

West Suffolk Vineyard Church

# Report and Accounts

year ended 31 March 2022

## **WEST SUFFOLK VINEYARD CHURCH**

**FOR THE YEAR ENDED 31 MARCH 2022**

### **COMPANY INFORMATION**

<b>Directors/Trustees</b>	M R Williams L A Williams A Steventon C D Walling D Willcox S R Young
<b>Senior Pastors</b>	M R & L A Williams
<b>Governing Document</b>	Memorandum and Articles of Association 13 September 2000 as amended October 2005
<b>Company Registration Number</b>	4071129
<b>Charity Registration Number</b>	1082858
<b>Registered Office and Principal Address</b>	The Vineyard Centre 28 Northern Way Bury St Edmunds, IP32 6NL
<b>Independent Examiner</b>	Ajay Rajani FCIE Stewardship 1 Lambs Passage London EC1Y 8AB
<b>Bankers</b>	Royal Bank of Scotland TSB Bank

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## **Trustees' Report for the year ended 31st March 2022**

The trustees present their report and accounts for the year ended 31 March 2022.

The Board of Trustees are satisfied with the performance of the charity during the year and consider that the charity is in a reasonable position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations.

### **Introduction**

West Suffolk Vineyard Church was established in 2000 to 'Extend the Kingdom of God' in Bury St Edmunds, around West Suffolk, the UK and the rest of the world. We are a dynamic, creative, contemporary, welcoming, inviting, biblically based church that equips and mobilises people to be disciples. We work together with other churches at home and internationally across all cultures and we are active in church planting.

### **Our Mission**

To know Jesus and to make him known,  
as we worship God, love others and serve the world,  
empowered by the Holy Spirit.

### **Review of 2021-22**

In the year to 31 March 2022, West Suffolk Vineyard Church has begun to restore all the previous activities and mission of the church, this includes attended services which is augmented by live online broadcast.

With the move to on-line meetings during the previous year some groups have maintained this form of meetings and many of the groups have returned to meeting in person.

The church has begun to grow numerically with new people becoming part of the church.

### **- Our Finances**

The income of the church is in line with expectations, with unrestricted income falling from £192,987 in 2020/21 to £185,609 in 2021/22. This was not unexpected.

In addition during the year the church received restricted income of £166,339 as detailed in note 14 towards our redevelopment, other projects, and donations of items for the church's food bank ('Storehouse') including donated goods valued at £107,419.

During the pandemic our Storehouse ministry has grown significantly with increased donations of monies, food and goods. In addition, the church has received items that are deemed by supermarkets to be food waste (unsold bread, cakes, fruit and vegetables) during the year which it has distributed with its traditional food bags.

During 2021/22, Storehouse has given out 58.114 tonnes (2021: 56.881 tonnes) of food, cleaning products, toiletries and pet food of which 11.133 tonnes (2021: 8.448 tonnes) was treated as being food waste. Where Storehouse had surplus bread and cakes at the end of the day it was donated to local schools and factories.

Whilst the Trustees consider that finances will be tight in 2022/23, as the church grows following the pandemic, it is hoped that income of the church will grow in future years as new people join the church with its increased presence within the area. This may be forestalled by the current cost of living issues in society at this time.

As part of the funding requirement for the redevelopment project the church raised a 25 year mortgage from Methodist Chapel Aid Limited (MCA) of £300,000 which was drawn during 2019/20 to complete the construction work. As at 31 March 2022 £262,500 remained outstanding.

The church ended the year in a relatively strong financial position. Unrestricted general funds reduced by £27,422 to £143,152 with the designated building investment reserve being £1,277,070 and restricted funds being £65,505. At the end of the year the church held cash of £106,748 in unrestricted funds (this cash is available to meet the church's day to day expenses) and cash of £55,490 in restricted funds.

#### - ***Our Attendance***

Sunday morning services were held 51 weeks of the year. Exact numbers of those participating in services broadcasted on-line is not an exact science, WSVC showed a steady number of those participating.

2021/22

Period		In person	On-line - Sunday	On-line – Other	Total
April – June 2021		40	72	107	219
July – September 2021		60	49	103	212
October – December 2021		80	42	107	229
January – March 2022		81	52	106	239

2020/21

Period		In person	On-line	Total
April 20 – 20 September 2020	Lockdown 1 (excluding Easter)	0	167	167
10 & 12 April 2020	Easter	0	403	403
27 September – 1 November 2020	Unlock 1	39	90	129
8 – 29 November 2020	Lockdown 2	0	123	123
6 – 20 December 2020	Unlock 2	36	49	85
	Christmas Carols	0	164	164
	Christmas Day	0	77	77
27 December 20 – 7 March 2021	Lockdown 3	0	128	128
14 – 28 March 2021	Unlock 3	43	88	131

On-line attendance is recorded as 1.8 people per view.

Kidzone groups restarted in September 2021 with an average of 25 children attending each week.

Mid-week small groups began to run in person with others continuing to run online.

We offer adult baptism for new believers and those who have not been baptised as adults. This year we baptised 2 people.

#### **- *Compassion Ministries***

In the reporting period our food bank (Storehouse) has reached many people through the provision of 58.114 tonnes (2021: 56.881) tonnes of food, cleaning products, toiletries and pet food. Our food bank is stocked through the generosity of members and supporters of the church from within our community and from gifts of food from retailers and Fareshare.

A number of young mothers have received baby baskets.

‘Helping Hands’ has not run during and since the pandemic.

Over the year we have given to people in need e.g. supermarket vouchers, furniture, clothing, home appliances, and financial help with many domestic and living needs for people of low income, out of work, with disabilities or other similar needs as requested by their support agencies. All of this is achieved by working closely with the many local community support agencies in and around Bury St Edmunds and West Suffolk including St Edmundsbury Council and Suffolk County Council.

The CAP Money Management Course was run to help people manage their money.

People from the church are involved in a number of cross-church initiatives including Town Pastors, Bury Drop-In, Kairos (prisons), Hospital Chaplaincy and Gideons in the manner they have operated during periods of lockdown.

#### **- *Expansion Plans***

We are growing numerically and in the number of ministries.

#### **- *International Missions***

We continue to support Santa Anita Vineyard church and its satellite churches in Lima, Peru through exchange visits of senior leaders and the exchange of postcards between individuals.

#### **- *Future Plans***

We will continue with our core objectives and activities within the human, physical and financial resources available. We aim to grow the number of regular worshippers and those attending our small groups; we also aim to increase the range and diversity of those small groups.

We aim to increase the impact of our Compassion ministries by working more closely with local agencies and measure that impact with the clients and supporting agencies. We also aim to increase the number and involvement of volunteers to improve our impact and to respond to emerging needs.

- ***Covid 19 Pandemic***

Our compassion ministry has also expanded significantly during 2020/21 and 2021/22 with a number of other organisations having to scale back their operations and increased demand for help. The church operated this ministry in a covid secure manner ensuring that its staff and volunteers are protected from the virus.

- ***Post Balance Sheet Events***

In July 2022, the Senior Pastors of Ipswich Vineyard Church retired and having spent many months seeking to find a suitable replacement which proved unsuccessful, the decision was made to close the church. A significant number of the congregation of the church are now part of this church. To recognise this West Suffolk Vineyard Church has established a structure whereby those who live in and around Ipswich are supported by groups and leaders based there. The remaining cash held by the church, which amounted to just over £34,000, has been transferred to West Suffolk Vineyard Church.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

- ***Nature of the Governing Document and constitution of the charity***

West Suffolk Vineyard Church (WSVC) is a Charitable Limited Company. The governing document of the charity is made up of the Articles of Association and Memorandum of Association and in its affiliation to the Association of Vineyard Churches UK and Ireland (VCUKI).

