

# Wokingham Vineyard Christian Fellowship

Report and Accounts  
Year ended 31 March 2021

**WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP**

**COMPANY INFORMATION**

**FOR THE YEAR ENDED 31 MARCH 2021**

<b>Trustees</b>	Mr Nino Moscardini Mrs Debbie Moscardini Mr Nicholas Pashley Mrs Katharine Sparks Mr Christopher Taylor
<b>Company Secretary</b>	Mr Christopher Taylor
<b>Governing Document</b>	Memorandum and Articles of Association dated 26 October 2004
<b>Company Registration Number</b>	5269829
<b>Charity Registration Number</b>	1106781
<b>Principal Address &amp; Registered Office</b>	25 Wellington Business Park Dukes Ride Crowthorne RG45 6LS
<b>Independent Examiner</b>	Ajay Rajani FCIE Stewardship 1 Lamb's Passage London EC1Y 8AB
<b>Bankers</b>	HSBC Bank Plc 1-2 Market Place Wokingham RG40 1AL  Shawbrook Bank Ltd Lutea House Warley Hill Business Park The Drive Great Warley Brentwood CM13 3BE

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## **WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP**

### **TRUSTEES' ANNUAL REPORT (INCORPORATING DIRECTORS' REPORT)**

**FOR THE YEAR ENDED 31 MARCH 2021**

The trustees, who are the charity's directors for the purposes of company law, have pleasure in submitting the Report and Accounts for the year.

#### **Objects of the charity**

The charity is a charitable company and is governed by its memorandum and articles of association. The objects of the charity, as set out in the governing document are:

- a) to advance the Christian faith
  - b) to relieve persons in need or hardship or distress (be it due to poverty, age or sickness)
  - c) to advance Christian education
- in Wokingham, elsewhere in the United Kingdom and the world.

To help fulfil the above objectives, the charity operates a church, and through the church, seeks to demonstrate the Christian faith in action. Currently this includes support for:

- Crowthorne Foodbank (part of the Trussell Trust network)
- Zoe Zambia (improving the lives of children and poverty-stricken farmers in the villages of Eastern Zambia)
- Growbaby (outreach to disadvantaged parents)

#### **Summary of the charity's main activities and achievements**

In planning the activities the Directors have applied the guidance on public benefit issued by the Charity Commission.

To further the above objects and vision, the charity's main activities and achievements were as follows:

#### Church Services

We meet at Edgbarrow School on Sunday mornings. Attending church services, as well as getting connected by serving on a team and joining a mid-week group is a normal part of life within Wokingham Vineyard Church. But, the Covid pandemic has really changed what church looks like for us in this season. And it has certainly felt like a busy year for us.

When lockdown started, people began pre-recording elements of the service in their homes which were then streamed on Sunday morning. We increased our presence on social media by providing content such as Worship Wednesdays and Thought for the Day. We then started pre-recording our Sunday services at the Vineyard Centre. We made an investment this year in the technology required to broadcast, meaning we were able to live stream our Sunday services from Edgbarrow School.

As we haven't had any in person Sunday services this year, maintaining engagement has been challenging. However, we were able to host a virtual newcomer's event to meet people who have joined the church since being in lockdown. It is wonderful that so many people have joined our church even though they may not have met us in person. In many ways this has been a challenging year but it has also been an opportunity for lots of creativity. We have also been out and about in the community delivering care packs to local schools, the emergency services, and other essential services.

**WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP**  
**TRUSTEES' ANNUAL REPORT**  
**(INCORPORATING DIRECTORS' REPORT)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

Kids work

Our kids work is for children up to the age of 11 which includes crafts, worship and bible stories and a big dose of fun. Our kids work moved online at the start of lockdown, and initially this was pre-recorded, however when restrictions eased, we launched 'Kids on tour' which was a great success. Our kids' leaders visited the homes of children who participated in the recording of kid's church. We also welcomed 'Granny McHoly' to the kids' team who the children have loved. One of the highlights of the year was our Christingle service and nativity. Children participated by recording their lines at home and we 'stitched' all the recordings together into a wonderful showreel which everyone loved watching. In February we hosted our first kids party on zoom - the children really enjoyed seeing each other again.

Youth work

Our youth work is for those in school years 6-11; we have had an amazing team of youth leaders working with our young people and building relationships over the past year. At the start of lockdown, we created care packs for our young people and delivered them which were well received. Due to restrictions throughout the year, most of our youth work has been online, however some young people have not joined in with our online provision. With the eased restrictions in the autumn term, we were able to run a couple of outdoor events which were socially distanced. In the winter term our youth leaders ran Youth Alpha online which provided an opportunity for the young people to explore questions about faith. We also ran a few online social events which included a movie night, pancake competition and escape room which the young people enjoyed.

