

# Annual Report

The King's Church Prestwood.  
2020-2021

**Annual Report of the Trustees of The King's Church, Prestwood, for the Period from 1st of April 2020 to 31st of March 2021**

**Charity Name. The King's Church, Prestwood**

**Charity Registered Number; 1069399.**

**Principal Address: 6 Chequers Lane, Prestwood, Great Missenden, Bucks HP16 9DW**

**Trustees:**

Chris Shepherd – (Chair of trustees) appointed from 01.12.18

Jan Lephard – appointed from 01.12.18

Joan Veysey - Trustee appointed from 01.12.18

Governing Instrument: Trust Deed dated 5th of April 1998.

Constitution: Unincorporated Charity.

Trustee selection: Appointed by existing trustees.

Induction and training

All trustees are members of the Church and fully aware of its purposes. New trustees as part of their induction have attended trustee training, and read a range of guidance issued by the Charity Commission, including Guidance on public benefit. Ongoing development of Trustees included ensuring awareness and ability to interpret and implement all COVID guidance relevant to holding public services of worship and other public activities.

**Additional Issues**

The church has a leadership team comprising of trustees, elders and functional leads. The leadership team is responsible for ensuring that the vision and mission statement of the Kings Church Prestwood is agreed, and our aims are translated into agreed programs and activities. The trustees and elders meet together regularly with a focus on strategy, planning and finance. The trustees and elders also attend the Functional Leads Group (FLAG), which supports leadership, implementation and monitoring of these programs and activities. Membership of the functional leads group includes the Safeguarding Lead.

The Church is an Associate Member of the Evangelical Alliance and a member of the Catalyst group in the New Frontiers Family of Churches. The Church relates to other local Christian Churches in Prestwood and Great Missenden.

The Church has insurances with the Baptist Insurance Company and the Trustees and Elders review the financial, equipment and other risks as needed.

The Church does not own or lease any property. The Village Hall in Prestwood is rented along with other community facilities as required by the Church for Sunday meetings and other functions

and activities.

For the period of this return, there were no serious incidents that were not reported.

An organizational policy and full COVID risk assessment were completed on 14<sup>th</sup> March 2020, and reviewed regularly in light of ongoing change to COVID regulations and guidance. Planning, safeguarding and communication were improved during 2020 -2021 to ensure that the charity could be flexible, responsive to the needs of the community and operate safely during this year.

### **Charity objectives as set out in its governing document**

To advance the Christian faith, by proclaiming and witnessing to the Gospel of God concerning His Son Jesus Christ.

To advance such other charitable purposes as the Trustees shall from time to time determine.

### **Main Activities**

The activities for the year are planned to bear in mind the Commission's guidance on public benefit and the advancement of religion. The regular Sunday services are open to the public and those participating are encouraged to live out their faith in the community.

The main activities can be stated as –

- Regular worship services including children's activities.
- Midweek group meetings for worship, prayer, learning, activities, and fellowship.
- Outreach, care and activities in the local communities – As a result of COVID restrictions, all community activities including work in nursing homes, schools, volunteer driver scheme and music activities were affected by COVID regulations in 2020. All community activities were adapted to respond and remain compliant with relevant guidance, and to meet local needs throughout the year.
- The church is engaged with people in the local community of all ages.
- Support for Mission
- Wider associations including joint meetings with other New Frontiers/Catalyst Group and other local churches.

### **Achievements**

1) The regular weekly meetings include services appropriate for all ages. Regular services moved on 23<sup>rd</sup> March 2020 from "in person" services to live services on a virtual platform (Zoom). Links for services were published in the local newspaper and on our website to ensure services were open to the public. The functional leads group was enhanced and met weekly with the elders to ensure content planning, opportunities for wide participation and review of services. Material for all services enabled opportunities for meet and greet, worship, children's activities, prayer,

encouragement and teaching. Links for public services were advertised to the local community. The church continued regular live activities during the week for prayer, study, worship, fellowship and outreach on Zoom. Sunday services on zoom provided an opportunity for greater participation of attendees to contribute during services, to enable people to grow in faith, share public worship, learning and pray together and provide opportunities for encouragement and support. Our joint services with other local churches at Easter and Christmas were not feasible during this year.

2) Response to COVID: The impact of COVID changed the delivery of programs and activities that the church is normally engaged in leading and supporting. Some continued and adapted while others were not possible, and these are outlined in the achievements below. As a faith organization, the church played a key role in local leadership both as members of the Parish COVID support group responsible for commissioning local services, and the Local Authority Missenden Community Board, as well as other local groups. This ensured that information about vulnerable groups, existing support networks and organizations were shared and repurposed for local COVID support. Members of the church continued to provide help and support to vulnerable individuals during this period including volunteering roles with local organisations. The church also conducted funerals and offered bereavement support to families when requested. The church operated at all times under a COVID 19 policy and undertook regular risk assessments to ensure activities and programmes were COVID compliant

3) The church prioritized activities which aimed at supporting people who were at risk of becoming isolated during periods of lockdown. This included a rota of keeping in touch and buddying phone calls for approx 35 people. The church also started planning for an online structured wellbeing programme open to everyone in the community to be delivered in 2021.