- ***The methods adopted for the recruitment and appointment of new trustees***

The Senior Pastor of West Suffolk Vineyard initiates the recruitment of new trustees who are then approved by the Trustee Board. Trustees normally serve for an initial period of three years and may serve for a further period, if they are agreeable and are invited to do so. As the church has grown, we have recognised the need both to hold on to experienced Trustees and to encourage those who are able to offer relevant experience to join the Trustee Board. The balance between experience and fresh input is acknowledged by all trustees and kept under review by the Senior Pastor.

- ***The policies and procedures adopted for the induction and training of new trustees***

When any new trustee is appointed, the Trustee Board go through an induction together entitled 'Trustees Overview'. This enables the whole Trustee Board to spend time on a regular basis reviewing both their role and the relationships internally within WSVC and externally with VCUKI. Training has to date been offered nationally by Vineyard Churches at their annual National Leadership Conference and also on more specific occasions when trustees have been drawn together to consider the implications of new legislation and Charity Commission guidance and rules. The trustees also attend training events run by other organisations.

- ***The organisational structure of the charity and how decisions are made***

The organisational structure of WSVC is provided by:

1. The Senior Pastors

The Senior Pastors are responsible for the oversight, direction and vision of the church. Decisions are made in consultation with the staff and leaders, operating in their various functions, and with the support of all the church's leaders. They receive oversight in their role externally through the oversight system and regional structure arranged by VCUKI.

## 2. The Pastoral Staff of the Church

The salaried Pastoral Staff work together with non-salaried pastoral assistants to resource the work of the church in its ministry and to assist with the provision of pastoral care to those who attend the church.

## 3. The Trustees & Directors

The Trustees/Directors give advice and counsel to the Senior Pastors in the financial, legal, administrative and governance life of the church as well as fulfilling their legal responsibilities for the proper administration of the Company and Charity. Decisions are reached by discussion and agreement and are recorded in the minutes and reports kept by the charity. The Senior Pastors sit as permanent Trustees.

## 4. Cluster Pastors, Cluster Leaders and Small Group Facilitators of the church

Pastoral care of the church is the responsibility of the Senior Pastors and through them, the pastoral staff team, the Cluster Pastors, the Cluster Leaders and the Small Group Facilitators who oversee the Small Groups with their Small Group Teams. Decisions relating to the pastoral care of those who attend are made in consultation with the Cluster Leaders with whom the Facilitators meet regularly, and with the Cluster Pastors and the Senior Pastors when necessary.

## 5. The Ministry Developers and Co-ordinators of the church

Ministry Developers work across the church structure, enabling all people-groups to be involved in their area of ministry. At the end of the reporting year, Ministry Developers were working in the following Areas:

Worship	Outreach
Family Life	Small Groups
Compassion	

Ministry Co-ordinators work with their pastoral 'staff link' in running the ministries of the church in collaboration with their ministry teams. At the end of the reporting year, Ministry Co-ordinators were overseeing the following Ministry Areas:

- Sunday Morning ministry teams
- Sunday Morning Kidzone teams
- Worship teams
- Compassion teams
- 20s & 30s ministry
- Youth Groups

## 6. Church Staff

As at the end of the reporting period there were the following staff:

Mr M Williams – Senior Pastor	(Paid part time)
Mrs L Williams – Senior Pastor	(Paid part time)
Mr R Steel – Assistant Pastor	(Paid part time)
Mrs M Steel – Assistant Pastor	(Paid part time)
Mrs A Walling – Administrator	(Paid part time)
Miss S Drake – Pastoral Assistant	(Paid part time, fixed term) from 1 July 2021

Mrs S Day – Storehouse Co-Ordinator (Paid part time) until 31 October 2021  
Mrs K Cloete – Storehouse Co-Ordinator (Paid part time) from 1 November 2021

Various Pastoral Staff personnel make decisions, acting within their area of ministry or administrative oversight with regular oversight meetings with the Senior Pastors or other staff overseers.

- ***Membership of a wider network***

West Suffolk Vineyard is a Christian Church. It is a member of the Association of Vineyard Churches, UK & Ireland (VCUKI) from whom it receives pastoral oversight and training. More locally, it is part of VCUKI: East Anglia Area and VCUKI: London & South East Region.

- ***Relationships with other groups, charities and individuals***

WSVC is a member of 'Churches Together in Bury St Edmunds & District' – an ecumenical group. Membership is by annual subscription. The Senior Pastors and Assistant Pastors also attend various inter-denominational clergy meetings that are organised in Bury St Edmunds.

- ***The major risks to which the charity is exposed and reviews and systems to mitigate risks***

WSVC has undertaken a full Risk Assessment and this is reviewed regularly as circumstances change and at every Annual General Meeting. This policy is under constant review and updated as necessary. All individual events that are organised by WSVS are preceded by an individual risk assessment, which is recorded for future reference.

**OBJECTIVES AND ACTIVITIES OF THE CHARITY**

- ***A summary of the objects of the charity as set out in its governing document***

The furtherance of religious or secular public education.

The advancement of the Christian faith including missionary activities in the UK and overseas - including but not limited to the planting of new churches and organisation of new congregations.

The relief of the poor and needy.

The relief of the sick and elderly.

Such other charitable objects and for the benefit of such other charitable bodies and institutions as the trustees shall in their absolute discretion see fit. (e.g. overseas aid and famine relief.)

- ***The Charity's aims including the change or differences it seeks to make through its activities***

The aim of West Suffolk Vineyard Church is to extend the Kingdom of God by drawing people into a relationship with Jesus Christ through its activities.

We aim through our Sunday celebrations, mid-week small groups, training events and other activities to allow people to know Jesus and then to make Jesus known, bringing adults, young people and children into a greater spiritual, intellectual and moral awareness and so to advance the practical application of Christianity in our community and beyond.

We seek both to mobilise the people of God and to express the love of God to those within and outside our congregation through all our church activities.



We seek to express the love of God especially through our Compassion Ministries (Storehouse, Helping Hands, New Mum & Baby Baskets) by relieving poverty and hardship through direct giving of financial grants, food, clothing, furniture and white goods to those referred to us through Social Care Services and other professional organizations and agencies. Other charitable help may also be offered more directly where a need is ascertained and the resources are available. It is also recognised that our resources are limited and grants tend to be small and applied for short term and emergency assistance only.

We expect to see people's lives changed for the better as they experience God's help in their daily lives and through the companionship and practical help of others in our supportive groups and gatherings. We also expect to see a growth in individual accountability where people are encouraged to take responsibility for their own lives in a non-parental but supportive environment.

We expect people to be better equipped in life skills through our training and education; to see marriages and parenting skills strengthened amongst all those whom we encounter both within and outside the church fellowship. We dedicate time and resources to helping people who are in debt become debt-free; we train people in money management skills; and we run Job Club courses to help people gain employment. We are committed to assisting those who have been divorced or separated to recover from that experience and to regain relational confidence through training and support. Where possible we wish to reaffirm God's love for all of us through the remarriage of those who have been divorced whilst still upholding the permanence of the marriage relationship.

We expect beneficial change to result in the lives of those both within and outside our congregation who receive practical or monetary help or gifts of food and clothing, and in the lives of those who receive help from gifts made to overseas aid and missions.

We expect to plant new churches as we identify and develop new pastors for those churches.

