

Registered number: 04454591
Charity number: 1094992

THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)
(A company limited by guarantee)

TRUSTEES REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

**MORACLE LIMITED
CHARTERED CERTIFIED ACCOUNTANTS & REGISTERED AUDITORS
ASHLEY HOUSE, ASHLEY ROAD, LONDON, N17 9LZ**

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

CONTENTS

	Page
Report of Trustees	3 – 15
Independent Examiner's Report	16 – 17
Statement of Financial Activities	18
Balance Sheet	19 – 20
Notes to the Financial Statements	21 – 30

THE SWISS CHURCH IN LONDON (L'EGLISE SUISSE DE LONDRES) (SCHWEIZERKIRCHE IN LONDON)

TRUSTEES' REPORT For the year ended 31 December 2020

The trustees who are also Directors of the Charity for the purposes of the Companies Act present their report with the financial statements of the charity for the period 1 January 2020 to 31 December 2020. The financial statements have been prepared in accordance with the Charities Act 2011 and the 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) (effective January 2015) and comply with the charity's governing document.

OBJECTIVES AND ACTIVITIES

The Swiss Church is a Spiritual Home to the Swiss in the UK. As a Swiss **Church**, it is a member of the one universal, apostolic and holy Church of Christ. Its foundation is the word of God as witnessed in both the Old and the New Testament. The Swiss Church, affiliated to the Protestant Church in Switzerland (previously known as Federation of Swiss Protestant Churches) in Berne, adheres to its roots in the Swiss Reformation of the 16th Century. It strives to proclaim God's word according to the principles set out by the Reformation, in particular by John Calvin and Huldrych Zwingli.

In their spirit, the Swiss Church encourages its members to actively explore the Christian faith and to find a personal belief based on reflection and experience.

It seeks to further and strengthen Christian love, solidarity, justice and truth. In ecumenical openness, the Swiss Church welcomes Roman Catholics and Christians of all other denominations.

As a **Swiss Church** founded by French speaking Swiss in the 18th Century and later united with the German-speaking congregation, it is a meeting place for all Swiss and friends of Switzerland from all walks of life. The Swiss Church seeks to contribute actively to the social life of the Swiss community in London and promotes cultural and social activities to strengthen friendship and understanding.

We believe that both aspects, its being a Church and its being a Swiss institution are inseparably intertwined and stimulate each other

As a **Swiss Church. in London** it is our mission to reach out to the church's local community in the Covent Garden/Holborn area, providing support for those most in need. We strive toward building ever closer networks with local charities, churches and organisations to achieve the greatest possible impact

Present tasks, activities and groups in the Swiss Church include:

- Sunday services, followed by refreshments
- Home and hospital visits
- Pastoral care
- Baptisms, confirmations, weddings & funerals
- Organ recitals
- Art programme and film evenings
- Swiss Church News (quarterly publication)
- Young professionals and students network
- Family activities
- Traditional Swiss events
- Support and welcome visitor groups from Switzerland
- Sabbaticals and internships for pupils and professionals from Switzerland
- Social and educational events
- Parish outings

THE SWISS CHURCH IN LONDON (L'EGLISE SUISSE DE LONDRES) (SCHWEIZERKIRCHE IN LONDON)

TRUSTEES' REPORT (CONTINUED) For the year ended 31 December 2020

- Local outreach and community work
- Bible work with Mothers' Group
- Hosting Frauenverein and La Causerie
- Joint activities with various Swiss clubs and neighbouring churches
- Private hirings
- Online and social media presence

Public benefit

In setting our objectives and planning our activities the board of trustees has given careful consideration to the Charity Commission's general guidance on public benefit, and in particular, to its supplementary public benefit guidance on advancing religious education.

REVIEW OF ACHIEVEMENT AND PERFORMANCE

During 2020 the focus has continued to work towards the objectives listed below:

- Make the Swiss Church better known among the Swiss in London, visitors and the local community

as a spiritual home and a meeting place through traditional Swiss events and joint activities with the wider Swiss community.

- Make the Swiss Church better known to parish churches and church organisations in Switzerland, as well as encourage and increase the number of group visits from Switzerland.
- Increase the number of sabbatical and internship placements for Swiss pupils and professionals.
- Reach out to vulnerable people in the surroundings of the church and respond to their immediate needs
- Increase fundraising activities in Switzerland and the UK and the commercial use of the church (private hirings) to open the church to various user groups.
- Make the building fit for multi-purpose use and improve its safety
- Improve and strengthen governance structures and recruit new trustees.
- Recruit new volunteers and provide training for staff and volunteers.
- Extend and oversee the arts programme.
- Increase and improve social media and online presence
- To be better connected with charities, churches and other organisations in the neighbourhood and the Borough of Camden.
- Improve the efficiency of financial control systems
- Improve team structure and internal collaboration
- Improve HR management
- Improve Health and Safety and food safety

With the outbreak of the coronavirus pandemic affecting all areas of public and private life, the following objectives became pressing from March 2020 onwards.

