

# THE POTTERS HOUSE CHRISTIAN CENTRE OF SOUTH LONDON

England & Wales · Charity number 1055728

## Details

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**Other names** SOUTH LONDON POTTERS HOUSE

**Status** Registered

**Legal form** Other

**Registered** 1996-05-31

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

## Contact

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**Address** 14 Mayville Road  
London  
E11 4PJ

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**Website** <https://phlive.london/>

## Activities

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**Objects:** (10 THE ADVANCEMENT OF THE CHRISTIAN RELIGION IN ACCORDANCE WITH THE STATEMENT OF BELIEFS SET OUT IN THE FIRST SCHEDULE AND IN PARTICULAR IN LONDON AND AT THE DISCRETION OF THE CHURCH COUNCIL ELSEWHERE IN THE UNITED KINGDOM OR THE WORLD (2) THE RELIEF OF POVERTY AND SICKNESS REGARDLESS OF NATIONALITY, RELIGIOUS, POLITICAL OR OTHER OPINION IN LONDON AND AT THE DISCRETION OF THE CHURCH COUNCIL ELSEWHERE IN THE UNITED KINGDOM OR THE WORLD

**Activities:** To promote the Christian faith through worship and to communicate to all ethnicities the Gospel's truth of hope and change through weekly church services.

## Classification

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- **How:** Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

## Geography

- **Area of benefit:** LONDON AND ELSEWHERE
- Throughout London

## Finances

| Period end | Income   | Expenditure | Assets   | Employees |
|------------|----------|-------------|----------|-----------|
| 2024-12-31 | £727,435 | £718,399    | £647,256 | 5         |
| 2023-12-31 | £690,042 | £640,304    | £638,220 | 5         |
| 2022-12-31 | £644,683 | £532,386    | £588,482 | 5         |
| 2021-12-31 | £582,133 | £396,193    | £476,185 | 5         |
| 2020-12-31 | £501,565 | £368,839    | £290,245 | 6         |

## Trustees

| Name             | Role | Appointed  |
|------------------|------|------------|
| Adrian Kerr      |      | 2017-05-21 |
| DIMITRI SCARLETT |      |            |
| Isaac Frimpong   |      | 2023-05-10 |

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# Accounts

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Annual Report and Financial Statements  
for the Year Ended 31 December 2024

# The Potter's House Christian Centre

Charity registration number: 1055728

Independent Examiners Ltd  
2 Broadbridge Business Centre  
Delling Lane  
Bosham  
Chichester  
West Sussex  
PO18 8NF

**THE POTTER'S HOUSE CHRISTIAN CENTRE**  
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**THE POTTER'S HOUSE CHRISTIAN CENTRE**  
**REFERENCE AND ADMINISTRATIVE DETAILS**

|                                    |                                                                                                                                                  |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Trustees</b>                    | Dimitri Scarlett<br>Adrian Kerr<br>Seun Odeneye (resigned 5 May 2024)<br>Isaac Frimpong                                                          |
| <b>Charity Registration Number</b> | 1055728                                                                                                                                          |
| <b>Principal Office</b>            | 14 Mayville Road<br>London<br>E11 4PJ                                                                                                            |
| <b>Independent Examiner</b>        | G W Schulz ACMA<br>Independent Examiners Ltd<br>2 Broadbridge Business Centre<br>Delling Lane<br>Bosham<br>Chichester<br>West Sussex<br>PO18 8NF |
| <b>Bankers</b>                     | Lloyds TSB<br>20 Lewisham High Street<br>Lewisham<br>London<br>SE13 6JG                                                                          |

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **TRUSTEES' REPORT**

The Trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2024.

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

#### ***Nature of governing document***

The Potter's House Christian Centre is a registered charity, number 1055728, and is constituted under a Trust deed.

#### ***Recruitment and appointment of Trustees***

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

#### ***Organisational structure***

The day to day running of the Church is delegated by the Trustees to the pastor and his assistant.

#### ***Risk management***

The trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

### **Objectives and activities**

#### ***Objects and aims***

The charity promotes the Christian faith through worship and through its regular activities for the community to which invitations are given out to the public.

#### ***Public benefit***

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.

#### ***Grant making policies***

The church provides financial support for fellowship churches nationally and internationally.

### **Achievements and performance**

#### ***Review of activities***

We are pleased to report continued progress in our church's growth and outreach efforts. Sunday service attendance has increased significantly, reflecting a growing interest and commitment within our congregation. Notably, we have seen a twofold increase in new converts joining the church, a twofold increase in rededications, a quadruple increase in water baptisms and twofold increase in Holy Ghost baptisms.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## TRUSTEES' REPORT (CONTINUED)

Our annual International Day and Christmas Grotto outreach events remain highly successful, attracting numerous families from the community. These events highlight our commitment to being a family-oriented and welcoming church, and we strive each year to enhance their impact.

### *Children's Ministry*

(Nursery 0-3 years) As the church grows, so does our responsibility to provide a safe, nurturing space for our youngest members. We offer parents the option to leave their infants and toddlers with a dedicated nursery worker during each service, allowing them to engage fully in worship and teaching.

(4-11 years) We continue to be encouraged by the spiritual development of our children. An average of 45-50 children attend Children's Church each week, where they grow in biblical knowledge and personal faith.

In 2024, we focused on spiritually enriching, age-appropriate themes, including: Dealing with Negative Behaviours; teaching emotional intelligence and biblical responses to everyday challenges. Money Matters; instilling principles of godly stewardship and gratitude. Hard Sayings; addressing difficult truths from Scripture in a child-friendly way.

Highlights of the year included the children's joyful performance at the Christmas grotto, and hosting a vibrant children's church during our nationwide conference. The theme, "Victory Over Circumstances," guided a structured program of bible lessons, arts and crafts, games, and worship, creating a transformative and joyful atmosphere for all involved.

We remain deeply committed to planting seeds of faith that will flourish in the lives of our children for years to come.

### *Youth Ministry (Ages 12 – 18)*

Over the past year, our church has witnessed a remarkable increase in youth participation and engagement. We are now blessed to welcome approximately 40 young individuals to our Sunday services, many of whom are actively involved in various ministries, contributing meaningfully to the vibrant growth of our congregation.

In line with our commitment to nurturing the next generation, we have established a dedicated Youth Group for individuals aged 12 to 18. This initiative has become a cornerstone of our mission to invest in the future.

A key highlight from last year was our *annual boot camp* in August, where we had the privilege of taking 41 young people on a week-long journey of spiritual enrichment and community bonding. The experience was both impactful and uplifting, deepening relationships and strengthening our collective faith.

Our youth empowerment efforts extend beyond spiritual development. We offer a range of supportive services, including academic tutoring, sports activities such as football, and a safe, welcoming environment where young people can express their thoughts and concerns freely.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## TRUSTEES' REPORT (CONTINUED)

We continue to host our youth activities at the Blue Community Centre, with regular gatherings held on the first three Saturdays of each month. Additionally, we facilitate structured debates, providing a platform for open dialogue and critical thinking on issues that matter to our youth.

These ongoing initiatives reflect our unwavering commitment to fostering a nurturing space where young people can grow, engage meaningfully, and flourish in their faith journey.

### *The Father's Club*

2024 was a dynamic and impactful year for the Father's Club, marked by a renewed focus on in-person engagement and creating meaningful spaces for fellowship, discipleship, and fatherhood development. Building on the momentum of previous years, we maintained our monthly meeting schedule while introducing innovative events that strengthened connections between fathers and their children.

We began the year with an in-person *discipleship session* addressing the challenges men face, particularly in the context of fatherhood. This set the tone for a year of open dialogue and personal growth.

In March, we hosted our first "*Father-Chef*" event—a creative, family-cantered cooking competition where dads and children teamed up in a friendly challenge. The success of this event led to national media recognition, with a re-recording featured in a Father's Day special by a major broadcaster, receiving positive feedback from a wide audience.

Our ongoing initiatives included a "*Father & Son Football Tournament*", Game Nights, and our much-anticipated annual "*Father & Son Retreat*", providing opportunities for spiritual enrichment and bonding. A standout new addition was the "*Daddy & Daughter Afternoon Tea*", which allowed fathers to intentionally celebrate and affirm their daughters in a heartfelt and memorable setting.

We concluded the year with an in-person "*Dad Talk*," shifting this previously online series into a live format, which proved deeply impactful. Looking ahead, the Father's Club remains committed to equipping and empowering men to lead in faith, strengthen their families, and build a supportive, Christ-centred community.

### *My Sister's Keeper*

Our Ladies' Ministry, My Sister's Keeper, continues to experience steady growth and increasing impact year after year. Rooted in the ethos of "each one looking not only to their own needs, but also to the needs of others," this principle remains the springboard for every initiative and event we host.

One of our foundational goals has been to bridge the gap between generations, fostering a space where younger and older women can learn from one another, share experiences, and grow together in faith and fellowship. We are encouraged by the visible growth in unity and intergenerational relationships within the ministry.

*Vision Board Workshops* - We hosted two interactive vision board sessions in February and August, encouraging participants to articulate their goals and explore practical steps for execution.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## TRUSTEES' REPORT (CONTINUED)

*Monthly Women's Devotionals* - Held once a month and averaging 30 attendees, these sessions focused on studying women in the Bible and drawing life-applicable lessons from their stories. These gatherings foster rich discussions and personal sharing, helping to strengthen spiritual understanding and community bonds.

*Intergenerational Fellowship* – “The Power of Sharing Your Story” - A significant moment this year was our special fellowship event focused on storytelling. Women of all ages came together to share their life journeys, highlighting how personal testimonies can serve as a blessing and encouragement to others. This event deepened relationships and reinforced the truth that every woman's story matters.

*Coffee Mornings* - Launched in October, our monthly Coffee Mornings have offered a more intimate space for 5–10 women to gather over coffee and breakfast. Discussions have been centred around a book written by a sister in our congregation, with sessions themed around Faith and Self-Love. These gatherings have become a treasured space for reflection, encouragement, and deeper connections.

*End-of-Year Ladies' Fellowship* - A cherished highlight of our calendar is the Annual End-of-Year Ladies' Fellowship, which consistently draws a strong attendance of up to 80 women. This special gathering is a time of celebration, reflection, and thanksgiving for all that has been accomplished throughout the year. This annual celebration is more than just a social event—it is a powerful expression of unity and appreciation. It gives us the opportunity to honour one another, celebrate our collective journey, and strengthen the bonds that make My Sister's Keeper a thriving and supportive community of women.

### *Annual Bible Conference*

New national works:

- Horsham, West Sussex
- Maidstone, Kent
- Blackburn, Lancashire
- Blackpool, Lancashire
- Bispham, Lancashire
- Smethwick, West Midlands
- Sunderland, Tyne & Wear
- Liverpool, Merseyside

New International works:

- Montpellier, France

### **Financial review**

Income for the year amounted to £727,435 (2023: £690,042) and expenditure £718,399 (2023: £640,304). The surplus of £9,036 was added to funds brought forward with unrestricted funds being £647,256 at the year end.

### **Policy on reserves**

The Trustees have determined that, in line with their belief that God provides for the work to which he calls His people, no reserves are actively maintained by the charity.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## TRUSTEES' REPORT (CONTINUED)

### ***Investment policy and objectives***

The trust deed authorises the trustees to make and hold investments using the general funds of the charity.

### **Going concern**

After making appropriate enquiries, 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.

### **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 annual report was approved by the Trustees of the charity on 11 August 2025 and signed on its behalf by:

.....  
Adrian Kerr  
Trustee

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE POTTER'S HOUSE CHRISTIAN CENTRE**

I report to the Trustees on my examination of the accounts of The Potter's House Christian Centre for the year ended 31 December 2024.

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

As the charity Trustees of The Potter's House Christian Centre 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 The Potter's House Christian Centre'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 Potter's House Christian Centre'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 of the Chartered Institute of Management Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of The Potter's House Christian Centre 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.

.....  
G W Schulz FCMA  
Independent Examiners Ltd  
2 Broadbridge Business Centre  
Delling Lane  
Bosham  
Chichester  
West Sussex  
PO18 8NF

11 August 2025

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

|                                    | Note | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>2024<br>£    | Total<br>2023<br>£    |
|------------------------------------|------|----------------------------|--------------------------|-----------------------|-----------------------|
| <b>Income and Endowments from:</b> |      |                            |                          |                       |                       |
| Donations and legacies             | 2    | 599,962                    | 120,268                  | 720,230               | 684,927               |
| Investment income                  | 3    | <u>7,205</u>               | <u>-</u>                 | <u>7,205</u>          | <u>5,115</u>          |
| Total income                       |      | <u>607,167</u>             | <u>120,268</u>           | <u>727,435</u>        | <u>690,042</u>        |
| <b>Expenditure on:</b>             |      |                            |                          |                       |                       |
| Charitable activities              | 4    | <u>571,687</u>             | <u>146,712</u>           | <u>718,399</u>        | <u>640,304</u>        |
| Total expenditure                  |      | <u>571,687</u>             | <u>146,712</u>           | <u>718,399</u>        | <u>640,304</u>        |
| Net income/(expenditure)           |      | 35,480                     | (26,444)                 | 9,036                 | 49,738                |
| Gross transfers between funds      |      | <u>(17,545)</u>            | <u>17,545</u>            | <u>-</u>              | <u>-</u>              |
| Net movement in funds              |      | 17,935                     | (8,899)                  | 9,036                 | 49,738                |
| <b>Reconciliation of funds</b>     |      |                            |                          |                       |                       |
| Total funds brought forward        |      | <u>629,321</u>             | <u>8,899</u>             | <u>638,220</u>        | <u>588,482</u>        |
| Total funds carried forward        | 12   | <u><u>647,256</u></u>      | <u><u>-</u></u>          | <u><u>647,256</u></u> | <u><u>638,220</u></u> |

The notes on pages 11 to 20 form an integral part of these financial statements.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## BALANCE SHEET AS AT 31 DECEMBER 2024

|                                                       | Note | 2024<br>£       | 2023<br>£       |
|-------------------------------------------------------|------|-----------------|-----------------|
| <b>Fixed assets</b>                                   |      |                 |                 |
| Tangible assets                                       | 8    | <u>15,967</u>   | <u>22,762</u>   |
|                                                       |      | <u>15,967</u>   | <u>22,762</u>   |
| <b>Current assets</b>                                 |      |                 |                 |
| Debtors                                               | 9    | 28,939          | 25,730          |
| Cash at bank and in hand                              |      | <u>623,493</u>  | <u>614,750</u>  |
|                                                       |      | 652,432         | 640,480         |
| <b>Creditors: Amounts falling due within one year</b> | 10   | <u>(21,143)</u> | <u>(25,022)</u> |
| <b>Net current assets</b>                             |      | <u>631,289</u>  | <u>615,458</u>  |
| <b>Net assets</b>                                     |      | <u>647,256</u>  | <u>638,220</u>  |
| <b>Funds of the charity:</b>                          |      |                 |                 |
| <b>Restricted income funds</b>                        |      |                 |                 |
| Restricted funds                                      |      | -               | 8,899           |
| <b>Unrestricted income funds</b>                      |      |                 |                 |
| Unrestricted funds                                    |      | <u>647,256</u>  | <u>629,321</u>  |
| <b>Total funds</b>                                    | 12   | <u>647,256</u>  | <u>638,220</u>  |

The financial statements on pages 8 to 20 were approved by the Trustees, and authorised for issue on 11 August 2025 and signed on their behalf by:

.....  
Adrian Kerr  
Trustee

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2024

|                                                                 | Note | 2024<br>£             | 2023<br>£             |
|-----------------------------------------------------------------|------|-----------------------|-----------------------|
| <b>Cash flows from operating activities</b>                     |      |                       |                       |
| Net cash income                                                 |      | 9,036                 | 49,738                |
| <b>Adjustments to cash flows from non-cash items</b>            |      |                       |                       |
| Depreciation                                                    |      | 8,254                 | 7,962                 |
| Investment income                                               | 3    | <u>(7,205)</u>        | <u>(5,115)</u>        |
|                                                                 |      | 10,085                | 52,585                |
| <b>Working capital adjustments</b>                              |      |                       |                       |
| Increase in debtors                                             | 9    | (3,209)               | (1,353)               |
| (Decrease)/increase in creditors                                | 10   | <u>(3,879)</u>        | <u>13,071</u>         |
| Net cash flows from operating activities                        |      | <u>2,997</u>          | <u>64,303</u>         |
| <b>Cash flows from investing activities</b>                     |      |                       |                       |
| Interest receivable and similar income                          | 3    | 7,205                 | 5,115                 |
| Purchase of tangible fixed assets                               | 8    | <u>(1,459)</u>        | <u>(13,763)</u>       |
| Net cash flows from investing activities                        |      | <u>5,746</u>          | <u>(8,648)</u>        |
| Net increase in cash and cash equivalents                       |      | 8,743                 | 55,655                |
| Cash and cash equivalents at 1 January                          |      | <u>614,750</u>        | <u>559,095</u>        |
| Cash and cash equivalents at 31 December                        |      | <u><u>623,493</u></u> | <u><u>614,750</u></u> |
| <b>Reconciliation of net cash flow to movement in net funds</b> |      |                       |                       |
| Increase in cash                                                |      | 8,743                 | 55,655                |
| Net funds at 1 January 2024                                     |      | <u>614,750</u>        | <u>559,095</u>        |
| Net funds at 31 December 2024                                   |      | <u><u>623,493</u></u> | <u><u>614,750</u></u> |

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

The notes on pages 11 to 20 form an integral part of these financial statements.