4) Supporting the local community: The Church has continued to lead and support a local not for profit social enterprise (HP16CIC) that produces a free newspaper which is delivered to over 5,000 homes and business in HP16 by volunteers. The aim is to inform and communicate with residents as well as be a positive source of local information. All 5 editions were produced and delivered in compliance with COVID guidance and regulations, and provided a valued source of information for the community during this year.

5) Financially supporting others: The church increased its focus on mission this year raising £1,200 for local, national and international projects, through active funding raising events and challenges by individuals in the church.

6) Young people: Normal activities for young people include weekly activities for teenagers in school and community, as well as developing and mentoring young people. Activities such as youth café, provision of an after schools club, input to school assemblies and supporting the local youth club were all impacted by COVID restrictions during the year. Leadership, planning and support for these continued throughout the year, and these programmes took place during the times when guidance and COVID regulations permitted.

7) The Church is involved in leading, overseeing and resourcing the children's holiday club, Lighthouse Great Missenden, which typically takes place each year in the first week of the school summer holiday. This provides high quality activities for over 700 children and toddlers. This event was held as a virtual lighthouse online in 2020.

8) Music and the arts: The church runs a Folk club, and has a Folk Band which supports

community events. The Folk Club normally attended by circa 75 people gives opportunity to local musicians and encourages young people to develop musically in a supportive atmosphere. One successful open air COVID secure event, and 2 online “virtual” events took place in 2020, and planning and writing music has continued to enable a full programme of events to reopen in 2021

9) The Church has continued its association through the Catalyst Group with other New Frontiers Churches, supporting Catalyst Leaders events, participation in the local churches “hub”, and supporting international mission priorities.

10) The trustees and elders with the functional leads group operated a COVID 19 policy in order to respond to the national requirements for the COVID 19 pandemic.

### **Financial Review**

The principal source of income has been the regular giving of members which provides for the Lead Elder’s salary, and accommodation for meetings and activities. Last year total income for the year was £39,710 and expenditure £35,447 Therefore a surplus was reported for 2020/21.

Finances were reviewed by the trustees at all trustee meetings, with quarterly written reports to the functional leads and the trustees meetings, which enabled the trustees to monitor resources. In quarter 1 the trustees reviewed operating costs, and assessed the impact of COVID on financial plans for 2020/21.

KCP currently holds reserves for the purpose of covering essential running costs in the event of a fluctuation in income or expenditure. The trustees reviewed the Reserves Policy in 2020 in line with the Charity Governance Code on reserves.

During 2020 the trustees continued to ensure we continually develop high standards of governance in line with the Charity Commission Governance Code for small charities, and promote a culture where everything continues to work towards fulfilling the charity’s vision. Actions completed in 2020 included improved communication with all functional leads via the weekly planning meetings, and a review and external independent assessment of our safeguarding policy.

The Trustees declare that they have approved the above report.

Signed on behalf of the Charity’s Trustees

Signature      Full name      Chris Shepherd

A handwritten signature in blue ink that reads "C. A. Shepherd".

Position      Chair of Trustees



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent exam report on the acco

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

THE KING'S CHURCH PRESTWOOD

On accounts for the year  
ended

31<sup>st</sup> March 2021

Charity no  
(if any)

1069

Set out on pages

1

I report to the trustees on my examination of the accounts of charity ("the Trust") for the year ended 31/03/2021.

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any respect:

- accounting records were not kept in accordance with section 145 of the Act or
- the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

Signed:

*Deona Fisher*

Date:

16/09/2021

Name:

Miss Deona Fisher

Relevant professional  
qualification(s) or body  
(if any):

Address:

