



# **Bell Farm Christian Centre**

**(a company limited by guarantee)**

**Annual Report and Accounts  
for the year ended  
5 April 2023**

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# **Bell Farm Christian Centre**

## **Report of the trustees for the year ended 5 April 2023**

The trustees present their report, together with the financial statements of the charity, for  
the year ended 5 April 2023

## **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	(Resigned 05.04.2023)
	Mr S M Holliday	
	Mr M Crane	(Resigned 18.04.2023)
	Ms J Duncan	
	Mr T Heron	
	Mrs A Widgington	(Resigned 25.04.2023)
	Mr William Jhon	(Appointed 13.09.2022)
	Mr Robert Charrington	(Appointed 05.12.2023)

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 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.

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. The Senior Management team consists of the Head of Projects, Church Minister and CEO.

At BFCC operational, strategic and financial day to day decisions (excluding acceptance of annual returns and employee remuneration) are made by the CEO, collaboratively with the

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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.

**A special note of thanks**

After over 20 years of service Pete Waine, our Chair of Trustees, retired as a trustee, as expected, at the end of the financial year. Pete's contribution to the charity from its inception has enabled the significant impact that the organisation has had on the local community over the decades possible. Our thanks goes to him and longstanding trustee Mike Crane for their commitment and support.

### **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 Margarets Church, Uxbridge  
St Anslem's Church, Hayes

**Other Agencies**

Advice UK

Age UK Hillingdon, Harrow and Brent

DASH

Drayton Court

Give Space CIC

H4All

Hillingdon CAB

Hillingdon Community Transport

HFCA

Hillingdon Food Bank

Hillingdon MIND

Hillingdon Traveller and Gypsy Interagency

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Forum  
Institute of Money Advice  
Livability  
Local Members of Parliament  
MTG Solicitors  
Metropolitan Police SNT  
Local NHS and health partners

London Borough of Hillingdon  
REAP  
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 risk register recording risks 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 legislative 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 fulfil the objects of the organisation
- To begin strategic business transformation to improve the effectiveness of the charity in meeting its objectives.
- To continue to deliver the existing services and develop services and activities against the backdrop of post pandemic Britain and the rising inflation causing a cost of living crisis leading to higher demand due to increased need within the community.

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 Hillingdon and surrounding areas, with continuous review of the needs of the area leading to the development of projects to cater for these, as 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 same service has been delivering increased locations alongside Foodbanks in Hillingdon as part of the Help4Hillingdon Partnership.

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: carer 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



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to enable them to access the services provided for them or to provide other appropriate support.

The **International Café** provides a warm welcome with support, advice, and information as well as the 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, fellowship activities and evangelistic events are provided throughout the year.

**Community Meetings and Networks** : 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, Health Roadshows and public meetings which are held at BFCC. BFCC was involved in the development and delivery of local networks that support other local organisations.

**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, Free Sim cards and BFCC emergency funds benefited people who were in dire need of urgent financial assistance.

**New activities in 2022/23**

In 2022 our services fully resumed following the pandemic restrictions. Additional funding enabled BFCC to further achieve our objectives by undertaking some shorter-term projects to compliment the above regular services and emerging needs. These included :

- A partnership with Give Space CIC enhancing mental resilience through well-being workshops with older people.
- A partnership with DASH to improve digital skills with older people and Doorway clients.
- Expansion of our advisers' skills and knowledge to provide information and Advice around energy in partnership with Hillingdon Citizens Advice.
- Expansion of advice services providing more follow up appointments for complex cases.
- Development of a consistent offer of advice, information and support for asylum seekers.
- Issuance of SIM cards with free data for six months in partnership with Vodafone to those in financial hardship.

- Provision of hardship grants to those experiencing fuel poverty.
- Hosting ESOL classes in partnership with REAP.
- Creating a network to develop Food Aid and wrap around financial support in Hillingdon.

## **6. Review of the Activities**

### **Doorway Advice, Information and Care Service**

#### **Aims and Objectives**

- To provide advice, information and care as required by 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.
- To show the love of God in word and deed



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 and other locations as part of the Help4Hillingdon partnership 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.

This year **886 individuals** made **over 1,799 visits** across all locations not including follow-up calls or appointments outside of opening hours. 511 cases were closed during the year reflecting the significance of a larger number of complex cases needing multiple visits and follow-up, many of which are on-going.

The Advice, Information and Care Service has continued to work closely with other agencies to provide a more holistic and confidential approach for clients presenting with complex needs and to build capacity within the service. BFCC has significantly benefited from a collaborative partnership with DASH and Hillingdon CAB supported by H4ALL. This has helped to expand advice into other settings such as GP surgeries in the coming year and standardise practice across the borough and learn from best practice.

As well as attending drop-ins of their own accord, clients are referred from a wide range of agencies including the London Borough of Hillingdon Council.

