

Larkfield Community Church

Trustees Report and Accounts

For Year Ended 31st December 2024

Registered Charity Number: 1120956

Larkfield Community Church

Headings:

Information

Trustees Report

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Statement of Financial Activities

LARKFIELD COMMUNITY CHURCH TRUSTEES REPORT
INFORMATION

STATUS: Constituted by a Deed of Trust and is a registered charity No: 1120956

TRUSTEES:

Mark Hayton (Pastor and Lead Elder)
Steve Johnson (Elder)
Roger Bedford (Elder)
Paul Jacobs (Elder)

REGISTERED ADDRESS:

55, The Ferns,
Larkfield,
Aylesford,
Kent,
ME20 6NE.

INDEPENDENT EXAMINER:

Stewardship,
1, Lamb's Passage,
London,
EC1Y 8AB.

BANKERS: Barclays Bank

LARKFIELD COMMUNITY CHURCH
TRUSTEES REPORT FOR THE YEAR ENDED 31 DECEMBER 2024

AIM

The primary aims of Larkfield Community Church (LCC) are to provide a Church where every adult and child can understand the good news of Jesus Christ and grow in their faith and service for the glory of God.

OBJECTIVES

The principal objects of the charity are:

1. The advancement of the Christian religion both in the UK and overseas.
2. The advancement, for the public benefit, of religious or other education.
3. The relief of the poor, sick, disabled, lonely or homeless.

LCC has a longstanding relationship with the Assemblies of God (AoG) UK; a Christian organisation of over 500 Churches that pursue similar objectives in the UK and overseas. LCC works with the AoG to support other Churches where needed. During the year, 3 % of LCC's income has been given to help the objectives of the AoG, which can be done on a much larger scale than LCC could do independently. LCC is also an active member of Churches Together in Malling, a local inter-denominational group of some 25 Churches.

The four Trustees of LCC are also the Church Elders. One of them is the nominated 'Lead' Elder who has Accredited Ministerial Status with the AoG. In keeping with the constitution of the AoG, the Pastor is also the Trustee Chair. The Pastor was in full time secular employment through 2024 and aligned with the other Trustees to serve the Church in a voluntary capacity, thus allowing all funds to be directed where needed.

The life and teaching of the Church is governed by the wider LCC Leadership Team, comprising of the Church Elders/Trustees, three of their wives, the Treasurer/Administrator, and the Children's Leader.

The Trustees meet at least bi-monthly with the wider LCC Leadership Team, to receive reports and financial statements detailing the opportunities and risks faced, enabling them to plan or curtail activities accordingly. Day to day decisions on expenditure are decided by the Trustees. The powers of appointment or removal of a Trustee rests with the Trustees. They are selected from the LCC Leadership Team to ensure the Trustee body is homogeneous with LCC's mission.

The Church currently employs three people on a PAYE basis, namely:

- Treasurer/Administrator/Trainee Pastor. This person is employed for 21 hours per week and is studying for ministerial accreditation through the AoG.
- Cleaner. This person is employed for 8 hours per week to clean and service the Church building - The Dorcas Centre.

- Children's Leader. This person is employed for 10 hours per week heading up the children's teaching and undertakes some mentoring of children who attend the local primary School.

It is the involvement of every member of LCC, whether receiving some remuneration or not, that will make the difference in the Church achieving its aims. This is done through:

- being 'salt and light' in the community, amongst the people they interact with day to day;
- by praying,
- by visiting the sick and helping those in need,
- being involved in training others,
- through public teaching and worship, and
- administration.

The financial resources of LCC are mainly given by its members. Much of the work achieved happens privately and without recognition; the hours and value of that time cannot be quantified.

LCC has an operational Safeguarding Policy approved by the Thirtyone:eight Safeguarding Organisation, reviewed annually by the Safeguarding lead. Training and refresher training in Safeguarding for members/staff is an ongoing constant and a standing item at each Leadership/Trustees meeting. One Sunday service per annum is devoted as 'Safeguarding Sunday' to further highlight this key policy.

ACHIEVEMENTS AND PERFORMANCE

During Lent LCC participated in a Churches Together evangelism teaching series called '123Go' that built towards an Easter Saturday Outreach event in the local shopping precinct. Sunday Service attendance over the year was consistent following the reduction experienced post-covid and some new people have been seen regularly. As can be seen below in the Financial Review section, annual giving has remained about the same. In summary fewer volunteers are doing more and visiting speakers often comment how as a church we, 'Punch above our weight'.

