



Bell Farm Christian Centre

(a company limited by guarantee)

**Annual Report and Accounts
for the year ended
5 April 2022**

**Bell Farm Christian Centre
Annual Report and Accounts
for the year ended
5 April 2022**

Contents

	Page
Trustees' report	3 – 28
Independent examiner's report	29
Statement of financial activities (including the Income and Expenditure account)	30
Balance sheet	31
Notes to the accounts	32 – 42

Bell Farm Christian Centre

Report of the trustees for the year ended 5 April 2022

The trustees present their report, together with the financial statements of the charity, for
the year ended 5 April 2022

1. Reference and Administrative Details

Charity number	1085450
Company number	04110617
Registered Office and operational address	Bell Farm Christian Centre South Road West Drayton Middlesex UB7 9LW

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

Trustees	Mr P N Waine Mr S M Holliday Mr M Crane Ms J Duncan (Appointed 28.09.2021) Mr T Heron (Appointed 28.09.2021) Mrs A Widgington (Appointed 28.09.2021) Ms J E Cook (Resigned 05.04.2022) Mr A Suantak (Appointed 10.09.2021; Resigned 25.01.2022) Mr William Jhon (Appointed 13.09.2022)
Chairperson	Mr P N Waine
Secretary	Mr S M Holliday
Senior Management	CEO Mr S P Mathers Head of Projects Mrs D H Faichney Minister Mr G W Foster
Independent Examiners	Bruton Charles, Chartered Accountants The Coach House Greys Green Business Centre Henley-on-Thames RG9 4QG
Bankers	CAF Bank Kings Hill West Malling Kent ME19 4TA

2. Structure, Governance and Management

Governing Document

Bell Farm Christian Centre (BFCC) is a charitable company limited by guarantee, incorporated on 20 November 2000 and registered as a charity on 8 March 2001. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1 each.

Recruitment and Appointment of Trustees

The directors of the company are also charity trustees for the purposes of charity law. Under the requirements of the Articles of Association the trustees are not subject to retirement by rotation and powers of appointment or removal rest with the trustees.

The trustees bring a wide range of skills to the charity, and when considering inviting additional trustees to join the board, the trustees will consider those with a similar vision who can bring specialist skills and experience needed for future development.

Trustee Induction and Training

Existing trustees are already familiar with the practical work of the charity and new trustees are encouraged to meet the existing trustees and key employees to familiarise themselves with the charity and the context in which it operates. Trustees will also be provided with an induction training and orientation.

As well as keeping up to date with relevant essential policy and legislation, trustees are encouraged to attend appropriate on-going external training events where these will facilitate the undertaking of their role.

Organisation

The board of trustees is responsible for the administration, strategic direction and policy of the charity and meets six times a year. The responsibilities of the trustees are defined in part by the Charity Commission and in part by company law. In addition trustees are bound by the charity's Memorandum and Articles of Association

At BFCC the trustees' roles are akin to those of executive and non-executive directors in commercial organisations, with non-executive directors offering strategic, specific and objective advice at board meetings and executive directors managing operational aspects of the organisation.

In March 2022 the operational governance of the organisation was restructured creating the post of Chief Executive Officer to lead on the responsibility of the charities' management, supported by the Senior Management consisting of the Head of Projects and Church Minister.

The CEO, supported by the senior management, is responsible for implementing the directives of the trustee board and ensuring that the organisation's resources (human and financial) are brought to bear in the achievement of the charitable objectives. At BFCC

Bell Farm Christian Centre
Report of the trustees
For year ended 5 April 2022

operational, strategic and financial day to day decisions (excluding acceptance of annual returns and employee remuneration) are made by the CEO, collaboratively with the Head of Projects and Church Minister and in regular consultation with employees, volunteers and service users as appropriate.

The CEO works with the Head of Projects and Church Minister to ensure that the organisation can evaluate and rapidly respond to changes in its operating environment. The trustees keep the senior management to account to maintain transparency and openness which is integral to the decision making process and ensures that the direction and activities of the organisation are sympathetic to and supportive of the needs of the communities that BFCC serves.

Salaries for all staff are reviewed by the trustees on an annual basis following annual staff appraisals.

3. Related Parties

BFCC recognises the value of diversity not only in the communities it serves but also in the people and organisations with whom it chooses to work. BFCC works closely with local and national government representatives, local businesses, the Metropolitan Police, local and national charities, local educational establishments, churches, other likeminded organisations and of course its clients in the local community. Joint ventures, partnerships and collaborative working are an essential and integral part of BFCC's success, and we continue to invest in building relationships.

The charity has close relationships, locally and across a wider area, with a number of other organisations and charities with similar aims. These include :

Partners

Churches

St Matthew's Church
West Drayton Baptist Church
Yiewsley Baptist Church
Yiewsley Methodist Church
Cornerstone Arabic Fellowship
St Anslem's Church

Other Agencies

Advice UK
Age UK Hillingdon
C.P.A.G.
Disability Advice and Support Hillingdon
Drayton Court
Drayton Village Care Centre
H4All
Hillingdon CAB
Hillingdon Community Transport

Hillingdon Food Bank
Hillingdon Law Centre
Hillingdon MIND
Hillingdon Traveller and Gypsy Interagency Forum
Institute of Money Advice
Livability
Local Members of Parliament
MTG Solicitors
Metropolitan Police SNT
Local NHS and health partners
London Borough of Hillingdon
Refugees in Effective and Active Partnership
Ward Councillors
Yiewsley and West Drayton Food Bank
Yiewsley Court

4. Risk Management

The trustees have a risk management strategy which comprises of an annual review of the risks that the charity may face, the establishment of systems and procedures to mitigate the risks identified and the implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

All insurable risks are subject to normal insurance policies, covering matters such as employer's liability, third party liability, business interruption, buildings and contents, etc. The organisation also has professional indemnity insurance for the services provided by the organisation. Special activities are individually assessed for risk and additional insurance taken out to cover these if required.

Contractual risks are reviewed before being entered into to assess that they would not significantly impact upon the organisation's ability to fulfil its objectives. Significant external risks to funding have led to the development of a three year plan which will allow for diversification of funding and activities. A key element in the management of financial risk is the setting of a reserves policy and the careful financial management of each of the individual projects undertaken by the organisation.

Internal risks are minimised by the implementation of procedures for authorisation of all transactions and to ensure consistent quality of delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

Policies and procedures are in place to ensure that all legislation requirements are met and best practice is maintained. These are subject to annual review by the trustees.

5. Objectives

The objects of the charity are :

- To advance the Christian faith in accordance with the statement of beliefs
- To relieve persons who are in conditions of need or hardship or who are aged or sick
- To undertake other charitable activities for the benefit of the community

Main objectives for the year :

The main objectives for the year were :

- To transition from pandemic restriction activities into regular service delivery
- To continue to deliver the existing services
- To fulfil the objects of the organisation

In addition to traditional church activities, the policies adopted in furtherance of these aims are to operate activities which are for the good of the residents of the London Borough of

Bell Farm Christian Centre
Report of the trustees
For year ended 5 April 2022

Hillingdon and beyond and in future to continue to review the needs of the area and develop projects to cater for the needs of the community as is appropriate.

The activities, which are for the benefit of all sections of the community in the London Borough of Hillingdon and beyond, are described below.

The trustees have referred to the Charity Commission's guidance on public benefit when reviewing the aims and objectives and in planning future activities.

Strategies and Activities to Achieve the Stated Objectives for the Public Benefit :

The objectives have been achieved through the following strategies and activities :

An **Advice, Information and Care Service** provides free, confidential, impartial and independent information, advice, advocacy and support to members of the local community who have issues concerning: housing (including stopping evictions), housing benefits, benefits, consumer affairs, debt, hate crime, domestic violence, advocacy, form filling and support both at Bell Farm and at St Matthews Church Centre.

The Advice, Information and Care Service provides a 'one stop shop' approach to assist local people with any matter. The service can deal with most requests but will also signpost clients where necessary.