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The benefits to individuals, families and the local community through the work of Doorway are both immediate and long-term and include but are not restricted to :

- Increased household income
- Lowered stress levels, anxiety and associated 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 and preventing homelessness
- 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

**Type of advice given 2022-23 (Change from 2021-22)**

DWP	SUPPORT	EMPLOYMENT	DLA/PIP	HMRC	WARD CLLR
71	198	2	49	0	3
+24	+64	-1	+47	No change	-2
LEGAL	TCREDITS	EVICTON	INFO	HOUSING	APPEAL
23	0	13	40	90	4
+8	-3	+7	+15	+57	No change
FORM FILLING	HOUSING BENEFIT	C TAX REDUCTION	COUNCIL TAX	ADVOCACY	DOMESTIC VIOLENCE
66	50	32	31	17	1
+66	+31	+21	+14	+14	No change
DEBT	HOMELESS	EDUCATION	BAILIFFS	FOODBANK	ADVICE
44	17	4	5	265	88
+17	-92	-22	No change	-85	+22
DHP	U/ CREDITS	IMMIGRATION	GRANTS	CARERS ALL	LETTER WRITING
4	47	149	15	2	25
-1	+22	-245	-55	No change	+19
NASS	MEDICAL	CONSUMER	OTHER	ENERGY	BENEFIT CHECKS
137	10	7	1	21	212
-137	-2	+5	+1	NEW	NEW

Doorway Advice gave out 1,019 vouchers of the 1,893 vouchers generated for our partner Yiewsley and West Drayton Food Bank. Of the 1,984 parcels distributed BFCC gave 449 food parcels supporting 981 beneficiaries. 265 specifically came into Doorway Advice for

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Foodbank and were provided with basic income/benefits checks in order to maximise their income and reduce dependency on Foodbank.

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, advisers have been providing Energy advice to support the rise in energy poverty.

The Help4Hillingdon partnership which includes the above partners with H4All as lead organisation funded by the Mayor of London has enabled a much more flexible approach to providing advice alongside Foodbanks in the borough as multiple charities are able to cover one another when staff capacity has been stretched. The partnership also adds value in reducing the BFCC management capacity needed to manage and report to the funder enabling the service to focus on delivery.

The Advice Information and Care Service has computers and access to iPads in the reception area which service users are able to use 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.

The Advice Centre and outreach services have seen the demand of clients presenting with complex and multiple needs grow significantly this year with a greater proportion of clients presenting with arrears and energy concerns as the cost-of-living crisis began to impact the lowest income households.

The West Drayton Ward Councillors have continued to hold their monthly surgeries at the centre alongside Doorway Advice.

DASH has provided specific support with disability advice. Solicitors from MTG have assisted where legal advice was needed, and clients identified and referred by Doorway advisors often receive free legal advice.

**Case study A**

A gentleman from the Traveller Community came to the Advice Centre stating that he wanted to help other travellers from his community as the suicide rate with men had escalated significantly. He knew that this was down to the depression that many of the men feel but will not talk about as it is seen as taboo and a sign of weakness. This service user turned to us as he himself had been to the Advice Centre many times and had grown to trust us.

His plan was to start a charity using sports such as snooker leagues and football where men would also be encouraged to talk about how they feel with a big emphasis on mental health. As this was very new to him he didn't know where to start so over many visits in the following months he was guided and helped to create a charity called the Gypsy Traveller League. This has grown from strength to strength and most recently they went to Downing Street to present a petition with regards to discrimination against their community. Doorway Advice at BFCC is delighted to have been part of such a powerful initiative.

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**Case study B**

An older gentleman came to the centre in need of help. He was originally from India but had lived in the UK for many years where he was in receipt of Pension Credit and a small state pension. In January 2020 he went to India for a few weeks to visit family but while there the UK went into lockdown, and he was unable to return due to the restrictions. As he was out of the country so long his Pension Credit stopped. Finally, when he came back in late 2021, he had lost his home and was destitute.

He was given a room in a home by a lady with a family and in return for the room he did cleaning and looked after her children. Any little money he did have he had to pay to her. He couldn't receive housing benefit as the landlady refused to accept this and she only wanted cash. This left him without any food. When he came to the Advice Service, he hadn't eaten for three days.

Firstly, we gave him food to eat right away. Following this we issued food from foodbank for him to take away with the offer of continuing to provide the food until we had helped resolve his issues. We then assisted with getting his benefit money restarted very much aware he would have to use it for the room he was in and still leave him in poverty. Finally, we were able to get him rehoused in a studio flat with a new contact who works with the voluntary sector that offers studios without deposit geared only at those on benefits. The agency applied for the housing benefit for our client, and he was then able to move into his new home knowing that his benefit money could now be spent on his food. This gentleman was lifted out of poverty with the impact being improved health and well-being as well as having a safe place to live without fear of being made homeless at any time.

## **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 243 individuals in 2022-23**

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

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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. 148 individual children attended the holiday events throughout the year.

