

FIRWOOD CHURCH

A Registered Charity
(No: 1075723)

ANNUAL REPORT

1 November 2020 — 31 October 2021

REPORT OF THE TRUSTEE BOARD

The Trustee Board presents its Annual Report and the audited financial statements for the year ended 31 October 2021. The financial statements comply with the current statutory requirements, and the Statement of Recommended Practice — accounting and reporting by charities.

LEGAL AND ADMINISTRATIVE DETAILS

Name: FIRWOOD CHURCH

Registered Charity No: 1075723

Operational Address: 300 Middleton Road, Westwood, Oldham OL9 6JL

BANKERS & AUDITORS

Bankers: Barclays Bank, 27-29 Long Street, Middleton, M24 6TE

Auditor: John Spibey Associates Limited

BOARD OF TRUSTEES

Chair of Trustees A Smith

Trustees C Milnes

L Ashworth

P Marsh

B Jacombs

CHURCH LEADER:

A Smith/A Evans/S Evans

TREASURER:

C Evans

SOLICITORS:

Rutters Solicitors, 2 Bimport, Shaftesbury, Dorset SP7 BAY

STRUCTURE GOVERNANCE AND MANAGEMENT

Governing Document: Declaration of Trust

Firwood Church was registered as a charity on 27 May 1999

RECRUITMENT AND APPOINTMENT OF TRUSTEES:

New trustees can be nominated by the Pastors' Team, an existing member of Firwood Church Board of Trustees or by the members of Firwood Church. The Board of Trustees will then, at a board meeting, discuss the nomination and Nominees. The Nominee(s) will be elected to serve on the Board on the basis of a majority vote by the Board of Trustees.

In unique situations where the number of Trustees or the skills held by existing Trustees is deemed by the board to have fallen below what is required by the organisation, or where the Trustees deem that specific expertise is required, then external recruitment can be used. In this situation normal recruitment procedures within the organisation will be followed.

The maximum number of Trustees is seven. Trustees are elected to the Board of Trustees subject to agreed adherence to the doctrines set out in the Declaration of Trust. Future trustees elected to the Board of Trustees of Firwood Church are appointed for terms of office of up to five years by resolution of the Trustees. They can be asked to extend their period of Trusteeship, should the Board of Trustees deem it helpful to the Trust.

Induction and Training of Trustees:

New Trustees will be selected on their ability to perform the role they are offered. New Trustees will be required to follow appropriate guidance and statutory obligations of the Role of a Trustee in line with the Charity Commission regulations, and legal responsibilities relating to trusteeship. New Trustees will be required to have read Firwood Church core policies and procedures. New Trustees will be offered one-to-one support from a more experienced trustee should that be required.

RESPONSIBILITIES OF THE BOARD OF TRUSTEES

Company and Charity Law required the Board of Trustees to prepare financial statements giving a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements the Trustees have:

- Selected suitable accounting policies and then applied them consistently;
- Made judgements and estimates that are reasonable and prudent;
- Followed applicable accounting standards without any material departures and prepared the financial statements on the going concern basis.

The Trustees are responsible for keeping accounting records which disclose, with reasonable accuracy, the financial position of the Trust. They are responsible for safeguarding the charity's assets and taking reasonable steps for the prevention and detection of fraud and other irregularities.

RESERVES POLICY

The Board of Trustees have adopted a reserves policy which they consider appropriate to enable the Trust to meet its developing commitments and obligations. The Trustees are satisfied that in view of the charity's areas of operation and its aims and desire to assist and work with the community, it is sufficient to hold a small reserve. To this end, and with due consideration, the Trustees have determined upon a reserves policy to retain funds equivalent to two month's staff and overhead costs.

ORGANISATIONAL STRUCTURE

Firwood Church is led by our Lead Pastor, supported by a Team of three assistant pastors. It has a Board of Trustees, consisting of four members and a team of Deacons, currently consisting of seven members. The Lead Pastor has oversight and responsibility for the overall running of the church. The Lead Pastor, assisted by the Team of Pastors, has overall responsibility for the teaching, preaching and pastoral work of the church.

RISK MANAGEMENT

At an organisational level, Firwood Church manages any risk it might be exposed to through reviewing key performance and compliance data and information through Pastors, Deacons and Board of Trustees meetings. Key financial, operational and legal risks are identified and systems, for example, appropriate Policies (Recruitment, Safeguarding, Health & Safety, etc) are employed to mitigate these risks.