- ***An explanation of the charity's main objectives for the year***

Our main objectives this year have been:

To keep growing the number of people directly and indirectly influenced by the church both in terms of the size of our Sunday morning congregation and through our other mid-week activities.

To increase the number of people volunteering to work on our ministry teams on Sundays and mid-week.

To make full use of our venues (The Vineyard Centre).

To increase the number of pastoral and admin staff, (paid and volunteer), to facilitate future growth.

To increase the size of our voluntary leadership team to facilitate the future expansion of ministry, with a focus on missions, outreach and worship.

To increase the financial base of the church, to support present activity more securely and to facilitate future growth.

To continue to alleviate hardship and poverty through our compassion ministries.

To continue to work towards the planting of new churches through the identification, training and release of new church planters.

To continue developing our overseas missions partnership with Santa Anita Vineyard, in Lima, Peru. To help them in their own development, outreach and compassion work and to facilitate increased relationship through the encouragement of relational and training links with Vineyard churches across the Andean Region.

- ***An explanation of the Charity's strategies for achieving its stated objectives***

WSVC has a vision for outreach that involves every person in the church. Through our small group structure and through our training programmes we seek to help all those who belong to the church to reach out to their local community in friendship and blessing. Our strategy is for those in the church to be so inspired by their personal experience of Jesus and the church working as it should, that they will invite those who do not yet attend. Our Sunday Celebrations have been designed to help gather people both to the church and to the Kingdom of God. We also run various outreach events, giving an alternative space for people not currently connected with the church to come to.

As we expand our church ministries there are new opportunities for those in the church to join ministry teams both on Sundays and midweek.

By careful planning of our preaching series and training programmes throughout the year, we seek to offer a broad and balanced programme in which the congregation of the church can access the teaching of the Bible and seek its practical application for their daily life.

By increasing the income of the church we hope to be able to employ both more part time and full time staff to facilitate further growth and development of ministries and in turn the release of more volunteers. This will go alongside the expansion of our volunteer staff team.

Regular talks on financial management of our personal finances are incorporated into our Sunday preaching series each year. Financial information and equipping is also offered at our leaders' meetings and financial information as well as biblical guidelines for giving is circulated to those in the church in both written and recorded formats. Those with specialist knowledge are available to encourage and facilitate both individuals and groups in generous financial giving which we believe at WSVS is one of the foundations of the Christian life. On occasions, special money management workshops are held to assist people in managing their money effectively and to reduce their debt level.

The establishment of our Compassion Ministries is designed to help WSVS alleviate hardship and poverty and to further extend our effectiveness in reaching out to the poor and needy in co-operation with Social Services and other agencies with which we have a developing relationship.

- ***Details of significant activities, if running during 2021/22, (including our main programmes, projects, services provided) that contribute to the stated objectives***

These are listed below:

Sunday Morning Celebrations - gathering the church and visitors together each week

Sunday Support Ministries - teams that create the public church experience on Sundays

Various outreach and social activities - to bring people into a relationship with Jesus

Kidzone - our educational work with children each week

Kinship Groups - pastoral mid-weekly meetings in homes and at the Vineyard Centre

Training Groups - for those wishing to study the Bible or develop specific areas

East Anglia Area Hub – leadership training and theological courses running across the year

Youth Ministry - mid-week youth groups and youth activities on Sundays

National Conferences & Summer Camps - encouraging those of all ages to attend nationally organised events

Church Training Days - providing regular and topical training in different ministry areas

Small Ministry Team Programme - providing more intensive 'hands on' prayer ministry for those in spiritual need and within our Kinship structure

Prayer Ministry - intercession and a 'prayer chain' for those in the church and in the wider community, as well as other prayer events

Family Life Programme - providing life skills and personal development courses to those in different life stage groups; organising marriage, parenting and CAP (Christians Against Poverty) money-coaching and job-seeking courses

Missions - giving people opportunities to be more involved in our Missions link with Santa Anita Vineyard in Peru

Compassion ministries:

- Storehouse Ministry - providing food and clothing to the poor through Social Services and other agencies.
- Storehouse Grants - providing financial help and support, where possible, to the poor on referral from Social Services and other agencies
- Helping Hands - providing practical help to the vulnerable and poor in our community through Social Services and other agencies.
- New Mum & Baby baskets - providing essentials for new mothers and babies in the community referred to us through Social Services and other agencies.

**- *The Charity's grant making policies***

WSVC has a general policy agreed by the Trustees that a minimum of 10% of the church's general income should be expended on work outside the immediate benefit of the church. This includes support for compassion ministries, church planting and other mission and church developmental work. It includes a 5% gift to VCUKI each year for wider national church development, church planting and missions. It also includes a 1% gift to the Peru Partnership that currently consists of West Suffolk Vineyard Church and Santa Anita Vineyard, Peru.

Food is collected directly from the Sunday congregation at our Storehouse Collection Point and given away during the week. We also receive food for the poor from other local churches, organisations, retailers and individuals. In addition to this, we receive harvest and Christmas gifts from local schools and churches.

Direct financial grants made are normally small and made locally through the recommendation of Social Care Services and other agencies. On occasion, grants are made for specific or significant needs that fall outside this process.

- ***The contribution of volunteers***

Volunteers serve in all areas of the church's life. WSVS depends upon its volunteers for its work and ministry. Many people were serving as volunteers in some aspect of the church's ministry at the end of this reporting year, which was 50% of the number of adults in the church on that date.

- ***Summary of main activities of the charity in relation to its objects***

The main activities that have been organised this year to further the objects of the charity have been focused on the gathering, mobilising and empowering of people coming to the church and through spiritual nurture, education and training. The object of this is to enable them to live out the Christian life, both for their benefit and the wider public benefit of others in West Suffolk, in the UK and overseas.

**ACHIEVEMENTS AND PERFORMANCE OF THE CHARITY**

- ***A review of charitable activities undertaken by the charity***

Our attendance figures for the year are shown on page 2.

a) ***'Those who belong'*** (Sunday Celebrations & mid-week Small Group attendance)

Sunday attendance of adults in the year to 31 March 2022 was through in person services, augmented by live on line services.

Small group attendance was maintained in the year to 31 March 2022, at the beginning of the year were mostly through on line groups but with the number of in-person groups gradually increasing throughout the period:

- In each of the three term of the year we offered various weekly small groups for adults and for youth.

b) **Church activities**

***i. Education & Training***

We sent representatives to various area, regional, national and international training events in this reporting year.

Internally at WSVS, we provided training opportunities in the following areas over the course of the year:

- Kidzone training for our children's ministry team, potential leaders training, small group leaders training, Small Ministry Team training, baptism classes.

Regular leaders' meetings, cluster leaders' evenings, youth leaders' meetings, preaching team training, newcomer evenings, training for emerging leaders and other leadership training opportunities, were also held as scheduled throughout the year to enable our leaders to become more skilled in pastoral care and oversight, to be equipped as preachers and to be better informed about the life of the church. Our training opportunities as listed above, together with our training small groups and weekly children and youth ministries, are the major means by which we seek to fulfil our educational objectives as a church.

## ***ii. Sunday Support Ministries***

In this reporting year, we continued to run our Sunday Support Ministry teams of volunteers who help to create the public church experience on Sundays, providing a warm welcome to those who attend church celebrations. Those who lead these teams are part of our group of leaders and are therefore included in the leaders' training above.

