

**Charity number: 1054380**

## **Tunbridge Wells Christian Fellowship Church**

**Unaudited**

**Trustees' report and financial statements**

**For the year ended 31 December 2020**

# **Tunbridge Wells Christian Fellowship Church**

## **Contents**

	Page
<b>Reference and administrative details of the charity, its Trustees and advisers</b>	1
<b>Trustees' report</b>	2 - 7
<b>Independent examiner's report</b>	8
<b>Statement of financial activities</b>	9
<b>Balance sheet</b>	10
<b>Notes to the financial statements</b>	11 - 24

## **Tunbridge Wells Christian Fellowship Church**

### **Reference and administrative details of the charity, its Trustees and advisers For the year ended 31 December 2020**

<b>Trustees</b>	S Mayho A Selvadass (resigned June 2020) M Brewis I Martin M Winter (appointed June 2020) B Hughes (appointed June 2020) A Peters (appointed September 2020)
-----------------	--

<b>Charity registered number</b>	1054380
----------------------------------	---------

<b>Principal office</b>	Christian Centre Hanover Road Tunbridge Wells Kent TN1 1EY
-------------------------	--

<b>Accountants</b>	Kreston Reeves LLP Chartered Accountants Montague Place Quayside Chatham Maritime Chatham Kent ME4 4QU
--------------------	---

## Tunbridge Wells Christian Fellowship Church

### Trustees' report For the year ended 31 December 2020

---

The Trustees present their annual report together with the financial statements of the charity for the year ended 31 December 2020.

#### Objectives and activities

##### a. Policies and objectives

The objects of the Church are:

- The advancement of the Christian religion by the proclamation and furtherance of the Gospel of God concerning His Son Jesus Christ the Lord and teaching the Word of God by the Church, in accordance with the Statement of Fundamental truths of Assemblies of God in Great Britain and Ireland as approved by the General Council from time to time;
- Such other charitable purposes as shall further the attainment of the above of the Church;
- The furtherance of the other charitable work of the Church consistent with the Statement;
- The furtherance of the work of the Assemblies of God in Great Britain and Ireland and the promotion of the spiritual teaching and the maintenance of the statement and the promotion of religious observances within the Statement.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

##### b. Vision

Our vision is expressed as follows:

*We see a radiant church, encountering God and moving in the Spirit. A faith filled people who demonstrate God's kingdom and are transformed, equipped, mobilised and sent daily as part of God's redemptive purpose for the world.*

##### c. Strategy

To help us take practical steps towards making this vision a reality, we follow three steps, inspired by the actions of the very first followers of Jesus.

- Gathering together to encounter God
- Growing together in God
- Going to live for Jesus every day

#### Achievements and performance

##### a. Review of activities

###### • Objectives and achievements for the year:

We commenced 2020, with plans in place to undertake several key activities:

- Enable our Senior Pastor to take a sabbatical break.
  - This was completed March - May 2020.
- Refresh the vision and strategy for TWCF & embed into the church
  - This was deferred to early 2021, and the vision has been refreshed, the strategy is ongoing through 2021, and the implementation of the vision and values are forthcoming post lockdown.
- Agree and implement an updated and augmented leadership/governance model
  - This was successfully implemented during 2020
- Expand and grow the overall leadership/ministry team of TWCF
  - Further appointments were made during 2020, see below.
- Agree and implement a new and expanded approach to Missions
  - The MST developed further plans to support our missions work which were implemented in 2020 and early into 2021. See below.