Firwood Church is a member of the Independent Christian safeguarding charity, ThirtyOne:Eight. Firwood Church follows all best practice and recommendations of the ThirtyOne:Eight and our working policies (Safeguarding, Recruitment, Health & Safety, Child Protection procedures etc.) follow their best practice models and policies. Our Safeguarding Policy and Recruitment Policy is logged with them and updated regularly in accordance with notified revisions and recommendations. ThirtyOne:Eight acts as our advisory body. Our DBS clearances are renewed on a rolling three-year programme.

The Board of Trustees continue to review and alleviate potential risks, in accordance with the guidance set out by the Charity Commission.

PUBLIC BENEFIT STATEMENT: OBJECTIVES AND ACTIVITIES FOR PUBLIC BENEFIT

The Trustees of Firwood Church confirm that, when exercising their powers and duties, they have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to Charity Commission's general guidance on public benefit.

The public benefits from the work Firwood Church undertakes, and Firwood Church meets its charitable objectives, by the assistance it gives to individuals, families, the local community, surrounding areas and society at large.

Firwood Church Trustees are conscious that the charity's funds are to be used appropriately, prudently, lawfully and in accordance with the charity's purposes for the public benefit. The Trustees consider that whilst maintaining good governance, Firwood Church will continue to provide — to the very best of its ability and resources — for those who are in need and for those in difficult situations, where with help, they could make positive and beneficial life changes, by

- helping relieve poverty and promoting good health, within the community and particularly amongst young people living in the immediate and surrounding areas.
- the provision of amenities, and the provision of assistance for people in necessitous circumstances.
- other such charitable purposes aimed to improve the physical, mental and spiritual wellbeing of individuals and families within the benefit area.
- the promotion and provision of activities which encourage physical, mental, moral and spiritual well-being, with the aim that those in the community may develop as individuals and members of society and that their conditions in life may be improved. the promotion, explanation and demonstration of the Christian Faith.
- providing sessions which offer basic educational and personal development assistance, primarily, but not exclusively for the benefit of young people.
- the provision of assistance, in particular, to those who are not in education, employment or training, i.e., by mentoring, providing help with basic educational skills, by supporting

each individual in preparation for employment and assistance in looking for and applying for work, particularly help with application process and interview techniques.

- engaging with a number of differing nationalities, very many of whom are refugees/asylum seekers from a number of countries, in developing verbal and written English language skills. We provide a weekly English language class for this purpose. Assistance with application process for college/university, e.g., contacting colleges/universities, where necessary, on the young person's behalf.

OBJECTS OF THE CHARITY - REVIEW OF THE YEAR

Firwood Church, as part of its desire to meet its charitable objects, continues to provide assistance to the local community, i.e., practical support, financial help, and the provision of various facilities, for example:

- Children's groups
- Sports Activities
 - 192 hours of football activity, spread across 4 sessions a week, 26 weeks of the year (due to covid restrictions). Engaging with 186 different young people and young adults.
 - We have two teams registered with Manchester FA playing in a Saturday morning league.
 - During this last year we have added Basketball to our sports project, this has been hugely popular and has involved sessions run in the local park alongside detached work, as well as sessions run on Thursday evenings (games night) and Friday evenings for drop-in sessions. This has been a huge addition to our work and has seen over a 100 different young people engaging in the first few months at one of our sessions.
- Residentials (Children/Young People) – No summer residential camps were operating in the Summer of 2021 due to the COVID pandemic, but we were able to do the Football Tour in Europe and a weekend residential in October. Outdoor Pursuits walking, climbing (with appropriately certified organisations/leaders).
- Music Sessions (drums, keyboard and guitar sessions, etc).
- Activities evenings/events various, throughout the year, i.e., quiz & curry evening, bowling, music café nights. Sunday 'monthly drop-in' lunch, etc.
- General Life Skills training
 - Mentoring sessions and basic academic skills sessions for young people and those who are not in education, employment or training (NEET). Practical assistance in seeking employment, etc (how to look for employment, complete an application form, interview techniques, time-keeping, behaviour/general attitude in the workplace, following instructions, etc). Providing assistance to asylum seekers/refugees (from various countries), primarily young people
 - basic English language skills (verbal and written). Assistance provided in conversational/written English language for those who want to enrol at college/university in the UK. Assistance given and contact made on individuals' behalf to colleges/universities regarding qualifications and criteria required prior to application and registration. Assistance provided with application process, and 'mock' interviews etc are held.
 - We provide weekly English Language classes (ESOL) for the local community using the material 'English My Way'.