Emergency Compassion Assistance

Compassion has been and will continue to be a major focus of Wokingham Vineyard. Recognising that people from all walks of life have needs, we launched Emergency Compassion Assistance, which enables those within the Wokingham Vineyard community to make a request for assistance. Reasons for needing emergency assistance may include medical emergencies, job loss, or severe family crisis. Once a request for assistance has been made, our Service Navigator will seek to understand the situation and assess the needs of the individual or family. A plan will be put in place to address the needs which could include practical support, material support, financial support and spiritual support. It could include the provision of meals cooked by others, a referral to a foodbank or clothing referral. Whilst we have supported people in the past with these needs in an ad hoc fashion, this framework will ensure a more consistent and holistic approach is used.

Growbaby

The aim of the project is to provide good quality, new and second hand, baby clothing and equipment, completely free of charge, to anyone who needs it, regardless of their income, background, or faith. Growbaby stay and play sessions remained suspended throughout the year due to covid-19. We were able to continue supporting families in need by providing them with referrals to other local charities which specialise in the provision of children's clothing and baby equipment.

Kids Matter

Kids Matter is a 6-week parenting programme. We hoped to re-start the programme during the year but were not able to do so due to lockdown restrictions. Our facilitator attended a Babies Matter training course which we hope to run in the future.

## **WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP**

### **TRUSTEES' ANNUAL REPORT (INCORPORATING DIRECTORS' REPORT)**

#### **FOR THE YEAR ENDED 31 MARCH 2021**

##### Crowthorne Foodbank

Crowthorne Foodbank continued to provide a vital community service throughout lockdown and fed 1143 people this year through the provision of emergency food parcels. A drive-thru service was established as one of the measures introduced to minimise the risk of transmission whilst continuing to support clients. In March 2020 we saw a spike in demand, however within just a few weeks demand subsided to levels like the previous year. We have been overwhelmed by the continued support we have received during the year from the local community – this support has ensured the continued provision of emergency food to those in need.

##### Zoe Zambia

We continued to support orphaned children in Zambia which includes the provision of education. We were also able to assist in the provision of resources required for remote learning during covid for those in secondary education. Zoe funded the building of a new basic school which was built by a community workforce. Phase 1 of the build was completed during the year. It has been adopted by the District Education Board who have provided teaching staff. 200 children now attend the government run school including some of the orphans Zoe supports. Phase 2 of the building project also began and is due to be completed in 2021. A photobook was created and sent to donors which included information about Zoe Zambia and provided photographs of the school build. This resulted in the receipt of a number of donations.

##### **Volunteers**

We encourage people to volunteer their time by serving through the activities listed above. Most the charity's activities are undertaken by volunteers and the charity could not operate effectively without their generosity and dedication. We are so grateful for their commitment and support during what has been an extraordinary year.

##### **Administration**

Wokingham Vineyard has a lease agreement for an office unit on Wellington Business Park in Crowthorne. It provides the church with a central location for events, meetings and administrative tasks. Foodbank and Growbaby clients visit the church centre at appointed times during the week.

##### **Structure, Governance and Management**

Responsibility for setting policy and for determining the parameters within which the charity should operate rests with the trustees who meet regularly to monitor the activities of the charity. Responsibility for the day to day operation of the charity has been delegated to the Senior Pastors. New trustees are recruited and appointed by the existing trustees, by a majority vote.

##### **Financial review**

###### Unrestricted funds

Unrestricted income decreased to £138,900 (2020: £142,400) and unrestricted expenditure decreased to £118,700 (2020: £124,400), which gave rise to a surplus of £20,200 (2020: £18,100). From this £7,000 (2020: £14,900) was transferred to restricted funds and the charity's unrestricted net assets have therefore increased by £13,100 to £136,900. Unrestricted net assets includes cash of £130,000, of which £80,000 (2020: £67,000) is set aside to meet the future cost of employing a full time pastor.

## **WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP**

### **TRUSTEES' ANNUAL REPORT (INCORPORATING DIRECTORS' REPORT)**

**FOR THE YEAR ENDED 31 MARCH 2021**

#### Restricted funds

Overall restricted income increased to £181,000 (2020: £160,200) and restricted expenditure decreased to £128,500 (2020: £165,000), which gave rise to a surplus of £52,500 (2020: £4,800 deficit). To this £7,000 (2020: £14,900) was transferred from unrestricted funds into restricted funds and the charity's restricted net assets have therefore increased by £59,500 (2020: £10,000) to £142,600. Restricted net assets includes cash of £123,500. Looking at the charity's principal restricted funds in greater detail:

#### Zoe Zambia

Income decreased to £80,900 (2020: £108,000) and expenditure decreased to £64,100 (2020: £108,800). In 2020 funds were raised for the school project; phase 1 of the school project was completed in April 2020.