## Tunbridge Wells Christian Fellowship Church

### Trustees' report (continued)

For the year ended 31 December 2020

#### Achievements and performance (continued)

- Review, agree and communicate the AoG relationship/benefits/obligations
  - A paper was prepared on this topic and was shared with our Church Council, Leadership Team, and with the church at our AGM.
- Consider how best to measure progress in terms of our Mission
  - This has been deferred to 2021 as part of a wider development of our strategy.
- **COVID Response**
- At the start of 2020 we functioned as 'one church in two locations', with our larger Central Site, in the centre of Tunbridge Wells, as well as our South Site, located in a residential area on the outskirts of the town.
- As with all churches we were significantly affected by the lockdowns which followed on from the Covid 19 pandemic. With church services in person closed, we moved to online provision of all our activities for a significant period.
- **Services**
  - In March we launched services on Zoom and in June we added streaming on YouTube to enable more people to access the services. This provision continued throughout the remainder of 2020. In the autumn of 2020 we trialled running some services in person, in line with government guidance for such events.
  - From Easter 2021 we have run in-person services at our Central Site, whilst continuing to live stream these.
  - We have continued to see a good level of engagement from the congregation during the year and our teaching themes have been chosen to encourage and equip people in faith. Despite the challenges, we have had new people visiting and joining us online during the year.
- **Other ministry activities**
  - From the start of the first lockdown, we functioned in Lifegroups (online), Children's Sunday Services (online), and children's and youth provision (online), prayer meetings (online) with meetings in person where these satisfy our Covid Secure risk assessment framework and all government guidelines.
  - Towards the end of 2020 we ran an Alpha course (online)
  - We met for a couple of events in the open air in the summer of 2020, including a Family Fun Day event held in a local park, held in line with all government guidelines.
  - From March onwards, many of our in person activities including our parent and toddler groups have had to close. Where this has been the case we have sought to provide online resources for parents in place of in person meetings.
  - Moving into 2021 we have run several courses online, including The Bible Course, as well as a support group entitled Kintsugi Hope, supporting people who are struggling with their mental health. We've repurposed areas of our website, and have included wellbeing resources here too.
  - Our Lifegroups have enabled us to keep in touch with many from the church, and ensured that people are supported. For those not in groups, our office has remained open, with staff working from home, and able to receive calls and emails as normal.
- **Other charitable activities**
  - We established a temporary Foodbank to provide support and help for those in the church as well as other needy people. This provided support for some homeless people who were being housed in a local hotel, as well as some from our own congregation.

#### Leadership Teams

We have continued working with the following structure throughout the year, and have grown into this model of leadership.

- **Leadership Team:** This is our eldership team, responsible for the overall spiritual leadership of the church.
  - During 2020 we recruited two new members of our Leadership Team; Ade Rabiou and Obi Emekpo. Both were already long standing members of the church, and both bring spiritual leadership gifting to the role.
  - During 2020 we renamed the Leadership Team (from the Pastoral Leadership Team) to bring clarity about the function of the team.
- **Church Council:** This is our trusteeship, responsible for the governance of the church
  - Ian Martin was appointed as the Chair of the Church Council.
  - During 2020 we recruited three new members of the Church Council, Bridget Hughes, Andy Peters and

## **Tunbridge Wells Christian Fellowship Church**

### **Trustees' report (continued)**

**For the year ended 31 December 2020**

#### **Achievements and performance (continued)**

Matt Winter, following a trustee recruitment process. All were already active members of the church, and bring extensive relevant experience to the role.

- Site Leadership Teams: These are our location based leadership teams, responsible for the weekly services in each location. These have not functioned in the same way since March 2020, though many of our leaders from these teams have been actively involved in serving the church in different ways.

#### **Staff Changes**

- Our p/t Youth Worker, Dave Tyler, resigned in November 2020, having commenced employment Sept 2019.
- Our Pastor, Stuart Mayho, took a planned sabbatical break across March, April and May 2020. During his absence the church was led by the Leadership Team and supported by the staff team and Church Council.

#### **Anti-Racism Response**

- We are a diverse church which includes people from many backgrounds and different ethnic origins. Our diversity is important to us.
- We established a team of people to investigate how racism has affected people in the church community.
- We surveyed a representative sample of the church, and from this work, study materials were produced for our Life Groups. Our group leaders were then trained and supported to deliver the materials across the church community.
- We continue to look for opportunities to further develop our response to racism, and work to be a safe and welcoming community for all.

#### **Overseas Mission**

- We continued to work with an established church in India, supporting church planting in rural communities.
- We continue to actively support and engage with mission partners in Asia, Albania, and locally via WIN (World in Need).
- Our Mission Support Team has met throughout the year to pray for the project we support, and plan how to further support, promote and progress our overseas mission work.
- During 2021 we contributed to a church building project in Burkina Faso, working with an established church that we have worked with in the past. We were able to provide funds, along with other churches in the UK, for the construction of a church building in a village.
- Several members of the church are engaged in overseas missions on a personal basis, and we prayerfully support them in doing so.
- Based on work done by our MST, we will be transferring 5% of our income from general offerings towards the work of Mission, in addition to the designated funds which are given to Mission.