- Close the £100k income gap due to a sudden halt of external hirings and events (main source of income)
- Increased fundraising activities, and maintain good contacts with donors.
- Find alternative ways of worshipping and socialising online

THE SWISS CHURCH IN LONDON (L'EGLISE SUISSE DE LONDRES) (SCHWEIZERKIRCHE IN LONDON)

TRUSTEES' REPORT (CONTINUED) For the year ended 31 December 2020

- Keep all PAYE's and freelancers in employment
- Move the team to home office, and reorganise team tasks
- Move board meetings online and establish flexible governance structures
- Reorganise local outreach work within the resources available

Services, pastoral care and spiritual life

Services: A total of 8 in house services were celebrated.. Services were led by Rev Carla Maurer, and Mrs Marianne Fisher-Hertig. From mid-March onwards Rev Carla Maurer, in collaboration with Julian Simmons (DIN studio), produced audio services on every 1st and 3rd Sunday of the month, with members of the congregation and friends from around the world contributing sermons, prayers and readings. Organist Peter Yardley-Jones recorded hymns and music at home.

Paper copies of the sermon were sent via post to those without access to the online platform.

ACHIEVEMENT AND PERFORMANCE (CONTINUED)

Lucas Kobler was baptised on 18 October 2020 in one of the few in-house services.

A committal service took place at Hendon Crematorium for the late. Albert Bertin, member of the Swiss Church for over 80 years. The service was live streamed for his friends and family to watch at home.

Pre-pandemic, the members of the congregation again appreciated the friendship and fellowship they are able to experience at the lunches following the services thanks to the help of many volunteers, co-ordinated by Cécile Mistry, who arranged and prepared a variety of delicious meals.

Rev Carla Maurer paid home and hospital visits to members of the Church. Swiss groups and societies such as the Frauenverein, the Mothers' Group and La Causerie met regularly at the Swiss Church. Rev. Carla Maurer led bible studies and prayers for the Mothers' group and the Frauenverein.

All social group meetings ceased with the outbreak of the pandemic, with some moving online

Ecumenical relations: Rev. Carla Maurer attended meetings of the German speaking pastors and church workers in London (LoPA) and Minister meetings of the local churches..

Community and Outreach Work

The community programme is aimed at the Sunday congregation, Swiss people living in London, and the community in the locality of the church.

Until March, the church continued to welcome the community to the weekly 'Breakfast on the Steps', especially people affected by homelessness and other vulnerable and disadvantaged people from the local community. Community Worker Josh Kelly ran breakfast on the steps until February and Heidi Holenweg took over for a few weeks after Josh Kelly stepped down from his role . Hairdresser Jake Fox regularly provides free haircuts. Robert Kaufeler and John Burley cooked a monthly hot breakfast. Josh Kelly continued to raise money for the shoe bank to distribute shoes in wintertime to the homeless, and also the collaboration with the charity Wrap Up to distribute coats during the cold season continued.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2020**

ACHIEVEMENT AND PERFORMANCE (CONTINUED)

Unfortunately, with the beginning of the pandemic the church had to close down the Tuesday breakfast for the rest of the year due to volunteer shortages and to protect staff, volunteers and guests against infection.

The Consistoire decided to offer Heidi Holenweg a new part-time contract as Project Manager from November, for an initial period of 6 months, after her role as Finance Officer maternity cover came to an end. One of the projects assigned to her is to produce an assessment report establishing the situation of the homeless community in our area and reaching out to other charities and organisations to identify possible collaborations.

Youth work placement

The Swiss Church launched a youth internship program (paid work placement) for young Camden residents to help tackling youth unemployment, in collaboration with Camden Giving charity and Camden Council. The recruitment process for the 4-months internship was launched in November 2020 and Ryan Moshwe was recruited in December to begin his internship in the new year.

No events for the wider Swiss community took place in 2020

The following platforms were established in order to socially connect:

- Swiss Church WhatsApp group for members and friends and the wider network
- WhatsApp group for young professionals, students and former interns
- Tuesday 11am zoom coffee morning for staff and members of the church

Both groups were active throughout the year offering moral support and friendship across national borders, and new friendships were made. Swiss Church members also participated in the monthly zoom coffee mornings run by the Swiss Benevolent Society.

