed from office by a two-thirds majority vote at a meeting of the Church in General Meeting.

Leaders share with the Pastor in the overall spiritual oversight of the Church and in particular in the roles of pastoral care, teaching and discipleship. Together with the Pastor they oversee and coordinate the vision and ministry of the church.

Church Membership shall be open to those who profess repentance before God and faith in Jesus Christ as Saviour and Lord and who indicate agreement to our Basis of Belief.

Acceptance as a Member of the church follows agreement with our Basis of Belief and signing the Church's Membership Book.

2.5 Trustees and Members of the Church Leadership

The Church Leadership currently comprises an elected Leadership Team, there is currently no Pastor in post.

At the Annual General Meeting Sunday 16 March 2025, the following Leaders agreed to serve on the Leadership Team for the forthcoming year:

Byron Jones, Helen Daniels, Liz Goddard, Joy Harrow, Faith Lynch and Di Scott.

Currently the Trustees registered with the Charity Commission are:

Byron Jones, Yvonne Westwood, Helen Daniels, Diane Scott, Caroline O'Grady

Statement of Responsibilities

The Church Leadership is responsible for the preparation of the financial statements for each financial year, which give a true and fair view of the Church's income and application of resources during the year and of its state of affairs at the end of the period. In preparing those financial statements, the Church Leadership:

- selects suitable accounting policies and then applies them consistently.
- makes judgments and estimates that are reasonable and prudent.
- prepares the accounts on the going concern basis unless it is inappropriate to presume that the Church will continue in operation.

The Church Leadership is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Church and enable them to ensure that the financial statements comply with the Charities Act 1993. The Leadership is also responsible for safeguarding the assets of the Church and hence for taking reasonable steps for the prevention and detection of fraud and breaches of law and regulations.

Governance

Internal controls over all forms of commitment and expenditure continue to be refined to improve efficiency. Processes are in place to ensure that performance is monitored, and that appropriate management information is prepared and reviewed regularly by both the Church Leadership and the Church Members.

The systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss. They include:

- regular consideration by the Church Leadership and Church Members of Finances.
- delegation of day-to-day management authority and segregation of duties.
- Identification and management of risks.

2.6 External Advisers

Bankers **CafBank Bank, 25 Kings Hill Avenue, Kent ME19 4JQ**
Kingdom Bank, Padge Road, Beeston, Notts NG9 2RS

Independent Examiner

Graeme Johnston

3. Church Leadership's Report

3.1 Objectives and Principal Activities of The Charity Objects

Use of Cawston Road Chapel as

- a) a place of public worship for the service of Almighty God.
- b) a place for the instruction of children or adults or as a church hall or to further the religious and other charitable work of the congregations formerly meeting at those places for religious worship and for such other charitable purposes as may from time to time be endorsed by the Church in General Meeting
- c) a place for maintaining and practising the doctrine and rite of the baptism of believers

The consent of the Charity Commission has been obtained to amend the Charities objects to:

- (1) The advancement of the Christian Faith, education and any other charitable purposes in the United Kingdom and/or other parts of the world

Our Activities

- ❖ Gathering together frequently for worship in prayer and praise.
- ❖ Remembering the Lord Jesus Christ as we celebrate Communion.
- ❖ Learning together as we study the Bible, encouraging each other in the faith.
- ❖ Proclaiming the Gospel to adults, young people and children, helping them to understand what it means.
- ❖ Baptising believers by total immersion.
- ❖ Dedicating babies and small children to the Lord.
- ❖ Serving the community as best we can.
- ❖ Showing a concern for the physical and spiritual wellbeing of the whole world

3.2 Achievements and Performance

The church building has been used extensively during the week by the Church and Community during the year and the congregation has engaged with community events in the town with Churches Together in Aylsham.

The Church expressed its part in the life of the wider church by making grants to national and international Christian organisations and societies with Christian aims and objectives compatible with the Church's own charitable purpose. This has included support, financially and through prayer for the Bible Society, Leprosy Mission, Songs of Hope and Freedom, Mission Aviation Fellowship and Trans World Radio, Release International and Tearfund.

The Church meets every Sunday for worship and teaching of the Christian Faith, as well as other midweek Bible Study and Prayer Time. The meetings of the Church are open to all in the community, and the Church actively seeks to engage with the wider community in its activities.

The Leadership Team meets monthly during the year and members are regularly informed and consulted regarding church activities at Members Meetings held 4 times during the year. Reports of the activities of the church were provided with the Accounts for approval at the AGM held on 16 March 2025.

The Charity Trustees have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission.

4. Financial Review and Results For The Year

4.1 Financial Review

During the 12 months to 31 December 2025 the Church had a total income of £31,009 (2024: £70,997). Offerings and Donations together with the Income Tax Refunds at £25,340 have decreased from the previous year (£61,065). Giving to support the wider work of Mission amounted to £1,720 (2024: £1,350).

Charitable Expenditure was lower than on the previous year at £37,655 (2024: £41,542).

Total funds were reduced to £45,424 (2024 £52,070). The Church Leadership is confident that the current funds together with future income will be sufficient to meet future commitments.

4.2 Gifting and Tithing

The Church Members have agreed to support the wider work of Mission by setting aside a part of their annual income for the support of organisations engaged in Mission. The amount and the recipients of gifts are agreed annually by Church Members at a Church Meeting.

4.3 Reserves Policy

The Church believes in the grace of God to provide for its financial needs as they arise through the giving of its members and others. In principle, the Church believes that monies given should be utilised for the furtherance of the work of the Church as soon as it is practical and is consistent with an orderly and responsible stewardship of the funds and the work of the Church. In practice, in the view of the Church Leadership, free reserves (after setting aside funds earmarked for specific projects), should be approximately 3 months normal recurring unrestricted expenditure.

As at 31 December 2025 the Church had three months unrestricted free reserves of £8,750, which has been increased to reflect the anticipated additional costs associated with the New Pastor, who will commence duties in early 2026.

4.4 Report from the Independent Examiner

I have completed my examination of the accounts to 31st December 2025. 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 respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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

Graeme Johnston Dated 27.03.2026

Graeme Johnston Accountant

10 Unicorn Yard

Aylsham

Norwich NR11 6AU

Statement of Financial Activities for the Year ended 31st December 2025

Notes

Unrestrict Restricted Total Funds Total Funds

Statement of Financial Activities for the Year ended 31st December 2025

	Notes	Unrestrict ed Funds	Restricted Funds	Total Funds 2025	Total Funds 2024
		£	£	£	£
Incoming Resources					
Voluntary income					
Offerings and donations inc Gift Aid Tax recoverable		25,340		25,340	61,065
Specific giving for Mission					
Miscellaneous				-	-
Investment income					
Bank interest received		606		606	640
Other incoming resources					
Room lettings		5,063		5,063	9,292
Building Fund					
Total Incoming Resources		<u>31,009</u>	<u>-</u>	<u>31,009</u>	<u>70,997</u>
Resources Expended					
Charitable Activities:					
Mission	2	1,720		1,720	1,350
Ministry	3	3,695		3,695	4,842
Materials and Youth Work		-		-	
Premises	4	32,240	-	32,240	35,350
Pastoral gifts					
Miscellaneous				-	-
Total Resources Expended		<u>37,655</u>	<u>-</u>	<u>37,655</u>	<u>41,542</u>
NET INCOMING / (OUTGOING) RESOURCES before Transfers		-6,646	-	-6,646	29,454
Transfers between funds		-	-	-	-
NET INCOMING / (OUTGOING) RESOURCES after Transfers		-6,646	-	-6,646	29,454
Balances brought forward		<u>52,070</u>	<u>-</u>	<u>52,070</u>	<u>22,616</u>
Balances carried forward		<u>45,424</u>	<u>-</u>	<u>45,424</u>	<u>52,070</u>

Approved by the Church Leadership on 22 March 2026 and signed on its behalf by

Diane Scott, Treasurer/Trustee _____

Byron Jones, Trustee: _____

Diane Scott

W. Byron Jones

1 Accounting Policies

Basis of Preparation

The accounts are prepared on a 'receipts and payments' basis.

