

Chiltern Church

Report and Accounts

Year ended 31 December 2023

Stewardship 
Active generosity

1 Lamb's Passage, London EC1Y 8AB
www.stewardship.org.uk

CHILTERN CHURCH
LEGAL AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 DECEMBER 2023

ADDRESS FOR CORRESPONDENCE	Mrs Susan Legg Chiltern Church 83 Chiltern Road Sutton SM2 5QY
GOVERNING DOCUMENT	Trust deed dated 1963 Trust deed dated 1958 for church buildings only
CHARITY REGISTRATION NUMBER	1116502
TRUSTEES RESPONSIBLE FOR MANAGING THE CHARITY	Rachel Berende Mark Constantinou (resigned January 2023) Susan Legg David Lunn John Morton Adebimpe Oki David Roberts
CUSTODIAN TRUSTEES	The Church Growth Trust
BANKERS	CAF Bank Ltd HSBC UK National Westminster Bank Plc Nationwide Building Society
INDEPENDENT EXAMINER	Jaimée Young Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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Chiltern Church – Charity 1116502

Report of the Trustees for the year ended 31 December 2023

The Trustees are pleased to submit their Report and Accounts for the year.
The accounts incorporate the accounts of Chiltern Church Property Trust.

Objects of the Church

The objects of the Church comprise –

- The advancement of the Protestant and evangelical tenets of the Christian Faith, either in the United Kingdom or overseas.
- The encouragement of missionary activity designed for the spread of the Christian faith.
- The furtherance of religious education.
- The relief of the poor and needy.
- The help and comfort of the sick and aged.
- The administration of any property or estate for any religious or other charitable object, institution or work.
- The general advancement of any religious or other charitable object, not inconsistent with the above.

Governance, staff and volunteers

The Trustees are responsible for ensuring that the property and activities of Chiltern Church (the Church) are applied to the objects of the Church and this includes managing the Church building and any property owned by the Church. They are legally responsible for all activities, employees and funds used in the Church and its associated activities.

The Trust Deeds do not specify the arrangements for the running and day to day management of the Church. The Church Constitution therefore complements the Trusts by setting out guidance and procedures for the internal governance of the Church, subject always to the requirements of the Trust Deeds. Under the Constitution, the Leadership Team, chaired by the Pastor, lead the day to day organisation and operation of the Church and plan and supervise the activities of the Church under delegated authority from the Trustees. A series of policies are also in place to provide for the effective operation and safety of the Church (e.g. Health and Safety, Safeguarding) and these are reviewed regularly and any changes are agreed by the Leadership Team and/or Trustees.

The staff, Trustees, Leadership Team, and church members comprise people of a wide variety of backgrounds, ethnicity and ages, whose lives have been changed by the Christian faith. The Church is blessed to have two full-time members of staff, namely the Pastor and the Youth & Worship Pastor, and three part-time staff (Children & Families Leader, Children & Families Worker and Church Administrator). A large proportion of the membership of the church are also involved as volunteers in leading and helping to run the activities of the Church.

Review of Activities

The vision of the Church is for our fellowship to be energized by the love and power of God, to grow as followers of Jesus and share His message of hope with our community, city and world. These three elements are summarized as Loved, Equipped and Involved. The inspiration of the Bible, the essential role of the Holy Spirit and Jesus' message of love and redemption are at the core of the ministry of the church. Further details of our vision and core values and all the activities of the church are available on the church's website at www.chilternchurch.org.uk.

The activities of the church have continued to grow and develop following the end of the era of Covid restrictions. Attendance at Sunday morning services has grown steadily. Cameo, our seniors' group, and Tots & Toys, our parent and toddlers' group, are very well attended. The children's ministry held a very successful holiday club in the summer holidays. Our youth ministry (Pursuit) continues to be very popular. Attendance on Friday club evenings reaches around 30 young people on average, which is ahead of pre-pandemic levels.

In recent years, the membership of the Church has remained roughly stable at around 90 members with a significant number of persons coming into membership offset by members passing away or leaving the church area. The Church also has around a further 50 adherents that attend Sunday services regularly but are not yet part of the membership. Following last year's reorganisation and relaunch of our small group ministry, this has bedded down successfully in the current year. We currently have seven Connect Groups meeting regularly that serve over 80 people.

The church premises are used as a community facility for various local initiatives and this usage has grown substantially following the end of Covid restrictions. We have continued to maintain a high standard of maintenance and facilities across all the Church's property.