The Swiss Church Mothers Group continued to meet monthly on Zoom to maintain longstanding relationships between Swiss migrants and offer assistance to the elderly. Rev. Carla Maurer occasionally led prayer meetings and bible groups. La Causerie and The Frauenverein kept in touch via phone.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2020**

ACHIEVEMENT AND PERFORMANCE (CONTINUED)

Office Administration and Venue Management

The income through hirings continued to contribute to the financial success of the Swiss Church by making up for over 50% of the annual income. Regular and returning clients include Vera the Diva dance school, Covent Garden Talks, Christ Church, Covent Garden Minuet Company, City Lit, City Academy, Lee Publicity, fashion labels, Incorporate Association of Organist's, yoga and meditation classes, and others. Almost all hirings came to a halt due to the pandemic.

Emily Rose Simons was put on furlough for three months at the beginning of the pandemic, but was called back to support the church with grant fundraising from July onwards. She was promoted from Hirings and Administration Officer to Venue Manager which reflects her outstanding work and commitment.

Fundraising

Rev. Carla Maurer increased her fundraising activities in Switzerland, including covid-19 emergency funding, and established a number of new contacts. (More information can be found further down in this report, Chapter 'Relationship with Switzerland'.)

Venue Manager Emily Rose Simons diverted her efforts from her usual role as Venue Manager, which was significantly reduced, to support the church with fundraising, especially researching and applying for UK grants.

Historic archives and Record Management

The Consistoire recognised that the absence of a record management policy puts at risk the archive and handing down of information for future generations. There is also no complete list of the church's historic archives which are located in three different places. Project manager Heidi Holenweg was therefore commissioned to assess the situation and producing a report, as well as drafting a record management policy, which will also inform the new database policy (in collaboration with the Venue Manager).

Cultural Events:

Organ Recitals and concerts

No organ recitals and concerts took place. Peter Yardley-Jones contributed with home recorded organ music to the audio services

Arts

Art Committee:

The Art Committee was restructured. Mary Branson, conceptual artist. Julie Hoyle, printmaker, and Rania Jumaily, theatre producer, joined the Art Committee, whilst Daniella Rossi stepped down. Fatuma Osman is an adviser for the Goldsmith selection.

A Reader Group with over 30 readers from various artistic disciplines was established who are helping the Art Committee with the reading and scoring of applications for the arts residencies and the Goldsmith collaboration.

THE SWISS CHURCH IN LONDON (L'EGLISE SUISSE DE LONDRES) (SCHWEIZERKIRCHE IN LONDON)

TRUSTEES' REPORT (CONTINUED) For the year ended 31 December 2020

ACHIEVEMENT AND PERFORMANCE (CONTINUED)

Goldsmiths collaboration: The collaboration with the Goldsmiths College MFA curating programme, coordinated by Ele Carpenter, David Mollin and Carla Maurer, continued to be successful. In March, the exhibition “In Nihilum” curated by Aleksandra Shevchenko, Francisca Portugal and Pia Zeizen.

Artist in Residency: Curational and artistic duo 'Hotdesque' were artists in residence from August to October with the exhibition 'Model Village' taking place toward the end. The residency was initially scheduled to take place in early summer but was postponed due to the first lockdown. The application process for the 2021 art residency and Goldsmith exhibition were launched later in the year. The stage play writer collective 'Writers Lab', curated by Nicky Allpress, were selected for the Spring 2021 residency. Rossi.

Communication

The Swiss Church News appeared three times during a year, twice in print, and once electronically only. A paper version is sent to about 100 people in Switzerland and the UK. Another 1,700 readers receive the paper electronically.

The electronic newsletter is sent out at the beginning of each month to announce events.

The Swiss Church is active on social media (Facebook, Instagram and Twitter) and announces events on various Swiss community facebook pages to reach out to the wider Swiss community in London. The social media outreach has been improved.

The webpage is regularly updated. Colin McIntyre is in charge of its content with the support of Rev Carla Maurer.

Reports appear on the regional pages of the 'Swiss Review' which is sent out to Swiss living abroad. Organ recitals and art events are published on various cultural platforms.

Rev Carla Maurer started her podcast 'More Tea, Vicar' in collaboration with the platform rellab.ch by the Church of Zurich. Two episodes per month are published.

Building maintenance

Full inspection of the electrical installation at the Swiss Church giving rise to the necessity of replacing the Foyer ceiling lights and the stairwell wall lights. (Electric Safety Certificate to be issued in 2021.)

- Installed strip light and pinboard in kitchen
- Trimmed and rehung office and hall doors
- Painted foyer, gallery and lower wall sections on building facade
- Purchased new high step ladder to enable maintenance of all light fittings at the church.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2020**

ACHIEVEMENT AND PERFORMANCE (CONTINUED)

- Installed non return valve and pump timer to hot water system to save electricity and improve hot water temperature.