Thus all income is recognised as received, and payments as made.

Designated Funds

Designated funds are used for gifts received for Mission purposes, and for the Pastoral Fund of the Church.

The Leadership has designated out of the unrestricted funds £32,000 to repay the church loan and have increased the free reserve figure to reflect the additional costs of the Pastor, who starts in early 2026. An analysis of the designated funds is shown below:

Loan Fund	£32,000
3 Months reserve	£8,750
Unallocated	<u>£4,674</u>
	£45,424

2 Mission

UnRestricted Funds

	£
MAF	150
TWR	150
The Bible Society	300
Tearfund	150
Release Int'l	300
Leprosy Mission	300
Grass Roots	-
Other	<u>370</u>
	1,720

3 Ministry

Unrestricted Fund

	£
Salaries and associated costs	160
Subscriptions, stationery, postage and photocopier costs	1,966
(Ministers) Leaders expenses/Meetings & Events	940
CRB/safeguarding	150
Book-Keeping	<u>480</u>
	<u>3,695</u>

4 Premises

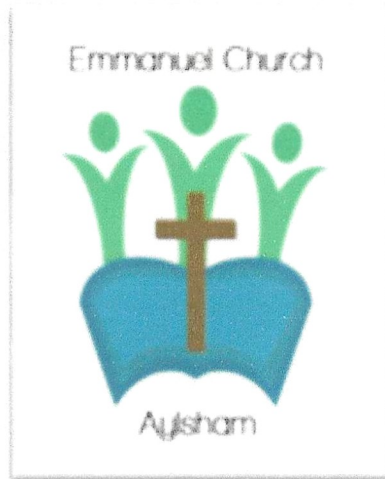
Unrestricted Funds

	£
Cleaning salaries	-
Property expenditure	645
Heating & Lighting	4,111
Telephone & Internet	876
Premises hire costs	
Water	169
Insurance & Sundry	830
Building Project:	
Initial Costs : Surveys & Contracts	
Costs per Architect Design	25,608
	<u>£32,240</u>

EMMANUEL CHURCH (AYLSHAM)

England & Wales - Charity number 1046629

Accounts



EMMANUEL CHURCH AYLSHAM
Cawston Road
Aylsham NR11 6BX

Registered Charity No: 1046629

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Structure, Governance and Management

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2.2 Registered Charity Status

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2.3 Constitution

A Trust Deed made on 14th February 1995 is the governing document of Emmanuel Church Aylsham. The church was formed as a result of the amalgamation of the congregation formerly meeting at The Cawston Road Chapel and the congregation formerly meeting at the Baptist Chapel, White Hart Street, Aylsham.

The congregation now meets regularly at Cawston Road Chapel and are the holding Trustees of the 1995 Trust Deed, based upon the Fairbairn Trust model, for this property.

The present Church Leadership is shown in section 2.5; the external advisers of the Charity are shown in section 2.6.

2.4 Structure and Management

The Church is a charitable trust established by the Trust Deed dated 14th February 1995.

Members of the Church Leadership as shown in section 2.5, with the exception of the Minister(s), are appointed by majority vote taken at a meeting of the Church in General Meeting in accordance with the Trust Deed. They are appointed by the Church Membership annually at the AGM but may resign at any time, or may be removed from office by a two-thirds majority vote at a meeting of the Church in General Meeting.

Elders share with the Minister(s) in the overall spiritual oversight of the Church and in particular in the roles of pastoral care, teaching and discipleship. Together with the Minister(s) they oversee and coordinate the vision and ministry of the church.

Members of the Church Leadership, other than the Minister(s) are appointed by the Church in General Meeting to serve as Leaders, with similar appointment for the Treasurer.

Church Membership shall be open to those who profess repentance before God and faith in Jesus Christ as Saviour and Lord and who indicate agreement to our Basis of Belief. Acceptance as a member of the church follows agreement with our Basis of Belief and signing the Church's Membership Book.

2.5 Trustees

The elected members of the Church Leadership, excluding the Minister(s), become the Trustees of the charity on election to office.

Members of the Church Leadership

The Church Leadership currently comprises an elected Leadership Team, there is currently no pastor in post.

At the Annual General Meeting 19th May 2024 the following Leaders agreed to serve on the Leadership Team for the forthcoming year: Byron Jones, Helen Daniels, Liz Goddard, Joy Harrow, Faith Lynch and Di Scott.

Since that time the Leaders have decided to retain the following 5 Trustees:

- Byron Jones
- Yvonne Westwood
- Helen Daniels
- Diane Scott
- Caroline O'Grady

These are currently registered with the Charity Commission.

Statement of Responsibilities

The Church Leadership is responsible for the preparation of the financial statements for each financial year, which give a true and fair view of the Church's incoming resources and application of resources during the year and of its state of affairs at the end of the period. In preparing those financial statements, the Church Leadership:

- selects suitable accounting policies and then applies them consistently.
- makes judgments and estimates that are reasonable and prudent.
- prepares the accounts on the going concern basis unless it is inappropriate to presume that the Church will continue in operation.

The Church Leadership is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Church and enable them to ensure that the financial statements comply with the Charities Act 1993. The Leadership is also responsible for safeguarding the assets of the Church and hence for taking reasonable steps for the prevention and detection of fraud and breaches of law and regulations.

Governance

Internal controls over all forms of commitment and expenditure continue to be refined to improve efficiency. Processes are in place to ensure that performance is monitored, and that appropriate management information is prepared and reviewed regularly by both the Church Leadership and the Church Members.

The systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss. They include:

- regular consideration by the Church Leadership and Church Members of finances.
- delegation of day-to-day management authority and segregation of duties.
- Identification and management of risks.

2.6 External Advisers

Bankers **CafBank Bank, 25 Kings Hill Avenue, Kent ME19 4JQ**
Kingdom Bank, Padge Road, Beeston, Notts NG9 2RS

Independent Examiner

Graeme Johnston

3. Church Leadership's Report

3.1 Objectives and Principal Activities of The Charity Objects

Use of Cawston Road Chapel as

- a) a place of public worship for the service of Almighty God.
- b) a place for the instruction of children or adults or as a church hall or to further the religious and other charitable work of the congregations formerly meeting at those places for religious worship and for such other charitable purposes as may from time to time be endorsed by the Church in General Meeting
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The consent of the Charity Commission has been obtained to amend the Charities objects to:

- (1) The advancement of the Christian Faith, education and any other charitable purposes in the United Kingdom and/or other parts of the world

Our Activities

- ❖ Gathering together frequently for worship in prayer and praise.
- ❖ Remembering the Lord Jesus Christ as we celebrate Communion.
- ❖ Learning together as we study the Bible, encouraging each other in the faith.
- ❖ Proclaiming the Gospel to adults, young people and children, helping them to understand what it means.
- ❖ Baptising believers by total immersion.
- ❖ Dedicating babies and small children to the Lord.
- ❖ Serving the community as best we can.
- ❖ Showing a concern for the physical and spiritual wellbeing of the whole world

3.2 Achievements and Performance

The church building has been used extensively during the week by the Church and Community during the year and the congregation has engaged with community events in the town with Churches Together in Aylsham.

