

Charity Registration No. 1094001

Company Registration No. 04445279 (England and Wales)

FOREST TOWN CHURCH TRUST
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

FOREST TOWN CHURCH TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees
Win Walker
Anthony Michael Rist
Anneke Whelan
Edmund Chan
Clive Case

Secretary
Phil Miller

Charity number
1094001

Company number
04445279

Registered office
Forest Town Church
The Venue
Lyon Way
St Albans
Hertfordshire
AL4 0LB

Independent examiner
Nick Corden ACA
Summers Morgan
Sheraton House
Lower Road
Chorleywood
Hertfordshire
WD3 5LH

Bankers
Lloyds PLC
67 High Street
Watford
Hertfordshire
WD17 2DU

FOREST TOWN CHURCH TRUST

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FOREST TOWN CHURCH TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016).

Objectives and activities

The charity's objects are to advance the Christian faith in accordance with the statement of beliefs appearing in its Memorandum and Articles of Association, to relieve persons who are in conditions of need or hardship and such other charitable purpose as shall, in the opinion of the trustees, further to the work of the church.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Forest Town Church Trust is a multicultural, multi-generational Christian church with the object of advancing the Christian Faith, in accordance with the statement of beliefs appearing in its Memorandum and Articles of Association and such other charitable purposes as shall, in the opinion of the trustees, further the work of the Church.

When planning the charity's activities for the year, the trustees have complied with their duty in Section 17 of the Charities Act 2011 to have due regard to guidance published by the Charity Commission, including public benefit guidance. The charity has met its public benefit requirement through enabling ordinary people to live out their faith as part of the church community by inter alia:

- Worship gatherings and prayer meetings open to all; teaching about the Gospel of the Christian faith; and developing knowledge and trust in Jesus;
- Provision of pastoral care for people in the community;
- Provision of courses in important life skills such as money management and parenting; and
- Missionary and outreach work, both locally and abroad.

FOREST TOWN CHURCH TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance

This last year was an exceptional year for everyone. Responding well to the challenges of the COVID pandemic were right at the heart of all that we did as a church community. Looking back we are so grateful to God, our staff, leadership and trustees team and all the people of FTC for how well they responded and rose to the challenges of the year.

The weekly routine of church changed dramatically with everything having to move online for most of the year. We started recording daily devotionals, personal encouragements and weekly meetings and streaming these via YouTube and Facebook as soon as the first lockdown happened. This was a big learning curve for all of us. We had to invest in some tech gear, cameras, lights and other equipment in order to facilitate this and we are so grateful for our tech team that took this all in their stride and got everything off the ground so quickly. Other leadership meetings, children's church and small group meetings were facilitated on Zoom. Even though we found this to be stressful and energy sapping as a staff and leadership team, pretty soon we found a new groove and the church continued to function well in spite of the lockdown.

As soon as it was possible to meet again in smaller groups as the regulations changed we did so as quickly as possible. We felt as leaders and trustees to respond as promptly as we could and make every effort to keep the church family connected and functioning, given the social restrictions that we were all under. This again was a lot of work for our staff team who measured out the auditorium for social distancing, put one way systems in place, provided masks for people and all that was needed for hand washing and also wrote up risk assessments for our meetings. We were grateful that we have been using ChurchSuite as an operating system as this made checking people into the meetings simple and straight forward. I am so grateful that we took this approach as we have seen the church grow over the year. We estimate around 100 people have been added to the church community this year in spite of the lockdown. This was largely a result of our online presence where people started watching our online meetings and then when the lockdown lifted began to visit the in-person meetings on a Sunday. We are so grateful for all of this.