During the year, we started the process of transitioning the church to becoming a charitable incorporated organisation (CIO), subject to church approval, with a view to this taking full effect during 2025.

Financial Review

Details of the Church's finances are set out in the accompanying accounts. Offerings and donations are the primary source of the Church's income and these grew by over 10% compared with the previous year. This is especially encouraging given the constrained economic environment and follows a similar rate of growth in 2022. The growth in donations was underpinned by the regular giving of our members and friends by standing order and bank transfer. Income from use of church premises also showed a significant increase. Increases in income were partially offset by cost increases due to inflation and increased activity. During the year we substantially upgraded the internal lighting of the church. We also invested significant sums in replacing and upgrading audio-visual and IT equipment.

The Church sets aside 10% of its undesignated donation income and associated gift aid to assist missionaries, charitable organizations and relief projects in the UK and overseas. The amount paid out from this allocation in 2023 exceeded £16k. The Church's Christmas Appeal contributed £4K from this allocation split between Sutton Community Work's community food shop, Horizon Church, Tearfund's Middle East Appeal and ACT's work in Tanzania. Members and friends also gave substantial funds to these causes.

In 2020, the Church assisted the pastor and his wife to purchase a home on a shared ownership basis. The Church has an interest of approximately 40% in this property. It financed its stake with an existing fund designated for this purpose and funds raised from a mortgage on the flat owned by the church.

Reserves

The Church has a minimum reserves policy which is reviewed annually by the Trustees. The minimum reserve is not invested in fixed assets or designated for specific purposes. The Trustees consider that the church should continue to maintain the minimum level of general reserves at a level broadly equivalent to three months of expenditure on salaries and other committed costs. In accordance with this policy, the Trustees agreed in October to increase minimum general reserves from £30,000 to £35,000 with effect from the end of 2023 in view of the increased level of the church's salary costs and committed costs given significant inflation in recent years. This minimum level of reserves provides

flexibility to cover short term risks and uncertainties, such as fluctuations in donations and other short-term timing differences and meet contractual obligations.

At the year end, the charity held unrestricted cash of £55,265. The church currently has significant undesignated reserves above the minimum level of reserves, and these are available for investment in the ministry and facilities of the church. In addition, the church has a designated reserve which enables the church to invest in accommodation for the pastor in the church area. This reserve was invested in the purchase of a house for the pastor and his family on a shared ownership basis in 2020 as described in the Financial Review section above.

Investment Policy

The policy for investing liquid funds is as follows: -

- Funds in the general reserves representing the minimum amount seen as being required by the Trustees, are held in current accounts or interest-bearing deposits with up to a three months' notice period.
- Funds in excess of the minimum required level of general reserves are held in current accounts or interest-bearing deposits with no restrictions on notice period.
- In either case, deposits are placed with UK banks, building societies or other UK institutions of good standing (e.g. the Charities Aid Foundation) and are covered by the Financial Services Compensation Scheme.

Risk Control

The Trustees review, on an annual basis, the significant risks to which the church may be exposed and the measures in place to contain such risks. The Leadership Team and activity leaders are also involved in risk assessment and mitigation.


Provision of Public Benefit

The Leadership Team and the Trustees acknowledge the guidance of the Charity Commission in respect of Public Benefit and Religion and have paid due regard to it. The wide ranging and varied activities of the Church supply much appreciated benefit and support both to those in the church, the community and to various projects and individuals around the world. These benefits have helped to meet spiritual, physical and educational needs and supported and helped communities irrespective of background and status. As noted in the Financial Review, the Church sets aside 10% of its undesignated donation income and associated gift aid for funding missionaries, charitable organizations and relief projects in the UK and overseas.

Trustee Responsibilities

Charity law requires us as Trustees to prepare financial statements for each accounting year which record the receipts and payments of the Church for the year. We are responsible for keeping proper accounting records which disclose with reasonable accuracy, at any time, the financial position of the Church and enable us to ensure that the financial statements comply with the Charities Act 2011. We also have responsibility to safeguard the assets of the Church and to take reasonable steps to prevent fraud or any other irregularities.