The Church expressed its part in the life of the wider church by making grants to national and international Christian organisations and societies with Christian aims and objectives compatible with the Church's own charitable purpose. This has included support, financially and through prayer for the Bible Society, Leprosy Mission, Songs of Hope and Freedom, Mission Aviation Fellowship and Trans World Radio, Release International and Tearfund.

The Church meets every Sunday for worship and teaching of the Christian Faith, as well as other midweek Bible Study and Prayer Time. The meetings of the Church are open to all in the community, and the Church actively seeks to engage with the wider community in its activities.

The Leadership Team meets monthly during the year and members are regularly informed and consulted regarding church activities at Members Meetings held 4 times during the year. Reports of the activities of the church were provided with the Accounts for approval at the AGM held on 28 May 2024

The charity trustees have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission.

4. Financial Review and Results For The Year

4.1 Financial Review

During the 12 months to 31 December 2024 the Church had a total income of £70,997 (2023: £54,824). Offerings and Donations together with the Income Tax Refunds at £61,065 have increased from the previous year (£39,874). Giving to support the wider work of Mission amounted to £1,350 (2023 : £930).

Charitable Expenditure was lower than on the previous year at £41,542(2023: £129,054), largely due to finalizing the Construction/Buildings Works.

Total funds increased to £52,070 (2023 £22,615). The available funds will be used to complete the final refurbishment and repay the loan. The Church Leadership is confident that the current funds together with future income, will be sufficient to meet future commitments.

4.2 Grant Making Policy

Grants from the Pastoral Fund

The Pastoral Fund exists to help the needy and to emulate the early church in the way it cared for its poorer members. In order that requests for the Pastoral Fund can be responded to rapidly, the Church Leadership has delegated decision-making on these requests to the Leaders. Two signatories must approve any grant.

Other Grants

The Church actively supports the wider work of Mission through the setting aside of a part of its annual income for the support of organisations engaged in Mission. The amount and the recipients of gifts are agreed annually by Church Members at a Church Meeting.

4.3 Reserves Policy

The Church believes in the grace of God to provide for its financial needs as they arise through the giving of its members and others. In principle, the Church believes that monies given should be utilised for the furtherance of the work of the Church as soon as is practical and is consistent with an orderly and responsible stewardship of the funds and the work of the Church. In practice, in the view of the Church Leadership, free reserves (after setting aside funds earmarked for specific projects), should be approximately 3 months normal recurring unrestricted expenditure.

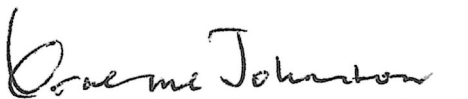
As at 31 December 2024 the Church had three months' unrestricted free reserves of £3,000

4.4 Report of the Independent Examiner

I have completed my examination of the accounts to 31st December 2024. 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 respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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



Dated 03.03.2025

Graeme Johnston, Accountant

10 Unicorn Yard

Aylsham

Norwich, NR11 6AU

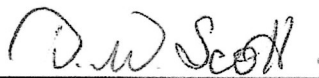
Statement of Financial Activities for the Year ended 31st December 2024

	Notes	Unrestrict ed Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
		£	£	£	£
Incoming Resources					
Voluntary income					
Offerings and donations inc Gift Aid Tax recoverable		61,065		61,065	39,874
Specific giving for Mission					
Miscellaneous				-	-
Investment income					
Bank interest received		640		640	-
Other incoming resources					
Room lettings		9,292		9,292	-
Building Fund				-	14,950
Total Incoming Resources		<u>70,997</u>	<u>-</u>	<u>70,997</u>	<u>54,824</u>
Resources Expended					
Charitable Activities:					
Mission	2	1,350		1,350	930
Ministry	3	4,842		4,842	3,372
Materials and Youth Work		-		-	
Premises	4	35,350	-	35,350	124,752
Pastoral gifts					
Miscellaneous				-	-
Total Resources Expended		<u>41,542</u>	<u>-</u>	<u>41,542</u>	<u>129,054</u>
NET INCOMING / (OUTGOING) RESOURCES before Transfers		29,455	-	29,455	-74,230
Transfers between funds		-	-	-	-
NET INCOMING / (OUTGOING) RESOURCES after Transfers		29,455	-	29,455	-74,230
Balances brought forward		<u>22,615</u>	<u>-</u>	<u>22,615</u>	<u>31,845</u>
Loan					<u>65,000</u>
Balances carried forward		<u>52,070</u>	<u>-</u>	<u>52,070</u>	<u>22,615</u>

Approved by the Church Leadership on 20-3-

2025 and signed on its behalf by

Diane Scott, Treasurer/Trustee



Helen Daniels, Trustee:



The Notes numbered 1 to 4 form part of these accounts.

1 Accounting Policies

Basis of Preparation

The accounts are prepared on a 'receipts and payments' basis.

Thus all income is recognised as received, and payments as made.

Designated Funds

Designated funds are used for gifts received for Mission purposes, and for the Pastoral Fund of the Church.

The Leadership has designated out of the unrestricted funds £23,000 to repay the church loan and £20,000 towards the Office build. An analysis of the designated funds is shown below:

Loan Fund	£23,000
Office	£20,000
3 Months reserve	£3,000
Unallocated	<u>£6,070</u>
	£52,070

2 Mission

UnRestricted Funds

	£	
MAF	200	
TWR	200	
The Bible Society	200	
Tearfund		200
Release Int'l	200	
Leprosy Mission	350	
Grass Roots	-	
Other	-	
	<u>1,350</u>	

3 Ministry

Unrestricted Fund

	£
Salaries and associated costs	-
Subscriptions, stationery, postage and photocopier costs	2,441
(Ministers) Leaders expenses/Meetings & Events	1,431
CRB/safeguarding	281
Book-Keeping	<u>690</u>
	<u>4,842</u>

4 Premises

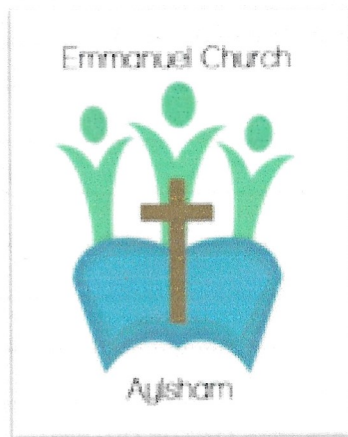
Unrestricted Funds

	£
Cleaning salaries	-
Property expenditure	1,201
Heating & Lighting	5,275
Telephone & Internet	1,431
Premises hire costs	
Water	286
Insurance & Sundry	933
Building Project:	
Initial Costs : Surveys & Contracts	
Costs per Architect Design	26,224
	<u>35,350</u>
	£

EMMANUEL CHURCH (AYLSHAM)

England & Wales - Charity number 1046629

Accounts



EMMANUEL CHURCH AYLSHAM

Cawston Road

Aylsham NR11 6BX

Registered Charity No: 1046629

ANNUAL REPORT AND FINANCIAL STATEMENT

FOR YEAR ENDING DECEMBER 2023

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Structure, Governance and Management

2.1 General Information

2.1.1 Emmanuel Church Aylsham – Principal Address

Cawston Road
Aylsham
Norfolk NR11 6BX

2.2 Registered Charity Status

Emmanuel Church Aylsham is registered with the Charity Commission Number 1046629.

2.3 Constitution

A Trust Deed made on 14th February 1995 is the governing document of Emmanuel Church Aylsham. The church was formed as a result of the amalgamation of the congregation formerly meeting at The Cawston Road Chapel and the congregation formerly meeting at the Baptist Chapel, White Hart Street, Aylsham.