Event	Number of children attended
Easter Event 2022	60
BFCC Holiday club	76
October Half term	26
Christmas Event	36
February Half term	31
Easter 2023	44
<b>Total</b>	<b>306</b>

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

At Christmas 182 children received toys donated by Hasbro and 108 Christmas food hampers were 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.

The past year has been a wonderful year of growth within the Bell Farm Church. The congregation has taken deliberate action to seek the face of God, to be in His presence and

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to engage truly in authenticity. By God's grace, His hand of favour and peace has been upon our lives in these turbulent times.

The Church leadership team, a team of 11 volunteers who support the Minister to deliver church activities remains unchanged. The fellowship has been blessed with a diverse group of gifted individuals, mature in faith to support the work of the fellowship in their purpose to build God's kingdom on earth. The fellowship grew last year welcoming new people throughout the year.

Sunday worship service is held every Sunday at 10.30 am, both in person and online. The Sunday morning services run concurrently with a main hall service mainly for adults, youth service and children's church service. The congregation receives regular communication as part of services.

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.

Many of the congregation participated this year with prayer and fasting, trusting God for personal miracles and revival in our community and country.

Worship has grown dramatically with the commencement of a live worship band on Sunday mornings and Friday evenings. We have had new worship team members and leaders join the church and get involved.

**Events**

- Prayer & Fasting has taken place throughout the year.
- A new annual event in August called the feast of nations, which was a tremendous blessing.
- A glow in the dark praise party in October.
- Christmas nativity service run by the children's church.
- Over the Christmas period we hosted a prayer walk throughout the neighbourhood, and a Christmas market of activities and games for the community.
- On New Year's Eve we had an evening service of Praise, Worship and Prayer; the purpose was to be in the presence of the Lord right at the start of the year.

The minister meets and networks with other local ministers and church leaders where possible.

Improvement of communication and technology has been a continuous focus area of Bell Farm Church this year with the church launching a new website independent of the wider charity.

## **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 show the love of God in action & word, providing pastoral care to the older people.
- Where appropriate, to provide support to the families and carers of older persons.

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 had 88 members this year.

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 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-a-longs which prompt memories and create a sense of nostalgia. As part of our Lunch and Social Club programme of activities last year, we have had several different types of sing-a-long entertainers actively encouraging our Lunch Club members to get up and have a dance. Our varied activities also included art classes, colouring therapy, green fingers (planting flower seeds to grow) and gentle sit-down exercises. A variety of board games, cards etc are available as well as regular bingo and Play Your Cards Right competitions. There were two celebration parties, one for the Queens Jubilee and one at Christmas.

The Dining Club is enhanced by our outreach and support service to those struggling with health and well-being. We provide an outreach service to support service users in accessing public services thereby reducing isolation. Through our community champions and mental health first aid trained staff we promote health and well-being. Over the past year 42 home visits and 18 hospital visits were undertaken to the isolated older persons in the community. These individuals will have been referred by Age UK, Social Services or families. Support was also provided to older people who have been at risk in the community, alongside other agencies, successfully helping move clients into safer sheltered housing where there has been a consequential improvement in the quality of their lives.

The project continues to contribute to sustaining and safeguarding the health and well-being of older people that attend the club. Each week 20-25 telephone calls are made to undertake welfare checks, resolve issues the service users are facing or as an act of befriending to reduce loneliness and isolation.

In addition to our regular activities there were two assisted holidays to Torquay and Eastbourne and a seaside trip in August 2022 with a walk around the sea front, shopping and fish and chips and ice cream enjoyed by all.



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Our work with partners enabled two short term projects adding extra benefit to the older people.

A Well Being Course took place for a period of 3 months with three different cohorts. Lunch Club members attended for 4 weeks. 15 Lunch Club members attended these sessions, and it was very well enjoyed by all. The course encouraged service users to open up and talk, also reminiscing on childhood memories. The group built up confidence and many individuals found that it broke down some of the barriers that they felt about sharing and were more able to confide in staff and others about their struggles with older age.

A Digital Inclusion course took place alongside the Lunch Club activities. 4 Lunch Club members attended. This course was in partnership with DASH, teaching how to use mobile phones and computers. It improved IT literacy and reduced barriers to online access.

## **International Café**

The café opens weekly for 3 hours with 1,960 individuals attending in 2022-23. The majority of service users are from initial accommodation housed by the home office and remain in Hillingdon on average 9-18 months, especially families who make up nearly half the cohort. We provide food and refreshments donated through FairShare and cakes baked by volunteers. Donated clothes are distributed, especially to new arrivals and 147 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 62 volunteers have come directly from those in the hotel with another 21 volunteers coming from the community and other organisations.

We have worked closely with other organisations, businesses and the community to provide a steady flow of donations. This project received funding enabling our advice services to open alongside the café. We continue to work with the Home Office and Migrant Help to troubleshoot individual and systemic issues that impact the individuals and wider community. 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

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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 Support**

### **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.

**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, Health Roadshows and public meetings which are held at BFCC. Joining the public health focus on health resilience this year, BFCC amplified public messages as well as hosting and facilitating health check-ups targeting hard to reach groups such as travellers.

