

POTTERS HOUSE CHRISTIAN FELLOWSHIP UK READING CHURCH

ANNUAL REPORT AND STATEMENT OF ACCOUNTS FOR YEAR ENDED 31ST MARCH 2021

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CHARITY REGISTRATION No: 1127496

Independent Examiners Ltd
Unit 2, The Broadbridge Business Centre
Delling Lane
Bosham
West Sussex
PO18 8NF

POTTERS HOUSE CHRISTIAN FELLOWSHIP UK READING CHURCH

LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NUMBER	1127496
START OF FINANCIAL YEAR	1st April 2020
END OF FINANCIAL YEAR	31st March 2021
TRUSTEES AT 31ST MARCH 2021	Emmanuel Twala Jonas Appiah

The existing trustees appoint any new trustees following the provisions laid out in the Charity's governing instrument.

GOVERNING INSTRUMENT Constitution dated 28th December 2008

OBJECTS

(a) to advance the christian faith in accordance with the statement of beliefs in the schedule hereto attached in reading and in such other parts of the United Kingdom and the World as exclusively charitable according to the Law of England and Wales and from time to time think fit and other such purposes which the church council may be connected with the charitable work of the charity;

(b) the relief of poverty and sickness and to relieve the distress caused thereby regardless of nationality, religious political or other opinion in the said Reading and in such other parts of the United Kingdom and the World as the church council may from time to time think fit.

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Tilehurst
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Berkshire
RG31 4SF

PRIMARY BANKERS Lloyds TSB
Staple Hill (309806) Branch
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INDEPENDENT EXAMINER P B Robinson MAAT FCIE
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POTTERS HOUSE CHRISTIAN FELLOWSHIP UK READING CHURCH

TRUSTEES REPORT

FOR THE YEAR ENDED 31ST MARCH 2021

Objectives and Activities

We confirm that the trustees have paid due regard to the guidance issued by the Charity Commission on public benefit in deciding what activities the charity should undertake. All our activities are provided without charge to the public. Our main activities for the year were:

Church Services

Regular services were held on Sunday morning, Sunday evening, and Wednesday evening. These were times of worship and teaching, including:

- Prayer
- Worship songs
- Bible teaching
- In February 2012 we moved to a new location: Phoenix College, 40 Christchurch Road

Youth Activities

The Youth are involved in the church services. Other events include:

- Youth drama productions
- Bible studies
- Meals & Fellowship
- Boot camp (annual)

Sunday School (3-8yrs) / Nursery (1-3yrs)

This is held during Sunday morning service.

- Bible stories / prayer
- Songs
- Drama
- Arts & Crafts
- Sunday School seminars and workshops hosted by: (Norwich Potters House Church)

Local Evangelism

This consists of going on the streets of the local community to share the gospel message with the public. On a weekly basis we visited the town centre and spent time in:

On a weekly basis we visit the town centre and spend time in:

- Singing Christian songs
- Giving testimonies of transformed lives
- Preaching the gospel
- Speaking with people 1-on-1
- Inviting people to church with flyers & other information
- Community Outreach: (We also knocked / leafleted doors and invited the public to the church)
- Every 2nd Sunday in the month: Community movie night, where we show a movie, which is open to the Community to attend, with free popcorn.

National Evangelism

- Impact Teams: This consists of visiting one of our fellowship churches (normally) on a Saturday to assist them in their
- Local outreach activities, which normally culminates in an event (concert / drama) in the evening

POTTERS HOUSE CHRISTIAN FELLOWSHIP UK READING CHURCH

TRUSTEES REPORT (continued) FOR THE YEAR ENDED 31ST MARCH 2021

Concerts & Drama

- We have regular concerts & drama presentations, to which the local community are invited
- Members of the Church minister, in song and drama in order to bring the Gospel message

Marriage Retreat - (annual)

- Married Couples are encouraged to attend this two day retreat. It is paid event, arranged by our Mother church, with an international Pastor.
- We receive Biblical guidance and encouragement for our marriages

