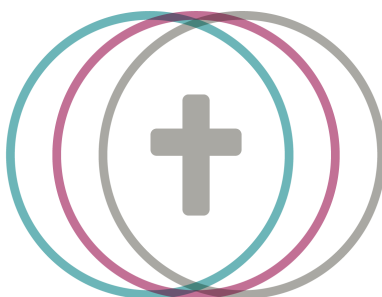


**TRUSTEES ANNUAL REPORT
AND FINANCIAL STATEMENTS
OF
HEATON MOOR EVANGELICAL CHURCH
(Operating as Emmanuel Community Church)**

30TH SEPTEMBER 2020



EMMANUEL
COMMUNITY CHURCH

Registered Charity Number: 1129533

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HEATON MOOR EVANGELICAL CHURCH (Operating as Emmanuel Community Church)

LEGAL AND ADMINISTRATIVE INFORMATION

Holding Trustee: The Fellowship of Independent Evangelical Churches Limited (FIEC)

Managing Trustees: The Managing Trustees who served during the year and up to the date of approval of this report were as follows:

Mr S Cook
Mr T Cox
Mr R Evans
Mr S Forman
Mr D Ingram
Rev J Kidd
Mr P Slack
Dr R Stout
Dr J A Van den Berg

Bankers: The Co-operative Bank
Barclays Bank

Operational address: 55 Green Lane
Heaton Moor
Stockport
SK4 3LH

Legal advisers: FIEC Ltd
39 The Point
Market Harborough
LE16 7QU

Independent Examiner: Mrs Helen Bolton FCA
894 Scott Hall Rd
Moortown
Leeds
LS17 6JZ

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2020

The managing trustees of the charity present their annual report and financial statements for the year ended 30 September 2020.

Structure, governance and management

Emmanuel Community Church (ECC) is the operating name of Heaton Moor Evangelical Church (HMEC). The change of name was registered with the Charity Commission in 2016, following the relocation of the main church services out of the Heaton Moor area across to Reddish. Throughout this report we will refer to the charity as HMEC.

HMEC's governing document is a consolidated trust deed dated 5th December 2016, which combines the Trust Deed dated 29th February 1972 and the amendments thereto contained in the Deeds of Variation dated 10th May 2010 and 17th October 2016.

At a formally convened church members' meeting, the members of HMEC elect Elders and Deacons. The Elders and three Deacons are collectively named as Church Officers and they hold the position of Managing Trustee. The Federation of Independent Evangelical Churches (FIEC) act as legal advisers and FIEC Ltd is the Holding Trustee, holding property title deeds and other legal contracts in trust for HMEC. The Holding Trustee has no other powers regarding the governance and management of the charity. Throughout this document when reference is made to trustees, that is taken to mean the Managing Trustees.

Regular meetings of the trustees ensure that there is agreement over direction and expenditure. The trustees are appointed to serve the members of the church and some decisions (as set out in the Rules within the Trust Deed) can only be taken following a vote of the membership.

The trustees have delegated first line operational responsibility for issues such as the protection of children and vulnerable adults to small groups or individuals.

Any newly appointed trustees are given the latest trustees annual reports and financial statements of the charity, the Trust Deed and notes on the duties and responsibilities of trustees.

The Charity employs a Pastor, a Pastor in Training, a part-time Families worker and a part-time Administrator. We also seek to employ a Community Evangelist and a part-time Women's worker, following receipt of a specific, earmarked gift and a grant award by the FIEC to the Church, respectively, in 2019/20.

HMEC (ECC) is affiliated to the FIEC and is a member of the Northwest Partnership.

Charitable objectives and principal activities

The purpose of the charity is the proclamation and furtherance of the Gospel of God concerning his Son Jesus Christ our Lord and the preaching and teaching of the Word of God.

The trustees have also reviewed the Charity Commission guidelines on public benefit and have met throughout the year to consider the additional policies and activities of the church. The trustees believe that these benefit the public by providing opportunities to meet as a community, to serve one another and to provide service to or otherwise assist those individuals in need because of social exclusion, poverty, disability or lack of opportunity.