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024**

### **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**

The Potter's House Christian Centre meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

#### **Going concern**

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

#### **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.

#### ***Gift aid***

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

#### **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.

#### ***Grant provisions***

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

**THE POTTER'S HOUSE CHRISTIAN CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)**

**Tangible fixed assets**

Individual fixed assets costing £500 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:

| <b>Asset class</b>      | <b>Depreciation method and rate</b> |
|-------------------------|-------------------------------------|
| Furniture and equipment | 20% on cost                         |
| Computer equipment      | 25% on cost                         |
| Fixtures and fittings   | 10% on cost                         |

**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.

**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.

**Liabilities**

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.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

**THE POTTER'S HOUSE CHRISTIAN CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)**

**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.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

**Pensions and other post retirement obligations**

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

**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.

**THE POTTER'S HOUSE CHRISTIAN CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)**

**2 Income from donations and legacies**

|                                             | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total<br/>2024<br/>£</b> | <b>Total<br/>2023<br/>£</b> |
|---------------------------------------------|-------------------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| Donations and legacies;                     |                                                 |                                   |                             |                             |
| Donations                                   | 382,072                                         | 14,794                            | 396,866                     | 390,778                     |
| Conference and event<br>income              | 11,170                                          | 105,474                           | 116,644                     | 110,547                     |
| Church tithe income                         | 116,510                                         | -                                 | 116,510                     | 90,748                      |
| Gift aid reclaimed                          | 86,066                                          | -                                 | 86,066                      | 90,669                      |
| Other income from<br>donations and legacies | <u>4,144</u>                                    | <u>-</u>                          | <u>4,144</u>                | <u>2,185</u>                |
|                                             | <u>599,962</u>                                  | <u>120,268</u>                    | <u>720,230</u>              | <u>684,927</u>              |

**3 Investment income**

|                                            | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total<br/>2024<br/>£</b> | <b>Total<br/>2023<br/>£</b> |
|--------------------------------------------|-------------------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| Interest receivable and<br>similar income; |                                                 |                                   |                             |                             |
| Interest receivable on<br>bank deposits    | <u>7,205</u>                                    | <u>-</u>                          | <u>7,205</u>                | <u>5,115</u>                |

**THE POTTER'S HOUSE CHRISTIAN CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)**

**4 Expenditure on charitable activities**

|                                    | <b>Note</b> | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total<br/>2024<br/>£</b> | <b>Total<br/>2023<br/>£</b> |
|------------------------------------|-------------|-------------------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| Conference costs                   |             | 928                                             | 131,918                           | 132,846                     | 114,374                     |
| Church rent and parsonage          |             | 113,601                                         | 14,794                            | 128,395                     | 140,469                     |
| Benevolence                        |             | 290                                             | -                                 | 290                         | 1,430                       |
| Ministry meals                     |             | 9,210                                           | -                                 | 9,210                       | 11,445                      |
| Love offerings                     |             | 19,421                                          | -                                 | 19,421                      | 19,814                      |
| Marriage retreat                   |             | 17,074                                          | -                                 | 17,074                      | 8,461                       |
| Outreach/World evangelism          |             | 2,681                                           | -                                 | 2,681                       | 6,169                       |
| Revival                            |             | 3,000                                           | -                                 | 3,000                       | 9,419                       |
| Church ministry                    |             | 13,097                                          | -                                 | 13,097                      | 5,051                       |
| Youth ministry                     |             | 9,750                                           | -                                 | 9,750                       | 5,580                       |
| Media                              |             | 10,438                                          | -                                 | 10,438                      | 18,878                      |
| Telephone and utilities            |             | 15,150                                          | -                                 | 15,150                      | 15,159                      |
| Professional charges               |             | 1,697                                           | -                                 | 1,697                       | 2,253                       |
| Printing, stationery and insurance |             | 17,024                                          | -                                 | 17,024                      | 9,199                       |
| Equipment and maintenance          |             | 4,959                                           | -                                 | 4,959                       | 2,971                       |
| Vehicle expenses                   |             | 4,885                                           | -                                 | 4,885                       | 3,527                       |
| Office and administration          |             | 16,737                                          | -                                 | 16,737                      | 15,116                      |
| Travel and airfares                |             | 9,443                                           | -                                 | 9,443                       | 10,192                      |
| Bank charges and interest          |             | 1,093                                           | -                                 | 1,093                       | 666                         |
| Independent examination            |             | 2,640                                           | -                                 | 2,640                       | 2,520                       |
| Depreciation                       |             | 8,254                                           | -                                 | 8,254                       | 7,962                       |
| Grants                             | 5           | 186,480                                         | -                                 | 186,480                     | 121,130                     |
| Staff costs                        | 7           | 103,835                                         | -                                 | 103,835                     | 108,519                     |
|                                    |             | <u>571,687</u>                                  | <u>146,712</u>                    | <u>718,399</u>              | <u>640,304</u>              |

**THE POTTER'S HOUSE CHRISTIAN CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)**

**5 Grant-making**

**Analysis of grants**

|                          | <b>Grants to institutions</b> |                |
|--------------------------|-------------------------------|----------------|
|                          | <b>2024</b>                   | <b>2023</b>    |
|                          | <b>£</b>                      | <b>£</b>       |
| Tithes and support given | <u>186,480</u>                | <u>121,130</u> |

**6 Trustees remuneration and expenses**

No Trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No Trustees have received any reimbursed expenses or any other benefits from the charity during the year.

**7 Staff costs**

The aggregate payroll costs were as follows:

|                                          | <b>2024</b>    | <b>2023</b>    |
|------------------------------------------|----------------|----------------|
|                                          | <b>£</b>       | <b>£</b>       |
| <b>Staff costs during the year were:</b> |                |                |
| Wages and salaries                       | 98,290         | 102,039        |
| Social security costs                    | 3,512          | 4,354          |
| Pension costs                            | <u>2,033</u>   | <u>2,126</u>   |
|                                          | <u>103,835</u> | <u>108,519</u> |

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

|           | <b>2024</b> | <b>2023</b> |
|-----------|-------------|-------------|
|           | <b>No</b>   | <b>No</b>   |
| Employees | <u>5</u>    | <u>5</u>    |

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

**THE POTTER'S HOUSE CHRISTIAN CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)**

**8 Tangible fixed assets**

|                       | <b>Furniture<br/>and<br/>equipment<br/>£</b> | <b>Computer<br/>equipment<br/>£</b> | <b>Fixtures<br/>and fittings<br/>£</b> | <b>Total<br/>£</b> |
|-----------------------|----------------------------------------------|-------------------------------------|----------------------------------------|--------------------|
| <b>Cost</b>           |                                              |                                     |                                        |                    |
| At 1 January 2024     | 45,034                                       | 6,364                               | 561                                    | 51,959             |
| Additions             | <u>1,459</u>                                 | <u>-</u>                            | <u>-</u>                               | <u>1,459</u>       |
| At 31 December 2024   | <u>46,493</u>                                | <u>6,364</u>                        | <u>561</u>                             | <u>53,418</u>      |
| <b>Depreciation</b>   |                                              |                                     |                                        |                    |
| At 1 January 2024     | 24,336                                       | 4,469                               | 392                                    | 29,197             |
| Charge for the year   | <u>7,566</u>                                 | <u>632</u>                          | <u>56</u>                              | <u>8,254</u>       |
| At 31 December 2024   | <u>31,902</u>                                | <u>5,101</u>                        | <u>448</u>                             | <u>37,451</u>      |
| <b>Net book value</b> |                                              |                                     |                                        |                    |
| At 31 December 2024   | <u>14,591</u>                                | <u>1,263</u>                        | <u>113</u>                             | <u>15,967</u>      |
| At 31 December 2023   | <u>20,698</u>                                | <u>1,895</u>                        | <u>169</u>                             | <u>22,762</u>      |

**9 Debtors**

|                | <b>2024<br/>£</b> | <b>2023<br/>£</b> |
|----------------|-------------------|-------------------|
| Prepayments    | 5,631             | 2,100             |
| Accrued income | 6,862             | 7,184             |
| Other debtors  | <u>16,446</u>     | <u>16,446</u>     |
|                | <u>28,939</u>     | <u>25,730</u>     |

**10 Creditors: amounts falling due within one year**

|                                    | <b>2024<br/>£</b> | <b>2023<br/>£</b> |
|------------------------------------|-------------------|-------------------|
| Other taxation and social security | 2,075             | 2,612             |
| Other creditors                    | 12,998            | 15,916            |
| Accruals                           | <u>6,070</u>      | <u>6,494</u>      |
|                                    | <u>21,143</u>     | <u>25,022</u>     |

**THE POTTER'S HOUSE CHRISTIAN CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)**

**11 Pension and other schemes**

**Defined contribution pension scheme**

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £2,033 (2023 - £2,126).

Contributions totalling £500 (2023 - £Nil) were payable to the scheme at the end of the year and are included in creditors.

**THE POTTER'S HOUSE CHRISTIAN CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)**

**12 Funds**

|                           | Balance<br>at 1<br>January<br>2024<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Transfers<br>£ | Balance<br>at 31<br>December<br>2024<br>£ |
|---------------------------|-----------------------------------------|----------------------------|----------------------------|----------------|-------------------------------------------|
| <b>Unrestricted funds</b> |                                         |                            |                            |                |                                           |
| <i><b>General</b></i>     |                                         |                            |                            |                |                                           |
| General Funds             | 629,321                                 | 607,167                    | (571,687)                  | (17,545)       | 647,256                                   |
| <b>Restricted funds</b>   |                                         |                            |                            |                |                                           |
| Building fund             | -                                       | 14,794                     | (14,794)                   | -              | -                                         |
| Conference fund           | 8,899                                   | 105,474                    | (131,918)                  | 17,545         | -                                         |
|                           | <u>8,899</u>                            | <u>120,268</u>             | <u>(146,712)</u>           | <u>17,545</u>  | <u>-</u>                                  |
| <b>Total funds</b>        | <u>638,220</u>                          | <u>727,435</u>             | <u>(718,399)</u>           | <u>-</u>       | <u>647,256</u>                            |

|                           | Balance at<br>1 January<br>2023<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Balance at<br>31<br>December<br>2023<br>£ |
|---------------------------|--------------------------------------|----------------------------|----------------------------|-------------------------------------------|
| <b>Unrestricted funds</b> |                                      |                            |                            |                                           |
| <i><b>General</b></i>     |                                      |                            |                            |                                           |
| General Funds             | 572,191                              | 572,431                    | (515,301)                  | 629,321                                   |
| <b>Restricted funds</b>   |                                      |                            |                            |                                           |
| Building fund             | -                                    | 11,314                     | (11,314)                   | -                                         |
| Conference fund           | 16,291                               | 106,297                    | (113,689)                  | 8,899                                     |
|                           | <u>16,291</u>                        | <u>117,611</u>             | <u>(125,003)</u>           | <u>8,899</u>                              |
| <b>Total funds</b>        | <u>588,482</u>                       | <u>690,042</u>             | <u>(640,304)</u>           | <u>638,220</u>                            |

**THE POTTER'S HOUSE CHRISTIAN CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)**

**13 Analysis of net assets between funds**

|                       | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total funds<br/>at 31<br/>December<br/>2024<br/>£</b> |
|-----------------------|-------------------------------------------------|-----------------------------------|----------------------------------------------------------|
| Tangible fixed assets | 15,967                                          | -                                 | 15,967                                                   |
| Current assets        | 652,432                                         | -                                 | 652,432                                                  |
| Current liabilities   | <u>(21,143)</u>                                 | <u>-</u>                          | <u>(21,143)</u>                                          |
| Total net assets      | <u>647,256</u>                                  | <u>-</u>                          | <u>647,256</u>                                           |

|                       | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total funds<br/>at 31<br/>December<br/>2023<br/>£</b> |
|-----------------------|-------------------------------------------------|-----------------------------------|----------------------------------------------------------|
| Tangible fixed assets | 22,762                                          | -                                 | 22,762                                                   |
| Current assets        | 631,581                                         | 8,899                             | 640,480                                                  |
| Current liabilities   | <u>(25,022)</u>                                 | <u>-</u>                          | <u>(25,022)</u>                                          |
| Total net assets      | <u>629,321</u>                                  | <u>8,899</u>                      | <u>638,220</u>                                           |

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# Accounts

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Annual Report and Financial Statements  
for the Year Ended 31 December 2023

# The Potter's House Christian Centre

Charity registration number: 1055728

Independent Examiners Ltd  
2 Broadbridge Business Centre  
Delling Lane  
Bosham  
Chichester  
West Sussex  
PO18 8NF

**THE POTTER'S HOUSE CHRISTIAN CENTRE**  
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**THE POTTER'S HOUSE CHRISTIAN CENTRE**  
**REFERENCE AND ADMINISTRATIVE DETAILS**

|                                    |                                                                                                                                                  |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Trustees</b>                    | Dimitri Scarlett<br>Adrian Kerr<br>Seun Odeneye<br>Isaac Frimpong (appointed 10 May 2023)                                                        |
| <b>Charity Registration Number</b> | 1055728                                                                                                                                          |
| <b>Principal Office</b>            | 14 Mayville Road<br>London<br>E11 4PJ                                                                                                            |
| <b>Independent Examiner</b>        | G W Schulz ACMA<br>Independent Examiners Ltd<br>2 Broadbridge Business Centre<br>Delling Lane<br>Bosham<br>Chichester<br>West Sussex<br>PO18 8NF |
| <b>Bankers</b>                     | Lloyds TSB<br>20 Lewisham High Street<br>Lewisham<br>London<br>SE13 6JG                                                                          |

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **TRUSTEES' REPORT**

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

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

#### ***Nature of governing document***

The Potter's House Christian Centre is a registered charity, number 1055728, and is constituted under a Trust deed.

#### ***Recruitment and appointment of Trustees***

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

#### ***Organisational structure***

The day to day running of the Church is delegated by the Trustees to the pastor and his assistant.

#### ***Risk management***

The trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

### **Objectives and activities**

#### ***Objects and aims***

The charity promotes the Christian faith through worship and through its regular activities for the community to which invitations are given out to the public.

#### ***Public benefit***

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.

#### ***Grant making policies***

The church provides financial support for fellowship churches nationally and internationally.