- Updated AHU (Air and Heating Unit) contract

Health and Safety and Food Hygiene

Colin McIntyre was appointed as trustee in charge of Safeguarding, Health and Safety. The Church registered with ThirtyOne-Eight, a specialist organization providing training, technical and legal support to charities, whilst trustee Cecile Mistry oversees the new food hygiene measures. Trustees Colin McIntyre and Cecile Mistry, both attended the safeguarding training provided by ThirtyOne-Eight at United Reformed Church and received a certificate by the training provider, as did Rev Carla Maurer representing the staff team.

Trustee Cecile Mistry oversees the new food hygiene measures. Several members of staff and volunteers completed the Food Safety Certificate.

Maintenance of the Manse (also known as the Vicarage)

External redecoration was completed at the Manse on 1 Womersley Road, N8 9AE.

A new washing machine and a new oven had to be installed after breaking down.

The two main switch boards were replaced by safer and more modern models.

Relationship with Switzerland

Partner churches in Switzerland:

A number of churches in Switzerland have confirmed their ongoing financial support to further the work of the Swiss Church.

The following churches and organisations in Switzerland have financially contributed to the Swiss Church in London: Kirchgemeinde: Wil-Hüntwangen-Waserkingen, Zürich-Altstetten, Sursee, Gundeldingen-Bruderholz, Liestal-Seltisberg, Kilcherg ZH, Tablat-St.Gallen, Degersheim, Utzenstorf, Ottenbach, Fehraltorf, Wil (SG), Arth-Goldau, Laufenburg, Straubzell (SG-West), Kirche Zürich (Fraumünster, Grossmünster und Kirchenkreis 6), Kirche Stadt Luzern, Gesamtkirchgemeinde Thun, Kirche des Kanton Zug, Kirche des Kantons St. Gallen, Landes Kirche Aargau, Landeskirche Appenzell, Synodalverband Bern-Jura, Schweizer Kirchenbund und Gemeinde Ottenbach

We are very grateful to our sister churches for all the support that we have received.

VEGSIL: The VEGSIL granted the Swiss Church £1,200 for their general funds. The VEGSIL meeting took place in Basel (Bruderholz parish) in absence of representatives of the Swiss Church in London due to travel restrictions.

Swiss Groups: No church groups visited in 2020 due to travel restrictions.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2020**

ACHIEVEMENT AND PERFORMANCE (CONTINUED)

People

Consistoire (board of trustees):

- Peter Staeuber resigned as Trustee and President in January 2020.
- Colin McIntyre moved to Liverpool and resigned as Trustee in September 2020, taking on the role as Consistoire Adviser.
- Hassan Mohanna joined the Consistoire as Trustee in July 2020

Team:

- Heidi Holenweg took on the role of Project Manager with leading responsibility for the local outreach, archives and youth internship projects (since November 2020).
- Finance Officer Anina Smith returned from maternity leave in October 2020.
- Josh Kelly resigned from his role as community worker in February 2020.
- Andy Palfreyman took on the role of Church Warden in 2020.

Appreciation and Thanks

Rev. Carla Maurer, our Minister with the constructive support of the Consistoire continues to guide the church with her dedications and tremendous efforts, at times single handedly in increasing the donations to the church, thus ensuring its viability.

A big thank you to Barbara Wachter for her valuable contribution as President of the Steering Committee in support to the Consistoire during the challenging time as a result of the pandemic

We are most grateful to our team, Emily Rose Simons, Anina Smith, Josh Kelly, Heidi Holenweg, Andy Palfreyman and James Rasa and our Director of Music and Organist Peter Yardley-Jones, for their work for our Church. Their dedication is most appreciated.

We are grateful to all the churches in Switzerland who have so generously supported us.

We much appreciate the support from individual donors and contributors and thank them for their continued valuable support.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2020**

ACHIEVEMENT AND PERFORMANCE (CONTINUED)

We are indebted to all the volunteers who are the heart and soul of the Swiss Church community, especially to the team of Farrell Associates and other volunteers who make Breakfast of Steps happen, hair stylist Jake Fox, the Art Committee, the Sunday team, especially Cecile Mistry and the kitchen team as well as Fernande Kunz for providing the flowers.

FINANCIAL REVIEW

Income

The income from church related activities for the year was £153,073 compared to £197,762 in 2019.

Expenses

Total expenditure in conjunction with church related activities were £144,588 excluding £34,354 worth of depreciation and governance costs, compared to £198,361 in 2019, excluding £33,812 worth of depreciation and governance costs.

