

CHRISTIAN CITY CHURCH - CHELTENHAM

Accounts – 31st March 2021

CHRISTIAN CITY CHURCH - CHELTENHAM

(A company limited by guarantee and not having a share capital)

Charity number: 1108838
Company number: 5382264

Accounts – 31st March 2021

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CHRISTIAN CITY CHURCH - CHELTENHAM

**REPORT OF THE TRUSTEES
for the year ended 31st March 2021**

The Trustees are pleased to present their annual report and financial statements of the charitable company for the year ended 31st March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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 the Republic of Ireland (FRS 102) (effective 1st January 2015).

Reference and Administration Details

The charity's name is Christian City Church - Cheltenham.

Charity Registration Number: 1108838

Company Number: 5382264

Registered Office: The Pavilion
Hatherley Lane
Cheltenham
GL51 6PN

Trustees

The Trustees of the charitable company (the charity) are its Directors for the purposes of charity law. The Trustees and officers who served during the year and since the year end were as follows:

K Allan (Chairman)

A Parr

C Thomas (resigned 30th March 2021)

A Bates

J Simcox

P Tucker

J A G Brown

C Walsh (appointed 5th September 2020)

Objects and Activities

The main objects of the charity are:

- a) The advancement of the Christian faith
- b) To relieve persons in conditions of need or hardship or who are aged or sick
- c) To provide facilities for recreation and leisure occupation in the interests of social welfare.

In planning the activities of the charitable company the trustees have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

Achievements and Performance

Due to the Covid pandemic declared in March 2020 a number of church activities had to be suspended or altered according to government regulations.

The Church still met regularly throughout the year, either online or in person, both on Sundays and during the week for various activities serving groups within the church and the local community.

**REPORT OF THE TRUSTEES
for the year ended 31st March 2021 (Continued)****Achievements and Performance (continued)**

The Church made a number of financial gifts to other agencies both in the UK and abroad. Locally, support was given to charities that support the community through the CAP debt counselling centre, housing aid (YMCA), a children's cancer charity, Youth for Christ and the local Sue Ryder Hospice. Support was also given to agencies working nationally; Scripture Union, Wycliffe Bible Translators and United Christian Broadcasting. Overseas aid was sent to a church in Sri Lanka, and DEC emergency appeals.

Salaries continued to represent a significant expenditure; the Church has continued to employ a number of part time staff including the Senior Minister, a Co- Pastor (from September 2020) Administrators, Cleaners and Facilities Manager. A number of church members were involved, on a voluntary basis, in leading and supporting various activities in the church. As a result of the pandemic staff involved with the management and cleaning of The Pavilion were furloughed at various times during the year, and one cleaner was made redundant.

Income from the use of the building and green by the community was substantially reduced while the building was effectively mothballed for many months, and potentially VAT-able activities continue to be below the VAT threshold. The Vision Builders programme for raising funds towards building projects was not pursued although a small amount of funds was still given for this purpose. No significant building projects have taken place during this financial year, however the church did invest in equipment to enable services to be streamed online. Funds were also received from other churches in Cheltenham and surrounds towards the running of the CAP Debt Counselling Centre, which has continued to operate as far as pandemic regulations have allowed. In addition, the Sylvanus Lysons Charity granted the Trust £5,000 towards the work of the CAP Debt Centre, of which £2,500 was received during this year and a further £2,500 will be received in the next year. During the first 6 months of this financial year the church took advantage of the mortgage holiday being offered because of the pandemic, paying the interest only.

Financial Review

The total income for the year was £221,890 and total expenditure on charitable activities amounted to £217,053.

Reserves Policy

The Trustees have examined the Charity's requirements for reserves taking account of the main risks to the organisation. They have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be between 2 and 3 months of expenditure. The Trustees consider that this should be £30,000 in general funds. The reserves are needed to meet the working capital requirement of the Charity and the Trustees are confident that at this level they would be able to continue the current activities of the Charity in the event of a significant drop in funding. In the light of the current economic uncertainties the Trustees have allowed the reserves to be held at a higher level until such time as the pandemic has passed. Current income reserves stand at £40,434 plus £72,416 in the deposit account. Of this latter amount £12,048 are designated funds for CAP Debt Centre. The present instantaneous level of reserves available to the Charity is therefore £112,850. The Trustees, whilst recognising that more funds are being held in reserve than normal, consider the current reserves to be at an appropriate level for the present situation.