The congregation now meets regularly at Cawston Road Chapel and are the holding Trustees of the 1995 Trust Deed, based upon the Fairbairn Trust model, for this property.

The present Church Leadership is shown in section 2.5; the external advisers of the Charity are shown in section 2.6.

2.4 Structure and Management

The Church is a charitable trust established by the Trust Deed dated 14th February 1995.

Members of the Church Leadership as shown in section 2.5, with the exception of the Minister(s), are appointed by majority vote taken at a meeting of the Church in General Meeting in accordance with the Trust Deed. They are appointed by the Church Membership annually at the AGM but may resign at any time, or may be removed from office by a two-thirds majority vote at a meeting of the Church in General Meeting.

Elders share with the Minister(s) in the overall spiritual oversight of the Church and in particular in the roles of pastoral care, teaching and discipleship. Together with the Minister(s) they oversee and coordinate the vision and ministry of the church.

Members of the Church Leadership, other than the Minister(s) are appointed by the Church in General Meeting to serve as Leaders, with similar appointment for the Treasurer.

Church Membership shall be open to those who profess repentance before God and faith in Jesus Christ as Saviour and Lord and who indicate agreement to our Basis of Belief. Acceptance as a member of the church follows agreement with our Basis of Belief and signing the Church's Membership Book.

2.5 Trustees

The elected members of the Church Leadership, excluding the Minister(s), become the Trustees of the charity on election to office.

Members of the Church Leadership

The Church Leadership currently comprises an elected Leadership Team, there is currently no pastor in post.

At the Annual General Meeting 28 May 2023 the following Leaders agreed to serve for a further 12 months, with the proviso that any could step down or others added as required/needed

Leadership Team: Mr A Barwick

Mrs Y Westwood
Mrs Diane Scott - Treasurer
Miss Helen Daniels

These people are registered as Trustees with the Charities Commission.

Statement of Responsibilities

The Church Leadership is responsible for the preparation of the financial statements for each financial year, which give a true and fair view of the Church's incoming resources and application of resources during the year and of its state of affairs at the end of the period. In preparing those financial statements, the Church Leadership:

- selects suitable accounting policies and then applies them consistently.
- makes judgments and estimates that are reasonable and prudent.
- prepares the accounts on the going concern basis unless it is inappropriate to presume that the Church will continue in operation.

The Church Leadership is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Church and enable them to ensure that the financial statements comply with the Charities Act 1993. The Leadership is also responsible for safeguarding the assets of the Church and hence for taking reasonable steps for the prevention and detection of fraud and breaches of law and regulations.

Governance

Internal controls over all forms of commitment and expenditure continue to be refined to improve efficiency. Processes are in place to ensure that performance is monitored, and that appropriate management information is prepared and reviewed regularly by both the Church Leadership and the Church Members.

The systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss. They include:

- regular consideration by the Church Leadership and Church Members of finances.
- delegation of day-to-day management authority and segregation of duties.
- Identification and management of risks.

2.6 External Advisers

Bankers Barclays Bank plc, Market Place, Norfolk NR11 6EW

This account was closed with little notice on 31 October 2023, necessitating short term arrangements until the Trustee's were able to open a new bank account.

The balance of £22,285.58 was transferred by agreement with the Trustees of Aylsham Community Church to their account to hold while application for a new account was processed with CAF Bank, which was duly opened in and the monies received into it in February 2024.

Independent Examiner

Mr Mike Garwood

3. Church Leadership's Report

3.1 Objectives and Principal Activities of The Charity Objects

Use of Cawston Road Chapel as

- a) a place of public worship for the service of Almighty God.

- b) a place for the instruction of children or adults or as a church hall or to further the religious and other charitable work of the congregations formerly meeting at those places for religious worship and for such other charitable purposes as may from time to time be endorsed by the Church in General Meeting
- c) a place for maintaining and practising the doctrine and rite of the baptism of believers

The consent of the Charity Commission has been obtained to amend the Charities objects to:

- (1) The advancement of the Christian Faith, education and any other charitable purposes in the United Kingdom and/or other parts of the world

Our Activities

- ❖ Gathering together frequently for worship in prayer and praise.
- ❖ Remembering the Lord Jesus Christ as we celebrate Communion.
- ❖ Learning together as we study the Bible, encouraging each other in the faith.
- ❖ Proclaiming the Gospel to adults, young people and children, helping them to understand what it means.
- ❖ Baptising believers by total immersion.
- ❖ Dedicating babies and small children to the Lord.
- ❖ Serving the community as best we can.
- ❖ Showing a concern for the physical and spiritual wellbeing of the whole world

3.2 Achievements and Performance

In February 2023, the refurbishment building work was completed and the fellowship was able to return to worship in the chapel on 12 March. The building which is fully inclusive with a full disabled changing facility, was also made available for community use and was well received being used most days.

The Church expressed its part in the life of the wider church by making grants to national and international Christian organisations and societies with Christian aims and objectives compatible with the Church's own charitable purpose. This has included support, financially and through prayer for the Bible Society, Leprosy Mission, Songs of Hope and Freedom, Barnabas Fund and Trans World Radio.

The Church meets every Sunday for worship and teaching of the Christian Faith, as well as other midweek Bible Study and Prayer Time. The meetings of the Church are open to all in the community, and the Church actively seeks to engage with the wider community in its activities.

The Leadership Team has met monthly during the year and members are regularly informed and consulted regarding church activities at Members Meetings held 4 times during the year. Reports of the activities of the church were provided with the Accounts for approval at the AGM held on 28 May.

The charity trustees have complied with the duty in section 17(5) of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission.

4. Financial Review and Results For The Year

4.1 Financial Review

During the 12 months to 31 December 2023 the Church had a total income of £54,824 (2022: £57,729). Income included Grant funding of £11,200. Giving to support the wider work of Mission amounted to £930 (2022 : £1,000).

Charitable Expenditure was lower than on the previous year at £129,054 (2022: £344,881), largely due to finalizing the Construction/Buildings Works.

The Church received a £65,000 loan and so total funds only decreased to £22,615 (2022 £31,845). The available funds will be used to complete the final refurb and extension of the Church building for the purpose of increasing outreach and the community work of the Church.

The Church Leadership is confident that the current funds together with future income, will be sufficient to meet future commitments.

4.2 Grant Making Policy

Grants from the Pastoral Fund

The Pastoral Fund exists to help the needy and to emulate the early church in the way it cared for its poorer members. In order that requests for the Pastoral Fund can be responded to rapidly, the Church Leadership has delegated decision-making on these requests to the Leaders. Two signatories must approve any grant.

Other Grants

The Church actively supports the wider work of Mission through the setting aside of a part of its annual income for the support of organisations engaged in Mission. The amount and the recipients of gifts are agreed annually by Church Members at a Church Meeting.

4.3 Reserves Policy

The Church believes in the grace of God to provide for its financial needs as they arise through the giving of its members and others. In principle, the Church believes that monies given should be utilised for the furtherance of the work of the Church as soon as is practical and is consistent with an orderly and responsible stewardship of the funds and the work of the Church. In practice, in the view of the Church Leadership, free reserves (after setting aside funds earmarked for specific projects), should be approximately 3 months normal recurring unrestricted expenditure.

At 31 December 2023 the Church had three months unrestricted free reserves.

4.4 Pensions

Not applicable

4.5 Report of the Independent Examiner

I have completed my examination of the accounts to 31st December 2023. 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 respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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

 13th September 2024
..... Dated.....

