

Southgate Church
Bury St Edmunds Suffolk
(a company limited by guarantee)

Annual Report and Financial Statements
for the period ended 31 March 2022

Charity Number: 1115737

Company registration number: 05815695

Southgate Church Bury St Edmunds Suffolk

Annual report and financial statements for the period ended 31 March 2022

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Southgate Church Bury St Edmunds Suffolk

Reference and administrative details

Trustees:

Robert Jones - Chair
James C Harrington (Resigned 11/21)
Terry Ball (Appointed 11/21)
Adrian Lingwood
Peter Maddock
Helen Moore (Appointed 03/22)
Shaun Richardson (Resigned 09/21)
Susan Strachan
David Wakeford (Churches Together in Bury St Edmunds and District)
Roger Whomes (Resigned 03/22)
Philip Lloyd-Jones (St Mary's with St Peters)

Secretary to the Trustees:

Terry Ball

Registered office:

Southgate Community Centre, Caie Walk, Bury St Edmunds, Suffolk IP33 2PJ
Tel: (01284) 703705

Registered Charity number: 1115737

Registered Company number: 05815695

Reporting Accountant

Andrew Prentice Partnership 5, Market Place, Stowmarket, Suffolk IP14 1DT

Bankers

CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ

Solicitors

Ellisons, 83-84 Guildhall Street, Bury St Edmunds, IP33 1LN

Southgate Church Bury St Edmunds Suffolk

Report of the trustees for the period ended 31 March 2022

The trustees present their report and accounts for the period ended 31 March 2022.

Review of April 2021 to March 2022

Following the lifting of lockdown regulations, the Church resumed in-person worship in July with the full range of activities progressively returning from September. These included Coffee Stop on Monday mornings; Friendship Group for older people twice monthly and a monthly Thursday evening women's group. House Groups resumed meeting on alternate weeks with about 56 people attending, as did the corporate prayer meeting. The use of Zoom and other electronic means of communication had proved to be highly effective and resulted in a number of new people joining in activities.

Rev Mike Simm joined us as our new minister at the end of April with his induction and licensing service taking place online. He is an ordained Anglican priest but with extensive experience of another ecumenical church in Norfolk. There is now a full leadership team in his support which meets monthly and weekly for prayer. Church members meet four times a year.

Two Alpha courses were held – one for potential new Christians, and one for established church members. More are planned.

A comprehensive range of Christmas activities was presented including carol singing in the local pub.

We are seeking to be more generous as a Church by increasing our monthly tithe to 12.5% of gross income, as well as establishing a community (pastoral) fund to relieve hardship by granting cash gifts to deal with particular situations. Members of the congregation make regular or one-off gifts to the fund.

A project to upgrade the Church Centre commenced at the end of the year to make it a more uplifting environment for the groups that use it, as well as a more inspiring place for worship. Its completion will be reported in next year's document.

Safeguarding has been under particular review. The church had to adopt the approach of the local Anglican Diocese – concentrating on *Promoting a Safer Church and Safer Recruitment*. All church members are being encouraged to undertake basic awareness training online, the issue is on the agenda now of all meetings of leadership team, trustees and members.

Family and Community work

Whilst Covid 19 has had a significant impact over the past year, the Family and Community Ministry of Southgate Church has changed and adapted so it can continue to best meet the needs of families in the church and in the local community.

We have made use of the online platform Zoom which enabled us to not only maintain relationships with children and families but also to grow and develop them through this testing time.

We have made the most of the great outdoors and have hosted four community events to celebrate Easter and Christmas, we offered an alternative to Hallowe'en on 31st October and we also honoured the fallen with a Remembrance display which people of all ages worked on together.

The toddler group have made the most of the local park for outdoor activities, and the two youth groups too.

Our children's ministry team were delighted to be part of a Churches Together Summer Celebration which took place in the town's historic Abbey Gardens.

