

Company Number: 06560738

Charity Number: 1124616

CHURCHES TOGETHER IN DORKING

ANNUAL REPORT

31 DECEMBER 2020

TRUSTEES ANNUAL REPORT

The trustees present their report and the financial statements of Churches Together in Dorking ("the charity") for the year ended 31 December 2020.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association of the charitable company, 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 2015).

OBJECTIVES AND ACTIVITIES

Charitable objectives

The Charity's objects are to develop the work of the Christian church in Dorking and the surrounding area by the advancement of the Christian religion; relief of poverty, suffering, sickness and distress, the advancement of education and other such activities as are charitable and in accordance with English Law.

Charitable activities

The charity's principal activity in pursuit of its charitable objectives is to act as a meeting point for local churches and their representatives to work together on specific projects and also coordinate joint worship events. There are currently 15 Christian member organisations. A key activity during the Covid pandemic has been the operation of the Foodbank.

Foodbank

The Dorking Area Foodbank supports anyone in Dorking and the surrounding villages who, for whatever reason, have reached a financial crisis point and cannot afford to feed themselves. It's an organic community project with local people giving food, money and their time to help other local people in need. The foodbank is entrusted to manage and coordinate these valuable and generous resources promptly, efficiently and responsibly operating as a franchisee of The Trussell Trust.

Foodbank operations were quickly adapted at the start of the first lockdown and Covid operations safety plans put in place which has enabled the foodbank to remain open throughout the crisis without any break in service. Of the 34.9 tons of food donated to us in 2020, approximately two thirds was distributed via our twice weekly foodbank sessions at the Christian Centre with the remainder distributed through other outreach activities throughout the community. This year has been particularly challenging for the Foodbank which has strived to be creative and supportive in its activities to support families who have suffered particular hardships because of the pandemic. Initiatives have included Christmas treat bags for each Foodbank client, hampers to BESOM, another local charity, 'Holiday Hunger' boost food bags, emergency food bags for schools and breakfast bags. There has also been a lockdown 'partnership' with the Community Fridge with food that cannot be utilised distributed by the Community Fridge van to clients in need.

The foodbank currently works with 60 referral agencies. However, most agencies stopped client face to face contact when the first lockdown began. Our message to them has always been not to delay in sending a client to the foodbank if they have any practical challenges in issuing a food voucher. All clients will be made more than welcome by our volunteer teams who can issue a food voucher and food parcel at the same time when necessary.

TRUSTEES ANNUAL REPORT

FINANCIAL REVIEW

Financial results of activities and events

The activities of the charity generated total income of £106,952 (2019 £12,225) and its total expenditure amounted to £36,172 (2019 £12,372). The resulting surplus of £70,780 (2019 Deficit of £147) has been added to charity funds.

Reserves policy

The trustees recognize the need to provide reserves to ensure the long-term and efficient running of the Dorking Area Foodbank, a franchisee of the Trussell Trust: -

1. The risk of losing the use of the warehouse at short notice:

The current warehouse is provided on a licence at a peppercorn rent from Mole Valley District Council. This licence can be terminated at two months' notice. With the risk of having to provide warehousing space at short notice and taking account of the warehouse space available in Dorking, a reserve of £30,000 to provide warehouse space is considered prudent.

2. Recurrent annual expenditure:

Prior to the Covid-19 pandemic, which resulted in a national lockdown from March 2020, it was thought prudent to make a reserve of 50% of annual recurrent expenditure. At the end of 2020 if the pandemic had not taken place this would have been £9,000. During the pandemic, the foodbank has seen an approximately 100% increase in the need for food and hygiene products that we provide to clients. We have also seen a significant, over 250%, increase in financial donations during 2020 and also donations in kind predominately of food and hygiene products. The Trussell Trust has advised the foodbank that the increased need is likely to continue for up to 5 years after the end of the pandemic due to the downturn in economic activity and the resulting unemployment but that the increased financial donations are likely to return to previous lower levels quite soon after the end of the pandemic. Accordingly, the Trussell Trust advise foodbanks to take account of this mismatch between the likely need and the likely reduction in financial donations in their reserves policy.