The **Children and Families Section** provides safe support and activities for children, families and young people within the local community. The section currently provides: carers and toddler groups, community parent support groups, holiday clubs and special events, so as to support families in the local area.

The **Older Persons Section** organises a weekly lunch and social club which provides a freshly cooked meal and social contact for older people within the community. Other activities, including day trips and long weekends away, have also been provided to reduce the isolation felt by older people. Outreach is undertaken to isolated elderly in the community to enable them to access the services provided for them or to provide other appropriate support.

The **International Café** provides support and distribution of clothing and other essential items to predominantly asylum seekers based locally in initial accommodation but also to others in need.

Church Services and meetings have been provided to advance the Christian Faith. Regular Sunday morning and evening worship, prayer meetings and evangelistic events are provided throughout the year.

Community Meetings : The Centre has been significantly involved in various community meetings and events so as to support the community with regard to issues that would impact upon their quality of life. These have included Ward Councillors' surgeries and public meetings which are held at BFCC.

Networks : BFCC is very involved in the development and delivery of local networks that support other local organisations on issues such as advice. BFCC is a member organisation of both the local advice network and the Traveller forum as well as participating in meetings about support for local asylum seekers. Meetings and activities, such as training, are held at BFCC.

Training courses are held in various subjects to BFCC staff and members of the local networks to increase local expertise and knowledge.

Other Support is provided in response to identified need including the provision of food through Fare-share and a Food Bank. Due to local demand the Food Bank is open when the Advice Centre is open. A Samaritans Fund, Energy Support Fund and BFCC emergency funds benefited people who were in dire need of urgent financial assistance.

6. Review of the Activities

Doorway Advice, Information and Care Service

Aims and Objectives

- To provide advice, information and care as required to clients
- To advocate on behalf of clients where necessary
- To empower people
- To provide support when needed
- To work in partnership with and develop relationships with other agencies
- To work in partnership with other projects situated in the Centre
- To relieve suffering, stress or hardship
- To identify gaps in the provision available to clients and to work towards filling the gaps either as an organisation or in partnership with other agencies.



The Advice Information and Care Service is open two days a week for clients to drop in. Appointments may be made at other times to see an advisor and home visits can be arranged if the client is unable to attend the Centre because of ill health or disability or because the issue concerns the housing conditions in which they are living. Outreach advice sessions take place twice a week at St Matthews Church in Yiewsley thus increasing the capacity of the service and making it more accessible to a wider group of the local population. Sessions are run in conjunction with the Foodbank at both sites. A proportion of face to face advice was maintained throughout the pandemic where essential and the remaining phone advice was transitioned back into the face to face drop in sessions as restriction fully lifted.

The benefits to individuals, families and the local community through the work of Doorway are both immediate and long-term and include :

Bell Farm Christian Centre
Report of the trustees
For year ended 5 April 2022

- Increased household income
- Lowered stress levels, anxiety and associate health issues
- Improved financial skills
- Bailiff action stopped
- Benefits reinstated or corrected
- Evictions stopped
- Resolving issues with energy billing
- Council tax issues resolved removing threats of court action
- Housing found for people who are homeless
- Families able to access education for their children
- Debt rescheduling of multiple debts to reduce the risk of legal action
- Reduction of stress through emotional support
- Improved ability to maintain their tenancy
- Increase in ability to self-manage

A total of **967 individual clients** were seen across all locations with 214 further open cases at present.

Support	Council Tax	Immigration	Foodbank	Grants	Carers
134	17	394	350	70	2
7.65%	0.97%	22.50%	19.99%	4.00%	0.11%
Information	Eviction	Employment	Consumer	Debt	
25	4	3	2	27	
1.43%	0.23%	0.17%	0.11%	1.54%	
DLA/PIP	Tax Credits	Homeless	Ward Cllrs	DHP	
32	3	109	5	5	
1.83%	0.17%	6.23%	0.29%	0.29%	
Domestic Violence	Universal Credits	Council Tax reduction	General Advice	Housing Benefit	
1	25	9	64	19	
0.06%	1.43%	0.51%	3.66%	1.09%	
Letter writing	Advocacy	Bailiffs	Medical	DWP	
6	3	5	12	47	
0.34%	0.17%	0.29%	0.69%	2.68%	
Form Filling	Housing	Appeals	Legal	NASS	
36	23	4	15	274	
2.06%	1.31%	0.23%	0.86%	15.65%	

Clients are referred from a wide range of agencies including DASH, ARCH, social workers, Mead House, support workers, Home Start, schools, children's centres and housing officers from the London Borough of Hillingdon. Clients are also referred from the London Borough of Hillingdon, local mental health care providers and the manager of Colne Park Caravan Site.

The Advice Information and Care Service works closely with other agencies to provide a holistic response to presenting needs and to build capacity within the service.

Bell Farm Christian Centre
Report of the trustees
For year ended 5 April 2022

The Ward Councillors continued to come to the Centre each month and are invaluable.

Solicitors from MTG have assisted where legal advice was needed, and clients identified and referred by Doorway advisors often receive free legal advice. The type of legal advice offered by the Solicitor from MTG includes; help with homelessness applications, possession, evictions, adult social care, and child social care issues.

DASH also provide specialist advice to individuals about disability issues on a monthly basis with clients referred to them by Doorway advisors especially helping with PIP and other benefit appeals.

The MATRIX Quality Standard Mark for the Advice Information and Care Service was renewed in July 2021 following a three-day review of activities. The Advice Information and Care Service is also a member of Advice UK and CPAG.

The Advice Centre has one full time and two part time advisors assisted by two volunteer receptionists and a volunteer advisor. The full-time advisor has retained their specialist debt qualification with the Institute of Money Advisors with regular on-going training. CPD training continues to be undertaken by staff and volunteers. Through a partnership project with Hillingdon CAB and DASH called Heat4Hillingdon, specific training will be provided on Energy advice to meet this emerging need.

The Advice Information and Care Service has computers and access to iPads in the reception area which service users are able to access when they need to apply for benefits online, undertake job searches or complete housing forms which are often online. If they need assistance one of the volunteers helps the service user.

Doorway has continued to advocate on behalf of some homeless clients to secure accommodation within the area although this continues to prove hard as accommodation is hard to find for those in receipt of benefits. Many landlords are still reluctant to take clients in receipt of housing benefit which is almost always the case with those who are homeless. Over the past year Doorway has identified a few landlords who work in partnership with us to provide for those on benefit.

Doorway remains busy with more clients presenting with complex and multiple needs especially in regard to mental health issues. Doorway at St Matthews is also consistently busy. Toward the end of the financial year a greater proportion of clients were presenting with arrears and energy concerns as the cost-of-living crisis began to impact the lowest income households.

In October 2021 a new Partnership project began called Help4Hillingdon. The partnership involving H4All, DASH, Hillingdon CAB and BFCC successfully attracted funding from the Greater London Authority to deliver advice alongside Food Banks, based on the model that Doorway had effectively delivered for a number of years with the Yiewsley and West Drayton Food Bank. BFCC brokered a number of the partnerships between advice agencies and Food Banks.

Case study

Mr X visited the foodbank in Yiewsley during October and was referred to Doorway advice as he was living in a tent by the canal. He had few personal possessions but had adult

Bell Farm Christian Centre
Report of the trustees
For year ended 5 April 2022

children in the area who unfortunately were unable to house him with them, so bought him a tent. This tent had flooded soaking all his food and clothes which prompted his visit. He had no access to the internet but could check his emails when visiting family three times a week to shower. Initially the advisor referred him to the Streetlink scheme but on Mr X's second visit it was clear the outreach team had been unable to find him as he was well hidden despite providing a number to ring him.

The advisor then completed an application for Housing support through Hillingdon's housing jigsaw portal, using Mr X's son's contact details, as he was able to contact him and find him more easily. Mr X was given food items to help him through the few weeks it took to allocate him suitable accommodation. On Mr X's fourth visit Mr X was supported to apply for Universal Credit and the Council Tax reduction Scheme. This intervention meant that Mr X was housed before Christmas avoiding the coldest winter months and is now able to seek employment to sustain himself.

