



# Trustees' Annual Report for the period

Period start date		Period end date	
From	1 Jan 2021	To	31 Dec 2021

## Section A Reference and administration details

Charity name	Norcot Mission Church
Other names charity is known by	NMC
Registered charity number (if any)	1125881
Charity's principal address	Brockley Close
	Reading
Postcode	RG30 4YP

### 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	Richard Tegg	Chair		
2	Paul Savage	Treasurer		
3	Marion Angas			
4				
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### 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)	Trust Deed
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing Trustees.

### 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.

Under the trustees, the Church is lead by a spiritual leadership team. The leadership team comprises of four individuals, two of whom are also trustees:

Chris Lack – Senior Elder  
Paul Savage – Elder, Treasurer, Trustee  
Richard Tegg – Leader, Trustee  
Stephen Proctor – Community Pastor

## Section C Objectives and activities

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

To declare and advance the Christian faith as revealed in the Holy Scriptures and in accordance with the statement of beliefs and practices appearing in the Trust Deed. Also to relieve sickness and financial hardship and to promote and preserve good health (physical, mental and spiritual).



**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)**

In a general view, the activities at NMC during 2021 were severely affected by the ongoing Covid-19 Pandemic restrictions. Whilst trying to meet our aims we have sought to comply fully with the government regulations regarding lockdown, social distancing and mask-wearing. This has meant that many of our activities have remained on hold.

The year 2021 started with our regular Sunday morning meeting still being held on Zoom. This was to continue for some time ahead. All other meetings were either postponed or held on Zoom.

In February of 2021, the local community was shocked when a local man was attacked and fatally wounded. The NMC building was used by the Police, Reading Borough Council and voluntary support workers as their local base, for an extended time while the building was still unused. It was following this tragic turn of events that discussions first started regarding the needs of the local area.

The Pandemic has made us aware of the plight of the poor in the housing estate adjacent to the church with regards to obtaining food and household essentials

So it was in April that the first informal meeting between Stephen Proctor, NMC Community Pastor, Andy Molloy Reading BC, and the Catalyst Investment Officer was held and discussed the possibilities of opening a Pantry at NMC.

Following the event in February a Defibrillator was purchased, with our partner church SCFAM and installed on an exterior wall.

When to re-open NMC for regular face to face meetings on Sundays as well as midweek was discussed regularly, but the date depended on Government regulations. Through May and June, NMC, RBC, Faith [Readifood], Catalyst and SCFAM all showed positive interest in the Pantry, but progress was slowed by continuing restrictions. In July, the church re-opened the doors for regular face to face meetings, on Wednesday mornings and Sunday, with masks and distancing.

The positive outcome from the first formal meeting of all interested parties concerning the Pantry was to go ahead with setting up a room at NMC, with one fridge, one freezer plus shelving. The long-delayed electrical testing and rewiring was carried out in October. This also included the installation of a security alarm and broadband.

It was in December that the Youth group for teenagers, Energise, restarted on Thursday evenings.

Finances through regular Stewardship giving have remained steady including giving from some unable to attend. There has been some large anonymous giving which have greatly helped church finances.

The restart of other meetings that stopped due to the pandemic will be discussed when the time is felt right and depending on volunteers and demand.

Church attendance has been reduced by the pandemic and the provision of volunteers to extend the work of the church remains a problem. The volunteer leaders are working as hard as ever but resources are limited. The increasing average age of those attending is also a continuing issue. It is a matter of prayer that we would like to see a younger age group coming to the meetings. We are also looking for those who are younger

and could be trained up into a future leadership role.

During the year (and particularly during lockdown) the Church has maintained contact with all church members. Members who are able to use computers (about half of the congregation) have continued to meet virtually using Zoom. Contact with the rest of the congregation was maintained through telephone, email and written communication. Stephen has used forums on social media sites which provided regular help and support for others. He kept in regular contact with those in need (particularly elderly members) and provided much practical help to the whole congregation. The church leadership team continued to meet regularly via Zoom and provided direction and practical help to the church.

The church was able to maintain the full-time employment of Stephen in his role as Community Pastor. During the year, Stephen continued his MBA in Theology by distance learning.

In planning the activities, the Trustees have applied the guidance on public benefit issued by the Charity Commission.

#### **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.

## **Section D**

## **Achievements and performance**



## Section D

## Achievements and performance

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

The above activities have produced the following outcomes. Obviously, these have been severely affected by the pandemic:

- The preaching and teaching has supported and encouraged those who attend. Church attendance has been reduced by about one-third by the pandemic.
- We continue to reach a wide cross section of the community via the provision of a public defibrillator and plans to open a food pantry from our church premises in Spring 2022. We restarted our teenage youth club in December.
- We have continued to support those who are promoting the Christian faith in the UK and elsewhere.
- We continue to relieve poverty by practical help and monetary gifts.

We have continued to address poverty and sickness through prayer, the provision of volunteer workers, food and financial gifts.

## Section E

## Financial review

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

To keep sufficient money in reserve to maintain one year's salary for our Community Pastor, Stephen Proctor. This is held in the Employment Fund. To save sufficient funds for any capital expenditure, so that the Church does not have to take out a commercial loan.

If, in unforeseen circumstances, there is a large emergency expenditure, the money would be taken from church funds and rebuilt, as a matter of priority.