### **Achievements and performance**

#### ***Review of activities***

In 2023, our church attendance moved in a positive direction, with an increase in the average attendance for both Sunday and Wednesday services.

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **TRUSTEES' REPORT (CONTINUED)**

### *Evangelism/Community*

Our annual International Day and Christmas Grotto outreach events continue to be great successes, attracting a large number of families from the community. Each year, we strive to improve these events, showcasing that our church is deeply family-oriented and welcoming to all.

### *Children's Ministry*

#### *Nursery (0-3 years)*

With a growing church, children continue to be a vital part of our community. It is important to provide parents the opportunity to fully participate in services, knowing their children are in a safe and caring environment.

To support this, we offer parents the option of leaving their children with our dedicated nursery worker during each service.

#### *(4-11 years old)*

We have seen a noticeable increase in the number of children attending Sunday mornings, largely due to an uptick in visiting parents bringing their children. On average, we now welcome around 40-45 children each week.

One of the key highlights of the year was hosting Children's Church during our annual Church Conference over the Easter break. Through careful planning and coordination, we successfully delivered an engaging children's ministry, with an average of 50 children attending daily throughout the week. The children participated in lessons, arts and crafts, games, and other interactive activities, keeping them fully engaged.

While organizing a large-scale event for children during the Conference presents its challenges, particularly in planning and logistics, the experience of guiding a dedicated team of volunteers and hearing the children share how much they enjoyed their time with us made it incredibly rewarding.

### *Youth Ministry (Ages 12 - 18)*

Over the past 35 years, our church has seen hundreds of young people come to Christ, many of whom continue to attend today. These former youths are now married with children of their own. Investing in the future of our youth continue to be a core value of our congregation.

In September 2023, recognizing the need to reach the wider community, we began renting the Blue Community Centre. This facility included activities such as table tennis, air hockey, snooker, and board games. Parents have reached out to us inquiring about opportunities for mentoring their children, which has contributed to the group's substantial growth. We now hold gatherings at the centre three Saturdays a month, offering free food and drinks to all attendees, and have welcomed over 50 young people during this time. Our goal is to provide a safe and supportive environment where 12-18-year-olds can express themselves and be heard. In addition to recreational activities, we host debates that give the youth a platform to share their views, offer life talks to help them navigate the challenges of their generation, and conduct interviews with young adults who share their life experiences.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## TRUSTEES' REPORT (CONTINUED)

We are excited about the potential for immense growth in 2024 and look forward to expanding our impact.

### *The Father's Club*

To maintain the momentum from last year, we began 2023 with an online Zoom meeting led by our Assistant Pastor, Jay Nembhard, whose message sparked significant engagement and thoughtful questions from our intrigued fathers.

We continued to hold monthly Zoom meetings throughout the year, with the exception of June and August, when we hosted two key events. The first was a drama production titled *"Things My Father Didn't Tell Me,"* which addressed the negative effects of fatherlessness in today's society and its generational impact. This event, open to the local community, attracted a strong turnout, and we ensured that a message of hope was conveyed throughout the performance.

The second event was our annual Father's & Son's Retreat in August. This retreat provides a valuable opportunity for fathers to spend meaningful time with their sons, regardless of age. Participants engaged in group activities with other fathers as well as one-on-one interactions. It proved to be a fruitful time for fathers and sons to bond. The number of participants increased this year, and the feedback was overwhelmingly positive. We anticipate even greater participation in 2024.

### *Ladies Ministry - My Sister's Keeper*

Our Ladies Ministry continues to uphold our ethos: "Let each of you look out not only for his own interests, but also for the interests of others". Guided by this principle, we organized several events throughout the year to foster togetherness and servanthood, throughout the church and community.

We held four key events focused on the following themes: Growth, Renewing Your Mind, a Quiz Afternoon, and Thanksgiving. All of these were well-attended, resulting in a significant increase in connection and relationship-building between younger and older women.

Our monthly Ladies Devotional remains a cornerstone of the ministry, providing a space for intimate discussions. We explore the lives of women from the past and reflect on how their experiences resonate with us today. These gatherings offer a time of deep sharing, encouragement, and mutual support.

### *Annual Bible Conference*

#### *New national works:*

Horsham, West Sussex  
Maidstone, Kent  
Blackburn, Lancashire  
Blackpool, Lancashire  
Bispham, Lancashire

#### *New International works:*

Montpellier, France

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **TRUSTEES' REPORT (CONTINUED)**

### **Financial review**

Income for the year amounted to £690,072 (2022: £644,683) and expenditure £640,304 (2022: £532,386). The surplus of £49,738 was added to funds brought forward with unrestricted funds being £629,321 at the year end.

### ***Policy on reserves***

The Trustees have determined that, in line with their belief that God provides for the work to which he calls His people, no reserves are actively maintained by the charity.

### ***Investment policy and objectives***

The trust deed authorises the trustees to make and hold investments using the general funds of the charity.

### **Going concern**

After making appropriate enquiries, 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.

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **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 annual report was approved by the Trustees of the charity on 11 September 2024 and signed on its behalf by:

.....  
Adrian Kerr  
Trustee

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE POTTER'S HOUSE CHRISTIAN CENTRE**

I report to the Trustees on my examination of the accounts of The Potter's House Christian Centre for the year ended 31 December 2023.

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

As the charity Trustees of The Potter's House Christian Centre 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 The Potter's House Christian Centre'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 Potter's House Christian Centre'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 of the Chartered Institute of Management Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of The Potter's House Christian Centre 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.

.....  
G W Schulz FCMA  
Independent Examiners Ltd  
2 Broadbridge Business Centre  
Delling Lane  
Bosham  
Chichester  
West Sussex  
PO18 8NF

11 September 2024

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023

|                                    | Note | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>2023<br>£    | Total<br>2022<br>£    |
|------------------------------------|------|----------------------------|--------------------------|-----------------------|-----------------------|
| <b>Income and Endowments from:</b> |      |                            |                          |                       |                       |
| Donations and legacies             | 2    | 567,316                    | 117,611                  | 684,927               | 644,414               |
| Investment income                  | 3    | <u>5,115</u>               | <u>-</u>                 | <u>5,115</u>          | <u>269</u>            |
| Total income                       |      | <u>572,431</u>             | <u>117,611</u>           | <u>690,042</u>        | <u>644,683</u>        |
| <b>Expenditure on:</b>             |      |                            |                          |                       |                       |
| Charitable activities              | 4    | <u>515,301</u>             | <u>125,003</u>           | <u>640,304</u>        | <u>532,386</u>        |
| Total expenditure                  |      | <u>515,301</u>             | <u>125,003</u>           | <u>640,304</u>        | <u>532,386</u>        |
| Net<br>income/(expenditure)        |      | <u>57,130</u>              | <u>(7,392)</u>           | <u>49,738</u>         | <u>112,297</u>        |
| Net movement in funds              |      | 57,130                     | (7,392)                  | 49,738                | 112,297               |
| <b>Reconciliation of funds</b>     |      |                            |                          |                       |                       |
| Total funds brought<br>forward     |      | <u>572,191</u>             | <u>16,291</u>            | <u>588,482</u>        | <u>476,185</u>        |
| Total funds carried<br>forward     | 12   | <u><u>629,321</u></u>      | <u><u>8,899</u></u>      | <u><u>638,220</u></u> | <u><u>588,482</u></u> |

The notes on pages 11 to 19 form an integral part of these financial statements.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## BALANCE SHEET AS AT 31 DECEMBER 2023

|                                                       | Note | 2023<br>£       | 2022<br>£       |
|-------------------------------------------------------|------|-----------------|-----------------|
| <b>Fixed assets</b>                                   |      |                 |                 |
| Tangible assets                                       | 8    | <u>22,762</u>   | <u>16,961</u>   |
|                                                       |      | <u>22,762</u>   | <u>16,961</u>   |
| <b>Current assets</b>                                 |      |                 |                 |
| Debtors                                               | 9    | 25,730          | 24,377          |
| Cash at bank and in hand                              |      | <u>614,750</u>  | <u>559,095</u>  |
|                                                       |      | 640,480         | 583,472         |
| <b>Creditors: Amounts falling due within one year</b> | 10   | <u>(25,022)</u> | <u>(11,951)</u> |
| <b>Net current assets</b>                             |      | <u>615,458</u>  | <u>571,521</u>  |
| <b>Net assets</b>                                     |      | <u>638,220</u>  | <u>588,482</u>  |
| <b>Funds of the charity:</b>                          |      |                 |                 |
| <b>Restricted income funds</b>                        |      |                 |                 |
| Restricted funds                                      |      | 8,899           | 16,291          |
| <b>Unrestricted income funds</b>                      |      |                 |                 |
| Unrestricted funds                                    |      | <u>629,321</u>  | <u>572,191</u>  |
| <b>Total funds</b>                                    | 12   | <u>638,220</u>  | <u>588,482</u>  |

The financial statements on pages 8 to 19 were approved by the Trustees, and authorised for issue on 11 September 2024 and signed on their behalf by:

.....  
Adrian Kerr  
Trustee

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

|                                                                 | Note | 2023<br>£             | 2022<br>£             |
|-----------------------------------------------------------------|------|-----------------------|-----------------------|
| <b>Cash flows from operating activities</b>                     |      |                       |                       |
| Net cash income                                                 |      | 49,738                | 112,297               |
| <b>Adjustments to cash flows from non-cash items</b>            |      |                       |                       |
| Depreciation                                                    |      | 7,962                 | 5,718                 |
| Investment income                                               | 3    | <u>(5,115)</u>        | <u>(269)</u>          |
|                                                                 |      | 52,585                | 117,746               |
| <b>Working capital adjustments</b>                              |      |                       |                       |
| Increase in debtors                                             | 9    | (1,353)               | (111)                 |
| Increase/(decrease) in creditors                                | 10   | <u>13,071</u>         | <u>(1,643)</u>        |
| Net cash flows from operating activities                        |      | <u>64,303</u>         | <u>115,992</u>        |
| <b>Cash flows from investing activities</b>                     |      |                       |                       |
| Interest receivable and similar income                          | 3    | 5,115                 | 269                   |
| Purchase of tangible fixed assets                               | 8    | <u>(13,763)</u>       | <u>(10,126)</u>       |
| Net cash flows from investing activities                        |      | <u>(8,648)</u>        | <u>(9,857)</u>        |
| Net increase in cash and cash equivalents                       |      | 55,655                | 106,135               |
| Cash and cash equivalents at 1 January                          |      | <u>559,095</u>        | <u>452,960</u>        |
| Cash and cash equivalents at 31 December                        |      | <u><u>614,750</u></u> | <u><u>559,095</u></u> |
| <b>Reconciliation of net cash flow to movement in net funds</b> |      |                       |                       |
| Increase in cash                                                |      | 55,655                | 106,135               |
| Net funds at 1 January 2023                                     |      | <u>559,095</u>        | <u>452,960</u>        |
| Net funds at 31 December 2023                                   |      | <u><u>614,750</u></u> | <u><u>559,095</u></u> |

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

The notes on pages 11 to 19 form an integral part of these financial statements.

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **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**

The Potter's House Christian Centre meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

#### **Going concern**

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

#### **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.

#### ***Gift aid***

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

#### **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.

#### ***Grant provisions***

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

**THE POTTER'S HOUSE CHRISTIAN CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)**

**Tangible fixed assets**

Individual fixed assets costing £500 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:

| <b>Asset class</b>      | <b>Depreciation method and rate</b> |
|-------------------------|-------------------------------------|
| Furniture and equipment | 20% on cost                         |
| Computer equipment      | 25% on cost                         |
| Fixtures and fittings   | 10% on cost                         |

**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.

**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.

**Liabilities**

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.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

**THE POTTER'S HOUSE CHRISTIAN CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)**

**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.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

**Pensions and other post retirement obligations**

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

**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.

**THE POTTER'S HOUSE CHRISTIAN CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)**

**2 Income from donations and legacies**

|                                             | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total<br/>2023<br/>£</b> | <b>Total<br/>2022<br/>£</b> |
|---------------------------------------------|-------------------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| Donations and legacies;                     |                                                 |                                   |                             |                             |
| Donations                                   | 379,464                                         | 11,314                            | 390,778                     | 392,575                     |
| Conference and event<br>income              | 4,250                                           | 106,297                           | 110,547                     | 87,571                      |
| Church tithe income                         | 90,748                                          | -                                 | 90,748                      | 78,820                      |
| Gift aid reclaimed                          | 90,669                                          | -                                 | 90,669                      | 85,251                      |
| Other income from<br>donations and legacies | <u>2,185</u>                                    | <u>-</u>                          | <u>2,185</u>                | <u>197</u>                  |
|                                             | <u><u>567,316</u></u>                           | <u><u>117,611</u></u>             | <u><u>684,927</u></u>       | <u><u>644,414</u></u>       |

**3 Investment income**

|                                         | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Total<br/>2023<br/>£</b> | <b>Total<br/>2022<br/>£</b> |
|-----------------------------------------|-------------------------------------------------|-----------------------------|-----------------------------|
| Interest receivable and similar income; |                                                 |                             |                             |
| Interest receivable on bank deposits    | <u>5,115</u>                                    | <u>5,115</u>                | <u>269</u>                  |

**THE POTTER'S HOUSE CHRISTIAN CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)**

**4 Expenditure on charitable activities**

|                                    | <b>Note</b> | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total<br/>2023<br/>£</b> | <b>Total<br/>2022<br/>£</b> |
|------------------------------------|-------------|-------------------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| Conference costs                   |             | 685                                             | 113,689                           | 114,374                     | 101,569                     |
| Church rent and parsonage          |             | 129,155                                         | 11,314                            | 140,469                     | 126,583                     |
| Benevolence                        |             | 1,430                                           | -                                 | 1,430                       | 2,268                       |
| Ministry meals                     |             | 11,445                                          | -                                 | 11,445                      | 8,868                       |
| Love offerings                     |             | 19,814                                          | -                                 | 19,814                      | 17,934                      |
| Marriage retreat                   |             | 8,461                                           | -                                 | 8,461                       | 7,851                       |
| Outreach/World evangelism          |             | 6,169                                           | -                                 | 6,169                       | 2,780                       |
| Revival                            |             | 9,419                                           | -                                 | 9,419                       | 6,778                       |
| Church ministry                    |             | 5,051                                           | -                                 | 5,051                       | 7,795                       |
| Youth ministry                     |             | 5,580                                           | -                                 | 5,580                       | -                           |
| Media                              |             | 18,878                                          | -                                 | 18,878                      | 9,062                       |
| Telephone and utilities            |             | 15,159                                          | -                                 | 15,159                      | 12,797                      |
| Professional charges               |             | 2,253                                           | -                                 | 2,253                       | 1,364                       |
| Printing, stationery and insurance |             | 9,199                                           | -                                 | 9,199                       | 6,510                       |
| Equipment and maintenance          |             | 2,971                                           | -                                 | 2,971                       | 3,641                       |
| Vehicle expenses                   |             | 3,527                                           | -                                 | 3,527                       | 4,608                       |
| Office and administration          |             | 15,116                                          | -                                 | 15,116                      | 9,092                       |
| Travel and airfares                |             | 10,192                                          | -                                 | 10,192                      | 10,919                      |
| Bank charges and interest          |             | 666                                             | -                                 | 666                         | 632                         |
| Independent examination            |             | 2,520                                           | -                                 | 2,520                       | 2,520                       |
| Depreciation                       |             | 7,962                                           | -                                 | 7,962                       | 5,718                       |
| Grants                             | 5           | 121,130                                         | -                                 | 121,130                     | 80,511                      |
| Staff costs                        | 7           | 108,519                                         | -                                 | 108,519                     | 102,586                     |
|                                    |             | <u>515,301</u>                                  | <u>125,003</u>                    | <u>640,304</u>              | <u>532,386</u>              |

**THE POTTER'S HOUSE CHRISTIAN CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)**

**5 Grant-making**

**Analysis of grants**

|                          | <b>Grants to institutions</b> |               |
|--------------------------|-------------------------------|---------------|
|                          | <b>2023</b>                   | <b>2022</b>   |
|                          | <b>£</b>                      | <b>£</b>      |
| Tithes and support given | <u>121,130</u>                | <u>80,511</u> |

**6 Trustees remuneration and expenses**

No Trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No Trustees have received any reimbursed expenses or any other benefits from the charity during the year.