Children and Families

Aims and Objectives

- Provide children of all ages with a safe environment
- Provide play and learning opportunities
- To empower children
- To empower parents/carers
- To provide support when needed
- To work in partnership with other agencies
- To work in partnership with other projects situated in the Centre
- To show the love of God in word and deed

Supporting 359 individuals in 2021-22

The Children and Families Section provided support and activities for children, families and young people within the local community through carer and toddler groups, holiday activities, holiday clubs and the distribution of toys and food.

Carers and Toddlers groups

Tiny Gems and Little Gems provided safe and educational play opportunities for pre-school children. Parents and children have the opportunity to socialise. Attachment between the parent and child is supported and promoted. Trained staff provide parenting advice. Parents are able to talk about their needs. Little Gems and Tiny Gems groups for 0-4 years provided two 1.5 hour sessions each week for 30 weeks in the year.

School Holidays

Our targeted holiday provision is aimed at those within the local estates, which are areas of multiple deprivation, free-to-access sessions with qualified children's and youth workers. The activities have been successful in encouraging social engagement and development since the pandemic restrictions and as an opportunity for those on low incomes to access recreation and informal educational opportunities.

Bell Farm Christian Centre
Report of the trustees
For year ended 5 April 2022

During the Easter holiday 107 Easter eggs and crafts were given to children as part of our pandemic Easter outreach.

For the May 2021 and February 2022 half terms activity afternoons were held for 5-11 years olds providing a mixture of crafts and games and in February a cinema event was attended by 48 children.

The summer holidays saw the return of our five full days of entertainment, crafts, games and recreation. The theme was super heroes and shared some of the miracles of Jesus. This was supported by the ward councillors and helped by a number of volunteers and 3 junior helpers. The children played sports and made crafts alongside activities such as an entertainer, inflatable adventure courses and indoor go-karts.



Soap fun at the Holiday Club

Hasbro opened their offices to a group of 15 children in October half term and provided cooked food and games. The children had a great time and received toys.

As part of the Christmas period a party was held with 38 children attending and enjoying the festive games, craft and food. Thanks to our corporate partners we were able to provide 145 children with toys at Christmas, including some asylum seekers and at least 50 traveller families. This was in addition to the 100 Christmas food hampers we provided to parents in hardship.

Fellowship

Aims and Objectives

To be :

- A Serving Church.
- A Witnessing Church.
- A Worshipping Church.
- A Praying Church.
- A Giving Church.
- A Teaching Church.
- A Caring Church.

Bell Farm Christian Centre
Report of the trustees
For year ended 5 April 2022

The past year has been a wonderful year of growth in our local church and the body of Christ the world over. Our congregation has taken deliberate action to seek the face of God as never before, to be in His presence and to engage truly in authenticity. By God's grace, His hand of favour and peace has been upon our lives in these turbulent times. As a ministry we moved most services back to in person when we were permitted to. We retained the addition of simultaneous online church for those who join from different geographic locations and in person.

The Church leadership team, a team of volunteers who support the Minister to deliver church activities has remained consistent all year. One member of the leadership has stepped back from active involvement after many years of faithful service for which the fellowship is very grateful for her faithfulness, wisdom and guidance over the years. The team remains at 11 after welcoming an experienced lay pastor, into the team.

Sunday Services

Sunday worship services were held every Sunday when restrictions were lifted, having been online. Services have been well attended over the year, with some members participating on Zoom. The church has grown and flourished with new members joining consistently throughout the year. Online Church has continued to reach our members who live further away in other cities within the UK and in foreign countries. All services are available online. Online bible study continues to take place every Thursday night.

There have been considerable developments in individuals' lives and families. God has touched many people and is drawing them into a deeper relationship with Him. Many have, for the first time, come to the knowledge of who Jesus Christ is. Some have experienced spiritual cleansing, deliverance and emotional healing. There is a deepening in the commitment and growth of the congregation in general.

A worshipping heart in the fellowship has grown dramatically with the commencement of live worship on a regular basis. A new worship team has been formed.

The Christmas period was a particular blessing as the children's church ran their usual Christmas nativity service and a number of prayer walks throughout the neighbourhood were undertaken.

Activities

During the lockdowns and restrictions the fellowship continued with daily prayer meetings held online, this has moved to a weekly in person prayer meeting. Many of the congregation participated this year with prayer and fasting, trusting God for personal miracles and revival in our community and country.

Men's & women's ministry have begun face to face again as has the children's teaching and activities. Youth ministry has moved from Friday evenings to Sunday mornings and runs concurrently with the Sunday morning worship service. Youth attendance has grown significantly.

A new international service was started, this is mainly attended by local asylum seekers and refugees but is open to all of the fellowship. Language translation is provided for

Bell Farm Christian Centre
Report of the trustees
For year ended 5 April 2022

different languages and often a meal is served. This ministry has seen God truly touch many lives.

2021-22 saw a wedding, a number of baptisms and baby dedications.

The church fellowship organised a number of events throughout the year including an all-night prayer, a gathering with food called The Feast of Nations in August; a glow in the dark praise party in October over Halloween; a community Christmas market of activities and games for the community and, on New Year's Eve, an evening service of Praise, Worship and Prayer was held with the purpose to be in the presence of the Lord right at the start of the year.

Pastoral Care

The church leadership has supported the minister to keep in touch with the fellowship members throughout the year, with many pastoral home visits have taking place as usual.

The fellowship has been blessed to have a group of leaders who are established and mature in their faith and from a rich diversity of cultures and backgrounds. God in His wisdom has brought together a talented and gifted team for the purpose of building His Kingdom here on earth.

The minister continues to meet and network with other ministers and church leaders where possible.

Older Persons

Aims and Objectives

- To provide a lunch and social club on one day per week.
- To provide outreach to the isolated older people in the community.
- To provide other activities to the older people in the community.
- To provide or obtain services for the older people in response to need.
- To share the Gospel with and provide pastoral care to the older people.
- Where appropriate, to provide support to the families and carers of older persons.

In July 2021 the Older Persons Lunch and Social club re-opened following a busy year of outreach and support to the older population locally. The weekly Lunch & Social Club operates alongside our Doorway Advice, Care and Information Service and Foodbank distribution. These services are designed to be co-located to provide a holistic support for local older people. Our other community services are similarly designed to promote crossover. The Dining Club has 75 regular members. Prior to reopening a larger group of older people were supported through a weekly befriending scheme and working with our outreach worker to reduce isolation and support those who were anxious to begin social engagement. This resulted in almost all of the Dining Club members returning to the reopened club. Over 91% of those members surveyed stated that the Lunch Club made them feel less isolated.

Bell Farm Christian Centre
Report of the trustees
For year ended 5 April 2022

In addition, for our older service users we provide an outreach service to support them in accessing services, reducing isolation and through our community champions and mental health first aid trained staff promote health and well-being.

We continue to receive referrals from a number of agencies such as H4all and local GPs surgeries as well as receiving referrals directly from the community via Facebook. We continue to have a strong relationship with Drayton Court sheltered accommodation.

The Dining Club has a varied and exciting programme of events the highlight being the Christmas Party :



The regular craft and games activities are enhanced with live entertainment. This provides access to events many would struggle to get to such as pantomimes as well as sing-alongs which prompt memories and create a sense of nostalgia.

25 Dining club members visited the Beck Theatre in September to encourage socialisation. A wonderful day was had by all. In the same month 30 members went on a weeklong holiday to the Isle of Wight. These holidays which usually occur twice a year, but had been paused due to the pandemic, are often the only holiday that older people can access and sadly for some are the last trip away before passing. There is a great sense of belonging on these trips, they are made extremely accessible with carers able to attend.

The Dining Club is enhanced by our outreach and support service to those struggling with health and well-being.