Our experience shows that the Lord always provides for our needs.

### Details of any funds materially in deficit

The overall funds showed a deficit in the current year due to significant building improvement work, but remains in surplus overall. Our post-pandemic income is much reduced due to a reduction in church attendance.

## 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.

A large percentage of our income comes as personal gifts from members of the congregation.

During the ongoing circumstances of the Covid pandemic, we have been able to continue full time employment of our Community Pastor.

The financial income via Sunday collections after the church building was re-opened have been disappointing. However, through large one-off donations and new regular monthly gifts set up in lieu of regular giving on a Sunday morning, our income has remained at the same level as 2020.

Significant improvement work on the church building has meant that expenditure has exceeded income over the year. We have drawn on our reserves gained from savings in previous years to carry out the work.

The financial health of the church remains good and we continue running the church, as far as we have been able, over the year.

We recognise the Lord's provision for our needs during this ongoing worldwide crisis.

## 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)	Richard Tegg	Paul Savage
Full name(s)	Richard Tegg	Paul Savage

Position (e.g. Secretary, Chair, etc)	Chair of Trustees	Trustee and Church Treasurer
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Date 23 October 2022



Charity Name : Norcot Mission Church		No: 1125881		CC16a
Receipts and payments accounts				
For the period from	Period start date 01-Jan-21	To	Period end date 31-Dec-21	

## Section A Receipts and payments

	Unrestricted 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>					
Collection	2,515	-	-	2,515	4,276
Regular Donations	1,105	-	-	1,105	960
Gift-aided Regular Donations	26,670	-	-	26,670	26,355
Ad-Hoc Donations	2,087	-	-	2,087	5,280
Gift-aided Ad-Hoc Donations	9,247	-	-	9,247	4,446
Loan repayments	1,715	-	-	1,715	1,860
Lettings	-	-	-	-	-
Interest	10	-	-	10	117
John Laing Trust	-	-	-	-	-
Subs for Glow-worms (parent/toddler group)	-	-	-	-	156
<b>Sub total</b>	<b>43,349</b>	<b>-</b>	<b>-</b>	<b>43,349</b>	<b>43,450</b>
<b>A2 Asset and investment sales, etc.</b>	-	-	-	-	-
<b>Total receipts</b>	<b>43,349.32</b>	<b>-</b>	<b>-</b>	<b>43,349</b>	<b>43,450</b>
<b>A3 Payments</b>					
Running Costs (insurance, legal, subscriptions, catering, etc)	3,980	-	-	3,980	3,640
Utilities (gas, electric, water)	2,453	-	-	2,453	2,048
Pastoral Gifts	230	-	-	230	250
Youth Work Expenses	-	-	-	-	-
Employment costs	30,054	-	-	30,054	30,193
Support costs	5,013	60	-	5,073	5,789
Building Maintenance and Development	10,492	-	-	10,492	250
Glow-worms Expenses (parent/toddler group)	-	-	-	-	74
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>52,221</b>	<b>60</b>	<b>-</b>	<b>52,281</b>	<b>42,243</b>
<b>A4 Asset and investment purchases, etc.</b>	-	-	-	-	-
<b>Total payments</b>	<b>52,221</b>	<b>60</b>	<b>-</b>	<b>52,281</b>	<b>42,243</b>
<b>Net of receipts/(payments)</b>	<b>- 8,872</b>	<b>- 60</b>	<b>-</b>	<b>- 8,932</b>	<b>1,207</b>
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	<b>65,807</b>	<b>228</b>	<b>-</b>	<b>66,035</b>	<b>64,828</b>
<b>Cash funds this year end</b>	<b>56,935</b>	<b>168</b>	<b>-</b>	<b>57,103</b>	<b>66,035</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 £
<b>B1 Cash funds</b>	Current Account	23,594	-	-
	less Current Account cheques yet to be presented	-	-	-
	plus Current Account deposits yet to clear	-	-	-
	Deposit Account	33,341	-	-
	NMC Petty Cash	-	-	-
	Glow-worms Petty Cash	-	168	-
	<b>Total cash funds</b>	<b>56,935</b>	<b>168</b>	<b>-</b>

(agree balances with receipts and payments account(s))

	Unrestricted funds	Restricted funds	Endowment funds
	to nearest £	to nearest £	to nearest £
<b>B2 Other monetary assets</b>			
Details			
Gift Aid receivable under GASDS for 2021	29	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			
Details			
None		-	-
		-	-
		-	-
		-	-
		-	-

	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			
Details			
Furnishings	General	-	-
Miscellaneous equipment	General	-	-
The building from which the church operates	General	-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			
Details			
NEST: Employer and employee pension contributions for July and December 2021.	Employment	343	
Stewardship Independent Account Examination Fees for 2021 (£750 + VAT)	Running	900	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
Richard Tegg	Richard Tegg	23/10/2022
Paul Savage	Paul Savage	23/10/2022



## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF

### NORCOT MISSION CHURCH

I report to the trustees on my examination of the accounts of Norcot Mission Church ('the charity') for the year ended 31 December 2021 on pages 8 to 9 following.

#### **Responsibilities and basis of report**

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

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

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

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

*Lourens du Plessis*

Lourens du Plessis ACA CA(SA)

Stewardship  
1 Lamb's Passage  
LONDON  
EC1Y 8AB

Date: 24 October 2022