

Charity Registration No. 1119309

Company Registration No. 06060885 (England and Wales)

BROMLEY CHRISTIAN CENTRE
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

BROMLEY CHRISTIAN CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION

Directors	Mark Wiltshire Robert Thomas Karl Ferguson Fred Adegeye	(Appointed 10 December 2020)
Secretary	Robert Thomas	
Charity number	1119309	
Company number	06060885	
Principal address	2 Masons Hill Bromley Kent BR2 9HA	
Registered office	2 Masons Hill Bromley Kent BR2 9HA	
Independent examiner	Nigel Hewson FCA DChA Hewsons Chartered Accountants 80 Woodhurst Avenue Orpington Kent BR5 1AT	
Bankers	Royal Bank of Scotland plc 12 Elmfield Road Bromley Kent BR1 1LP	
Solicitors	Robinsons 10-11 St James' Court Derby Derbyshire DE1 1BT	

BROMLEY CHRISTIAN CENTRE

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BROMLEY CHRISTIAN CENTRE

DIRECTORS' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2020

The directors present their report and financial statements for the year ended 31 December 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's memorandum and articles of association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The objects of the charity are:

1. To advance the Christian faith in accordance with the statement of faith in such ways and in such parts of the United Kingdom or the world as the directors from time to time may think fit.
2. To relieve sickness and financial hardship and to promote and preserve good health by the provision of funds, goods or services of any kind including through the provision of counselling and support in such parts of the United Kingdom or the world as the directors from time to time think fit.
3. To advance education in such ways and in such parts of the United Kingdom or the world as the directors from time to time may think fit.

The directors have paid due regard to guidance issued by the Charity Commission on public benefit in deciding what activities the charity should undertake and, in particular, the specific guidance on charities for the advancement of religion. The charity undertakes a number of activities in order to achieve these objectives which are summarised below.

In furtherance of the objects of Bromley Christian Centre (BCC), referred to above, activities described below were pursued during the year under review.

BCC - The Church a local church in the borough of Bromley.

BCC – Community covers our social action and community outreach, helping to care for those who have fallen on hard times.

BCC – The Ark Pre-School and Daycare provides Ofsted registered sessional care for 2 to 5 year olds.

Pebbles – our baby and toddler group provides a meeting place for a growing number of mums and carers from the area around the church.

People regularly attending BCC, as well as visitors, are encouraged to give financially to projects, humanitarian needs and other activities consistent with the aims and objectives of our church. These range in size from one-off gift initiatives to larger, long-term programmes locally here in the UK and abroad. Similarly, the Board will also make additional donations from our general funds, as the directors decide from time to time.

In common with many churches the activities are heavily reliant on the services of volunteers in addition to the interns and those on placement. The directors are very grateful to all those who give of their time freely in supporting the activities described above.

BROMLEY CHRISTIAN CENTRE

DIRECTORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

Achievements and performance

The Coronavirus pandemic obviously impacted our activities and services from late March. However, we managed to transition to online service offerings and kept the Ark pre-school open and running, without major disruption.

With all things considered, the church had a steady year, with the development of new online and streaming services which will have positive benefits well beyond the pandemic. The Ark pre-school also continues to perform well, despite it being a difficult year for all.

BCC – The Church

- The main areas of change were adapting to the Covid restrictions that the government imposed. This meant physical gatherings were not permitted for large parts of the year. However, we quickly developed a process for delivering online services to the church community. This included Sunday services, prayer meetings, children's and youth work and also Life Groups.
- We also ran two online Alpha courses, which were well attended and resulted in both people coming to faith and being strengthened in their faith.
- We had 4 weeks of prayer and fasting (one week per quarter) that many people engaged with – through online broadcasts and virtual meetings via Zoom.

Children & Youth

- We provided weekly Sunday activities via the website – with pre-recorded lessons, talks plus games and activities to engage the youth, children and families.
- DARING Youth also ran a very successful Youth Alpha course with both in-person and online engagement.

BCC – Community

- Our foodbank saw a huge rise in demand immediately after the pandemic hit. In addition to residents of the community, other agencies and charities (e.g. local homeless shelter and women's refuge) were in contact with us to help provide for their clients.
- A new initiative was launched by Transform Bromley Borough (TBB), which saw all the church based foodbanks in the borough form a partnership, so that we could receive donations and circulate provisions better to the whole of the borough of Bromley. This has been a hugely successful partnership with weekly food donations collected from a central hub in Orpington and distributed throughout the borough.
- In Sept/Oct We also received donations from local schools' harvest festivals and BCC collected and shared these donations amongst the whole partnership.
- COOK – very generously provided frozen meals each week for us to distribute, and The Sponge Kitchens also continued to provide a weekly donation of bread.
- The Bromley Christians Against Poverty (CAP) Partnership continues to grow from strength to strength, with multiple clients becoming debt free during the lockdown. The Debt Centre Manager is currently employed through BCC.