We also need to take account of the increased expenditure from 1 April 2021 resulting from the appointment of a paid warehouse manager which is estimated to increase annual expenditure by £5,500 annually (£4,125 in 2021).

The reserve at the end of 2020 for annual recurrent expenditure is therefore set at £47,000 which is twice expected annual expenditure.

In view of these factors, the total reserve for the foodbank has been set at £77,000 as at December 2020 with an expectation to start using some of it in late 2021.

Going concern

The trustees have reviewed the financial forecasts for the charity and have in particular considered its anticipated income and expenditure commitments for a period of twelve months from the date of approval of this trustees' annual report. The trustees believe that the charity has adequate resources and the reserves indicated to continue in operational existence for at least the next twelve months and to meet all of its liabilities during that period as they fall due. For that reason, the trustees continue to adopt the going concern basis in preparing the financial statements.

Principal risks and uncertainties

The trustees regularly review the risks to which the charity might be exposed, in particular safeguarding and health and safety, and risks which are covered by insurance. The most serious risk is that the charity fails to secure sufficient funds to support its activities.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Status and History

Churches Together in Dorking is a registered charity, and a company limited by guarantee, not having share capital. Every member undertakes to contribute an amount not exceeding £10 to the assets of the charity in the event of the charity being wound-up during the period of membership, or within one year thereafter.

Churches Together in Dorking (originally known as Churches Together in Dorking Limited) was incorporated on 9 April 2008 and became a registered charity on 20 June 2008. The charity is governed by the rules and regulations set down in its company Memorandum and Articles of Association dated 9 April 2008.

Method of Recruitment and Appointment of Trustees

The charity's Memorandum and Articles of Association allows for trustees to be appointed.

TRUSTEES ANNUAL REPORT

Trustees' Responsibilities in the Preparation of Financial Statements

The trustees (who are also the directors of Churches Together in Dorking for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law, the trustees are preparing the financial statements in accordance with United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice and applicable law).

Under company law, the trustees must not approve financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing those financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with 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.

Independent Examiner

David Bassett FCCA, as the charity's independent examiner, has indicated his willingness to continue as the Charity's independent examiner.

Statement as to Disclosure of Information to the Independent Examiner

The trustees and directors at the date of approval of this trustees' annual report confirm that so far as each of them is aware, there is no relevant information of which the independent examiner is unaware, and the trustees and directors have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

TRUSTEES ANNUAL REPORT

REFERENCE AND ADMINISTRATIVE DETAILS

The trustees of the charity, who are also the directors of the company, have held office throughout the year except for the changes shown below. The Trustees and directors are now as follows: -

Rosemary Elias
Paul Gough
Wayne Kitcat (Secretary)
David Wells (Treasurer)

The principal address of the charity and the registered office of the company is: The Presbytery, 2, Falkland Grove, Dorking, Surrey, RH4 3DL.

The charity is registered under the charity number 1124616.

The company is incorporated with the company registration number 06560738.

The trustees have made the following appointment:

Independent Examiner: David Bassett, Tamar, Harrow Road East, Dorking, RH4 2AX

Treasurer: David Wells, 2 Norfolk Road, Dorking, RH4 3JA

EXEMPTIONS FROM DISCLOSURE

No exemptions from the disclosure requirements applicable to a small charity have been taken in this trustees' annual report.

INVESTMENTS HELD

Churches Together in Dorking holds one share in Churches of Dorking Housing Association Ltd.

FUNDS HELD AS CUSTODIAN TRUSTEE ON BEHALF OF OTHERS

The charity maintains restricted funds to deal with incoming resources that are earmarked for a particular purpose by donors and other funders and also receives and pays out funds as custodian for third party charities. For many years the charity has in particular administered annual collections for Christian Aid and collections for the Disasters Emergency Committee (DEC) when appeals are made. Details of collections this year are in note 6 of the accounts.