#### **Financial review**

##### **a. Going concern**

The Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

##### **b. Reserves policy**

The Church Council consider the reserves position on a regular basis to ensure surplus is available to maintain the ministry. As a guide we seek to maintain a balance equivalent to around 3 to 6 months' expenditure.

At the balance sheet date our general reserves totalled £241,912. This balance is higher than our reserves policy, which will assist us with our future plans.

## **Tunbridge Wells Christian Fellowship Church**

### **Trustees' report (continued)**

**For the year ended 31 December 2020**

#### **c. Review of financial activities**

The statement of financial activities on page 10 shows total incoming resources of £230,267 (2019: £766,106), and total expenditure of £250,350 (2019: £237,085). Before transfers, general funds have decreased by £19,046 and restricted funds have decreased by £1,037. A transfer of £4,081 has been made from general funds to the designated property fund so that the property fund balance equates to the carrying value of property in the financial statements, less the outstanding mortgage.

#### **d. Funding sources**

The vast majority of our funding comes from the congregation and from the associated gift aid reclaimed on this giving. We are very grateful for the continued, faithful giving of the church congregation which enables the work of the charity to continue and to thrive. In turn the giving of the church, especially in regard to our missions giving, allows us to be generous with our support of external missions partners and partner organisations.

#### **e. Safeguarding**

Tunbridge Wells Christian Fellowship adopts and implements a safeguarding policy drawn up in conjunction with Thirty One:Eight (formerly the Churches Child Protection Advisory Service).

#### **f. Risk**

On an ongoing basis the Church Council review the risks to which a small charity operating with few employees is exposed.

#### **g. Working overseas**

We monitor and review our relationship with our missions partners to ensure the effectiveness of our support in line with our charitable objects. We did not receive monies from overseas donors in 2019. Any funds sent to missions partners are sent through the regulated banking system to those with whom we have an ongoing relationship, where reporting back to us as a church is provided, and where personal visits to meet our missions' partners are possible - either here in the UK or overseas.

### **Structure, governance and management**

#### **a. Constitution**

Tunbridge Wells Christian Fellowship Church is a registered charity, number 1054380, and is constituted under a charitable trust deed dated 2 December 1993.

#### **b. Methods of appointment or election of Trustees**

The management of the charity is the responsibility of the Church Council, which comprises the Minister and duly appointed or elected leaders of the church. The Church Council appoints Holding Trustees for the purpose of holding the land and buildings of the church who act on the directions of the Church Council.

Following the resignation of one of the Church Council, the remaining trustees sought to add to the number of trustees, and agreed to recruit more trustees through a recruitment process during 2020. Matt Winter and Bridget Hughes were appointed to serve from July 2020, and Andy Peters was appointed to serve from September 2020. Ian Martin was appointed to serve as Chair from January 2020.

## **Tunbridge Wells Christian Fellowship Church**

### **Trustees' report (continued)**

**For the year ended 31 December 2020**

#### **Structure, governance and management (continued)**

##### **c. Organisational structure and decision-making policies**

The Church Council is required to meet at least once a quarter, though in practice meets more often than this as determined by the needs of the church. The Church Council is responsible for ensuring the governance of the church, including ensuring that all legal, regulatory and financial requirements are adhered to and that a suitable governance structure is in place to manage the church.

Tunbridge Wells Christian Fellowship is affiliated to the Assemblies of God in Great Britain, a company limited by guarantee (no. 2873415), and a registered charity (no. 1032245).

##### **d. Governance**

###### **Policy**

As a Church Council we sought to address areas of policy development to ensure good governance across the organisation. During 2020 we introduced policies in several key areas, and reviewed and updated others.

###### **Church Council**

- Pete Barnard is the church Treasurer, and reports to the Church Council.
- We reviewed our structure and working practices in consultation with the Pastoral Leadership Team, and agreed that from 2020 Ian Martin would be Chair of the Church Council.

##### **Plans for the future**

###### **Church Council**

- We will review our charitable investments and reserves policies to ensure that we are well placed for the future.
- We are mindful of our long term property needs, and have started to consider options for the future.
- We will support the church staff through being available for one-one support. We will appraise the Senior Pastor.
- As a Church Council we will continue to review and develop policies in key areas to support good governance.