## ***iii. Children's Events***

Our Kidzone programme has continued to bring high quality teaching and activities to our children through our age-banded groups on Sunday mornings. We continued this year to see a healthy number of children attending. We see the regular weekly provision of teaching at Kidzone as one of the major contributing factors in fulfilling WSVC's educational provision for children and young people and this remains one of the key objectives of WSVC.

Children's events during the year would normally include:

- Church Fun Day, Christmas parties and nativity service

## ***vii Overseas Missions***

The church continues to develop its overseas missions and church-planting activities through relationship with Santa Anita Vineyard in Lima, Peru.

## ***vii Compassion Ministries***

### ***a) The 'Storehouse Ministry'***

This ministry started in 2001 and exists to provide food bags, clothing and other help where possible to those referred to WSVC from the Social Services and other organizations. The food is donated by those who attend the church and is collected each week on Sundays and at our midweek groups and brought to The Vineyard Centre for packing and distribution.

Other churches, schools, retailers and organisations collect food for us through the year - especially at harvest festival times. We are grateful for these partners as we seek to make a difference in the lives of those living in poverty in our local community.

We have also had the opportunity to talk about Storehouse at several events, including church meetings and school assemblies.

The church also gives away its on-line Carol Service offering each year. This year around £300 was donated to St Nicholas Hospice in Bury St Edmunds.

### ***b) Helping Hands***

In September 2005 we set up 'Helping Hands' – a community project to provide practical assistance to clients of those referred to us by Social Services who need help with practical tasks.

This ministry has stopped during the pandemic and has not yet recommenced.

### ***c) New Mum & Baby Baskets***

This ministry provides baskets for needy new mothers and in this reporting year we have given away many baskets to clients recommended to us by Social Care Services as well as by members of WSVC.

The Storehouse ministry together with the other branches of our compassion ministry (Helping Hands and New Mum & Baby Baskets) is one of the major ways in which WSVS fulfils its objective to alleviate poverty in our local community.

#### **vi. Church Planting**

We are continuing to identify potential church planters.

#### **vii Family Life Ministry**

The training we offer includes a money management course with leaders trained by CAP (Christians Against Poverty).

All such courses are offered to those both within and outside of our church.

#### **viii. Small Groups and Kinship Groups**

Kinship Groups are relational groups that meet generally in people's homes on a weekly basis. Our Kinships provide one of the key structures of the church, which enable pastoral care to be delegated to a large number of Kinship Facilitators.

#### **ix. Small Ministry Team Programme**

Our SMT Programme allows those who apply from within the church to receive a series of up to six weekly prayer sessions from trained prayer ministers. In this reporting year, we held training events for the team members.

#### **x. Prayer Ministry**

Our Prayer Ministry is offered through the work of our Prayer Co-ordinator. Various groups meet across each week or month to pray for specific ministry areas and needs.

Our 'prayer chain' operates for the immediate needs of those in the church but also for many individuals from the wider local community and around the world who have requested prayer support from us.

A group of people regularly pray for those in need who have asked for prayer and prayer Cards are sent out regularly to encourage those being prayed for by WSVS.

#### **- Factors relevant to the achievement of the Charity's objectives**

The key factors in this reporting year that have helped us fulfil our objectives have been:

- The willingness of so many people to be mobilised for mission in the church
- Our numerical strength which has allowed us to continue our ministry provision into new areas as well as all the existing areas
- The financial provision from those who are willing to support the church's ministry

#### **- Summary of the achievements of the charity during the year**

At Christmas and Easter, we ran on-line services despite the pandemic.

We have seen 2 people baptised.

We have expanded the different ways in which we help to assist people in life skills, by running a CAP money management course.

We continue to develop our Missions link with Santa Anita Vineyard in Lima, Peru.

### ***Employment of disabled persons***

WSVC is committed to helping the employment of disabled people. We have no such staff employed at present.

## **FINANCIAL REVIEW**

### ***- Fundraising Activities***

The church relies upon the gifts of those who attend for its income. We do not hold fund raising events but ask those who are part of the church to give financially towards the ministry of the church.

The trustees continued to be cautious in their financial planning for 2022-23 and 2023-2024.

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

A reserve of three months usual expenditure (being a minimum of £75,000 in cash and is set aside in a separate contingency reserve) has been agreed by the trustees. This reserves policy is justified by the need to maintain operating procedures following any sudden or unexpected drop in income whilst not building up inappropriate reserves which would bring the church into disrepute. At the year-end the charity held cash of £106,748 in unrestricted funds and the charity is complying with its reserves policy

The trustees continue to be mindful of the effects of the recent financial recession on our budget projections and in planning, will seek to continue to maintain appropriate reserves to allow for expected future fluctuations in income.

### ***- Principle Funding Sources and how expenditure in the year under review has supported the key objectives of the charity***

The financial donations of the congregation have continued to allow the church to provide venues for its spiritual activities, education, training and the relief of the poor, needy, sick and elderly, locally and overseas, and to administer all the activities as outlined above, through the pastoral staff team.

### ***- The investment policy and objectives, including the extent (if any) to which some environmental or ethical considerations are taken into account***

The trustees seek to invest funds in savings accounts that are secure, easily accessible and give a good rate of interest whilst not compromising our statements of faith. They review this appropriately at regular intervals.

### ***Availability and adequacy of assets of each of the funds***

The Trustee Board is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

- ***Transactions and Financial position***

The financial statements follow this report.

- **Plans for Future Periods**

As a Christian Church, we intend to continue to reach out to the population in West Suffolk with the gospel of Jesus Christ.

We expect that our Sunday morning congregation in Bury St Edmunds will grow in the future. For this to happen we monitor regularly the capacity of our Sunday venue and to seek to use it to maximum advantage maintaining 20% space for new growth. If necessary we will increase the number of services held over the weekend to increase capacity. In addition, even once the effects of the pandemic begin to subside all Sunday morning services will continue to be broadcast live on-line.

We will continue to work in surrounding communities through our Kinship Groups and to develop ministries in these communities where we feel able to do so. We successfully rejuvenated our Small Group structure in September 2013 by moving to a three term semester system which re-engages previous leaders, encourages new church attendees to sign up for the 'three terms' of small groups, and provides a regular focus for the small group system throughout the year. The new training and social interest groups have engaged more participants in a wider variety of groups and freed up our annual calendar by incorporating most of the training into the small group system. We expect this structure to continue to develop in the future and provide the variety of groups that allows more people, and a higher proportion of people who are with us, to connect and belong in the future.

We continue to need additional administrative staff and pastoral volunteers to enable us to further develop and facilitate the expansion of the church.

This year we have continued to develop a good partnership with Santa Anita Vineyard in Lima, Peru. In the future we expect to be further involved in their church development through relationship of our church members as well as senior staff, through involvement with their missions and compassions initiatives in Lima, and through leadership and church development training.

- **Description of trustees' activity**

The Trustee Board met on three occasions in the course of this reporting year:

- On each occasion, the finances of the charity were reviewed and discussed as well as other related WSVC business.
- The trustees have continued to review and revise current WSVC policies this year including continuing work on an updated Safeguarding Policy. Our Risk Assessment has continued to be reviewed regularly.
- The trustees set the budget and salaries for the following year.
- The trustees continue to look ahead to the implications and benefits of purchasing Northern Way.

The trustees have continued to be assisted in their work by RSM – a company which now works with a number of Vineyard Churches assisting them with legal changes affecting employment and contracts.

- **Statement of public benefit**

The trustees have taken due note of the guidance on '*Public Benefit and the Advancement of Religion*' given by the Charity Commissioners in February 2008 and in subsequent legislation.