Wider impact

- Pastor Mark Wiltshire continued in his roll as Chairman of AoG GB Board of Directors. This is an unpaid and voluntary roll which is principally undertaken in Pastor Mark's own time and we see the significant benefits of the work done to stabilise and strengthen the movement that we are part of.

Financial review

The directors report a surplus for the year on unrestricted funds (including designated funds) after transfers of £41,983 (2019- deficit, £5,984). The main source of incoming resources has been gifts and offerings received from Church members together with gift aid tax recovered. The resources available are applied in fulfilling the objects and carrying on activities already described in this report.

BROMLEY CHRISTIAN CENTRE

DIRECTORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The directors considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Three month's expenditure on unrestricted funds excluding designated funds amounts to approximately £97,000. Reserves on unrestricted funds amounted to £1,699,015 of which £406,640 were held as net current assets. However, of these reserves, £75,812 is held in the designated reserve for development of the church properties leaving £330,828 which represents a little over ten month's expenditure which in the current climate is not considered excessive.

In March 2020 the charity took steps (in line with government advice) to help contain the outbreak of Covid-19. This included the temporary suspension of all physical gatherings and the charity has had to curtail, or change, how it operates. However, the charity has been able to continue many of its activities using on-line media (including Sunday Services, Life Groups, Kids and Youth services and Prayer meetings). Additionally, we have been able to adapt our social action programs with an expanded foodbank operation, including controlled collection and delivery services being added to our weekly output. A significant increase in volunteers has enabled this to happen. The Ark pre-school has also followed government advice in regards its operations. We have taken advantage of the "Job Retention Scheme" offered by the government with 5 staff agreeing to be placed on Furlough. The Directors are monitoring income and expenditure and, if it becomes necessary, will take measures to mitigate the impact of Covid-19 on the charity's unrestricted cash.

Reference and administrative information is provided on the page following the cover sheet.

Assessment of risks

The directors have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. We are in a financially healthy and stable position. We have excellent weekly attendance (which has grown over the past 3 years) and financial support from our partners. Our pre-school is also functioning very effectively and contributes surplus income each year. However, we see two specific areas of most significant risk: People and Premises.

People: by this we mean key staff. While we are not reliant on any one member of staff, if a number of key staff were all to leave at once, we recognise it would pose a short-term risk. We have tried to mitigate against this by equipping, training and giving regular opportunities to participate to the wider staff and volunteer teams. The way we operate means that we have no single point of failure amongst key staff – with all areas operating under team structures with multiple team leaders in place. Furthermore, our Senior Leadership team provide excellent support for the team and have both expertise and capacity to assist if needed.

Premises: Our existing site is ageing, it has regular maintenance issues and we are also starting to out-grow it. The property that runs adjacent to our auditorium became available in late 2020 and the Directors took the decision to purchase it with completion occurring in March 2021. We will be working with a firm of architects to do a feasibility study of the whole site, with a desire to extend or rebuild our facilities so that they are fit for purpose.

BROMLEY CHRISTIAN CENTRE

DIRECTORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

Plans for the future

BCC – The Church

- Online church became a reality during 2020 and we saw many new people engage. Our expectation is that post-pandemic some people will prefer an online church experience and others, due to location, will not be able to attend in person,. Therefore, we plan to run a hybrid church setup, with in-person and live/hosted/streamed services also being available.
- We continue to plan a more robust syllabus of courses and training that we can deliver through our BCC Academy (both in person and online) to enable us to equip people for personal and corporate ministry.
- We aim to continue to multiply the number of Small Groups/Life Groups with a focus on training leaders to run the groups.

BCC – Community

- The Bromley CAP Partnership became a registered CIO during 2020, to enable it to access further opportunities for raising finances and broadening its partnership base. Bromley CAP will also investigate the potential for employing a second (part-time) member of staff to support this ministry.
- We are looking to engage the council in conjunction with the Bromley Homeless Shelter partnership to provide increased provision and support for the homeless.
- Our foodbank will continue to partner with TBB. We would like to maintain the excellent relationships we have with the schools who donate Harvest festival produce to the foodbank, but with a greater focus on working with the schools and children and linking them with our children's, youth and family programmes.