Proclamation of the gospel in word and action is a key emphasis in the activities of HMEC. Our Sunday services are for worship, teaching and prayer and are beneficial in helping the church community to live out their faith in their daily living. All are welcome to our Sunday services.

HEATON MOOR EVANGELICAL CHURCH (Operating as Emmanuel Community Church)

Activities for all ages, from babies to those in later stages of life, are undertaken with the aim of showing the love of Jesus Christ to all who come and providing an opportunity to present the message of the Gospel, through individual conversations or more formal presentations. Normal activities include the following, but due to the restrictions in 2020 as a result of Covid-19, some of these activities have had to be suspended during the latter part of the financial year.

- Sunday Morning services, including crèche and children's and youth groups
- A monthly evening service
- Oasis - a weekly meeting for over 55's
- 3 Parent & Toddler Groups – weekly sessions for young families
- Who Let the Dads Out – a fortnightly session for dads and kids
- Parent & New Baby Group - a weekly session
- Parenting Skills courses
- Children and youth groups - weekly clubs
- Home Groups meeting weekly for Bible study, prayer and mutual encouragement
- Groups for men and women
- A monthly church family prayer meeting
- Christianity Explored courses for any who express an interest in investigating the Christian faith
- A Learning Site – to help people engage theologically with the Holy Bible
- CAP – As part of a national initiative we host weekly Job Club sessions to help people getting out of debt and/or prepare for work/job applications

HMEC makes grants or donations to individuals and organisations who are seeking to promote the Christian faith by word and in action. Recommendations are made to the trustees by a small group of church members known as the Global Vision Group.

HMEC relies on teams of volunteers to work with members of staff in delivering its programme of activities and events. Roles undertaken by volunteers include

- Playing music to support worship
- Overseeing audio/visual presentation
- Providing catering
- Befriending adults and families
- Delivering Bible teaching to small groups of children, youth and adults
- Organisation of social events
- Carrying out building maintenance

Achievements and performance in the year

For much of the period under review, the church has sought to fulfil its objectives under COVID 19 restrictions. Our regular activities such as providing opportunities for worship, teaching and fellowship, both on Sundays and midweek have been a hybrid of broadcasting pre-recorded services, meeting online (in accordance with the governments restrictions) and in person. The National Lockdown and our area's subsequent move into Tier 4 were obvious hurdles for us. For much of the pandemic, however the church was able to meet on Sunday mornings at Houldsworth Mill in Reddish, with monthly evening services from 55 Green Lane in Heaton Moor. The bulk of our midweek community work and bible study which runs from our Green Lane premises was, however, put on hold for much of the pandemic. The majority of the teaching on Sundays is delivered by the Pastor and Trainee Pastor, with a number of members of the congregation supplementing the programme. The trustees are particularly grateful to all the people who have contributed to this work. The facilities at Houldsworth Mill have allowed for the children and young people to engage in appropriate, age related activities during every service – within the guidance provided by Government

Under ordinary circumstances we would facilitate midweek clubs for children and teenagers, i.e. Mini's (Reception and Yrs.1-2), Rise (Yrs. 3-6) and Shine (Yrs. 7-13) which have been attended by children and

HEATON MOOR EVANGELICAL CHURCH (Operating as Emmanuel Community Church)

young people from the church and the community. They usually meet each week during school term times. In addition to weekly activities we ran a Children's Holiday Club during the Easter Holidays at the Green Lane base, as well as a midweek Bible study group for teenagers. However, once again, for much of the year, these groups have been impacted by the COVID19 restrictions.