The trustees are satisfied that in reporting of its activities in this Annual Report, WSVc (in its moral, ethical and spiritual teaching and also in its events and activities as a Christian Church, outlined above, together with its doctrines and beliefs) provides a real and substantial public benefit to the whole local community.

In addition to this, all the religious activities at WSVc are open to any and all members of the public regardless of race, wealth, gender, age, sexual orientation, disability or religious or denominational affiliation. This works under the assumption that, as WSVc seeks to order its life and ministry according to biblical norms and principles, the church takes a traditional view regarding eligibility for leadership roles and Christian marriage within the church.

All the church's ministries, as described above, are designed to be of benefit to the whole community and no exceptions are made in the provision of the church's services to members of the general public only providing that the legal obligations of the church are fully met and there is no risk of breaching either the WSVc Risk Assessment, Safeguarding and Health & Safety policies or other safety measures designed specifically to protect the congregation and those it serves from abuse or harm from groups or individuals. WSVc reserves the right to refuse admission to any of its activities those whom it deems may lead to such a breach. The assessment of whether this is the case lies with the Senior Pastors or in their absence the next most senior member of the pastoral staff.

**- Statement as to disclosure of information to examiners**

The trustees in their capacity as directors, state that so far as each of the directors are aware at the time this report was approved:

- There is no relevant financial information of which the examiners are unaware, and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant financial information and establish that the examiners are aware of that information.

**- Statement of trustees' responsibilities**

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

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether the applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts
- Prepare the financial statements on a 'going concern' basis unless it is inappropriate to presume that the charity will continue in operation

We are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the company and enable us to ensure that the financial statements comply with the Companies Act 2006. We also have a responsibility to safeguard the assets of the charity and to take all reasonable steps to prevent fraud or any other irregularities. The trustees also confirm that we have in the administration of the charity, paid due regard to the guidance published by the Charity Commission and in the Charities Act 2011.

This report has been prepared in accordance with the provisions of the Companies Act 2006 relating to small companies. The board approved the report on 8 December 2022

*MR Williams*

MR Williams  
Senior Pastor, Director, and Chair of Trustee Board

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE TRUSTEES OF**  
**WEST SUFFOLK VINEYARD CHURCH**  
**('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022 on pages 18 to 32 following, which have been prepared on the basis of the accounting policies set out on pages 20 to 22.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

Since the Company'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 fellow of the Association of Charity Independent Examiners, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

*Ajay Rajani*

Ajay Rajani FCIE  
Fellow of the Association of Charity Independent Examiners  
Stewardship  
1 Lamb's Passage  
London  
EC1Y 8AB

Date: 9 December 2022

**WEST SUFFOLK VINEYARD CHURCH**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**INCLUDING INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2022**

		Unrestricted funds				Unrestricted funds			
		General Funds	Designated Funds	Restricted Funds	Total Funds	General Funds	Designated Funds	Restricted Funds	Total Funds
Note		2022	2022	2022	2022	2021	2021	2021	2021
		£	£	£	£	£	£	£	£
<b>INCOME AND ENDOWMENTS FROM</b>									
		184,332	-	58,920	243,252	189,619	3,295	83,323	276,237
		-	-	107,419	107,419	-	-	129,332	129,332
2		184,332	-	166,339	350,671	189,619	3,295	212,655	405,569
	Investments	531	-	-	531	73	-	-	73
	Charitable activities	746	-	-	746	-	-	-	-
	Total income and endowments	185,609	-	166,339	351,948	189,692	3,295	212,655	405,642
<b>EXPENDITURE ON</b>									
	Charitable activities	187,245	35,288	142,181	364,714	196,412	4,172	148,764	349,348
	Raising funds	1,496	-	-	1,496	-	-	-	-
	Total expenditure	188,741	35,288	142,181	366,210	196,412	4,172	148,764	349,348
	<b>Net income/(expenditure)</b>	(3,132)	(35,288)	24,158	(14,262)	(6,720)	(877)	63,891	56,294
	Transfers between funds	(24,290)	1,310,658	(1,286,368)	-	33,889	(2,338)	(31,551)	-
	<b>Net movement in funds</b>	(27,422)	1,275,370	(1,262,210)	(14,262)	27,169	(3,215)	32,340	56,294
	Fund balances at 1 April 2021	170,574	1,700	1,327,715	1,499,989	143,405	4,915	1,295,375	1,443,695
	<b>Fund balances at 31 March 2022</b>	143,152	1,277,070	65,505	1,485,727	170,574	1,700	1,327,715	1,499,989

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

All income and expenditure derive from continuing operations.

The notes on page 20 - 32 form part of these accounts.

# WEST SUFFOLK VINEYARD CHURCH

## BALANCE SHEET AS AT 31 MARCH 2022

	Note	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £
<b>FIXED ASSETS</b>							
Tangible assets	7	1,665,577	-	1,665,577	30,786	1,668,033	1,698,819
<b>CURRENT ASSETS</b>							
Stock	8	-	10,015	10,015	813	13,375	14,188
Debtors	9	14,817	-	14,817	38,456	-	38,456
Cash at bank	10	106,748	55,490	162,238	105,625	54,143	159,768
		121,565	65,505	187,070	144,894	67,518	212,412
<b>CURRENT LIABILITIES</b>							
Liabilities falling due within one year	11	(38,317)	-	(38,317)	(3,406)	(44,595)	(48,001)
<b>Net Current Assets</b>		83,248	65,505	148,753	141,488	22,923	164,411
Liabilities falling due after one year	12	(328,603)	-	(328,603)	-	(363,241)	(363,241)
<b>NET ASSETS</b>		1,420,222	65,505	1,485,727	172,274	1,327,715	1,499,989
<b>FUND BALANCES</b>							
Unrestricted funds	14						
General Funds		143,152	-	143,152	170,574	-	170,574
Designated funds		1,277,070	-	1,277,070	1,700	-	1,700
Restricted Funds	14	-	65,505	65,505	-	1,327,715	1,327,715
		1,420,222	65,505	1,485,727	172,274	1,327,715	1,499,989

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006 however, in accordance with Section 145 of the Charities Act 2011, the accounts have been examined by an independent examiner and their report has been included in these financial statements.

The directors (who are the charitable company's trustees for the purposes of charity law) acknowledge their responsibilities for:

- ensuring that the charitable company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its net income or expenditure for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Directors and signed on their behalf by:

Signature: *CD Walling*

Date: 8 December 2022

Print name: Chris Walling

Company number: 4071129

Charity number: 1082858

The notes on pages 20 - 32 form part of these accounts.

**WEST SUFFOLK VINEYARD CHURCH**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**1 Accounting policies**

a) Basis of Preparation

These financial statements have been prepared in accordance with the "Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) ("the Charities SORP"), with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ("FRS 102"), with the Companies Act 2006 and with the Charities Act 2011. The charity meets the definition of a public benefit entity as set out in FRS 102.

The presentation currency used is British pound sterling and amounts are rounded to the nearest £1.

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast doubt on the ability of the Charity to continue as a going concern. The trustees have made this assessment for the period of at least one year from the date of approval of the financial statements. In particular the trustees have considered the charity's forecasts and projections. After making enquiries the trustees have concluded that there is a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. The Charity therefore continues to adopt the going concern basis in preparing its financial statements.

b) Income

Income including investment income is recognised in the period in which the charity becomes entitled to receipt, the amount receivable can be measured with reasonable certainty, and receipt is probable. For the most part, income is generally recognised when it is received. Income is only deferred when the charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

Recoverable gift aid is recognised when the related donation is received. Gift aid that has not been recovered by the balance sheet date is included as a debtor.