48 Shortborough Avenue

Princes Risborough

Buckinghamshire, HP27 9HT

iner's  
ounts

9399

the above

e preparation  
arities Act

arried out  
mination, I  
ommission

matters have  
nection with  
material

ction 130 of

connection  
er to enable a

2021

ober 2018

# THE KING'S CHURCH (PRESTWOOD)

## RECEIPTS AND PAYMENTS ACCOUNT FOR THE 12 MONTHS TO 31 MARCH 2021

INCOME	2020/2021			2019/2020		
	£ General	£ Restricted	£ Total	£ General	£ Restricted	£ Total
<b>Tithes and Offerings:</b>						
Cash	-	-	-	2,435	-	2,435
Cheque	90	-	90	1,836	-	1,836
Standing Orders	30,487	-	30,487	27,090	-	27,090
Bank transfer excluding HMRC	-	-	-	762	-	762
<b>total</b>	<b>30,577</b>		<b>30,577</b>	<b>32,123</b>		<b>32,123</b>
Reclaimed Tax via Gift Aid	7,959	-	7,959	3,901	-	3,901
Bank Interest	28	-	28	85	-	85
ROPE	-	-	-	-	-	-
Church activities/events	100	-	100	3,942	1,215	5,157
Lighthouse	-	-	-	-	-	-
OWA - One World Aid	-	-	-	-	-	-
Gift day	895	-	895	-	-	-
Other Income	150	-	150	-	-	-
<b>TOTAL INCOME</b>	<b>39,710</b>	<b>-</b>	<b>39,710</b>	<b>40,051</b>	<b>1,215</b>	<b>41,266</b>
<b>EXPENDITURE</b>						
				£	£	£
<b>Mission:</b> OWA		-		-	117	117
Hardship		432	432	-	105	105
ROPE		360	360	-	-	-
wicktrimmers		-	-	-	445	445
Lighthouse		-	-	-	-	-
	-	<b>792</b>	<b>792</b>	-	<b>667</b>	<b>667</b>
Staff Costs	29,823		29,823	22,399		22,399
Accommodation	216		216	2,458		2,458
Activities/events	200		200	4,489		4,489
Administration	1,429		1,429	1,008		1,008
Copyright Licence	122		122	183		183
Equipment	-		-	1,278		1,278
New Frontiers - Catalyst	300		300	141		141
Love gifts	56		56	-		-
Mission	900		900	-		-
Pastoral	344		344	294		294
Professional Fees and Insurance	579		579	660		660
Refreshments	15		15	99		99
Subscriptions	229		229	345		345
Advertising and web	342		342	332		332
Training	100		100	50		50
Youth	-		-	40		40
<b>TOTAL EXPENDITURE</b>	<b>34,655</b>	<b>792</b>	<b>35,447</b>	<b>33,774</b>	<b>667</b>	<b>34,441</b>
<b>NET (EXPENDITURE)/INCOME FOR THE YEAR</b>	<b>5,055</b>	<b>(792)</b>	<b>4,263</b>	<b>6,276</b>	<b>548</b>	<b>6,824</b>
<b>TOTAL CASH AT BANK (Community and Saver Accounts)</b>						
Brought forward from previous year	47,594	1,530	49,124	41,318	982	42,300
Carried forward to next year	52,649	738	53,387	47,594	1,530	49,124



# THE KING'S CHURCH (PRESTWOOD)

## STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST MARCH 2021

	2020/2021		2019/2020	
	£	£	£	£
<b>FIXED ASSETS - Church and office equipment</b>		1,297		1,828
<b>DEBTOR</b>				
Reclaimed tax due from inland revenue	7,155		7,687	
	<u>7,155</u>		<u>7,687</u>	
<b>CASH AT BANK</b>				
Community Account	8,217		3,983	
Saver Account	45,169		45,141	
	<u>53,387</u>		<u>49,124</u>	
<b>LIABILITIES</b>				
March Salary	-		(1,246)	
PVH March	-		(144)	
HMRC	-		-	
Professional Fees & Insurance	-		(114)	
administration/printing	-		(100)	
	<u>-</u>		<u>(1,605)</u>	
<b>NET CURRENT ASSETS</b>		60,542		55,206
<b>TOTAL NET ASSETS</b>		<u>61,839</u>		<u>57,034</u>
<b>UNRESTRICTED FUNDS - Church general funds</b>		61,101		55,504
<b>RESTRICTED FUNDS</b>		738		1,530
		<u>61,839</u>		<u>57,034</u>

Signed on behalf of the Charity's Trustees

*C. A. Shepherd*

Chris Shephard  
Chair of Trustees

RESTRICTED FUNDS	Brought forward £	Income £	Expenditure £	Carried forward £	Brought forward £	Income £	Expenditure £	Carried forward £
Rope		360	0	360	0		360	360
OWA		0	0	0	0		117	0
Hardship		501	0	431.83	69.17		105	501
Lighthouse		0	0	0	0		0	0
wicktrimmers reimbursements		770	0	0	770		445	770
		<u>1530</u>	<u>0</u>	<u>791.83</u>	<u>738.17</u>		<u>667</u>	<u>1530</u>



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

THE KING'S CHURCH PRESTWOOD

On accounts for the year  
ended

31<sup>st</sup> March 2021

Charity no  
(if any)

1069399

Set out on pages

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

Responsibilities and  
basis of report

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

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

16/09/2021

Name:

Miss Deona Fisher

Relevant professional  
qualification(s) or body  
(if any):

Address:

48 Shortborough Avenue

Princes Risborough

Buckinghamshire, HP27 9HT