However, where guidelines have allowed, the church has been able to continue its popular weekly Parent and Toddler Groups, and a Parent and Baby Group under the leadership of voluntary staff using online technology and materials delivered to children's homes. A new parent Toddler group that had started at the Reddish site continues to do well and provide support and an activity for members of our community. Out of these groups there continues to be an appetite for special events such as Parenting Skills Courses and Bible studies and a separate group for Dad's and Toddlers once a fortnight on a Saturday morning. We look forward to meeting with more freedom and regularity as well as starting up the groups that have been put on hold or conducted on-line over the pandemic. During the early part of the period covered by this report we have sought to increase our presence in the community of Reddish and therefore were able to run several community outreach events in line with our church aims and for the general flourishing of the communities in which we are placed. Historically, these have included seasonal Fun days, church testimonial events and a job club for those looking to learn new skills for employment. Whilst the government guidelines have influenced the amount of community work we could engage in, we have still sought to provide pastoral and practical care where possible. Help such as with groceries, hot meals, clothes and more for less fortunate members of our community, has been a pleasure to be able to address. We are in the process of seeing how we can further expand our social justice ministry by seeking links with various charities and by looking to take on a volunteer to head this activity up.

The church's weekly Oasis group for those over 55 years of age has not been able to meet, during the pandemic since nearly all its members are in the 'vulnerable' category. However thanks to an excellent team of volunteers we have continued to provide spiritual and emotional support as well as friendship during what has been a very difficult time for our elderly.

Family, women's and men's social events are arranged from time to time to build bridges with our community and the parents of the children who attend our mid-week clubs, developing relationships which provide opportunities for support, friendship and sharing our faith, albeit this has mainly been online during the pandemic

HMEC remains committed to providing pastoral care both to those who attend the church and those who live in the local area who seek our care. Within the church this is largely organised through Home Groups (smaller groups made up mostly by those who attend our regular Sunday meetings). They meet weekly for Bible study, prayer and mutual encouragement. However, the Staff and Elders also spend time visiting, teaching and praying with those who request it.

The charity continues to maintain a social fund for those in the church and community who find themselves needing financial assistance. This is described more fully in note 11.

The charity has maintenance responsibilities for the original Church building on Green Lane, Heaton Moor, which it owns outright, and some aspects of maintenance at Houldsworth Mill, which it leases.

During the year the Church conducted a search for an Evangelist, a post funded by generous donations, but were unable to appoint. We also received a grant from the FIEC for a part-time Women's Worker over 2 years. Both positions were filled at the beginning of 2021. We hope that both of these appointments will help strengthen our mission, vision and purpose here in Reddish and the Heatons.

Financial review

The accounts have been prepared on the accruals basis and have been independently examined in accordance with the requirements of the Charities Act.

The principal source of income is donations from the congregation and other contacts. Donors are encouraged to make use of the Gift Aid facility where possible. Expenditure consists mainly of the cost of employment of those we consider necessary to fulfil our objectives, the costs of premises from which to fulfil our objectives and donations to groups whose objectives we believe to be aligned with ours.

Our long-term reserves of around 2 months of expenditure are held in a deposit account with the Co-operative Bank.

During the year, income from unrestricted funds was £174,418 (2018/9: £180,716), and income from restricted funds was £58,325 (2018/9: £48,050). Despite the financial impact of Covid-19, regular donations to the charity remained stable, but many one-off donations were diverted to restricted funds rather than unrestricted. Expenditure from unrestricted funds totalled £180,568 (2018/9: £194,378), and consisted mainly of staff costs, rent, mission giving, utilities, and depreciation. Expenditure was lower than last year mainly because of reduced depreciation costs as many items have been fully written down. Expenditure from restricted funds totalled £12,027 (2018/9: £2,193). There were transfers between funds of £5,145 relating to the global vision contribution to Myanmar projects.

The overall result for the year after transfers was net expenditure on unrestricted funds of £11,295 (2018/9: £13,662) and this amount has been transferred from general funds. Restricted funds increased by £51,443 (2018/9: £45,857).

It is not possible to quantify, in financial terms, the work done by many volunteers but the trustees recognise and are grateful for this.