###### **Church**

We plan to:

- Review our support for church staff and for their development
- Refresh vision and strategy for TWCF and embed into church
- Develop and implement an all-age discipleship strategy for TWCF
- Agree and implement a new and expanded approach to personal, local and global mission
- Reassess capabilities for TWCF post lockdown and lead into relaunch
- Review and develop partnership work with other local churches and agencies
- Consider how best to measure progress in terms of our Mission and agree measures
- Develop coherent and effective TWCF response to racism
- Agree and implement a leadership development pathway
- Explore further ways of developing local mission



## **Tunbridge Wells Christian Fellowship Church**

### **Trustees' report (continued)**

**For the year ended 31 December 2020**

#### **Statement of Trustees' responsibilities**

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

The law applicable to charities in England & Wales 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 its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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 adequate accounting records that are sufficient to show and explain the charity's transactions and 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 Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They 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.

Approved by order of the members of the board of Trustees and signed on their behalf by:

**S Mayho**

Date:

## **Tunbridge Wells Christian Fellowship Church**

### **Independent examiner's report For the year ended 31 December 2020**

#### **Independent examiner's report to the Trustees of Tunbridge Wells Christian Fellowship Church (the charity)**

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 December 2020.

#### **Responsibilities and basis of report**

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

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

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

Your attention is drawn to the fact that the charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable 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.

Signed:

Dated:

S Robinson BA FCA FCIE DChA MCMI

**Kreston Reeves LLP**

Chartered Accountants

Chatham Maritime

# Tunbridge Wells Christian Fellowship Church

## Statement of financial activities For the year ended 31 December 2020

	Note	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
<b>Income from:</b>					
Donations and legacies	3	200,272	16,767	217,039	740,747
Charitable activities	4	2,728	-	2,728	20,359
Investments	5	10,500	-	10,500	5,000
<b>Total income</b>		<b>213,500</b>	<b>16,767</b>	<b>230,267</b>	<b>766,106</b>
<b>Expenditure on:</b>					
Charitable activities	7	232,546	17,804	250,350	237,085
<b>Total expenditure</b>		<b>232,546</b>	<b>17,804</b>	<b>250,350</b>	<b>237,085</b>
<b>Net movement in funds</b>		<b>(19,046)</b>	<b>(1,037)</b>	<b>(20,083)</b>	<b>529,021</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		1,743,326	4,227	1,747,553	1,218,532
Net movement in funds		(19,046)	(1,037)	(20,083)	529,021
<b>Total funds carried forward</b>		<b>1,724,280</b>	<b>3,190</b>	<b>1,727,470</b>	<b>1,747,553</b>

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 11 to 24 form part of these financial statements.

# Tunbridge Wells Christian Fellowship Church

## Balance sheet As at 31 December 2020

	Note	2020 £	2019 £
<b>Fixed assets</b>			
Tangible assets	11	1,375,872	1,393,800
Investment property	12	227,000	227,000
		<u>1,602,872</u>	<u>1,620,800</u>
<b>Current assets</b>			
Debtors	13	9,178	4,946
Cash at bank and in hand		232,866	259,568
		<u>242,044</u>	<u>264,514</u>
Creditors: amounts falling due within one year	14	(29,150)	(29,150)
<b>Net current assets</b>		<u>212,894</u>	<u>235,364</u>
<b>Total assets less current liabilities</b>		<u>1,815,766</u>	<u>1,856,164</u>
Creditors: amounts falling due after more than one year	15	(88,296)	(108,611)
<b>Total net assets</b>		<u><u>1,727,470</u></u>	<u><u>1,747,553</u></u>
<b>Charity funds</b>			
Restricted funds	16	3,190	4,227
Unrestricted funds	16	1,724,280	1,743,326
<b>Total funds</b>		<u><u>1,727,470</u></u>	<u><u>1,747,553</u></u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

**S Mayho**

Date:

The notes on pages 11 to 24 form part of these financial statements.

## **Tunbridge Wells Christian Fellowship Church**

### **Notes to the financial statements For the year ended 31 December 2020**

#### **1. General information**

Tunbridge Wells Christian Fellowship is a charity registered in England and Wales with charity number 1054380. Its principal office address is Christian Centre, Hanover Road, Tunbridge Wells, Kent TN1 1EY.

#### **2. Accounting policies**

##### **2.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Tunbridge Wells Christian Fellowship 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.

