

**THE FORGE COMMUNITY CHURCH**  
(A company limited by guarantee)

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

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**THE FORGE COMMUNITY CHURCH**  
**(A company limited by guarantee)**

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**THE FORGE COMMUNITY CHURCH**  
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS DIRECTORS AND ADVISERS  
FOR THE YEAR ENDED 31 DECEMBER 2023**

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**Directors**

Alison Colchester, Chair  
Sarah Dobson (until 16 October 2023)  
Stephen Fenning  
Stephen Urwin  
Michael Walsh  
Oliver Westmancott

**Company registered number**

04964286

**Charity registered number**

1101080

**Registered office**

The Old Chapel, Forward Green, Stowmarket, Suffolk, IP14 5HP

**Company secretary**

Neil Serjeant

**Independent examiners**

Larking Gowen LLP, 1 Claydon Business Park, Great Blakenham, Ipswich, IP6 0NL

**Bankers**

Barclays Bank PLC, 14 Market Hill, Diss, Norfolk, IP22 4JU

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**THE FORGE COMMUNITY CHURCH**  
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**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

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The directors present their annual report and the audited financial statements of the charity for the year ended 31 December 2023. The directors have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity. The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 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 published on 16 July 2014 (as amended by Update Bulletin 1 published on 2 February 2016).

Since the company qualifies as small under section 382, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 is not required.

## **1. Governance & Constitution**

The Forge Community Church ("The Forge") is a Christian church operating in mid Suffolk. It is a registered charity and a company limited by guarantee. It is governed by its Articles of Association which were revised and approved by the Charity Commission on 9 December 2021 and formally adopted by members on 30 November 2022. The spiritual leadership of the church is provided by the Elders. The Elders are appointed by the members and also serve as trustees of the charity and directors of the limited company.

The Forge employs a staff team to which is delegated the day-to-day running of the church. The Senior Leader is appointed by the directors. Other staff are appointed by the Senior Leader in consultation with the directors. During 2023, the church employed 8 paid staff. Several of these are part time, and the average Full Time Equivalent headcount was 6 which is 0.8FTE less than in 2022.

The Directors have established 4 teams to assist them in the exercise of their responsibilities. The Finance Team provides scrutiny, challenge and support in financial management and budgeting. The People Team scrutinises and supports on people issues, including recruitment and selection, performance reviews, pay scales, policies and procedures. The Compliance Team oversees statutory and legal compliance, for example Health & Safety and risk review. It is, in turn, supported by a dedicated Safeguarding Team who ensure children and vulnerable adults are kept safe. The Elders provide spiritual oversight. Each team provides a regular report to the board whenever it meets.

The charitable objects of The Forge are to:

A) Advance the Christian faith in accordance with the Statement of Beliefs appearing in the Schedule hereto in the county of Suffolk and in such other parts of the United Kingdom or the world as the directors of the Charity (herein called the Trustees) may from time-to-time think fit and to fulfil such other purposes which are exclusively charitable according to the law of England and Wales and are connected with the charitable work of the Charity

B) Relieve persons who are in conditions of need or hardship or who are aged or sick and to relieve the distress caused thereby in the said location and in such other parts of the United Kingdom or the world as the trustees may from time-to-time think fit.

## **2. Mission and Vision**

The Forge seeks to fulfil its charitable objects through its mission to help people find and follow Jesus. Its vision is to be a church community that unchurched people love to be part of. It seeks to be known, involved and helpful in its local community.

With dedicated public activities for adults, young people and children, The Forge has continued to strive to create a loving and supportive community of people aligned with the person and teaching of Jesus Christ and encouraging people always to identify and take the next step in their journey of faith. It has continued to do this

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

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in a way that places no unnecessary hindrance to anyone of any background from participating in our activities and becoming part of the church. We constantly monitor our programme, language and approach to ensure we are accessible to anyone and everyone.

We intentionally gave away around 15% of our income to support those in need locally and internationally, operating in partnership with other agencies and charities.