BCC – The Ark

- We would like to investigate expanding the services the Ark offers, including additional hours, providing full day care and increase attendance numbers. In order to do this we will need to increase the size of our facility so this will become a medium, rather than short-term objective.

BCC – Staff & volunteers

- We recognise that growing a healthy volunteer base is vital. We will be focussing on helping people find their gifting and then helping to equip them so that they can function well, both within church life but also within the market-place, family and community life. The Academy will play a significant roll in the training and development.
- We have taken on two technical contractors (1-day a week) to help us deliver and expand our online church services. We would consider offering further intern and placement opportunities, should the right candidates be found.

The site and facilities

- We will work with a firm of Architects to develop a feasibility plan for the whole site, with a view to extend or rebuild.
- We will continue to explore site expansion opportunities with our local authority.

Structure, governance and management

The charity is a company limited by guarantee.

The directors who served during the year and up to the date of signature of the financial statements were:

Mark Wiltshire

Robert Thomas

Graham Ashby

(Resigned 10 December 2020)

Karl Ferguson

Fred Adegeye

(Appointed 10 December 2020)

BROMLEY CHRISTIAN CENTRE

DIRECTORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

Directors are appointed and removed by existing directors.

Existing directors of the charity ensure that new directors become familiar with their responsibilities and duties.

None of the directors has any beneficial interest in the company. All of the directors are members of the company and guarantee to contribute £1 in the event of a winding up.

The directors are assisted in their day to day activities by heads of various departments who have responsibility for running their own areas.

As a board we are committed to fulfilling the objects of the charity as referred to above. We meet quarterly to discuss all areas that have a significant financial impact, with interim meetings called as appropriate. When it comes to decision-making we would both take a view on the legitimacy of the activity and the financial impact, where we tend on the risk averse side to ensure financial stability.

The directors use a number of tools and factors including payscale.com to benchmark salaries. We look to ensure all staff are within appropriate pay scale ranges. We take inflation into account for annual reviews, along with changes to job descriptions/roles and responsibilities.

The church is in fellowship with the Assemblies of God of Great Britain and Ireland although Bromley Christian Centre itself is independent and makes its own decisions, raises its own funds and both chooses and pays its own staff. The Assemblies of God provides a place of accountability for the Senior Pastor, Mark Wiltshire, and also acts as a support for information, guidance and services.

The directors' report was approved by the Board of Directors.

Mark Wiltshire

Director (Chair)

Dated: 14 September 2021

BROMLEY CHRISTIAN CENTRE

STATEMENT OF DIRECTORS' RESPONSIBILITIES

FOR THE YEAR ENDED 31 DECEMBER 2020

The directors, who also act as trustees for the charitable activities of Bromley Christian Centre, are responsible for preparing the Directors' 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 affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The directors are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

BROMLEY CHRISTIAN CENTRE

INDEPENDENT EXAMINER'S REPORT

TO THE DIRECTORS OF BROMLEY CHRISTIAN CENTRE

I report to the directors on my examination of the financial statements of Bromley Christian Centre (the charity) for the year ended 31 December 2020.

Responsibilities and basis of report

As the directors of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). 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

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

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

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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 financial statements to be reached.

Nigel Hewson FCA DChA

Hewsons
Chartered Accountants
80 Woodhurst Avenue
Orpington
Kent
BR5 1AT

Dated: 16 September 2021

BROMLEY CHRISTIAN CENTRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2020

		Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
	Notes						
Income from:							
Donations and legacies	3	361,908	61,316	423,224	394,055	35,476	429,531
Charitable activities	4	191,203	15,651	206,854	186,873	21,735	208,608
Investments	5	904	44	948	691	112	803
Total income		554,015	77,011	631,026	581,619	57,323	638,942
Expenditure on:							
Charitable activities	6	506,222	82,253	588,475	580,209	58,624	638,833
Net incoming/ (outgoing) resources before transfers		47,793	(5,242)	42,551	1,410	(1,301)	109
Gross transfers between funds		(5,810)	5,810	-	(7,394)	7,394	-
Net income for the year/ Net movement in funds		41,983	568	42,551	(5,984)	6,093	109
Fund balances at 1 January 2020		1,657,032	53,536	1,710,568	1,663,016	47,443	1,710,459
Fund balances at 31 December 2020		1,699,015	54,104	1,753,119	1,657,032	53,536	1,710,568

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

All income and expenditure derive from continuing activities.