Outreach Work

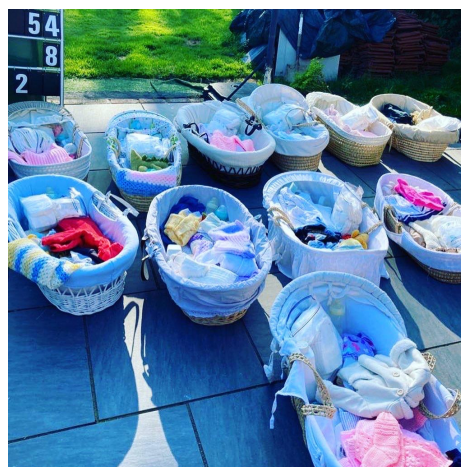
Over the past year the Older Persons' Manager has been visiting isolated older persons in the community. These individuals will have been referred by Age UK, Social Services or families. The Manager also visited Club members who have at times needed support or even if they have just felt lonely and wanted someone to talk to – as often happens. The Manager also supported older persons who have been at risk in the community and, alongside other agencies, has successfully moved clients into safer sheltered housing where there has been a consequential improvement in the quality of their lives. Our outreach worker made 29 hospital visits and 47 home visits to support Older People.

Case Study

A volunteer in the Older Persons Project for many years had a stroke in the summer of 2021. He had been a dedicated team member. The outreach worker visited him in hospital and liaised with the medical staff in the absence of family to develop the appropriate support when he left the stroke unit. On visiting the home to collect some personal items for him the outreach worker noticed that the flat was in poor repair and there were a number of trip hazards. The outreach worker spoke to the client and family and put a shout out on Facebook for help to upgrade the flat. The community donated, painted and did all they could to completely redecorate and make safe his living space. The outreach worker then liaised with the NHS community recovery teams and ensured he had everything lined up to leave hospital. Once home the outreach worker brought the client to the Doorway advice service to help apply for appropriate benefits for carers. The volunteer continues to recover and on occasions you can even find him in the kitchen during Dining Club, volunteering.

International Café

In the last year our work with local asylum seekers and those in initial accommodation hotels has developed into a weekly International Café, providing refreshments, and distributing donated items such as clothing and baby items.



Donated clothes for distribution to those seeking asylum in the UK

The café opens weekly for 3 hours with 1,086 individuals attending in 2020-21. The majority of service users remain in Hillingdon on average 9-18 months, especially families who make up nearly half the cohort. We provide food and refreshments donated through FareShare and cakes baked by volunteers. Donated clothes are distributed, especially to new arrivals and 363 individuals visited a Doorway advisor. There is a children's play area which is well used and additional children's activities once a month which are often facilitated by young people from ACS international School.

Around 36 volunteers have come directly from those in the hotel with another 14 volunteers coming from the community and other organisations.

Bell Farm Christian Centre
Report of the trustees
For year ended 5 April 2022

We have worked closely with other organisations, businesses and the community to provide a steady flow of donations. We continue to work with the Home Office and Migrant Help to troubleshoot individual and systemic issues. This project received funding in January to employ a project coordinator, increasing our capacity and the sustainability of all projects. The funding enabled us to expand our advice services to open alongside the café. This provided much needed support and advocacy for asylum seekers and refugees who were struggling to access health and education services. We have been strategically working with the CCG, HHS, colleges, and other charities to ensure we are complementing the statutory provision and increasing community cohesion. We engage regularly with local colleges delivering ESOL and have begun to host ESOL classes. The GLA also worked with us to research the needs of asylum seekers in London to improve services.

The beauty of this project is the way in which it has brought the local community and those in initial accommodation together. This is reflected in our mix of volunteers of both asylum seekers and local people, the joint working has broken down barriers, celebrated cultural differences and provided asylum seekers a sense of purpose and belonging. Further to this we have had asylum seekers volunteer in other BFCC projects such as the Older Persons Dining Club, building links to the wider community.

Through specific targeting staff have been able to encourage parents of young children to attend our parent and family groups, holiday events as well as support pregnant women with essential items and access to health services. The integration of parents has developed understanding and empathy of all the participants.

Finally, this project has equipped BFCC to be able to respond to the local needs as a result of refugee crises such as Afghanistan and the war in Ukraine.

Community

Community Meetings

The Centre has been used for community meetings including the Hillingdon Traveller Forum which is an inter-disciplinary forum with attendees coming from both the voluntary and statutory sectors.

BFCC has hosted a number of agencies for outreach events such as the Community Safety Team and the Police for a local Action Day. We have been working with local authority officers to support a research project to improve education and schooling amongst the Roma and traveller community. This work is still on-going.

BFCC was a vaccine station earlier this year and has helped to distribute lateral flow tests to marginalised groups such as Travellers and Asylum Seekers as part of the local authority's effort to reduce the spread of COVID 19.

Support at Christmas

Practical help was once again provided for families in need at Christmas by the provision of food hampers and toys for the children in the family. Food and toys were donated by local companies, individuals and charities. 387 beneficiaries were supported in this way.

**Bell Farm Christian Centre
Report of the trustees
For year ended 5 April 2022**

Food Bank for Yiewsley and West Drayton

Working with the other churches of Yiewsley and West Drayton a local food bank for Yiewsley, West Drayton and the Heathrow Villages has continued having been launched in May 2017 and is distributing food parcels to those that find themselves in hard situations.

The Foodbank works in conjunction with the Doorway Advice Service run by Bell Farm Christian Centre at both Bell Farm and St Matthews Church in Yiewsley where clients can access food and advice at the same time to work towards helping people out of their need of having to rely on the Foodbank. Doorway gave out a total of **1,258 Foodbank vouchers benefiting 2,813** individuals in 2021-22.

Samaritans Fund

Bell Farm Christian Centre administers an emergency fund which benefits people who were in need of urgent financial assistance. This is funded by a local trust. Most grants were for electricity with a number for over-the-counter prescriptions. **28 grants** were given totalling £659.

Recognition

Bell Farm Christian Centre was nominated for the London Faith and Believe 2021 awards for the work it does around inclusion in Hillingdon. It went on to be one of the winners and was invited to a presentation in London on 29 November 2021 where it picked up the award. This was presented to two of the staff on behalf of Bell Farm by Sir Kenneth Olisa OBE, The Queen's Lord Lieutenant of Greater London.

Two staff members became Hate Upstanders with two others becoming community health champions.



Supporting other community groups

During the year BFCC worked to help two new charitable start-ups. In October BFCC worked with H4All to enable CHEF, a new charity, to deliver cooking classes to vulnerable clients. We provided premises and helped CHEF with setting up the pilot project to benefit a small group of Asylum seekers. This enabled the charity to begin its charitable activities and begin to develop a proven track record of delivery which has strengthened their funding applications.

The second group BFCC supported enabled the set-up of a football project for Travellers (Gypsy Travellers League) to improve the mental resilience of those within their community. The project was led by travellers who identified the need and approached

BFCC for support. We assisted with governance documents and project planning, as well as mentoring the founder.

7. Volunteers

Volunteers provide an invaluable resource for the organisation. Volunteers assist in various activities within the organisation; these include:

- Administration
- Assisting at holiday clubs and children's events
- Assisting with the carers and toddler groups
- Cooking and assisting with the Older Persons' Lunch and Social Club
- Christmas events
- Gardening and maintenance
- IT support
- Kitchen cleaning
- Management committee
- Pastoral care
- Reception duties for the Advice, Information and Care Service
- Sunday school
- Trustees
- Worship leading
- Provide advice

BFCC can sustainably maintain its charitable activities with talented and skilful volunteers who support our services. In 2021-22, 91 volunteers contributed 4,868 hours of time, alongside our small but committed staff team.