Approval This report was approved by the Trustees and signed on their behalf by:


[Susan Legg \(May 28, 2024 16:29 GMT+1\)](#)
Susan Legg

Date: May 28, 2024

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
CHILTERN CHURCH

I report to the trustees on my examination of the accounts of Chiltern Church ('the charity') for the year ended 31 December 2023 on pages 6 to 9 following.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable 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 material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

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

Jaimée Young
Jaimée Young (May 28, 2024 17:09 GMT+1)

Jaimée Young

Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

Date: May 28, 2024

CHILTERN CHURCH
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2023

		Unrestricted Funds		Restricted		Total	Total
		General Funds	Designated Funds	Property Trust	Other Restricted	2023	2022
Notes		£	£	£	£	£	£
Income receipts							
Donations		137,827	-	-	11,533	149,360	139,992
Gift aid receipts		40,180	-	-	-	40,180	27,251
Legacies		2,000	-	-	-	2,000	-
Income from charitable activities		11,272	577	-	1,220	13,069	11,365
Income from letting of facilities		-	-	4,588	-	4,588	3,245
Events including church weekend		6,799	-	-	438	7,237	184
Investment income		1,072	-	-	-	1,072	145
Other		1,502	-	-	-	1,502	831
Total receipts		200,652	577	4,588	13,191	219,008	183,013
Payments							
Payments in relation to charitable activities undertaken directly	2	162,048	592	12,759	11,915	187,315	168,308
Grants paid in relation to charitable activities undertaken by others	3	16,425	-	-	5,913	22,338	17,537
Total payments		178,473	592	12,759	17,828	209,653	185,846
Net of receipts / (payments) before transfers		22,179	(15)	(8,171)	(4,638)	9,355	(2,833)
Transfers between funds	5	(10,614)	410	8,171	2,033	-	-
Net movement in funds		11,565	395	-	(2,604)	9,355	(2,833)
Cash funds as at last year end		28,826	14,480	-	3,824	47,130	49,963
Cash funds at this year end	A	40,390	14,875	-	1,220	56,485	47,130

The notes on pages 8-9 form part of these accounts.

CHILTERN CHURCH
STATEMENT OF ASSETS AND LIABILITIES
AS AT THE YEAR ENDED 31 DECEMBER 2023

	Unrestricted Funds		Restricted		Total 2023	Total 2022
	General funds	Designated funds	Property Trust	Other Restricted		
	£	£	£	£	£	£
A Cash funds						
Bank operating accounts	3,165	-	-	-	3,165	5,815
Bank deposits	36,545	14,875	-	1,220	52,640	40,663
Petty cash and prepaid card	680	-	-	-	680	652
	<u>40,390</u>	<u>14,875</u>	<u>-</u>	<u>1,220</u>	<u>56,486</u>	<u>47,130</u>
B Other monetary assets						
Gift aid due to charity	2,869	-	-	-	2,869	7,502
Other debtors	2,890	-	-	-	2,890	2,696
	<u>5,760</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,760</u>	<u>10,198</u>
C Liabilities						
Falling due within one year:						
Mortgage	13,451	-	-	-	13,451	11,559
Accounts preparation and independent examination	1,860	-	-	-	1,860	1,440
	<u>15,311</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>15,311</u>	<u>12,999</u>
Falling due after one year:						
Mortgage	91,368	-	-	-	91,368	99,677
	<u>91,368</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>91,368</u>	<u>99,677</u>
Total	<u>106,679</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>106,679</u>	<u>112,676</u>

The mortgage, secured on a freehold property owned by the church, is repayable over 15 years at a variable rate of interest.

D Assets retained for charity's own use		Value 2023	Value 2022
		£	£
<i>Freehold and leasehold properties</i>	<i>General</i>		
Contents and equipment	General	149,345	132,516
		<u>149,345</u>	<u>132,516</u>

The trustees have used insurance values as the trustees are unable to reliably estimate current values; insurance values may differ materially from current values.

Current values have not been quoted because reliable valuations are not available (disclosure is not mandatory).

E Investment assets		Value 2023	Value 2022
		£	£
Investment property (interest in property owned by Mission Housing).		237,949	250,473
		<u>237,949</u>	<u>250,473</u>

The accounts were approved by the trustees and signed on their behalf

by Susan Legg date May 28, 2024
Susan Legg (May 28, 2024 16:29 GMT+1)
 Susan Legg

The notes on pages 8-9 form part of these accounts.

CHILTERN CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

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.