The charity's policy is to recognise goods donated to the charity at an estimate of their value to the charity when they are received. Good donated to the charity comprise principally of food and other items donated to the charity's Foodbank which are valued at an average price per kilogram (Kg) . Where the Foodbank receives items that a retailer will no longer sell it is treated as having no value. When donated goods, services and facilities are distributed or consumed, an expense in respect of those items is included in the Statement of Financial Activities. At the year end any goods that have not been distributed are recognised as stock.

The charity relies on volunteers to carry out many of its activities. However, in accordance with the SORP, the value of these services has not been included in these financial statements as they cannot be reliably measured.

## WEST SUFFOLK VINEYARD CHURCH

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

#### c) Expenditure

Expenditure, including irrecoverable VAT, is recognised when it is incurred or, if earlier, when a legal or constructive obligation for a payment arises provided that it is probable that settlement will be required and the amount of the obligation can be measured reliably.

The charity makes grants to other institutions and individuals to further its charitable objectives. Grants payable are recognised as constructive obligations arise, which is generally when the charity expresses a commitment to the recipient that can be measured reliably and then only to the extent that any conditions associated with the grant are outside of the control of the charity.

Governance costs, which are included in expenditure on charitable activities but are identified separately in the notes to the accounts, includes costs associated with the independent examination of the financial statements, compliance with constitutional and statutory requirements and any other expenditure incurred on the strategic management of the charity.

#### d) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

#### e) Fixed assets and depreciation

Items purchased or donated for the charity's own use are capitalised when the cost of purchased items, or the fair value of donated items, is more than £1,000 and the item is expected to benefit the charity over more than one accounting period. Depreciation is charged on a straight line basis so as to write down the value of each asset to its estimated residual value (if any) over its expected useful economic life. To achieve this objective the following rates of depreciation are charged:

Freehold Land	Not depreciated
Freehold Buildings	Over 50 years
Equipment	Between 3 and 7 years

Depreciation is charged from the time when an asset is first brought properly into full use.

#### f) Stocks

Goods purchased for re-sale and are valued at the lower of cost and net realisable value.

Storehouse stocks of donated food and ambient goods held for distribution to beneficiaries are measured at fair value (being an estimate of the value of those goods to the charity). They are valued using an estimated average cost per Kg.

Storehouse stock of vouchers represents the face value of vouchers held at the year end; these will be distributed to beneficiaries in the new financial year.

**WEST SUFFOLK VINEYARD CHURCH**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

g) Financial instruments

The charity's financial assets and financial liabilities all qualify as basic financial instruments, as defined by FRS102. Except for loans, basic financial instruments (which includes cash, debtors and creditors) are measured initially at transaction value and subsequently measured at their expected settlement value (normally the amount of cash that the charity expects to pay or receive). The charity recognises liabilities for loans at amortised cost using the effective interest method (i.e. it excludes any interest that may be charged on the loans in future years).

i) Pension costs:

The company operates a defined contribution scheme for certain employees. Pension contributions to these schemes are recognised as an expense when the liability arises.

j) Cashflow statement

The company has taken advantage of the exemption provided by the FRS 102 SORP and has not prepared a Cash Flow Statement for the year.

**2 Donations and legacies**

		<u>Unrestricted funds</u>			
		General	Designated	Restricted	
		Funds	Funds	Funds	Total
		£	£	£	£
<u><b>2021/22</b></u>					
General donations		179,832	-	46,888	226,720
Grants received		4,500	-	10,893	15,393
Donated food and ambient goods		-	-	107,419	107,419
Special offerings		-	-	1,139	1,139
2022 Totals		184,332	-	166,339	350,671
<u><b>2020/21</b></u>					
General donations		188,369	3,295	66,391	258,055
Grants received		1,250	-	16,601	17,851
Donated goods		-	-	129,332	129,332
Special offerings		-	-	331	331
2021 Totals		189,619	3,295	212,655	405,569



# WEST SUFFOLK VINEYARD CHURCH

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

### 3 Expenditure on charitable activities in 2021/22

	<u>Unrestricted funds</u>			Total
	General Funds £	Designated Funds £	Restricted Funds £	2022 £
<b>a) Direct Charitable Costs</b>				
Salaries and staff costs (WSVC work)	113,301	-	4,299	117,600
Vineyard Centre (Church facility)	15,544	-	1,749	17,293
Events and catering	3,709	-	2,745	6,454
Media and materials	5,719	-	-	5,719
Conferences and training	1,527	-	-	1,527
Hospitality and minor gifts	2,753	-	-	2,753
Travel and subsistence	814	-	-	814
Motor vehicle running costs	-	-	(397)	(397)
Printing, stationery and postage	4,259	-	-	4,259
Telephone and e-mail	1,998	-	-	1,998
Equipment and repairs	9,972	-	3,225	13,197
Depreciation	8,150	27,360	-	35,510
Grants payable (note 4)	8,800	-	130,560	139,360
	<u>176,546</u>	<u>27,360</u>	<u>142,181</u>	<u>346,087</u>
<b>b) Support &amp; Administration</b>				
Software and licence fees	5,938	-	-	5,938
Insurance	2,493	-	-	2,493
Bank charges and loan interest	49	-	-	49
Loan interest	-	7,928	-	7,928
	<u>8,479</u>	<u>7,928</u>	<u>-</u>	<u>16,407</u>
<b>c) Governance costs</b>				
Independent examiner's fee	2,220	-	-	2,220
Other	-	-	-	-
	<u>2,220</u>	<u>-</u>	<u>-</u>	<u>2,220</u>
<b>Combined charitable activity cost</b>	<u>187,245</u>	<u>35,288</u>	<u>142,181</u>	<u>364,714</u>

# WEST SUFFOLK VINEYARD CHURCH

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

### 3 Comparative expenditure on charitable activities in 2020/21

	Unrestricted funds			Total
	General Funds £	Designated Funds £	Restricted Funds £	2021 £
<b>a) Direct Charitable Costs</b>				
Salaries and staff costs	111,200	-	3,440	114,640
Vineyard Centre (Church facility)	16,352	-	2,886	19,238
Events and catering	1,049	-	-	1,049
Media and materials	2,302	-	-	2,302
Conferences and training	(342)	-	-	(342)
Hospitality and minor gifts	2,361	-	286	2,647
Travel and subsistence	235	-	-	235
Motor vehicle running costs	-	-	1,907	1,907
Printing, stationery and postage	2,735	-	-	2,735
Telephone and e-mail	1,901	-	-	1,901
Equipment and repairs	10,144	-	4,231	14,375
Depreciation	18,963	-	-	18,963
Grants payable (note 4)	9,689	4,172	136,014	149,875
	<u>176,589</u>	<u>4,172</u>	<u>148,764</u>	<u>329,525</u>
<b>b) Support &amp; Administration</b>				
Software and licence fees	6,286	-	-	6,286
Insurance	2,573	-	-	2,573
Bank charges	468	-	-	468
Loan interest	8,366	-	-	8,366
	<u>17,693</u>	<u>-</u>	<u>-</u>	<u>17,693</u>
<b>c) Governance costs</b>				
Accounts and examination	2,130	-	-	2,130
Other	-	-	-	-
	<u>2,130</u>	<u>-</u>	<u>-</u>	<u>2,130</u>
<b>Combined charitable activity cost</b>	<u>196,412</u>	<u>4,172</u>	<u>148,764</u>	<u>349,348</u>

The previous year's charge of £18,963 for depreciation comprises a charge of £7,696 for depreciation and a charge of £11,267 for previously capitalised assets that were expensed in the previous year's accounts. In the previous year the charity changed its accounting policy for capitalising assets. Previously assets that cost more than £150 were capitalised and, as a result, a number of relatively minor assets had been capitalised. In the previous year the threshold was increased to £1,000 and the carrying value of those assets that cost less than £1,000 was expensed. This adjustment was not considered significant in the context of the charity's results and the comparatives presented in the previous year's accounts were not re-stated.