This growth has also been reflected in our finances this year. It has been extraordinary to see our finances grow significantly. There has been exceptional giving by a number of individuals which has contributed to this upturn in finances. We have been able to use some of this excess money to repair the flat roof over our children's rooms which was a considerable expense and also to save towards a renovation of the outside of the building which we will tackle in the second half of the year. We also plan to renovate the children's rooms upstairs as well. We have most of the money that we need for these renovations saved already and will fundraise for whatever else we might need as we go forward. In addition we have continued to be mindful of those in other places of the world that we partner with and have continued to support friends in ministry in Cambodia, India and Romania as well as our partners in Europe and the UK. It has been amazing to be in a position to do so given the lockdown restrictions this last year.

At present we continue to meet as normal on Sundays and to livestream our meetings for those that cannot make our Sunday meetings or who are nervous to come back into a bigger social setting. We will continue to do this for the foreseeable future. Looking back it has been a difficult year for so many people and so many churches. However, we are incredibly grateful to God and the people of this amazing church family who have encouraged each other and helped to bring people through this difficult year. We look forward to a good year ahead!

FOREST TOWN CHURCH TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Financial review

The charity's income from donations and activities increased during the year, up from £261,036 in 2020 to £359,947. Expenditure increased from £191,656 to £218,335. The charity held total funds at 31st March 2021 of £1,434,599 (2020: £1,292,987) of which £1,395,449 were unrestricted (2020: £1,291,862), £36,399 designated (2020: £nil) and £2,751 (2020: £1,125) restricted. Of the unrestricted funds £1,311,360 (2020: £1,278,777) can only be realised by disposing of the church building; this figure is calculated using the book value less the mortgages charged over the building. The charity has free reserves of £84,089 (unrestricted reserves less the realisable book value of fixed assets as defined above) at 31st March 2021 (2020: £13,085). The trustees do not have a reserves policy which covers the free reserves but believe that through effective management of their expenses and increased income the free reserve position should continue to improve.

It is the policy of the charity that cash be maintained at a level to maintain adequate funds to cover salaries and rental agreements if needed, and to save towards repaying the mortgage on the church building. The trustees set a budget annually and monitor cash flow to ensure their liabilities can be met. During the year the charity's cash position improved, but is not yet at a level which would fully satisfy the policy. Consideration is given to ways in which additional funds may be raised.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The charity is funded primarily through donations received from members of the church congregation. The funds received are used to pay staff, repay the mortgage and maintain the church building. This expenditure enabled the church to provide church services for the benefit of the church members and the local community; through the provision of these services it has achieved its objectives during the year.

The trustees plan to continue to operate the church's core activities, being the provision of church services for the benefit of the local community and to have a positive impact on the lives of those attending through the promotion of Christian values.

One of the obvious ways that people were affected by the lockdown was financially. Many people, were furloughed or had their working hours reduced. We felt as trustees that we could help in a small way by setting up a benevolence fund to help individuals that might be affected over the course of the year. We agreed that we would consider requests for help on a case by case basis and that our help would be only for a limited period and also would have a ceiling of how much we would give for each situation. We have helped a number of church members this year and it has been a privilege to be in a position to do so.

Structure, governance and management

The charity is a company limited by guarantee and governed by its Memorandum and Articles of Association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Win Walker
Anthony Michael Rist
Anneke Whelan
Edmund Chan
Clive Case

FOREST TOWN CHURCH TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

The trustees are appointed in accordance with the guidance set out in the Charities Commission, the requirements set out by the Companies Act 2006, and the requirements set out in the Memorandum and Articles of Association. Trustees are appointed by ordinary resolution, provided the appointee meets all the requirements.

New trustees are nominated from within the congregation by the existing trustees and elders who are the Members of the charity. New trustees are provided with details of the charity's governing documents, trustee reports and financial statements and a full background on the charity's activities. They are also encouraged to access the Charity Commission website for details of trustee responsibilities, governance guidelines and legalities. An induction process has been devised to ensure new trustees become fully familiar with the workings of the charity following their appointment. The appointed trustees are then registered with Companies House by the Charity secretary.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £10 in the event of a winding up.

Day to day operation of the charity is delegated to Anthony Rist, who is considered key management personnel.

