

Charity registration number: 1052575

Carlton Pentecostal Church

Annual Report and Financial Statements

for the Year Ended 31 December 2023

Community Accounting Plus
Units 1 & 2, North West
41, Talbot Street
Nottingham
NG1 5GL

Carlton Pentecostal Church

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Carlton Pentecostal Church

Reference and Administrative Details

Trustees	Margaret Coy
	Darryl Holt
	Jeanette Bucknall
	Kenneth Troake
	Shaun Holt
	Peter Lord
	David Henshaw
	Betty Waldron
Senior Management Team	Shaun Holt, Church Pastor
	Angela Arnold-Phipps, Nursery Manager
Charity Registration Number	1052575
Principal Office	49 Station Road
	Carlton
	Nottingham
	NG4 3AR
Independent Examiner	John O'Brien, employee of
	Community Accounting Plus
	Units 1 & 2, North West
	41, Talbot Street
	Nottingham
	NG1 5GL
Bankers	HSBC
	104 Front Street
	Arnold
	Nottingham
	NG5 7EG
	Lloyds Bank
	12-16 Lower Parliament Street
	Nottingham
	NG1 3DA
	Kingdom Bank
	Ruddington Fields Business Park
	Mere Way
	Ruddington
	NG11 6JS

Carlton Pentecostal Church

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2023.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Margaret Coy
	Darryl Holt
	Jeanette Bucknall
	Kenneth Troake
	Shaun Holt
	Peter Lord
	David Henshaw
	Betty Waldron

Structure, governance and management

Nature of governing document

The operation of the charity is governed by the Model Constitution and Trust Deed which was adopted by Special Resolution on 7th September 2006.

Recruitment and appointment of trustees

Regardless of the skills and abilities of the outgoing Trustees, the committee assesses its current needs and identifies any skills gaps. This evaluation determines whether a replacement is necessary. If a replacement is required, the committee will consider congregation members who have demonstrated the needed skills and shown a strong commitment to the church. These individuals will be discussed by the committee, and if they receive a successful vote, they will be approached to see if they are willing to join the committee.

Those approached will be provided with the guidance prepared by the Charity Commission and the committee's terms of reference. If they accept, they will be formally voted in. If they decline, the process will be repeated until a suitable candidate is found.

Carlton Pentecostal Church

Trustees' Report (continued)

Objectives and activities

Objects and aims

The objectives of Carlton Pentecostal Church are to proclaim the good news of Jesus Christ, to help believers develop in their faith and fulfil their potential and to reach out to the marginalised in our society, regardless of their background or beliefs:

- to advance the Christian faith in accordance with the statement of beliefs in such parts of the United Kingdom or the world as the Trustees from time to time think fit;
- to relieve all aspects of poverty and to promote and preserve wellbeing by the provision of funds, goods or services of any kind, including through the provision of counselling and support in such other parts of the United Kingdom or the world as the Trustees from time to time may think fit;
- to advance education in such ways and in such parts of the United Kingdom or the world as the Trustees from time to time may think fit.

The main activities of the charity include:

Worship and Fellowship, Sunday worship services, Bible studies, Mid-week fellowship meetings, Prayer meetings, Community Services, Pre-school nursery, Charity shop, Saturday cinema, Indoor short mat bowls, Pastoral counselling, Hospital and home visits, Wedding services, Funeral services, Child dedication services, Sunday school, Craft Classes, Music practice sessions, Overseas aid, Donations to individuals suffering from poverty.

Public benefit

All of our activities are designed with the public benefit in mind and this remains the focus of the charity. Our aims and efforts provide both direct and indirect benefits to individuals in need. These benefits are accessible to the public without unreasonable restrictions and are certainly not limited by an individual's ability to pay.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Carlton Pentecostal Church

Trustees' Report (continued)

Achievements and performance

The church offers a wide range of services, not only on Sundays but throughout the week, aiming to support the community socially, physically, emotionally, and spiritually. We achieve this through our faith-based services and community projects.