##### **2.2 Going concern**

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 at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

Whilst the impact of the COVID-19 pandemic has been assessed by the Trustees, so far as is reasonably possible, due to its unprecedented impact on the worldwide economy it is difficult to evaluate with any certainty the potential final outcomes on the Charity's future activities. However, taking into consideration the Charity's level of reserves, the Trustees believe that the Charity will be able to continue in operational existence for the foreseeable future.

**Notes to the financial statements  
For the year ended 31 December 2020**

**2. Accounting policies (continued)**

**2.3 Income**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the charity, can be reliably measured.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

**2.4 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

**2.5 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

**2.6 Tangible fixed assets and depreciation**

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

**Notes to the financial statements  
For the year ended 31 December 2020**

**2. Accounting policies (continued)**

**2.6 Tangible fixed assets and depreciation (continued)**

Depreciation is provided on the following bases:

Leasehold property	- 50 years or the term of the lease on a straight line basis
Plant and machinery	- 20% reducing balance
Fixtures and fittings	- 20% reducing balance

Freehold land is not depreciated as it is not consumed by use. The freehold manse building is not depreciated due to the anticipated immaterial fall in long term value.

**2.7 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.8 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.9 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

**2.10 Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.11 Pensions**

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

**2.12 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

## Tunbridge Wells Christian Fellowship Church

### Notes to the financial statements For the year ended 31 December 2020

#### 3. Income from donations and legacies

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tithes and offerings	168,483	-	168,483
Faith promise	-	12,036	12,036
Tax recoverable	31,789	2,324	34,113
Other gifts	-	2,407	2,407
Legacies	-	-	-
Gifts from other charities	-	-	-
	<u>200,272</u>	<u>16,767</u>	<u>217,039</u>
	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Tithes and offerings	185,816	-	185,816
Faith promise	-	13,396	13,396
Tax recoverable	29,811	3,070	32,881
Other gifts	4,946	2,418	7,364
Legacies	25,000	-	25,000
Gifts from other charities	476,290	-	476,290
	<u>721,863</u>	<u>18,884</u>	<u>740,747</u>

#### 4. Income from charitable activities

	Unrestricted funds 2020 £	Total funds 2020 £
Church retreats and events	245	245
Centre cafe	200	200
Hall hire	2,283	2,283
	<u>2,728</u>	<u>2,728</u>



# Tunbridge Wells Christian Fellowship Church

## Notes to the financial statements For the year ended 31 December 2020

### 4. Income from charitable activities (continued)

	Unrestricted funds 2019 £	Total funds 2019 £
Church retreats and events	14,789	14,789
Centre cafe	1,204	1,204
Hall hire	4,366	4,366
	<u>20,359</u>	<u>20,359</u>

### 5. Investment income

	Unrestricted funds 2020 £	Total funds 2020 £
Rent receivable	<u>10,500</u>	<u>10,500</u>

	Unrestricted funds 2019 £	Total funds 2019 £
Rent receivable	5,250	5,250
Bank interest	(250)	(250)
	<u>5,000</u>	<u>5,000</u>

# Tunbridge Wells Christian Fellowship Church

## Notes to the financial statements For the year ended 31 December 2020

### 6. Analysis of grants

	<b>Grants to Individuals 2020 £</b>	<b>Total funds 2020 £</b>
Grants for UK and overseas mission	19,273	19,273
	<b>Grants to Individuals 2019 £</b>	<b>Total funds 2019 £</b>
Grants for UK and overseas mission	17,744	17,744

### 7. Analysis of expenditure on charitable activities

#### Summary by fund type

	<b>Unrestricted funds 2020 £</b>	<b>Restricted funds 2020 £</b>	<b>Total funds 2020 £</b>
Staff costs - excluding benefits	113,107	-	113,107
Christian Centre - running costs	18,820	-	18,820
Southern Site - running costs (including cost of lease extension)	40,187	-	40,187
Manse - rent and running costs	12,851	-	12,851
Church and office - running costs	10,311	-	10,311
Children's and youth ministries	3,927	-	3,927
Other ministries	11,810	-	11,810
Travel and expenses	-	216	216
Grants payable	1,685	17,588	19,273
Depreciation of tangible fixed assets	17,928	-	17,928
Independent examination fee	1,920	-	1,920
	232,546	17,804	250,350