#### Foodbank

Income increased to £92,400 (2020: £48,900), partly due to a sharp increase in monetary donations received following the covid-19 pandemic. Expenditure increased to £59,600 (2020: £47,100). Covid-19 led to a significant increase in the volume of donated goods received and distributed which is reflected in these figures.

#### **Reserves policy**

The Board of Directors have determined that the charity should aim to hold free reserves (which the Directors define to be unrestricted, undesignated net current assets) of £72,000, which equates to about 6 months' of budgeted unrestricted expenditure, so that the charity could continue to operate should income and / or expenditure vary adversely. At the year end the charity held free reserves of £56,900, which is lower than the target set by the Directors. In addition at year end the charity held cash of £80,000 in a designated fund; no commitment has yet been made to spend the money in this fund and, should the need arise, this cash could be used to help fund the charity's activities.

#### **Key risks and uncertainties**

The charity is exposed to various risks - be they operational, financial or reputational. The Directors review the charity's activities regularly to identify significant risks and, where possible, they take appropriate measures to mitigate those risks.

#### **Plans for the future**

##### Church Services

When restrictions allow, we look forward to being able to meet again in person for our Sunday services. Careful consideration will be given to ensure that people are both safe and comfortable as we return to in person gatherings. Initially, we hope to be able to gather as a community outside during the summer months.

Our mid-week groups have been meeting online which has been a lifeline to people during lockdown, yet we recognise the value in meeting face to face and welcome this return in due course.

This year we welcomed a new member of staff to the team taking on the role of Edgbarrow Liaison. We've been meeting at Edgbarrow for over 15 years and in the coming year we want to seek ways to support to Edgbarrow in practical ways.

## **WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP**

### **TRUSTEES' ANNUAL REPORT (INCORPORATING DIRECTORS' REPORT)**

#### **FOR THE YEAR ENDED 31 MARCH 2021**

##### Kids work

The success of the first kids zoom party has meant that there are plans to move kids church onto zoom, rather than continuing with the pre-recorded material. We plan to start meeting again in person once a month in the summer term.

##### Youth work

We are really looking forward to meeting again in person on Sunday afternoons in the spring term 2021. We hope that more young people will re-engage with our activities once they are in person. We plan to extend our in-person events to those up to 18 years old.

##### Emergency Compassion Assistance

We anticipate that the impact of covid-19 will ripple through the coming year, increasing the number of people in need of Emergency Compassion Assistance. We plan to attend a Mental Health First Aider training course as we recognise that increased need to spot the signs and respond to mental health needs as we emerge from the pandemic.

##### Growbaby

We have begun to re-think what growbaby looks like going forward and recognise the need not just for material support but also relational support. We are planning to run new activities in the summer, these activities will include Toddler's in the Park and Baby Café, for pre-walking babies. It is hoped that these activities will re-establish a sense of community which has been missed. Volunteers will also be able to refer and signpost people to other services when needs arise.

##### Kids Matter

We plan to re-commence the Kids Matter parenting courses in the autumn term and would also like to start Babies Matter too. Going forward, we hope to run Kids Matter and Babies Matter consistently and continuously throughout the year.

##### Crowthorne Foodbank

This year we welcomed a new member of staff to the team to oversee Foodbank, in the coming year we would like to see the foodbank service developed to ensure that clients are signposted to additional support services which address the causes of poverty. Having established links with the local government during the year we plan to maintain these vital links. Wellington College provides us with a home for our temporary storage and packing facilities, we plan to enhance and improve our warehouse facilities in the coming year.

##### Zoe Zambia

UK teams were unable to visit Zambia last year, however, we hope to be able to visit in the coming year to see the completion of the school. Upon completion of the school project – the focus for Zoe Zambia will be supporting orphaned children, rather than community development projects. The charity Golf Day was not able to go ahead as planned last year but has been rescheduled for 2021.

**WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP**  
**TRUSTEES' ANNUAL REPORT**  
**(INCORPORATING DIRECTORS' REPORT)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**Responsibilities of Directors under company law**

The Directors are responsible for preparing the Directors' annual 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 Directors to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing these financial statements, the Directors are required to:

1. select suitable accounting policies and apply them consistently;
2. observe the methods and principles in the Charities SORP;
3. make judgements and estimates that are reasonable and prudent;
4. state whether the applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
5. prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

**Approval**

This report, which has been prepared in accordance with the provisions of the Companies Act 2006 relating to small companies, was approved by the Directors and signed on their behalf by:

Christopher Taylor

Date: 1 November 2021



**INDEPENDENT EXAMINER'S REPORT  
TO THE TRUSTEES OF  
WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP  
(‘the Company’)**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021 on pages 9 to 19 following, which have been prepared on the basis of the accounting policies set out on pages 11 to 12.