Mike Garwood, MAAT, 29 Stevenson Road, Wroxham, NR12 8FE

Emmanuel Church, Aylsham

EMMANUEL CHURCH, AYLSHAM
Statement of Financial Activities for year ended 31 December 2023
Section A Receipts and payments

	Notes	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds 2022
		£	£	£	£
Incoming Resources					
Incoming resources from generated funds					
Voluntary income					
		39874		39874	29,381
	Offerings including Gift Aid Tax recoverable			0	-
	Specific giving for Mission			0	2,098
	Miscellaneous				
Investment income					
	Bank interest received				
Other incoming resources					
	Room lettings	3750	11200	14950	-
	Building Fund			0	26,250
	Architect Fund				-
Total Incoming Resources		43,624	11,200	54,824	57,729
Resources Expended					
Charitable Activities:					
	Mission	2	930	930	1,000
	Ministry	3	3,372	3372	4,146
	Materials / Youth Work			0	-
	Premises	4	113,552	11200	339,735
	Pastoral gifts			0	-
	Miscellaneous				
Total Resources Expended		117,853	11,200	129,054	344,881
NET INCOMING / (OUTGOING) before Transfers		-74,230	0	-74,230	-287,152
Transfers between funds					
NET INCOMING / (OUTGOING) after Transfers		-74,230	0	-74,230	-287,152
Balances brought forward		31,845		31,845	318,997
Loan received		65,000		65,000	
Balances carried forward		22,615	0	22,615	31,845

Section B Statement of assets and liabilities at the end of the period

	Notes	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds 2022
Cash Funds					
	Cash accounts	22,615			
Other monetary assets					
	Freehold Premises, Chapel at Cawston Road, Aylsham (no valuation given), together with contents				
Liabilities					
	Unsecured, interest free loan from Trustee made in 2023, repayable 2027	65000			

The Notes numbered 1 to 4 form part of these accounts.

1 Accounting Policies

Basis of Preparation

The accounts are prepared on a 'receipts and payments' basis.

Thus all income is recognised as received, and payments as made.

Restricted Funds

Designated funds are used for gifts received for Mission purposes, and for the Pastoral Fund of the Church.

Emmanuel Church, Aylsham

A Fabric Fund also exists as a Designated Fund, for gifts received where the donor has indicated a desire for such gifts to be used for the maintenance or enhancement of the Church Properties.

2 Mission

UnRestricted Funds	£
MAF	200
Home Missions : Tearfund, Leprosy Mission, The British & Foreign, Release International	730
Barnabus	-
TWR	-
	<u>930</u>

3 Ministry

	Unrestricted Fund
	£
Salaries and associated costs	-
Subscriptions, stationery, postage and photocopier costs (Ministers) Leaders expenses/Meetings & Events	1,610
CRB/safeguarding	659
Book-Keeping	175
	<u>927</u>
	<u>3,372</u>

4 Premises

	Unrestricted Funds
	£
Cleaning salaries	-
Property expenditure	1,484
Heating & Lighting	4,519
Telephone & Internet	1,194
Premises hire costs	382
Water	186
Insurance	588
Building Project: Initial Costs : Surveys & Contracts	
Costs per Architect Design	101,700
F&F	<u>3,498</u>
	<u>113,552</u>

4 Premises

	Restricted Funds
	£
Building Project: Costs per Architect Design	<u>11,200</u>

Approved by the Church Leadership on 19th May 2024 and signed on its behalf by

Diane Scott, Treasurer/Trustee

D. W. Scott

Helen Daniels, Trustee:

[Signature]

EMMANUEL CHURCH (AYLSHAM)

England & Wales - Charity number 1046629

Accounts



EMMANUEL CHURCH AYLSHAM

Cawston Road Chapel

Cawston Road

Aylsham NR11 6BX

Registered Charity No: 1046629

**ANNUAL REPORT AND FINANCIAL STATEMENT
FOR YEAR ENDING DECEMBER 2022**

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Structure, Governance and Management

2.1 General Information

2.1.1 Emmanuel Church Aylsham – Principal Address

Emmanuel Church Hall
Cawston Road Chapel
Cawston Road
Aylsham
Norfolk NR11 6BX

2.2 Registered Charity Status

Emmanuel Church Aylsham is registered with the Charity Commission Number 1046629.

2.3 Constitution

A Trust Deed made on 14th February 1995 is the governing document of Emmanuel Church Aylsham. The church was formed as a result of the amalgamation of the congregation formerly meeting at The Cawston Road Chapel and the congregation formerly meeting at the Baptist Chapel, White Hart Street, Aylsham.

The congregation formerly meeting at the Baptist Chapel, White Hart Street, Aylsham is also subject to a property Trust Deed, upon the model Fairbairn Trusts of Baptist union Corporation Ltd, who are the holding Trustee.

The congregation now meet regularly at Cawston Road Chapel and are the holding Trustees of the 1995 Trust Deed, based upon the Fairbairn Trust model, for this property.

The present Church Leadership is shown in section 2.5; the external advisers of the Charity are shown in section 2.6.

2.4 Structure and Management

The Church is a charitable trust established by the Trust Deed dated 14th February 1995.

Members of the Church Leadership as shown in section 2.5, with the exception of the Minister(s), are appointed by majority vote taken at a meeting of the Church in General Meeting in accordance with the Trust Deed. They are appointed by the Church Membership for an indefinite period, but may resign at any time, or may be removed from office by a two-thirds majority vote at a meeting of the Church in General Meeting.

Elders share with the Minister(s) in the overall spiritual oversight of the Church and in particular in the roles of pastoral care, teaching and discipleship. Together with the Minister(s) they oversee and coordinate the vision and ministry of the church.

Members of the Church Leadership, other than the Minister(s) and Elders are appointed by the Church in General Meeting to serve as Deacons, with similar appointment for the Treasurer.

Church Membership shall be open to those who profess repentance before God and faith in Jesus Christ as Saviour and Lord and who indicate agreement to our Basis of Belief Acceptance as a member of the church follows agreement with our Basis of Belief and signing the Church's Membership Book.

2.5 Trustees

The elected members of the Church Leadership, excluding the Minister(s), become the Trustees of the charity on election to office.

Members of the Church Leadership

The Church Leadership currently comprises an elected Leadership Team, there is currently no pastor in post.

At the Annual General Meeting of members on 25 July 2021, Annual Accounts for 2019 and 2020 were approved as there was no AGM in 2020 due to the Pandemic. Mrs Barbara Slater resigned her position on the Leadership to spend more time on her mission work

The following Leaders agreed to continue for a further 12 months, with the proviso that any could step down or others added as required/needed

Leadership Team: Mr A Barwick (appointed January 2015)
 Mrs Y Westwood (appointed May 2016)
 Mr Peter Slater (appointed February 2016)
 Mrs Diane Scott (appointed January 2018) Treasurer
 Miss Helen Daniels (appointed 2020)

These people are registered as Trustees with the Charities Commission from whom we claim Gift Aid.

Statement of Responsibilities

The Church Leadership is responsible for the preparation of the financial statements for each financial year, which give a true and fair view of the Church's incoming resources and application of resources during the year and of its state of affairs at the end of the period. In preparing those financial statements, the Church Leadership:

- selects suitable accounting policies and then applies them consistently
- makes judgments and estimates that are reasonable and prudent
- prepares the accounts on the going concern basis unless it is inappropriate to presume that the Church will continue in operation.

The Church Leadership is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Church and enable them to ensure that the financial statements comply with the Charities Act 1993. The Leadership is also responsible for safeguarding the assets of the Church and hence for taking reasonable steps for the prevention and detection of fraud and breaches of law and regulations.