The Forge works in partnership with other churches in the UK and Ireland with similar mission and vision. This partnership is demonstrated tangibly in our membership of the Further Faster Network. The Forge is also a member of the Evangelical Alliance.

### **3. Activities for Public Benefit, Achievements and Performance**

We continue to observe that people's adherence to the church is more fluid and less attendance-focused than prior to the pandemic. These changes continued to affect Sunday attendance and income. The Forge is making a difference in people's lives. We believe a relationship with Jesus Christ makes a person's life better and makes them better at life. 16 people were baptised in 2023, publicly signifying that they had found and begun to follow Jesus.

#### **Sundays**

Numbers at all gatherings – kids, youth and adults – were variable, but the trend over the year was, once again, of steady growth in numbers, confidence and enthusiasm. Adult numbers started at around 150 and grew to 170 by the end of the year. Our Christmas attendance was 430 people over 3 services on 10 December. Kids and Youth saw attendance fluctuating between 40 and 60 per week. A number of children with additional needs attend. We have modified our environments better to suit their needs and have recruited additional volunteers with the skills and experience needed to ensure we provide a safe and happy experience for everyone. A smaller proportion of our school-leavers have gone away to university or college. We're really pleased to have a significant contingent of older teenagers with us on a Sunday morning, serving and giving.

We adapted our online presence during the year. We now provide a podcast recorded in the live service of the adult Sunday service talk, and we continue to be active on social media.

#### **Local Community**

The Forge continued to support the local community in which it is based:

- During 2023 the Furniture Bank made 283 deliveries of furniture to households in need. This had a direct impact on more than 500 people.
- The Moses Project put together and delivered 189 Moses baskets, the financial value of which was around £15,000, providing vulnerable mothers with essential items for their new-born baby.
- The Furniture Bank and Moses Project now operate from dedicated warehouse premises in Stowmarket thanks to generous gifts and grants.
- Through our hardship fund we were able to give one off gifts totalling £11,432 to 73 households in need. This provided white goods, school uniform, heating oil, transport costs and impacted over 70 different households.
- We provided over 400 meals to residents of mid-Suffolk. A further 200 meals were provided through FareShare donations from the church.
- The Away in a Hamper scheme at Christmas provided a full Christmas dinner to 150 households, feeding and estimated 450 people.
- In collaboration with Debenham High School, The Forge switched its community youth provision to after school activities for young people who would otherwise return to an empty home. We provide a safe environment, activities and food.
- The Forge continued to provide chaplaincy support for students at Debenham High School.
- The Forge also engages with Primary Schools in Stonham Aspal and Debenham, taking assemblies and

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

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- reading with children.
- Our Holiday Club in August saw 70 youngsters attending, most of which are not otherwise associated with the church. Easter and Christmas activities for children were also well-supported by families in and around Debenham.

### **Groups**

The church continues to believe that personal growth happens best in small groups. Around 160 people participate in a 10-week or 10-month group. Of these some were focused on providing community for participants others more on practical learning or a shared interest such as creative writing. Groups meet in person and/or online. The church is encouraged by powerful stories of people finding support and friendship in groups as they have done life together, helping them to cope with the ups and downs of life.

Motion, our offering for teenagers, includes hangout groups as an integral part of their Sunday activity, providing young people with a safe place to build friendships and ask questions.

### **Volunteers**

The church is heavily dependent on its volunteers and is hugely grateful to those who give their time regularly and without complaint to enable the church to achieve its goals. Group Leaders provide leadership and pastoral support. Our in-person gatherings rely on the willingness of our volunteers who have provided set up and pack down, hospitality, welcome, sound and light, music and have worked with our kids and youth. In so doing these volunteers provide public benefit, but also receive benefit, finding satisfaction, friendship, and support through serving.

### **Numbers**

At the end of the year, in excess of 300 adults were registered on our church management system and would call The Forge their home.