Revivals

- This is where a fellowship preacher visited our town and preaches in the church for 3-4 days
- Revivals normally start on a Sunday morning and run through to Wednesday evening
- Revivals are open to the public so we spend much time inviting the public through leaflets, posters and personal invitations

Youth Rally

- This was held in July and was well attended. There were 3 speakers in the morning seminars. Then a break for lunch, followed by afternoon Street and Community Evangelism with a Gospel concert in the evening

Talent Show

- This was held on New Years Eve in the evening service. Members had great fun singing, drama, playing instruments etc.
- This program was open to the local community as well

Men's Discipleship

- Monthly meetings (every last Sunday) for men with a desire to teach the Bible. During these meetings men were taught to study and teach the bible
- Then by March some had begun to preach in the last Sunday evening service

Rotherhithe Bible Conference - (annual)

- This is our mother church's newly held conference for all churches which are linked to her
- A full week of day seminars and nightly evening services in October. The speakers are our local and International Pastors
- This is a time of great challenging, encouraging ministry of God's Word, along with wonderful fellowship with saints from our other churches.

POTTERS HOUSE CHRISTIAN FELLOWSHIP UK READING CHURCH

TRUSTEES REPORT (continued) FOR THE YEAR ENDED 31ST MARCH 2021

Achievements and Performance

- We have continued our weekly Outreaches in the town Centre
- Due to Covid we did most of our ministry online
- We had Marriage and Singles seminars online via zoom
- We are now doing weekly bible studies online via zoom
- We have started a prayer meeting every Tuesday evening on zoom
- This year has been a trying year due to the pandemic but our vision is to continue spreading the love of God to those in need

Financial Review

The charity's policy is to maintain sufficient unrestricted funds to cover the next month's expenditure. This has been achieved throughout the year. Restricted funds are normally used up when raised. Exceptions to this are when the funds have been raised but the cause raised for is not yet completed. There are correct accounting policies in place to identify each restricted fund and the available balance at any point in time.

POTTERS HOUSE CHRISTIAN FELLOWSHIP UK READING CHURCH

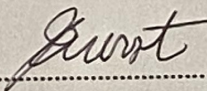
TRUSTEES REPORT (continued) FOR THE YEAR ENDED 31ST MARCH 2021

Trustees Responsibilities

The Charities Act 2011 require the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the trust and of the surplus of the trust for that period. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in existence.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the Trustees 

Date: 3rd Feb, 2022

POTTERS HOUSE CHRISTIAN FELLOWSHIP UK READING CHURCH

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST MARCH 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2020/21 £	Total 2019/20 £
RECEIPTS :					
Voluntary Receipts	2a	80,291	10,800	91,091	59,700
Other Receipts	2b	59	0	59	430
TOTAL RECEIPTS		80,350	10,800	91,150	60,130
PAYMENTS :					
Costs of Charitable Activities	3a	73,071	10,800	83,871	61,390
TOTAL PAYMENTS		73,071	10,800	83,871	61,390
NET INCOMING/(OUTGOING) RESOURCES		7,279	0	7,279	-1,260
Balances Brought Forward		-1,058	2,700	1,642	2,902
Transfer	4	0	0	0	0
BALANCES CARRIED FORWARD		6,221	2,700	8,921	1,642

The notes on pages 9 to 11 form part of these accounts.
All operations are continuing operations.

POTTERS HOUSE CHRISTIAN FELLOWSHIP UK READING CHURCH

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST MARCH 2021

ASSETS	Unrestricted Fund £	Restricted Fund £	31-Mar 2021 Total £	31-Mar 2020 Total £
Cash Funds:				
Bank Accounts:				
Current	1,862		1,862	1,572
Deposit	1,560	2,700	4,260	0
Online Tithes	2,699	0	2,699	70
Building Fund	0	0	0	0
Other accounts	100	0	100	0
	6,221	2,700	8,921	1,642
Represented by:				
Unrestricted Funds	6,221	0	6,221	-1,058
Restricted Funds	0	2,700	2,700	2,700
	6,221	2,700	8,921	1,642
Assets retained for the Charity's own use:				
Church Van	0	8,660	8,660	8,660
LIABILITIES				
Independent Examiners Fee	780	0	780	720
Holding Fund		2,700	2,700	0
	780	2,700	3,480	720

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 8 and 9.