Summary

The overall net income excluding the brought forward is (£25,869) compared to £34,411 in 2019. The ending balance of the building fund is nil in both years. As in both years once depreciation is accounted for we made a loss.

It is the policy of the Swiss Church to maintain an Unrestricted Reserve. This is intended to enable the Swiss Church to cope with the unforeseen, which might otherwise affect the organisation's ability to continue our activities. In practice, the Trustees consider that holding unrestricted reserves equivalent to six to twelve months' core costs, excluding those funds represented by fixed assets, and should provide sufficient resources to respond to unexpected adverse changes in the Charity's funding or activities. This is equivalent to between £100,000 and £200,000 based on current costs. This policy will be reviewed annually, when setting budgets, to check if it is still relevant, or if changing circumstances require a modification.

Investment Policy

Investments may only be made after prior approval from the Consistoire and must be made only in the name of the Swiss Church in London.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2020**

PLANS FOR THE FUTURE

The Trustees are committed to further implement the Business Concept Plan and, as a result, to strengthen the positive relationship with the Swiss community in London as a whole, while expanding the mission activities into the wider local community. The Trustees are also determined to both broaden and deepen the relationship with various Swiss Parishes and Cantonal Churches.

In view of the financial independence of the Church, the Trustees are committed to broaden the sources of revenues by reviewing the letting strategy and intensifying fundraising activities.

We are currently working towards a more effective governance structures with each member of the Consistoire having specific duties and responsibilities assigned. This should allow for both informed and swift decision-making.

Recruiting more Trustees including a Vice-President remains one of our main targets for the coming year.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2020**

LEGAL AND ADMINISTRATIVE INFORMATION

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

TRUSTEES

Mr D. Hume	(since December 2015)
Mr P. Maillardet	Archives (since May 2009)
Mr Marco Mambelli	Treasurer (since September 2017)
Mr Peter Stauber	President (since September 2018 to January 2020, trustee since March 2017 to January 2020)
Mrs C. Mistry	Catering (since November 2008)
Colin McIntyre	Safeguarding, Health and Safety (since May 2019 to September 2020, Trustee since February 2019 to September 2020)
Barbara Wachter	(since November 2019)
Hassan Mohana	(since July 2020)

MINISTER

Rev. Carla Maurer	(since June 2013)
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COMMUNITY WORKER

Mr Josh Kelly	(since September 2017 to February 2020)
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VENUE MANAGER

Emily Rose Simons	(since March 2019)
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OFFICE AND FINANCE ADMINISTRATOR

Mrs Anina Smith	(since December 2014)
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FINANCE ADMINISTRATOR (MATERNITY COVER)

PROJECT MANAGER	
Ms Heidi Holenweg	(since November 2020)

TREASURER

Marco Mambelli	(since September 2017)
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OBSERVER SWISS EMBASSY

Mrs Manuela Ferrari	(since October 2018; ex officio)
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CHARITY NUMBER

1094992

COMPANY NUMBER

04454591

REGISTERED OFFICE

79 Endell Street
London
WC2H 9DY

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2020**

LEGAL AND ADMINISTRATIVE INFORMATION (CONTINUED)

**COMPANY SECRETARY
(Acting)**

Mr Yvon Tse - since February 2019

INDEPENDENT EXAMINER

Morlai Kargbo, FCCA
Moracle Limited
Chartered Certified Accountants & Registered Auditors
Ashley House
Ashley Road
London
N17 9LZ

BANKERS

HSBC Bank PLC
117 Great Portland Street
London
W1W 6QJ

UBS
100 Liverpool Street
London
EC2M 2RH

PostFinanceSwiss Post
Verarbeitungszentrum
CH-3040 Bern

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution and organisational structure

The Swiss Church in London is a Charitable Company limited by guarantee and is governed by its Memorandum and Articles of Association adopted on the 5th June 2002. The Swiss Church in London was founded in 1762. The company commenced operations on 1 January 2003 when it took over all activities of the Unincorporated Association with the same name. The Consistoire (Voluntary Board of Trustees) oversee the activities and are accountable for the way the resources are used. The Trustees meet every two months, or more or less often if they so decide. The members who served on the Board throughout the year under review are named under Legal and Administrative Information.

The Consistoire is the Governing Body of the Swiss Church in London and administers and manages the Swiss Church in London, its property and its internal and external affairs in accordance with the Memorandum and Articles of Association. The Consistoire makes all major decisions; certain powers of delegation are granted to the Minister, as well as to special task groups and individual members of the Consistoire.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2020**

Recruitment and appointment of new trustees

The appointment and removal of Trustees is decided by a majority of votes. At every Annual General Meeting, one-third of the Trustees shall retire from office. The retiring Trustees shall be eligible for re-election.