## **4. Financial Review**

### **Surplus and Reserves**

In January 2022 the Finance Team recommended a minimum level of reserves of £42,000. At the end of the year the church reported cash at bank and in hand of £115,485 and carried forward reserves of £259,987, of which £212,032 is unrestricted. Whilst this is in excess of the minimum reserves level set, the Directors approved this level of reserves. They recognise that re-building the church after the pandemic will require investment for future growth. The higher level of reserves puts the charity in a strong position to make this investment.

The Directors approved a budget for 2024 which shows an £8,500 deficit which will reduce reserves. The Directors remain cognisant of some risks to income - for example budgeted growth in regular donations to the church, the targets for Gift Month and Fundraising income, and securing grant funding for some existing staff costs - and wish to have sufficient additional reserves temporarily to cover any shortfalls.

### **Income**

Income from donations increased on prior year to £387,289 (2022: £358,119).

Income from Charitable Activities decreased to £14,007 (2022: £20,071). This was particularly high in the prior year due to restricted grant fundings for projects, specifically post-pandemic money to support families channelled through the church's Hardship Fund, and support for open access youth work in Debenham and youth work in local High Schools.

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**THE FORGE COMMUNITY CHURCH**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

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**Expenditure**

Expenditure decreased to £390,304 (2022: £433,471). Whilst the Forge maintained its support to local organisations, local social action and its global partners (Hands at Work in Africa (Africa), Street Kids Direct (Guatemala) and Scripture Union (Croatia), actual mission expenditure was lower than 2022 at £34,260 (2022: £68,464). 2022 expenditure was unusually high because The Forge received and distributed government post-pandemic hardship funding, and due to payment of the proceeds of a relief appeal for victims of the war in Ukraine. In 2023 Furniture Bank costs were low due to reduced transport costs whilst activity levels were broadly similar.

Staff costs reduced to £206,032 (2022: £226,947) following the decision not to replace a member of staff who left in 2022. Staff costs remain the single largest expense.

2023 also saw the resumption of short-term mission trips. 9 people joined a 2-week trip to Zambia, and 2 people travelled to Croatia to support a camp for young people. A planned trip to Guatemala in October to which 6 people were signed up, was postponed due to increased political instability in the country around that time.

Approved by order of the members of the board of Trustees and signed on their behalf by:



**Stephen Urwin**  
Director and Trustee  
Date: 11 August 2024

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**STATEMENT OF TRUSTEES' RESPONSIBILITIES**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

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The Trustees (who are also the directors of the Company for the purposes 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 . 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 its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the 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 Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on its behalf by:



**Stephen Urwin**  
Director and Trustee  
Date: 11 August 2024



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**THE FORGE COMMUNITY CHURCH**  
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**INDEPENDENT EXAMINER'S REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

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**Independent examiner's report to the Trustees of The Forge Community Church ('the Company')**

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 December 2023.

**Responsibilities and basis of report**

As the Trustees of the Company (and 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 the Company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

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

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

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

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

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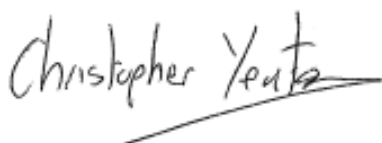
**THE FORGE COMMUNITY CHURCH**  
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**INDEPENDENT EXAMINER'S REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

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This report is made solely to the Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Company and the Company's Trustees as a body, for my work or for this report.



Signed:

Christopher Yeates FCA DChA

**Larking Gowen LLP**

Chartered Accountants  
Ipswich

27 August 2024

**THE FORGE COMMUNITY CHURCH**  
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**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 DECEMBER 2023**