**Responsibilities and basis of report**

As the charity’s trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 (‘the 2006 Act’).

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity’s accounts as carried out under section 145 of the Charities Act 2011 (‘the 2011 Act’). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

**Independent examiner’s statement**

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 Fellow of the Association of Charity Independent Examiners, 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.

Ajay Rajani FCIE  
Fellow of the Association of Charity Independent Examiners  
Stewardship  
1 Lamb's Passage  
London  
EC1Y 8AB

Date: 9 November 2021

**WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**INCLUDING INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
<b>INCOME AND ENDOWMENTS FROM:</b>					
Donations and legacies	3	137,102	180,987	318,090	301,785
Charitable activities		-	-	-	55
Investments		744	-	744	777
Other income		1,065	-	1,065	-
<b>Total income and endowments</b>		<b>138,912</b>	<b>180,987</b>	<b>319,900</b>	<b>302,617</b>
<b>EXPENDITURE ON:</b>					
Charitable activities	4	118,733	128,530	247,264	289,398
<b>Total expenditure</b>		<b>118,733</b>	<b>128,530</b>	<b>247,264</b>	<b>289,398</b>
<b>Net income/(expenditure)</b>		<b>20,179</b>	<b>52,457</b>	<b>72,636</b>	<b>13,219</b>
<b>Transfers between funds</b>	12	<b>(7,040)</b>	<b>7,040</b>	<b>-</b>	<b>-</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		123,795	83,084	206,879	193,660
<b>Total funds carried forward</b>	12	<b>136,934</b>	<b>142,581</b>	<b>279,515</b>	<b>206,879</b>

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

All income and expenditure derive from continuing operations.

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

The notes on page 11-18 form part of these accounts.

**WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP**

**BALANCE SHEET**

**AS AT 31 MARCH 2021**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
<b>FIXED ASSETS</b>					
Tangible assets	6	-	2,601	2,601	1,095
		-	2,601	2,601	1,095
<b>CURRENT ASSETS</b>					
Stock	7	-	15,327	15,327	8,659
Debtors	8	11,159	1,157	12,316	17,461
Cash at bank and in hand	9	130,061	123,498	253,559	186,947
		141,220	139,981	281,201	213,067
<b>CREDITORS: Amounts falling due within one year</b>	10	(4,286)	(2)	(4,288)	(7,283)
<b>Net current assets / (liabilities)</b>		136,934	139,979	276,914	205,784
<b>TOTAL NET ASSETS</b>		136,934	142,581	279,515	206,879
<b>FUND BALANCES</b>					
Unrestricted Funds	12				
General funds		56,934	-	56,934	56,795
Designated funds		80,000	-	80,000	67,000
		136,934	-	136,934	123,795
Restricted Funds		-	142,581	142,581	83,084
		136,934	142,581	279,515	206,879

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006 however, in accordance with Section 145 of the Charities Act 2011, the accounts have been examined by an independent examiner and their report has been included in these financial statements.

The directors (who are the charitable company's trustees for the purposes of charity law) acknowledge their responsibilities for:

- ensuring that the charitable company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- 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 net income or expenditure 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 financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors and were signed on its behalf by:

Christopher Taylor  
Date: 1 November 2021

Company number: 5269829

Charity number: 1106781

The notes on page 11-18 form part of these accounts.

# WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP

## NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021

### 1 Statutory Information

The charity is a charitable company limited by guarantee and is incorporated in the United Kingdom. The company's registered number and registered office address can be found on the Company Information page.

### 2 Accounting Policies

These financial statements are prepared on a going concern basis, under the historical cost convention.

These financial statements have been prepared in accordance with the "Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) ("the Charities SORP"), with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ("FRS 102"), with the Companies Act 2006 and with the Charities Act 2011. The charity meets the definition of a public benefit entity as set out in FRS 102.

The principles adopted in the preparation of the financial statements are set out below.

#### a) Going concern

The trustees (who are the charitable company's directors for the purposes of company law) have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the trustees have considered the charity's forecasts and projections and the possible implications should projected income and / or expenditure vary unexpectedly. The trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue to operate for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements. In making this assessment the trustees have considered how Covid-19 might affect projections.