Our initiatives include:

- Sunday Services: We conduct successful Sunday services for our church community and visitors.
- Community Support: We support individuals in need locally and other charities both nearby and worldwide. This includes providing food, rent assistance, and clothing for local homeless projects.
- Charity Shop: We run a successful charity shop that serves the wider community, offering donations of clothing and household items.
- Discipleship and Pastoral Support: We invest in the discipleship of our members through pastoral support, relevant courses, and written literature.
- Faith-Based Services: We provide various faith-based services and activities, including child dedications, funerals, and weddings.
- Community Activities: Every Wednesday, we host an indoor short mat bowls group, accessible to the community for free.
- Saturday Cinema: Monthly, we offer a Saturday cinema event with a movie and a free meal.
- Day Nursery: We operate a day nursery open five days a week from 8 AM to 6 PM.
- School Partnerships: We liaise with local schools, often through a school support worker, to supply items such as furniture, clothing, and financial help for needy families.
- Overseas Support: Our financial support extends overseas, including to Eastern Europe.
- Regular Donations: Throughout 2023, our members have regularly donated food and essential items to support the homeless and those in financial need.
- Member Support: We support congregation members via telephone, online platforms, and home and hospital visits.

Financial review

In 2023 the nursery experienced a series of challenges mainly regarding the number of children enrolled. The trustees have enlisted the support of an experienced childcare professional to help address the situation. After a number of changes implemented, the nursery has made a significant recovery up to the second quarter of 2024.

Policy on reserves

We maintain a level of free reserves to mitigate against the risk of unexpected events that could place the charity in financial difficulty. Such events might include situations that bring Carlton Pentecostal Church into disrepute, prolonged closures of our premises, or significant declines in the economic environment.

The level of unrestricted free reserves is assessed in alignment with our insurance policies and our budgeted long-term and medium-term financial commitments. Our insurance policies cover the church and trading activities for unexpected income losses for up to two years.

Our goal is to maintain financial reserves equivalent to three months' worth of our medium to long-term financial commitments. This provides us with sufficient flexibility to manage temporary shortfalls in income and allows the church to respond effectively to unforeseen emergencies while specific action plans are implemented.

Grant making policies

All applications for grants should be made in writing to the Trustees of Carlton Pentecostal Church.

The number of projects which can be supported by the Charity is, of necessity, limited to the amount of funds available for distribution in any year.

Carlton Pentecostal Church

Trustees' Report (continued)

Plans for future periods

Aims and key objectives for future periods

Our vision for the future is for the church to continue to grow and be effective. We will continue to look at ways to improve how we can do this.

Our objectives will remain the same for the foreseeable future and in the next few years, we plan to continue running programs and courses to help us achieve our aims.

In the coming year, we plan to continue to upgrade the nursery facilities. This will include modernising one of the nursery bathrooms and updating the flooring.

Long-term plans will see us modernise the church diner area, including a new roof.

Carlton Pentecostal Church

Trustees' Report (continued)

Statement of Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on 18.09.24 and signed on its behalf by:



David Henshaw
Trustee

Carlton Pentecostal Church

Independent Examiner's Report to the trustees of Carlton Pentecostal Church

Independent examiner's report to the trustees of Carlton Pentecostal Church

I report to the trustees on my examination of the accounts of Carlton Pentecostal Church (the Charity) for the year ended 31 December 2023.

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 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 Act.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member and Fellow of the Association of Charity Independent Examiners, which is one of the listed bodies.

I have completed my examination. I confirm that no 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 Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.



John O'Brien MSc, FAIA, FCCA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2, North West
41, Talbot Street
Nottingham
NG1 5GL

Date: 24/09/2024

Carlton Pentecostal Church

Statement of Financial Activities for the Year Ended 31 December 2023


	Note	Unrestricted £	Total 2023 £	Total 2022 £
Income and Endowments from:				
Donations and legacies	2	95,656	95,656	113,240
Charitable activities	4	427,095	427,095	453,311
Other trading activities	5	96,858	96,858	92,923
Investment income	6	<u>2,098</u>	<u>2,098</u>	<u>510</u>
Total Income		<u>621,707</u>	<u>621,707</u>	<u>659,984</u>
Expenditure on:				
Charitable activities	7	<u>(632,795)</u>	<u>(632,795)</u>	<u>(534,203)</u>
Total Expenditure		<u>(632,795)</u>	<u>(632,795)</u>	<u>(534,203)</u>
Net movement in funds		(11,088)	(11,088)	125,781
Reconciliation of funds				
Total funds brought forward		<u>915,515</u>	<u>915,515</u>	<u>789,734</u>
Total funds carried forward		<u><u>904,427</u></u>	<u><u>904,427</u></u>	<u><u>915,515</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