The volunteer cooking team for the Older Person's Lunch Club

8. Our Impact and Performance against Objectives

Outputs for the year	Outcomes	Impact	Numbers
Benefit advice provided	A) Benefit checks undertaken to ensure Service users are receiving all the benefit to which they are entitled.	Lower stress levels and associated health issues.	132
	B) Increase in household income for service users.	Improvement in mood and wellbeing.	60
Debt Advice	A) Debts rescheduled for users so that monthly payments are more manageable.	Lower stress levels and associated health issues.	27
	B) Bailiff action stopped.	Lower stress levels and associated health issues.	5
	C) Budgeting advice provided.	Increase skills, confidence and knowledge.	32
Housing Advice	A) Tenants supported so that they can maintain their tenancy including negotiation with landlords & courts etc.	Improved life skills, confidence and increased life opportunities.	42
	B) Accommodation found for homeless individuals or families.	Improve health & well-being immediately and for the long-term future.	4
	C) Improvements made to poor standard accommodation for service users following negotiations with Landlord.	Improve health & well-being.	2
Other Information, Advice and Guidance	Providing relevant support through a person-centred approach.	Improve health & well-being and lower stress.	560
Support for parents and safe play area provided for children & young people.	A) Outreach for safe & educational play sessions including parent advice & support where required.	Improving the development of the child through play as well as increasing knowledge and confidence in parenting.	49 children 49 adults
	B) Holiday activity that provides fun and education (held virtually or face to face).	Reduced boredom, increased knowledge and learning of new skills. Safe play space, reduce anti-social behaviour.	78 children

Bell Farm Christian Centre
Report of the trustees
For year ended 5 April 2022

Support for Older Persons to tackle isolation and loneliness	A) Provide a luncheon and social group.	Reduced isolation and loneliness and increase a sense of wellbeing and belonging.	82
	B) Provide outreach, home and hospital visits and befriending calls in response to need.	Reduce isolation and loneliness and increase sense of belonging.	76
Support through provision of toys and hampers	Provide toys and food hampers to those identified within the community in need of help and support.	Less stress and improvement in wellbeing.	Easter 107 Christmas 245
Food and foodbank vouchers provided	Foodbank vouchers and food distributed at Bell Farm as part of the UB7 Foodbank.	Improve health and well-being.	1,258 vouchers 2,813 people
Support of basic needs for Asylum Seekers	A) Provision of fresh food, clothing, essential items.	Improve health and well-being.	1,086
	B) Advice and support on medical issues, NASS payments, recovering items.	Improve health and well-being.	365

Our beneficiaries

Community work	2020-21	2021-22
Number of service users accessing service	2,766	2,132
Number of Hillingdon residents accessing services	99%	95%
Asian	492	698
Black	411	136
Chinese	60	1
European	293	422
Mixed	16	16
White	1,056	452
Other	136	230
Unknown	302	177
Number of clients with a disability	29%	145

Which groups the beneficiaries were from (% of total beneficiaries)			
Children	16.5%	Young people	1%
Seniors	5%		
Women	45%		
Gipsy/Traveller	12%	Asylum seeker/refugee	54%
Mental health/illness	4%		

Church Fellowship	2021-22
Number of people accessing church activities and service	428
<i>Asian</i>	23%
<i>Black</i>	38%
<i>European</i>	1%
<i>Mixed</i>	1%
<i>White</i>	14%
<i>Other</i>	23%
Number of clients with a disability	2%

Which groups the beneficiaries were from (<i>% of total beneficiaries</i>)	
Children	13.5%
Young people	1%
Women	56%

9. The Factors Affecting the Achievement of the Objectives

The factors affecting the achievement of the objectives of the organisation are as follows :

1. The position of the organisation within the wider community. BFCC has a very good relationship with the local community, including good working relationships with the local Members of Parliament, Ward Councillors and other agencies working in the area. This provides a good platform for partnership working.
2. BFCC has a very good relationship with members of the local community and many members of the local community are very happy to be able to attend the activities and services that are provided at the Centre. This is particularly good for the sections of the community that are particularly marginalised and vulnerable. The Organisation is pleased that some of these groups such as the Travellers and migrants feel able to attend the activities.
3. BFCC has a good relationship with funders. Agencies and funders have often approached BFCC to see if they would deliver services on their behalf if funding was provided, or to work in partnership with them to deliver services.
4. BFCC has a good, hardworking and loyal work force and all its members of staff are highly motivated and committed to the work that they do.
5. BFCC has a hard working and loyal group of volunteers who help deliver the services to the local community.

No specific significant events occurred during the year that would have had a financial impact on BFCC.

Examples of operational success

Transition into regular activities

Our team has been especially focussed this last year on providing extra support for those socially anxious to re-engage in social activities. The transition from pandemic response-based initiatives such as outreach and socially restricted events into our usual pre-pandemic activities has been particularly smooth through the agility and abilities of our staff team and volunteers. An example of this was our Dining Club for older people where one individual was extremely reluctant to leave the house and was nervous about going to group events. Our outreach worker identified all those who hadn't attended each week and remained in contact by phone, carrying out welfare and arranged home visits. The lady struggling was invited to smaller events and eventually alongside some home visits, she built the confidence to begin attending the Dining Club again.

Improving outcomes for service users

Over the last year we have been reviewing the effectiveness of our projects against the new needs and trends post-pandemic. With our Café we spoke with service users in September 2021 to establish what was most pressing for them. In many cases it was the need for quality clothing and support accessing section 95 payments, GPs and local schools. We formalised additional Doorway sessions and created specific case forms to capture the different type of data we required to resolve these issues. The most effective processes or partners were identified in order that these common issues could be resolved on mass. This meant that clothes were more effectively given to those who needed them, and payments arrived sooner so that clients could access things such as over the counter medicines as required. Within this project we have identified what our strengths are, enabling us to deliver the best outcomes and then refer quickly outside of our newly defined support offer. This has helped to improve the customer experience for the asylum seeker population as case work was handled in a timelier manner or they were able to access other services sooner through referral.

Collaborative working

External collaborations are enabling us to share our strengths, with several churches approaching us to expand our delivery into their premises or support them to set up projects. Although this is the start of this journey of enabling, our involvement in helping to establish new groups this year has provided us with insight into the challenges that groups face in developing new services. We have been able to support established charities through our collaborative working such as providing an outcome framework for advice work in Hillingdon. In return we have also been able to understand the standards others strive for. The Help4Hillingdon partnership has helped us to change the type of data we capture and improve our paperwork and record keeping.

Value for money

Our organisational overheads are constantly scrutinised to ensure we are maximising service delivery and keeping costs low. BFCC receives a number of in-kind donations from waste collection to raffle prizes. We have been fortunate to have a number of strong corporate partnership with companies such as Tesco, ASDA, Hasbro, Richmond Toys and Funky Flowers which enables in-kind and cash donations. In addition to this, having a

Bell Farm Christian Centre
Report of the trustees
For year ended 5 April 2022

strong local reputation we have developed several corporate relationships that provide expertise and support us in areas such as policy updates.

10. Future Plans

The Organisation will be developing a new five year business development plan with the current one coming to completion at the end of 2023/24. Having successfully completed year one of a 3-year plan in 2021/22 we continue to progress with year two of our key priorities as shown below :

Year One

Maintain and develop existing services
Increase the amount of core funding available
Undertake a restructuring of the organisation

Year Two

Development work of the older persons provision will include :

- Increase the range of services available to older persons
- Providing an additional day per week of activities for older persons
- Additional capacity for outreach work
- Developing curriculum and partnerships

Develop activities and services for children and families including :

- After school activities for children
- Appoint an assistant manager
- Increase hours and capacity of toy library

Development of the Doorway Advice Information and Care service includes :

- Additional services
- Additional member of staff
- Additional opening hours
- Additional collaborations

Development of the fellowship in the coming year will include :

- Discipleship of new and current congregation members
- Outreach to the community, friends, family and work colleagues
- Explore the ministry need for those who are recovering from addictions
- Creating additional space and resource for the children on a Sunday
- Seek female role models for spiritual guidance
- Targeted services for young adults are to be developed

Re-establish training and employment department including :

- Appointment of a manager for training
- Provide various courses such as budgeting ESOL, First Aid, Food Hygiene
- Provide support to enable service users to access employment

**Bell Farm Christian Centre
Report of the trustees
For year ended 5 April 2022**

Develop the core services of the organisation and employ additional staff including :
Centre Manager
Receptionist/Administrator (full time)

Year Three

Develop new projects to include :
Prepare plans to extend the centre (phase two) including additional offices
Explore the offer of counselling and ministry service
Provide a mobile toy library for outlying communities and the Traveller sites

11. Financial Review

Bell Farm Christian Centre's operation is dependent upon the receipt of grants and donations from various organisations and individuals, services provided by unpaid volunteers and the generosity of many individuals and businesses who provide various services and goods free of charge.