**7 Staff costs**

The aggregate payroll costs were as follows:

|                                          | <b>2023</b>    | <b>2022</b>    |
|------------------------------------------|----------------|----------------|
|                                          | <b>£</b>       | <b>£</b>       |
| <b>Staff costs during the year were:</b> |                |                |
| Wages and salaries                       | 102,039        | 96,956         |
| Social security costs                    | 4,354          | 3,647          |
| Pension costs                            | <u>2,126</u>   | <u>1,983</u>   |
|                                          | <u>108,519</u> | <u>102,586</u> |

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

|           | <b>2023</b> | <b>2022</b> |
|-----------|-------------|-------------|
|           | <b>No</b>   | <b>No</b>   |
| Employees | <u>5</u>    | <u>5</u>    |

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

**THE POTTER'S HOUSE CHRISTIAN CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)**

**8 Tangible fixed assets**

|                       | <b>Furniture<br/>and<br/>equipment<br/>£</b> | <b>Computer<br/>equipment<br/>£</b> | <b>Fixtures<br/>and fittings<br/>£</b> | <b>Total<br/>£</b> |
|-----------------------|----------------------------------------------|-------------------------------------|----------------------------------------|--------------------|
| <b>Cost</b>           |                                              |                                     |                                        |                    |
| At 1 January 2023     | 33,798                                       | 3,837                               | 561                                    | 38,196             |
| Additions             | <u>11,236</u>                                | <u>2,527</u>                        | <u>-</u>                               | <u>13,763</u>      |
| At 31 December 2023   | <u>45,034</u>                                | <u>6,364</u>                        | <u>561</u>                             | <u>51,959</u>      |
| <b>Depreciation</b>   |                                              |                                     |                                        |                    |
| At 1 January 2023     | 17,062                                       | 3,837                               | 336                                    | 21,235             |
| Charge for the year   | <u>7,274</u>                                 | <u>632</u>                          | <u>56</u>                              | <u>7,962</u>       |
| At 31 December 2023   | <u>24,336</u>                                | <u>4,469</u>                        | <u>392</u>                             | <u>29,197</u>      |
| <b>Net book value</b> |                                              |                                     |                                        |                    |
| At 31 December 2023   | <u>20,698</u>                                | <u>1,895</u>                        | <u>169</u>                             | <u>22,762</u>      |
| At 31 December 2022   | <u>16,736</u>                                | <u>-</u>                            | <u>225</u>                             | <u>16,961</u>      |

**9 Debtors**

|                | <b>2023<br/>£</b> | <b>2022<br/>£</b> |
|----------------|-------------------|-------------------|
| Prepayments    | 2,100             | 2,100             |
| Accrued income | 7,184             | 5,831             |
| Other debtors  | <u>16,446</u>     | <u>16,446</u>     |
|                | <u>25,730</u>     | <u>24,377</u>     |

**10 Creditors: amounts falling due within one year**

|                                    | <b>2023<br/>£</b> | <b>2022<br/>£</b> |
|------------------------------------|-------------------|-------------------|
| Other taxation and social security | 2,612             | 2,582             |
| Other creditors                    | 15,916            | 3,527             |
| Accruals                           | <u>6,494</u>      | <u>5,842</u>      |
|                                    | <u>25,022</u>     | <u>11,951</u>     |

**THE POTTER'S HOUSE CHRISTIAN CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)**

**11 Pension and other schemes**

**Defined contribution pension scheme**

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £2,126 (2022 - £1,983).

**12 Funds**

|                           | <b>Balance at<br/>1 January<br/>2023<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>expended<br/>£</b> | <b>Balance at<br/>31<br/>December<br/>2023<br/>£</b> |
|---------------------------|------------------------------------------------|-------------------------------------|-------------------------------------|------------------------------------------------------|
| <b>Unrestricted funds</b> |                                                |                                     |                                     |                                                      |
| <i><b>General</b></i>     |                                                |                                     |                                     |                                                      |
| General Funds             | 572,191                                        | 572,431                             | (515,301)                           | 629,321                                              |
| <b>Restricted funds</b>   |                                                |                                     |                                     |                                                      |
| Building fund             | -                                              | 11,314                              | (11,314)                            | -                                                    |
| Conference fund           | 16,291                                         | 106,297                             | (113,689)                           | 8,899                                                |
|                           | <u>16,291</u>                                  | <u>117,611</u>                      | <u>(125,003)</u>                    | <u>8,899</u>                                         |
| <b>Total funds</b>        | <u>588,482</u>                                 | <u>690,042</u>                      | <u>(640,304)</u>                    | <u>638,220</u>                                       |
|                           |                                                |                                     |                                     |                                                      |
|                           | <b>Balance at<br/>1 January<br/>2022<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>expended<br/>£</b> | <b>Balance at<br/>31<br/>December<br/>2022<br/>£</b> |
| <b>Unrestricted funds</b> |                                                |                                     |                                     |                                                      |
| <i><b>General</b></i>     |                                                |                                     |                                     |                                                      |
| General Funds             | 443,194                                        | 553,216                             | (424,219)                           | 572,191                                              |
| <b>Restricted funds</b>   |                                                |                                     |                                     |                                                      |
| Building fund             | -                                              | 7,361                               | (7,361)                             | -                                                    |
| Conference fund           | 32,991                                         | 84,106                              | (100,806)                           | 16,291                                               |
|                           | <u>32,991</u>                                  | <u>91,467</u>                       | <u>(108,167)</u>                    | <u>16,291</u>                                        |
| <b>Total funds</b>        | <u>476,185</u>                                 | <u>644,683</u>                      | <u>(532,386)</u>                    | <u>588,482</u>                                       |

**THE POTTER'S HOUSE CHRISTIAN CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)**

**13 Analysis of net assets between funds**

|                       | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total funds<br/>at 31<br/>December<br/>2023<br/>£</b> |
|-----------------------|-------------------------------------------------|-----------------------------------|----------------------------------------------------------|
| Tangible fixed assets | 22,762                                          | -                                 | 22,762                                                   |
| Current assets        | 631,581                                         | 8,899                             | 640,480                                                  |
| Current liabilities   | <u>(25,022)</u>                                 | <u>-</u>                          | <u>(25,022)</u>                                          |
| Total net assets      | <u>629,321</u>                                  | <u>8,899</u>                      | <u>638,220</u>                                           |

|                       | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total funds<br/>at 31<br/>December<br/>2022<br/>£</b> |
|-----------------------|-------------------------------------------------|-----------------------------------|----------------------------------------------------------|
| Tangible fixed assets | 16,961                                          | -                                 | 16,961                                                   |
| Current assets        | 567,181                                         | 16,291                            | 583,472                                                  |
| Current liabilities   | <u>(11,951)</u>                                 | <u>-</u>                          | <u>(11,951)</u>                                          |
| Total net assets      | <u>572,191</u>                                  | <u>16,291</u>                     | <u>588,482</u>                                           |

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# Accounts

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Annual Report and Financial Statements  
for the Year Ended 31 December 2022

# The Potter's House Christian Centre

Charity registration number: 1055728

Independent Examiners Ltd  
2 Broadbridge Business Centre  
Delling Lane  
Bosham  
Chichester  
West Sussex  
PO18 8NF

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

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**THE POTTER'S HOUSE CHRISTIAN CENTRE**  
**REFERENCE AND ADMINISTRATIVE DETAILS**

|                                    |                                                                                                                                                  |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Trustees</b>                    | Dimitri Scarlett<br>Adrian Kerr<br>Seun Odeneye<br>Isaac Frimpong (appointed 10 May 2023)                                                        |
| <b>Charity Registration Number</b> | 1055728                                                                                                                                          |
| <b>Principal Office</b>            | 14 Mayville Road<br>London<br>E11 4PJ                                                                                                            |
| <b>Independent Examiner</b>        | G W Schulz ACMA<br>Independent Examiners Ltd<br>2 Broadbridge Business Centre<br>Delling Lane<br>Bosham<br>Chichester<br>West Sussex<br>PO18 8NF |
| <b>Bankers</b>                     | Lloyds TSB<br>20 Lewisham High Street<br>Lewisham<br>London<br>SE13 6JG                                                                          |

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **TRUSTEES' REPORT**

The Trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2022.

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

#### ***Nature of governing document***

The Potter's House Christian Centre is a registered charity, number 1055728, and is constituted under a Trust deed.

#### ***Recruitment and appointment of Trustees***

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

#### ***Organisational structure***

The day to day running of the Church is delegated by the Trustees to the pastor and his assistant.

#### ***Risk management***

The trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

### **Objectives and activities**

#### ***Objects and aims***

The charity promotes the Christian faith through worship and through its regular activities for the community to which invitations are given out to the public.

#### ***Public benefit***

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.

#### ***Grant making policies***

The church provides financial support for fellowship churches nationally and internationally.

### **Achievements and performance**

#### ***Review of activities***

We saw a steady increase in both new converts being added to the congregation and our average attendance for the Sunday morning services. Our members have continued being faithful to church attendance, of which mainly consists of families with young children. We saw 18 new converts added to the kingdom and 10 water baptisms, of which all of these were youths.

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **TRUSTEES' REPORT (CONTINUED)**

### *Evangelism/Community*

Our Santa's Grotto in December continued to be one of our most successful events throughout the calendar year, which requires all hands-on deck to facilitate the vast number of families that attend. We have various activities for the children themed around the Christmas story, as well as refreshments, followed by a presentation from the children's ministry, which is concluded with a Christmas message. We are also beginning to see an increase in the number of fathers attending with their families.

### *Next Generation (Children's) Ministries (Ages 4-11)*

We have seen an increase in the number of children attending Children's Church on Sundays. On average, we are facilitating about 35-45 children weekly. The increase has been a combination of the 3-year-olds that turned 4 years, as well as the increase in visitors that bring their children to Children's Church. In addition, some of the curriculums we have covered during the year at Children's Church have been: Bible Characters, 10 Most Important Christian Values, and Heroes of Christmas. Our curriculums cater for all the ages of the children and are taught by adult volunteers, of who are dedicated individuals with a passion to make Jesus and His teachings known to the children.

### *Next Radical Generation (NRG) - Youth Ministry (Ages 12 - 18)*

Over the last 35 years, our church has seen hundreds of youths come to Christ, many of who currently still attend. Investing in the future is a core value of our congregation, which is why we have a Youth group for those aged 12-18 years. NRG started in September 2022. Since then, we have seen significant growth and progress with the ages.

It's a platform where we were able to offer a wide range of services i.e. tutoring, football activities, and a safe environment for 12-18s to feel heard.

Between September 2022 - December 2022 we've had:

- Fortnightly youth gathering. Debates that give the youth a platform to express
- Bowling/miniature golf. Interviewing young adults on life experiences

### *Refine Ministry - Young Adults (Ages 18-25)*

The Refine ministry went from strength to strength with a lot of new members, who have been added to the group.

The Refine ministry offers a platform for young people to receive mentorship, life coaching, and help facilitate conversations that ordinarily maybe seen as a taboo in a more conducive setting for them.

We base a lot of the events on bible thinking, and some key highlights over the last year included:

- Regular connect group sessions where we discussed bible scriptures
- Multiple national impact teams where we helped our local new churches

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## TRUSTEES' REPORT (CONTINUED)

- We had a number of debates where we reached out to local youth in the area and had really engaging conversations
- Social events such as game nights, badminton competition and also sports day

### *Father's Club*

We started off the year with our head Pastor Fred Rubi who delivered an encouraging message as part of our online Zoom monthly meetings. Throughout the year various topics related to fatherhood were covered including: "taking a backseat with work, to spend more time with kids", "how to teach your kids" and "honouring your father". We even had a testimony of an orphan who is now a father and how he successfully managed to navigate through fatherhood, despite not having a great start in life.

In addition to the monthly meets, we had our first in person event since lockdown restrictions, which was our father's club retreat. We took a group consisting of several dads and their kids to an Activity Centre for a 2-night getaway. During the stay, activities included a campfire and axe throwing, which were the main activities. It was a fantastic opportunity for fathers to create stronger bonds with their children and for fathers to learn from one another in an intimate setting.

A number of attendees have remained consistent over the year as we hope for numbers to increase; we also intend to do more in person events in 2023.

### *My Sisters Keeper*

Our dedicated ladies' group hosted three events throughout the year; fearfully and wonderfully made, a summer picnic and testimonies from our Pastors wives regarding the challenges they've faced, experiences and the strength they received from the armour of God. We recognise that our women of today need to be encouraged, strengthened and valued. Our continual aim is to remind women of their worth and how they are valuable in the eyes of God.

### **Financial review**

Income for the year amounted to £644,683 (2021: £582,133) and expenditure £532,386 (2021: £396,193). The surplus of £112,297 was added to funds brought forward with unrestricted funds being £572,191 at the year end.

### ***Policy on reserves***

The Trustees have determined that, in line with their belief that God provides for the work to which he calls His people, no reserves are actively maintained by the charity.

### ***Investment policy and objectives***

The trust deed authorises the trustees to make and hold investments using the general funds of the charity.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## TRUSTEES' REPORT (CONTINUED)

### Going concern

After making appropriate enquiries, 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.

### 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 annual report was approved by the Trustees of the charity on 20 July 2023 and signed on its behalf by:

.....  
Dimitri Scarlett  
Trustee

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE POTTER'S HOUSE CHRISTIAN CENTRE**

I report to the Trustees on my examination of the accounts of The Potter's House Christian Centre for the year ended 31 December 2022.

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

As the charity Trustees of The Potter's House Christian Centre 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 The Potter's House Christian Centre'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 Potter's House Christian Centre'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 of the Chartered Institute of Management Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of The Potter's House Christian Centre 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.

