

Registered Charity no. 1080002

Highworth Community Church
Trustees Annual Report and Accounts
Year Ended 31st December 2022



Highworth Community Church

Year Ended 31st December 2022

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Highworth Community Church

Year Ended 31st December 2022

Legal and Administrative Information

Reference

The Charity is called "Highworth Community Church". The Church is registered with the Charity Commission for England and Wales and was registered on the 27th March 2000.

Registered Charity Number 1080002

Registered Office 8 Sheep Street
Highworth
Swindon
Wiltshire
SN6 7AA

Website www.highworthcommunitychurch.org/

Trustees at 31st December 2022	Joanna Pearse	<i>Chair</i>
	Richard Wathen	<i>Treasurer</i>
	Janet Hodgson	
	Philip Smith	
	Paul Fisher	

Primary Bankers Santander UK plc
Bridle Road
Bootle
Merseyside
L30 4GB

Independent Examiner Nigel Wyatt BSC FCA
Wyatt & Co Chartered Accountants
125 Main Street
Garforth
Leeds
LS25 1AF

Highworth Community Church

Year Ended 31st December 2022

Trustee's Annual Report

Public Benefit Statement

In setting our objectives and planning our activities our trustees have given consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of the Christian faith through the provision of worship and teaching services and the relief of sickness, financial hardship and promoting good health. This has been achieved by the provision of funds, and services.

Organisational structure; recruitment, appointment and induction of new trustees

There are 5 Trustees of the Charity assisted by a Trust Administrator (employed).

The Trustees ensure that the work of the Charity complies with its aims and objectives, keep policies and procedures up to date, including staff pay and contracts and risk management and have oversight and management of the finances of the Church. Our AGM is open to all church goers.

The Trustees work closely with the Church Leadership Team.

Objectives and Activities

A) To advance the Christian faith in accordance with the statement of beliefs in the schedule hereto in Wiltshire and in such other parts of the United Kingdom or the world as the trustees may from time to time think fit.

B) To relieve persons who are in conditions of need or hardship or who are aged or sick and to relieve the distress caused thereby in the said Wiltshire and in such other parts of the United Kingdom or the world as the trustees may from time to time think fit.

C) To promote and fulfil such other charitable purposes beneficial to the community in the said Wiltshire and in such other parts of the United Kingdom or the world as the trustees may from time to time think fit.

Achievement and Performance

The Trustees continued to meet regularly throughout 2022, and also with the Church Leaders on several occasions.

As well as weekly services held on Sundays, our midweek activities have continued to flourish. These include the Monday – Friday opening of The Bridge, our community drop-in centre which provides a safe welcome space for anyone wanting anything from company and a free hot drink to photocopying, Food Collective, help with form filling or signposting to other services such as CAP, Job Club or Life Skills. Additionally there are a range of Small Groups and Bible Study groups which meet regularly giving everyone an opportunity to connect and go deeper in the faith journey.

We ran various courses, including Alpha, Kintsugi Hope, Leadership Training and broadened the range of prayer ministry appointments we can offer from our Freedom Centre. We conducted several mini missions both within Highworth and in collaboration with other church groups in Swindon. These have included Home Blessings and outreach focussed Film Nights.

Highworth Community Church

Year Ended 31st December 2022

Trustee's Annual Report

Youth and childrens' activities have been run on a regular basis as well as a weekly toddler group in the community.

We have engaged with the Ukranian community who have fled their homeland because of the war and in particular embraced 4 women who have been living with church families as well as supporting missionaries in the UK and overseas, both financially and via online conversations and prayer including in Mozambique, and Moldova where we have personal connections.

Our senior leader Matt Ford, was on sabbatical for the final 3 months of the year, it was an opportunity for others rise to the challenge of taking responsibility during this period and grow in faith.

We continue to be supported and guided by a growing team of 'oversight' who help to steer our vision.

Plans for the future

We will continue to grow our connections in the community being open to explore new ways of fulfilling our aims and reach more and more people, responding to needs as and when they arise.

Financial Review

The financial position of the charity at 31st December 2022 and comparatives for the prior period, as more fully detailed in the accounts, can be summarised as follows:

	2022	2021
	£	£
Net income / (expenditure)	(36,856)	6,205

The fund balances at the year end were as follows:

	2022	2021
	£	£
Unrestricted Funds	60,913	76,161
Restricted Funds	47,525	69,132
Total	108,438	145,293

Going Concern

The Trustee's are satisfied that the Charity is a going concern and do not know of any uncertainties regarding the organisations ability to continue operating as a going concern.

Highworth Community Church

Year Ended 31st December 2022

Trustee's Annual Report

Reserves Policy

The trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily. At the end of the year the total unrestricted funds held by the church were £60,913. Of this £25,000 is held specifically to ensure the church holds adequate reserves.

