

# Trustees' Annual Report

For the period

1 January 2020 to 31 December 2020

## Ark Church Nottingham

Registered Charity Number 1052625

88 Strelley Road, Nottingham, NG8 3AQ

### SECTION A: REFERENCE AND ADMINISTRATION DETAILS

#### Names of the charity trustees who manage the charity:

Mark Wheatley

Sarah Wheatley

Ellen Daft

Kate Simpson

#### Names of the holding trustees who hold the deeds for the building:

Mark Smedley (to be replaced by P Blyth when possible)

Eunice Blyth

Ellen Daft

#### Salary Committee Members:

Kate Simpson

Paul Blyth

Ellen Daft

Joan Roux

Nina Kerry

### SECTION B: STRUCTURE, GOVERNANCE AND MANAGEMENT

Type of governing document: Model Trust Deed

How the charity is constituted: Assemblies of God Model Trust adopted in Oct 2006

Trustee selection methods: Appointed by minister, approved by church council

### SECTION C: OBJECTIVES AND ACTIVITIES

The objects of the charity as set out in its governing document are:

1. To advance the Christian Faith
2. To relieve sickness and financial hardship
3. To advance education

Summary of the main activities of the church in relation to these objects:

1. The church holds Christian worship services providing teaching and spiritual encouragement.
2. The church supports a number of missionaries, projects and other worthy causes both in this country and overseas as well as looking for opportunities to express God's love through practical support in our immediate community.
3. A dedicated team of children and youth workers provide activities and opportunities for spiritual encouragement and education and growth for young people throughout the year.
4. The development of the community nursery Ark Angels which not only provides standard childcare, but also seeks to provide an environment which sets the nursery apart from others. It enables the church to support local families with difficulties, build relationships and reach out into the community as well as generate funds to support the church's wider work.

## **SECTION D: ACCOMPLISHMENTS AND PERFORMANCE**

This year has been dominated by the issues surrounding the Covid-19 pandemic.

In March 2020 the Church Council reluctantly took the decision to cancel church services due to government guidance and this quickly became a legal requirement. For the first time since the church was established, we held no services and no outreach between March and the end of July.

While the church building was closed, the church family pulled together to keep in touch with one another and encourage and support those who needed it. Zoom meetings were held for those who wanted it and the minister recorded a weekly message that was circulated on social media.

A Church WhatsApp group was set up so that people could communicate and post issues for prayer and other news they wanted to share.

On 31<sup>st</sup> July we were allowed to reopen following strict guidelines and having prepared a thorough risk assessment. We reopened with the following restrictions:

1. The building had to be thoroughly cleaned before the meeting
2. Everyone who wanted to attend had to book, so that numbers could be managed
3. Seats were laid out in family groups for those booked in – all groups had to be distanced from each other.
4. No singing was allowed, so worship videos were played instead of having live worship.
5. All adults had to wear face-masks inside the building unless they were exempt.
6. Contact details of everyone attending had to be kept for 6 weeks in case of an outbreak.
7. Special measures were introduced for communion and the offerings.

Despite the above restrictions, we felt it important to re-open and ensure that there was always a few spaces for anyone who came in off the street to join in if they wished.

In November, the church had to close again for a short while, but re-opened as soon as we were allowed and remained open for the remainder of the year. The Christmas Carol Service was a highlight and with subdued lighting, Bible readings and music.

Although Nursery was allowed to open on a reduced basis, numbers were understandably low. Due to the Coronavirus Job Retention Scheme (CJRS) we were able to keep paying staff throughout the closure. Although numbers were extremely low during the Autumn Term, Nottingham City Council Early Years paid fees based on what the attendance had been in autumn 2019, so along with an increase in after school children, the nursery finances were able to be sustained.

During lockdown it has not been possible to progress as we hoped with the extension plans, though the church has engaged an architect (A1 Architects) who have provided us with some initial drawings.

## **SECTION E: FINANCIAL REVIEW**

Despite having to close, the church supporters have been very faithful in their giving, and this, combined with the support of the CJRS and the income from the nursery meant that we ended the year in a fairly strong position.

It is likely that 2021 will bring significant financial challenges until numbers in the nursery pick up and in order to help relieve pressure on the finances, it was decided to partially furlough the minister from January 2021 as all of the nursery staff were needed to maintain ratios.

The church has a Reserves Policy in line with advice from the Charity Commission. Wherever possible the church will aspire to maintain reserves of at least 3 months' running costs based on the previous year's expenditure. This is currently set at £9,500 for the church and £14,000 for the Nursery totalling

in reserves in total. All of the reserves are met by the church's funds as the nursery reserve  
been used up.

**DECLARATION:**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

Full name: Kate Simpson

Position: Trustee. 2/4/21.

**ARK CHURCH NOTTINGHAM**

**FINANCIAL STATEMENTS  
FOR  
31 DECEMBER 2020**

Charity Registration Number 1052625



# ARK CHURCH NOTTINGHAM

## FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2020

Contents	Page
Independent Examiner's Report	1
Receipts and Payments Account	2
Statement of Assets and Liabilities	3
Notes to the Accounts	4

## ARK CHURCH NOTTINGHAM INDEPENDENT EXAMINER'S REPORT

**Independent Examiner's Report to the trustees of Ark Church Nottingham**  
Report on the accounts for the year ended 31 December 2020 which are set out on pages 2 to 4.