**Networks and Food Roots :** BFCC is often involved in the development and delivery of local networks that support other local organisations. This includes facilitating the Traveller forum as well as being a leading voice in the coordination of support for local asylum seekers and refugees. This year the Charity was funded by the Mayor of London to develop and support organisations involved in Food Aid and Financial Wraparound support services with the aim of expanding the support for those needing to use foodbanks during the cost of living crisis. This 3-month project brought together around 10 organisations and sought views from a number of stakeholders to develop future joint working. The network meetings and shared learnings were extremely beneficial, creating greater synergies and direct referral pathways, expanding the capacity and effectiveness of wraparound support for Foodbank clients in Hillingdon.

**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, Free SIM cards and BFCC emergency funds benefited people who were in dire need of urgent financial assistance.

### **Samaritans Fund**

BFCC administers an emergency fund which benefited 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. **26 grants** were given totalling **£387.84**. In addition five £20 energy grants for emergency prepayment top ups to relieve fuel poverty

**Bell Farm Christian Centre**  
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were given and, thanks to donations, a further 21 grants of up to £20 were given for essential items for those in hardship.

## **7. Volunteers and support**

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
- Providing advice

BFCC can sustainably maintain its charitable activities with talented and skillful volunteers who support our services. In 2022-23 **128 people volunteered** in our projects, **giving 11,297 hours**, sustaining our projects alongside our small but committed staff team. This equates to a £135,000 saving in staff costs.

85% of our volunteers have been or were users of our services, providing greater outcomes for them personally but having the added advantage of an increased empathy and understanding towards those accessing the services. Having service users involved as volunteers enables significant and helpful feedback in shaping our services to meet the needs of all our service users.

As well as grants and financial donations, 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 partnerships with companies such as Tesco, ASDA, Hasbro, Richmond Toys, Funky Flowers and more.

We are extremely thankful of our volunteers and supporters.

## **8. Our Impact and Performance against Objectives**

### **2022-23 Table**

**During 2022-23 our Church fellowship activities supported 573 individuals and our community projects helped 3,020 individual beneficiaries and their families.**

<b>Outputs</b>	<b>Outcomes and Impact</b>	<b>Number/ Value</b>
Warm packs out during the cost of living crisis	Client able to save on some energy and keep warm during winter	80
Benefit checks Benefits advice Disability Benefit advice	Benefit check to ensure service users are receiving all benefits they are entitled to as well as benefits advice, disability advice and support to apply.	325
Debt advice including arrears on rent and Council Tax Rescheduling of debt, debts written off	Debts rescheduled, arrears written off, debt advice allowing users to manage their income more effectively.	79
Debt written off	Advocacy to reduce the burden of personal debt impacting service users	£5,849.37
Rescheduling of debt	Advocacy to enable service users to better manage out-goings and improve budgeting.	£9,973.64
Benefits reinstated	Service users' benefits reinstated after support and advocacy Backdated payments	51 £16,775.44
Less stress for service users	Numbers of service users less stressed due to intervention from advice services	533
Energy rebate claims and energy compensation	Number of energy rebates or compensation for poor service from energy companies collected for service users to assist with the higher energy costs and enable them to heat their homes.	16 £4,400
Homelessness prevented	Advocacy to stop homelessness	5
Housing issue resolved	Service users supported in housing issues, disrepair, services needed, etc.	13
Increase in income	Households more able to balance their budgets due to increased income. Total of service users increased income on an annual calculation.	51 £138,948.50*
SIM cards	SIM cards donated to service users unable to afford to top up mobiles. SIM cards with 6 months of free calls, texts and 40GB of data Saving service user £90 per SIM card.	250
Toys and hamper distribution	Hampers and toys for those in need at Christmas	182 Children 126 Adults
Support for Older People to tackle isolation and loneliness	Reduced isolation and loneliness and increase in sense of wellbeing and belonging through Lunch Club and social activities	88

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Providing outreach, home and hospital visits and befriending calls in response to need.	Prevent harm and enhance well-being through befriending calls. Support the transition to return home after a period of hospitalisation	1150 calls 60 visits
Building mental resilience in older people	Service users building confidence and independence through well-being workshops.	15
Increasing IT literacy and digital access	Supporting service users to improve their skills in accessing services online and using their devices.	8
Support for parents and safe play area provided for early years.	Improving the development of the child through play as well as increasing knowledge and confidence in parenting.	33 children 28 adults
Holiday provision provided for children & young people.	Reduced boredom, increased knowledge and learning of new skills. Safe play space, reduce anti-social behaviour.	148 children
Providing support for locally accommodated asylum seekers.	Relieving the pressure on local services such as A&E by equipping asylum seekers with knowledge of services and increasing their independence to access prescriptions, clothing and other basic needs through advocating for Section 95 payments	147
Distributing clothing and essential items to those with no recourse to public funds.	Supporting individuals and their families with recycled clothing and safe space to socialise and seek support boosting mental and physical well-being.	1,960

\*Does not include energy rebates, back payments or other figures within this table.