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

Trustees' Responsibilities

The 2011 Charities Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:-

- Select suitable accounting policies and apply them consistently.
- Make judgments and estimates that are reasonable and prudent.
- Prepare financial statements on the ongoing concern basis unless it is inappropriate to presume that the trust will continue in existence.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees

Richard Wathen

Name of Trustee:

Signed on behalf of the Trustees:



Date of approval:

29/07/2023

Highworth Community Church

Year Ended 31st December 2022

Independent Examiners Report

I report to the trustees on my examination of the financial statements of Highworth Community Church ('the charity') for the year ended 31 December 2022.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements 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

I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), 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 charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



Nigel Wyatt BSC FCA
Independent Examiner
125 Main Street
Garforth
Leeds
LS25 1AF

Date: 31/07/2023

Highworth Community Church

Year Ended 31st December 2022

Statement of Financial Activities

			2022		2021
		Unrestricted	Restricted	Total Funds	Total funds
	Note	Funds	Funds		
		£	£	£	£
Income					
Donations and legacies		129,175	18,044	147,219	157,850
Charitable activities		18,558	-	18,558	20,846
Investment income		55	-	55	183
Total Income	2	<u>147,788</u>	<u>18,044</u>	<u>165,832</u>	<u>178,879</u>
Expenditure					
Expenditure on charitable activities	3	<u>157,646</u>	<u>45,042</u>	<u>202,688</u>	<u>172,674</u>
Total Expenditure		<u>157,646</u>	<u>45,042</u>	<u>202,688</u>	<u>172,674</u>
Net income / (expenditure)		<u>(9,858)</u>	<u>(26,998)</u>	<u>(36,856)</u>	<u>6,205</u>
Net income and net movement in funds					
Total funds brought forward	11	76,161	69,132	145,293	139,088
Transfers	11	<u>(5,391)</u>	<u>5,391</u>	<u>-</u>	<u>-</u>
Total funds carried forward	11	<u>60,913</u>	<u>47,525</u>	<u>108,438</u>	<u>145,293</u>

All income and expenditure derive from continuing activities.

The statement is a combined Statement of Financial Activities and Income and Expenditure Account for the purposes of meeting both companies act and charity SORP reporting requirements.

Highworth Community Church

Year Ended 31st December 2022

Statement of Financial Position

	Note	2022 £	2021 £
Fixed assets			
Tangible fixed assets	8	6,917	8,647
Current assets			
Debtors	9	8,101	8,201
Cash at bank and in hand		104,872	129,768
		112,973	137,969
Creditors: amounts falling due within one year	10	11,452	1,323
Net current assets		101,521	136,646
Total assets less current liabilities		108,438	145,293
Net assets	12	108,438	145,293
Funds of the charity			
Restricted funds	11	47,525	69,132
Unrestricted funds	11		
Unrestricted general		32,666	45,218
Designated funds		28,247	30,943
		60,913	76,161
Total charity funds		108,438	145,293

Directors responsibilities

These financial statements were approved by the board of trustees and authorised for issue :

Richard Wathen

Name of Trustee:

Signed on behalf of the Trustees:



Date of approval:

29/07/2023

Highworth Community Church

Year Ended 31st December 2022

Notes to the Financial Statements

1 Basis of Preparation

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities Financial Reporting Standards applicable in the UK and Republic of Ireland (Charities SORP 2019 FRS 102) and the Charities Act 2011.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Fund Accounting

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the term of specific appeal, often known as a 'special offering' in the church.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Incoming Resources

All incoming resources are recognised once the charity has entitlement to the resources, it is probable that the resources will be received, and the monetary value of incoming resources can be measured with sufficient reliability.

- All voluntary income from members of the church are recognised as donations and are included in full, with associated Gift Aid receivable in the Statement of Financial Activities.
- Grants where entitlement is not conditional on the delivery of specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.
- Income resources from charitable trading activities such as the letting of the building are accounted for when invoices are drawn up (as the point of entitlement).
- Donated services and facilities are included at the value to the charity where this can be quantified.
- Gifts in Kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.
- Volunteer time, the value of voluntary support for the work of the church is not included in the accounts but is described in the Trustees Annual Report.
- Investment Income is included in the accounts when receivable.

Highworth Community Church

Year Ended 31st December 2022

Notes to the Financial Statements

Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Governance costs

Include costs of the preparation and examination of statutory accounts, the costs of the trustees' meetings and cost of any legal advice to trustees on governance or constitutional matters.

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Tangible fixed assets

All assets costing more than £500 are capitalised and at historic cost. Fixed assets are stated at cost less accumulated depreciation. Depreciation is charged on furniture and equipment which is written off on a straight-line basis over time estimated useful life of the asset.