Induction and training of new trustees

Induction of Trustees takes place through one to one sessions with the Chair. If needed, additional training is arranged.

Risk management

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- 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 charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

So far as each of the Trustees is aware at the time the report is approved:

- There is no relevant information of which the independent Accountant is unaware; and
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the Accountant is aware of that information.

INDEPENDENT EXAMINERS

A resolution will be proposed at the annual general meeting for the re-appointment of Morlai Kargbo, Moracle Limited, Chartered Certified Accountants & Registered Auditors.

APPROVAL

This report was approved by the Board of Trustees on 14 May 2021 and signed on its behalf by:

Yvon Tse, Acting Company Secretary

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE SWISS CHURCH IN LONDON
For the year ended 31 December 2020**

I report on the financial statements of The Swiss Church in London (L'EGLISE SUISSE DE LONDRES) (SCHWEIZERKIRCHE IN LONDON) for the year ended 31 December 2020 which comprise of the Statement of Financial Activities, the Balance Sheet and the related notes.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the charity commission (under section 145(5) (b) of the 2011 Act); and
- state whether particular matters have come to my attention.

I read the Trustees' Report and consider the implications for my report if I become aware of any apparent misstatements within it.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE SWISS CHURCH IN LONDON
(CONTINUED)**

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
 - To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act.

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Morlai Kargbo
Moracle Limited
Chartered Certified Accountants & Registered Auditors
Ashley House
Ashley Road
London
N17 9LZ

Date: 14 May 2021

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating income and expenditure account)
For the year ended 31 December 2020**

	Note	Unrestricted Funds £	Restricted Funds £	2020 Total £	2019 Total £
Income:					
Donations and Legacies	2	111,068	6,420	117,488	87,543
Other trading activities	3	35,623	(38)	35,585	107,070
Income from					
Charitable activities:	4				
Advancing the Christian faith		-	-	-	3,149
TOTAL INCOME		146,691	6,382	153,073	197,762
Expenditure:					
Raising funds	5	-	1,962	1,962	3,596
Charitable activities:					
Advancing the Christian faith	6	131,750	45,230	176,980	228,577
TOTAL EXPENDITURE		131,750	47,192	178,942	232,173
NET INCOME/(EXPENDITURE) BEFORE TRANSFERS		14,941	(40,810)	(25,869)	(34,411)
Transfers between funds		(39,130)	39,130	-	-
NET INCOME AFTER TRANSFERS		(24,189)	(1,680)	(25,869)	(34,411)
Total funds brought forward		1,618,373	20,677	1,639,050	1,673,461
TOTAL FUNDS CARRIED FORWARD	13	1,594,184	18,997	1,613,181	1,639,050

The Statement of Financial Activities includes all gains and losses recognised in the year.

The Notes form part of the financial statements.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**BALANCE SHEET
As at 31 December 2020**

	Note	2020	2019
		£	£
FIXED ASSETS	9		
2011 Fixtures & equipment		1,086	1,629
2009 Church organ		95,393	97,839
2009 Building improvement		1,117,942	1,146,605
		<u>1,214,421</u>	<u>1,246,073</u>
CURRENT ASSETS			
Debtors	10	3,836	14,662
Cash at bank and in hand		441,779	445,547
		<u>445,615</u>	<u>460,209</u>
CREDITORS: Amounts falling due within one year	11	(46,855)	(67,232)
NET CURRENT ASSETS		398,760	392,977
NET ASSETS		<u>1,613,181</u>	<u>1,639,050</u>
FUNDS	12		
Restricted funds		18,997	20,677
Unrestricted - General funds		381,936	374,472
- Designated funds		1,212,248	1,243,901
		<u>1,613,181</u>	<u>1,639,050</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

The trustees have not required the charitable company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

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

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**BALANCE SHEET (CONTINUED)
As at 31 December 2020**

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard 102, Section 1A (effective January 2015).

The financial statements were approved by the Board of Trustees on 14 May 2021 and were signed on its behalf by:

.....
Yvon Tse
Company Secretary
(Acting)

.....
Mr Marco Mambelli
Treasurer

The Notes form part of the financial statements.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2020**

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective January 2015), Charities SORP FRS 102 and the Companies Act 2006. The particular accounting policies adopted are described below.

1.2 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

1.3 Incoming

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the company where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

1.4 Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates. Support costs which cannot be directly attributed to particular projects are apportioned in proportion to the direct staff cost allocated to the project. Governance costs, which form part of Support costs include expenditure on the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

Charitable expenditure consists of all expenditure relating to the objects of the Charity. All costs are directly attributable to the activities under which they have been analysed.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 December 2020**

1. ACCOUNTING POLICIES (CONTINUED)

1.5 Tangible fixed asset and depreciation

All assets costing more than £200 are capitalised.