Governing Document

Christian City Church - Cheltenham is a company limited by guarantee governed by its Memorandum and Articles of Association dated 3 March 2005. It is registered as a charity with the Charity Commission. Members of the charitable company guarantee to contribute amounts not exceeding £10 to the assets of the charitable company in the event of winding up.

REPORT OF THE TRUSTEES
for the year ended 31st March 2021 (Continued)

Appointment of Trustees

The trustees keep the composition of the board under review and will seek to appoint additional members with appropriate skills and expertise should the need arise. Interested parties are given details of the background of the charitable company in order to make them aware of current activities.

This report has been prepared in accordance with the special provisions relating to companies subject to the Small Companies Regime within part 15 of the Companies Act 2006.

This Report was approved by the Board on 13th August 2021

K Allan

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Trustee

Cheltenham

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report to the trustees on my examination of the accounts of Christian City Church - Cheltenham for the year ended 31st March 2021.

Responsibilities and Basis of Report

As the charity's trustees (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 charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent Examiner's Statement

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

1. accounting records were not kept in respect of the charitable 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 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.

A P Williams FCCA
A J Carter & Co
Chartered Accountants

22b High Street
Witney
Oxon
OX28 6RB

17th August 2021

STATEMENT OF FINANCIAL ACTIVITIES
(including an income and expenditure account)
for the year ended 31st March 2021

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
		£	£	£	£
Income from:					
Donations and legacies	3	163,551	3,175	166,726	163,133
Charitable activities	4	17,510	20,697	38,207	20,737
Investments	5	16,957	-	16,957	82,138
Grants		-	-	-	-
Total incoming resources		<u>198,018</u>	<u>23,872</u>	<u>221,890</u>	<u>266,008</u>
Expenditure on:					
Charitable activities	6	<u>207,258</u>	<u>9,795</u>	<u>217,053</u>	<u>282,036</u>
Total expenditure		<u>207,258</u>	<u>9,795</u>	<u>217,053</u>	<u>282,036</u>
Net income/(expenditure) and net movement in funds for the year		(9,240)	14,077	4,837	(16,028)
Transfer between funds		-	-	-	-
Net movement in funds		<u>(9,240)</u>	<u>14,077</u>	<u>4,837</u>	<u>(16,028)</u>
Reconciliation of funds					
Total funds brought forward		<u>720,974</u>	<u>2,217</u>	<u>723,191</u>	<u>739,219</u>
Total funds carried forward		<u>£711,734</u>	<u>£16,294</u>	<u>£728,028</u>	<u>£723,191</u>

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

All income and expenditure derives from continuing activities.

The notes on pages 7 to 13 form part of these financial statements

CHRISTIAN CITY CHURCH - CHELTENHAM

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**BALANCE SHEET
as at 31st March 2021**

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	12	795,343	819,430
Total fixed assets		<u>795,343</u>	<u>819,430</u>
Current assets			
Debtors	13	8,635	27,609
Cash at bank and in hand		<u>131,950</u>	<u>96,418</u>
Total current assets		<u>140,585</u>	<u>124,027</u>
Liabilities			
Creditors falling due within one year	14	<u>29,201</u>	<u>28,246</u>
Net current assets		<u>111,384</u>	<u>95,781</u>
Total assets less current liabilities		<u>906,727</u>	<u>915,211</u>
Creditors: falling due after more than 1 year	15	178,699	192,020
Provisions for liabilities			
Total net assets	16	<u>£728,028</u>	<u>£723,191</u>
The funds of the Charity			
Restricted income funds	17	<u>16,294</u>	<u>2,217</u>
Unrestricted income funds	17	<u>711,734</u>	<u>720,974</u>
Revaluation reserve		<u>-</u>	<u>-</u>
Total unrestricted funds		<u>711,734</u>	<u>720,974</u>
Total charity funds		<u>£728,028</u>	<u>£723,191</u>

For the year ended 31st March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors Responsibilities

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and

The directors acknowledge their responsibilities for complying with the requirements of the act with respect to the accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the special provisions relating to companies subject to the Small Companies Regime within part 15 of the Companies Act 2006.