Equipment

20% Reducing Balance

Pensions

The charity operates a defined contribution pension scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

Operating leases

Rental charges payable under operating leases are charged on a straight line basis over the terms of the lease.

Taxation

The charity is exempt from tax on its charitable activities.

Highworth Community Church

Year Ended 31st December 2022

Notes to the Financial Statements

2 Analysis of Income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Donations and legacies			
Donations	104,382	16,388	120,770
Gift aid	24,793	1,656	26,449
Grants	-	-	-
	<u>129,175</u>	<u>18,044</u>	<u>147,219</u>
Charitable activities			
Churches together recharges	16,442	-	16,442
Books and resources	824	-	824
Events and projects	1,292	-	1,292
The Bridge	-	-	-
	<u>18,558</u>	<u>-</u>	<u>18,558</u>
Investment Income			
Interest	55	-	55
	<u>55</u>	<u>-</u>	<u>55</u>
Total Income	<u>147,788</u>	<u>18,044</u>	<u>165,832</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Donations and Legacies			
Donations	134,202	2,228	136,430
Gift aid	20,331	239	20,570
Grants	-	850	850
	<u>154,533</u>	<u>3,317</u>	<u>157,850</u>
Charitable activities			
Churches together recharges	20,364	-	20,364
Books and resources	457	-	457
Events and projects	-	25	25
The Bridge	-	-	-
	<u>20,821</u>	<u>25</u>	<u>20,846</u>
Investment Income			
Interest	183	-	183
	<u>183</u>	<u>-</u>	<u>183</u>
Total Income	<u>175,538</u>	<u>3,342</u>	<u>178,879</u>

Highworth Community Church

Year Ended 31st December 2022

Notes to the Financial Statements

3 Expenditure on charitable activities by fund type

	Unrestricted Funds	Restricted Funds	Total Funds 2022
	£	£	£
Church gifts and giving	11,976	22,441	34,417
Depreciation	1,729	-	1,729
Church and ministry expenditure	14,235	-	14,235
Premises and office costs	24,100	22,601	46,701
Projects & events	7,846	-	7,846
Staff salaries	97,760	-	97,760
	<u>157,646</u>	<u>45,042</u>	<u>202,688</u>

	Unrestricted Funds	Restricted Funds	Total Funds 2021
	£	£	£
Church gifts and giving	13,457	2,295	15,752
Depreciation	2,162	-	2,162
Church and ministry expenditure	13,540	-	13,540
Premises and office costs	10,543	21,109	31,652
Projects & events	13,837	-	13,837
Staff salaries	95,732	-	95,732
	<u>149,270</u>	<u>23,404</u>	<u>172,674</u>

4 Volunteers

The church benefits greatly from the voluntary contributions of time and money by its formal members and regular attendees. Please refer to the trustee's report for further detail about volunteer contributions in the organisation.

5 Independent examination fees

Fees payable to the independent examiner for:

	2022	2021
	£	£
Independent examination and preparation of the financial statements	1,409	1,323

Highworth Community Church

Year Ended 31st December 2022

Notes to the Financial Statements

6 Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2022	2021
	£	£
Wages and salaries	91,880	93,383
Social security costs	3,113	2,536
Employer contributions to pension plans	2,767	2,660
	<u>97,760</u>	<u>98,580</u>

The average head count of employees during the year was as follows:

	2022	2021
Average head count	5	6

Two employees work for Highworth Churches Together to run a Christian Against Poverty (CAP) Centre, they sit on Highworth Community Church payroll but the cost of their salary is recharged to Highworth Churches Together.

The number of employees that received employee benefits of more than £60,000 during the year was as follows:

	2022	2021
More than £60,000	0	0

Key management personnel

The charity considers its key management personnel to be the full staff team. The remuneration received by the full staff team is noted above.

7 Trustee remuneration, expenses and donations

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity.

During the year no trustees incurred out of pocket expenses (2021: £0).

During the year the total aggregated donations made to the charity by the trustee's was £23,875 (2021: £26,238).