.....  
G W Schulz ACMA  
Independent Examiners Ltd  
2 Broadbridge Business Centre  
Delling Lane  
Bosham  
Chichester  
West Sussex  
PO18 8NF

20 July 2023

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2022

|                                    | Note | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>2022<br>£    | Total<br>2021<br>£    |
|------------------------------------|------|----------------------------|--------------------------|-----------------------|-----------------------|
| <b>Income and Endowments from:</b> |      |                            |                          |                       |                       |
| Donations and legacies             | 2    | 552,947                    | 91,467                   | 644,414               | 582,098               |
| Investment income                  | 3    | <u>269</u>                 | <u>-</u>                 | <u>269</u>            | <u>35</u>             |
| Total income                       |      | 553,216                    | 91,467                   | 644,683               | 582,133               |
| <b>Expenditure on:</b>             |      |                            |                          |                       |                       |
| Charitable activities              | 4    | <u>424,219</u>             | <u>108,167</u>           | <u>532,386</u>        | <u>396,193</u>        |
| Net<br>income/(expenditure)        |      | <u>128,997</u>             | <u>(16,700)</u>          | <u>112,297</u>        | <u>185,940</u>        |
| Net movement in funds              |      | 128,997                    | (16,700)                 | 112,297               | 185,940               |
| <b>Reconciliation of funds</b>     |      |                            |                          |                       |                       |
| Total funds brought<br>forward     |      | <u>443,194</u>             | <u>32,991</u>            | <u>476,185</u>        | <u>290,245</u>        |
| Total funds carried<br>forward     | 12   | <u><u>572,191</u></u>      | <u><u>16,291</u></u>     | <u><u>588,482</u></u> | <u><u>476,185</u></u> |

The notes on pages 10 to 18 form an integral part of these financial statements.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## BALANCE SHEET AS AT 31 DECEMBER 2022

|                                                       | Note | 2022<br>£       | 2021<br>£       |
|-------------------------------------------------------|------|-----------------|-----------------|
| <b>Fixed assets</b>                                   |      |                 |                 |
| Tangible assets                                       | 8    | <u>16,961</u>   | <u>12,553</u>   |
|                                                       |      | <u>16,961</u>   | <u>12,553</u>   |
| <b>Current assets</b>                                 |      |                 |                 |
| Debtors                                               | 9    | 24,377          | 24,266          |
| Cash at bank and in hand                              |      | <u>559,095</u>  | <u>452,960</u>  |
|                                                       |      | 583,472         | 477,226         |
| <b>Creditors: Amounts falling due within one year</b> | 10   | <u>(11,951)</u> | <u>(13,594)</u> |
| <b>Net current assets</b>                             |      | <u>571,521</u>  | <u>463,632</u>  |
| <b>Net assets</b>                                     |      | <u>588,482</u>  | <u>476,185</u>  |
| <b>Funds of the charity:</b>                          |      |                 |                 |
| <b>Restricted income funds</b>                        |      |                 |                 |
| Restricted funds                                      |      | 16,291          | 32,991          |
| <b>Unrestricted income funds</b>                      |      |                 |                 |
| Unrestricted funds                                    |      | <u>572,191</u>  | <u>443,194</u>  |
| <b>Total funds</b>                                    | 12   | <u>588,482</u>  | <u>476,185</u>  |

The financial statements on pages 7 to 18 were approved by the Trustees, and authorised for issue on 20 July 2023 and signed on their behalf by:

.....  
Dimitri Scarlett  
Trustee

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

|                                                                 | Note | 2022<br>£             | 2021<br>£             |
|-----------------------------------------------------------------|------|-----------------------|-----------------------|
| <b>Cash flows from operating activities</b>                     |      |                       |                       |
| Net cash income                                                 |      | 112,297               | 185,940               |
| <b>Adjustments to cash flows from non-cash items</b>            |      |                       |                       |
| Depreciation                                                    |      | 5,718                 | 3,942                 |
| Investment income                                               | 3    | <u>(269)</u>          | <u>(35)</u>           |
|                                                                 |      | 117,746               | 189,847               |
| <b>Working capital adjustments</b>                              |      |                       |                       |
| (Increase)/decrease in debtors                                  | 9    | (111)                 | 3,581                 |
| (Decrease)/increase in creditors                                | 10   | <u>(1,643)</u>        | <u>2,270</u>          |
| Net cash flows from operating activities                        |      | <u>115,992</u>        | <u>195,698</u>        |
| <b>Cash flows from investing activities</b>                     |      |                       |                       |
| Interest receivable and similar income                          | 3    | 269                   | 35                    |
| Purchase of tangible fixed assets                               | 8    | <u>(10,126)</u>       | <u>(13,117)</u>       |
| Net cash flows from investing activities                        |      | <u>(9,857)</u>        | <u>(13,082)</u>       |
| Net increase in cash and cash equivalents                       |      | 106,135               | 182,616               |
| Cash and cash equivalents at 1 January                          |      | <u>452,960</u>        | <u>270,344</u>        |
| Cash and cash equivalents at 31 December                        |      | <u><u>559,095</u></u> | <u><u>452,960</u></u> |
| <b>Reconciliation of net cash flow to movement in net funds</b> |      |                       |                       |
| Increase in cash                                                |      | 106,135               | 182,616               |
| Net funds at 1 January 2022                                     |      | <u>452,960</u>        | <u>270,344</u>        |
| Net funds at 31 December 2022                                   |      | <u><u>559,095</u></u> | <u><u>452,960</u></u> |

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

The notes on pages 10 to 18 form an integral part of these financial statements.

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022**

### **1 Accounting policies**

#### **Statement of compliance**

The financial statements have been prepared 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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

#### **Basis of preparation**

The Potter's House Christian Centre meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

#### **Going concern**

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

#### **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.

#### ***Gift aid***

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

#### **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.

**THE POTTER'S HOUSE CHRISTIAN CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)**

***Grant provisions***

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

**Tangible fixed assets**

Individual fixed assets costing £500 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:

| <b>Asset class</b>      | <b>Depreciation method and rate</b> |
|-------------------------|-------------------------------------|
| Furniture and equipment | 20% on cost                         |
| Computer equipment      | 25% on cost                         |
| Fixtures and fittings   | 10% on cost                         |

**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.

**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.

**Liabilities**

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.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

**THE POTTER'S HOUSE CHRISTIAN CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)**

**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.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

**Pensions and other post retirement obligations**

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

**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.

**THE POTTER'S HOUSE CHRISTIAN CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)**

**2 Income from donations and legacies**

|                                             | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total<br/>2022<br/>£</b> | <b>Total<br/>2021<br/>£</b> |
|---------------------------------------------|-------------------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| Donations and legacies;                     |                                                 |                                   |                             |                             |
| Donations                                   | 385,214                                         | 7,361                             | 392,575                     | 356,816                     |
| Conference and event<br>income              | 3,465                                           | 84,106                            | 87,571                      | 69,497                      |
| Church tithe income                         | 78,820                                          | -                                 | 78,820                      | 74,659                      |
| Gift aid reclaimed                          | 85,251                                          | -                                 | 85,251                      | 81,055                      |
| Other income from<br>donations and legacies | 197                                             | -                                 | 197                         | 71                          |
|                                             | <u>552,947</u>                                  | <u>91,467</u>                     | <u>644,414</u>              | <u>582,098</u>              |

**3 Investment income**

|                                         | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Total<br/>2022<br/>£</b> | <b>Total<br/>2021<br/>£</b> |
|-----------------------------------------|-------------------------------------------------|-----------------------------|-----------------------------|
| Interest receivable and similar income; |                                                 |                             |                             |
| Interest receivable on bank deposits    | <u>269</u>                                      | <u>269</u>                  | <u>35</u>                   |

**THE POTTER'S HOUSE CHRISTIAN CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)**

**4 Expenditure on charitable activities**

|                                    | <b>Note</b> | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total<br/>2022<br/>£</b> | <b>Total<br/>2021<br/>£</b> |
|------------------------------------|-------------|-------------------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| Conference costs                   |             | 763                                             | 100,806                           | 101,569                     | 40,590                      |
| Church rent and parsonage          |             | 119,222                                         | 7,361                             | 126,583                     | 95,004                      |
| Benevolence                        |             | 2,268                                           | -                                 | 2,268                       | 675                         |
| Ministry meals                     |             | 8,868                                           | -                                 | 8,868                       | 5,425                       |
| Love offerings                     |             | 17,934                                          | -                                 | 17,934                      | 11,672                      |
| Marriage retreat                   |             | 7,851                                           | -                                 | 7,851                       | 1,546                       |
| Outreach/World evangelism          |             | 1,890                                           | -                                 | 1,890                       | 1,801                       |
| Revival                            |             | 6,778                                           | -                                 | 6,778                       | 1,502                       |
| Impact teams                       |             | 890                                             | -                                 | 890                         | 2,761                       |
| Church ministry                    |             | 7,795                                           | -                                 | 7,795                       | 2,243                       |
| Media                              |             | 9,062                                           | -                                 | 9,062                       | 6,866                       |
| Telephone and utilities            |             | 12,797                                          | -                                 | 12,797                      | 8,801                       |
| Professional charges               |             | 1,364                                           | -                                 | 1,364                       | 1,256                       |
| Printing, stationery and insurance |             | 6,510                                           | -                                 | 6,510                       | 3,079                       |
| Equipment and maintenance          |             | 3,641                                           | -                                 | 3,641                       | 4,327                       |
| Vehicle expenses                   |             | 4,608                                           | -                                 | 4,608                       | 4,986                       |
| Office and administration          |             | 9,092                                           | -                                 | 9,092                       | 10,043                      |
| Travel and airfares                |             | 10,919                                          | -                                 | 10,919                      | 7,740                       |
| Bank charges and interest          |             | 632                                             | -                                 | 632                         | 702                         |
| Independent examination            |             | 2,520                                           | -                                 | 2,520                       | 2,400                       |
| Depreciation                       |             | 5,718                                           | -                                 | 5,718                       | 3,942                       |
| Grants                             | 5           | 80,511                                          | -                                 | 80,511                      | 81,357                      |
| Staff costs                        | 7           | 102,586                                         | -                                 | 102,586                     | 97,475                      |
|                                    |             | <u>424,219</u>                                  | <u>108,167</u>                    | <u>532,386</u>              | <u>396,193</u>              |

**THE POTTER'S HOUSE CHRISTIAN CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)**

**5 Grant-making**

**Analysis of grants**

|                          | <b>Grants to institutions</b> |               |
|--------------------------|-------------------------------|---------------|
|                          | <b>2022</b>                   | <b>2021</b>   |
|                          | <b>£</b>                      | <b>£</b>      |
| Tithes and support given | <u>80,511</u>                 | <u>81,357</u> |

**6 Trustees remuneration and expenses**

No Trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No Trustees have received any reimbursed expenses or any other benefits from the charity during the year.

**7 Staff costs**

The aggregate payroll costs were as follows:

|                                          | <b>2022</b>    | <b>2021</b>   |
|------------------------------------------|----------------|---------------|
|                                          | <b>£</b>       | <b>£</b>      |
| <b>Staff costs during the year were:</b> |                |               |
| Wages and salaries                       | 96,956         | 92,216        |
| Social security costs                    | 3,647          | 3,569         |
| Pension costs                            | <u>1,983</u>   | <u>1,690</u>  |
|                                          | <u>102,586</u> | <u>97,475</u> |

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

|           | <b>2022</b> | <b>2021</b> |
|-----------|-------------|-------------|
|           | <b>No</b>   | <b>No</b>   |
| Employees | <u>5</u>    | <u>5</u>    |

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

**THE POTTER'S HOUSE CHRISTIAN CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)**

**8 Tangible fixed assets**

|                       | <b>Furniture<br/>and<br/>equipment<br/>£</b> | <b>Computer<br/>equipment<br/>£</b> | <b>Fixtures<br/>and fittings<br/>£</b> | <b>Total<br/>£</b> |
|-----------------------|----------------------------------------------|-------------------------------------|----------------------------------------|--------------------|
| <b>Cost</b>           |                                              |                                     |                                        |                    |
| At 1 January 2022     | 23,672                                       | 3,837                               | 561                                    | 28,070             |
| Additions             | 10,126                                       | -                                   | -                                      | 10,126             |
| At 31 December 2022   | 33,798                                       | 3,837                               | 561                                    | 38,196             |
| <b>Depreciation</b>   |                                              |                                     |                                        |                    |
| At 1 January 2022     | 11,400                                       | 3,837                               | 280                                    | 15,517             |
| Charge for the year   | 5,662                                        | -                                   | 56                                     | 5,718              |
| At 31 December 2022   | 17,062                                       | 3,837                               | 336                                    | 21,235             |
| <b>Net book value</b> |                                              |                                     |                                        |                    |
| At 31 December 2022   | 16,736                                       | -                                   | 225                                    | 16,961             |
| At 31 December 2021   | 12,272                                       | -                                   | 281                                    | 12,553             |

**9 Debtors**

|                | <b>2022<br/>£</b> | <b>2021<br/>£</b> |
|----------------|-------------------|-------------------|
| Prepayments    | 2,100             | -                 |
| Accrued income | 5,831             | 7,820             |
| Other debtors  | 16,446            | 16,446            |
|                | <u>24,377</u>     | <u>24,266</u>     |

**10 Creditors: amounts falling due within one year**

|                                    | <b>2022<br/>£</b> | <b>2021<br/>£</b> |
|------------------------------------|-------------------|-------------------|
| Other taxation and social security | 2,582             | 2,553             |
| Other creditors                    | 3,527             | 5,129             |
| Accruals                           | 5,842             | 5,912             |
|                                    | <u>11,951</u>     | <u>13,594</u>     |

**THE POTTER'S HOUSE CHRISTIAN CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)**

**11 Pension and other schemes**

**Defined contribution pension scheme**

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £1,983 (2021 - £1,690).

**12 Funds**

|                           | <b>Balance at<br/>1 January<br/>2022<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>expended<br/>£</b> | <b>Balance at<br/>31<br/>December<br/>2022<br/>£</b> |
|---------------------------|------------------------------------------------|-------------------------------------|-------------------------------------|------------------------------------------------------|
| <b>Unrestricted funds</b> |                                                |                                     |                                     |                                                      |
| <i><b>General</b></i>     |                                                |                                     |                                     |                                                      |
| General Funds             | 443,194                                        | 553,216                             | (424,219)                           | 572,191                                              |
| <b>Restricted funds</b>   |                                                |                                     |                                     |                                                      |
| Building fund             | -                                              | 7,361                               | (7,361)                             | -                                                    |
| Conference fund           | 32,991                                         | 84,106                              | (100,806)                           | 16,291                                               |
|                           | <u>32,991</u>                                  | <u>91,467</u>                       | <u>(108,167)</u>                    | <u>16,291</u>                                        |
| <b>Total funds</b>        | <u>476,185</u>                                 | <u>644,683</u>                      | <u>(532,386)</u>                    | <u>588,482</u>                                       |
|                           |                                                |                                     |                                     |                                                      |
|                           | <b>Balance at<br/>1 January<br/>2021<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>expended<br/>£</b> | <b>Balance at<br/>31<br/>December<br/>2021<br/>£</b> |
| <b>Unrestricted funds</b> |                                                |                                     |                                     |                                                      |
| <i><b>General</b></i>     |                                                |                                     |                                     |                                                      |
| General Funds             | 286,161                                        | 508,808                             | (351,775)                           | 443,194                                              |
| <b>Restricted funds</b>   |                                                |                                     |                                     |                                                      |
| Building fund             | -                                              | 3,828                               | (3,828)                             | -                                                    |
| Conference fund           | 4,084                                          | 69,497                              | (40,590)                            | 32,991                                               |
|                           | <u>4,084</u>                                   | <u>73,325</u>                       | <u>(44,418)</u>                     | <u>32,991</u>                                        |
| <b>Total funds</b>        | <u>290,245</u>                                 | <u>582,133</u>                      | <u>(396,193)</u>                    | <u>476,185</u>                                       |

**THE POTTER'S HOUSE CHRISTIAN CENTRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)**

**13 Analysis of net assets between funds**

|                       | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total funds<br/>at 31<br/>December<br/>2022<br/>£</b> |
|-----------------------|-------------------------------------------------|-----------------------------------|----------------------------------------------------------|
| Tangible fixed assets | 16,961                                          | -                                 | 16,961                                                   |
| Current assets        | 567,181                                         | 16,291                            | 583,472                                                  |
| Current liabilities   | <u>(11,951)</u>                                 | <u>-</u>                          | <u>(11,951)</u>                                          |
| Total net assets      | <u>572,191</u>                                  | <u>16,291</u>                     | <u>588,482</u>                                           |

|                       | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total funds<br/>at 31<br/>December<br/>2021<br/>£</b> |
|-----------------------|-------------------------------------------------|-----------------------------------|----------------------------------------------------------|
| Tangible fixed assets | 12,553                                          | -                                 | 12,553                                                   |
| Current assets        | 444,235                                         | 32,991                            | 477,226                                                  |
| Current liabilities   | <u>(13,594)</u>                                 | <u>-</u>                          | <u>(13,594)</u>                                          |
| Total net assets      | <u>443,194</u>                                  | <u>32,991</u>                     | <u>476,185</u>                                           |

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# Accounts

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Annual Report and Financial Statements  
for the Year Ended 31 December 2021

# The Potter's House Christian Centre

Charity registration number: 1055728

Independent Examiners Ltd  
2 Broadbridge Business Centre  
Delling Lane  
Bosham  
Chichester  
West Sussex  
PO18 8NF

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

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# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **Reference and Administrative Details**

|                                    |                                                                                                                                                  |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Trustees</b>                    | Dimitri Scarlett<br>Adrian Kerr<br>Leon Watson (resigned 31 May 2021)<br>Seun Odeneye (appointed 1 June 2021)                                    |
| <b>Principal Office</b>            | 14 Mayville Road<br>London<br>E11 4PJ                                                                                                            |
| <b>Charity Registration Number</b> | 1055728                                                                                                                                          |
| <b>Independent Examiner</b>        | G W Schulz ACMA<br>Independent Examiners Ltd<br>2 Broadbridge Business Centre<br>Delling Lane<br>Bosham<br>Chichester<br>West Sussex<br>PO18 8NF |
| <b>Bankers</b>                     | Lloyds TSB<br>20 Lewisham High Street<br>Lewisham<br>London<br>SE13 6JG                                                                          |

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **Trustees' Report**

The Trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2021.