These accounts were approved by the board of directors and authorised for issue on: 13th August 2021 and are signed on their behalf by:

K Allan

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K Allan – Director

Alison Bates

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A Bates – Director

The notes on pages 7 to 13 form part of these financial statements

NOTES TO THE ACCOUNTS
for the year ended 31st March 2021

1. Accounting Policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of Preparation

The Financial Statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Reporting Financial Standard applicable in the UK and the Republic of Ireland (FRS 102) (effective 1st January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

b) Public Benefit Entity

Christian City Church Cheltenham meets the definition of a public benefit entity under FRS 102.

c) Going Concern

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

d) Income Recognition Policies

Items of income are recognised and included in the accounts when all of the following criteria are met:

- The charity has entitlement to the funds;
- any performance conditions attached to the items of income have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

Income received in advance of a specific performance or provision of other specified service is deferred until the criteria for income recognition are met.

e) Interest Receivable

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

f) Fund Accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the Charity. Designated funds are unrestricted funds of the Charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for the particular areas of the Charity's work or for specific projects being undertaken by the Charity.

NOTES TO THE ACCOUNTS
for the year ended 31st March 2021 (continued)

g) **Expenditure and Irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) **Tangible Fixed Assets**

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on the straight line basis as follows:

Asset Category	Annual Rate
Equipment	20% per annum
Motor vehicles	33% per annum
Buildings	2.5% per annum

i) **Stock**

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised in income when the items are sold.

j) **Debtors**

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

k) **Cash at Bank and in Hand**

Cash at bank and cash 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.

l) **Creditors and Provisions**

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2. **Legal Status of the Charity**

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £10.

3. **Income from donations**

	2021	2020
	£	£
Gifts and donations	166,726	163,133
	<hr/>	<hr/>
	<u>£166,726</u>	<u>£163,133</u>

Of the £166,726 received in 2021 (2020: £163,133) £3,175 was restricted funds (2020: £10,766) and £163,551 (2020: £152,367) unrestricted funds.

NOTES TO THE ACCOUNTS
for the year ended 31st March 2021 (continued)

4. Income from charitable activities

	2021	2020
	£	£
Outreach Ministries	19,346	9,960
C3 Conferences	-	2,300
Youth	329	1,018
CAP	18,532	7,459
Andy's Journey	-	-
	<u>£38,207</u>	<u>£20,737</u>

Of the £38,207 received in 2021 (2020: £20,737) £20,697 was restricted funds (2020: £9,737) and £17,510 (2020: £11,000) unrestricted funds.

5. Investment Income

	2021	2020
	£	£
Letting Income	16,570	81,955
Interest Received	387	183
	<u>£16,957</u>	<u>£82,138</u>

6. Analysis of expenditure on charitable activities

	2021	2020
	Total	Total
	£	£
Events and Functions:		
Outreach Ministries	4,250	7,288
C3 Conferences	-	1,866
Youth	324	1,746
CAP	7,660	6,284
Andy's Journey	-	-
Pastoral Costs:		
Pastoral Support and Salaries	105,245	99,068
Pastoral Travel	19	872
Subscriptions	4,370	4,305
Church Activities	2,985	9,012
Gifts and Ministry Costs	9,600	17,945
Training and Resources	-	1,726
Depreciation - Motor Vehicle	-	-

NOTES TO THE ACCOUNTS
for the year ended 31st March 2021 (continued)

Analysis of expenditure on charitable activities (continued)

	2021 Total	2020 Total
Establishment Costs:		
Rates and Water	1,962	1,737
Insurance	4,625	4,922
Heat and Light	7,210	12,270
Repairs and Cleaning	14,783	52,888
Mortgage Interest	7,947	8,652
Depreciation - Freehold Property	27,151	27,151
Van Running Costs	-	1,153
Office Costs:		
Telephone and Internet	2,143	1,909
Bank Charges	83	183
Printing, Stationery and Consumables	5,465	7,196
Miscellaneous	3,206	6,421
Legal and Professional	3,169	2,790
Depreciation - Equipment	3,236	3,032
Governance costs	<u>1,620</u>	<u>1,620</u>
Total	<u><u>£217,053</u></u>	<u><u>£282,036</u></u>

Of the £217,053 expenditure in 2021 (2020: £282,036), £207,258 was charged to unrestricted funds (2020: £245,794) and £9,795 to restricted funds (2020: £36,242).

7. Net income/(expenditure) for the year

	2021	2020
<i>This is stated after charging:</i>	£	£
Depreciation	30,387	30,183
Independent examiner's fee	<u>1,620</u>	<u>1,620</u>

8. Analysis of staff costs and trustee remuneration and expenses

	2021	2020
	£	£
Salaries and wages	99,223	91,456
Social security costs	2,251	2,996
Pension costs	<u>3,771</u>	<u>4,616</u>
	<u><u>£105,245</u></u>	<u><u>£99,068</u></u>

No employees had emoluments in excess of £60,000 (2020: Nil).