#### b) Income

Income including investment income is recognised in the period in which the charity becomes entitled to receipt, the amount receivable can be measured with reasonable certainty, and receipt is probable. For the most part, income is generally recognised when it is received. Income is only deferred when the charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

Income from donations and legacies includes:

- i) Recoverable gift aid. This is recognised when the related donation is received. Gift aid that has not been recovered by the balance sheet date is included as a debtor.
- ii) Donated facilities, services and goods. Goods donated for distribution to beneficiaries are recognised as income when receivable at fair value (being an estimate of the amount it would cost to purchase those items). Facilities, services and goods donated for the charity's own use are recognised as income when receivable at their value to the charity.

The charity relies on volunteers to carry out many of its activities, particularly Sunday services (including children's and youth work), Growbaby and Foodbank. However, in accordance with the SORP, the value of these services has not been included in these financial statements as they cannot be reliably measured.

When donated goods, services and facilities are distributed or consumed, an expense in respect of those items is included in the Statement of Financial Activities. At the year end any goods that have not been distributed or consumed are recognised as stock; donated fixed assets are capitalised.

Income from charitable activities represents income receivable from goods, services and facilities supplied in furtherance of the charity's charitable objects.

Investment income represents income generated by the charity's assets and comprises bank interest.

Other income comprises gains arising from the disposal of tangible fixed assets.

#### c) Expenditure

Expenditure, including irrecoverable VAT, is recognised when it is incurred or, if earlier, when a legal or constructive obligation for a payment arises provided that it is probable that settlement will be required and the amount of the obligation can be measured reliably.

The charity makes grants to other institutions and individuals to further its charitable objectives. Grants payable are recognised as constructive obligations arise, which is generally when the charity expresses a commitment to the recipient that can be measured reliably and then only to the extent that any conditions associated with the grant are outside of the control of the charity.

The cost of raising funds is not significant and has not been separately disclosed.

Governance costs, which are included in expenditure on charitable activities but are identified separately in the notes to the accounts, includes costs associated with the independent examination of the financial statements, compliance with constitutional and statutory requirements and any other expenditure incurred on the strategic management of the charity.

**WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2021**

d) 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 charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

e) Tangible fixed assets

Items purchased or donated for the charity's own use are capitalised when the cost of purchased items, or the fair value of donated items, is more than £1,000 and the item is expected to benefit the charity over more than one accounting period. Depreciation is charged on a straight line basis so as to write down the value of each asset to its estimated residual value (if any) over its expected useful economic life. To achieve this objective the following rates of depreciation are charged:

Equipment	Over 3 to 7 years
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The carrying values of tangible fixed assets are reviewed for impairment in periods when events or changes in circumstances indicate that the carrying value may not be recoverable.

f) Stocks

Stocks of donated items held for distribution to beneficiaries are measured at fair value.

g) Pension scheme arrangements

The charity operates defined contribution pension schemes for its employees. Obligations for contributions to these schemes are recognised as an expense when the liability arises. The assets of these schemes are held separately from those of the charity in independently administered funds.

h) Taxation

The company is a registered charity; it has taken advantage of the various reliefs from taxation available to charities and no tax is payable on the charity's income.

i) Financial instruments

The charity's financial assets and financial liabilities all qualify as basic financial instruments, as defined by FRS102. Except for loans, creditors and debtors are measured at their expected settlement value (normally the amount of cash that the charity expects to pay or receive). The charity recognises liabilities for the principal of those loans that remains outstanding at the year end (i.e. the liabilities exclude any interest chargeable on the loans in future years).

j) Exemption from preparing a cashflow statement

The charity has taken advantage of an exemption conferred by the Charities SORP and has not prepared a cash flow statement.

k) Critical accounting estimates and areas of judgement

The trustees do not consider that there are any material sources of estimation or uncertainty at the balance sheet date that could result in a material adjustment to the carrying values of assets and liabilities in the next reporting period.

**WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2021**

<b>3 Donations</b>	Unrestricted Funds £	Restricted Funds £	2021 £	2020 £
Donations of cash and similar	112,975	115,760	228,735	224,555
Donations in kind (note 3a)	-	52,033	52,033	33,436
Grants	-	-	-	5,100
Income tax recoverable	24,128	13,195	37,323	38,693
	<u>137,102</u>	<u>180,987</u>	<u>318,090</u>	<u>301,785</u>

**a Donations in kind comprise:**

	Unrestricted Funds £	Restricted Funds £	2021 £	2020 £
Goods donated for distribution to foodbank beneficiaries	-	49,568	49,568	33,436
Donated facilities	-	2,465	2,465	-
	<u>-</u>	<u>52,033</u>	<u>52,033</u>	<u>33,436</u>

Donated facilities comprise storage units made available rent-free for foodbank activities.