	Note	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
<b>Income from:</b>					
Donations and legacies	3	335,266	54,007	389,273	356,289
Charitable activities	4	1,407	12,600	14,007	20,071
Investments	5	823	-	823	104
<b>Total income</b>		<b>337,496</b>	<b>66,607</b>	<b>404,103</b>	<b>376,464</b>
<b>Expenditure on:</b>					
Charitable activities		357,609	32,695	390,304	433,471
<b>Total expenditure</b>		<b>357,609</b>	<b>32,695</b>	<b>390,304</b>	<b>433,471</b>
<b>Net (expenditure)/income</b>		<b>(20,113)</b>	<b>33,912</b>	<b>13,799</b>	<b>(57,007)</b>
Transfers between funds	14	(3,090)	3,090	-	-
<b>Net movement in funds</b>		<b>(23,203)</b>	<b>37,002</b>	<b>13,799</b>	<b>(57,007)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		235,235	10,953	246,188	303,195
Net movement in funds		(23,203)	37,002	13,799	(57,007)
<b>Total funds carried forward</b>		<b>212,032</b>	<b>47,955</b>	<b>259,987</b>	<b>246,188</b>

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

The notes on pages 12 to 24 form part of these financial statements.

**THE FORGE COMMUNITY CHURCH**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 04964286**

**BALANCE SHEET**  
**AS AT 31 DECEMBER 2023**

	Note	2023 £	2022 £
<b>Fixed assets</b>			
Tangible assets	11	177,678	179,303
		<u>177,678</u>	<u>179,303</u>
<b>Current assets</b>			
Debtors	12	9,380	9,166
Cash at bank and in hand		115,485	99,160
		<u>124,865</u>	<u>108,326</u>
Creditors: amounts falling due within one year	13	(42,556)	(41,441)
<b>Net current assets</b>		82,309	66,885
<b>Total assets less current liabilities</b>		<u>259,987</u>	<u>246,188</u>
<b>Total net assets</b>		<u><u>259,987</u></u>	<u><u>246,188</u></u>
<b>Charity funds</b>			
Restricted funds	14	47,955	10,953
Unrestricted funds	14	212,032	235,235
<b>Total funds</b>		<u><u>259,987</u></u>	<u><u>246,188</u></u>

The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

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**THE FORGE COMMUNITY CHURCH**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 04964286**

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**BALANCE SHEET (CONTINUED)**  
**AS AT 31 DECEMBER 2023**

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**Stephen Urwin**  
(Director and Trustee)  
Date: 11 August 2024

The notes on pages 12 to 24 form part of these financial statements.

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**THE FORGE COMMUNITY CHURCH**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

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**1. General information**

The Forge Community Church is a company limited by guarantee incorporated in England and Wales, registered number 04964286. The registered office is The Old Chapel, Forward Green, Earl Stonham, Stowmarket, Suffolk, IP14 5HP.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Forge Community Church meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**2.2 Going concern**

The Directors have considered the Charity's position at the time of signing the financial statements, and in particular the Charity's forecasts and projections alongside its current financial position and cash available.

Based on this, the Directors have a reasonable expectation that the Charity will have adequate resources to continue in operational existence for the foreseeable future and at least twelve months from the date of signing these financial statements, they therefore continue to adopt the going concern basis of accounting in preparing these financial statements.

**2.3 Income**

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023**

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**2. Accounting policies (continued)**

**2.4 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

**2.5 Government grants**

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

**2.6 Interest receivable**

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

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

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**2. Accounting policies (continued)**

**2.7 Tangible fixed assets and depreciation**

All assets are capitalised if they can be used for more than one year.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment.

Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures and fittings	-	25% Reducing balance
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No depreciation is charged on the land and freehold property.

**2.8 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.9 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.10 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

**2.11 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 their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.



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**THE FORGE COMMUNITY CHURCH**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023**

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**2. Accounting policies (continued)**

**2.12 Pensions**

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

**2.13 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.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs 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.