Depreciation is provided using the following rates and bases to reduce by annual instalments, the cost less estimated residual value, of tangible assets over the estimated useful lives:

- Fixtures & fittings - 33% straight line
- Office equipment - 33% straight line
- Building improvement - over 50 years

The Building improvement is now being depreciated as the building being put into use.

1.6 Foreign currencies

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate ruling on the date of the transaction. Exchange differences are taken into account in arriving at the net income/ (expenditure) result.

1.7 VAT

The charity is not registered for VAT and its expenses are therefore inflated by VAT which cannot be recovered.

1.8 Cash flow

The financial statements do not include a cash flow statement because the charitable company, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard 102 Section 1A (effective January 2015).

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 December 2020

2. DONATIONS AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	<i>Total 2019 £</i>
UK members and friends	17,125	-	17,123	1,170
Collections church service	438	-	438	3,710
Switzerland donations	78,604	1,027	79,631	59,160
Tax recovery	(2,772)	-	(2772)	3,414
New Individual gift aids	17,674	5,392	23,028	20,089
	<u>111,069</u>	<u>6,419</u>	<u>117,488</u>	<u>87,543</u>

3. OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	<i>Total 2019 £</i>
Church lettings	35,623	(38)	35,585	107,070
Fondue Fundraising Event	-	-	-	-
	<u>35,623</u>	<u>(38)</u>	<u>35,585</u>	<u>107,070</u>

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 December 2020**

**4. INCOME FROM
CHARITABLE ACTIVITIES**

- *Advancing the Christian faith*

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	<i>Total 2019 £</i>
Services and parish events	-	-	-	989
Swiss church news	-	-	-	-
Youth work	-	-	-	-
Cultural events	-	-	-	2,161
	-	-	-	3,150

5. COST OF RAISING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	<i>Total 2019 £</i>
Other fundraising and publicity costs	-	1,962	1,962	3,597
	-	1,962	1,962	3,572

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 December 2020**

6. CHARITABLE ACTIVITIES COSTS

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Services and parish events	5,220	-	5,220	5,487
Swiss church news	-	3,520	3,520	4,082
Cultural events	948	3,520	4,468	8,345
Staff costs	74,993	-	74,993	90,861
Pension	3,779	-	3,779	4,441
Maintenance	305	18,369	12,864	25,051
Church cleaning	516	4,684	5,200	8,963
Council tax	-	2,677	2,677	2,843
Insurance	362	6,754	7,116	5,167
Heat, water and light	-	5,906	5,906	11,264
Printing, post and stationery	1,328	6	1,334	4,286
Telephone	2,129	-	2,129	2,504
Staff Attendance	444	36	480	3,665
Other expenses	1,666	804	2,470	3,021
Legal and professional fees	5,686	-	5,686	9,127
Support to Local Community	-	1,962	1,962	3,096
New Swiss community	-	400	400	1,962
Support Vulnerable Homeless	20	-	-	310
Support costs (see note 6b)	34,354	-	34,354	34,100
	131,750	47,192	178,942	228,576

6b. SUPPORT COSTS IN FURTHERANCE OF CHARITABLE ACTIVITY

Bank charges & currency exchange loss	302	-	302	288
Depreciation – Building & Organ	31,109	-	31,109	31,109
Depreciation – Others	543	-	543	543
Governance costs	2,400	-	2,400	2,160
	34,354	-	34,354	34,100

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 December 2020

7. NET INCOME/(EXPENDITURE) FOR THE YEAR

This is stated after charging:

	Total 2020 £	<i>Total 2019 £</i>
Depreciation of tangible fixed assets	31,652	31,652
Independent examination fees	2,400	2,160
	<hr/> 34,052 <hr/>	<hr/> 33,812 <hr/>

During the year, no Trustees received any benefits in kind (2019 - Nil).

During the year, no Trustees received any reimbursement of expenses (2019 - Nil).