This report was approved by the trustees on 6th August 2021, and was signed for and on behalf of the board by

Wayne Paul Kitcat.... *Wayne P Kitcat*Trustee

.....7th August 2021

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CHURCHES TOGETHER IN DORKING

I report on the financial statements of Churches Together in Dorking (Charity No. 1124616; Company No. 06560738) for the year ended 31 December 2020, which are set out on pages 7 to 11.

Respective responsibilities of trustees and examiner

The charity trustees (who are also directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements under section 145 of the Charities Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the Charities Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as 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 financial statements present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102)

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

David Bassett FCCA

Tamar

Harrow Road East



Dorking

Date: ...26 June2021

STATEMENT OF FINANCIAL ACTIVITIES

		Unrestric ted Funds	Restric ted Funds	Total Funds	Total Funds
		2020	2020	2020	2019
		£	£	£	£
INCOME AND ENDOWMENTS FROM:	Not es				
Donations and legacies	2	21,765	85,187	106,952	12,225
TOTAL		21,765	85,187	106,952	12,225
EXPENDITURE ON:					
Charitable activities	3	19,175	16,997	36,172	12,372
NET INCOME AND NET MOVEMENT IN FUNDS		2,590	68,190	70,780	(147)
RECONCILIATION OF FUNDS					
Fund balances brought forward at 1 January 2020		4,852	20,300	25,151	25,299
FUND BALANCES CARRIED FORWARD AT 31 DECEMBER 2020	4	7,442	88,490	95,932	25,151

These unaudited financial statements have been subjected to independent examination. See report on page 7

BALANCE SHEET

	Notes	2020	2019
CURRENT ASSETS			£
Debtors and Prepayments		1,739	770
Cash at bank and in hand		94,193	24,382
NET CURRENT ASSETS, TOTAL ASSETS LESS CURRENT LIABILITIES AND NET ASSETS		<u>95,932</u>	<u>25,152</u>
THE FUNDS OF THE CHARITY			£
Unrestricted income funds	1	7,442	4,890
Restricted income funds	1	88,490	20,262
TOTAL CHARITY FUNDS		<u>95,932</u>	<u>25,152</u>

For the year ended 31 December 2020, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 ("the Act") relating to small companies.

The trustees' and directors' responsibilities:

- The members have not required the charity to obtain an audit of its financial statements for the year in question in accordance with section 476 of the Act,
- The trustees and directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

The financial statements on pages 9 to Error: Reference source not found were approved by the trustees and authorised for issue on

6th August. 2021, and are signed on their behalf by:

Wayne Kitcat ..Wayne P KitcatTrustee

7th August 2021

These unaudited financial statements have been subjected to independent examination. See report on page 7

STATEMENT OF CASH FLOWS

	2020	2019
CASH FLOWS FROM OPERATING ACTIVITIES		£
Net cash provided by operating activities	69,851	(340)
CHANGE IN CASH AND CASH EQUIVALENTS	69,851	(340)
Cash and cash equivalents at the beginning of the reporting period	24,342	24,683
CASH AND CASH EQUIVALENTS AT THE END OF THE REPORTING PERIOD	94,193	24,342

NOTES TO THE FINANCIAL STATEMENTS

1. ACCOUNTING POLICIES

Basis of accounting

These financial statements have been prepared in accordance with FRS 102 “The Financial Reporting Standard applicable in the UK and Republic of Ireland”, the requirements of the Companies Act 2006 and under the historical cost convention. Within the definitions of FRS 102, the charity is a public benefit entity. The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association of the charitable company, 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 2015).

Going concern

The trustees have reviewed the financial forecasts for the charity and have in particular considered its anticipated income and expenditure commitments for a period of twelve months from the date of approval of these financial statements. The trustees believe that the charity has adequate resources to continue in operational existence for at least the next twelve months and to meet all of its liabilities during that period as they fall due. For that reason, the trustees continue to adopt the going concern basis in preparing the financial statements.