**3. Income from donations and legacies**

	<b>Unrestricted funds 2023 £</b>	<b>Restricted funds 2023 £</b>	<b>Total funds 2023 £</b>	<i>Total funds 2022 £</i>
Donations	333,739	53,550	<b>387,289</b>	355,119
Contribution to mission trips and activities	1,527	457	<b>1,984</b>	1,170
	<hr/>	<hr/>	<hr/>	<hr/>
	335,266	54,007	<b>389,273</b>	356,289
	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total 2022</i>	<hr/>	<hr/>	<hr/>	
	329,951	26,338	356,289	
	<hr/>	<hr/>	<hr/>	

**THE FORGE COMMUNITY CHURCH**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**4. Income from charitable activities**

	<b>Unrestricted funds 2023 £</b>	<b>Restricted funds 2023 £</b>	<b>Total funds 2023 £</b>	<b>Total funds 2022 £</b>
Church activities	1,407	-	<b>1,407</b>	371
Other grants	-	12,600	<b>12,600</b>	19,700
	<u>1,407</u>	<u>12,600</u>	<u><b>14,007</b></u>	<u>20,071</u>
<i>Total 2022</i>	<u>371</u>	<u>19,700</u>	<u>20,071</u>	

**5. Investment income**

	<b>Unrestricted funds 2023 £</b>	<b>Total funds 2023 £</b>	<b>Total funds 2022 £</b>
Investment income	823	<b>823</b>	104
	<u>823</u>	<u><b>823</b></u>	<u>104</u>
<i>Total 2022</i>	<u>104</u>	<u>104</u>	

**6. Analysis of expenditure by activities**

	<b>Activities undertaken directly 2023 £</b>	<b>Grant funding of activities 2023 £</b>	<b>Support costs 2023 £</b>	<b>Total funds 2023 £</b>	<b>Total funds 2022 £</b>
Church activities	229,139	18,000	108,905	<b>356,044</b>	365,007
Mission payments	-	34,216	44	<b>34,260</b>	68,464
	<u>229,139</u>	<u>52,216</u>	<u>108,949</u>	<u><b>390,304</b></u>	<u>433,471</u>
<i>Total 2022</i>	<u>246,209</u>	<u>84,885</u>	<u>102,377</u>	<u>433,471</u>	

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**6. Analysis of expenditure by activities (continued)**

**Analysis of direct costs**

	<b>Church activities 2023 £</b>	<b>Mission Payments 2023 £</b>	<b>Total funds 2023 £</b>	<i>Total funds 2022 £</i>
Staff costs	206,032	-	<b>206,032</b>	226,947
Mission payments	-	-	-	500
Volunteer costs	1,164	-	<b>1,164</b>	914
Motor and travel	16,617	-	<b>16,617</b>	13,417
Staff development and recruitment	2,007	-	<b>2,007</b>	3,401
Bank interest and charges	1,110	-	<b>1,110</b>	287
Other direct costs	2,209	-	<b>2,209</b>	743
	<u>229,139</u>	<u>-</u>	<u><b>229,139</b></u>	<u>246,209</u>
<i>Total 2022</i>	<u>245,709</u>	<u>500</u>	<u>246,209</u>	

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**6. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

	Church activities 2023 £	Mission Payments 2023 £	Total funds 2023 £	Total funds 2022 £
Depreciation	11,763	-	<b>11,763</b>	10,370
Books and materials	5,094	-	<b>5,094</b>	6,112
Refreshments	4,032	-	<b>4,032</b>	5,322
Equipment	6,733	-	<b>6,733</b>	5,332
Mission trip support costs	-	44	<b>44</b>	1,079
Hall hire	29,948	-	<b>29,948</b>	24,431
Water	129	-	<b>129</b>	141
Insurance	3,509	-	<b>3,509</b>	3,045
Light and heat	812	-	<b>812</b>	2,761
Telephone	2,000	-	<b>2,000</b>	2,163
Repairs and maintenance	6,614	-	<b>6,614</b>	3,845
Subscriptions	5,989	-	<b>5,989</b>	4,512
Advertising	292	-	<b>292</b>	492
Independent examiner's fee	3,180	-	<b>3,180</b>	3,000
Legal and professional fees	3,500	-	<b>3,500</b>	1,466
Charity donations	2,676	-	<b>2,676</b>	400
Visiting speakers	1,150	-	<b>1,150</b>	1,250
Events and outings	3,004	-	<b>3,004</b>	2,942
Services bought in	8,690	-	<b>8,690</b>	14,648
Office expenses	9,511	-	<b>9,511</b>	8,966
Bad debt	279	-	<b>279</b>	100
	<u>108,905</u>	<u>44</u>	<u><b>108,949</b></u>	<u>102,377</u>
<i>Total 2022</i>	<u>101,298</u>	<u>1,079</u>	<u>102,377</u>	