<b>4 Charitable expenditure</b>	Unrestricted Funds £	Restricted Funds £	2021 £	2020 £
<b>a Costs incurred directly on specific activities</b>				
Activities and Events	853	10	863	5,114
Advertising and Publicity	218	523	741	7,547
Children's Work	713	-	713	792
Conference Costs	(310)	-	(310)	1,570
Contracted Services	2,020	-	2,020	-
Donated facilities expended	-	2,465	2,465	-
Equipment	5,274	993	6,268	6,159
Goods distributed to foodbank beneficiaries	-	42,900	42,900	38,597
Gifts and donations	494	2,920	3,414	1,113
Hospitality	-	-	-	1,087
IT Support and Software	2,040	-	2,040	1,567
Motor Vehicle Costs	730	84	814	785
Office Service Charge & Cleaning Costs	5,092	-	5,092	3,726
Out to Tea - Outreach to the Elderly	-	-	-	20
Rent and Rates	28,560	2,360	30,920	29,412
Repairs and Maintenance	940	9	949	1,332
Salaries and Wages	39,519	8,429	47,948	44,990
Telephone	1,230	-	1,230	1,218
Training	2,920	35	2,955	2,969
Utilities	1,346	-	1,346	1,635
Venue hire	13,390	-	13,390	13,592
Grants payable (note 4c)	7,040	64,913	71,953	106,536
Costs incurred to support grant making to Zoe Orphan Link	-	(1,925)	(1,925)	7,995
Costs of generating voluntary income	119	3,771	3,890	1,776
	<u>112,187</u>	<u>127,488</u>	<u>239,675</u>	<u>279,533</u>
<b>b Costs incurred on support &amp; administration</b>				
Governance costs				
Independent examiner's fee	1,440	-	1,440	2,400
Printing, postage and stationery	243	318	561	800
Legal and professional fees	656	-	656	698
Licences and subscriptions	1,216	280	1,496	1,996
Depreciation of tangible fixed assets	620	444	1,064	1,840
Insurance	2,372	-	2,372	2,131
	<u>6,547</u>	<u>1,043</u>	<u>7,589</u>	<u>9,865</u>
<b>Total expenditure</b>	<u>118,733</u>	<u>128,530</u>	<u>247,264</u>	<u>289,398</u>

The fee payable to the independent examiner for examining the accounts was £1,920 (2020: £1,920).

**WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2021**

**c Grants payable**

	Institutions £	Individuals £	2021 £	2020 £
Grants for UK and overseas mission: Vineyard Churches UK & Ireland	7,040	-	7,040	6,538
Grants for the relief of poverty: Individuals	-	1,906	1,906	-
Grants made to Zoe Orphan Link in Zambia (Zoe Zambia) to help relieve poverty:			-	-
for the construction of a school	38,219	-	38,219	71,094
to care for orphans	12,241	-	12,241	10,118
to help support workers	7,617	-	7,617	7,730
to help meet vehicle costs	2,142	-	2,142	1,884
for other activities	2,788	-	2,788	9,172
	<u>70,047</u>	<u>1,906</u>	<u>71,953</u>	<u>106,536</u>

**5 Analysis of staff costs, the cost of key management personnel and trustee remuneration**

	2021 £	2020 £
Gross wages and salaries	47,216	44,383
Pension costs	732	607
	<u>47,948</u>	<u>44,990</u>

The average monthly number of employees during the year was 3 (2020: 3), equivalent to 1.7 (2020: 1.7) full time staff. Most of the charity's activities are carried out by volunteers.

No staff received salaries at a rate of more than £60,000 per annum.

Total employment benefits payable to key management (which includes the trustees) for the year were as follows:

	2021 £	2020 £
Mrs Debbie Moscardini	18,075	17,170
Mr Robert Little (a trustee until 9 September 2019)	-	11,849
	<u>18,075</u>	<u>29,019</u>

Mrs Moscardini serves as a religious pastor and received the above payments for serving in that capacity, not for serving as a trustee; these payments are permitted by the charity's governing document.

**WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2021**

**6 Tangible fixed assets**

	Fixtures, fittings and equipment £	Total 2021 £
Cost		
At 1 April 2020	14,089	14,089
Additions	3,046	3,046
Disposals	(6,009)	(6,009)
At 31 March 2021	<u>11,126</u>	<u>11,126</u>
Accumulated depreciation		
At 1 April 2020	12,994	12,994
Charge for the year	1,064	1,064
Eliminated on disposal	(5,534)	(5,534)
At 31 March 2021	<u>8,524</u>	<u>8,524</u>
Net book value		
At 31 March 2021	<u>2,601</u>	<u>2,601</u>
At 1 April 2020	<u>1,095</u>	<u>1,095</u>

**7 Stock**

	2021 £	2020 £
Donated goods		
For distribution to beneficiaries	<u>15,327</u>	<u>8,659</u>
	<u>15,327</u>	<u>8,659</u>

**8 Debtors**

	2021 £	2020 £
<b>Falling due within one year:</b>		
Tax recoverable	3,178	2,779
Loans	-	1,865
Other debtors	154	1,401
Prepayments and accrued income	<u>8,983</u>	<u>11,416</u>
	<u>12,316</u>	<u>17,461</u>

**9 Cash at bank and in hand**

	2021 £	2020 £
Cash at bank with immediate access	178,090	111,293
Notice deposits (with a term of three months or less)	75,411	75,411
Petty cash	59	243
	<u>253,559</u>	<u>186,947</u>

**10 Creditors: liabilities falling due within one year**

	2021 £	2020 £
Independent Examiner's fee	1,920	2,400
Other creditors	857	2,021
Other accruals	<u>1,511</u>	<u>2,862</u>
	<u>4,288</u>	<u>7,283</u>

**11 Pension commitments**

During the year employer's pension contributions totalling £732 (2020: £607) were payable to defined contribution personal pension schemes. No pension contributions were owing at the balance sheet date (2020: £nil).



**WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2021**

**12 Funds**

During the year the movements in the charity's funds were as follows:

	Opening balance 2021 £	Incoming resources 2021 £	Outgoing resources 2021 £	Transfers in the year 2021 £	Closing balance 2021 £
<i>Designated Funds</i>					
Pastor's Salary fund	67,000	-	-	13,000	80,000
<i>General Unrestricted Funds</i>	56,795	138,912	(118,733)	(20,040)	56,934
Total Unrestricted Funds	123,795	138,912	(118,733)	(7,040)	136,934
<i>Restricted Funds</i>					
Foodbank fund	15,543	92,427	(59,595)	-	48,376
Growbaby fund	1,174	333	(1,100)	-	407
Zoe Zambia fund	64,848	80,859	(64,095)	-	81,613
Refurbishment fund	1,519	-	-	-	1,519
Compassion fund	-	7,368	(3,741)	7,040	10,666
	83,084	180,987	(128,530)	7,040	142,581
Aggregate of funds	206,879	319,900	(247,264)	-	279,515

During the year £7,040 from general unrestricted funds to the restricted Compassion fund so as to ring fence additional resources for this purpose.

During the year £13,000 from general unrestricted funds to the designated Pastor's Salary fund so as to set aside additional resources for the purpose explained below.

**Analysis of net assets by fund**

The assets and liabilities of the various funds were as follows:

	<u>Unrestricted Funds</u>		Restricted funds	2021 £
	General funds £	Designated funds £	£	
Tangible fixed assets	-	-	2,601	2,601
Stock	-	-	15,327	15,327
Debtors	11,159	-	1,157	12,316
Cash at bank and in hand	50,061	80,000	123,498	253,559
Creditors falling due within one year	(4,286)	-	(2)	(4,288)
	56,934	80,000	142,581	279,515

**WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**12 Funds continued**

In the previous year the movements in the charity's funds were as follows:

	Opening balance 2020 £	Incoming resources 2020 £	Outgoing resources 2020 £	Transfers in the year 2020 £	Closing balance 2020 £
<i>Designated Funds</i>					
Pastor's Salary fund	55,000	-	-	12,000	67,000
<i>General Unrestricted Funds</i>	65,590	142,446	(124,388)	(26,853)	56,795
Total Unrestricted Funds	120,590	142,446	(124,388)	(14,853)	123,795
<i>Restricted Funds</i>					
Foodbank fund	13,820	48,871	(47,148)	-	15,543
Growbaby fund	-	3,260	(9,065)	6,979	1,174
Zoe Zambia fund	57,697	108,040	(108,763)	7,874	64,848
Refurbishment fund	1,553	-	(34)	-	1,519
	73,070	160,171	(165,010)	14,853	83,084
Aggregate of funds	193,660	302,617	(289,398)	-	206,879

**Analysis of net assets by fund**

In the previous year, the assets and liabilities of the various funds were as follows:

	<u>Unrestricted Funds</u>			
	General funds £	Designated funds £	Restricted funds £	2020 £
Tangible fixed assets	1,095	-	-	1,095
Stock	-	-	8,659	8,659
Debtors	15,274	-	2,187	17,461
Cash at bank and in hand	47,134	67,000	72,813	186,947
Creditors falling due within one year	(6,708)	-	(575)	(7,283)
	56,795	67,000	83,084	206,879

**Designated funds**

**Pastor's Salary Fund:** this represents resources set aside by the trustees to help meet the future costs of employing a full-time pastor.