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

#### ***Nature of governing document***

The Potter's House Christian Centre is a registered charity, number 1055728, and is constituted under a Trust deed.

#### ***Recruitment and appointment of Trustees***

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

#### ***Organisational structure***

The day to day running of the Church is delegated by the Trustees to the pastor and his assistant.

#### ***Risk management***

The trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

### **Objectives and activities**

#### ***Objects and aims***

The charity promotes the Christian faith through worship and through its regular activities for the community to which invitations are given out to the public.

#### ***Public benefit***

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.

#### ***Grant making policies***

The church provides financial support for fellowship churches nationally and internationally.

### **Achievements and performance**

#### ***Review of activities***

The year 2021 carried some of the restrictions, which were implemented in 2020 as a result of COVID-19. As a consequence, up until July 2021, the government permitted that the Church Services were to be live streamed online via the church YouTube channel, where both Sunday and Wednesday services were to be broadcasted. It was a slow start but towards the end of the year we began to see an increase in our church attendance, as many were still apprehensive regarding the potential threat of COVID-19.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Trustees' Report

### *Corporate Prayer*

Zoom Morning Prayer meetings was initiated by our associate Pastor in 2020 following on from the COVID-19 outbreak and what started off as a temporary action ended up remaining a permanent fixture in the church calendar. The Ladies Prayer Meetings took place on the 3rd Thursday of every month and gave the ladies in the congregation an opportunity to express requests that they would not necessarily share in a bigger setting. Monthly Prayer Meetings is a time when members join together in agreement for the needs of our congregation.

### *Next Generation Children's Ministry*

During lockdown, we continued to deliver NGM online. We were able to develop our skills making videos as time progressed. Although the children enjoyed the videos and were able to engage virtually with us, we looked forward to returning to some form of normality and being together in-person. Since moving from YouTube to having live children's church (after the lockdown restrictions were eased), it has had a massive impact on the children and workers. The children are now able to see their friends and engage with the sessions, and participate in arts and craft. We have learned to be resilient and remain positive when facing challenges beyond our control. The highlight of the year was delivering children's church at our Bible Training Conference, during April 2021. Although the numbers were on a smaller scale, we managed to ensure we adhered to the rules and regulations. We followed the government guidelines and ensured both children and workers kept safe.

### *Youth Ministry*

The Refine youth ministry provided a platform where we were able to offer mentoring, life coaching and help facilitate conversations on topics that ordinarily may be seen as a taboo. We base our thinking on bible principles which in 2021 included:

- Regular sessions where we reviewed bible passages and discussed how we could apply it to our life's circumstances
- Multiple invasion teams where we went to help out local churches in the UK
- Debates that gave the youth a platform of expression
- Workshops, our most successful workshop was on finance one which was all about budgeting and being a good financial steward
- Social events such as games nights and sports days

### *My Sisters Keeper (M.S.K)*

The ethos of My Sisters Keeper was inspired by Philippians 2:4: "Let each of you look out not only for his own interests, but also for the interests of others". The aim of it was to bridge the gap between the younger and mature ladies. This ministry brings all experiences together and facilitates the building of relationships, encouragement and shared ideas. My Sisters Keeper also serves as an outreach to the community. For example, our presentation on mental wellbeing was highly received and supported by our qualified mental health nurses from our congregation. Government guidelines permitted gatherings and we had two events in 2021; The joy of the Lord, which was a games afternoon, where ladies were relieved to be able to gather and just interact with each other. Topped off with our annual end of year party, which continues to be a success year after year.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Trustees' Report

### *The Father's Club*

Originally founded by a member of the congregation who is married with 3 young children, The Father's Club is a community group that provides a safe place for fathers to meet, exchange ideas and encourage one another on their journey of fatherhood. With the high number of fatherless homes and the detrimental effects that this has - the group aims to break the negative stereotype of absent fathers and hopes to create a generation of intentional, hands on fathers. We believe that this will have a positive impact on our society. The initial frequency of these meetings bi-monthly and had now increased to once a month. The pandemic moved these meetings to online via zoom call, where we now consistently have 20+ fathers attend regularly. In each meeting, best practice on parenting is shared and extra support is signposted for any parent that needs it.

### *Annual Bible Conference*

Church Planting:

1. UK Planting: Out of the Rotherhithe congregation into Woolwich: Leon & Natalie Watson
2. International Planting: We were delighted to announce the commencing of international work into Bremen, Germany that was put on hold due to the covid restrictions last year from Namibia: Gerhard and Michelle Kgobetsi

### **Financial review**

Income for the year amounted to £582,133 (2020: £501,565) and expenditure £396,193 (2020: £358,839). The surplus of £185,940 was added to funds brought forward with unrestricted funds being £443,194 at the year end.

### ***Investment policy and objectives***

The trust deed authorises the trustees to make and hold investments using the general funds of the charity.

### **Going concern**

After making appropriate enquiries, 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.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Trustees' Report

### Statement of Trustees' 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 applicable Charities (Accounts and Reports) Regulations, 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 annual report was approved by the Trustees of the charity on 13 June 2022 and signed on its behalf by:

.....  
Dimitri Scarlett  
Trustee

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **Independent Examiner's Report to the Trustees of The Potter's House Christian Centre**

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 December 2021 which are set out on pages 7 to 19.

### **Respective responsibilities of Trustees and examiner**

As the charity's Trustees of The Potter's House Christian Centre 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 The Potter's House Christian Centre'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 Potter's House Christian Centre'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 of the Chartered Institute of Management Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of The Potter's House Christian Centre 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.

.....  
G W Schulz ACMA

Independent Examiners Ltd  
2 Broadbridge Business Centre  
Delling Lane  
Bosham  
Chichester  
West Sussex, PO18 8NF

13 June 2022

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Statement of Financial Activities for the Year Ended 31 December 2021

|                                    | Note | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>2021<br>£    | Total<br>2020<br>£    |
|------------------------------------|------|----------------------------|--------------------------|-----------------------|-----------------------|
| <b>Income and Endowments from:</b> |      |                            |                          |                       |                       |
| Donations and legacies             | 2    | 508,773                    | 73,325                   | 582,098               | 501,515               |
| Investment income                  | 3    | 35                         | -                        | 35                    | 50                    |
| Total income                       |      | <u>508,808</u>             | <u>73,325</u>            | <u>582,133</u>        | <u>501,565</u>        |
| <b>Expenditure on:</b>             |      |                            |                          |                       |                       |
| Charitable activities              | 4    | <u>351,775</u>             | <u>44,418</u>            | <u>396,193</u>        | <u>368,839</u>        |
| Total expenditure                  |      | <u>351,775</u>             | <u>44,418</u>            | <u>396,193</u>        | <u>368,839</u>        |
| Net income                         |      | <u>157,033</u>             | <u>28,907</u>            | <u>185,940</u>        | <u>132,726</u>        |
| Net movement in funds              |      | 157,033                    | 28,907                   | 185,940               | 132,726               |
| <b>Reconciliation of funds</b>     |      |                            |                          |                       |                       |
| Total funds brought forward        |      | <u>286,161</u>             | <u>4,084</u>             | <u>290,245</u>        | <u>157,519</u>        |
| Total funds carried forward        | 12   | <u><u>443,194</u></u>      | <u><u>32,991</u></u>     | <u><u>476,185</u></u> | <u><u>290,245</u></u> |

The notes on pages 10 to 19 form an integral part of these financial statements.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Balance Sheet as at 31 December 2021

|                                                       | Note | 2021<br>£       | 2020<br>£       |
|-------------------------------------------------------|------|-----------------|-----------------|
| <b>Fixed assets</b>                                   |      |                 |                 |
| Tangible assets                                       | 8    | <u>12,553</u>   | <u>3,378</u>    |
|                                                       |      | <u>12,553</u>   | <u>3,378</u>    |
| <b>Current assets</b>                                 |      |                 |                 |
| Debtors                                               | 9    | 24,266          | 27,847          |
| Cash at bank and in hand                              |      | <u>452,960</u>  | <u>270,344</u>  |
|                                                       |      | 477,226         | 298,191         |
| <b>Creditors: Amounts falling due within one year</b> | 10   | <u>(13,594)</u> | <u>(11,324)</u> |
| <b>Net current assets</b>                             |      | <u>463,632</u>  | <u>286,867</u>  |
| <b>Net assets</b>                                     |      | <u>476,185</u>  | <u>290,245</u>  |
| <b>Funds of the charity:</b>                          |      |                 |                 |
| <b>Restricted income funds</b>                        |      |                 |                 |
| Restricted funds                                      |      | 32,991          | 4,084           |
| <b>Unrestricted income funds</b>                      |      |                 |                 |
| Unrestricted funds                                    |      | <u>443,194</u>  | <u>286,161</u>  |
| <b>Total funds</b>                                    | 12   | <u>476,185</u>  | <u>290,245</u>  |

The financial statements on pages 7 to 19 were approved by the Trustees, and authorised for issue on 13 June 2022 and signed on their behalf by:

.....  
Dimitri Scarlett  
Trustee

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Cash Flow Statement for the Year Ended 31 December 2021

|                                                      | Note | 2021<br>£             | 2020<br>£             |
|------------------------------------------------------|------|-----------------------|-----------------------|
| <b>Cash flows from operating activities</b>          |      |                       |                       |
| Net cash income                                      |      | 185,940               | 132,726               |
| <b>Adjustments to cash flows from non-cash items</b> |      |                       |                       |
| Depreciation                                         |      | 3,942                 | 1,425                 |
| Investment income                                    | 3    | <u>(35)</u>           | <u>(50)</u>           |
|                                                      |      | 189,847               | 134,101               |
| <b>Working capital adjustments</b>                   |      |                       |                       |
| Decrease/(increase) in debtors                       | 9    | 3,581                 | (2,942)               |
| Increase/(decrease) in creditors                     | 10   | <u>2,270</u>          | <u>(4,785)</u>        |
| Net cash flows from operating activities             |      | <u>195,698</u>        | <u>126,374</u>        |
| <b>Cash flows from investing activities</b>          |      |                       |                       |
| Interest receivable and similar income               | 3    | 35                    | 50                    |
| Purchase of tangible fixed assets                    | 8    | <u>(13,117)</u>       | <u>(1,900)</u>        |
| Net cash flows from investing activities             |      | <u>(13,082)</u>       | <u>(1,850)</u>        |
| Net increase in cash and cash equivalents            |      | 182,616               | 124,524               |
| Cash and cash equivalents at 1 January               |      | <u>270,344</u>        | <u>145,820</u>        |
| Cash and cash equivalents at 31 December             |      | <u><u>452,960</u></u> | <u><u>270,344</u></u> |

The notes on pages 10 to 19 form an integral part of these financial statements.

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **Notes to the Financial Statements for the Year Ended 31 December 2021**

### **1 Accounting policies**

#### **Statement of compliance**

The financial statements have been prepared 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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

#### **Basis of preparation**

The Potter's House Christian Centre 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 Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

#### **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.

#### ***Gift aid***

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

#### **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.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Notes to the Financial Statements for the Year Ended 31 December 2021

### ***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.

### ***Grant provisions***

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

### **Tangible fixed assets**

Individual fixed assets costing £500 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:

| <b>Asset class</b>      | <b>Depreciation method and rate</b> |
|-------------------------|-------------------------------------|
| Furniture and equipment | 20% on cost                         |
| Computer equipment      | 25% on cost                         |
| Fixtures and fittings   | 10% on cost                         |

### **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.

### **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.

### **Liabilities**

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. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **Notes to the Financial Statements for the Year Ended 31 December 2021**

### **Fund structure**

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

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

### **Pensions and other post retirement obligations**

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

### **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.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Notes to the Financial Statements for the Year Ended 31 December 2021

### 2 Income from donations and legacies

|                                             | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total<br/>2021<br/>£</b> | <b>Total<br/>2020<br/>£</b> |
|---------------------------------------------|-------------------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| Donations and legacies;                     |                                                 |                                   |                             |                             |
| Donations                                   | 352,988                                         | 3,828                             | 356,816                     | 344,116                     |
| Conference and event<br>income              | -                                               | 69,497                            | 69,497                      | 3,879                       |
| Church tithe income                         | 74,659                                          | -                                 | 74,659                      | 74,403                      |
| Gift aid reclaimed                          | 81,055                                          | -                                 | 81,055                      | 77,640                      |
| Other income from<br>donations and legacies | 71                                              | -                                 | 71                          | 1,477                       |
|                                             | <u>508,773</u>                                  | <u>73,325</u>                     | <u>582,098</u>              | <u>501,515</u>              |

### 3 Investment income

|                                         | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Total<br/>2021<br/>£</b> | <b>Total<br/>2020<br/>£</b> |
|-----------------------------------------|-------------------------------------------------|-----------------------------|-----------------------------|
| Interest receivable and similar income; |                                                 |                             |                             |
| Interest receivable on bank deposits    | <u>35</u>                                       | <u>35</u>                   | <u>50</u>                   |

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Notes to the Financial Statements for the Year Ended 31 December 2021

### 4 Expenditure on charitable activities

|                                    | <b>Note</b> | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total<br/>2021<br/>£</b> | <b>Total<br/>2020<br/>£</b> |
|------------------------------------|-------------|-------------------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| Conference costs                   |             | -                                               | 40,590                            | 40,590                      | 8,041                       |
| Church rent and parsonage          |             | 91,176                                          | 3,828                             | 95,004                      | 95,795                      |
| Benevolence                        |             | 675                                             | -                                 | 675                         | 1,840                       |
| Ministry meals                     |             | 5,425                                           | -                                 | 5,425                       | 3,600                       |
| Love offerings                     |             | 11,672                                          | -                                 | 11,672                      | 8,820                       |
| Marriage retreat                   |             | 1,546                                           | -                                 | 1,546                       | -                           |
| World evangelism                   |             | 1,801                                           | -                                 | 1,801                       | -                           |
| Revival                            |             | 1,502                                           | -                                 | 1,502                       | 2,180                       |
| Impact teams                       |             | 2,761                                           | -                                 | 2,761                       | 626                         |
| Church ministry                    |             | 2,243                                           | -                                 | 2,243                       | 2,521                       |
| Media                              |             | 6,866                                           | -                                 | 6,866                       | 12,055                      |
| Telephone and utilities            |             | 8,801                                           | -                                 | 8,801                       | 9,008                       |
| Professional charges               |             | 1,256                                           | -                                 | 1,256                       | 1,401                       |
| Printing, stationery and insurance |             | 3,079                                           | -                                 | 3,079                       | 2,351                       |
| Equipment and maintenance          |             | 4,327                                           | -                                 | 4,327                       | 2,087                       |
| Vehicle expenses                   |             | 4,986                                           | -                                 | 4,986                       | 5,891                       |
| Office and administration          |             | 10,043                                          | -                                 | 10,043                      | 7,439                       |
| Travel and airfares                |             | 7,740                                           | -                                 | 7,740                       | 5,251                       |
| Bank charges and interest          |             | 702                                             | -                                 | 702                         | 776                         |
| Independent examination            |             | 2,400                                           | -                                 | 2,400                       | 3,360                       |
| Depreciation                       |             | 3,942                                           | -                                 | 3,942                       | 1,425                       |
| Grants                             | 5           | 81,357                                          | -                                 | 81,357                      | 91,009                      |
| Staff costs                        | 7           | 97,475                                          | -                                 | 97,475                      | 103,363                     |
|                                    |             | <u>351,775</u>                                  | <u>44,418</u>                     | <u>396,193</u>              | <u>368,839</u>              |

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Notes to the Financial Statements for the Year Ended 31 December 2021

### 5 Grant-making

#### Analysis of grants

|                          | <b>Grants to institutions</b> |               |
|--------------------------|-------------------------------|---------------|
|                          | <b>2021</b>                   | <b>2020</b>   |
|                          | <b>£</b>                      | <b>£</b>      |
| Tithes and support given | <u>81,357</u>                 | <u>91,009</u> |

### 6 Trustees remuneration and expenses

No Trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No Trustees have received any reimbursed expenses or any other benefits from the charity during the year.