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

BROMLEY CHRISTIAN CENTRE

BALANCE SHEET

AS AT 31 DECEMBER 2020

	Notes	2020 £	£	2019 £	£
Fixed assets					
Tangible assets	12		1,295,652		1,301,692
Current assets					
Debtors	14	21,349		28,436	
Cash at bank and in hand		467,189		423,285	
		<u>488,538</u>		<u>451,721</u>	
Creditors: amounts falling due within one year	15	<u>(31,071)</u>		<u>(42,845)</u>	
Net current assets			457,467		408,876
Total assets less current liabilities			<u>1,753,119</u>		<u>1,710,568</u>
Income funds					
Restricted funds	18		54,104		53,536
<u>Unrestricted funds</u>					
Designated funds	19	75,812		75,812	
General unrestricted funds		<u>1,623,203</u>		<u>1,581,220</u>	
			1,699,015		1,657,032
			<u>1,753,119</u>		<u>1,710,568</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2020.

The directors acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the 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 accounts, so far as applicable to the company.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Directors on 14 September 2021

Mark Wiltshire
Director (Chair)

Company Registration No. 06060885

BROMLEY CHRISTIAN CENTRE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	2020 £	£	2019 £	£
Cash flows from operating activities					
Cash generated from operations	22		62,950		28,449
Investing activities					
Purchase of tangible fixed assets		(19,994)		(3,558)	
Proceeds on disposal of tangible fixed assets		-		127	
Interest received		948		803	
Net cash used in investing activities			(19,046)		(2,628)
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			43,904		25,821
Cash and cash equivalents at beginning of year			423,285		397,464
Cash and cash equivalents at end of year			467,189		423,285

BROMLEY CHRISTIAN CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

Charity information

Bromley Christian Centre is a private company limited by guarantee incorporated in England and Wales. The registered office is 2 Masons Hill, Bromley, Kent, BR2 9HA.

1.1 Accounting convention

The accounts have been prepared in accordance with the charity's memorandum and articles of association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

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

1.2 Going concern

At the time of approving the accounts, the directors have a reasonable expectation that the charity has adequate resources to continue in operational existence for at least a further 12 months. This assessment has been made having regard to the impact of the Covid 19 pandemic. The directors do not anticipate a significant impact on finances and the church has, in any case, substantial unrestricted reserves which it could draw on if this became necessary. Thus the directors continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the directors in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the directors for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised in these accounts. More information about the contribution of volunteers is provided in the directors' report.

BROMLEY CHRISTIAN CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

(Continued)

Assets for distribution are recognised only when distributed. Assets given for use by the charity are recognised when receivable. Stocks of undistributed donated goods are not valued for balance sheet purposes as the directors consider that the cost involved in undertaking a valuation is not justified by the benefits to the users of the accounts in terms of their better understanding the resources available to the charity and to the charity itself from having this financial information.

Grant income is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a specified service it is deferred until the criteria for income recognition are met. Such deferrals are included in current liabilities.

1.5 Resources expended

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.

Grants for the support of overseas missionaries and Christian workers in the UK are accounted for on the basis of support committed to that relates to the financial year. Expenses allocated to governance costs are those expenses relating to the governance of the charity including the cost of trustee indemnity insurance, directors' meetings, legal expenses not directly attributable to an activity and amounts payable to the charity's independent examiner.

Direct costs of an activity are allocated to that activity. Direct charitable expenditure and support costs which relate to more than one activity have been allocated on the basis of the percentage use of facilities. The percentage use has been estimated by reference to the time and area of the premises occupied by the activity.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost (or market value at the date of transfer for assets which were transferred from The Bromley Christian Centre trust) and subsequently measured at cost or valuation, net of depreciation and impairment losses. The value of land included in freehold land and buildings is taken to be 50% of cost, or the value transferred from The Bromley Christian Centre trust, for accounting purposes. Assets costing less than £500 are written off in the period in which the expenditure is incurred. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Land and buildings	2% straight line on buildings
Fixtures, fittings & equipment	20 - 33.3% straight line
Motor vehicles	25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

BROMLEY CHRISTIAN CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

(Continued)

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.12 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

1.13 Commitments for future expenditure

Other than normal commitments under contracts of employment and short term leases there are no contractual obligations to future expenditure at the balance sheet date. The church supports various missionaries both at home and overseas. The directors regularly review the commitment to missionaries and are confident that those supported would not view their support as an open ended obligation on the part of the church. Where the directors have authorised expenditure which is not yet legally enforceable amounts are set aside into funds designated for the purpose. There were no amounts authorised at 31 December 2020.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

