



High Street Chapel

Registered Charity no. 1127666

**High Street Chapel Hopton**

**Report of the Trustees  
and  
Independently Examined Financial Statements**

**For the year ended  
31<sup>st</sup> March 2023**

**Contents of the Financial Statements for the year ended  
31<sup>st</sup> March 2023**

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**High Street Chapel Hopton**

**Report Of The Trustees  
for the year ended 31<sup>st</sup> March 2023**

The trustees present their annual report with the financial statements of the charity for the year ended 31<sup>st</sup> March 2023.

The financial statements have been prepared on a going concern basis in accordance with the Statement of Recommended Practice (SORP) on Accounting and Reporting by Charities effective from 1 January 2015 and FRS 102.

**Reference and Administrative Details**

**Charity name**

High Street Chapel Hopton

**Registered charity number**

1127666

**Principal address**

High Street Chapel Hopton

High Street

Hopton

Diss

Norfolk

IP22 2QX

**Trustees**

The following people served as trustees during the period:

*Local Trustees*

Andrew Clarke

Mark Cleveland

Tim Holden

Wendy Banks

*External Trustees*

Graeme Thomas

Mark Wallace

Peter Warnock (*resigned 6<sup>th</sup> March 2023*)

Andrew Yuill

**Accounts Preparation**

Matthew Larkin

72, Green Street,

Tahunanui,

Nelson,

7011,

New Zealand

**Independent examiner**

Tania Jones

Warren Cottage,

Warren Lane,

Woolpit,

Suffolk,

IP30 9RT



**High Street Chapel Hopton**  
**Report Of The Trustees - continued**

**Bankers**

NatWest  
7 Cornhill,  
Bury St Edmunds,  
Suffolk,  
IP33 1BQ

**Structure, Governance and Management**

**Governance**

High Street Chapel Hopton was formed as a charity under a deed of trust made on 18<sup>th</sup> July 1878.

The charity's activities are centred upon the premises stewarded by the trustees under the trust deed, being that of High Street Chapel, High Street, Hopton, although some of the church's activities are carried out outside these premises as considered necessary.

The trust also includes a residential property neighbouring High Street Chapel known as *Sundene*. This is rented out and the income is applied towards the property's upkeep, with any surplus funds being credited to the charity's general fund to be used within its day to day activities.

The trust registered with the Charity Commission (registration number 1127666) on 21<sup>st</sup> January 2009.

**Recruitment and appointment of trustees**

Any trustee can propose an individual to serve as a trustee, and this person can be appointed by the unanimous agreement of the trustee body. The policy of the trustees is to ensure that the trustee body is made up both of individuals involved in the day to day activities of the church (referred to as "local trustees") and a number of trustees serving who are unconnected and external to the church ("external trustees"), so as to ensure independence and objectivity.

Day to day management therefore rests with the "local trustees"; the day to day activities of the charity are delegated to the body of elders and deacons. The "local trustees" are members of High Street Chapel Hopton, some of whom also serve either as an elder or as a deacon.

**Trustee induction and training**

New trustees are provided with copies of:

- the charity's trust deed;
- the latest annual report and financial statement of the charity;
- relevant policy and practice documents and minutes;

and are encouraged to read Charity Commission guidance notes CC3 – "The Essential Trustee: What you need to know".

Trustees are encouraged to read Charity Commission and other appropriate newsletters designed to keep them abreast of their duties and responsibilities.



**High Street Chapel Hopton**  
**Report Of The Trustees - continued**

**Risk management**

The trustees confirm that the major risks to which the charity is exposed have been identified, reviewed and assessed in order for systems to be established to mitigate those risks.

Health and safety issues, safeguarding issues, food hygiene, first aid and maintenance and upkeep of the buildings, amongst other risks, are kept under review.

**Organisational structure**

The trustees aim to meet twice during the year. The church continues to be led on a day to day basis by three elders, supported by a group of eight deacons who undertake practical work.

Apart from our 4 part-time employees: the Caretaker, Ministry Leader, Communities Worker and Administrator, all other workers in the church are volunteers. Too many to count or name, everyone in the church plays their part in making things happen.

**Objectives and Activities, Achievements and Performance**

The objectives of High Street Chapel ("HSC") are set out in its trust deed. These are summarised as being the following:-

- a. to organise and carry out a "breaking of bread" service (commonly known as Communion);
- b. to preach and teach the Gospel of God; and
- c. to use the premises for such purposes, civil or religious, which the members of High Street Chapel consider fit and relevant to carry out its overall objectives.