**Demographics of the service users**

<b>Beneficiaries/Clients</b>	<b>2022-23</b>
Number of <u>service users</u> accessing service	3,020
Details of ethnicity of clients	
<i>Asian</i>	146
<i>Black</i>	140
<i>Chinese</i>	1
<i>European</i>	163
<i>Mixed parentage</i>	20
<i>White</i>	507
<i>Other</i>	607
<i>Unknown /Prefer not to say</i>	1,436
Number of clients with a disability	203
Children & young people	27%
Seniors	6%
Women	46%

### **Demographics of the Church Congregation and Visitors**

<b>Total Attendees</b>	<b>Male</b>	<b>Female</b>	<b>Age 0-5yrs</b>	<b>Age 6-11yrs</b>	<b>Age 12-19yrs</b>	<b>Disabled</b>
573	269	304	53	62	64	3%
<b>White</b>	<b>Asian</b>	<b>Black</b>	<b>Mixed Race</b>	<b>European</b>	<b>Other</b>	
6%	14%	60%	2%	1.5%	16.5%	

#### Energy rebate for traveller community

During the cost-of-living crisis those living on traveller caravan sites where unable to access the government's cost-of-living payment towards higher energy bills. BFCC advocated for this community to the local authority and members of parliament. As soon as the government process was announced our staff visited the caravan site with basic instructions as to how to claim this money and directed travellers to Doorway Advice Services, supporting 15 households to claim.

#### Support for children and families

Our consistent delivery of school holiday provision has enabled opportunities for low-income families already engaging in our advice or other services to access activities free of charge. We have also been able to provide activities for children from asylum seeking families and renewed strong links with the local children centre and families' information service who regularly access our service users to expand the reach of their services.

#### Collaborative working

Our continued partnership working has increased the funding we have been able to attract and secure through joint bids. This has been particularly successful with advice services, generating an additional £20,000 per annum with less demand on management capacity, enabling the charity to focus on operational delivery and continue to raise standards.

#### Enriching older persons engagement

Our improved curriculum of activities for Older People has enabled public health messaging to be passed on effectively. In addition to this our focus on small group workshops has successfully used our Lunch Club as a catalyst for more intensive intervention to support independent living in older age.

## **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

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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 we 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.

## **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. We continue to progress with the final year of key priorities as shown below :

Sustaining our Organisation in challenging times.

Managing risks and costs associated with inflation and increased demand.

Systematically reviewing our working practices and introducing business transformation.

New diverse sources of fundraising with multi-year grants and unrestricted income.

Development work of the older persons provision will include :

Developing curriculum and partnerships

Sustaining services for older people

Additional capacity for outreach work

Develop activities and services for children and families including :

After school activities for children

Increase hours and capacity of toy library

Development of the Doorway Advice Information and Care service includes :

Additional services specialisms and locations

Additional member of staff

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Additional opening hours  
Additional collaborations  
Achieving the Advice Quality Standard

**Development of the Church ministries:**

Continued discipleship within the current congregation  
Reaching out to our immediate community, friends, family and work colleagues.  
Increasing midweek Small Groups  
Bible studies will continue to take place during the week in the evenings.  
Developing ministries for young people  
Explore appointment of Youth and Children's Ministry Worker.  
Develop provision for spiritual counselling.  
Consider support for overseas missions  
Explore ministries for those with addictions

**Areas for future consideration :**

**Preparations for re-establishing the training and employment department including :**

Scope appointment of a manager for training  
Explore providing various courses such as budgeting ESOL, First Aid, Food Hygiene  
PAN support to enable service users to access employment

**Develop the core services of the organisation and employ additional staff including :**

Centre Manager  
Receptionist/Administrator (full time)

**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.

Just over half of the 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 £217,461 (2022 - £235,743) and expenditure was £280,263 (2022 - £244,161). The net result was an overall deficit for the year of £62,802 (2022 deficit - £8,418). This included a deficit of £40,926 (2022 deficit - £4,657) on restricted funds which will be funded from surpluses brought forward from previous years.



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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  
Greater London Authority  
LHC Community Benefit Fund  
Energy Saving Trust

**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.

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 £23,000 to £47,000 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 £70,000 to £117,000. 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 £43,262, with the trustees hoping to reach the new reserves threshold within the next four 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:

**Bell Farm Christian Centre**  
**Report of the trustees**  
**For year ended 5 April 2023**

- 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 company will continue in operation

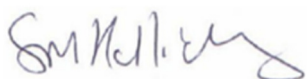
The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding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

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

Approved by the trustees on 5 December 2023 and signed on their behalf by



S M Holliday

**Bell Farm Christian Centre  
Independent Examiner's report  
For the year ended 5 April 2023**

I report to the charity trustees on my examination of the accounts of the company for the year ended 5 April 2023, 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').