The trustees' report was approved by the Board of Trustees.



.....
Anthony Michael Rist

Director and Trustee

Dated: 16/09/21

FOREST TOWN CHURCH TRUST

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2021

The trustees, who are also the directors of Forest Town Church Trust for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the 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 charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

FOREST TOWN CHURCH TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF FOREST TOWN CHURCH TRUST

I report to the trustees on my examination of the financial statements of Forest Town Church Trust (the charity) for the year ended 31 March 2021.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Institute for Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Nicholas Corden, ACA
Sheraton House
Lower Road
Chorleywood
Hertfordshire
WD3 5LH



Dated: 20 September 2021

FOREST TOWN CHURCH TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

Current financial year

| | | Unrestricted funds | Designated funds | Restricted funds | Total | Total |
|--|-------|-----------------------|---------------------|---------------------|------------------|------------------|
| | Notes | 2021 £ | 2021 £ | 2021 £ | 2021 £ | 2020 £ |
| <u>Income from:</u> | | | | | | |
| Donations and legacies | | 330,135 | - | 21,380 | 351,515 | 244,573 |
| Charitable activities | | - | - | - | - | 146 |
| Other trading activities | 3 | 8,432 | - | - | 8,432 | 16,317 |
| Total income | | 338,567 | - | 21,380 | 359,947 | 261,036 |
| <u>Expenditure on:</u> | | | | | | |
| Charitable activities | 4 | 198,581 | - | 19,754 | 218,335 | 191,656 |
| Net incoming resources before transfers | | 139,986 | - | 1,626 | 141,612 | 69,380 |
| Gross transfers between funds | | (36,399) | 36,399 | - | - | - |
| Net income for the year/ | | | | | | |
| Revaluation of tangible fixed assets | | - | - | - | - | 400,000 |
| Net movement in funds | | 103,587 | 36,399 | 1,626 | 141,612 | 43,852 |
| Fund balances at 1 April 2020 | | 1,291,862 | - | 1,125 | 1,292,987 | 1,249,135 |
| Fund balances at 31 March 2021 | | 1,395,449 | 36,399 | 2,751 | 1,434,599 | 1,292,987 |

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

FOREST TOWN CHURCH TRUST

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

Prior financial year

| | Notes | Unrestricted funds 2020 £ | Restricted funds 2020 £ | Total 2020 £ |
|--|-------|------------------------------------|----------------------------------|--------------------|
| Income from: | | | | |
| Donations and legacies | | 232,350 | 12,223 | 244,573 |
| Charitable activities | | 146 | - | 146 |
| Other trading activities | 3 | 15,496 | 821 | 16,317 |
| Total income | | 247,992 | 13,044 | 261,036 |
| Expenditure on: | | | | |
| Charitable activities | 4 | 177,100 | 12,162 | 191,656 |
| Net incoming resources before transfers | | 61,368 | 882 | 61,601 |
| Net income for the year/ | | | | |
| Revaluation of tangible fixed assets | | 400,000 | - | 400,000 |
| Net movement in funds | | 42,970 | 882 | 43,852 |
| Fund balances at 1 April 2019 | | 1,248,892 | 243 | 1,249,135 |
| Fund balances at 31 March 2020 | | 1,291,862 | 1,125 | 1,292,987 |