LCC have an excellent ongoing relationship with Brookfield Junior School and continue to meet each Sunday morning in the school hall for sung worship, prayer, bible teaching, fellowship and J Team (for children). As in previous years, LCC members helped to raise school funds at the school summer fete and bonfire night events by running the refreshment stands.

Since 1999, for mid-week outreach work, LCC have leased and maintain a double classroom sized timber building from Kent County Council called, 'The Dorcas Centre', also located on the Brookfield School site. Main mid-week Church activities through 2024 included:

- 'Refreshment Plus' – a popular Wednesday morning 'drop-in' breakfast bible study prayer and fellowship group.
- Foodbank - several LCC volunteers gather, sort and pack donated food for individuals and families in crisis. Through 2024, 326 people were helped equating to nearly 5000 meals. This ministry extends to additional welfare support on a case-by-case basis decided by Trustees.
- 'Let's do Lunch', for senior citizens/lonely people - at least 7 LCC members regularly volunteer with this ministry alongside people from other Churches and the community. A free taxi service is provided where needed.

The Dorcas Centre was made available for use, free of charge, to the 3 Schools on the site and to other community groups such as a Monday Child Minders coffee morning, a Tuesday elderly social group, and an evening community choir group.

LCC also partnered with and gave some funding and/or volunteers to:

- The Family Trust - several LCC members volunteer for this Christian Charity providing prayer spaces, lunch/after school Christian clubs and mentoring in primary and secondary Schools.
- Street Pastors - several LCC members are involved with this ministry in Maidstone.
- 'New Life' Christian Newspaper – LCC fund 50 copies per month that contain uplifting stories for the inmates of HMP Elmley.
- Compassion - through this Christian Charity, at the last count, LCC members sponsored 28 children overseas, helping to lift them out of poverty in Jesus' name.
- Tearfund - two fund raising quiz nights were organised over the year.

The Trustees have complied with the duty under the Charities Acts to have due regard to the public benefit guidance published by the Charity Commission.

PLANS FOR THE NEW YEAR

The key strategies for LCC remain the same, however in September 2019 the Trustees became aware of a housing scheme on land now known as Pippins Place, East Malling (about a mile from our current site) that includes a new community building. The Trustees reached out to the developers, Wates Ltd., and have held positive discussions with them regarding the feasibility of the community building becoming LCC's permanent home. At the time of writing, negotiations with Wates' building division, Vistry Homes, are still ongoing, however currently the building and conditions proposed by them fall short of the Churches multi-functional needs e.g. no breakout room space for the children to name but one. Meanwhile LCC acknowledge that our current church venue continues to meet our needs well.

In early 2025 some aesthetic improvements to the school hall and a new sound system are planned. Some maintenance work of The Dorcas Centre is also required (painting of the fascia boards and ramp repairs).

A 10-week Alpha Course (an exploration of the basics of Christianity) is intended from Easter 2025.

The search for a youth leader continues and at the time of writing we are excited that another AoG church are moving their mid-week youth program to The Dorcas Centre where our young people can join in.

FINANCIAL REVIEW

Finances required to fund activities are raised through regular giving and one-off donations from Church members, supplemented by the refund of income tax from HM Revenue and Customs through the Gift Aid Scheme. Modest Foodbank grants were received from John Lewis and Tonbridge and Malling Borough Council.

Despite the reported decrease in attendance/membership since the Covid restrictions were lifted, members continued to be generous, and overall income was like previous years.

Total receipts for the year were **£46,623** (2023: £51,887) with expenditure amounting to **£55,064** (2023: £50,362) resulting in an overspend of **£8,440 (2023: surplus £1,525)**. The Trustees were sighted that there would be an overspend in 2024 and mindful that there were sufficient surplus funds in the current account to cover this and a significant Gift Aid claim outstanding.

At the year end, the charity held total reserves of **£95,607** (2023: £104,047) of which **£72,976** were designated for specific purposes (2023: £75,802) and **£2,901** was held in restricted funds (2023: NIL), and **£19,730** available for general use (2023: £28,245).