Governance

Internal controls over all forms of commitment and expenditure continue to be refined to improve efficiency. Processes are in place to ensure that performance is monitored, and that appropriate management information is prepared and reviewed regularly by both the Church Leadership and the Church Members.

The systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss. They include:

- regular consideration by the Church Leadership and Church Members of finances;
- delegation of day-to-day management authority and segregation of duties;
- Identification and management of risks.

2.6 External Advisers

Bankers

Barclays Bank plc
Market Place
Norfolk NR11 6EW

Independent Examiner

Mr Phil Goddard

3. Church Leadership's Report

3.1 Objectives and Principal Activities of The Charity Objects

Use of Cawston Road Chapel as

- a) a place of public worship for the service of Almighty God;
- b) a place for the instruction of children or adults or as a church hall or to further the religious and other charitable work of the congregations formerly meeting at those places for religious worship and for such other charitable purposes as may from time to time be endorsed by the Church in General Meeting
- c) a place for maintaining and practising the doctrine and rite of the baptism of believers

The consent of the Charity Commission has been obtained to amend the Charities objects to:

- (1) The advancement of the Christian Faith, education and any other charitable purposes in the United Kingdom and/or other parts of the world

Our Activities

- ❖ Gathering together frequently for worship in prayer and praise.
- ❖ Remembering the Lord Jesus Christ as we celebrate Communion.
- ❖ Learning together as we study the Bible, encouraging each other in the faith.
- ❖ Proclaiming the Gospel to adults, young people and children, helping them to understand what it means.
- ❖ Baptising believers by total immersion.
- ❖ Dedicating babies and small children to the Lord.
- ❖ Serving the community as best we can.
- ❖ Showing a concern for the physical and spiritual wellbeing of the whole world

3.2 Achievements and Performance

During the year 2021 the Church carried out a number of activities to further its charitable purposes for the public benefit. The Church expressed its part in the life of the wider church by making grants to national and international Christian organisations and societies with Christian aims and objectives compatible with the Church's own charitable purpose. This has included support, financially and through prayer and other relevant ways, of the following Mission Organisations:

Grassroots, Tearfund, Leprosy Mission, The Good Faith, Barnabus Fund, TWR, Release International, Stephen's Children, Get Wellness Foundation.

The Church meets every Sunday for worship and teaching of the Christian Faith, as well as other midweek meetings. The meetings of the Church are open to all in the community, and the Church actively seeks to engage with the wider community in its activities.

As the restrictions of the Pandemic lifted, regular services, Home Group and Prayer Group resumed during the year for Bible study and to encourage and care for each other.

Following the sale of the Manse the fellowship has engaged the services of an Architect who submitted a new design for the repair, refurbishment and extension to the chapel for which Planning Permission has been agreed. The members have also agreed that this work should commence in January 2022 and have moved out of the chapel to meet next door the Drill Hall until the work is completed. The Leaders are seeking further grant and sponsorship funds to meet the cost of this work which includes a Disabilities Changing Room facility for the use of the general public via a Radar key.

Leaders have met regularly both virtually and in person during the year and members are regularly informed and consulted with regard to church activities. Reports of the activities of the church are provided with the Accounts for approval at the AGM usually held in May.

The charity trustees have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission.

4. Financial Review and Results For The Year

4.1 Financial Review

During the 12 months to 31 December 2022 the Church had a total income of £57,729 (2021: £43,480). Offerings and Donations together with the Income Tax Refunds at £29,381 have increased from the previous year (£22,661). Giving to support the wider work of Mission amounted to £1,000 (2021: £1,020).

Charitable Expenditure was higher than on the previous year at £344,881 (2021: £43,117), largely due to the Construction/Buildings Works.

Total funds decreased to £31,845 (2021: £318,997) . The available funds will be used to complete the final refurb and extension of the Church building for the purpose of increasing outreach and the community work of the Church.

The Church Leadership is confident that the current funds together with future income, will be sufficient to meet future commitments.

4.2 Grant Making Policy

Grants from the Pastoral Fund

The Pastoral Fund exists to help the needy and to emulate the early church in the way it cared for its poorer members. In order that requests for the Pastoral Fund can be responded to rapidly, the Church Leadership have delegated decision-making on these requests to the Leaders. Two signatories must approve any grant.

Other Grants

The Church actively supports the wider work of Mission through the setting aside of a part of its annual income for the support of organisations engaged in Mission. The amount and the recipients of gifts are agreed annually by Church Members at a Church Meeting.

Other Grants

The Church actively supports the wider work of Mission through the setting aside of a part of its annual income for the support of organisations engaged in Mission. The amount and the recipients of gifts are agreed annually by Church Members at a Church Meeting.

4.3 Reserves Policy

The Church believes in the grace of God to provide for its financial needs as they arise through the giving of its members and others. In principle, the Church believes that monies given should be utilised for the furtherance of the work of the Church as soon as is practical and is consistent with an orderly and responsible stewardship of the funds and the work of the Church. In practice, in the view of the Church Leadership, free reserves (after setting aside funds earmarked for specific projects), should be approximately 3 months normal recurring unrestricted expenditure.

At 31 December 2022 the Church had three months unrestricted free reserves.

4.4 Pensions

Not applicable

4.5 Report of the Independent Examiner

I have examined the accounts and statement of financial activities using the records and information supplied to me. In my opinion the accounts fairly reflect the financial state of affairs at 31st December 2022 and the receipts and payments for the year ended on that date and are in accordance with the books and records of the Church.

(signed)



Mr Phil Goddard, FCCA

Corner Cottage, Church Road, Colby, Norfolk NR11 6AB

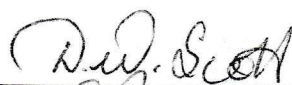
Statement of Financial Activities for the Year ended 31st December 2022

	Notes	Unrestrict ed Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
		£	£	£	£
Incoming Resources					
Voluntary income					
Offerings and donations inc Gift Aid Tax recoverable		29,381		29,381	22,661
Specific giving for Mission				-	40
Marthas' Kitchen					
Miscellaneous		2,098		2,098	8,000
Investment income					
Bank interest received					
Other incoming resources					
Room lettings				-	25
Building Fund		-	26,250	26,250	12,754
Total Incoming Resources		<u>31,479</u>	<u>26,250</u>	<u>57,729</u>	<u>43,480</u>
Resources Expended					
Charitable Activities:					
Mission	2	1,000		1,000	1,020
Ministry	3	4,146		4,146	5,697
Materials and Youth Work		-		-	34
Premises	4	313,485	26,250	339,735	36,311
Pastoral gifts				-	55
Martha's Kitchen				-	-
Miscellaneous				-	-
Total Resources Expended		<u>318,631</u>	<u>26,250</u>	<u>344,881</u>	<u>43,117</u>
NET INCOMING / (OUTGOING) RESOURCES before Transfers		-287,152	-	-287,152	363
Transfers between funds		-	-	-	-
NET INCOMING / (OUTGOING) RESOURCES after Transfers		-287,152	-	-287,152	363
Balances brought forward		318,997	-	318,997	318,634
Balances carried forward		<u>31,845</u>	<u>-</u>	<u>31,845</u>	<u>318,997</u>

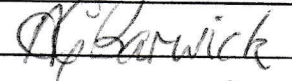
Approved by the Church Leadership on

2023 and signed on its behalf by

Diane Scott, Current Treasurer:



Andrew Barwick, Trustee:



1 Accounting Policies

Basis of Preparation

The accounts are prepared on a 'receipts and payments' basis.

Thus all income is recognised as received, and payments as made.