Income

General donations and other similar types of voluntary income are brought into account when receivable and donated income is included gross of any attributable tax recoverable, where relevant. Donations given for specific purposes are treated as restricted income.

Donations to the foodbank

Donations of food collected and distributed are measured by weight. The weight collected and distributed during the year is disclosed in note 44.1.. The Trussell Trust have required that we use £1.75/kg (2020 and 2019) as a means of calculating the value of these donations.

These unaudited financial statements have been subjected to independent examination. See report on page 7

NOTES TO THE FINANCIAL STATEMENTS (Continued)

1. ACCOUNTING POLICIES (Continued)

Expenditure

Resources expended are allocated to the charity's principal activity as direct costs where the costs can be identified as being directly related to that activity. Any costs that cannot be specifically categorised are allocated in proportions based upon a suitable ratio applicable to the nature of the cost involved.

Taxation

The company is a registered charity and as such its income and gains falling due under section 471 to 489 of the Corporation Tax Act 2010 or section 256 of the Taxation of Chargeable Gains Act 1992 are exempt from corporate tax to the extent that they are applied to its charitable objectives.

Fund accounting

The general fund comprises the accumulated surpluses of unrestricted incoming resources over resources expended, which are available for use in furtherance of the general objectives of the charity.

Restricted funds are funds subject to specific conditions imposed by donors. The purpose and use of the restricted funds are set out in the notes to the financial statements. Amounts unspent at the year-end are carried forward in the balance sheet.

2. DONATIONS AND LEGACIES

	Unrestrict ed Funds	Restrict ed Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
Subscriptions	1,119		1,119	1,164
Other donations	20,646	85,187	105,833	11,061
	21,765	85,187	106,952	12,225

3. CHARITABLE ACTIVITIES

	Unrestrict ed Funds	Restrict ed Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
Bank charges	125		125	100
Fund expenditure	19,050	16,997	36,047	12,272
	19,175	16,997	36,172	12,372

These unaudited financial statements have been subjected to independent examination. See report on page 7

NOTES TO THE FINANCIAL STATEMENTS (Continued)

4. THE FUNDS OF THE CHARITY

	Note s	Balance as at 1 January 2020 £	Income £	Expenditu re £	Balance as at 31 December 2020 £
Unrestricted income funds		4,852	212,765	19,175	7,442
Restricted income funds					
Foodbank	4.1.	20,299	85,187	16,997	88,490
TOTAL CHARITY FUNDS		25,151	106,952	36,172	95,932

4.1. Foodbank

The Foodbank fund represents specific monetary donations by churches, organisations and individuals and the expenditure in relation to the operation of the foodbank covering Dorking and the surrounding villages.

34.9 tonnes of goods were donated during 2020 (2019 17.5 tonnes) that equates to an equivalent value of £61,075 (2019 £31,325). The value of the goods distributed during 2020 was 34.5 tonnes (2019 16.9 tonnes) equivalent to a value of £60,375 (2019 £29,575). The stock is valued at £1,750 per tonne for the food and goods donated and distributed in both 2019 and 2020.

5. CHURCHES OF DORKING HOUSING ASSOCIATION

Churches Together in Dorking holds one share in Churches of Dorking Housing Association.

6. FUNDS HELD AS CUSTODIANS FOR OTHER CHARITIES

Churches Together in Dorking is utilised for collections for both Christian Aid collections and the Disasters Emergency Committee (DEC) appeals that are made from time to time. Funds collected are subject to independent review and are paid directly to the respective charities. These funds are not the property of Churches Together in Dorking and so are not included in these accounts.

During 2020, no funds were collected for or paid over to Christian Aid or DEC appeals. No funds were held on behalf of other charities at 31 December 2019 or 2020.

7. RELATED PARTY TRANSACTIONS

None of the trustees (or any persons related to them) received any remuneration during the current or previous period. There were no transactions undertaken with related parties during the current or previous year.

These unaudited financial statements have been subjected to independent examination. See report on page 7