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

FOREST TOWN CHURCH TRUST

BALANCE SHEET

AS AT 31 MARCH 2021

| | Notes | 2021 £ | £ | 2020 £ | £ |
|--|-------|-----------------|------------------|-----------------|------------------|
| Fixed assets | | | | | |
| Tangible assets | 10 | | 1,724,861 | | 1,732,809 |
| Current assets | | | | | |
| Debtors | 11 | 4,437 | | 4,169 | |
| Cash at bank and in hand | | 133,182 | | 34,403 | |
| | | <u>137,619</u> | | <u>38,572</u> | |
| Creditors: amounts falling due within one year | 13 | <u>(76,166)</u> | | <u>(74,755)</u> | |
| Net current assets/(liabilities) | | | 61,453 | | (36,183) |
| Total assets less current liabilities | | | <u>1,786,314</u> | | <u>1,696,626</u> |
| Creditors: amounts falling due after more than one year | 14 | | (351,715) | | (403,639) |
| Net assets | | | <u>1,434,599</u> | | <u>1,292,987</u> |
| Income funds | | | | | |
| Restricted funds | 16 | | 2,751 | | 1,125 |
| <u>Unrestricted funds</u> | | | | | |
| Designated funds | 15 | 36,399 | | - | |
| General unrestricted funds | | 1,068,673 | | 965,086 | |
| Revaluation reserve | | <u>326,776</u> | | <u>326,776</u> | |
| | | | <u>1,431,848</u> | | <u>1,291,862</u> |
| | | | <u>1,434,599</u> | | <u>1,292,987</u> |

FOREST TOWN CHURCH TRUST

BALANCE SHEET (CONTINUED)

AS AT 31 MARCH 2021

The charity is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2021.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 16/09/21



Anthony Michael Rist
Trustee

Company Registration No. 04445279

FOREST TOWN CHURCH TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

Forest Town Church Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is The Venue, Lyon Way, St Albans, Hertfordshire, AL4 0LB.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.5 Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis and where relevant are stated inclusive of VAT.

Governance costs comprise all costs relating to public accountability of the charity and its compliance with regulation and good practice. These costs include costs relating to the Independent Examination.

FOREST TOWN CHURCH TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses. Freehold land and buildings are revalued every 3-5 years based upon the current market value with any impairment below cost being recognised within expenditure on charitable activities. All gains are recognised within the revaluation reserve, unless they represent the reversal of previous losses which have passed through charitable expenditure; in this case they are reversed through charitable expenditure to the extent of the previous impairment.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

| | |
|-----------------------|-------------------------|
| Freehold land | None |
| Freehold buildings | 2% straight line basis |
| Fixtures and fittings | 25% straight line basis |
| Computers | 25% straight line basis |
| Motor vehicles | 25% straight line basis |
| Audio Equipment | 25% straight line basis |

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The company 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 amortised cost.

1.10 Employee benefits

The charity operates a money purchase pension scheme. The contributions due in the year are charged to the Statement of Financial Activities as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

FOREST TOWN CHURCH TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

3 Other trading activities

| | Unrestricted funds | Unrestricted funds | Restricted funds | Total |
|-----------------------------|-----------------------|-----------------------|---------------------|---------------|
| | 2021 £ | 2020 £ | 2020 £ | 2020 £ |
| Sale of coffee for Cambodia | - | - | 821 | 821 |
| Rent of facilities | 8,432 | 15,496 | - | 15,496 |
| Other trading activities | <u>8,432</u> | <u>15,496</u> | <u>821</u> | <u>16,317</u> |

FOREST TOWN CHURCH TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

4 Charitable activities

| | 2021 £ | 2020 £ |
|--|----------------|----------------|
| Staff costs | 75,079 | 64,591 |
| Depreciation and impairment | 20,898 | 18,155 |
| Premises expenses | 29,643 | 21,010 |
| Dues and Subscriptions | 3,632 | 3,387 |
| Insurance | 4,560 | 5,262 |
| Interest | 6,087 | 9,823 |
| Miscellaneous | 1,411 | 1,326 |
| Printing, postage and stationery | 610 | 969 |
| Hospitality | 650 | 4,963 |
| Travel costs | - | 775 |
| Training and Education | 176 | 520 |
| Leaders, singles and marriage weekends | 429 | 2,329 |
| Marketing and events | 13 | 377 |
| Telephone | 918 | 1,248 |
| Outreach work | 2,510 | 17,922 |
| | <u>146,616</u> | <u>152,657</u> |
| Grant funding of activities (see note 5) | 23,979 | 8,001 |
| Share of support costs (see note 7) | 35,221 | 44,015 |
| Share of governance costs (see note 7) | 12,519 | 12,511 |
| | <u>218,335</u> | <u>217,184</u> |
| Analysis by fund | | |
| Unrestricted funds | 198,581 | 205,022 |
| Restricted funds | 19,754 | 12,162 |
| | <u>218,335</u> | <u>217,184</u> |