### **Respective responsibilities of the trustees and examiner**

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act). It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act) and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the organisation and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1 Which gives me reasonable cause to believe that, in any material respect, the requirements
  - to keep accounting records are kept in accordance with section 130 of the Charities Act;
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met, or
- 2 to which, in my opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*Mark Newey*

Mark Newey ACMA  
Derby Community Accountancy Service  
Babington Lodge  
128 Green Lane  
Derby  
DE1 1RY

2/2/21

Date

# ARK CHURCH NOTTINGHAM

## RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2020

	Unrestricted	Mission Benevolent Set aside	Other Restricted	Building Fund Restricted	Nursery Restricted	2020 Total	2019
	£	£	£	£	£	£	£
<b>RECEIPTS</b>							
Offerings	12,943	1,438	0	0	0	14,381	5,845
Gift Aid	11,675	1,297	0	0	0	12,972	17,196
Tax Refunds	3,526	392	0	0	0	3,918	4,461
Bank interest	13	1	0	0	0	14	45
Room Hire	877	97	0	0	0	974	912
Sundry income	2,475	275	0	0	0	2,750	918
Miscellaneous Set aside Restricted	0	110	70	0	0	180	140
Extension Fund (Restricted)	0	0	0	2,182	0	2,182	1,510
Ark Angels Nursery	0	0	0	0	70,908	70,908	66,863
<b>TOTAL RECEIPTS</b>	<b>31,509</b>	<b>3,611</b>	<b>70</b>	<b>2,182</b>	<b>70,908</b>	<b>108,280</b>	<b>97,889</b>
<b>PAYMENTS</b>							
Ministry Costs and Pension	22,597	0	0	0	0	22,597	21,875
Missionary Benevolent Fund	0	4,088	0	0	0	4,088	4,326
NI and Tax	4,147	0	0	0	0	4,147	4,348
Utilities	2,777	0	0	0	0	2,777	3,319
Repairs and Replacements	880	0	0	0	0	880	2,788
Insurance and Business Costs	2,373	0	0	0	0	2,373	2,251
Other Restricted	0	0	70	0	0	70	140
Misc and kitchen Supplies	230	0	0	0	0	230	357
Ark Angels Nursery	0	0	0	0	49,569	49,569	57,680
<b>TOTAL EXPENDITURE</b>	<b>33,002</b>	<b>4,088</b>	<b>70</b>	<b>0</b>	<b>49,569</b>	<b>86,729</b>	<b>97,085</b>
Transfer between funds	15,462	1,718	0	0	-17,180	0	0
<b>NET RECEIPTS/PAYMENTS</b>	<b>13,969</b>	<b>1,241</b>	<b>0</b>	<b>2,182</b>	<b>4,159</b>	<b>21,551</b>	<b>804</b>
BANK BALS B/FWD 1 JAN 2020	62,426	2,251	0	3,710	3,639	72,025	71,221
BANK BALS B/FWD 31 DEC 2020	<b>76,394</b>	<b>3,492</b>	<b>0</b>	<b>5,892</b>	<b>7,798</b>	<b>93,576</b>	<b>72,025</b>

# ARK CHURCH NOTTINGHAM

## STATEMENT OF ASSETS AND LIABILITIES AS AT 31 DECEMBER 2020

	Unrestricted	Mission Benevolent Set aside	Other Restricted	Building Fund Restricted	Nursery Restricted	2020 Total	2019
	£	£	£	£	£	£	£
PROPERTY TRUST	2,666	0	0	0	0	2,666	2,651
CURRENT ACCOUNT 50849901	69,177	3,492	0	5,891	0	78,561	57,889
CURRENT ACCOUNT 50458031	4,551	0	0	0	7,798	12,350	11,486
DEBTORS	0	0	0	0	0	0	0
	<b>76,394</b>	<b>3,492</b>	<b>0</b>	<b>5,891</b>	<b>7,798</b>	<b>93,576</b>	<b>72,025</b>
TOTAL LIABILITIES	0	0	0	0	0	0	0
NET ASSETS	<b>76,394</b>	<b>3,492</b>	<b>0</b>	<b>5,891</b>	<b>7,798</b>	<b>93,576</b>	<b>72,025</b>

The Ark Church Nottingham own the freehold of the land and the building from which they operate.

Signed as a true record and approved:

Treasurer:

*S. W. Keatley* 9.4.21

Chair:

*[Signature]*

*[Signature]* Kate Simpson 9/4/21.



# ARK CHURCH NOTTINGHAM

## NOTES TO THE ACCOUNTS

### Note 1

#### Transfer of funds

£17,180 From Ark Angels to main church funds towards cost of facilities (£15,730) and financial administration and payroll fees (£1,350) photocopying (£100)

### Note 2

#### Grant funding breakdown

	Original Grant	Amount Spent	Grant Held	Held in Nursery Account	Held in main account
	£	£	£	£	£
All Churches Trust grant towards extension	2,000	0	2,000	0	2,000
	<u>2,000</u>	<u>0</u>	<u>2,000</u>	<u>0</u>	<u>2,000</u>

### Note 3

#### Breakdown of end of year unrestricted funds 31 December 2020

	£
Total Cash Assets	76,394
Set aside for Church Reserves	10,000
Set aside for Nursery Reserves	<u>15,000</u>
Total Designated Reserves	<u>25,000</u>
Unrestricted Assets	<u>51,394</u>

**ARK CHURCH NOTTINGHAM**

**FINANCIAL STATEMENTS  
FOR  
31 DECEMBER 2020**

Charity Registration Number 1052625

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