Approved by the Trustees on 3rd Feb 2022

Signed on their behalf by

Hurst

POTTERS HOUSE CHRISTIAN FELLOWSHIP UK READING CHURCH

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

1. BASIS OF ACCOUNTING

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

2. RECEIPTS

	Note	Unrestricted Funds £	Restricted Funds £	Total 2021/20 £	Total 2020/19 £
a) Voluntary Receipts					
Offering		53,764		53,764	51,335
Gift Aid Tax Reclaimed		20,018		20,018	0
Building Fund		4,560		4,560	1,923
Church Planting		483		483	833
Support Received		1,446		1,446	0
Revival Offerings				0	182
World Evangelism				0	1,574
Gifts		20		20	1,753
Holding Fund	4		10,800	10,800	2,100
Rotherhithe Conference				0	0
		80,291	10,800	91,091	59,700
b) Other Receipts					
Miscellaneous Income		59		59	430
		59	0	59	430

POTTERS HOUSE CHRISTIAN FELLOWSHIP UK READING CHURCH

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

3. PAYMENTS

	Note	Unrestricted Funds £	Restricted Funds £	Total 2021/20 £	Total 2020/19 £
a) Costs of Charitable Activities					
Fellowship and Tithe		8,451		8,451	3,397
Church Rent		2,750		2,750	10,015
Parsonage	6	23,850		23,850	20,423
Wages	6	14,340		14,340	6,261
Utilities		3,680		3,680	3,433
Council Tax/ Insurance	6	2,757		2,757	346
Equipment & Furniture		1,018		1,018	1,078
Travel Costs		7,530		7,530	4,515
Ministry Meal		482		482	1,211
Love Offering		1,300		1,300	2,510
Books and Periodicals		707		707	764
Hotel		1,071		1,071	527
Conferences		922		922	100
Reimbursements				0	52
Youth		62		62	344
Sundries					3
Holding Fund	4		10,800	10,800	3,200
Support Costs					
Bank Charges		10		10	296
Stationary and Postage		25		25	64
Telephone and Internet		1,742		1,742	1,316
Printing and Advertising		694		694	640
Independent Examiners Fees		1,680		1,680	895
		73,071	10,800	83,871	61,390

4. RESTRICTED FUNDS

	Balance 01-Apr-20 £	Income £	Expend- ture £	Transfer £	Balance 31-Mar-21 £
Holding Fund	2,700	10,800	10,800	0	2,700
	2,700	10,800	10,800	0	2,700

The restricted funds are wholly represented by cash reserves of the charity

POTTERS HOUSE CHRISTIAN FELLOWSHIP UK READING CHURCH

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

5. PAYMENTS TO TRUSTEES

No payments were made to trustees or any persons connected with them during this financial period. No other material transaction took place between the organisation and a trustee or any person connected with them.

6. STAFF COSTS AND NUMBERS

	Total 31-Mar 2021 £	Total 31-Mar 2020 £
Net Wages	13,500	5,000
Social Security	840	1,261
Parsonage Rent and Council Tax	26,607	20,694
	40,947	26,955

Full time equivalent staff who were engaged in each of the following activities:

	Total	Total
Activities in furtherance of organisation's objects	1	1
	1	1

No employee received emoluments in excess of £60,000. Staff are self employed.

7. RISK ASSESSMENT

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

8. RESERVES POLICY

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The Trustees will endeavour not to set aside funds unnecessarily.

9. PUBLIC BENEFIT

The charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/ members of Potters House Christian Fellowship UK Reading Church on the accounts for the year ended 31st March 2021 set out on pages 7 to 11.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 2011 (the Act), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for an independent examination, it is my responsibility to:

- examine the accounts (under section 43 of the Act, as amended),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), 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 Commissioners. An examination includes a review of the accounting records kept by the organisation 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 the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the trustees requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of recommended Practice: Accounting and Reporting by Charities.

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.

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Date: 4th February 2022