The elders have adopted a "mission statement" which sets out how they seek to apply this on a day to day basis. An extract of this is reproduced below:

"We believe God has called High Street Chapel to join with His heart and reach out in new innovative ways to the people of our community; to build bridges and earn the right to share the life-transforming message of the Gospel. We believe God has led us through prayer, thought and confirmation from His Word and respected Christians outside and inside the church to this vision. We believe we must take the initiative to go out to our community and obey the principle of the Great Commission to 'go'. We believe God will honour this vision to transform our community and in so doing transform our church as we transform lives in Jesus' name."

In short, HSC's objectives remain to provide a place where God's people can come together to worship God, have fellowship with one another, be taught from God's Word and to be encouraged to serve God.

Sunday morning services continue every week with a live stream on our YouTube channel so that those who are unable to attend can partake and be included. The babies, children and youth are all catered for by Creche, Explorers and Ignite, with High Street Kids and Ignite also meeting on a Friday evening. Early Birds, the group for mum's and babies/toddlers continues to meet on Thursday mornings serving both the church and local community.

HSC met with All Saints, the Parish Church in Hopton for a joint service to celebrate the Queen's Jubilee in June and also on Pentecost Sunday, both services were well attended by both congregations.

**High Street Chapel Hopton**  
**Report Of The Trustees – continued**

Regular weekly evening services have not been resumed since Covid 19 lockdowns, but "Drawing Closer" meetings were started on the 1<sup>st</sup> Sunday of the month to focus on spending time seeking the Lord, praying specifically for our community, our nation, our world, and ourselves. Then, in May, an evening prayer meeting commenced on the 3<sup>rd</sup> Sunday of the month, as the Elders believed it was time to start praying together again. Corporate prayer encourages unity, focus, fellowship with one another and with God. It also strengthens and equips us as we join with God in His mission to build the Kingdom. Towards the end of the year, Youth worship sessions commenced, these were started to encourage the worship gifts and talents of the younger people, ready for them to begin involvement in Sunday worship.

The HSC Face Book Page continues to post uplifting, encouraging content with the aim to help people find and follow Jesus Christ.

HSC's coffee shop, The Well, in the village of Hopton is open 3 days a week and is well used. During lockdown's a socially distanced Coffee Morning had been started in the church building. This continued, providing a Warm Space during the winter months, is open to all and free of charge.

Once again, at Advent, the children put together videos, this year focusing on Hope, Peace, Love and Joy.

Coffee Nights recommenced April on the 3<sup>rd</sup> Thursday evening of each month, with speakers covering subjects of local interest, such as an origami workshop, Thelnetham windmill, leather working and a local magistrate.

Other events that involved numerous members of the wider community and the Parish Church were a Men's breakfast, summer outreach BBQ, once a week summer evening walks, a bowling challenge, and a men's worship event with local band World Without End. Hopton CEVA school used HSC for their Christmas rehearsals and performances in December. A Harvest Supper was held in October and gifts collected on the Sunday enabled 19 bags of food to be distributed locally.

The Communities Worker continues to keep in touch with members and also with many people in the Village and adjoining Villages by regular phone calls and visits. All needs and prayer requests are distributed on a regular basis via the weekly prayer sheet, WhatsApp groups and the telephone service.

Many of the church went to Sizewell Hall for a families camping weekend in July and for a weekend of worship, teaching and relaxation in January.

The Elder's and Deacon's met together quarterly and the Trustee's annually.

The ministry of Tony and Ruth Hood, Counties Evangelists, continued to be supported by the church as schools gradually re-started after school clubs and assemblies. This includes helping with reading activities, one to one mentoring, 'Open the Book' Assemblies and SPLAT (Special People Learning About Truth). They also continue to develop new relationships in the community, providing welfare support, particularly supplying food parcels to those in need, with financial support from the church.

All Policies and procedures are reviewed regularly.



### **Public Benefit**

It is the policy to ensure that all activities are relevant to those in the local community as occasion allows. Several members are involved in village activities and we seek to engage and invite the local community to all the church's activities, as they are relevant to them.

In reviewing these activities the trustees are aware and conscious of the statutory obligations placed upon them to ensure that the charity is run for the public benefit, and consider the guidance given and published by the Charity Commission.

### **Financial Review**

In the year ended 31st March 2023, a net deficit of £10,287 was recorded on total income of £72,578 (period to 31st March 2022: net surplus of £4,205).