Carlton Pentecostal Church
(Registration number: 1052575)
Balance Sheet as at 31 December 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	13	476,273	498,219
Current assets			
Debtors	14	6,325	12,983
Cash at bank and in hand	15	429,139	412,302
		435,464	425,285
Creditors: Amounts falling due within one year	16	(7,310)	(7,989)
Net current assets		428,154	417,296
Net assets		904,427	915,515
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		904,427	915,515
Total funds		904,427	915,515

The financial statements on pages 8 to 18 were approved by the trustees, and authorised for issue on 18/09/2024 and signed on their behalf by:



 Shaun Holt
 Trustee

Carlton Pentecostal Church

Cash Flow Statement for the Year Ended 31 December 2023

	Note	2023 £	2022 £
Cash flows from operating activities			
Net cash (expenditure)/income		(11,088)	125,781
Adjustments to cash flows from non-cash items			
Depreciation		24,946	26,176
Investment income	6	<u>(2,098)</u>	<u>(510)</u>
		11,760	151,447
Working capital adjustments			
Decrease/(increase) in debtors	14	6,658	(3,580)
(Decrease)/increase in creditors	16	<u>(679)</u>	<u>797</u>
Net cash flows from operating activities		<u>17,739</u>	<u>148,664</u>
Cash flows from investing activities			
Interest receivable and similar income	6	2,098	510
Purchase of tangible fixed assets	13	<u>(3,000)</u>	<u>(27,682)</u>
Net cash flows from investing activities		<u>(902)</u>	<u>(27,172)</u>
Net increase in cash and cash equivalents		16,837	121,492
Cash and cash equivalents at 1 January		<u>412,302</u>	<u>290,810</u>
Cash and cash equivalents at 31 December		<u><u>429,139</u></u>	<u><u>412,302</u></u>
Reconciliation of net cash flow to movement in net funds			
Increase in cash		16,837	121,492
Net funds at 1 January 2023		<u>412,302</u>	<u>290,810</u>
Net funds at 31 December 2023		<u><u>429,139</u></u>	<u><u>412,302</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

Carlton Pentecostal Church

Notes to the Financial Statements for the Year Ended 31 December 2023

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Carlton Pentecostal Church meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Carlton Pentecostal Church

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Freehold land & buildings	2% straight line
Motor vehicles	25% reducing balance
Furniture & equipment	15% reducing balance

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Carlton Pentecostal Church

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity during the year.

2 Income from donations and legacies

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Donations and legacies;			
Donations from individuals	95,656	95,656	112,665
Grants, including capital grants;			
Government grants	-	-	575
	<u>95,656</u>	<u>95,656</u>	<u>113,240</u>

3 Grants and donations

	Unrestricted funds £	Total funds £
Sundry donations	95,656	95,656
	<u>95,656</u>	<u>95,656</u>

4 Income from charitable activities

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Fees	426,661	426,661	452,557
Hall hire	420	420	540
Sundry income	14	14	214
	<u>427,095</u>	<u>427,095</u>	<u>453,311</u>

5 Income from other trading activities

	Unrestricted funds General £	Total funds £	Total 2022 £
Trading income;			
Shop income from sale of donated goods and services	96,858	96,858	92,923
	<u>96,858</u>	<u>96,858</u>	<u>92,923</u>

Carlton Pentecostal Church

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

6 Investment income

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Interest receivable and similar income;			
Interest receivable on bank deposits	2,098	2,098	510