Southgate Church Bury St Edmunds Suffolk

Report of the trustees for the period ended 31 March 2022

Also during the summer holidays, we were able to run our week long children's Holiday Club which saw over 36 children from the local community having a week of fun, games, crafts, songs and bible teaching. A wonderful team of volunteers worked together to ensure a good and safe time was had by all.

We have been delighted to host four Messy Church events throughout the year, one being online and three when we were able to meet in person again.

It was good to celebrate Christmas as a community and we were able to host two family events as well as a Carol Service in the local pub.

So despite a year of uncertainty, the work of Southgate Church has continued to flourish.

Objects and Activities

The Church is a registered charity and its objective is to advance the principles, teaching and practices of the Christian faith for the benefit of the public in particular, but not exclusively, in the Southgate area of Bury St Edmunds, Suffolk.

Southgate Church affirms its mission: "to Glorify God in Church, Community and World, through worship, prayer, discipleship, fellowship, service and mission".

The Church as a charity provided public benefit activities in the following ways:

- Regular and accessible opportunities for Christian worship for all;
- A wide range of social and educational activities for people of all ages;
- Pastoral and social support to individuals and families;
- Activities in local schools and contributions to the curriculum;
- Encouraging young people to help in activities and develop new skills such as using the sound system;
- The giving of tithes and other financial grants to charities and community groups at home and abroad;
- Promotion of leisure and educational opportunities for the whole community through events which are open to the community as well as the Church's involvement in and help at events with the Southgate Community Partnership;
- Activities for young people, elderly and other age ranges and interest groups;
- Use of the Church premises for activities including a regular weekly coffee morning.
- Supporting local charities and needs in the local area and Bury St. Edmunds;
- Recognised as a 'Home for Good' Church via the local partner charity, Transforming Futures - Suffolk.

The Church's premises are attached to the Southgate Community Centre and the Church office is also situated there. The Church maintains close links with the Community Centre and the local community. Southgate Church serves the area included in the Southgate ward of St Edmundsbury Borough Council. Information on our activities is published in a monthly publication 'Southgate Directory' which is delivered to every address in the catchment area.

Southgate Church Bury St Edmunds Suffolk

Report of the trustees for the period ended 31 March 2022

Financial Review

There was a deficit of **£27,321** for the period as opposed to a surplus of **£792** in the previous year. Our new minister Mike started his ministry with us in April 2021 which meant that the church house let came to an end during the previous February and the monthly stipend to the Church of England began from April, these were the two main changes to our income and expenditure pattern compared to the previous years and drove the change from a surplus to a deficit. Income during the year was some £35,000 higher than budgeted and was driven by increased income from donors and an increase in restricted gifts. A number of appeals were made during the year to which the church membership responded extremely generously meaning that both restricted income and expenditure were significantly higher than in recent years. A Community Fund was also set up to enable the church to respond to specific financial needs as and when they arise. Expenditure was higher by a little over £15,000 but this was mainly due to the disbursement of the aforementioned Restricted gifts as generally other areas were underspent such as Ministry, Church Groups and Clubs, Community Centre Occupancy Costs and Fellowship Activities. The regular and faithful ongoing financial support of the congregation has continued and this was at an increased level compared to recent years, the majority of this through tax efficient means. Expenditure was well controlled during the year and net expenditure was some £19,000 lower than expected. The charity's policy of keeping three month's running costs in reserves has been more than maintained with net current assets at the end of the period being **£135,348**.

Structure, Governance and Management

Southgate Church is foremost a fellowship of individuals who believe that God is living and his son, the Lord Jesus Christ exemplified God's life for us by dying in our place so that we may be restored to a real, living relationship with our God.

In legal terms, the Church is a company limited by guarantee incorporated on 12th May 2006 and was registered as a charity on 9th August 2006. The governance principles of the Church are set out in the Articles which are registered with both Companies House and the Charity Commission. The Articles were amended on 17th October 2018 and on 11th September 2019. The latter amendment provides for the Minister of the Church to be eligible to become a trustee if he opts to do so. Those amendments also included additional safeguards for the governance of the Church.