NOTES TO THE ACCOUNTS
for the year ended 31st March 2021 (continued)

8. Analysis of staff costs and trustee remuneration and expenses (continued)

During the year the following amounts were paid to the directors (or to related parties):

Mrs A Bates (Director)	for pastoral services	30,165	30,165
Mr A Parr (Director)	facilities and bookings manager	21,199	21,198
Mr P Parr (brother of Director)		-	789
Mrs D Parr (sister-in-law of Director)	administration	5,479	5,479
Mrs S Parr (wife of Director)		14,728	16,410
Mr C Walsh (Director)	for pastoral services	8,974	-

The director, Mr J A G Brown, received a small contribution towards his mileage and telephone costs as voluntary CAP Centre Manager totalling £41 (2020: £475), the director Mrs A Bates received £nil (2020: £190) towards mileage costs and Mrs D Parr received £19 towards mileage costs (2020 £nil).

9. Staff numbers

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

2021 Number	2020 Number
<u>7</u>	<u>7</u>

10. Related party transactions

During the year under review trustees and close relatives made unrestricted donations totalling £35,001 (2020: £33,645) and restricted donations totalling £11,757 (2020: £4,559).

11. Corporation tax

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

NOTES TO THE ACCOUNTS
for the year ended 31st March 2021 (continued)

12. Tangible fixed assets

	Freehold land and buildings £	Motor vehicles £	Equipmen t £	Total £
Cost:				
As at 1 April 2020	1,086,077	3,500	63,744	1,153,321
Additions	-	-	6,300	6,300
Disposals	-	-	-	-
As at 31 March 2021	<u>1,086,077</u>	<u>3,500</u>	<u>70,044</u>	<u>1,159,621</u>
Depreciation:				
As at 1 April 2020	269,799	3,500	60,592	333,891
Charge for year	27,151	-	3,236	30,387
On disposals	-	-	-	-
As at 31 March 2021	<u>296,950</u>	<u>3,500</u>	<u>63,828</u>	<u>364,278</u>
Net book value:				
As at 31 March 2021	<u>£789,127</u>	<u>£-</u>	<u>£6,216</u>	<u>£795,343</u>
As at 31 March 2020	<u>£816,278</u>	<u>£-</u>	<u>£3,152</u>	<u>£819,430</u>

13. Debtors

	2021 £	2020 £
Gift Aid	2,198	13,412
Trade debtors	6,437	14,197
Other debtors	-	-
	<u>£8,635</u>	<u>£27,609</u>

14. Creditors: amounts falling due within one year

	2021 £	2020 £
Mortgage	25,027	24,322
Accruals	1,620	1,620
Taxation and social security costs	1,769	1,494
Other	785	810
	<u>£29,201</u>	<u>£28,246</u>

NOTES TO THE ACCOUNTS
for the year ended 31st March 2021 (continued)

15. Creditors: amounts falling due after more than one year

	2021	2020
	£	£
Mortgage (falling due in less than 5 years)	100,109	97,288
Mortgage (falling due after 5 years)	78,590	94,732
	<u>£178,699</u>	<u>£192,020</u>

16. Analysis of net assets between funds

	General Fund £	Designated Funds £	Restricted Funds £	Total £
Tangible fixed assets	795,343	-	-	795,343
Cash at bank and in hand	115,656	-	16,294	131,950
Other net current assets/(liabilities)	(20,566)	-	-	(20,566)
Creditors of more than one year	(178,699)	-	-	(178,699)
Total	<u>£711,734</u>	<u>£-</u>	<u>£16,294</u>	<u>£728,028</u>

17. Analysis of charitable funds**Analysis of movements in restricted funds**

	Balance 01.04.2020 £	Incoming resources £	Resources expended £	Transfers £	Funds 31.03.2021 £
Vision Builders	-	3,175	-	-	3,175
CAP	1,175	18,532	(7,659)	-	12,048
Andy's Journey	-	-	-	-	-
Hampers	1,042	2,165	(2,136)	-	1,071
Total	<u>£2,217</u>	<u>£23,872</u>	<u>£(9,795)</u>	<u>£-</u>	<u>£16,294</u>

Analysis of movements in unrestricted funds

	Balance 01.04.2020 £	Incoming resources £	Resources expended £	Transfers £	Funds 31.03.2021 £
General fund	720,974	198,018	(207,258)	-	711,734
Total	<u>£720,974</u>	<u>£198,018</u>	<u>£(207,258)</u>	<u>£-</u>	<u>£711,734</u>