The vast majority of income received during the year was restricted income, which was provided to enable a specific activity or project to take place or for a particular service to be provided. Funding was received from a number of new sources to strengthen and increase existing projects and for capital improvements.

Income for the year was £235,743 (2021 - £237,276) and expenditure was £244,161 (2021 - £227,431). The net result was an overall deficit for the year of £8,418 (2021 surplus of £9,845). This included a deficit of £4,657 (2021 deficit - £14,382) on restricted funds which will be funded from surpluses brought forward from previous years.

The trustees are aware of the continual need to attempt to obtain additional "core funding" in order to strengthen the central administration and support services of Bell Farm Christian Centre. This would then release project staff to spend additional time on activities directly relating to their project and would strengthen the overall operation of Bell Farm Christian Centre.

Principal Funding Sources

The main grants and donations for the work of Bell Farm Christian Centre have come from the following organisations :

London Borough of Hillingdon
Department of Foreign Affairs and Trade; Emigrant Support Programme
Hillingdon Community Trust
Greater London Authority
LHC Community Benefit Fund

Investment powers and policy

Under the Memorandum and Articles of Association, Bell Farm Christian Centre has the power to invest in any way the trustees wish.

Bell Farm Christian Centre
Report of the trustees
For year ended 5 April 2022

The trustees, having regard to the fact that most funding is from grants which are paid on a quarterly basis or six-monthly basis, have operated a policy of keeping available funds in interest bearing deposit accounts.

Reserves policy

The trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be between 1 and 2 months of the resources expended, which equates to £20,000 to £41,000 in general funds. However following lessons from the pandemic, the trustees are looking to increase this threshold to over 3 months but no greater than 5 months, which equates to £61,000 to £102,000. At this level, the trustees feel that they would be able to continue the current activities of the charity in the event of a significant drop in funding. It would then be necessary to consider how the funding would be replaced or activities changed. At present the reserves amount to £60,932, with the trustees hoping to reach the new reserves threshold within the next two years.

Trustees' responsibilities in relation to the financial statements

The trustees (who are also directors for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with general 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 affairs of the charitable company and of the incoming resources and application of resources of the charitable company for that period. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiners

Bruton Charles, Chartered Accountants were appointed as Independent Examiners in 2016 and have expressed their willingness to continue in that capacity. A resolution proposing their reappointment will be put to the Annual General Meeting.

Bell Farm Christian Centre
Report of the trustees
For year ended 5 April 2022

In preparing this report, advantage has been taken of the small companies' exemption in the Companies Act 2006.

Approved by the trustees on 7 January 2023 and signed on their behalf by

A handwritten signature in blue ink, appearing to read 'P N Waine', is written over a faint horizontal line.

P N Waine

**Bell Farm Christian Centre
Independent Examiner's report
For the year ended 5 April 2022**

I report to the charity trustees on my examination of the accounts of the company for the year ended 5 April 2022, which are set out on pages 30 to 42.

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').

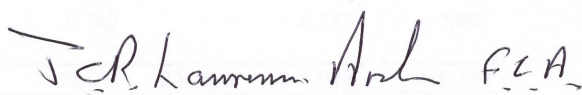
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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

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 :

- i. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- ii. the accounts do not accord with those accounting records; or
- iii. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the account give a 'true and fair' view which is not a matter considered as part of the independent examination; or
- iv. 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 (FRS102)].

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.



Name: Jonathan Lawrence-Archer
Bruton Charles, Chartered Accountants

Address: The Coach House, Greys Green Business Centre, Henley-on-Thames,
Oxfordshire, RG9 4QG

Date:

Bell Farm Christian Centre
Statement of Financial Activities
For the year ended 5 April 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Income					
Donations	2	24,637	4,413	29,050	26,041
Income from charitable activities					
Grants receivable	3	70,000	94,101	164,101	202,243
Other income	4	461	33,568	34,029	1,378
Investment income	5	88	-	88	114
Rental income	6	8,475	-	8,475	7,500
Total income		<u>103,661</u>	<u>132,082</u>	<u>235,743</u>	<u>237,276</u>
Expenditure					
Costs of raising funds	7	3,736	2,136	5,872	5,512
Charitable activities	8	134,615	103,674	238,289	221,919
Total expenditure		<u>138,351</u>	<u>105,810</u>	<u>244,161</u>	<u>227,431</u>
Net income	10	(34,690)	26,272	(8,418)	9,845
Transfers between reserves	15	30,929	(30,929)	-	-
Net movement in funds		<u>(3,761)</u>	<u>(4,657)</u>	<u>(8,418)</u>	<u>9,845</u>
Reconciliation of funds					
Total funds brought forward		92,532	234,420	326,952	317,107
Total funds carried forward		<u>88,771</u>	<u>229,763</u>	<u>318,534</u>	<u>326,952</u>

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

All income and expenditure derives from continuing activities.

This statement of financial activities includes an income and expenditure account in accordance with Companies Act 2006 requirements.

Bell Farm Christian Centre
Balance Sheet
As at 5 April 2022

	Notes	2022		2021	
		£	£	£	£
Fixed assets					
Tangible assets	12		139,133		155,228
Current assets					
Debtors	13	18,292		10,235	
Cash at bank and in hand		<u>178,970</u>		<u>169,925</u>	
		197,262		180,160	
Creditors: amounts falling due within one year	14	<u>17,861</u>		<u>8,436</u>	
Net current assets			179,401		171,724
Net assets			<u>318,534</u>		<u>326,952</u>
Capital and Reserves	15 & 16				
Restricted funds			229,763		234,420
Unrestricted funds					
Designated funds			27,356		42,462
General funds			61,415		50,070
			<u>318,534</u>		<u>326,952</u>

The trustees have taken advantage of the Companies Act 2006 in not having these accounts audited under section 477(1). No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with s386 and s387 of the Companies Act 2006 and section 138 of the Charities Act 2011.


These accounts have been prepared in accordance with the provisions in part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to the members of the company.

The notes on pages 32 to 42 form part of these financial statements.

Approved by the Board of Trustees on 7 January 2023 and signed on its behalf by



P N Waite
Trustee



S M Holliday
Trustee

Company registration number 04110617

Bell Farm Christian Centre
Notes forming part of the Financial Statements
For the year ended 5 April 2022

1 Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are as follows:

1.1 Basis of preparation

The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019) – (Charities SORP (FRS102)), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2015.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

The Charity constitutes a public benefit entity as defined by FRS 102.

1.2 Changes to previous accounts

No changes have been made to the financial statements for previous years unless otherwise stated within the notes as a prior year adjustment.

1.3 Preparation of the accounts on a going concern basis

The directors consider that the company is a going concern.

1.4 Income recognition policies

Items of income are recognised and included in the accounts when all of the following criteria are met:

- the charity has entitlement to the funds;
- any performance conditions attached to the items of income have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included.

Income from charitable activities includes grant income received subject to performance conditions and is recognised as earned (as the related services are provided).

1.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

1.6 Fund accounting

Funds held by the charitable company are:

- Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Bell Farm Christian Centre
Notes forming part of the Financial Statements
For the year ended 5 April 2022

- Designated funds – these are funds set aside by the trustees out of unrestricted general funds for specific purposes.
- Restricted funds – these are funds which can only be used for particular purposes within the objects of the charitable company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The trustees make transfers between funds as agreed by the funder.