In the event of the company being wound up Church Members are required to contribute an amount not exceeding £10. That applies also to individuals who were past Members in the last 12 months prior to dissolution.

Southgate Church is a Local Ecumenical Partnership founded by Churches Together in Bury St. Edmunds and District over forty years ago. The founding denominations that signed the Sharing Agreement are the Church of England, the Baptist Church and the United Reformed Church. The Church has a Board of Trustees, the composition of which was amended by special resolution in October 2018 and allows the Church to draw upon the experience and guidance of other denominations. The Trustees meet several times during the year. The Board may comprise up to 12 trustees:

- Southgate Church - up to 8 members inclusive of the Minister and the Leadership Team, the Honorary Treasurer and the Secretary;
- St Mary's with St Peter's, the Parish Church - 1 nominated from the Parochial Church Council;
- The Diocese of St Edmundsbury and Ipswich - 1 nomination;
- The Eastern Baptist Association - 1 nomination;
- The Eastern Synod of the United Reformed Church - 1 nomination

Southgate Church Bury St Edmunds Suffolk

Report of the trustees for the period ended 31 March 2022

To retain its Christian ecumenical character, the Articles allow certain vacancies to be filled by drawing upon nominations from Churches Together in Bury St Edmunds & District and in other ways.

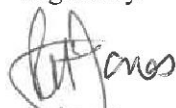
The ecumenical nature of the Church is overseen by a Local Advisory Group (LAG) comprised of a representative from each of the three last listed denominations above. The LAG may provide advice to the Minister and the Trustees/Church. The LAG has agreed that should the denominations above not be able to find a nominee to be a Trustee then the Trustees of Southgate Church could fill such a vacancy by electing a Trustee from the members of Southgate Church and/or from Churches Together in Bury St Edmunds. This is reflected in the amended governance documents.

The Church Leadership Team consists of the Minister and up to three members elected to the Team. To help with the work of the Church, several committees, known as teams or groups, have been established formally. The Annual General Meeting is held usually in September.

The Trustees regularly review the potential major risks to which the charity may be exposed and, if appropriate, establish policies, systems or procedures to manage those risks. For example, the Safeguarding Policy and Procedure is reviewed annually and training is kept under review. One Trustee is designated to keep a watching brief over safeguarding practices, checks and training.

Signed by:

Date: 5 September 2022



Robert Jones-Chair of Trustees of Southgate Church, Bury St. Edmunds, Suffolk

Southgate Church Bury St Edmunds Suffolk

Report of the trustees for the period ended 31 March 2022

Trustees' Responsibilities in Relation to the Financial Statements

Company law requires the trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985. 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.

Approved by the Trustees on *5 September* 2022 and signed on their behalf by



Robert Jones

Chair of the Trustees of Southgate Church, Bury St. Edmunds, Suffolk

Southgate Church Bury St Edmunds Suffolk

Independent Examiner's Report to the Trustees of Southgate Church

I report on the accounts of the Southgate Church for the year ended 31 March 2022, which are set out on pages 9 to 17.

Respective responsibilities of trustees and examiner

As the charity's trustees of the Company (who are also the directors of the company 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 for this year 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.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts did not accord with the accounting records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.



Matthew Aldous FMAAT
Andrew Prentice Partnership

Southgate Church Bury St Edmunds Suffolk

Statement of Financial Activities for the period ended 31 March 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Income from:					
Donations	2	80,981	12,019	93,000	71,326
Charitable activities	3	11,491	-	11,491	12,219
Investment income		1,557	-	1,557	2,005
Total incoming resources		94,029	12,019	106,048	85,550
Resources expended					
Charitable activities					
Charitable activities	4	122,002	10,574	132,576	83,931
Governance costs	6	793	-	793	827
Total resources expended		122,795	10,574	133,369	84,758
Net incoming/(outgoing) resources before transfers		(28,766)	1,445	(27,321)	792
Transfers					
Gross transfers between funds - in		-	-	-	-
Gross transfers between funds - out		-	-	-	-
Net incoming/(outgoing) resources for the year		(28,766)	1,445	(27,321)	792
Fund balances at 1 April 2021		397,163	1,000	398,163	397,371
Fund balances at 31 March 2022		368,397	2,445	370,842	398,163

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derives from continuing activities. An analysis by fund of the comparative figures for 2021 is shown in note 2.