The Trustees have reviewed the Reserves policy and retain in the current account a minimum of **£15,000**, sufficient for the foreseeable needs of the Church.

GRANT MAKING POLICY

Gifts to external organisations and individuals are considered by the trustees on the basis of need and fulfilment of the charitable objectives. The Trustees aim to gift 10% of their annual income. They are reactive to requests after careful consideration.

RISK MANAGEMENT

All major insurable risks are subject to Public and Employer's Liability Insurance. Contractual risks are reviewed before being entered into to assess that they could not significantly impact upon the churches ability to fulfil its objectives. An annual review of areas of risk is undertaken by the Trustees in conjunction with volunteers responsible for the area of activity.

STATEMENT OF TRUSTEES RESPONSIBILITIES

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

Approved by the Board of Trustees on: Oct 20, 2025
and signed on its behalf by:

A handwritten signature in black ink that reads "M. Hayton". The signature is written in a cursive style and is positioned above a horizontal blue line.

[M. Hayton \(Oct 20, 2025 17:03:18 GMT+1\)](#)

Mark Hayton MA FHEA
LCC Trustee Chair

**Independent Examiner's Report
To the Trustees of
Larkfield Community Church**

I report to the trustees on my examination of the accounts of Larkfield Community Church (the charity) for the year ended 31 December 2024 on pages 10 to 13 following.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 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 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 respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Lisa Darby

[Lisa Darby \(Oct 21, 2025 13:48:22 GMT+1\)](#)

Lisa Darby FCA

For and on behalf of:
Stewardship
1 Lamb's Passage
London
EC1Y 8AB

Date: Oct 21, 2025

LARKFIELD COMMUNITY CHURCH

STATEMENT OF ACCOUNTS
FOR THE PERIOD 1ST JANUARY 2024 to
31ST DECEMBER 2024
PREPARED ON THE RECEIPTS AND PAYMENTS BASIS

Prepared by C.L.Dobson
Treasurer for Accounting Year

	Notes	Unrestricted Funds			Total Funds	Unrestricted Funds			Total Funds
		General Fund	Designated Funds	Restricted Funds		General Fund	Designated Funds		
		2024	2024	2024	2024	2023	2023		2023
		£	£	£	£	£	£		£
Receipts									
<i>Voluntary Receipts</i>									
Offerings and Donations		2,352.00	-	-	2,352.00	2,301.61	-		2,301.61
Gift Aid Donations		30,512.34	-	-	30,512.34	31,966.46	-		31,966.46
Tax Refunds under Gift Aid		7,950.71	-	-	7,950.71	8,186.18	-		8,186.18
Total Voluntary Receipts		40,815.05	-	-	40,815.05	42,454.25	-		42,454.25
					-				
Other Receipts									
Interest received			710.14		710.14	-	898.51		898.51
Foodbank Donations				546.00	546.00	-	6,920.98		6,920.98
Foodbank Grants				2,400.00	2,400.00	-	-		-
Other		2,152.48			2,152.48	1,612.96	-		1,612.96
Total Receipts		42,967.53	710.14	2,946.00	46,623.67	44,067.21	7,819.49		51,886.70
Payments									
Payments in furtherance of Church's objectives									
Direct Costs		49,884.18	-	3,580.92	53,465.10	43,953.94	4,087.59		48,041.53
Grants to Individuals					-				
Grants to Institutions		1,598.61	-	-	1,598.61	2,320.00	-		2,320.00
Total Payments		51,482.79	-	3,580.92	55,063.71	46,273.94	4,087.59		50,361.53
Net Receipts / (Payments) before Transfers		(8,515.26)	710.14	(634.92)	(8,440.04)	(2,206.73)	3,731.90		1,525.17
Transfers in Funds			(3,535.76)	3,535.76					
Cash funds as at last year end		28,245.09	75,801.57	-	104,046.66	30,451.82	72,069.67		102,521.49
Cash funds as at this year end		£ 19,729.83	£ 72,975.95	£ 2,900.84	£ 95,606.62	£ 28,245.09	£ 75,801.57	£	104,046.66

STATEMENT OF ASSETS AND LIABILITIES
AS AT 31st DECEMBER 2024

1. FIXED ASSETS	Insurance Value 2024 £	Insurance Value 2023 £
The values of the assets owned or leased are:		
Leasehold Building	156,576.00	151,427.00
Moveable Contents	30,125.00	30,125.00
Total	£ 186,701.00	£ 181,552.00

The property and contents are part of the charity's general funds.
Since June 2023, the Dorcas Centre lease was renewed for 5 years.