1.7 Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

1.8 Allocation of costs

Certain expenditure is directly attributable to specific activities in accordance with the budget submitted to the funder and this expenditure has been allocated directly to those activities. Support costs have been apportioned as agreed and allocated to specific activities on the basis of time spent or resources used.

1.9 Operating leases

Rentals paid under operating leases are charged to income as incurred.

1.10 Pensions

The charitable company contributes to the personal defined-contribution pension schemes of employees. The annual contributions paid are charged against income.

1.11 Tax status

The charitable company is a registered charity within the definitions of section 506(1) Income and Corporation Taxes Act 1988 and therefore it is not assessable to corporation tax on any surplus charitable funds

1.12 Governance costs

Include all costs relating to the public accountability of the charitable company and its compliance with regulation and good practice. They include costs relating to the examination of statutory accounts.

1.13 Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation and are capitalised if they can be used for more than one year and cost at least £1,000.

Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows, unless assets are purchased from grants for a particular short term project, in which case they are written off over the length of the project.

Building extension	over term of lease
Computer equipment	33% straight line on cost
Fixtures, fittings & other equipment	20% straight line on cost

1.14 Creditors and provisions

Creditors and provisions are recognised at their settlement amount where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

Bell Farm Christian Centre
Notes forming part of the Financial Statements
For the year ended 5 April 2022

1.15 Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees report.

1.16 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2 Income from donations

	Un- restricted	Restricted	Total	Un- restricted	Restricted	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
General Fund	23,882	-	23,882	15,192	-	15,192
Advice Service	-	-	-	-	573	573
Asylum Seekers	-	2,530	2,530	-	2,982	2,982
Toy Library	-	-	-	-	-	-
Older Persons	-	1,883	1,883	-	6,931	6,931
Children and Families	417	-	417	40	323	363
Other Funds	338	-	338	-	-	-
	<u>24,637</u>	<u>4,413</u>	<u>29,050</u>	<u>15,232</u>	<u>10,809</u>	<u>26,041</u>

3 Grants receivable

	Un- restricted	Restricted	Total	Un- restricted	Restricted	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
General Fund	21,000	-	21,000	10,538	-	10,538
Advice Service	19,158	62,743	81,901	13,750	77,911	91,661
Asylum Seekers	-	4,199	4,199	-	17,048	17,048
Children and Families						
Manager	19,842	-	19,842	13,750	-	13,750
Holiday Club	-	1,050	1,050	-	200	200
Other	-	1,960	1,960	-	5,764	5,764
Older Persons						
Dining Club	10,000	18,000	28,000	-	18,000	18,000
Transport	-	169	169	-	-	-
Other	-	5,980	5,980	-	18,397	18,397
Other Funds						
Operations Manager	-	-	-	26,135	-	26,135
Samaritan Fund	-	-	-	-	750	750
	<u>70,000</u>	<u>94,101</u>	<u>164,101</u>	<u>64,173</u>	<u>138,070</u>	<u>202,243</u>

Bell Farm Christian Centre
Notes forming part of the Financial Statements
For the year ended 5 April 2022

4 Other income from charitable activities

	Un- restricted	Restricted	Total	Un- restricted	Restricted	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
General Fund	200	-	200	37	-	37
Advice	-	150	150	-	-	-
Children and Families	256	319	575	-	-	-
Older Persons	-	33,047	33,047	-	1,340	1,340
Other Funds	5	52	57	-	-	-
	<u>461</u>	<u>33,568</u>	<u>34,029</u>	<u>37</u>	<u>1,340</u>	<u>1,377</u>

5 Investment income

All of the charity's investment income arises from interest bearing deposit accounts and is unrestricted income.

6 Rental income

Income from use of premises, all of which is unrestricted income.

7 Costs of raising funds

	Un- restricted	Restricted	Total	Un- restricted	Restricted	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Staff costs	3,736	2,136	5,872	2,408	3,104	5,512
	<u>3,736</u>	<u>2,136</u>	<u>5,872</u>	<u>2,408</u>	<u>3,104</u>	<u>5,512</u>

Bell Farm Christian Centre
Notes forming part of the Financial Statements
For the year ended 5 April 2022

8 Expenditure on charitable activities

2022	General Fund £	Advice Service £	Asylum Seekers £	Children & Families £	Older Persons £	Other Funds £	Total £
Staff costs							
Direct	28,367	41,479	1,565	19,475	16,659	23,272	130,817
Support	(19,341)	9,367	10	3,510	4,353	2,101	-
Premises costs							
Direct	24,605	21	360	-	158	-	25,144
Support	(14,824)	7,179	8	2,690	3,336	1,611	-
Office costs							
Direct	5,447	1,495	-	3	116	96	7,157
Support	(4,607)	2,231	2	836	1,037	501	-
Project costs	1,589	1,854	4,810	2,787	39,930	506	51,476
Governance costs	2,200	-	-	-	-	-	2,200
Donations	5,400	-	-	-	-	-	5,400
Depreciation	-	-	-	-	-	16,095	16,095
	<u>28,836</u>	<u>63,626</u>	<u>6,755</u>	<u>29,301</u>	<u>65,589</u>	<u>44,182</u>	<u>238,289</u>

2021	General Fund £	Advice Service £	Asylum Seekers £	Children & Families £	Older Persons £	Other Funds £	Total £
Staff costs							
Direct	32,121	43,029	4,194	8,668	22,828	18,325	129,165
Support	(19,081)	9,355	245	2,883	4,844	1,754	-
Premises costs							
Direct	24,941	901	-	-	883	-	26,725
Support	(13,782)	6,757	177	2,082	3,499	1,267	-
Office costs							
Direct	6,964	1,698	-	188	421	258	9,529
Support	(5,064)	2,483	65	765	1,286	465	-
Project costs	3,415	2,007	10,889	1,483	12,521	257	30,572
Governance costs	2,200	-	-	-	-	-	2,200
Donations	5,400	-	-	-	-	-	5,400
Depreciation	-	-	-	-	-	18,328	18,328
	<u>37,114</u>	<u>66,230</u>	<u>15,570</u>	<u>16,069</u>	<u>46,282</u>	<u>40,654</u>	<u>221,919</u>

Expenditure on charitable activities includes £103,674 (2021 – £116,105) of expenditure from restricted funds.

Bell Farm Christian Centre
Notes forming part of the Financial Statements
For the year ended 5 April 2022

9 Governance Costs

	2022	2021
	£	£
Independent Examiner's fees	<u>2,200</u>	<u>2,200</u>

10 Net income for year

This is stated after charging:

	2022	2021
	£	£
Depreciation	16,095	18,328
Independent Examination provision	<u>2,200</u>	<u>2,200</u>

11 Staff Costs

	2022	2021
	£	£
Wages and salaries	129,825	124,624
Fees	543	-
Social security costs	3,922	7,846
Pension contributions	2,400	2,208
Life assurance	-	-
	<u>136,690</u>	<u>134,678</u>

The average number of employees during the year was as follows :

	Total employees		Full time equivalent	
	2022	2021	2022	2021
General Fund	3	3	2	2
Advice Service	3	3	1	1
Asylum Seekers	1	1	1	1
Children and Families	1	1	1	1
Older Persons	1	1	1	1
Operations Manager	1	1	1	1
	<u>10</u>	<u>10</u>	<u>7</u>	<u>7</u>

No employee of the charity received emoluments of more than £60,000.

The charity contributes to a pension scheme for its employees as required under the automatic enrolment regulations. Pension contributions are accounted for and paid as they fall due and there were no outstanding contributions at the balance sheet date (2021 – £nil).

During the year, no trustees were paid or received any other benefits from employment with the charity (2021 – £nil) and no expenses were paid to trustees during the year (2021 – £nil).