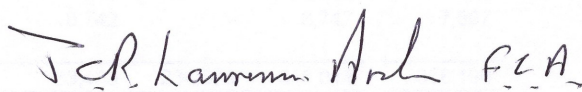
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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: 3 January 2024

**Bell Farm Christian Centre**  
**Statement of Financial Activities**  
**For the year ended 5 April 2023**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b>Income</b>					
Donations	<b>2</b>	19,677	4,442	24,119	29,050
Income from charitable activities					
Grants receivable	<b>3</b>	76,722	70,219	146,941	164,101
Other income	<b>4</b>	1,132	37,301	38,433	34,029
Investment income	<b>5</b>	965	-	965	88
Rental income	<b>6</b>	7,003	-	7,003	8,475
<b>Total income</b>		<u>105,499</u>	<u>111,962</u>	<u>217,461</u>	<u>235,743</u>
<b>Expenditure</b>					
Costs of raising funds	<b>7</b>	2,741	3,842	6,583	5,872
Charitable activities	<b>8</b>	164,011	109,669	273,680	238,289
<b>Total expenditure</b>		<u>166,752</u>	<u>113,511</u>	<u>280,263</u>	<u>244,161</u>
<b>Net income</b>	<b>10</b>	(61,253)	(1,549)	(62,802)	(8,418)
Transfers between reserves	<b>15</b>	39,377	(39,377)	-	-
<b>Net movement in funds</b>		<u>(21,876)</u>	<u>(40,926)</u>	<u>(62,802)</u>	<u>(8,418)</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		88,771	229,763	318,534	326,952
<b>Total funds carried forward</b>		<u>66,895</u>	<u>188,837</u>	<u>255,732</u>	<u>318,534</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 2023**

	Notes	2023		2022	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		124,158		139,133
<b>Current assets</b>					
Debtors	13	28,259		18,292	
Cash at bank and in hand		<u>142,149</u>		<u>178,970</u>	
		170,408		197,262	
<b>Creditors:</b> amounts falling due within one year	14	<u>38,834</u>		<u>17,861</u>	
<b>Net current assets</b>			131,574		179,401
<b>Net assets</b>			<u>255,732</u>		<u>318,534</u>
<b>Capital and Reserves</b>	15 & 16				
Restricted funds			188,837		229,763
Unrestricted funds					
Designated funds			23,149		27,356
General funds			43,746		61,415
			<u>255,732</u>		<u>318,534</u>

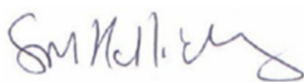
The trustees have taken advantage of the Companies Act 2006 in not having these accounts audited under section 477(1). No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

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 30 to 40 form part of these financial statements.

Approved by the Board of Trustees on 5 December 2023 and signed on its behalf by



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 2023**

**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.

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 2023**

- 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 2023**

**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
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
General Fund	19,477	-	19,477	23,882	-	23,882
Advice Service	-	-	-	-	-	-
Asylum Seekers	-	801	801	-	2,530	2,530
Toy Library	-	-	-	-	-	-
Older Persons	-	3,641	3,641	-	1,883	1,883
Children and Families	-	-	-	417	-	417
Other Funds	200	-	200	338	-	338
	<u>19,677</u>	<u>4,442</u>	<u>24,119</u>	<u>24,637</u>	<u>4,413</u>	<u>29,050</u>

**3 Grants receivable**

	Un- restricted	Restricted	Total	Un- restricted	Restricted	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
General Fund	23,896	-	23,896	21,000	-	21,000
Advice Service	21,658	35,362	57,020	19,158	62,743	81,901
Asylum Seekers	7,342	8,287	15,629	-	4,199	4,199
Children and Families						
Manager	13,826	-	13,826	19,842	-	19,842
Holiday Club	-	1,324	1,324	-	1,050	1,050
Other	-	-	-	-	1,960	1,960
Older Persons						
Dining Club	10,000	18,000	28,000	10,000	18,000	28,000
Transport	-	-	-	-	169	169
Other	-	5,070	5,070	-	5,980	5,980
Other Funds						
Operations Manager	-	-	-	-	-	-
Samaritan Fund	-	1,000	1,000	-	-	-
Other	-	1,176	1,176	-	-	-
	<u>76,722</u>	<u>70,219</u>	<u>146,941</u>	<u>70,000</u>	<u>94,101</u>	<u>164,101</u>



**Bell Farm Christian Centre**  
**Notes forming part of the Financial Statements**  
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**4 Other income from charitable activities**

	Un- restricted	Restricted	Total	Un- restricted	Restricted	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
General Fund	787	-	787	200	-	200
Advice	-	-	0	-	150	150
Children and Families	345	243	588	256	319	575
Older Persons	-	37,058	37,058	-	33,047	33,047
Other Funds	-	-	0	5	52	57
	<u>1,132</u>	<u>37,301</u>	<u>38,433</u>	<u>461</u>	<u>33,568</u>	<u>34,029</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
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Staff costs	2,741	3,842	6,583	3,736	2,136	5,872
	<u>2,741</u>	<u>3,842</u>	<u>6,583</u>	<u>3,736</u>	<u>2,136</u>	<u>5,872</u>

