



# Trustees' Annual Report for the period

Period start date		Period end date		
From	Day 01	Month 01	Year 2021	To
	Day 31	Month 12	Year 2021	

## Section A Reference and administration details

Charity name LUTON CHINESE CHRISTIAN CHURCH

Other names charity is known by LCCC

Registered charity number (if any) 1123218

Charity's principal address LUTON CHINESE CHRISTIAN CHURCH

15 ROOKERY DRIVE

LUTON

Postcode

LU2 7FG

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mr Felix PF Or	Treasurer		
2	Mrs Wai K Shing	Secretary		
3	Mr King Tin Leung			
4	Miss Ann Yip			
5	Mrs Xing Mei Ho			
6	Miss Xinzhu Yu			
7	Ms Choi Wan Yuen			
8	Mrs Ru Zhu Pan			
9				
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15				
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17				
18				
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20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted 3 <sup>rd</sup> February 2008
How the charity is constituted (eg. trust, association, company)	The charity is constituted as an unincorporated association
Trustee selection methods (eg. appointed by, elected by)	Trustees are elected or re elected by members of the charity annually

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The objectives of the church are to advance the Christian religion in accordance with the Church's beliefs. ie. The Church accepts the Christian faith as set forth in the Old and New Testaments and as summarized in the Apostles' Creed.

Weekly Sunday worship conducted in Cantonese, Mandarin and English. Sunday School for children and youths, bible study groups, house groups and fellowship groups, prayer meetings, discipleship training, evangelistic meetings, student ministry, outings, retreats and home visits.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

**Sunday worship**

It was changed to online services which was broadcasted via You Tube since 22<sup>ND</sup> March 20 due to the lockdown to prevent the spreading of the Covid-19 virus. They were conducted online successfully every Sunday morning in three languages including Cantonese, Mandarin and English until the year end although the actual Sunday service was resumed from August.

Regarding the attendance, until June, there was an average attendance of 35 people each Sunday including our children. The Cantonese people were counted approximately 80% and the Mandarin 20%.

However, after June, there were many brothers and sisters joining our church. They were coming from Hong Kong with their BNO visas. The number of attendances was therefore increasing gradually to approx. 100 people by the end of 2021.

Holy Communion on every second Sunday of each month was stopped from March 2020 due to the Covid-19 and it was resumed on the Sunday service from 8<sup>th</sup> August 2021 too.

**Sunday schools**

Our Sunday school was combined with the Baptist church service every Sunday, teaching children from aged 2 to 16. Due to the lockdown, this was done online until August.

Children learned about God through the bible studies and games. The attendance of children in our church was increasing from 10 children to approx. 30 at the year end.

**Preaching and sermons**

Our congregation was provided with English, Cantonese and Mandarin interpretation.

The theme in 2021 was "Reading Bible and praying while watching out together; practising the truths while evangelising the others."

Apart from our own Pastors, we also invited guest speakers from Chinese overseas Christian Mission and other churches.

**House Groups with Bible studies**

Due to the increasing numbers of brothers and sisters, we had started a few more cell groups in the second half of this year. They are divided by areas such as Luton, Harpenden, Hemel Hempstead, etc.

They all have 4 to 8 members and met regularly online. They were mainly Bible studies with special themes occasionally.

Family Gatherings were held on the second Saturday afternoon of the

last four months with an average attendance of 5 people.

#### **Mandarin Student fellowship**

Mandarin student fellowship was supposed to be held online on every alternative Thursday evening aiming to evangelise the Chinese students who studied in the University of Bedfordshire. It was 3.5 hours from 6 pm to 9.30 pm including dinner, sharing, worship, Bible studies and prayers. However, it was terminated from August last year because there were very few students attending it. And we did not have enough students to start again this year. Yet, we shall be running it again in the future when possible.

#### **Outreach and visitations**

We have not done any visitations to the local Chinese takeaway shops and restaurants in this year due to the lockdown up to August.

There were only some personal visitations to our church members or new comers by our council members or Pastor after the lockdown.

#### **Prayer meetings**

They were held online on Monday and Wednesday every alternative week.

The average attendance ranged from 3 to 8 people.

#### **Donations to various missionary organisations and their workers**

We gave money consistently to support various Evangelical organisations and missionary workers worldwide. The total of these donations in 2021 was £6,900.

We also gave to World Vision to support Children in the third world.

The Shoe Boxes for the project organised by Samaritan's Purse International (Christmas gifts for children packed in Shoe Boxes) was cancelled again this year due to the pandemic.

#### **We trained and supported the Theological students**

We were supporting prayerfully and financially many previous theological students who had come to our church for block placements. They were all trained in our church and they have been working as missionaries in various parts of the world. Besides, we were also supporting those who were studying full time or part time in various Theological colleges too. The total spending on 2021 was £6,500.

**Providing individual helps to those who were in need**

Some of us were old people living alone, broken families with problem children, divorced widows etc. We had provided them with visitations, care, love, counselling, food, and translations after the lockdown. We also help them to apply various social benefits including unemployment, housing, council taxes reduction, low-income support, pension, and pension credit...etc.