Southgate Church Bury St Edmunds Suffolk


Balance sheet at 31 March 2022

	Note	£	2022 £	£	2021 £
Fixed assets					
Tangible assets	8		235,494		237,563
Current assets					
Debtors and prepayments	9	1,810		4,217	
Cash at bank and in hand		136,193		164,626	
		
		138,003		168,843	
Creditors amounts falling due within one year	10	(2,655)		(8,243)	
		
Net current assets			135,348		160,600
				
Net assets			370,842		398,163
		
Funds					
Unrestricted			368,397		397,163
Restricted			2,445		1,000
		
Total Reserves	11		370,842		398,163

In approving these financial statements as trustees of the charitable company we hereby confirm:

- the company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.
- the members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- the directors acknowledge their responsibilities for complying with the requirements of the Companies Act with the respect to accounting records and preparation of accounts.
- these accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

The financial statements were approved by the Board on *5 September 2022* and signed on its behalf by



Robert Jones
Trustee

The notes on pages 11 to 17 form part of these financial statements.

Southgate Church Bury St Edmunds Suffolk

Notes forming part of the financial statements for the period ended 31 March 2022

1 Accounting policies

These 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 Financial Reporting Standard for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Charities Act 2011.

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

Income

Income is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty. 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.

Expenditure

All expenditure is accounted for on an accruals basis and is recognised when there is a legal or constructive obligation to pay. Expenditure has been classified under headings that aggregate all costs related to that category.

Costs of activities in furtherance of the charity's objectives include staff costs. Support costs are those costs incurred indirectly in support of expenditure on the objects of the charity and include the costs of running the office and administration.

Governance costs are those incurred in connection with compliance with constitutional and statutory requirements.

Tangible fixed assets

The cost of tangible fixed assets is written off over their expected useful economic lives, on a straight line basis, as follows:

Freehold buildings	- over 50 years
Church Centre ramp	- over 20 years
Office and computer equipment	- over 5 years

Taxation

The charity is not liable to tax on its activities for the period.

Fund accounting

Funds held by the charity are:

- (a) Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
- (b) Designated funds – comprise unrestricted funds that have been set aside by the trustees for particular purposes.

Southgate Church Bury St Edmunds Suffolk

Notes forming part of the financial statements for the period ended 31 March 2022 *(Continued)*

(c) Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions apply when specified by the donor or when funds are raised for particular restricted purposes.

2 Income Resources

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Gift Aid – General	56,492		56,492	53,110
Legacy	-		-	500
Gift Aid – Envelopes	5,995		5,995	-
Gift Aid – Youth	-		-	-
Other Collections	2,402		2,402	2,131
Income Tax Recovered	15,492		15,492	11,909
Donations	600		600	2,775
Restricted Gifts		12,019	12,019	901
	<hr/>	<hr/>	<hr/>	<hr/>
	80,981	12,019	93,000	71,326
	<hr/>	<hr/>	<hr/>	<hr/>

3 Income Resources

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Fellowship Activities	1,028	-	1,028	516
Events	7,640	-	7,640	-
Church Groups	1,734	-	1,734	90
Miscellaneous	569	-	569	319
SCP	520	-	520	660
Church House rental income	-	-	-	10,634
	<hr/>	<hr/>	<hr/>	<hr/>
	11,491	-	11,491	12,219
	<hr/>	<hr/>	<hr/>	<hr/>

Southgate Church Bury St Edmunds Suffolk

Notes forming part of the financial statements for the period ended 31 March 2022(Continued)