FOREST TOWN CHURCH TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

5 Grants payable

| | 2021 £ | 2020 £ |
|------------------------------------|---------------|--------------|
| Grants to institutions (9 grants): | | |
| Greenleaf | - | 600 |
| UFM (A Worsop) | 4,100 | 3,400 |
| Daughters of Cambodia | 4,082 | 1,556 |
| Activate Network | 1,000 | - |
| Christians Against Poverty | 250 | - |
| UCCF | 1,000 | - |
| Young Life | 1,500 | - |
| STEP | 1,000 | - |
| Herts Union | 500 | - |
| Other | - | 770 |
| | <u>13,432</u> | <u>6,326</u> |
| Grants to individuals (3 grants) | 10,547 | 1,675 |
| | <u>23,979</u> | <u>8,001</u> |

6 Revaluation of tangible fixed assets

| | | |
|---|----------|----------------|
| Reversal of impairment previously recognised in expenditure | - | 73,224 |
| Gain on unrealised revaluation of tangible fixed assets | - | 326,776 |
| | <u>-</u> | <u>400,000</u> |

FOREST TOWN CHURCH TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

7 Support costs

| | Support costs £ | Governance costs £ | 2021 £ | Support costs £ | Governance costs £ | 2020 £ |
|--|--------------------|-----------------------|---------------|--------------------|-----------------------|---------------|
| Staff costs | 31,366 | - | 31,366 | 38,866 | - | 38,866 |
| Bank charges | 583 | - | 583 | 637 | - | 637 |
| Telephone | 918 | - | 918 | 1,248 | - | 1,248 |
| Information technology costs | 2,251 | - | 2,251 | 1,778 | - | 1,778 |
| Stationery | - | - | - | 91 | - | 91 |
| Repairs and maintenance | 103 | - | 103 | 1,395 | - | 1,395 |
| Independent examiner fees | - | 2,544 | 2,544 | - | 2,400 | 2,400 |
| Accountancy | - | 9,975 | 9,975 | - | 10,111 | 10,111 |
| | <u>35,221</u> | <u>12,519</u> | <u>47,740</u> | <u>44,015</u> | <u>12,511</u> | <u>56,526</u> |
| Analysed between Charitable activities | <u>35,221</u> | <u>12,519</u> | <u>47,740</u> | <u>44,015</u> | <u>12,511</u> | <u>56,526</u> |

Governance costs includes payments to the independent examiners of £2,544 (2020: £2,400) for independent examination fees.

8 Trustees

During the year a director and trustee, Anthony Rist, was paid a salary for pastoral services in accordance with the clauses governing the remuneration of trustees contained in the Memorandum of Association.

It is the trustees view that in order to apply Biblical principles it is necessary for the Eldership team to be represented on the board of directors. As a team is that of a husband and wife, the spouse of the full time Elder is paid a salary for the work undertaken.

No other Trustees received any remuneration or benefits from the charity during the year.

FOREST TOWN CHURCH TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

9 Employees

Number of employees

The average monthly number of employees during the year was:

| | 2021 Number | 2020 Number |
|---------------------------------|----------------|----------------|
| Minister (director and trustee) | 2 | 1 |
| Leader | 1 | 1 |
| Administrative | 1 | 1 |
| Youth worker | 2 | 1 |
| Pastoral support | 1 | 1 |
| Intern | - | 2 |
| Buildings manager | 1 | 1 |
| | <u>8</u> | <u>8</u> |

Employment costs

| | 2021 £ | 2020 £ |
|-----------------------|----------------|----------------|
| Wages and salaries | 96,539 | 99,469 |
| Social security costs | 2,137 | 3,425 |
| Other pension costs | 7,769 | 563 |
| | <u>106,445</u> | <u>103,457</u> |

The total amount of employee benefits paid to key management personnel for their services to the charity were £33,829 (2020: £35,462).