BROMLEY CHRISTIAN CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2020 £	2020 £	2020 £	2019 £	2019 £	2019 £
Donations and gifts	360,372	23,158	383,530	394,055	24,716	418,771
Donated goods and services	1,536	38,158	39,694	-	10,760	10,760
	<u>361,908</u>	<u>61,316</u>	<u>423,224</u>	<u>394,055</u>	<u>35,476</u>	<u>429,531</u>

4 Charitable activities

	Other income from Church activities and mission support £	Other income from Relief of poverty activities £	Pre-school nursery funding and fees £	Total 2020 £	Total 2019 £
Services provided under contract	-	-	130,072	130,072	146,310
Charitable rental income	42,295	-	-	42,295	25,286
Other income	18,836	9,591	6,060	34,487	37,012
	<u>61,131</u>	<u>9,591</u>	<u>136,132</u>	<u>206,854</u>	<u>208,608</u>
Analysis by fund					
Unrestricted funds	61,131	-	130,072	191,203	
Restricted funds	-	9,591	6,060	15,651	
	<u>61,131</u>	<u>9,591</u>	<u>136,132</u>	<u>206,854</u>	

BROMLEY CHRISTIAN CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

4 Charitable activities

(Continued)

For the year ended 31 December 2019

	Other income from Church activities and mission support £	Other income from Relief of poverty activities £	Pre-school nursery funding and fees £	Total 2019 £
Services provided under contract	-	-	146,310	146,310
Charitable rental income	25,286	-	-	25,286
Other income	15,277	10,348	11,387	37,012
	<u>40,563</u>	<u>10,348</u>	<u>157,697</u>	<u>208,608</u>
Analysis by fund				
Unrestricted funds	40,563	-	146,310	186,873
Restricted funds	-	10,348	11,387	21,735
	<u>40,563</u>	<u>10,348</u>	<u>157,697</u>	<u>208,608</u>

5 Investments

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Interest receivable	<u>904</u>	<u>44</u>	<u>948</u>	<u>691</u>	<u>112</u>	<u>803</u>

BROMLEY CHRISTIAN CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

6 Charitable activities

	Church activities and mission support	Relief of poverty	Pre-school	Total 2020	Total 2019
	£	£	£	£	£
Staff costs	80,167	14,891	108,093	203,151	198,056
Depreciation and impairment	24,313	448	1,273	26,034	27,341
Premises costs	21,579	2,187	11,303	35,069	46,244
Hire of equipment and facilities	1,033	175	-	1,208	6,887
Catering for activities and events	1,632	-	-	1,632	9,006
Conferences and away days	646	-	-	646	4,888
Manse costs	36,928	-	-	36,928	36,372
Vehicle expenses	-	2,611	-	2,611	2,482
Publicity for services and events	401	-	-	401	346
Pastoral expenses	1,346	-	-	1,346	1,810
Expensed equipment	-	-	426	426	1,579
Travel and accommodation	53	-	-	53	6,344
Staff training and other costs	2,616	318	564	3,498	5,382
Professional services	-	-	1,045	1,045	1,071
Bad debts	-	-	1,528	1,528	1,633
Miscellaneous direct costs of activities	4,526	-	5,243	9,769	16,372
	<u>175,240</u>	<u>20,630</u>	<u>129,475</u>	<u>325,345</u>	<u>365,813</u>
Grant funding of activities (see note 8)	22,464	40,558	331	63,353	47,874
Share of support costs (see note 9)	163,994	11,699	19,461	195,154	221,290
Share of governance costs (see note 9)	4,623	-	-	4,623	3,856
	<u>366,321</u>	<u>72,887</u>	<u>149,267</u>	<u>588,475</u>	<u>638,833</u>
Analysis by fund					
Unrestricted funds	345,559	14,070	146,593	506,222	
Restricted funds	20,762	58,817	2,674	82,253	
	<u>366,321</u>	<u>72,887</u>	<u>149,267</u>	<u>588,475</u>	

Support costs are allocated to activities on the basis of estimate use of support staff time.

Governance costs are charged to the general activities of the church and are not re-allocated to the relief of poverty or pre-school activities.

Premises costs which are not directly attributable to an activity and depreciation of equipment and motor vehicles have been allocated to the activities on the basis of estimated use of the premises in terms of area and time.