	<u>Unrestricted Funds</u>		<u>Restricted</u>		Total 2023 £	Total 2022 £
	General funds £	Designated funds £	Property Trust £	Other Restricted £		
2 Payments in relation to charitable activities undertaken directly						
Ministry employment costs	101,353	-	-	-	101,353	95,160
Building refurbishment costs	-	-	-	6,770	6,770	10,020
Events including church weekend	8,713	-	-	438	9,151	2,781
Youth and children (including salary)	17,463	-	-	-	17,463	17,126
Equipment	3,132	-	-	4,320	7,452	1,608
<i>Church property:</i>						
Insurance	-	-	1,749	-	1,749	1,437
Utilities	-	-	8,510	-	8,510	4,778
Repairs & maintenance	-	-	2,500	88	2,588	3,562
<i>Devonshire House:</i>						
Service charge	1,112	-	-	-	1,112	1,112
Other expenses	1,195	-	-	-	1,195	1,873
<i>New property purchase:</i>						
Property costs (purchase, refurbishment etc.)	-	-	-	-	-	800
Mortgage	13,451	-	-	-	13,451	11,559
Rent	1,090	-	-	-	1,090	999
Administration and support costs	2,233	-	-	-	2,233	2,700
Cleaning	5,449	-	-	-	5,449	5,087
Kitchen and cleaning supplies	1,451	-	-	-	1,451	1,555
Governance and professional fees	2,220	-	-	300	2,520	2,160
Subscriptions	2,257	-	-	-	2,257	1,983
Sunday Services and other ministries	336	592	-	-	929	1,191
Telephone	414	-	-	-	414	334
Other	180	-	-	-	180	485
	<u>162,048</u>	<u>592</u>	<u>12,759</u>	<u>11,915</u>	<u>187,315</u>	<u>168,308</u>

3 Grants and gifts paid to others

<i>Organisations:</i>						
Sutton Schools Work	2,075	-	-	-	2,075	2,075
Sutton Community Works	2,200	-	-	1,411	3,611	3,234
African Child Trust	1,850	-	-	1,593	3,443	2,505
Tearfund	2,750	-	-	1,036	3,786	2,700
Hope Together	-	-	-	182	182	1,918
Horizon Church	1,000	-	-	1,411	2,411	-
Organisations < £1,000	6,550	-	-	282	6,832	4,455
<i>Individuals</i>	-	-	-	-	-	650
	<u>16,425</u>	<u>-</u>	<u>-</u>	<u>5,913</u>	<u>22,338</u>	<u>17,537</u>

CHILTERN CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023

4 Transactions with related parties

The spouse of trustee David Lunn, was paid a total of £5,152 [2022: £4,880] as church administrator and as a leader of the church's parent and toddler group. Mr Lunn does not participate in any trustee discussions concerning his wife's employment. This payment is permitted by the Charity Commission.

During the year, £1,800 [2022: £9,770] was paid to a company for roofing services. The company is connected by family to a trustee who was not part of the decision-making regarding this appointment.

5 Movement of funds

	Opening balance £	Receipts £	Payments £	Transfers £	Closing balance £
General funds	28,826	200,652	(178,473)	(10,614)	40,390
Designated funds					
Property fund	6,035	-	-	-	6,035
Mission fund	8,425	-	-	347	8,772
CAMEO	-	577	(592)	83	68
Tots & Toys	20	-	-	(20)	-
	<u>43,306</u>	<u>201,229</u>	<u>(179,065)</u>	<u>(10,205)</u>	<u>55,265</u>
Restricted funds					
Property Trust	-	4,588	(12,759)	8,171	-
Special Appeals	-	5,913	(5,913)	-	-
PA project	-	4,320	(4,320)	-	-
Lighting project	2,144	1,000	(4,250)	1,106	-
Events (including church weekend)	-	438	(438)	-	-
Pursuit	-	1,220	-	-	1,220
Roof	1,593	-	(2,520)	928	-
Other	88	300	(388)	-	-
	<u>3,824</u>	<u>17,779</u>	<u>(30,588)</u>	<u>10,205</u>	<u>1,220</u>
Total funds	<u>47,130</u>	<u>219,008</u>	<u>(209,653)</u>	<u>-</u>	<u>56,485</u>

The designated Property fund represents monies set aside to assist pastors of the church secure appropriate accommodation in the church area.

The Chiltern Church Property Trust is the original Trust set up in 1958 and limited to the church buildings. In 1963 the trustees signed another trust deed to provide wider powers. The Charity Commission has recognised the second trust as the prime charity with the earlier 1958 trust set up as a linked charity.

The Special Appeals fund relates to donations given for the following charities: Sutton Community Works, Hope Together, African Child Trust and Horizon Church.

The Lighting project is for an upgrade to the lighting within the church including installation of LED lights

Events fund included funds raised for the church weekend.

The Pursuit Fund is for the work of Pursuit including the purchase of equipment and the cost of attending DTI.

Funds donated for the Roof fund were put towards the cost of essential repairs to the church roof.