There were no employees whose annual remuneration was £60,000 or more.

FOREST TOWN CHURCH TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

| 10 | Tangible fixed assets | | | | | | | | |
|----|------------------------------------|-------------------------------------|-------------------------------|----------------|---------------------|-------------------------|------------|--|--|
| | | Freehold Land and Buildings £ | Fixtures and fittings £ | Computers £ | Motor vehicles £ | Audio Equipment £ | Total £ | | |
| | Cost | | | | | | | | |
| | At 1 April 2020 | 1,750,000 | 29,209 | 4,217 | 50 | 21,422 | 1,804,898 | | |
| | Additions | - | 800 | - | - | 12,150 | 12,950 | | |
| | At 31 March 2021 | 1,750,000 | 30,009 | 4,217 | 50 | 33,572 | 1,817,848 | | |
| | Depreciation and impairment | | | | | | | | |
| | At 1 April 2020 | 17,500 | 29,057 | 4,072 | 38 | 21,422 | 72,089 | | |
| | Depreciation charged in the year | 17,500 | 276 | 73 | 12 | 3,037 | 20,898 | | |
| | At 31 March 2021 | 35,000 | 29,333 | 4,145 | 50 | 24,459 | 92,987 | | |
| | Carrying amount | | | | | | | | |
| | At 31 March 2021 | 1,715,000 | 676 | 72 | - | 9,113 | 1,724,861 | | |
| | At 31 March 2020 | 1,732,500 | 152 | 145 | 12 | - | 1,732,809 | | |

FOREST TOWN CHURCH TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

10 Tangible fixed assets

(Continued)

Freehold land & buildings represent the church building in Lyon Way, St Albans. This property was valued at £1,750,000 by Brasier Freeth on 31st May 2019. The trustees believe that the value of the property at the balance sheet date is not materially different from this valuation. The historic cost of the property was £1,423,224.

11 Debtors

| | 2021 | 2020 |
|--------------------------------------|--------------|--------------|
| | £ | £ |
| Amounts falling due within one year: | | |
| Other debtors | 3,918 | 3,609 |
| Prepayments and accrued income | 519 | 560 |
| | <u>4,437</u> | <u>4,169</u> |

12 Loans and overdrafts

| | 2021 | 2020 |
|-------------------------|----------------|----------------|
| | £ | £ |
| Bank loans | <u>403,640</u> | <u>454,032</u> |
| Payable within one year | 51,925 | 50,393 |
| Payable after one year | <u>351,715</u> | <u>403,639</u> |

The bank loans are secured by a charge over the charity's freehold property and other fixed assets.

A bank loan of £600,000 was obtained from Clydesdale Bank PLC in April 2008. This is a capital repayment loan, repayable over 20 years. Interest is charged on the mortgage at a rate of GBP Libor + 1.25%. The amount outstanding at 31st March 2021 was £275,237 (2020: £309,599).

A bank loan of £274,000 was obtained from Clydesdale Bank PLC in November 2008. This is a capital repayment loan, repayable over 20 years, with no capital payments for the first 29 months. Interest is charged on the mortgage at a rate of GBP Libor + 1.5%. The amount outstanding at 31st March 2021 was £128,403 (2020: £144,433).