Highworth Community Church

Year Ended 31st December 2022

Notes to the Financial Statements

8 Tangible Fixed Assets

	Equipment	Total
	£	£
Cost as at 1st January 2022	27,984	27,984
Additions	-	-
Cost as at 31st December 2022	27,984	27,984
Depreciation as at 1st January 2022	19,338	19,338
Depreciation charge	1,729	1,729
Depreciation as at 31st December 2022	21,067	21,067
Net Book Value as at 31st December 2022	6,917	6,917
Net Book Value as at 31st December 2021	8,647	8,647

9 Debtors

	2022	2021
	£	£
Accrued income	6,677	2,848
Trade debtors	1,424	5,353
	8,101	8,201

10 Creditors: amounts falling due within one year

	2022	2021
	£	£
Accruals	11,452	1,323
	11,452	1,323

Highworth Community Church

Year Ended 31st December 2022

Notes to the Financial Statements

11 Analysis of Charitable Funds

Unrestricted Funds

	1 Jan 2022 £	Income £	Expenditure £	Transfers £	31 Dec 2022 £
Unrestricted					
General	45,218	142,721	(149,800)	(5,474)	32,666
	45,218	142,721	(149,800)	(5,474)	32,666
Designated					
Mission emergency	3,050	-	-	-	3,050
Projects & events	2,496	5,067	(7,846)	83	(200)
The Bridge expansion	397	-	-	-	397
Reserves	25,000	-	-	-	25,000
	30,943	5,067	(7,846)	83	28,247
Total Unrestricted	76,161	147,788	(157,646)	(5,391)	60,913
Restricted Funds					
Christians Against Poverty (CAP)	3,077	10,555	(9,816)	-	3,816
Benefaction fund	65,787	-	(22,601)	-	43,186
Moldova gifts	268	7,489	(12,625)	5,391	523
Total Restricted	69,132	18,044	(45,042)	5,391	47,525
Total Funds	145,293	165,832	(202,688)	-	108,438

Highworth Community Church

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Notes to the Financial Statements

Analysis of Charitable Funds cont.

Unrestricted Funds

	1 Jan 2021 £	Income £	Expenditure £	Transfers £	31 Dec 2021 £
Unrestricted					
General	18,786	166,965	(135,434)	(5,100)	45,218
	18,786	166,965	(135,434)	(5,100)	45,218
Designated					
Mission emergency	3,050	-	-	-	3,050
Projects & events	7,760	8,573	(13,837)	-	2,496
The Bridge expansion	397	-	-	-	397
Reserves	20,000	-	-	5,000	25,000
Travel enabler	25	-	-	(25)	-
	31,232	8,573	(13,837)	4,975	30,943
Total Unrestricted	50,018	175,538	(149,271)	(125)	76,161
Restricted Funds					
Christians Against Poverty (CAP)	2,148	2,436	(1,507)	-	3,077
Richard hill mission	-	38	(188)	150	-
Education plus	25	-	-	(25)	-
Benefaction fund	86,896	-	(21,109)	-	65,787
Moldova gifts	-	868	(600)	-	268
Total Restricted	89,069	3,342	(23,404)	125	69,132
Total Funds	139,087	178,880	(172,675)	-	145,293

Fund Descriptions

Designated Funds

Mission emergency	Fund to support mission in the UK and abroad where a need arises.
Projects & events	Fund for projects and events that further the charitable aims of the trust.
The Bridge expansion	Monies donated to make improvements to the buildings in Sheep Street.
Reserves	Designated reserves held assigned by the trustees away from the general fund.

Highworth Community Church

Year Ended 31st December 2022

Notes to the Financial Statements

Fund Descriptions cont.

Restricted Funds

Christians Against Poverty (CAP) Funds to further the work of the charity Christians Against Poverty (Charity number 1097217) and the CAP centre.

Benefaction fund Monies donated to the church by an anonymous benefactor for the purpose of church running costs (excluding salary costs).

Moldova gifts Fund for gifts and mission work in Moldova (The Love Moldova Foundation Charity number 1174960).

Fund Transfers

Moldova gifts Transfer from the general fund to the restricted fund to round up the funds to a nil balance

12 Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total Funds 2022
	£	£	£
Fixed assets	6,917	-	6,917
Current assets	65,449	47,525	112,973
Creditors less than 1 year	(11,452)	-	(11,452)
	<u>60,913</u>	<u>47,525</u>	<u>108,438</u>

	Unrestricted Funds	Restricted Funds	Total Funds 2021
	£	£	£
Fixed assets	8,647	-	8,647
Current assets	68,837	69,132	137,969
Creditors less than 1 year	(1,323)	-	(1,323)
	<u>76,161</u>	<u>69,132</u>	<u>145,293</u>

13 Related party transactions

During the year The Love Moldova Foundation (Charity number: 1174960) who has a shared Trustee, Joanna Pearse, received a gift of £5,659 from the church (2021: £600). At the end of the year a further gift of £6,966 was held as an accrual to The Love Moldova Foundation, and paid in January 2023.

Highworth Community Church

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Notes to the Financial Statements

14 Operating lease

The total future minimum lease payments under non-cancellable operating leases are as follows:

	£
No later than 1 year	14,400
Later than 1 year but less than 5 years	56,400
Greater than 5 years	-
	<hr/>
	70,800