**THE FORGE COMMUNITY CHURCH**  
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**NOTES TO THE FINANCIAL STATEMENTS  
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**7. Analysis of grants**

	<b>Grants to Institutions 2023 £</b>	<b>Grants to Individuals 2023 £</b>	<b>Total funds 2023 £</b>	<i>Total funds 2022 £</i>
Church activities	18,000	-	<b>18,000</b>	18,000
Mission Payments	12,112	22,104	<b>34,216</b>	66,885
	<u>30,112</u>	<u>22,104</u>	<u><b>52,216</b></u>	<u>84,885</u>
<i>Total 2022</i>	<u><u>41,422</u></u>	<u><u>43,463</u></u>	<u><u>84,885</u></u>	

**8. Independent examiner's remuneration**

	<b>2023 £</b>	<i>2022 £</i>
Fees payable to the Company's independent examiner for the independent examination of the Company's annual accounts	<b>3,180</b>	3,000
	<u><u>3,180</u></u>	<u><u>3,000</u></u>

**9. Staff costs**

	<b>2023 £</b>	<i>2022 £</i>
Wages and salaries	<b>189,272</b>	207,824
Social security costs	<b>11,179</b>	12,964
Contribution to defined contribution pension schemes	<b>5,581</b>	6,159
	<u><b>206,032</b></u>	<u>226,947</u>

The average number of persons employed by the Company during the year was as follows:

	<b>2023 No.</b>	<i>2022 No.</i>
Employees	<b>9</b>	10
	<u><u>9</u></u>	<u><u>10</u></u>

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

Total key management personnel compensation for the year (including employer pension contributions) was £31,689 (2022 - £34,246), plus the related National Insurance amounting to £2,971 (2022 - £3,506).

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FOR THE YEAR ENDED 31 DECEMBER 2023**

**10. Trustees' remuneration and expenses**

During the year, one Director has been paid remuneration or has received other benefits from an employment with the Company. Remuneration has been paid to the Director in the role as Senior Leader. The Director has been paid under the provision included in the the governing document of the charity. The value of remuneration and other benefits, since the date of appointment as a Director in the previous year, was as follows:

		<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>
Stephen Fenning	Remuneration	<b>30,770</b>	33,253
	Pension contributions paid	<b>919</b>	993

During the year ended 31 December 2023, no Trustee expenses have been incurred (2022 - £NIL).

**11. Tangible fixed assets**

	<b>Freehold property £</b>	<b>Fixtures and fittings £</b>	<b>Total £</b>
<b>Cost or valuation</b>			
At 1 January 2023	<b>140,000</b>	<b>205,509</b>	<b>345,509</b>
Additions	-	<b>10,138</b>	<b>10,138</b>
At 31 December 2023	<b>140,000</b>	<b>215,647</b>	<b>355,647</b>
<b>Depreciation</b>			
At 1 January 2023	-	<b>166,206</b>	<b>166,206</b>
Charge for the year	-	<b>11,763</b>	<b>11,763</b>
At 31 December 2023	-	<b>177,969</b>	<b>177,969</b>
<b>Net book value</b>			
At 31 December 2023	<b>140,000</b>	<b>37,678</b>	<b>177,678</b>
At 31 December 2022	<i>140,000</i>	<i>39,303</i>	<i>179,303</i>

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

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**12. Debtors**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Due within one year</b>		
Other debtors	<b>5,115</b>	<b>5,218</b>
Prepayments and accrued income	<b>4,265</b>	<b>3,948</b>
	<b>9,380</b>	<b>9,166</b>