Bell Farm Christian Centre
Notes forming part of the Financial Statements
For the year ended 5 April 2022

12 Tangible fixed assets

	Building extension	Computer equipment	Fixtures fittings & equipment	Total
	£	£	£	£
Cost				
At 6 April 2021	230,838	24,547	149,549	404,934
Additions	-	-	-	-
Disposals	-	-	-	-
At 5 April 2022	<u>230,838</u>	<u>24,547</u>	<u>149,549</u>	<u>404,934</u>
Depreciation				
At 6 April 2021	77,743	24,211	147,752	249,706
Charge for the year	15,310	336	449	16,095
Disposals	-	-	-	-
At 5 April 2022	<u>93,053</u>	<u>24,547</u>	<u>148,201</u>	<u>265,801</u>
Net book value				
At 5 April 2022	<u>137,785</u>	<u>-</u>	<u>1,348</u>	<u>139,133</u>
At 5 April 2021	<u>153,095</u>	<u>336</u>	<u>1,797</u>	<u>155,228</u>

All assets are held for direct charitable purposes.

13 Debtors

	2022 £	2021 £
Other debtors	15,348	4,966
Prepayments	<u>2,944</u>	<u>5,269</u>
	<u>18,292</u>	<u>10,235</u>

14 Creditors: amounts falling due within one year

	2022 £	2021 £
Accruals	9,767	8,436
Deferred income	<u>8,094</u>	<u>-</u>
	<u>17,861</u>	<u>8,436</u>

Deferred income is the portion of specific grant income which relates to the year ended 5 April 2023.

Bell Farm Christian Centre
Notes forming part of the Financial Statements
For the year ended 5 April 2022

15 Analysis of charitable funds

	Balance at 6 April 2021 £	Income £	Expenditure £	Transfers £	Balance at 5 April 2022 £
Restricted Funds					
Advice Service					
Hillingdon Community Trust	25,734	46,578	-	-	72,312
Department of Foreign Affairs and Trade; Emigrant Support Programme	729	7,000	(2,017)	(5,712)	-
City Bridge Trust	29,449	-	(18,875)	(8,980)	1,594
Goldsmiths Company	3,000	-	(3,000)	-	-
Greater London Authority	-	9,165	(9,165)	-	-
Other	14,353	150	-	-	14,503
ProParenting					
Other Income	1,001	-	-	-	1,001
Children and Families					
Toy Library					
Richmond Toys	571	-	-	-	571
Other	267	5	-	(5)	267
Holiday Club and out of school activities					
Ward Councillors	-	1,950	(1,850)	-	100
Other	-	1,060	(794)	(266)	-
Toddler Group	-	314	-	(314)	-
Older Persons					
London Borough of Hillingdon	-	18,000	(16,659)	(1,341)	-
Dining Club	(17,191)	33,047	(25,581)	(12,881)	(22,606)
Ward Councillors	-	840	(840)	-	-
London Borough of Hillingdon Leaders Initiative	5,192	5,140	(3,616)	(1,524)	5,192
Other Income	7,001	2,052	(167)	115	9,001

Bell Farm Christian Centre
Notes forming part of the Financial Statements
For the year ended 5 April 2022

	Balance at 6 April 2021 £	Income £	Expenditure £	Transfers £	Balance at 5 April 2022 £
Other Grants					
Maintenance Reserve	1,123	-	-	-	1,123
Development Worker	549	-	-	-	549
Pampering Course	552	-	-	-	552
London Catalyst Samaritan Fund	464	-	(366)	-	98
Asylum Seekers					
Hillingdon Community Trust	2,496	-	-	-	2,496
LHC Community Benefit Fund	-	3,199	(3,199)	-	-
Other	1,947	3,530	(3,535)	(21)	1,921
Food Bank	-	52	(52)	-	-
Partners in Renewal	29	-	-	-	29
Building Fund	2,412	-	-	-	2,412
Capital Fund					
Restricted	154,742	-	(16,094)	-	138,648
Total Restricted Funds	234,420	132,082	(105,810)	(30,929)	229,763
Unrestricted Funds					
Designated Funds					
Giving Fund	1,946	-	(5,400)	3,600	146
London Borough of Hillingdon					
Advice Service	5,258	19,158	(19,158)	-	5,258
Children and Families	18,074	19,842	(14,391)	(13,649)	9,876
Operations Manager	16,098	-	(23,455)	17,675	10,318
Older Persons	-	10,000	(10,000)	-	-
Support costs	-	21,000	(7,698)	(13,302)	-
Other income	1,086	1,015	-	(343)	1,758
	42,462	71,015	(80,102)	(6,019)	27,356
General Unrestricted Funds					
General Fund	49,587	32,643	(58,246)	36,948	60,932
Capital Fund - Unrestricted	483	-	-	-	483
	50,070	32,643	(58,246)	36,948	61,415
Total Funds	326,952	235,740	(244,158)	-	318,534

Bell Farm Christian Centre
Notes forming part of the Financial Statements
For the year ended 5 April 2022

Purpose of Restricted Funds

Advice Service For running costs of Doorway Advice, Information and Care Service.

Parent Support For Pro Parenting courses and training.

Children and Families Projects

Toy Library For running costs of Toy Library
 Holiday Club For Summer Holiday Clubs
 Out of School activities For other Holiday Events
 Toddler Group For Carer and Toddler group

Older Persons

London Borough of Hillingdon For older persons work, including employment of manager.
 Dining Club For running costs of Dining Club
 London Borough of Hillingdon For capital items and special events
 Leaders Initiative
 London Borough of Hillingdon For new equipment
 Ward Councillors

Transfers are made from the Dining Club fund to the London Borough of Hillingdon fund to cover shortfalls on funding.

Other Funds

Maintenance Reserve For maintenance of building
 Development Worker Balance from employment of development worker
 Pampering Course Balance from pampering courses
 London Catalyst Samaritan Fund For helping those in need
 Asylum Seekers Working with those seeking asylum in the UK who are temporarily housed in hotels at Heathrow
 Partners in Renewal For churches in West Drayton and Yiewsley
 Building Fund For building extension. Costs are transferred from this fund to the Capital fund

Purpose of Designated Funds

Giving Fund A proportion of general unrestricted income is set aside to give to other organisations. Transfers into this fund are from the General fund.

London Borough of Hillingdon

Advice Service For running costs of Doorway Advice, Information and Care Service
 Children and Families For running costs of Children and Families projects
 Operations Manager For employment of Operations Manager
 Older Persons For running costs of the Older Persons projects
 Support Costs For support staff and costs of the organisation

Bell Farm Christian Centre
Notes forming part of the Financial Statements
For the year ended 5 April 2022

Transfers

Many of the grants received by BFCC include amounts for use of premises, management and administration costs. These agreed amounts are transferred to the general unrestricted fund to cover expenditure made from this fund. When equipment is purchased the costs are transferred from specific restricted and designated funds to the Capital fund.

16 Analysis of net assets between funds

	Restricted	Unrestricted	Total
	£	£	£
Fund balances at 5 April 2022 are represented by:			
Tangible fixed assets	138,647	486	139,133
Current assets	103,162	94,100	197,262
Creditors: amounts falling due within one year	(12,046)	(5,815)	(17,861)
	<u>229,763</u>	<u>88,771</u>	<u>318,534</u>

17 Operating lease commitments

Bell Farm Christian Centre has use of the church building and manse on a 21 year lease from March 2010. Rentals payable on this lease, through a Memorandum of Understanding with the Landlord, are reduced to a starting value of £2,000 per year, rising annually by inflation.

18 Related party transactions

There were no related party transactions during the year.

19 Control

There is no controlling party.

20 Funds held in trust

The Hillingdon Community Trust was wound up during 2021. The Austin Sewing Club is a community project which had been awarded grant support prior to the pandemic but as the operation had been paused it was not possible to pass the funds to the project. The sum of £10,000 was therefore transferred to Bell Farm Christian Centre in April 2021 to hold on trust and pass to the Austin Sewing Club once its activities recommenced. Transfers totalling £9,090 were made during the year ended 5 April 2022. The remaining balance of £910 was transferred in May 2022.

These transactions do not form part of the income or expenditure of the charity during the year.