Restricted Funds

Designated funds are used for gifts received for Mission purposes, and for the Pastoral Fund of the Church.

A Fabric Fund also exists as a Designated Fund, for gifts received where the donor has indicated a desire for such gifts to be used for the maintenance or enhancement of the Church Properties.

Total Donations received for the building project: £26,250

2 Mission

UnRestricted Funds

MAF	£
Home Missions :	100
Tearfund, Leprosy Mission, The British & Foreign,	
Release Internationals	550
 Barnabus	 50
TWR	<u>300</u>
	<u>1,000</u>

3 Ministry

Unrestricted Fund

£

Salaries and associated costs	-
Subscriptions, stationery, postage and photocopier costs	1,755
(Ministers) Leaders expenses/Meetings & Events	1,024
CRB/safeguarding	159
Book-Keeping	<u>1,208</u>
	<u>4,146</u>

4 Premises

Unrestricted Funds

£

Cleaning salaries	-
Property expenditure	81
Heating & Lighting	726
Telephone & Internet	830
Premises hire costs	2,103
Water	191
Insurance	651
Building Project:	
Initial Costs : Surveys & Contracts	5,868
Costs per Architect Design	301,856
F&F	<u>1,179</u>
	<u>313,485</u>

4 Premises

Restricted Funds

£

Building Project:	
Costs per Architect Design	<u>26,250</u>

EMMANUEL CHURCH (AYLSHAM)

England & Wales - Charity number 1046629

Accounts

The Notes numbered 1 to 4 form part of these accounts.

1 Accounting Policies

Basis of Preparation

The accounts are prepared on a 'receipts and payments' basis.

Thus all income is recognised as received, and payments as made.

Restricted Funds

Designated funds are used for gifts received for Mission purposes, and for the Pastoral Fund of the Church.

A Fabric Fund also exists as a Designated Fund, for gifts received where the donor has indicated a desire for such gifts to be used for the maintenance or enhancement of the Church Properties.

Total Donations received for the building project: £12,754

2 Mission

UnRestricted Funds

	£
MAF	-
ACT & Home Missions :	
Tearfund, Leprosy Mission, Grassroots, The	
Good Faith, Release Intl., Stephen's Children	
Get Wellness Foundation	720
Barnabus	100
TWR	<u>200</u>
	<u>1,020</u>

3 Ministry

Unrestricted Fund

	£
Salaries and associated costs	-
Subscriptions, stationery, postage and photocopier costs	2,175
(Ministers) Leaders expenses/Meetings & Events	1,816
Costs of 6 Morton Close (Manse)	--
CRB/safeguarding	159
Book-Keeping	<u>1,547</u>
	<u>5,697</u>

4 Premises

Unrestricted Funds

	£
Cleaning salaries	-
Property expenditure	964
Heating & Lighting	2,642
Cawston Road phone	539
Premises hire costs	113
Water	33
Insurance	260
Building Project:	
Initial Costs : Surveys & Contracts	14,619
Costs per Architect Design	<u>4,387</u>
	<u>23,557</u>

4 Premises

Restricted Funds

	£
Building Project:	
Costs per Architect Design	<u>12,754</u>

Statement of Financial Activities for the Year ended 31st December 2021

Notes	Unrestrict ed Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£

Incoming Resources

Voluntary income			22,661	20,452
Offerings and donations inc Gift Aid Tax recoverable	22,661			-
Specific giving for Mission	40		40	129
Marthas' Kitchen		-	-	-
Miscellaneous	8,000		8,000	
Investment income				
Bank interest received				
Other incoming resources			25	284
Room lettings	25		-	6,750
Manse Letting	-		-	260,000
Sale of 6 Morton Close	-	12,754	12,754	-
Building Fund	-			
Total Incoming Resources	<u>30,726</u>	<u>12,754</u>	<u>43,480</u>	<u>287,615</u>

Resources Expended

Charitable Activities:				
Mission	2	1,020	1,020	1,160
Ministry	3	5,697	5,697	12,073
Materials and Youth Work		34	34	270
Premises	4	23,557	12,754	10,959
Pastoral gifts		55	55	122
Martha's Kitchen			-	20
Miscellaneous			-	-
Total Resources Expended		<u>30,363</u>	<u>12,754</u>	<u>43,117</u>
NET INCOMING / (OUTGOING) RESOURCES before Transfers		363	-	363
Transfers between funds		-7396	7,396	
NET INCOMING / (OUTGOING) RESOURCES after Transfers		-7033	7,396	363
Balances brought forward		326,030	-7,396	318,634
Balances carried forward		<u>318,997</u>	<u>-</u>	<u>318,997</u>

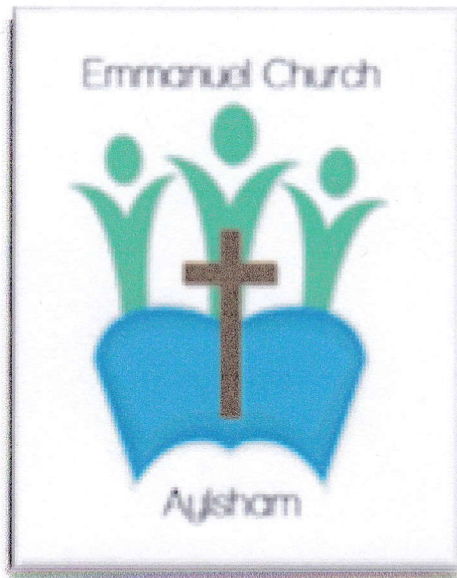
Approved by the Church Leadership on

2022 and signed on its behalf by

Diane Scott, Current Treasurer :

Andrew Barwick, Trustee:

D. W. Scott
A. Barwick



EMMANUEL CHURCH AYLSHAM

Cawston Road Chapel

Cawston Road

Aylsham NR11 6BX

Registered Charity No: 1046629

**ANNUAL REPORT AND FINANCIAL STATEMENT
FOR YEAR ENDING DECEMBER 2021**

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Structure, Governance and Management

2.1 General Information

2.1.1 Emmanuel Church Aylsham – Principal Address

Emmanuel Church Hall
Cawston Road Chapel
Cawston Road
Aylsham
Norfolk NR11 6BX

2.2 Registered Charity Status

Emmanuel Church Aylsham is registered with the Charity Commission Number 1046629.

2.3 Constitution

A Trust Deed made on 14th February 1995 is the governing document of Emmanuel Church Aylsham. The church was formed as a result of the amalgamation of the congregation formerly meeting at The Cawston Road Chapel and the congregation formerly meeting at the Baptist Chapel, White Hart Street, Aylsham.

The congregation formerly meeting at the Baptist Chapel, White Hart Street, Aylsham is also subject to a property Trust Deed, upon the model Fairbairn Trusts of Baptist union Corporation Ltd, who are the holding Trustee.

The congregation now meet regularly at Cawston Road Chapel and are the holding Trustees of the 1995 Trust Deed, based upon the Fairbairn Trust model, for this property.

The present Church Leadership is shown in section 2.5; the external advisers of the Charity are shown in section 2.6.

2.4 Structure and Management

The Church is a charitable trust established by the Trust Deed dated 14th February 1995.

Members of the Church Leadership as shown in section 2.5, with the exception of the Minister(s), are appointed by majority vote taken at a meeting of the Church in General Meeting in accordance with the Trust Deed. They are appointed by the Church Membership for an indefinite period, but may resign at any time, or may be removed from office by a two-thirds majority vote at a meeting of the Church in General Meeting.