**13. Creditors: Amounts falling due within one year**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Trade creditors	<b>8,467</b>	<b>12,311</b>
Other taxation and social security	<b>3,955</b>	<b>3,854</b>
Other creditors	<b>17,020</b>	<b>13,548</b>
Accruals and deferred income	<b>13,114</b>	<b>11,728</b>
	<b>42,556</b>	<b>41,441</b>

**THE FORGE COMMUNITY CHURCH**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**14. Statement of funds**

**Statement of funds - current year**

	Balance at 1 January 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2023 £
<b>Unrestricted funds</b>					
General Funds	235,235	337,496	(357,609)	(3,090)	212,032
<b>Restricted funds</b>					
Restricted Fund	10,953	66,607	(32,695)	3,090	47,955
<b>Total of funds</b>	<b>246,188</b>	<b>404,103</b>	<b>(390,304)</b>	<b>-</b>	<b>259,987</b>

Restricted funds are held for the following purposes:

- Away in a Hamper - annual Christmas appeal to provide families in need with Christmas dinner
- Postbox Project - addressing rural isolation through regular correspondence
- Child Sponsorship - ensuring the poorest children in Maposa, Zambia receive one good meal a day
- Hardship Fund - making grants for essential expenditure to families in need
- Storage Facilities - for the Moses Project and the Furniture Bank
- The Base - open access youth provision in Debenham
- Benevity - Kids work at The Forge
- Volunteer Support - providing ID lanyards and official T-shirts for public-facing volunteers

The transfer of £3,090 from general funds to restricted funds represents an overspend on the Furniture Bank and Straight Street funds.



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**NOTES TO THE FINANCIAL STATEMENTS  
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**14. Statement of funds (continued)**

**Statement of funds - prior year**

	<i>Balance at 1 January 2022 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 December 2022 £</i>
<b>Unrestricted funds</b>				
General Funds	279,536	330,426	(374,727)	235,235
<b>Restricted funds</b>				
Restricted Fund	23,659	46,038	(58,744)	10,953
<b>Total of funds</b>	303,195	376,464	(433,471)	246,188

Restricted funds as at the end of 2022 were held for the following purposes:

- Away in a Hamper - annual Christmas appeal to provide families in need with Christmas dinner
- Postbox Project - addressing rural isolation through regular correspondence
- Child Sponsorship - ensuring the poorest children in Maposa, Zambia, receive one good meal a day
- Storage Facilities - for the Moses Project and the Furniture Bank
- The Base - open access youth provision in Debenham
- Benevity - Kids work at The Forge
- Volunteer Support - providing ID lanyards and official T-shirts for public-facing volunteers

**15. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	<b>Unrestricted funds 2023 £</b>	<b>Restricted funds 2023 £</b>	<b>Total funds 2023 £</b>
Tangible fixed assets	177,678	-	177,678
Current assets	76,910	47,955	124,865
Creditors due within one year	(42,556)	-	(42,556)
<b>Total</b>	212,032	47,955	259,987

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**NOTES TO THE FINANCIAL STATEMENTS  
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**15. Analysis of net assets between funds (continued)**

**Analysis of net assets between funds - prior year**

	<i>Unrestricted funds 2022 £</i>	<i>Restricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Tangible fixed assets	179,303	-	179,303
Current assets	97,373	10,953	108,326
Creditors due within one year	(41,441)	-	(41,441)
<b>Total</b>	<b>235,235</b>	<b>10,953</b>	<b>246,188</b>

**16. Pension commitments**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £5,581 (2022 - £6,159). Contributions totaling £1,065 (2022 - £1,159) were payable to the fund at the balance sheet date and are included in creditors.

**17. Operating lease commitments**

At 31 December 2023 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	<b>2023 £</b>	<b>2022 £</b>
Not later than 1 year	<b>21,700</b>	3,356
Later than 1 year and not later than 5 years	<b>4,050</b>	7,053
	<b>25,750</b>	10,409

**18. Related party transactions**

There are no related party transactions in the year that require disclosure (2022 - £NIL), other than those disclosed in note 10.