## Tunbridge Wells Christian Fellowship Church

### Notes to the financial statements For the year ended 31 December 2020

#### 7. Analysis of expenditure on charitable activities (continued)

##### Summary by fund type (continued)

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Staff costs - excluding benefits	111,133	-	111,133
Christian Centre - running costs	24,131	-	24,131
Southern Site - running costs	12,069	-	12,069
Manse - rent and running costs	13,398	-	13,398
Church and office - running costs	9,480	-	9,480
Children's and youth ministries	4,584	-	4,584
Other ministries	23,775	-	23,775
Travel and expenses	89	364	453
Grants payable	1,577	16,167	17,744
Depreciation of tangible fixed assets	18,353	-	18,353
Independent examination fee	1,965	-	1,965
	<u>220,554</u>	<u>16,531</u>	<u>237,085</u>

#### 8. Independent examiner's remuneration

	2020 £	2019 £
Fees payable to the charity's independent examiner for the independent examination of the charity's annual accounts	<u>1,920</u>	<u>1,965</u>

## Tunbridge Wells Christian Fellowship Church

### Notes to the financial statements For the year ended 31 December 2020

#### 9. Staff costs

	2020 £	2019 £
Wages and salaries	104,145	103,137
Contribution to defined contribution pension schemes	8,962	7,996
	<u>113,107</u>	<u>111,133</u>

The average number of persons employed by the charity during the year was as follows:

	2020 No.	2019 No.
Charitable activities	<u>6</u>	<u>6</u>

No employee received remuneration amounting to more than £60,000 in either year.

The charity's key management comprise the trustees named on page 1. Remuneration and benefits paid to these staff are detailed in note 10.

The charity's key management comprise the trustees named on page 1. Remuneration and benefits paid to these staff are detailed in note 10.

#### 10. Trustees' remuneration and expenses

During the year, one Trustee has been paid remuneration or has received other benefits from an employment with the charity. S Mayho serves as a church leader and received the payments below for serving in that capacity, not for serving as a Trustee. These payments are permitted by the charity's governing document.

The value of Trustees' remuneration and other benefits was as follows:

		2020 £	2019 £
S Mayho	Remuneration	35,393	34,000
	Pension contributions paid	3,237	3,892
	Other benefits	1,331	1,579

During the year ended 31 December 2020, no Trustee expenses have been incurred (2019 - £NIL).

# Tunbridge Wells Christian Fellowship Church

## Notes to the financial statements For the year ended 31 December 2020

### 11. Tangible fixed assets

	Freehold property £	Long-term leasehold property £	Plant and machinery £	Fixtures and fittings £	Total £
<b>Cost or valuation</b>					
At 1 January 2020	541,152	957,815	33,856	23,877	1,556,700
At 31 December 2020	541,152	957,815	33,856	23,877	1,556,700
<b>Depreciation</b>					
At 1 January 2020	-	113,639	33,290	15,971	162,900
Charge for the year	-	16,234	113	1,581	17,928
At 31 December 2020	-	129,873	33,403	17,552	180,828
<b>Net book value</b>					
At 31 December 2020	541,152	827,942	453	6,325	1,375,872
At 31 December 2019	541,152	844,176	566	7,906	1,393,800

### 12. Investment property

	Freehold investment property £
<b>Valuation</b>	
At 1 January 2020	227,000
At 31 December 2020	227,000

The investment property is included at the trustees' valuation, which is based on the recent sale of a similar property.

# Tunbridge Wells Christian Fellowship Church

## Notes to the financial statements For the year ended 31 December 2020

### 13. Debtors

	2020 £	2019 £
<b>Due within one year</b>		
Other debtors	<b>9,178</b>	4,946
	<u>9,178</u>	<u>4,946</u>

### 14. Creditors: Amounts falling due within one year

	2020 £	2019 £
Bank loans	<b>25,430</b>	25,430
Accruals and deferred income	<b>1,920</b>	1,920
Grants accrued - institutional	<b>1,800</b>	1,800
	<u><b>29,150</b></u>	<u>29,150</u>

### 15. Creditors: Amounts falling due after more than one year

	2020 £	2019 £
Bank loans	<b>88,296</b>	108,611
	<u><b>88,296</b></u>	<u>108,611</u>

The mortgage loan is secured on the property, Christian Centre at Hanover Road, and is repayable over 6 years at an interest rate of 4.25% per annum.