BROMLEY CHRISTIAN CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

6 Charitable activities

(Continued)

For the year ended 31 December 2019

	Church activities and mission support £	Relief of poverty £	Pre-school £	Total 2019 £
Staff costs	82,312	9,380	106,364	198,056
Depreciation and impairment	25,820	137	1,384	27,341
Premises costs	44,115	37	2,092	46,244
Hire of equipment and facilities	6,587	300	-	6,887
Catering for activities and events	8,168	838	-	9,006
Conferences and away days	4,618	270	-	4,888
Manse costs	36,372	-	-	36,372
Vehicle expenses	748	1,734	-	2,482
Publicity for services and events	320	26	-	346
Pastoral expenses	1,810	-	-	1,810
Expensed equipment	-	-	1,579	1,579
Travel and accommodation	6,331	-	13	6,344
Staff training and other costs	3,402	-	1,980	5,382
Professional services	-	-	1,071	1,071
Bad debts	-	-	1,633	1,633
Miscellaneous direct costs of activities	4,965	554	10,853	16,372
	<u>225,568</u>	<u>13,276</u>	<u>126,969</u>	<u>365,813</u>
Grant funding of activities (see note 8)	33,741	14,090	43	47,874
Share of support costs (see note 9)	194,323	5,284	21,683	221,290
Share of governance costs (see note 9)	3,856	-	-	3,856
	<u>457,488</u>	<u>32,650</u>	<u>148,695</u>	<u>638,833</u>
Analysis by fund				
Unrestricted funds	435,087	5,002	140,120	580,209
Restricted funds	22,401	27,648	8,575	58,624
	<u>457,488</u>	<u>32,650</u>	<u>148,695</u>	<u>638,833</u>

Support costs are allocated to activities on the basis of estimate use of support staff time.

Governance costs are charged to the general activities of the church and are not re-allocated to the relief of poverty or pre-school activities.

Premises costs which are not directly attributable to an activity and depreciation of equipment and motor vehicles have been allocated to the activities on the basis of estimated use of the premises in terms of area and time.

BROMLEY CHRISTIAN CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

7 Description of charitable activities

Church activities and mission support

Church activities include all activities of the local church including donations made to other Christian ministries that the church supports both in the UK and overseas.

Relief of poverty

Relief of poverty represents services provided by the church for the relief of poverty including services provided under the name of the BCC Community and Bromley Relief Agency which assist those on low income and supports the CAP (Christians Against Poverty) Bromley Partnership and a mental health support initiative.

Pre-school

The pre-school is a registered nursery education provider OFSTED No. 137365 operated and administered by the church.

8 Grants payable

	Church activities and mission support £	Relief of poverty £	Pre-school £	Total £	2019 £
Grants to institutions:					
Assemblies of God	-	-	-	-	6,246
The Bridge Centre Macedonia	3,760	-	-	3,760	3,808
New Life Church Amman, Jordan, for Syrian Refugee work	2,726	-	-	2,726	2,389
Maoz	2,100	-	-	2,100	-
Evangelical Church Struga	-	-	-	-	1,765
Christians Against Poverty	-	2,400	-	2,400	3,215
Compassion UK	216	-	-	216	1,007
Other	-	-	-	-	1,092
	<u>8,802</u>	<u>2,400</u>	<u>-</u>	<u>11,202</u>	<u>19,522</u>
Grants to individuals	13,662	38,158	331	52,151	28,352
	<u>22,464</u>	<u>40,558</u>	<u>331</u>	<u>63,353</u>	<u>47,874</u>

BROMLEY CHRISTIAN CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

8 Grants payable

(Continued)

For the year ended 31 December 2019

	Church activities and mission support £	Relief of poverty £	Pre-school £	Total £
Grants to institutions:				
Assemblies of God	6,246	-	-	6,246
The Bridge Centre Macedonia	3,808	-	-	3,808
New Life Church Amman, Jordan, for Syrian Refugee work	2,389	-	-	2,389
Evangelical Church Struga	1,765	-	-	1,765
Christians Against Poverty	-	3,215	-	3,215
Compassion UK	1,007	-	-	1,007
Other	934	115	43	1,092
	<u>16,149</u>	<u>3,330</u>	<u>43</u>	<u>19,522</u>
Grants to individuals	17,592	10,760	-	28,352
	<u>33,741</u>	<u>14,090</u>	<u>43</u>	<u>47,874</u>

9 Support costs

	Support costs £	Governance costs £	2020 £	Support costs £	Governance costs £	2019 £
Staff costs	151,924	-	151,924	172,062	-	172,062
Administration expenses	30,277	-	30,277	35,936	-	35,936
IT & communications	7,918	-	7,918	5,334	-	5,334
Professional services	1,029	-	1,029	3,098	-	3,098
Bank charges	4,006	-	4,006	4,860	-	4,860
Legal and professional	-	4,623	4,623	-	3,856	3,856
	<u>195,154</u>	<u>4,623</u>	<u>199,777</u>	<u>221,290</u>	<u>3,856</u>	<u>225,146</u>
Analysed between Charitable activities	<u>195,154</u>	<u>4,623</u>	<u>199,777</u>	<u>221,290</u>	<u>3,856</u>	<u>225,146</u>

Legal and professional fees in governance costs includes amounts payable to the independent examiner of £2,760 (2019- £2,640) for examination fees and £1,140 (2019- £1,260).