**Bell Farm Christian Centre**  
**Notes forming part of the Financial Statements**  
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**8 Expenditure on charitable activities**

<b>2023</b>	<b>General Fund £</b>	<b>Advice Service £</b>	<b>Asylum Seekers £</b>	<b>Children &amp; Families £</b>	<b>Older Persons £</b>	<b>Other Funds £</b>	<b>Total £</b>
Staff costs							
Direct	38,516	43,696	9,220	16,258	19,236	16,402	143,328
Support	(18,674)	9,370	1,325	2,398	3,723	1,858	-
Premises costs							
Direct	35,280	25	9	-	160	-	35,474
Support	(18,558)	9,311	1,317	2,383	3,700	1,847	-
Office costs							
Direct	7,543	1,328	4	3	353	566	9,797
Support	(5,125)	2,571	364	658	1,022	510	-
Project costs	8,482	145	2,021	3,821	46,009	832	61,310
Governance costs	2,200	-	-	-	-	-	2,200
Donations	5,420	-	-	-	-	-	5,420
Depreciation	-	-	-	-	-	16,151	16,151
	<u>55,084</u>	<u>66,446</u>	<u>14,260</u>	<u>25,521</u>	<u>74,203</u>	<u>38,166</u>	<u>273,680</u>

<b>2022</b>	<b>General Fund £</b>	<b>Advice Service £</b>	<b>Asylum Seekers £</b>	<b>Children &amp; Families £</b>	<b>Older Persons £</b>	<b>Other Funds £</b>	<b>Total £</b>
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>

Expenditure on charitable activities includes £109,669 (2022 – £103,674) of expenditure from restricted funds.

**Bell Farm Christian Centre**  
**Notes forming part of the Financial Statements**  
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**9 Governance Costs**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Independent Examiner's fees	<u>2,200</u>	<u>2,200</u>

**10 Net income for year**

This is stated after charging:

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Depreciation	16,151	16,095
Independent Examination provision	<u>2,200</u>	<u>2,200</u>

**11 Staff Costs**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Wages and salaries	142,266	129,825
Fees	659	543
Social security costs	4,105	3,922
Pension contributions	2,881	2,400
Life assurance	-	-
	<u>149,911</u>	<u>136,690</u>

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

	<b>Total employees</b>		<b>Full time equivalent</b>	
	<b>2023</b>	<b>2022</b>	<b>2023</b>	<b>2022</b>
General Fund	4	3	2	2
Advice Service	2	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 (2022 – £nil).

During the year, no trustees were paid or received any other benefits from employment with the charity (2022 – £nil) and no expenses were paid to trustees during the year (2022 – £nil).

**Bell Farm Christian Centre**  
**Notes forming part of the Financial Statements**  
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**12 Tangible fixed assets**

	<b>Building extension</b>	<b>Computer equipment</b>	<b>Fixtures fittings &amp; equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>				
At 6 April 2022	230,838	24,547	149,549	404,934
Additions	-	1,176	-	1,176
Disposals	-	(4,440)	-	(4,440)
At 5 April 2023	<u>230,838</u>	<u>21,283</u>	<u>149,549</u>	<u>401,670</u>
<b>Depreciation</b>				
At 6 April 2022	93,053	24,547	148,201	265,801
Charge for the year	15,310	392	449	16,151
Disposals	-	(4,440)	-	(4,440)
At 5 April 2023	<u>108,363</u>	<u>20,499</u>	<u>148,650</u>	<u>277,512</u>
<b>Net book value</b>				
At 5 April 2023	<u>122,475</u>	<u>784</u>	<u>899</u>	<u>124,158</u>
At 6 April 2022	<u>137,785</u>	<u>-</u>	<u>1,348</u>	<u>139,133</u>

All assets are held for direct charitable purposes.

**13 Debtors**

	<b>2023 £</b>	<b>2022 £</b>
Other debtors	25,021	15,348
Prepayments	<u>3,238</u>	<u>2,944</u>
	<u>28,259</u>	<u>18,292</u>

**14 Creditors: amounts falling due within one year**

	<b>2023 £</b>	<b>2022 £</b>
Accruals	10,859	9,767
Deferred income	<u>27,975</u>	<u>8,094</u>
	<u>38,834</u>	<u>17,861</u>

Deferred income is the portion of specific grant income which relates to the year ended 5 April 2024.