### 7 Staff costs

The aggregate payroll costs were as follows:

|                                          | <b>2021</b>   | <b>2020</b>    |
|------------------------------------------|---------------|----------------|
|                                          | <b>£</b>      | <b>£</b>       |
| <b>Staff costs during the year were:</b> |               |                |
| Wages and salaries                       | 92,216        | 96,542         |
| Social security costs                    | 3,569         | 4,956          |
| Pension costs                            | <u>1,690</u>  | <u>1,865</u>   |
|                                          | <u>97,475</u> | <u>103,363</u> |

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

|           | <b>2021</b> | <b>2020</b> |
|-----------|-------------|-------------|
|           | <b>No</b>   | <b>No</b>   |
| Employees | <u>5</u>    | <u>6</u>    |

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

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Notes to the Financial Statements for the Year Ended 31 December 2021

### 8 Tangible fixed assets

|                       | <b>Furniture<br/>and<br/>equipment<br/>£</b> | <b>Computer<br/>equipment<br/>£</b> | <b>Fixtures<br/>and fittings<br/>£</b> | <b>Total<br/>£</b> |
|-----------------------|----------------------------------------------|-------------------------------------|----------------------------------------|--------------------|
| <b>Cost</b>           |                                              |                                     |                                        |                    |
| At 1 January 2021     | 10,555                                       | 3,837                               | 561                                    | 14,953             |
| Additions             | <u>13,117</u>                                | <u>-</u>                            | <u>-</u>                               | <u>13,117</u>      |
| At 31 December 2021   | <u>23,672</u>                                | <u>3,837</u>                        | <u>561</u>                             | <u>28,070</u>      |
| <b>Depreciation</b>   |                                              |                                     |                                        |                    |
| At 1 January 2021     | 7,514                                        | 3,837                               | 224                                    | 11,575             |
| Charge for the year   | <u>3,886</u>                                 | <u>-</u>                            | <u>56</u>                              | <u>3,942</u>       |
| At 31 December 2021   | <u>11,400</u>                                | <u>3,837</u>                        | <u>280</u>                             | <u>15,517</u>      |
| <b>Net book value</b> |                                              |                                     |                                        |                    |
| At 31 December 2021   | <u>12,272</u>                                | <u>-</u>                            | <u>281</u>                             | <u>12,553</u>      |
| At 31 December 2020   | <u>3,041</u>                                 | <u>-</u>                            | <u>337</u>                             | <u>3,378</u>       |

### 9 Debtors

|                | <b>2021<br/>£</b> | <b>2020<br/>£</b> |
|----------------|-------------------|-------------------|
| Prepayments    | -                 | 1,500             |
| Accrued income | 7,820             | 9,901             |
| Other debtors  | <u>16,446</u>     | <u>16,446</u>     |
|                | <u>24,266</u>     | <u>27,847</u>     |

### 10 Creditors: amounts falling due within one year

|                                    | <b>2021<br/>£</b> | <b>2020<br/>£</b> |
|------------------------------------|-------------------|-------------------|
| Other taxation and social security | 2,553             | 2,571             |
| Other creditors                    | 5,129             | 576               |
| Accruals                           | <u>5,912</u>      | <u>8,177</u>      |
|                                    | <u>13,594</u>     | <u>11,324</u>     |

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **Notes to the Financial Statements for the Year Ended 31 December 2021**

### **11 Pension and other schemes**

#### **Defined contribution pension scheme**

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £1,690 (2020 - £1,865).

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Notes to the Financial Statements for the Year Ended 31 December 2021

### 12 Funds

|                           | Balance at<br>1 January<br>2021<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Balance at<br>31<br>December<br>2021<br>£ |
|---------------------------|--------------------------------------|----------------------------|----------------------------|-------------------------------------------|
| <b>Unrestricted funds</b> |                                      |                            |                            |                                           |
| <i><b>General</b></i>     |                                      |                            |                            |                                           |
| General Funds             | 286,161                              | 508,808                    | (351,775)                  | 443,194                                   |
| <b>Restricted funds</b>   |                                      |                            |                            |                                           |
| Building fund             | -                                    | 3,828                      | (3,828)                    | -                                         |
| Conference fund           | 4,084                                | 69,497                     | (40,590)                   | 32,991                                    |
|                           | <u>4,084</u>                         | <u>73,325</u>              | <u>(44,418)</u>            | <u>32,991</u>                             |
| <b>Total funds</b>        | <u>290,245</u>                       | <u>582,133</u>             | <u>(396,193)</u>           | <u>476,185</u>                            |

|                           | Balance<br>at 1<br>January<br>2020<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Transfers<br>£ | Balance<br>at 31<br>December<br>2020<br>£ |
|---------------------------|-----------------------------------------|----------------------------|----------------------------|----------------|-------------------------------------------|
| <b>Unrestricted funds</b> |                                         |                            |                            |                |                                           |
| <i><b>General</b></i>     |                                         |                            |                            |                |                                           |
| General Funds             | 146,018                                 | 493,184                    | (338,298)                  | (14,743)       | 286,161                                   |
| <b>Restricted funds</b>   |                                         |                            |                            |                |                                           |
| Building fund             | -                                       | 4,502                      | (15,165)                   | 10,663         | -                                         |
| Conference fund           | 7,941                                   | 3,879                      | (7,736)                    | -              | 4,084                                     |
| Tuscan building pledge    | 3,560                                   | -                          | (7,640)                    | 4,080          | -                                         |
|                           | <u>11,501</u>                           | <u>8,381</u>               | <u>(30,541)</u>            | <u>14,743</u>  | <u>4,084</u>                              |
| <b>Total funds</b>        | <u>157,519</u>                          | <u>501,565</u>             | <u>(368,839)</u>           | <u>-</u>       | <u>290,245</u>                            |

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Notes to the Financial Statements for the Year Ended 31 December 2021

### 13 Analysis of net assets between funds

|                       | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total funds<br/>at 31<br/>December<br/>2021<br/>£</b> |
|-----------------------|-------------------------------------------------|-----------------------------------|----------------------------------------------------------|
| Tangible fixed assets | 12,553                                          | -                                 | 12,553                                                   |
| Current assets        | 444,235                                         | 32,991                            | 477,226                                                  |
| Current liabilities   | <u>(13,594)</u>                                 | <u>-</u>                          | <u>(13,594)</u>                                          |
| Total net assets      | <u>443,194</u>                                  | <u>32,991</u>                     | <u>476,185</u>                                           |

|                       | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total funds<br/>at 31<br/>December<br/>2020<br/>£</b> |
|-----------------------|-------------------------------------------------|-----------------------------------|----------------------------------------------------------|
| Tangible fixed assets | 3,378                                           | -                                 | 3,378                                                    |
| Current assets        | 294,107                                         | 4,084                             | 298,191                                                  |
| Current liabilities   | <u>(11,324)</u>                                 | <u>-</u>                          | <u>(11,324)</u>                                          |
| Total net assets      | <u>286,161</u>                                  | <u>4,084</u>                      | <u>290,245</u>                                           |

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# Accounts

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Annual Report and Financial Statements  
for the Year Ended 31 December 2020

# The Potter's House Christian Centre

Charity registration number: 1055728

Independent Examiners Ltd  
2 Broadbridge Business Centre  
Delling Lane  
Bosham  
Chichester  
West Sussex  
PO18 8NF

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

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# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Reference and Administrative Details

|                                    |                                                                                                                                                  |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Trustees</b>                    | Dimitri Scarlett<br>Adrian Kerr<br>Leon Watson<br>Godwin Chukwudinma                                                                             |
| <b>Principal Office</b>            | 14 Mayville Road<br>London<br>E11 4PJ                                                                                                            |
| <b>Charity Registration Number</b> | 1055728                                                                                                                                          |
| <b>Independent Examiner</b>        | G W Schulz ACMA<br>Independent Examiners Ltd<br>2 Broadbridge Business Centre<br>Delling Lane<br>Bosham<br>Chichester<br>West Sussex<br>PO18 8NF |
| <b>Bankers</b>                     | Lloyds TSB<br>20 Lewisham High Street<br>Lewisham<br>London<br>SE13 6JG                                                                          |

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **Trustees' Report**

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

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

#### ***Nature of governing document***

The Potter's House Christian Centre is a registered charity, number 1055728, and is constituted under a Trust deed.

#### ***Recruitment and appointment of Trustees***

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

#### ***Organisational structure***

The day to day running of the Church is delegated by the Trustees to the pastor and his assistant.

#### ***Risk Management***

The trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

### **Objectives and activities**

#### ***Objects and aims***

The charity promotes the Christian faith through worship and through its regular activities for the community to which invitations are given out to the public.

#### ***Public benefit***

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.

#### ***Grant making policies***

The church provides financial support for fellowship churches nationally and internationally.

### **Achievements and performance**

#### ***Review of activities***

The 2020 year, was a year where due to Covid19, we had to think outside the box, stay relevant and find ways to stay in contact with the congregation. We started off by identifying all the members that were elderly and possibly living on their own. We were also able to provide food for many of our families who were finding it difficult during this season. We thank God that we were able to remain active as a church and did not lose any of our members to Covid19.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Trustees' Report

Shortly after COVID-19 forced the city along with the rest of the country into a national lockdown. That meant we had to quickly adapt and reposition ourselves as follows:

**Church Services** were operated online via the church **YouTube** channel initially on Sundays only and at a later date both Sunday and Wednesday services were being live streamed.

**10 Bible Studies** groups via **Zoom** had temporarily replaced our midweek service and was eventually returned to the normal Friday evenings. This was very beneficial as we were all able to see and interact with each other and it was a great time for Q & A and discussions.

Trying to capitalize on the adjustments, meant that our social channels featured more prominently in our activity. Via our **Instagram** page we started our '**Testimony Tuesday's**' series, hosted by Pastor Nathan James, where members of the congregation shared their stories of encouragement and victory. Furthermore, we had **Live Concerts** on the platform hosted by Nathan Taylor-Billings featuring artists from not only our own congregation but with ministers from our churches in Brixton, Wandsworth, Tucson & Toronto.

**Worship sessions** were by hosted by our praise and worship leader who was concerned about the team losing sight of worship during the pandemic. The purpose of these sessions was to keep the team in touch and communicating with each other. Popular worship songs throughout the ages were selected, researched by each member on a fortnightly basis and discussions took place on what the song meant to each individual and the impact it had.

**Next Generation Children's Ministry** had to adjust to delivering NGM online. This had been a challenging period as they had to transition onto using YouTube as opposed to the traditional method of delivering a live session to the children. They had to adjust to recording and editing weekly videos to make it suitable and appropriate for the children. The toughest part was not knowing how long this would be going on and how things would develop. During this second wave it was calmer and staff knew what to expect. The children were enjoying the videos and have been able to engage virtually.

**Zoom Morning Prayer** was initiated by our associate Pastor and what started off as being for a short period of time remains in action to date.

We realised as a church the importance of keeping members together and many more was birthed during this season such as **online games nights, virtual book clubs, lady's prayer bubbles and The Father's Club.**

As the lockdown restrictions started to ease later in the year, we organized a park meet up with preaching for local park visitors. This was a refreshing time for our members as we had not seen each other in months.

### Church Planting

We were delighted to note that despite the pandemic the gospel must continue to be preached and a new work was planted internationally in Hamburg Germany and Manchester UK.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Trustees' Report

### Financial review

The income for the year amounted to £501,565 (2019 - £593,672) with expenditure being £368,839 (2019 - £565,698). The resulting surplus of £132,726 (2019 - £27,974) increased funds to £290,245 from £157,519 in 2019.

### Investment policy and objectives

The trust deed authorises the trustees to make and hold investments using the general funds of the charity.

### Going concern

After making appropriate enquiries, 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.

### Statement of Trustees' 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 applicable Charities (Accounts and Reports) Regulations, 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 annual report was approved by the Trustees of the charity on 5 September 2021 and signed on its behalf by:

.....  
Dimitri Scarlett  
Trustee

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **Independent Examiner's Report to the Trustees of The Potter's House Christian Centre**

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 December 2020 which are set out on pages 6 to 18.

### **Respective responsibilities of Trustees and examiner**

As the charity's Trustees of The Potter's House Christian Centre 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 The Potter's House Christian Centre'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 Potter's House Christian Centre'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 of the Chartered Institute of Management Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of The Potter's House Christian Centre 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.

.....  
G W Schulz ACMA

Independent Examiners Ltd  
2 Broadbridge Business Centre  
Delling Lane  
Bosham  
Chichester  
West Sussex, PO18 8NF

5 September 2021

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Statement of Financial Activities for the Year Ended 31 December 2020

|                                    | Note | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>2020<br>£ | Total<br>2019<br>£ |
|------------------------------------|------|----------------------------|--------------------------|--------------------|--------------------|
| <b>Income and Endowments from:</b> |      |                            |                          |                    |                    |
| Donations and legacies             | 2    | 493,134                    | 8,381                    | 501,515            | 593,626            |
| Investment income                  | 3    | 50                         | -                        | 50                 | 46                 |
| Total income                       |      | <u>493,184</u>             | <u>8,381</u>             | <u>501,565</u>     | <u>593,672</u>     |
| <b>Expenditure on:</b>             |      |                            |                          |                    |                    |
| Charitable activities              | 4    | <u>338,298</u>             | <u>30,541</u>            | <u>368,839</u>     | <u>565,698</u>     |
| Total expenditure                  |      | <u>338,298</u>             | <u>30,541</u>            | <u>368,839</u>     | <u>565,698</u>     |
| Net income/(expenditure)           |      | 154,886                    | (22,160)                 | 132,726            | 27,974             |
| Gross transfers between funds      |      | <u>(14,743)</u>            | <u>14,743</u>            | <u>-</u>           | <u>-</u>           |
| Net movement in funds              |      | 140,143                    | (7,417)                  | 132,726            | 27,974             |
| <b>Reconciliation of funds</b>     |      |                            |                          |                    |                    |
| Total funds brought forward        |      | <u>146,018</u>             | <u>11,501</u>            | <u>157,519</u>     | <u>129,545</u>     |
| Total funds carried forward        | 12   | <u>286,161</u>             | <u>4,084</u>             | <u>290,245</u>     | <u>157,519</u>     |

The notes on pages 9 to 18 form an integral part of these financial statements.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Balance Sheet as at 31 December 2020

|                                                       | Note | 2020<br>£       | 2019<br>£       |
|-------------------------------------------------------|------|-----------------|-----------------|
| <b>Fixed assets</b>                                   |      |                 |                 |
| Tangible assets                                       | 8    | 3,378           | 2,903           |
| <b>Current assets</b>                                 |      |                 |                 |
| Debtors                                               | 9    | 27,847          | 24,905          |
| Cash at bank and in hand                              |      | <u>270,344</u>  | <u>145,820</u>  |
|                                                       |      | 298,191         | 170,725         |
| <b>Creditors: Amounts falling due within one year</b> | 10   | <u>(11,324)</u> | <u>(16,109)</u> |
| <b>Net current assets</b>                             |      | <u>286,867</u>  | <u>154,616</u>  |
| <b>Net assets</b>                                     |      | <u>290,245</u>  | <u>157,519</u>  |
| <b>Funds of the charity:</b>                          |      |                 |                 |
| <b>Restricted income funds</b>                        |      |                 |                 |
| Restricted funds                                      |      | 4,084           | 11,501          |
| <b>Unrestricted income funds</b>                      |      |                 |                 |
| Unrestricted funds                                    |      | <u>286,161</u>  | <u>146,018</u>  |
| <b>Total funds</b>                                    | 12   | <u>290,245</u>  | <u>157,519</u>  |