FUTURE DEVELOPMENTS

We will continue with our existing projects and initiatives and our hope is to further extend our involvement and work we undertake in the area.

This Report was approved by the Board of Trustees on 27 March 2022 and is signed on behalf of the Board of Trustees of Firwood Church by: A Smith, Chair of Trustees.

A handwritten signature in black ink, appearing to be 'A Smith', with a small mark to the right.

A Smith

Chair of Trustees
Firwood Church

Firwood Church
Registered with the Charity Commission
Income and Expenditure Account
and Balance Sheet
For the Year Ended 31st October 2021

John Spibey Associates Ltd
Certified Practising Accountants
245 Bury New Road
Whitefield
Manchester M45 8QP

Firwood Church

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**John Spibey Associates Ltd
Certified Practising Accountants
245 Bury New Road
Whitefield
Manchester M45 8QP**

Firwood Church

Accountants Report

In accordance with our engagement we have compiled the financial information of the above named client which comprises of an Income and Expenditure Account from the accounting records and information and explanations supplied to us:

The financial information has been compiled in accordance with your instructions. This financial information is not intended to achieve full compliance with the provisions of the UK Generally Accepted Accounting Principles.

Our work has been undertaken so that we might compile these accounts and report to you that we have done so. We do not accept or assume responsibility to anyone other than our client for this work, or for this report.

We have carried out this engagement in accordance with technical and ethical guidance issued by the Accountancy Governing Bodies in the UK.

You have approved this financial information for the year ended 31st October 2021, and have acknowledged your responsibility for it.

We have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us, we therefore do not express any opinion on the financial information contained therein.

John Spibey Associates

Signed _____

4th July 2022

Date _____

**John Spibey Associates Ltd
Certified Practising Accountants
245 Bury New Road
Whitefield
Manchester M45 8QP**

Firwood Church

Income and Expenditure Account

for the Year ended 31st October 2021

	2021	2020
	£	£
<u>Income</u>		
Collections and Donations	57118.50	55344.50
Gift Aid Refunded	12611.28	11773.04
Other Miscellaneous Income	391.92	935.00
Donations and CAF	0.00	18100.00
Non Gift Aid Donations	1229.50	479.91
<u>Total Income</u>	£ 71351.20	£ 86632.45
<u>Less Expenditure:-</u>		
Wages (including N.I.C.)	24105.56	26436.60
Wages - A Smith (not through Payroll)	0.00	5338.32
Rent of Hall	12000.00	12000.00
Water Rates, Light and Heating Costs	4742.32	2048.16
Church Expenses	350.42	569.22
Insurance and Memberships	2192.37	2345.55
Donations Made	6140.50	5139.03
Donations to Eden Westwood	10847.36	18676.94
Café Expenses	0.00	113.03
Stationery	317.44	79.82
Youth Activity Expenses	4060.00	900.00
Praise Group/Band	1001.23	901.90
Accountancy and Payroll Production Costs	874.00	874.00
Sundry Expenses	391.88	0.00
Motor Expenses Re-imbursed	158.96	0.00
<u>Running and Overhead Expenditure</u>	67182.04	75422.57
<u>Special Events</u>		
Soul Survivor Event Net Costs	0.00	0.00
Events and Community Work	1543.00	1278.00
<u>Special Events Expenditure</u>	1543.00	1278.00
<u>Capital Expenditure</u>		
Restoration Repairs and Maintenance	2567.54	943.02
Lighting, Instruments etc	0.00	0.00
<u>Capital Expenditure</u>	2567.54	943.02
<u>Total Expenditure for the Year</u>	£ 71292.58	£ 77643.59
<u>Transfer to Church Reserves</u>	£ 58.62	£ 8988.86

Firwood Church

Balance Sheet

as at 31st October 2021

	2021	2020
	£	£
<u>Current Assets</u>		
Bank Account - Firwood	33109.80	33040.59
Debtor - Eden (Westwood)	0.00	0.00
	33109.80	33040.59
<u>Current Liabilities</u>		
Creditor - Inland Revenue	331.61	321.02
Creditor - Accountancy & Payroll Production	797.00	797.00
	1128.61	1118.02
<u>Net Current Assets</u>	31981.19	31922.57
<u>Balance Sheet Totals</u>	£ 31981.19	£ 31922.57

Represented By:-

Church Reserves

Balance Brought Forward	31922.57	22933.71
Transfer to Income & Expenditure Account	58.62	8988.86
<u>Balance Sheet Totals</u>	£ 31981.19	£ 31922.57