7 Expenditure on charitable activities

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Advertising & promotion	-	-	34
Activities & trips	542	542	158
Insurance	5,245	5,245	4,666
Homeless ministry	500	500	200
Grants & donations paid	7,959	7,959	9,526
Equipment, repairs & renewals	41,057	41,057	13,962
Legal & professional fees	4,367	4,367	4,070
IT costs	1,296	1,296	210
Bank charges	195	195	565
Cleaning	346	346	692
Food	12,419	12,419	12,555
Sundry payments	130	130	258
Depreciation	24,946	24,946	26,176
Premises maintenance & security	252	252	591
Printing, copying & stationery	375	375	461
Publications & subscriptions	6,106	6,106	3,955
Rent & services	7,500	7,500	7,500
Saturday cinema	1,002	1,002	238
Transport	655	655	69
Supplies	14,985	14,985	9,561
Telephone & postage	1,756	1,756	1,109
Trade waste	3,911	3,911	3,032
Training	2,438	2,438	671
Utilities	16,735	16,735	19,408
Vehicle costs	2,660	2,660	1,823
Wages, NIC & pensions	475,418	475,418	412,713
	<u>632,795</u>	<u>632,795</u>	<u>534,203</u>

Carlton Pentecostal Church

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

8 Independent examiner's fees

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2023 £	2022 £
Independent examination	1,565	1,450
Other financial services	1,931	1,732
	<u>3,496</u>	<u>3,182</u>

9 Net incoming/outgoing resources

Net (outgoing)/incoming resources for the year include:

	2023 £	2022 £
Depreciation of fixed assets	<u>24,946</u>	<u>26,176</u>

10 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

Shaun Holt

Shaun Holt received remuneration of £33,666 (2022: £31,786) and £Nil (2022: £131) of expenses were reimbursed to Shaun Holt during the year.

Gross Salary £29,856 (2022: £28,133);

Employer NI contributions £2,865 (2022: £2,777);

Employer pension contributions £945 (2022: £876).

Clause 10.3 of the Charity's governing document allows a member of the Church Council (the trustees) to be employed by the charity.

No trustees have received any other benefits from the charity during the year.

Carlton Pentecostal Church

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

11 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	446,312	387,919
Social security costs	19,766	16,810
Pension costs	9,340	7,984
	<u>475,418</u>	<u>412,713</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2023 No	2022 No
Employees	<u>28</u>	<u>30</u>

20 (2022 - 21) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £9,340 (2022 - £7,984).

No employee received emoluments of more than £60,000 during the year

The total employee benefits of the key management personnel of the charity were £64,653 (2022 - £62,591).

12 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Carlton Pentecostal Church

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

13 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Motor vehicles £	Total £
Cost				
At 1 January 2023	750,000	150,416	4,000	904,416
Additions	-	3,000	-	3,000
	<u>750,000</u>	<u>153,416</u>	<u>4,000</u>	<u>907,416</u>
At 31 December 2023	<u>750,000</u>	<u>153,416</u>	<u>4,000</u>	<u>907,416</u>
Depreciation				
At 1 January 2023	315,000	87,324	3,873	406,197
Charge for the year	15,000	9,914	32	24,946
	<u>330,000</u>	<u>97,238</u>	<u>3,905</u>	<u>431,143</u>
At 31 December 2023	<u>330,000</u>	<u>97,238</u>	<u>3,905</u>	<u>431,143</u>
Net book value				
At 31 December 2023	<u>420,000</u>	<u>56,178</u>	<u>95</u>	<u>476,273</u>
At 31 December 2022	<u>435,000</u>	<u>63,092</u>	<u>127</u>	<u>498,219</u>

14 Debtors

	2023 £	2022 £
Trade debtors	5,067	11,354
Prepayments	1,071	1,629
Other debtors	187	-
	<u>6,325</u>	<u>12,983</u>

15 Cash and cash equivalents

	2023 £	2022 £
Cash on hand	971	157
Cash at bank	428,168	412,145
	<u>429,139</u>	<u>412,302</u>

16 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	5,390	4,625
Other creditors	-	1,486
Accruals	1,920	1,878
	<u>7,310</u>	<u>7,989</u>

Carlton Pentecostal Church

Notes to the Financial Statements for the Year Ended 31 December 2023 (continued)

17 Related party transactions

During the year the charity made the following related party transactions:

F Holt

(Daughter-in-law of D Holt)

Remuneration of £27,489 (2022 - £23,900). At the balance sheet date the amount due to/from F Holt was £Nil (2022 - £Nil).