The charity operates four main funds which fall under three broad categories:-

- Unrestricted Funds – can be spent on any of the charitable purposes of the charity. The General Fund performs this function as it is used for the day to day running of the trust's activities.
- Designated Funds – represents the Building Fund and the House Fund. The Building Fund sets funds aside for maintaining the building and major capital projects. The House Fund collects the rent from Sundene and pays expenses relating to the property.
- Restricted Funds - can only be lawfully used for a specific charitable purpose. The funds donated to the church specifically for individuals, missionaries and charities fall into this category.

Transfers are made between the General Fund, Building and House Funds as the need arises.  
As at 31st March 2023, total net assets for all three funds amounted to £1,140,446.

The main income of the church arises from donations made by members of the church, mostly under regular Gift Aid giving, by standing order. Offerings and gifts amounted to £59,400 in the year, compared with £55,392 in the year to 31st March 2022. Rental Income from Sundene was £6,600.

The main expenditure of the church is on salaries, tax, national insurance and pension payments to the Caretaker, Ministry Leader, part-time Communities Worker and part-time Administrator, amounting to £37,486 (2022: £33,349).

The church continues to support monthly the ministry of Tony and Ruth Hood, Counties Evangelists who work in the local schools. Payments totalled £8,196 (2022: £7,513).

Our regular minimum gift to our mission partners was increased from £250 to £300, details are shown in Note 1 on page 11.

There were 3 special appeals for donations during the year, and the church members were generous in their giving to The Leprosy Mission's 'Greater Heights' Appeal (£2,934 sent), Operation Mobilisation's Appeal for Support for Ukraine (£1,825 sent) and TEAR Fund's Turkey/Syria Earthquake Appeal (£370 collected).

The two donors who gave regularly to SARA (Saviour Alone Reaches Asians) Children's Home in Nepal stopped their payments, the account was closed and a final gift of £750 was sent.



**High Street Chapel Hopton**  
**Report Of The Trustees – continued**

The four largest expenses from the Building Fund were: Insurance (£2,075), Lighting (£997), Hedge Cutting (£600) and Fire Extinguisher Servicing & Fire Risk Assessment (£555).

The house, Sundene, was let all year, maintenance was continued, the major expenses being: New windows (£3,830), Insurance (£496) and boiler servicing (£90).

**Reserves policy**

It is the policy of the trustees to hold funds which allow room for the fluctuations in income that inevitably occur from year to year, and for any major projects that may be required in the future. The trustees consider that the free cash reserves held at the year-end of £49,869 represent sufficient reserves for the trust.


**Investment policy and objectives**

The trustees consider that there are no material funds available for medium or long term investment and, having considered the options available, have decided to place any surplus funds on deposit with appropriate banking institutions.

**Trustees**

The eight trustees who served during the year and up to the date of this report are set out on page 2 of this report, with Peter Warnock Standing down on 6<sup>th</sup> March 2023.

Signed on behalf of the Trustees:



.....  
M Cleveland, Trustee

4th December 2023

.....  
Date

## Independent Examiner's Report To The Trustees Of High Street Chapel Hopton

I report on the accounts for the year ended 31 March 2023 set out on pages 9 to 11.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts.

It is my responsibility to:

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

### Basis of the 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:

- 1) which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave 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.



.....  
Tania Jones  
Warren Cottage,  
Warren Lane,  
Woolpit,  
Suffolk,  
IP30 9RT