BROMLEY CHRISTIAN CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

10 Directors

Pastor Mark Wiltshire received remuneration, in accordance with provisions in the governing document, for his pastoral services of £61,933 (2019- £61,933) and in addition, pension contributions of £6,240 (2019- £6,240) and benefits of £660 (2019- £714). Mark Wiltshire and his wife were also paid £33,000 (2019- £33,000) rent in connection with the provision of a manse. Rob Thomas also received remuneration, in accordance with provisions in the governing document for administrative and support services of £48,300 (2019- £48,200) and pension contributions of £2,880 (2019- £2,880).

None of the other directors (or any person connected to them) received any remuneration. However, three of them (2019- two) incurred expenses in connection with duties, other than as directors, of £61 (2019- £2,515) in respect of entertaining, travel, conferences and training.

During the year the church received donations totalling £35,975 (2019- £30,492) from directors and their close family.

11 Employees

Number of employees

The average monthly headcount during the year was:

	2020 Number	2019 Number
Church activities	11	11
Pre-school	11	13
Relief of poverty	1	1
	<u>23</u>	<u>25</u>

Employment costs

	2020 £	2019 £
Wages and salaries	322,229	336,872
Social security costs	19,092	20,115
Other pension costs	13,754	13,131
	<u>355,075</u>	<u>370,118</u>

The number of employees whose annual remuneration was £60,000 or more were:

	2020 Number	2019 Number
£60,000-£69,999	<u>1</u>	<u>1</u>

Contributions totalling £6,240 (2019- £6,240) were made to defined contribution pension schemes on behalf of employees whose emoluments exceed £60,000.

BROMLEY CHRISTIAN CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

12 Tangible fixed assets

	Land and buildings	Fixtures, fittings & equipment	Motor vehicles	Total
	£	£	£	£
Cost				
At 1 January 2020	1,410,336	144,696	16,928	1,571,960
Additions	4,810	15,184	-	19,994
Disposals	-	(5,202)	-	(5,202)
At 31 December 2020	1,415,146	154,678	16,928	1,586,752
Depreciation and impairment				
At 1 January 2020	129,613	124,292	16,363	270,268
Depreciation charged in the year	14,151	11,742	141	26,034
Eliminated in respect of disposals	-	(5,202)	-	(5,202)
At 31 December 2020	143,764	130,832	16,504	291,100
Carrying amount				
At 31 December 2020	1,271,382	23,846	424	1,295,652
At 31 December 2019	1,280,723	20,404	565	1,301,692

The market value of land and buildings is likely to be considerably higher than the net book value above. However, the directors do not consider it good value for money to pay for a professional valuation as they are functional assets used in the day to day activities of the charity and there are no plans to dispose of them.

13 Financial instruments

The church has no financial instruments measured at amortised cost. All financial instruments are included in current assets or liabilities and are measured at the cash or other consideration expected to be paid or received and have not been discounted.

14 Debtors

	2020 £	2019 £
Amounts falling due within one year:		
Other debtors	7,515	13,773
Prepayments and accrued income	13,834	14,663
	<u>21,349</u>	<u>28,436</u>

BROMLEY CHRISTIAN CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

15 Creditors: amounts falling due within one year

	Notes	2020 £	2019 £
Other taxation and social security		6,757	6,487
Deferred income	16	-	500
Other creditors		6,097	7,975
Accruals and deferred income		18,217	27,883
		<u>31,071</u>	<u>42,845</u>

16 Deferred income

	2020 £	2019 £
Other deferred income	-	500
	<u>-</u>	<u>500</u>

17 Retirement benefit schemes

The charge to the statement of financial activities in respect of defined contribution schemes was £13,754 (2019- £13,131)