FOREST TOWN CHURCH TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

13 Creditors: amounts falling due within one year

| | Notes | 2021 £ | 2020 £ |
|------------------------------|-------|---------------|---------------|
| Bank loans | 12 | 51,925 | 50,393 |
| Trade creditors | | 20,526 | 20,262 |
| Accruals and deferred income | | 3,715 | 4,100 |
| | | <u>76,166</u> | <u>74,755</u> |

14 Creditors: amounts falling due after more than one year

| | Notes | 2021 £ | 2020 £ |
|------------|-------|----------------|----------------|
| Bank loans | 12 | <u>351,715</u> | <u>403,639</u> |

15 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

| | Movement in funds | | Transfers | Balance at |
|--------------|-----------------------|----------------------------|---------------|---------------|
| | Incoming resources | Balance at 1 April 2020 | | 31 March 2021 |
| | £ | £ | £ | £ |
| Mission fund | - | - | 4,250 | 4,250 |
| Roof fund | - | - | 32,149 | 32,149 |
| | <u>-</u> | <u>-</u> | <u>36,399</u> | <u>36,399</u> |

Mission fund represents budgeted funds set aside for mission which did not occur during the year due to the Covid 19 pandemic.

Roof fund represents funds set aside to complete the refurbishment of the church roof.

FOREST TOWN CHURCH TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

16 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

| | Balance at 1 April 2019 £ | Movement in funds | | Balance at 1 April 2020 £ | Movement in funds | | Balance at 31 March 2021 £ |
|------------------------|---------------------------------|----------------------------|----------------------------|---------------------------------|----------------------------|----------------------------|----------------------------------|
| | | Incoming resources £ | Resources expended £ | | Incoming resources £ | Resources expended £ | |
| Overseas missions | - | 9,660 | (9,660) | - | 15,827 | (15,827) | - |
| Coffee for Cambodia | - | 821 | (821) | - | - | - | - |
| Daughters of Cambodia | 243 | 1,813 | (1,556) | 500 | 2,682 | (3,182) | - |
| Building fund | - | 125 | (125) | - | 103 | (103) | - |
| Hardship Covid-19 fund | - | 625 | - | 625 | 2,768 | (642) | 2,751 |
| | <u>243</u> | <u>13,044</u> | <u>(12,162)</u> | <u>1,125</u> | <u>21,380</u> | <u>(19,754)</u> | <u>2,751</u> |

All restrictions arise when specified by the donor or when funds are raised for a particular purpose.

The Overseas missions fund arises from donations received by the charity to support missionary work completed in Cambodia and various other countries when members of the church visit.

Coffee for Cambodia fund arises from the sale of coffee at the church, all proceeds received from the sale is used to support the mission work in Cambodia.

Daughters of Cambodia fund arises when the charity receives donations for "Daughters of Cambodia" a NGO based in Cambodia to which the charity provides grant funding.

The Hardship Covid-19 fund is a benevolence fund set up to help individuals affected by the pandemic on a case by case basis.

FOREST TOWN CHURCH TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

| 17 Analysis of net assets between funds | Unrestricted funds | | Restricted funds | | Restricted funds | | Total | | Unrestricted funds | | Restricted funds | | Total | |
|--|--------------------|---|------------------|---|------------------|---|-----------|---|--------------------|---|------------------|---|-----------|---|
| | 2021 | £ | 2021 | £ | 2021 | £ | 2021 | £ | 2020 | £ | 2020 | £ | 2020 | £ |
| Fund balances at 31 March 2021 are represented by: | | | | | | | | | | | | | | |
| Tangible assets | 1,724,861 | | - | | - | | 1,724,861 | | 1,732,809 | | - | | 1,732,809 | |
| Current assets/(liabilities) | 58,702 | | - | | 2,751 | | 61,453 | | (37,308) | | 1,125 | | (36,183) | |
| Long term liabilities | (351,715) | | - | | - | | (351,715) | | (403,639) | | - | | (403,639) | |
| | 1,431,848 | | - | | 2,751 | | 1,434,599 | | 1,291,862 | | 1,125 | | 1,292,987 | |

FOREST TOWN CHURCH TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) ***FOR THE YEAR ENDED 31 MARCH 2021***

18 Related party transactions

During the year, total unrestricted donations were received by the charity from the trustees of £21,655 (2020: £30,605).