We took them to see the dentists or doctors in order to help them with the translation needed. Yet, during the lockdown, all our care was done by telephone calls or video conferences instead of physical consultations.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The trustees have considered the operation of the church and believe that the equivalent of six months' expenditure is an appropriate amount to be held in reserve for our church. Such an amount would provide working capital to cover fluctuations in income and expenditure.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s) *Felix Or*

Full name(s) Felix Or

Position (eg Secretary, Chair, etc) Treasurer

Date 14<sup>th</sup> July 2022



Charity Name LUTON CHINESE CHRISTIAN CHURCH		No (if any) 1123218		CC16a
Receipts and payments accounts				
For the period from	Period start 01.01.2021	To	Period end 31.12.2021	

## Section A Receipts and payments

	Unrestrict ed funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Gift aid offering 退稅奉獻	27614.22	0.00	0.00	27614.22	33292.00
Non Gift aid offering 非退稅奉獻	6023.00	0.00	0.00	6023.00	7794.99
Tax rebate 退稅	8444.68	0.00	0.00	8444.68	7789.75
Sponsor a child 資助一貧窮小孩籌款	0.00	250.00	0.00	250.00	160.00
Deposit account interest 銀行利息	1530.55	0.00	0.00	1530.55	1537.89
Missionary giving 差傳奉獻	0.00	300.00	0.00	300.00	200.00
Theology students fund 神學生基金	0.00	5440.00	0.00	5440.00	1116.00
Sale of calendar 售出月曆	10.00	0.00	0.00	10.00	20.00
<b>Sub total</b>	<b>43622.45</b>	<b>5990.00</b>	<b>0.00</b>	<b>49612.45</b>	<b>51910.63</b>
<b>A2 Asset and investment sales, etc.</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total receipts</b>	<b>43622.45</b>	<b>5990.00</b>	<b>0.00</b>	<b>49612.45</b>	<b>51910.63</b>
<b>A3 Payments</b>					
Pastoral 教牧組	31086.41	0.00	0.00	31086.41	31258.60
Teaching 教導部	287.23	0.00	0.00	287.23	20.66
Outreach 傳道部	16.00	0.00	0.00	16.00	16.00
Auxiliary 事務部	353.08	0.00	0.00	353.08	1228.10
Administration 文書部	649.99	0.00	0.00	649.99	793.28
Missionary 差傳	6600.00	300.00	0.00	6900.00	8000.00
Theological students fund 神學生基金	1060.00	5440.00	0.00	6500.00	1900.00
Sponsor a child 資助一貧窮小孩籌款	0.00	283.60	0.00	283.60	283.60
<b>Sub total</b>	<b>40052.71</b>	<b>6023.60</b>	<b>0.00</b>	<b>46076.31</b>	<b>43500.24</b>
<b>A4 Asset and investment purchases. etc.</b>	<b>759.98</b>	<b>0.00</b>	<b>0.00</b>	<b>759.98</b>	<b>0.00</b>
<b>Total payments</b>	<b>40812.69</b>	<b>6023.60</b>	<b>0.00</b>	<b>46836.29</b>	<b>43500.24</b>
<b>Net of receipts/(payments)</b>	<b>2809.76</b>	<b>-33.60</b>	<b>0.00</b>	<b>2776.16</b>	<b>8410.39</b>
<b>A5 Transfers between funds</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>A6 Cash funds last year end</b>	<b>152706.41</b>	<b>1339.80</b>	<b>0.00</b>	<b>154046.21</b>	<b>154046.21</b>
<b>Cash funds this year end</b>	<b>155516.17</b>	<b>1306.20</b>	<b>0.00</b>	<b>156822.37</b>	<b>162456.60</b>



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	cash at bank	155516.17	1306.20	0.00
		0.00	0.00	0.00
		0.00	0.00	0.00
	<b>Total cash funds</b>	<b>155516.17</b>	<b>1306.20</b>	<b>0.00</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Tax rebate	1485.38	0.00	0.00
		0.00	0.00	0.00
		0.00	0.00	0.00

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			0.00	0.00
			0.00	0.00

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	computer equipments	unrestricted	0.00	0.00
	books & bibles	unrestricted	0.00	0.00
			0.00	0.00
			0.00	0.00

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			0.00	
			0.00	
			0.00	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
<i>Felix Or</i>	FELIX OR	14th July 2022



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

**Report to the trustees/  
members of**

Charity Name  
LUTON CHINESE CHRISTIAN CHURCH

**On accounts for the year  
ended**

31<sup>st</sup> December 2021

**Charity no  
(if any)**

1123218

**Set out on pages**

8 to 9

(remember to include the page numbers of additional sheets)

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

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

**Independent  
examiner's statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 41 of the 1993 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have not been met ; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**

**Date:**

14/07/2022

**Name:**

Siu Hong Yau

**Relevant professional  
qualification(s) or body  
(if any):**

Master in Economics & Finance

**Address:**

**106 Rosemullion Avenue**

**MILTON KEYNES**

**MK4 3AY**

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.

**Give here brief details of any items that the examiner wishes to disclose.**