# Tunbridge Wells Christian Fellowship Church

## Notes to the financial statements For the year ended 31 December 2020

### 16. Statement of funds

#### Statement of funds - current year

	Balance at 1 January 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2020 £
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Property fund	1,478,287	-	-	4,081	1,482,368
<b>General funds</b>					
General fund	265,039	213,500	(232,546)	(4,081)	241,912
<b>Total Unrestricted funds</b>	<b>1,743,326</b>	<b>213,500</b>	<b>(232,546)</b>	<b>-</b>	<b>1,724,280</b>
<b>Restricted funds</b>					
Faith promise - general mission	4,227	16,767	(17,804)	-	3,190
<b>Total of funds</b>	<b>1,747,553</b>	<b>230,267</b>	<b>(250,350)</b>	<b>-</b>	<b>1,727,470</b>

The designated property fund represents the value of all property held by the charity less the outstanding mortgage.

The restricted Faith Promise fund is for general mission work of the church, which includes specific missionaries and mission work. It includes funds received for the support of those nominated individuals and mission trips.

# Tunbridge Wells Christian Fellowship Church

## Notes to the financial statements For the year ended 31 December 2020

### 16. Statement of funds (continued)

#### Statement of funds - prior year

	Balance at 1 January 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2019 £
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Property fund	1,010,030	-	-	468,257	1,478,287
<b>General funds</b>					
General fund	206,628	747,222	(220,554)	(468,257)	265,039
<b>Total Unrestricted funds</b>	<b>1,216,658</b>	<b>747,222</b>	<b>(220,554)</b>	<b>-</b>	<b>1,743,326</b>
<b>Restricted funds</b>					
Faith promise - general mission	1,874	18,884	(16,531)	-	4,227
<b>Total of funds</b>	<b>1,218,532</b>	<b>766,106</b>	<b>(237,085)</b>	<b>-</b>	<b>1,747,553</b>

### 17. Summary of funds

#### Summary of funds - current year

	Balance at 1 January 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2020 £
Designated funds	1,478,287	-	-	4,081	1,482,368
General funds	265,039	213,500	(232,546)	(4,081)	241,912
Restricted funds	4,227	16,767	(17,804)	-	3,190
	<b>1,747,553</b>	<b>230,267</b>	<b>(250,350)</b>	<b>-</b>	<b>1,727,470</b>



# Tunbridge Wells Christian Fellowship Church

## Notes to the financial statements For the year ended 31 December 2020

### 17. Summary of funds (continued)

#### Summary of funds - prior year

	Balance at 1 January 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2019 £
Designated funds	1,010,030	-	-	468,257	1,478,287
General funds	206,628	747,222	(220,554)	(468,257)	265,039
Restricted funds	1,874	18,884	(16,531)	-	4,227
	<u>1,218,532</u>	<u>766,106</u>	<u>(237,085)</u>	<u>-</u>	<u>1,747,553</u>

### 18. Analysis of net assets between funds

#### Analysis of net assets between funds - current period

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	1,375,872	-	1,375,872
Investment property	227,000	-	227,000
Current assets	238,854	3,190	242,044
Creditors due within one year	(29,150)	-	(29,150)
Creditors due in more than one year	(88,296)	-	(88,296)
<b>Total</b>	<u>1,724,280</u>	<u>3,190</u>	<u>1,727,470</u>

#### Analysis of net assets between funds - prior period

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Tangible fixed assets	1,393,800	-	1,393,800
Investment property	227,000	-	227,000
Current assets	260,287	4,227	264,514
Creditors due within one year	(29,150)	-	(29,150)
Creditors due in more than one year	(108,611)	-	(108,611)
<b>Total</b>	<u>1,743,326</u>	<u>4,227</u>	<u>1,747,553</u>

**Notes to the financial statements  
For the year ended 31 December 2020**

**19. Pension commitments**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £8,962 (2019 - £7,996). No contributions were payable to the fund at the balance sheet date (2019 - £Nil).

**20. Related party transactions**

During the year, the charity received donations totalling £47,428 (2019 - £45,895) from related parties (which includes trustees, anyone closely connected with them and key management personnel). Except as disclosed in note 10, there have been no other transactions with related parties during the year.