BROMLEY CHRISTIAN CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

18 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Movement in funds				
	Balance at 1 January 2019	Incoming resources	Resources expended	Transfers	Balance at 1 January 2020	Incoming resources	Resources expended	Transfers	Balance at 31 December 2020
	£	£	£	£	£	£	£	£	£
Development fund	8,988	-	-	-	8,988	-	-	-	8,988
Romanian outreach	3,261	11	(630)	1,201	3,843	-	-	-	3,843
Special offerings and events	552	9,171	(7,995)	-	1,728	4,600	(5,153)	-	1,175
BCC Community	14,120	12,439	(14,351)	-	12,208	41,409	(47,037)	-	6,580
Mission fund	-	5,913	(8,338)	2,425	-	6,230	(7,800)	1,570	-
Macedonian church	286	1,554	(5,608)	3,768	-	1,320	(5,560)	4,240	-
Ark Pre-school grants	6,304	11,387	(8,575)	-	9,116	6,060	(2,675)	-	12,501
Bromley Night Shelter	183	-	-	-	183	21	(1)	-	203
Christmas give away	13,485	7,300	(3,363)	-	17,422	7,886	(4,650)	-	20,658
CAP	264	9,549	(9,765)	-	48	9,485	(9,377)	-	156
	<u>47,443</u>	<u>57,324</u>	<u>(58,625)</u>	<u>7,394</u>	<u>53,536</u>	<u>77,011</u>	<u>(82,253)</u>	<u>5,810</u>	<u>54,104</u>

BROMLEY CHRISTIAN CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

18 Restricted funds

(Continued)

Development fund - these funds have been given towards the development of the church premises.

Romanian outreach - these funds are for education and relief of poverty in Romania.

Special offerings and events - these funds have been given to various specific causes or events and applied for those purposes.

BCC Community - these funds are used to assist senior citizens and to relieve poverty in the local area and includes a small amount raised for work with people with mental health issues.

Mission fund - these funds are used to support various mission projects in the UK and abroad.

Macedonian church - these funds are used for the support of a church, The Bridge Centre, in Macedonia and the support of the pastors of the church.

The Ark Pre-school grants fund - receives grants for restricted purposes.

Bromley Night Shelter - these funds are for the Bromley Night Shelter which operates from December to March each year.

Christmas give away - this fund receives donations from an offering taken shortly before Christmas each year and is used to support various projects where there is specific need.

CAP - this fund meets expenditure in connection with the local operation of Christians Against Poverty.

BROMLEY CHRISTIAN CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

19 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the directors for specific purposes:

	Movement in funds				Movement in funds				
	Balance at 1 January 2019	Incoming resources	Resources expended	Transfers	Balance at 1 January 2020	Incoming resources	Resources expended	Transfers	Balance at 31 December 2020
	£	£	£	£	£	£	£	£	£
Development fund	74,845	-	-	-	74,845	-	-	-	74,845
Special projects	-	13,580	(11,778)	(835)	967	1,452	(2,364)	912	967
The Ark pre-school	-	146,542	(118,438)	(28,104)	-	130,199	(116,603)	(13,596)	-
	<u>74,845</u>	<u>160,122</u>	<u>(130,216)</u>	<u>(28,939)</u>	<u>75,812</u>	<u>131,651</u>	<u>(118,967)</u>	<u>(12,684)</u>	<u>75,812</u>

Development fund - these funds have been set aside for the proposed future re-development of the church premises.

Special projects - these funds are set aside to cover expenses of the activities as described in the name of the fund.

The Ark pre-school - income from the running of the pre-school was held on designated fund and used to further this activity.

BROMLEY CHRISTIAN CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

20 Analysis of net assets between funds

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Fund balances at 31 December 2020 are represented by:						
Tangible assets	1,292,375	3,277	1,295,652	1,298,100	3,592	1,301,692
Current assets/ (liabilities)	406,640	50,827	457,467	358,932	49,944	408,876
	<u>1,699,015</u>	<u>54,104</u>	<u>1,753,119</u>	<u>1,657,032</u>	<u>53,536</u>	<u>1,710,568</u>

21 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2020 £	2019 £
Aggregate compensation	<u>151,952</u>	<u>149,892</u>

22 Cash generated from operations

	2020 £	2019 £
Surplus for the year	42,551	109
Adjustments for:		
Investment income recognised in statement of financial activities	(948)	(803)
Depreciation and impairment of tangible fixed assets	26,034	27,341
Movements in working capital:		
Decrease/(increase) in debtors	7,087	(3,435)
(Decrease)/increase in creditors	(11,274)	4,737
(Decrease)/increase in deferred income	(500)	500
Cash generated from operations	<u>62,950</u>	<u>28,449</u>

23 Analysis of changes in net funds

The charity had no debt during the year.