**Restricted funds**

**Foodbank Fund:** this was created from donations of cash and goods to support Crowthorne Foodbank.

**Growbaby Fund:** this was created from donations of cash to support the Growbaby project, which aims to support families with babies and young children. From time to time transfers are made from unrestricted funds to this restricted fund so as to increase the amount ring fenced for this purpose.

**Zoe Zambia Fund:** this was created from donations received to support the Zoe Zambia project, which helps orphaned children in Zambia. From time to time transfers are made from unrestricted funds to this restricted fund so as to increase the amount ring fenced for this purpose.

**Refurbishment Fund:** this was created from donations received to help fund the refurbishment of the charity's premises at Wellington Business Park.

**Compassion Fund:** this was created from donations received to support those in need of Emergency Compassion Assistance. From time to time transfers are made from unrestricted funds to this restricted fund so as to increase the amount ring fenced for this purpose.

**WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2021**

**13 Operating lease commitments**

The charity has renewed an operating lease for its property in Wellington Business Park. The minimum amount payable (until the next break clause) in respect of this lease is as follows:

	2021 £	2020 £
Payments falling due:		
Within one year	30,660	27,038
Between one and five years	<u>57,698</u>	<u>-</u>
	<u>88,358</u>	<u>27,038</u>

During the year the charity was charged £30,660 (2020: £29,412) for its operating lease.

**14 Transactions with related parties**

During the year the charity:

- a) received donations totalling £25,932 (2020: £25,600) from related parties (which includes trustees, any other members of key management and anyone closely connected to them).
- b) paid travel and similar expenses totalling £nil (2020: £1,122) to a trustee and their close relatives in respect of their work as volunteers on the Zoe Zambia project.
- c) paid conference expenses totalling £nil (2020: £760) for (or to) three trustees and their close relatives.

Except as disclosed in note 5 'Analysis of staff costs', there have been no other transactions with related parties during the year.

**15 Members**

Each member of the company commits to contribute if the charity is wound up an amount of £10.

**WOKINGHAM VINEYARD CHRISTIAN FELLOWSHIP**  
**DETAILED STATEMENT OF FINANCIAL ACTIVITIES WITH COMPARATIVES**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted funds				Unrestricted funds			
		General 2021 £	Designated 2021 £	Restricted 2021 £	Total 2021 £	General 2020 £	Designated 2020 £	Restricted 2020 £	Total 2020 £
<b>INCOME AND ENDOWMENTS FROM:</b>									
Donations and legacies	3	137,102	-	180,987	318,090	141,614	-	160,171	301,785
Charitable activities		-	-	-	-	55	-	-	55
Investments		744	-	-	744	777	-	-	777
Other income		1,065	-	-	1,065	-	-	-	-
<b>Total income and endowments</b>		<b>138,912</b>	<b>-</b>	<b>180,987</b>	<b>319,900</b>	<b>142,446</b>	<b>-</b>	<b>160,171</b>	<b>302,617</b>
<b>EXPENDITURE ON:</b>									
Charitable activities:	4	118,733	-	128,530	247,264	124,388	-	165,010	289,398
<b>Total Expenditure</b>		<b>118,733</b>	<b>-</b>	<b>128,530</b>	<b>247,264</b>	<b>124,388</b>	<b>-</b>	<b>165,010</b>	<b>289,398</b>
<b>Net income/(expenditure)</b>		<b>20,179</b>	<b>-</b>	<b>52,457</b>	<b>72,636</b>	<b>18,058</b>	<b>-</b>	<b>(4,839)</b>	<b>13,219</b>
<b>Transfers between funds</b>	12	(20,040)	13,000	7,040	-	(26,853)	12,000	14,853	-
<b>Net movement in funds</b>		<b>139</b>	<b>13,000</b>	<b>59,497</b>	<b>72,636</b>	<b>(8,795)</b>	<b>12,000</b>	<b>10,014</b>	<b>13,219</b>
<b>Reconciliation of funds:</b>									
Total funds brought forward		56,795	67,000	83,084	206,879	65,590	55,000	73,070	193,660
<b>Total funds carried forward</b>	12	<b>56,934</b>	<b>80,000</b>	<b>142,581</b>	<b>279,515</b>	<b>56,795</b>	<b>67,000</b>	<b>83,084</b>	<b>206,879</b>