The financial statements on pages 6 to 18 were approved by the Trustees, and authorised for issue on 5 September 2021 and signed on their behalf by:

.....  
Dimitri Scarlett  
Trustee

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Cash Flow Statement for the Year Ended 31 December 2020

|                                                                 | Note | 2020<br>£             | 2019<br>£             |
|-----------------------------------------------------------------|------|-----------------------|-----------------------|
| <b>Cash flows from operating activities</b>                     |      |                       |                       |
| Net cash income                                                 |      | 132,726               | 27,974                |
| <b>Adjustments to cash flows from non-cash items</b>            |      |                       |                       |
| Depreciation                                                    |      | 1,425                 | 1,703                 |
| Investment income                                               | 3    | <u>(50)</u>           | <u>(46)</u>           |
|                                                                 |      | 134,101               | 29,631                |
| <b>Working capital adjustments</b>                              |      |                       |                       |
| (Increase)/decrease in debtors                                  | 9    | (2,942)               | 10,042                |
| (Decrease)/increase in creditors                                | 10   | <u>(4,785)</u>        | <u>461</u>            |
| Net cash flows from operating activities                        |      | <u>126,374</u>        | <u>40,134</u>         |
| <b>Cash flows from investing activities</b>                     |      |                       |                       |
| Interest receivable and similar income                          | 3    | 50                    | 46                    |
| Purchase of tangible fixed assets                               | 8    | <u>(1,900)</u>        | <u>-</u>              |
| Net cash flows from investing activities                        |      | <u>(1,850)</u>        | <u>46</u>             |
| Net increase in cash and cash equivalents                       |      | 124,524               | 40,180                |
| Cash and cash equivalents at 1 January                          |      | <u>145,820</u>        | <u>105,640</u>        |
| Cash and cash equivalents at 31 December                        |      | <u><u>270,344</u></u> | <u><u>145,820</u></u> |
| <b>Reconciliation of net cash flow to movement in net funds</b> |      |                       |                       |
| Increase in cash                                                |      | 124,524               | 40,180                |
| Net funds at 1 January 2020                                     |      | <u>145,820</u>        | <u>105,640</u>        |
| Net funds at 31 December 2020                                   |      | <u><u>270,344</u></u> | <u><u>145,820</u></u> |

The notes on pages 9 to 18 form an integral part of these financial statements.

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **Notes to the Financial Statements for the Year Ended 31 December 2020**

### **1 Accounting policies**

#### **Statement of compliance**

The financial statements have been prepared 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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

#### **Basis of preparation**

The Potter's House Christian Centre 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 Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

#### **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.

#### ***Gift aid***

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

#### **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.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Notes to the Financial Statements for the Year Ended 31 December 2020

### ***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.

### ***Grant provisions***

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

### **Tangible fixed assets**

Individual fixed assets costing £500 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:

| <b>Asset class</b>            | <b>Depreciation method and rate</b> |
|-------------------------------|-------------------------------------|
| Short-term leasehold property | Over term of lease                  |
| Furniture and equipment       | 20% on cost                         |
| Computer equipment            | 25% on cost                         |
| Fixtures and fittings         | 10% on cost                         |

### **Trade 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.

### **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.

### **Trade creditors**

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.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

# **THE POTTER'S HOUSE CHRISTIAN CENTRE**

## **Notes to the Financial Statements for the Year Ended 31 December 2020**

### **Fund structure**

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

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

### **Pensions and other post retirement obligations**

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

### **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.

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Notes to the Financial Statements for the Year Ended 31 December 2020

### 2 Income from donations and legacies

|                                             | Unrestricted<br>funds<br>General<br>£ | Restricted<br>funds<br>£ | Total<br>2020<br>£ | Total<br>2019<br>£ |
|---------------------------------------------|---------------------------------------|--------------------------|--------------------|--------------------|
| Donations and legacies;                     |                                       |                          |                    |                    |
| Donations                                   | 339,614                               | 4,502                    | 344,116            | 377,660            |
| Conference and event<br>income              | -                                     | 3,879                    | 3,879              | 62,126             |
| Church tithe income                         | 74,403                                | -                        | 74,403             | 66,583             |
| Gift aid reclaimed                          | 77,640                                | -                        | 77,640             | 86,895             |
| Other income from<br>donations and legacies | <u>1,477</u>                          | <u>-</u>                 | <u>1,477</u>       | <u>362</u>         |
|                                             | <u>493,134</u>                        | <u>8,381</u>             | <u>501,515</u>     | <u>593,626</u>     |

### 3 Investment income

|                                         | Unrestricted<br>funds<br>General<br>£ | Total<br>2020<br>£ | Total<br>2019<br>£ |
|-----------------------------------------|---------------------------------------|--------------------|--------------------|
| Interest receivable and similar income; |                                       |                    |                    |
| Interest receivable on bank deposits    | <u>50</u>                             | <u>50</u>          | <u>46</u>          |

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Notes to the Financial Statements for the Year Ended 31 December 2020

### 4 Expenditure on charitable activities

|                                          |      | Unrestricted<br>funds<br>General | Restricted<br>funds | Total<br>2020  | Total<br>2019  |
|------------------------------------------|------|----------------------------------|---------------------|----------------|----------------|
|                                          | Note | £                                | £                   | £              | £              |
| Conference costs                         |      | 305                              | 7,736               | 8,041          | 67,324         |
| Church rent and<br>parsonage             |      | 80,630                           | 15,165              | 95,795         | 118,271        |
| Benevolence                              |      | 1,840                            | -                   | 1,840          | 4,961          |
| Ministry meals                           |      | 3,600                            | -                   | 3,600          | 8,062          |
| Love offerings                           |      | 8,820                            | -                   | 8,820          | 16,323         |
| Marriage retreat                         |      | -                                | -                   | -              | 1,493          |
| World<br>evangelism                      |      | -                                | -                   | -              | 5,729          |
| Revival                                  |      | 2,180                            | -                   | 2,180          | 5,966          |
| Impact teams                             |      | 626                              | -                   | 626            | 3,155          |
| Church ministry                          |      | 2,521                            | -                   | 2,521          | 8,100          |
| Media                                    |      | 12,055                           | -                   | 12,055         | -              |
| Telephone and<br>utilities               |      | 9,008                            | -                   | 9,008          | 12,319         |
| Professional<br>charges                  |      | 1,401                            | -                   | 1,401          | 836            |
| Printing,<br>stationery and<br>insurance |      | 2,351                            | -                   | 2,351          | 10,729         |
| Equipment and<br>maintenance             |      | 2,087                            | -                   | 2,087          | 5,697          |
| Vehicle expenses                         |      | 5,891                            | -                   | 5,891          | 15,015         |
| Office and<br>administration             |      | 7,439                            | -                   | 7,439          | 7,171          |
| Travel and<br>airfares                   |      | 5,251                            | -                   | 5,251          | 7,728          |
| Bank charges<br>and interest             |      | 776                              | -                   | 776            | 1,845          |
| Independent<br>examination               |      | 3,360                            | -                   | 3,360          | 3,360          |
| Depreciation                             |      | 1,425                            | -                   | 1,425          | 1,703          |
| Grants                                   | 5    | 83,369                           | 7,640               | 91,009         | 131,693        |
| Staff costs                              | 7    | 103,363                          | -                   | 103,363        | 128,218        |
|                                          |      | <u>338,298</u>                   | <u>30,541</u>       | <u>368,839</u> | <u>565,698</u> |

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Notes to the Financial Statements for the Year Ended 31 December 2020

### 5 Grant-making

#### Analysis of grants

|                          | <b>Grants to institutions</b> |                |
|--------------------------|-------------------------------|----------------|
|                          | <b>2020</b>                   | <b>2019</b>    |
|                          | <b>£</b>                      | <b>£</b>       |
| Tithes and support given | <u>91,009</u>                 | <u>131,693</u> |

### 6 Trustees remuneration and expenses

No Trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year (2019 - 2 Trustees £451).

### 7 Staff costs

The aggregate payroll costs were as follows:

|                                          | <b>2020</b>    | <b>2019</b>    |
|------------------------------------------|----------------|----------------|
|                                          | <b>£</b>       | <b>£</b>       |
| <b>Staff costs during the year were:</b> |                |                |
| Wages and salaries                       | 96,542         | 120,967        |
| Social security costs                    | 4,956          | 5,083          |
| Pension costs                            | <u>1,865</u>   | <u>2,168</u>   |
|                                          | <u>103,363</u> | <u>128,218</u> |

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

|           | <b>2020</b> | <b>2019</b> |
|-----------|-------------|-------------|
|           | <b>No</b>   | <b>No</b>   |
| Employees | <u>6</u>    | <u>7</u>    |

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

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Notes to the Financial Statements for the Year Ended 31 December 2020

### 8 Tangible fixed assets

|                         | Short-term<br>leasehold<br>property<br>£ | Furniture<br>and<br>equipment<br>£ | Computer<br>equipment<br>£ | Fixtures<br>and fittings<br>£ | Total<br>£      |
|-------------------------|------------------------------------------|------------------------------------|----------------------------|-------------------------------|-----------------|
| <b>Cost</b>             |                                          |                                    |                            |                               |                 |
| At 1 January 2020       | 28,228                                   | 8,655                              | 3,837                      | 561                           | 41,281          |
| Additions               | -                                        | 1,900                              | -                          | -                             | 1,900           |
| Disposals               | <u>(28,228)</u>                          | <u>-</u>                           | <u>-</u>                   | <u>-</u>                      | <u>(28,228)</u> |
| At 31 December 2020     | <u>-</u>                                 | <u>10,555</u>                      | <u>3,837</u>               | <u>561</u>                    | <u>14,953</u>   |
| <b>Depreciation</b>     |                                          |                                    |                            |                               |                 |
| At 1 January 2020       | 28,228                                   | 6,145                              | 3,837                      | 168                           | 38,378          |
| Charge for the year     | -                                        | 1,369                              | -                          | 56                            | 1,425           |
| Eliminated on disposals | <u>(28,228)</u>                          | <u>-</u>                           | <u>-</u>                   | <u>-</u>                      | <u>(28,228)</u> |
| At 31 December 2020     | <u>-</u>                                 | <u>7,514</u>                       | <u>3,837</u>               | <u>224</u>                    | <u>11,575</u>   |
| <b>Net book value</b>   |                                          |                                    |                            |                               |                 |
| At 31 December 2020     | <u>-</u>                                 | <u>3,041</u>                       | <u>-</u>                   | <u>337</u>                    | <u>3,378</u>    |
| At 31 December 2019     | <u>-</u>                                 | <u>2,510</u>                       | <u>-</u>                   | <u>393</u>                    | <u>2,903</u>    |

### 9 Debtors

|                | 2020<br>£     | 2019<br>£     |
|----------------|---------------|---------------|
| Prepayments    | 1,500         | 1,140         |
| Accrued income | 9,901         | 7,159         |
| Other debtors  | <u>16,446</u> | <u>16,606</u> |
|                | <u>27,847</u> | <u>24,905</u> |

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Notes to the Financial Statements for the Year Ended 31 December 2020

### 10 Creditors: amounts falling due within one year

|                                    | 2020<br>£     | 2019<br>£     |
|------------------------------------|---------------|---------------|
| Other taxation and social security | 2,571         | 3,783         |
| Other creditors                    | 576           | 5,588         |
| Accruals                           | 8,177         | 6,738         |
|                                    | <u>11,324</u> | <u>16,109</u> |

### 11 Pension and other schemes

#### Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £1,865 (2019 - £2,168).

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Notes to the Financial Statements for the Year Ended 31 December 2020

### 12 Funds

|                           | Balance<br>at 1<br>January<br>2020<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Transfers<br>£ | Balance<br>at 31<br>December<br>2020<br>£ |
|---------------------------|-----------------------------------------|----------------------------|----------------------------|----------------|-------------------------------------------|
| <b>Unrestricted funds</b> |                                         |                            |                            |                |                                           |
| <b>General</b>            |                                         |                            |                            |                |                                           |
| General Funds             | 146,018                                 | 493,184                    | (338,298)                  | (14,743)       | 286,161                                   |
| <b>Restricted funds</b>   |                                         |                            |                            |                |                                           |
| Building fund             | 4,502                                   | -                          | (15,165)                   | 10,663         | -                                         |
| Conference fund           | 7,941                                   | 3,879                      | (7,736)                    | -              | 4,084                                     |
| Tuscan building pledge    | 3,560                                   | -                          | (7,640)                    | 4,080          | -                                         |
|                           | <u>16,003</u>                           | <u>3,879</u>               | <u>(30,541)</u>            | <u>14,743</u>  | <u>4,084</u>                              |
| <b>Total funds</b>        | <u>162,021</u>                          | <u>497,063</u>             | <u>(368,839)</u>           | <u>-</u>       | <u>290,245</u>                            |

|                           | Balance<br>at 1<br>January<br>2019<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Transfers<br>£ | Balance<br>at 31<br>December<br>2019<br>£ |
|---------------------------|-----------------------------------------|----------------------------|----------------------------|----------------|-------------------------------------------|
| <b>Unrestricted funds</b> |                                         |                            |                            |                |                                           |
| <b>General</b>            |                                         |                            |                            |                |                                           |
| General Funds             | 117,706                                 | 524,373                    | (437,254)                  | (58,807)       | 146,018                                   |
| <b>Restricted funds</b>   |                                         |                            |                            |                |                                           |
| Building fund             | 3,613                                   | -                          | (62,420)                   | 58,807         | -                                         |
| Conference fund           | 11,839                                  | 62,126                     | (66,024)                   | -              | 7,941                                     |
| Tuscan building pledge    | -                                       | 3,560                      | -                          | -              | 3,560                                     |
|                           | <u>15,452</u>                           | <u>65,686</u>              | <u>(128,444)</u>           | <u>58,807</u>  | <u>11,501</u>                             |
| <b>Total funds</b>        | <u>133,158</u>                          | <u>590,059</u>             | <u>(565,698)</u>           | <u>-</u>       | <u>157,519</u>                            |

# THE POTTER'S HOUSE CHRISTIAN CENTRE

## Notes to the Financial Statements for the Year Ended 31 December 2020

### 13 Analysis of net assets between funds

|                       | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total funds<br/>at 31<br/>December<br/>2020<br/>£</b> |
|-----------------------|-------------------------------------------------|-----------------------------------|----------------------------------------------------------|
| Tangible fixed assets | 3,378                                           | -                                 | 3,378                                                    |
| Current assets        | 294,107                                         | 4,084                             | 298,191                                                  |
| Current liabilities   | <u>(11,324)</u>                                 | <u>-</u>                          | <u>(11,324)</u>                                          |
| Total net assets      | <u>286,161</u>                                  | <u>4,084</u>                      | <u>290,245</u>                                           |

|                       | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total funds<br/>at 31<br/>December<br/>2019<br/>£</b> |
|-----------------------|-------------------------------------------------|-----------------------------------|----------------------------------------------------------|
| Tangible fixed assets | 2,903                                           | -                                 | 2,903                                                    |
| Current assets        | 159,224                                         | 11,501                            | 170,725                                                  |
| Current liabilities   | <u>(16,109)</u>                                 | <u>-</u>                          | <u>(16,109)</u>                                          |
| Total net assets      | <u>146,018</u>                                  | <u>11,501</u>                     | <u>157,519</u>                                           |