8. STAFF COSTS AND NUMBERS

Staff costs were as follows:

	Total 2020 £	<i>Total 2019 £</i>
Wages and salaries	72,985	86,245
Social security costs	2,008	4,616
Pension costs	3,779	4,441
	<hr/> 78,772 <hr/>	<hr/> 95,302 <hr/>

The average number of full-time equivalent employees during the year was as follows:

	2020	<i>2019</i>
Charitable activities	2.0	2.0
	<hr/> 2.0 <hr/>	<hr/> 2.0 <hr/>

No employee received remuneration amounting to more than £60,000 in either year.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 December 2020**

9. TANGIBLE FIXED ASSETS

	Building improvement £	Charity organ £	Furniture, fixtures & equipment £	Total £
Cost				
At 1 January 2020	1,433,160	122,299	2,172	1,557,631
Additions	-	-	-	-
At 31 December 2020	<u>1,433,160</u>	<u>122,299</u>	<u>2,172</u>	<u>1,557,631</u>
Depreciation				
At 1 January 2020	286,555	24,460	543	311,558
Charged in the year	28,663	2,446	543	31,652
At 31 December 2020	<u>315,218</u>	<u>26,906</u>	<u>1,086</u>	<u>343,210</u>
Net Book Value				
31 December 2020	<u>1,117,942</u>	<u>95,393</u>	<u>1,086</u>	<u>1,214,421</u>
31 December 2019	<u>1,146,605</u>	<u>97,839</u>	<u>1,629</u>	<u>1,246,073</u>

The original cost and improvements to Vicarage were not capitalised because the Vicarage is considered to be historic, inalienable and the costs are not available. The users of the accounts are principally the members of the Church. The trustees consider the carrying out of professional valuation to this asset at a value in the accounts is considerable compared to the limited additional benefit derived by the users of the accounts.

10. DEBTORS

	Total 2020 £	Total 2019 £
Debtors and prepayments	2,168	,8,311
Accrued income	1,675	6,351
	<u>3,843</u>	<u>14,662</u>

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 December 2020**

11. CREDITORS – AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Deferred Income	-	11,292
Other Creditors	25,375	17,074
Trade Creditors	2,927	-
Accruals	18,551	38,866
	<u>46,853</u>	<u>67,232</u>

12. MOVEMENT IN FUNDS

RESTRICTED FUNDS

	Brought Forward £	Incoming resources £	Resources expended £	Transfers between Funds £	Carried Forward £
Building fund	-	-	(39,130)	39,130	-
Cultural fund	17,151	1,113	(3,640)	-	14,624
Youth work	1,857	5,269	(4,422)	-	2,704
Support fund	83	-	-	-	83
Mobility fund	1,045	-	-	-	1,045
Business concept plan	541	-	-	-	541
Other restricted funds	-	-	-	-	-
	<u>20,677</u>	<u>6,382</u>	<u>(47,192)</u>	<u>39,130</u>	<u>18,997</u>

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 December 2020**

12. MOVEMENT IN FUNDS (CONTINUED)

UNRESTRICTED FUNDS

	Brought Forward £	Incoming resources £	Resources Expended £	Transfers between funds £	Carried Forward £
General funds	374,472	146,691	(100,097)	(39,130)	381,936
Designated funds: Building fund-building & organ	1,243,901	-	(31,653)	-	1,212,248
	<u>1,618,373</u>	<u>146,691</u>	<u>(131,750)</u>	<u>(39,130)</u>	<u>1,594,184</u>

SUMMARY OF FUNDS

	Brought Forward £	Incoming Resources £	Resources Expended £	Transfers between Funds £	Carried Forward £
Restricted funds	20,677	6,382	(47,192)	39,130	18,997
Unrestricted funds	1,618,373	146,691	(131,750)	(39,130)	1,594,184
	<u>1,639,050</u>	<u>153,073</u>	<u>(178,942)</u>	<u>-</u>	<u>1,613,181</u>

Much against our historic policy of not valuing the church building, accounting rules – FRS 15: Tangible Fixed Assets requires us to capitalize the majority of the renovation project expenses which represent improvements to the building or are tangible assets like a new dishwasher. Going forward, this means that the renovation expenses, and especially the long term improvement expenses, will only gradually be depreciated in our books. The long term improvements designated fund will be depreciated over 50 years. This long term improvement fund does not represent money available for future improvements, but represents capitalized expenditures that will be annually depreciated over 50 years to reduce these capitalized assets.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 December 2020

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General funds 2020 £	Designated funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Fixed assets	2,173	1,212,248	-	1,214,421	1,246,073
Current assets	426,618	-	18,997	445,615	460,209
Current liabilities	(46,855)	-	-	(46,855)	(67,232)
	<u>381,936</u>	<u>1,212,248</u>	<u>18,997</u>	<u>1,613,181</u>	<u>1,639,050</u>

14. OPERATING LEASE COMMITMENTS

There were no lease commitments at the end of the year 2020 nor for 2019.

15. SHARE CAPITAL

The Swiss Church in London is a company limited by guarantee and has no share capital. Each member is liable to contribute a sum not exceeding £1 in the event of the charity being wound up.

16. TAXATION

The charity is not liable to tax on its charitable grants, donations or fee income earned in the course of its charitable activities, so long as the income is applied for the purposes of its charitable aims.