# WEST SUFFOLK VINEYARD CHURCH

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

### 4 Grants

	Institutions £	Individuals £	2022 £	2021 £
To support church planting and mission				
Vineyard Churches UK	8,800	-	8,800	9,689
Other Vineyard churches	-	-	-	4,172
To relief poverty and help those in need				
Grants paid	780	5,008	5,788	10,095
Goods distributed from Storehouse	-	124,772	124,772	125,919
	<u>9,580</u>	<u>129,780</u>	<u>139,360</u>	<u>149,875</u>

Relief of poverty and need      These are primarily gifts made as part of the 'Storehouse' ministry for the support of those in need locally. In addition to these gifts, the charity incurs expenses to run the Storehouse, which are separately disclosed in note 3.

### 5 Staff number & costs

	2022 £	2021 £
Salaries	104,334	101,889
Social security costs	3,174	2,866
Pension contributions	7,696	7,741
	<u>115,204</u>	<u>112,496</u>

No employee received remuneration of more than £60,000. The average monthly number of employees was 7 (2021: 7).

The employment benefits payable to key management (which comprise the trustees and Senior Pastors) are disclosed in note 6 below.

### 6 Transactions with related parties

M R Williams and Mrs L A Williams (who are trustees) received the following employment benefits for serving as Senior Pastors, not for serving as trustees. These payments are permitted by the charity's governing document.

	<u>2021/22</u>		<u>2020/21</u>	
	Gross Pay	Pension Contribution	Gross Pay	Pension Contribution
M R Williams	29,427	2,354	29,427	2,354
Mrs L A Williams	18,827	1,506	18,827	1,506

In addition the spouse of one trustee received employment benefits totalling £11,051 (2021: £10,815) in their role as church administrator. Except for the reimbursement of expenses incurred when acting as agent for the trustees, or incurred when undertaking employment duties, no expenses were paid to (or for) the trustees.

During the year the charity received the following donations (either directly or via other organisations) from related parties: £40,836 (2021: £39,244) in unrestricted donations.

# WEST SUFFOLK VINEYARD CHURCH

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

### 7 Tangible fixed assets

	Freehold Property £	Equipment & Fittings £	Total £
Cost			
At 1 April 2021	1,668,033	38,479	1,706,512
Additions	-	2,271	2,271
At 31 March 2022	<u>1,668,033</u>	<u>40,750</u>	<u>1,708,783</u>
Accumulated Depreciation			
At 1 April 2021	-	7,696	7,696
Charge for the year	27,360	8,150	35,510
At 31 March 2022	<u>27,360</u>	<u>15,846</u>	<u>43,206</u>
Net book value			
At 31 March 2022	<u>1,640,673</u>	<u>24,904</u>	<u>1,665,577</u>
At 1 April 2021	<u>1,668,032</u>	<u>30,787</u>	<u>1,698,819</u>

In May 2017 the church acquired warehouse and office premises at 28 Northern Way, Bury St Edmunds. The church has developed the warehouse area to form an auditorium, class/meeting rooms and an atrium. This project is complete and was brought fully into use and the church has commenced charging depreciation in accordance with the related accounting policy.

### 8 Stock

	2022 £	2021 £
Books and CD's for resale at cost	-	813
Storehouse - food and ambient goods	7,125	13,375
Storehouse - Vouchers	2,890	-
	<u>10,015</u>	<u>14,188</u>

### 9 Debtors and prepayments

	2022 £	2021 £
Tax recoverable	11,906	35,129
Prepayments and other debtors	2,911	3,327
	<u>14,817</u>	<u>38,456</u>

**WEST SUFFOLK VINEYARD CHURCH**

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**10 Cash at Bank and in Hand**

	2022	2021
	£	£
Bank operating accounts	16,743	14,697
Bank deposits	145,495	145,072
	<u>162,238</u>	<u>159,769</u>

**11 Creditors: liabilities falling due within one year**

	2022	2021
	£	£
Mortgage (see note 13)	15,000	15,000
Loan from former trustee(see note 13)	20,000	20,000
Sundry creditors and accruals	3,317	13,001
	<u>38,317</u>	<u>48,001</u>

**12 Creditors: liabilities falling due after one year**

	2022	2021
	£	£
Mortgage (see note 13)	247,500	262,500
Loan from former trustee (see note 13)	81,103	100,741
	<u>328,603</u>	<u>363,241</u>

**13 Loans**

The liabilities for loans referred to in notes 11 and 12 fall due for repayment as follows:

	2022	2021
	£	£
Loan from a former trustee		
Within one year	20,000	20,000
Between one and five years	80,000	80,000
After five years	1,103	20,741
	<u>101,103</u>	<u>120,741</u>

The loan from a former trustee was received to assist with the purchase of 28 Northern Way, Bury St Edmunds. The loan is repayable in instalments agreed annually by both parties and is fully repayable by 31 March 2032. The loan is free of interest and is unsecured. The agreement does not set out the amounts payable annually and, in making the above disclosure, the charity has estimated the amounts that it expects to repay annually.

**WEST SUFFOLK VINEYARD CHURCH**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

**13 Loans (continued)**

	2022	2021
	£	£
Mortgage, which is repayable by instalments		
Within one year	15,000	15,000
Between one and five years	60,000	60,000
After five years	187,500	202,500
	<u>262,500</u>	<u>277,500</u>

The mortgage is secured on the charity's freehold property and is repayable in instalments by 31 March 2039. At the present time the rate of interest is 2.90% p.a.

**14 Funds**

Restricted Funds

The Building fund was established by donations received to help purchase and redevelop a main venue for the Church's activities. This project was completed at the end of the previous year and, as this satisfied the restriction placed on the income received by the Building fund, most of the balance of the fund was transferred during the year to a new designated building investment fund.

The Equipment fund was created from donations received to help purchase equipment.

The Peru fund was created from donations received to help support outreach in this nation.

The Storehouse fund comprises a number of individual funds created from donations and grants received to help support the charity's Storehouse foodbank and related ministries. These comprise:

- a) Individual funds created from grants received from specific sources or for particular purposes. These funds include the Town Council grant fund, the Communities grant fund and the Other grants fund.
- b) The Donated goods fund created from donations of food and other items received for onward distribution to beneficiaries.
- c) The Gifts for food fund created from donations received to help purchase food for distribution by the Storehouse foodbank.
- d) A gifts for vehicle fund was created from donations received to help purchase a vehicle that can be used by the Storehouse foodbank.
- d) The Other gifts fund created from donations received to help support other Storehouse ministries.

The Special collections fund was created by donations given in response to appeals for specific causes.

Designated funds

The Tithe Fund is an unrestricted fund designated by the Trustees for gifts and other special payments out of church income to support other activities that benefit the wider community or for future expenditure ring fenced by the Trustees. From time to time this fund receives transfers from general funds so as to set aside resources for these purposes.

# WEST SUFFOLK VINEYARD CHURCH

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

### Designated funds (continued)

The Outreach Fund represents monies set aside by the trustees for outreach in the local community.