2. BANK AND CASH BALANCES	2024 £	2024 £	2024 £	2023 £
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
Held at Bank	19,729.83	2,900.84	22,630.67	31,780.85
Funds On Deposit	52,467.72		52,467.72	52,102.01
Deposit Account	20,508.23		20,508.23	20,163.80
	£ 92,705.78	£ 2,900.84	£ 95,606.62	£104,046.66

The analysis of the bank and cash balances between funds is shown on the face of the receipts and payments account.

3. OTHER ASSETS AND LIABILITIES	2024 £	2023 £
<u>Assets</u>		
AOG Conference 2025 paid in advance	1,014.00	2,850.84
Gift Aid recovery not yet received	3,781.13	4,053.69
	£ 4,795.13	£ 6,904.53
<u>Liabilities</u>		
HMRC	91.08	110.47
Independent Examination Fee	900.00	800.00
	£ 991.08	£ 910.47

There is a rolling amount of non-perishable/dried food stock retained at the Dorcas Centre which varies according to demand.

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

M. Hayton

M. Hayton (Oct 20, 2025 17:03:18 GMT+1)

Mark Hayton (Trustee)

Date: Oct 20, 2025

NOTES TO THE ACCOUNTS
FOR THE PERIOD 1st JANUARY 2024 TO 31st DECEMBER 2024

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.

2. Direct Costs

	2024	2024	2023	2023
	£	£	£	£
Property Rent/Lease	2,635.00		2,633.30	
Gas/Electricity	1,179.46		1,035.62	
Insurance / Licences	1,745.30		1,672.04	
Subscriptions	1,812.20		1,694.85	
Mission and Ministry	1,847.10		1,706.13	
Conference and Courses	4,187.97		4,780.11	
Church Activities	320.94		566.57	
Equipment / Furnishing	2,006.87		200.00	
Administration (including salary)	19,311.63		16,131.35	
Childrens work (including salary)	7,257.81		6,342.38	
Maintenance (Dorcas - including salary)	7,579.90		7,191.59	
Foodbank Expenses	3,580.92		4,087.59	
		53,465.10		48,041.53

3. Grants Paid

Individuals	-	-
Institutions	1,598.61	2,320.00
Total	£55,063.71	£50,361.53

4. Employees

During 2024, The Church employed three part time members of staff.

- Children's Pastor
- Treasurer/Administrator/Minister In Training since June
- Caretaker

5. Payments to Trustees

No payments were made to trustees or related parties during 2024, other than the direct reimbursement of expenses incurred with no profit element.

6. Movement of Funds

	Balance at 31 Dec 2023 £	Receipts £	Payments £	Transfers £	Balance at 31 Dec 2024 £
General funds	28,245.09	42,967.53	(51,482.79)		19,729.83
Designated funds					
Vision Fund	72,265.81	710.14	-	-	72,975.95
Foodbank Fund	3,535.76	-	-	(3,535.76)	-
	<u>75,801.57</u>	<u>710.14</u>	<u>-</u>	<u>(3,535.76)</u>	<u>72,975.95</u>
Total Unrestricted Funds	<u>104,046.66</u>	<u>43,677.67</u>	<u>(51,482.79)</u>	<u>(3,535.76)</u>	<u>92,705.78</u>
Restricted funds					
Foodbank Project Fund	-	2,946.00	(3,580.92)	3,535.76	2,900.84
Total funds	<u>104,046.66</u>	<u>46,623.67</u>	<u>(55,063.71)</u>	<u>-</u>	<u>95,606.62</u>

Designated Funds

The Foodbank Fund held monies designated by the charity for use in the foodbank, either for food purchases or for the welfare needs of the foodbank clients. This fund was transferred to a new restricted fund during this year.

The Vision Fund was created by the designation of funds for a potential future building project.

Restricted Funds

The Foodbank Project Fund holds monies given for use in the foodbank, either for foodbank operational expenses or purchases relating to the welfare needs of the foodbank clients.