4th December 2023

.....  
Date

# High Street Hopton

## Receipts and Payments Account

For the year ended 31st March 2023

			Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds	Prior Period Funds
	Note		£	£	£	£	£
<b>Receipts</b>							
Bank Interest			189	0	0	189	5
Events & Activities			6,389	0	0	6,389	3,884
Home From Home			0	0	0	0	4,977
Offerings & Other Gifts	1		56,033	0	3,367	59,400	55,392
Rent Received			0	6,600	0	6,600	4,200
			<b>62,611</b>	<b>6,600</b>	<b>3,367</b>	<b>72,578</b>	<b>68,458</b>
<b>Payments</b>							
Administration Expenses			(489)	0	0	(489)	(440)
Administrator			(5,748)	0	0	(5,748)	(4,807)
Bank Charges			0	0	(24)	(24)	0
Caretaker Wages			(2,470)	0	0	(2,470)	(2,340)
Community Pastor			(18,978)	0	0	(18,978)	(16,142)
Computer, screen, projector, cabling, etc			0	0	0	0	0
Copyright			(837)	0	0	(837)	(781)
Equipment Purchased			0	0	0	0	0
Events & Activities			(9,302)	0	0	(9,302)	(5,442)
Family Worker			(10,290)	0	0	(10,290)	(10,060)
Gifts & Donations	1		(8,252)	0	(10,613)	(18,865)	(13,415)
Insurance			0	(2,762)	0	(2,762)	(2,819)
IT			(262)	0	0	(262)	(1,692)
Letting			0	0	0	0	0
Maintenance, repairs & cleaning			(85)	(6,964)	0	(7,049)	(2,751)
Printing, stationery, computer supplies & postage			(1,035)	0	0	(1,035)	(457)
Safeguarding			(162)	0	0	(162)	(433)
Speakers			(584)	0	0	(584)	(397)
Teaching & Library Costs			(33)	0	0	(33)	0
Utilities			(3,975)	0	0	(3,975)	(2,276)
			<b>(62,503)</b>	<b>(9,726)</b>	<b>(10,636)</b>	<b>(82,866)</b>	<b>(64,253)</b>
<b>Surplus/(deficit) for the Year</b>							
			<b>108</b>	<b>(3,126)</b>	<b>(7,269)</b>	<b>(10,287)</b>	<b>4,205</b>
<b>Transfers Between Funds</b>							
			<b>(5,014)</b>	<b>(325)</b>	<b>5,339</b>	<b>0</b>	<b>0</b>
<b>Net Movement In Funds</b>							
			<b>(4,906)</b>	<b>(3,451)</b>	<b>(1,931)</b>	<b>(10,287)</b>	<b>4,205</b>
<b>Reconciliation of Funds:</b>							
Total Funds Brought Forward			56,679	1,092,254	2,301	1,151,234	1,147,029
Total Funds Carried Forward			<b>51,773</b>	<b>1,088,803</b>	<b>370</b>	<b>1,140,946</b>	<b>1,151,234</b>




## Balance Sheet

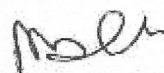
As at 31st March 2023

	Total Funds	Prior Year
	£	£
<b>Fixed Assets</b>		
Tangible Assets	1,078,563	1,078,563
<b>Current Assets</b>		
Debtors	13,228	6,673
Cash at Bank and in Hand	49,869	66,358
<b>Liabilities</b>		
Creditors: Amounts Falling Due Within One Year	(714)	(359)
<b>Total Net Assets</b>	<b>1,140,946</b>	<b>1,151,234</b>
<b>The Funds of The Charity</b>		
Unrestricted Funds	51,773	56,679
Designated Funds	1,088,803	1,092,254
Restricted Funds	370	2,301
<b>Total Charity Funds</b>	<b>1,140,946</b>	<b>1,151,234</b>

The financial statements were approved by the Trustees on 4<sup>th</sup> December 2023 and were signed on its behalf by:



M Cleveland, Trustee



M. Wallace, Trustee

## High Street Chapel Hopton

### Notes to the Statement of Financial Activities For the year ended 31st March 2023

#### Note 1 – Restricted Funds

Fund Name	Fund Balances Brought Forward	Income	Gift Aid Transfer	Expenditure	General Fund Transfer	Fund Balances Carried Forward
	£	£	£	£	£	£
Asia Link - Iran	0	0	0	(300)	300	0
Bible Society	0	0	0	(300)	300	0
Bury Drop-in	0	0	0	(300)	300	0
Christians Against Poverty	20	0	0	(600)	580	0
David & Manuela Pawson	0	0	0	(300)	300	0
GLO	0	100	25	(300)	175	0
Good News for Everyone	0	0	0	(300)	300	0
Leprosy Mission - Anandaban	0	0	0	(300)	300	0
Leprosy Mission 'Greater Heights' Appeal	579	1,350	302	(2,934)	703	0
Open Doors UK	0	0	0	(300)	300	0
Operation Mobilisation - Ukraine	880	798	148	(1,825)	0	0
Orphaid	0	100	25	(300)	175	0
Peter & Jenny Andrews	0	0	0	(300)	300	0
Richard & Pam Harknett	0	0	0	(300)	300	0
Saviour Alone Reaches Asians	822	0	0	(778)	(44)	0
Simon & Rebekah Duan	0	0	0	(300)	300	0
Steve & Muriel Studd	0	0	0	(300)	300	0
Talitha Koum	0	0	0	(300)	300	0
TEAR Fund Turkey/Syria Earthquake Appeal	0	370	0	0	0	370
Tools with a Mission	0	125	25	(300)	150	0
<b>Grand Total</b>	<b>2,301</b>	<b>2,843</b>	<b>525</b>	<b>(10,636)</b>	<b>5,339</b>	<b>370</b>