The Building investment fund was created by the trustees to hold the church's net investment in church's building on Northern Way, Bury St Edmunds. A transfer has been made to the fund so that the closing balance on the fund is represented by the carrying value of the property less the outstanding balance of the loans received to help finance the purchase and redevelopment of the building.

During the year the movements on the charity's funds were as follows:

	Opening balance 2022 £	Incoming resources 2022 £	Outgoing resources 2022 £	Transfers in the year 2022 £	Closing balance 2022 £
<b>Restricted Funds</b>					
Peru	3,543	98	-	1,595	5,236
Building	1,279,011	24,547	-	(1,294,340)	9,218
Equipment	-	-	-	-	-
Storehouse					
- Town Council grant	-	2,393	(2,320)	-	73
- Communities grant	6,500	6,000	(7,951)	-	4,549
- Other grant - vouchers	2,500	2,500	(2,110)	-	2,890
- Donated goods	13,375	107,419	(113,669)	-	7,125
- Gifts for food	21,666	14,013	(8,994)	-	26,685
- Gifts for vehicle	-	6,500	397	-	6,897
- Other gifts	96	1,730	(7,234)	6,377	969
Special collections	1,024	1,139	(300)	-	1,863
	<u>1,327,715</u>	<u>166,339</u>	<u>(142,181)</u>	<u>(1,286,368)</u>	<u>65,505</u>
<b>Designated Funds</b>					
Buildings investment fund	-	-	(35,288)	1,312,358	1,277,070
Outreach fund	1,700	-	-	(1,700)	-
Tithe Fund	-	-	-	-	-
	<u>1,700</u>	<u>-</u>	<u>(35,288)</u>	<u>1,310,658</u>	<u>1,277,070</u>
<b>General Funds</b>					
General fund	95,574	185,609	(188,741)	(24,290)	68,152
Contingency fund	75,000	-	-	-	75,000
	<u>170,574</u>	<u>185,609</u>	<u>(188,741)</u>	<u>(24,290)</u>	<u>143,152</u>
<b>TOTAL FUNDS</b>	<u>1,499,989</u>	<u>351,948</u>	<u>(366,210)</u>	<u>-</u>	<u>1,485,727</u>

# WEST SUFFOLK VINEYARD CHURCH

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

### 14 Funds continued

During the year the charity:

- a) Following the substantial completion of the building project, which satisfied the restriction on most of the income received by the restricted building fund, the church transferred £1,294,340 from the restricted building fund to the designated building investment fund. Some of the income received by the restricted Building fund was for specific projects that hadn't been completed by the year end and so there is a small carried forward balance on the restricted Building fund.
- b) Transferred 4% of its unrestricted income, or £6,377, to the restricted Storehouse fund and 1% of its unrestricted income, or £1,595, to the restricted Peru fund in accordance with its tithing policy.
- c) Transferred £18,018 from the unrestricted general fund to the designated building investment fund to help cover the mortgage capital repaid and to contribute to interest incurred during the year.
- d) Transferred £1,700 from the designated Outreach Fund to unrestricted general funds to reflect that this is part of WSVC's ordinary activities.

All transfers from restricted funds to designated funds were agreed with the appropriate donors.

At the end of the year the assets and liabilities of the various funds were as follows:

	Fixed assets £	Bank & cash balances £	Stock and Debtors £	Creditors £	Total 2022 £
Restricted Funds					
Peru fund	-	5,236	-	-	5,236
Building fund	-	9,218	-	-	9,218
Equipment fund	-	-	-	-	-
Storehouse	-	39,173	10,015	-	49,188
Third party giving	-	1,863	-	-	1,863
	-	55,490	10,015	-	65,505
Designated funds	1,640,673	-	-	(363,603)	1,277,070
General funds	24,904	106,748	14,817	(3,317)	143,152
	<u>1,665,577</u>	<u>162,238</u>	<u>24,832</u>	<u>(366,920)</u>	<u>1,485,727</u>



# WEST SUFFOLK VINEYARD CHURCH

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

### 14 Funds continued

In the previous year the movements on the charity's funds were as follows:

	Opening balance 2021 £	Incoming resources 2021 £	Outgoing resources 2021 £	Transfers in the year 2021 £	Closing balance 2021 £
<b>Restricted Funds</b>					
Peru	1,950	72	(287)	1,808	3,543
Building	1,285,314	30,156	-	(36,459)	1,279,011
Equipment	7,418	-	-	(7,418)	-
Storehouse					
- WRAP grant	-	7,601	(7,670)	69	-
- Communities grant	-	6,500	-	-	6,500
- Other grant	-	2,500	-	-	2,500
- Donated goods	-	129,332	(115,957)	-	13,375
- Gifts for food	-	28,413	(9,962)	3,215	21,666
- Other gifts	-	7,750	(14,888)	7,234	96
Special collections	693	331	-	-	1,024
	<u>1,295,375</u>	<u>212,655</u>	<u>(148,764)</u>	<u>(31,551)</u>	<u>1,327,715</u>
<b>Designated Funds</b>					
Buildings investment fund	-	-	-	-	-
Outreach fund	1,700	-	-	-	1,700
Tithe Fund	3,215	3,295	(4,172)	(2,338)	-
	<u>4,915</u>	<u>3,295</u>	<u>(4,172)</u>	<u>(2,338)</u>	<u>1,700</u>
<b>General Funds</b>					
General fund	68,405	189,692	(196,411)	33,889	95,574
Contingency fund	75,000	-	-	-	75,000
	<u>143,405</u>	<u>189,692</u>	<u>(196,411)</u>	<u>33,889</u>	<u>170,574</u>
<b>TOTAL FUNDS</b>	<u>1,443,695</u>	<u>405,642</u>	<u>(349,347)</u>	<u>-</u>	<u>1,499,989</u>

During the previous year the charity:

- Transferred the opening balance on the tithe fund of £3,215 to its restricted Storehouse fund.
- Transferred 4% of its unrestricted income £7,234 to the Storehouse fund and 1% of its unrestricted income £1,808 to the Peru fund in accordance with its tithing policy.
- Transferred unrestricted income of £877 to the tithe fund and £69 to the Storehouse WRAP grant fund to eliminate deficits on those funds.
- Transferred £7,418 from the Equipment fund and £28,123 from the Building Fund to the unrestricted fund to cover the cost of fixtures, fittings and equipment purchased from the unrestricted fund as part of the building project.
- Transferred £8,336 from the Building Fund to the unrestricted fund to cover the mortgage interest incurred during the year.

All transfers from restricted funds to unrestricted funds were agreed with the appropriate donors.

# WEST SUFFOLK VINEYARD CHURCH

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

### 14 Funds continued

At the end of the previous year the assets and liabilities of the various funds were as follows:

	Fixed assets £	Bank & cash balances £	Stock and Debtors £	Creditors £	Total 2021 £
Restricted Funds					
Peru fund	-	3,543	-	-	3,543
Building fund	1,668,033	18,814	-	(407,836)	1,279,011
Equipment fund	-	-	-	-	-
Storehouse	-	30,762	13,375	-	44,137
Third party giving	-	1,024	-	-	1,024
	1,668,033	54,143	13,375	(407,836)	1,327,715
Designated funds	-	1,700	-	-	1,700
General funds	30,786	103,925	39,269	(3,406)	170,574
	1,698,819	159,768	52,644	(411,242)	1,499,989

### 15 Members

Each member of the company commits to contribute if the charity is wound up an amount of £1.