4 Charitable Activities

	2022	2021
	£	£
<i>Activities relating directly to the work of the church</i>		
Ministry	40,401	10,403
Youth worker	25,077	23,876
Sunday School & Youth work	2,457	1,728
Flowers, Libraries & Gifts	549	117
Church & Community Centre Occupancy costs	5,505	3,079
Church Centre Maintenance	3,895	553
Church House costs	3,179	902
Church House Maintenance	2,130	13,303
Fellowship activities	2,010	400
Depreciation of Fixed Assets	5,785	5,504
Mission & Training	324	27
Tithes	7,850	9,200
Events	7,640	-
Communications	2,303	1,568
Specific Gifts	10,574	401
	<u>119,679</u>	<u>71,061</u>
<i>Support costs allocated to activities</i>		
Staff costs	10,025	9,552
Telephone & Internet	308	404
Insurance	486	406
Postage & Stationery	200	485
Photocopier	679	589
Subscriptions	894	1,185
Mileage	27	-
Payroll Administration	180	180
Bank charges	98	69
	<u>12,897</u>	<u>12,870</u>
Total cost of Charitable Activities	<u><u>132,576</u></u>	<u><u>83,931</u></u>

Southgate Church Bury St Edmunds Suffolk

Notes forming part of the financial statements for the period ended 31 March 2022(Continued)

5 Staff costs

	2022 £	2021 £
Wages and salaries	32,875	31,398
Social security costs	-	-
Pension costs	1,619	1,570
	<u>34,494</u>	<u>32,968</u>

The charity employed 2 staff during the period. No employee received emoluments of over £60,000.

6 Governance costs

	2021 £	2020 £
Reporting accountant's & independent examiner fees	780	814
Legal and professional fees	13	13
	<u>793</u>	<u>827</u>

7 Trustees remuneration and related party transactions

The trustees did not receive any remuneration or reimbursement of expenses from the charity during the period.

Southgate Church Bury St Edmunds Suffolk

Notes forming part of the financial statements for the period ended 31 March 2022 *(Continued)*

8 Tangible fixed assets

	Freehold Property	Office and computer equipment	Total
	£	£	£
<i>Cost</i>			
At 1 April 2021	288,649	29,536	318,185
Additions		3,715	3,715
Disposals			
At 31 March 2022	288,649	33,251	321,900
<i>Depreciation</i>			
At 1 April 2021	60,807	19,814	80,621
Charge for the period	3,870	1,915	5,785
Disposals	-	-	-
At 31 March 2022	64,677	21,729	86,406
<i>Net book value</i>			
At 31 March 2022	223,972	11,522	235,494
At 31 March 2021	227,842	9,721	237,563

9 Debtors

	2022 £	2021 £
Gift Aid debtor	1,713	2,344
Cycle scheme Loan	-	400
Other debtor	97	1,473
	1,810	4,217

Southgate Church Bury St Edmunds Suffolk

Notes forming part of the financial statements for the period ended 31 March 2022 *(Continued)*

10 Creditors: amounts falling due within one year

	2022 £	2021 £
Tax, National Insurance and Pension	1,120	1,111
Expense creditors and accruals	1,535	7,132
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	2,655	8,243
	<hr/>	<hr/>

11 Statement of Funds

	Fund balances at 31 March 2021 £	Incoming resources £	Resources expended £	Transfers	Fund balances at 31 March 2022 £
<i>Restricted Funds</i>					
Gifts	1,000	12,019	10,574	-	2,445
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	1,000	12,019	10,574	-	2,445

Purposes of Restricted Funds:

Gift Fund represents donations received to be passed on to other organisations or for particular church projects.

12 Covid 19

Church activity during the year was impacted by the pandemic but began to return to pre pandemic activity in the first half of the year. Income and expenditure patterns were not completely as expected however the finances of the church were not adversely impacted over the period of the pandemic.

Southgate Church Bury St Edmunds Suffolk

Notes forming part of the financial statements for the period ended 31 March 2022 *(Continued)*

13 Limited liability

The charitable company has no share capital but is limited by guarantee. The members under the memorandum and articles of association each undertake to contribute to the assets of the charitable company, in the event of it being wound up, with each members liability limited to £10.