Elders share with the Minister(s) in the overall spiritual oversight of the Church and in particular in the roles of pastoral care, teaching and discipleship. Together with the Minister(s) they oversee and coordinate the vision and ministry of the church.

Members of the Church Leadership, other than the Minister(s) and Elders are appointed by the Church in General Meeting to serve as Deacons, with similar appointment for the Treasurer.

Church Membership shall be open to those who profess repentance before God and faith in Jesus Christ as Saviour and Lord and who indicate agreement to our Basis of Belief Acceptance as a member of the church follows agreement with our Basis of Belief and signing the Church's Membership Book.

2.5 Trustees

The elected members of the Church Leadership, excluding the Minister(s), become the Trustees of the charity on election to office.

Members of the Church Leadership

The Church Leadership currently comprises an elected Leadership Team, there is currently no pastor in post.

At the Annual General Meeting of members on 25 July 2021, Annual Accounts for 2019 and 2020 were approved as there was no AGM in 2020 due to the Pandemic. Mrs Barbara Slater resigned her position on the Leadership to spend more time on her mission work

The following Leaders agreed to continue for a further 12 months, with the proviso that any could step down or others added as required/needed

Leadership Team: Mr A Barwick (appointed January 2015)
Mrs Y Westwood (appointed May 2016)
Mr Peter Slater (appointed February 2016)
Mrs Diane Scott (appointed January 2018) Treasurer
Miss Helen Daniels (appointed 2020)

These people are registered as Trustees with the Charities Commission from whom we claim Gift Aid.

Statement of Responsibilities

The Church Leadership is responsible for the preparation of the financial statements for each financial year, which give a true and fair view of the Church's incoming resources and application of resources during the year and of its state of affairs at the end of the period. In preparing those financial statements, the Church Leadership:

- selects suitable accounting policies and then applies them consistently
- makes judgments and estimates that are reasonable and prudent
- prepares the accounts on the going concern basis unless it is inappropriate to presume that the Church will continue in operation.

The Church Leadership is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Church and enable them to ensure that the financial statements comply with the Charities Act 1993. The Leadership is also responsible for safeguarding the assets of the Church and hence for taking reasonable steps for the prevention and detection of fraud and breaches of law and regulations.

Governance

Internal controls over all forms of commitment and expenditure continue to be refined to improve efficiency. Processes are in place to ensure that performance is monitored, and that appropriate management information is prepared and reviewed regularly by both the Church Leadership and the Church Members.

The systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss. They include:

- regular consideration by the Church Leadership and Church Members of finances;
- delegation of day-to-day management authority and segregation of duties;
- Identification and management of risks.

2.6 External Advisers

Bankers

Barclays Bank plc
Market Place
Norfolk NR11 6EW

Independent Examiner

Mr Phil Goddard

3. Church Leadership's Report

3.1 Objectives and Principal Activities of The Charity Objects

Use of Cawston Road Chapel as

- a) a place of public worship for the service of Almighty God;
- b) a place for the instruction of children or adults or as a church hall or to further the religious and other charitable work of the congregations formerly meeting at those places for religious worship and for such other charitable purposes as may from time to time be endorsed by the Church in General Meeting
- c) a place for maintaining and practising the doctrine and rite of the baptism of believers

The consent of the Charity Commission has been obtained to amend the Charities objects to:

- (1) The advancement of the Christian Faith, education and any other charitable purposes in the United Kingdom and/or other parts of the world

Our Activities

- ❖ Gathering together frequently for worship in prayer and praise.
- ❖ Remembering the Lord Jesus Christ as we celebrate Communion.
- ❖ Learning together as we study the Bible, encouraging each other in the faith.
- ❖ Proclaiming the Gospel to adults, young people and children, helping them to understand what it means.
- ❖ Baptising believers by total immersion.
- ❖ Dedicating babies and small children to the Lord.
- ❖ Serving the community as best we can.
- ❖ Showing a concern for the physical and spiritual wellbeing of the whole world

3.2 Achievements and Performance

During the year 2021 the Church carried out a number of activities to further its charitable purposes for the public benefit. The Church expressed its part in the life of the wider church by making grants to national and international Christian organisations and societies with Christian aims and objectives compatible with the Church's own charitable purpose. This has included support, financially and through prayer and other relevant ways, of the following Mission Organisations:

Grassroots, Tearfund, Leprosy Mission, The Good Faith, Barnabus Fund, TWR, Realease International, Stephen's Children, Get Wellness Foundation.

The Church meets every Sunday for worship and teaching of the Christian Faith, as well as other midweek meetings. The meetings of the Church are open to all in the community, and the Church actively seeks to engage with the wider community in its activities.

As the restrictions of the Pandemic lifted, regular services, Home Group and Prayer Group resumed during the year for Bible study and to encourage and care for each other.

Following the sale of the Manse the fellowship has engaged the services of an Architect who submitted a new design for the repair, refurbishment and extension to the chapel for which Planning Permission has been agreed. The members have also agreed that this work should commence in January 2022 and have moved out of the chapel to meet next door the Drill Hall until the work is completed. The Leaders are seeking further grant and sponsorship funds to meet the cost of this work which includes a Disabilities Changing Room facility for the use of the general public via a Radar key.

Leaders have met regularly both virtually and in person during the year and members are regularly informed and consulted with regard to church activities. Reports of the activities of the church are provided with the Accounts for approval at the AGM usually held in May.

The charity trustees have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission.

4. Financial Review and Results For The Year

4.1 Financial Review

During the 12 months to 31 December 2021 the Church had a total income of £43,480 (2020: £27,615). Offerings and Donations together with the Income Tax Refunds at £22,661 have increased from the previous year (£20,452). Giving to support the wider work of Mission amounted to £1,020 (2020: £1,160).

The sale of the Manse further generated income of £260,000 the previous year.

Charitable Expenditure was higher than on the previous year at £43,117(2020: £24,604), including support for the wider work of Mission and poverty relief at £1,020 (2020: £1,160).

Total funds increased to £318,996 (2020: £318,633) . The available funds will be used to repair, refurbish and extend the Church building for the purpose of increasing outreach and the community work of the Church.

The Church Leadership is confident that the current funds together with future income, will be sufficient to meet future commitments.

4.2 Grant Making Policy

Grants from the Pastoral Fund

The Pastoral Fund exists to help the needy and to emulate the early church in the way it cared for its poorer members. In order that requests for the Pastoral Fund can be responded to rapidly, the Church Leadership have delegated decision-making on these requests to the Leaders. Two signatories must approve any grant.

Other Grants

The Church actively supports the wider work of Mission through the setting aside of a part of its annual income for the support of organisations engaged in Mission. The amount and the recipients of gifts are agreed annually by Church Members at a Church Meeting.

4.3 Reserves Policy

The Church believes in the grace of God to provide for its financial needs as they arise through the giving of its members and others. In principle, the Church believes that monies given should be utilised for the furtherance of the work of the Church as soon as is practical and is consistent with an orderly and responsible stewardship of the funds and the work of the Church. In practice, in the view of the Church Leadership, free reserves (after setting aside funds earmarked for specific projects), should be approximately 3 months normal recurring unrestricted expenditure.


At 31 December 2021 the Church had three months unrestricted free reserves.

4.4 Pensions

Not applicable

4.5 Report of the Independent Examiner

I have examined the accounts and statement of financial activities using the records and information supplied to me. In my opinion the accounts fairly reflect the financial state of affairs at 31st December 2021 and the receipts and payments for the year ended on that date and are in accordance with the books and records of the Church.

 12/5/2022

(signed)

Mr Phil Goddard, FCCA

Corner Cottage, Church Road, Colby, Norfolk NR11 6AB