**Bell Farm Christian Centre**  
**Notes forming part of the Financial Statements**  
**For the year ended 5 April 2023**

**15 Analysis of charitable funds**

	Balance at 6 April 2022 £	Income £	Expenditure £	Transfers £	Balance at 5 April 2023 £
<b>Restricted Funds</b>					
<b>Advice Service</b>					
Hillingdon Community Trust	72,312	-	-	(5,417)	66,895
Department of Foreign Affairs and Trade; Emigrant Support Programme	-	7,700	(624)	(6,901)	175
City Bridge Trust	1,594	-	-	(1,594)	-
Greater London Authority	-	17,614	(17,614)	-	-
LHC Community Benefit Fund	-	789	(789)	-	-
Energy Saving Trust	-	9,259	(9,259)	-	-
Other	14,503	-	(4,849)	(9,654)	-
<b>ProParenting</b>					
Other Income	1,001	-	-	-	1,001
<b>Children and Families</b>					
Toy Library					
Richmond Toys	571	-	-	-	571
Other	267	-	-	-	267
Holiday Club and out of school activities					
Ward Councillors	100	1,324	(1,324)	-	100
Other	-	-	(2,779)	2,779	-
Toddler Group	-	244	(1)	(243)	-
<b>Older Persons</b>					
London Borough of Hillingdon	-	18,000	(11,185)	(6,815)	-
Dining Club	(22,606)	37,058	(26,453)	(6,938)	(18,939)
Ward Councillors	-	800	(800)	-	-
London Borough of Hillingdon Leaders Initiative	5,192	2,950	(2,952)	2	5,192
Give Space CIC	-	1,320	(1,727)	407	-
Other Income	9,001	3,641	(12,642)	-	-

**Bell Farm Christian Centre**  
**Notes forming part of the Financial Statements**  
**For the year ended 5 April 2023**

	Balance at 6 April 2022 £	Income £	Expenditure £	Transfers £	Balance at 5 April 2023 £
<b>Other Grants</b>					
Maintenance Reserve	1,123	-	-	-	1,123
Development Worker	549	-	-	-	549
Pampering Course	552	-	-	-	552
London Catalyst Samaritan Fund	98	1,000	(453)	-	645
Asylum Seekers					
Hillingdon Community Trust	2,496	-	-	-	2,496
LHC Community Benefit Fund	-	7,286	(3,910)	(3,376)	-
Refugees in Effective and Active Partnership	-	1,000	-	(1,000)	-
Other	1,921	801	-	(627)	2,095
Ward Councillors for Equipment	-	1,176	-	(1,176)	-
Partners in Renewal	29	-	-	-	29
Building Fund	2,412	-	-	-	2,412
<b>Capital Fund</b>					
Restricted	138,648	-	(16,150)	1,176	123,674
<b>Total Restricted Funds</b>	<b>229,763</b>	<b>111,962</b>	<b>(113,511)</b>	<b>(39,377)</b>	<b>188,837</b>
<b>Unrestricted Funds</b>					
<b>Designated Funds</b>					
Giving Fund	146	-	(5,400)	5,400	146
London Borough of Hillingdon					
Advice Service	5,258	21,658	(21,658)	-	5,258
Asylum Seekers	-	7,342	(7,342)	-	-
Children and Families	9,876	13,826	(15,978)	(7,724)	-
Operations Manager	10,318	-	(17,348)	17,348	10,318
Older Persons	-	10,000	(10,000)	-	-
Support costs	-	27,174	(5,000)	(16,000)	6,174
Other income	1,758	545	-	(1,050)	1,253
	<b>27,356</b>	<b>80,545</b>	<b>(82,726)</b>	<b>(2,026)</b>	<b>23,149</b>
<b>General Unrestricted Funds</b>					
General Fund	60,932	22,058	(81,130)	41,403	43,263
Greater London Authority	-	2,600	(2,600)	-	-
LHC Community Benefit Fund	-	296	(296)	-	-
Capital Fund - Unrestricted	483	-	-	-	483
	<b>61,415</b>	<b>24,954</b>	<b>(84,026)</b>	<b>41,403</b>	<b>43,746</b>
<b>Total Funds</b>	<b>318,534</b>	<b>217,461</b>	<b>(280,263)</b>	<b>-</b>	<b>255,732</b>

**Bell Farm Christian Centre**  
**Notes forming part of the Financial Statements**  
**For the year ended 5 April 2023**

**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 and special events  
 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  
 Asylum Seekers For running costs of Asylum Seekers projects  
 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 2023**

**Transfers**

The projects run by BFCC are supported by available premises as well as management and administrative services. For simplicity the costs of these services are paid entirely from general unrestricted funds. However, many of the grants received include amounts towards these costs. Such agreed amounts are therefore transferred to the general unrestricted fund to cover this expenditure. 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**

	<b>Restricted</b>	<b>Unrestricted</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fund balances at 5 April 2023 are represented by:			
Tangible fixed assets	123,671	487	124,158
Current assets	97,614	72,794	170,408
Creditors: amounts falling due within one year	(32,449)	(6,385)	(38,834)
	<u>188,836</u>	<u>66,896</u>	<u>255,732</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 and 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.