Future developments

We continue to review how we may expand our outreach into the Reddish community, while maintaining our long established presence in the Heaton's, the latter being something we are due to review over the coming year. Alongside our various community outreach activities, the Trustees aim to utilise the new Evangelist to build stronger connections and make further opportunities to help alleviate the social needs of our community.

Following consultation with and support from the FIEC, an application has been submitted for a new CIO which will, ultimately, replace the HMEC Trust. This has been a time consuming task but it is hoped it will be completed during 2021/22

Risk review, funds and reserves policy

The trustees have considered the key risks affecting the charity, and taken steps to mitigate them. They have identified the key risks as being;

- ❑ Failure to maintain church buildings in a good state of repair;
- ❑ Failure to comply with the terms of the lease re Houldsworth Mill
- ❑ Inherent risks associated with employment of staff.
- ❑ Failure to comply with regulations related to Covid-19

The trustees believe that these risks are minimised by regular meetings, development and monitoring of policies and procedures and regular consideration of financial information.

HEATON MOOR EVANGELICAL CHURCH (Operating as Emmanuel Community Church)

The trustees recognise the need for the charity to establish and maintain reserves to enable it to continue to carry out its charitable objectives in the event of unforeseeable matters arising, such as falling levels of donations or any urgent and unexpected expenditure.

Free Reserves represents the total unrestricted funds of the charity less amounts tied up in fixed assets, on the basis that these cannot be sold without affecting the achievement of charitable objectives. The Trustees aim to retain sufficient Free Reserves to meet two months expenditure. In addition, from time to time, should it be justified by plans for significant projects, we may hold a greater amount, and these may be held as specific designated funds. At 30 September 2020, Free Reserves stood at £106,701 which is still significantly higher at 7 months' (2019: 7 months'). Future investment in additional staff and outreach projects is expected to reduce free reserves and bring them back in line with the policy.

During 2021, the Trustees will continue to review the level of reserves needed and develop plans accordingly to ensure adequate but not excessive reserves are held.

Further details of funds are set out in note 11 of the Financial Statements.

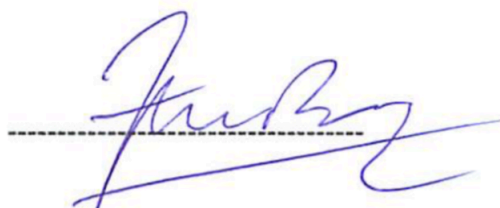

Statement of Trustees responsibilities

Charity law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of its financial activities for that period. In preparing those financial statements the trustees have:-

- ❑ selected suitable accounting policies and applied them consistently;
- ❑ made judgements and estimates that are reasonable and prudent;
- ❑ stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- ❑ prepared the financial statements on the going concern basis.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Acts. 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

Approved by the Trustees on 14th June 2021 and signed on their behalf by:



INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HEATON MOOR EVANGELICAL CHURCH FOR THE YEAR ENDED 30 SEPTEMBER 2020

This report on the financial statements of the charity for the year ended 30 September 2020, which are set out on pages 9 to 16, is in respect of an examination carried out in accordance with 144 of the Charities Act 2011 ("The Act")

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

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

Basis of this report

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 I do not express an audit opinion on the accounts.

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 have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 130 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; 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: **INSERT DATE WHEN KNOWN**

Helen Bolton, FCA
Chartered Accountant
894 Scott Hall Rd
Moortown
Leeds
LS17 6JZ

HEATON MOOR EVANGELICAL CHURCH (Operating as Emmanuel Community Church)

Statement of Financial Activities							
For the year ending 30 September 2020							
	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2019/20 £	Unrestricted Funds £	Restricted Funds £	TOTAL 2018/19 £
INCOME							
Donations & Legacies	2(a)	170,726	58,325	229,051	178,076	48,050	226,126
Investment Income	2(b)	197	-	197	75	-	75
Church Activities	2(c)	3,495	-	3,495	2,565	-	2,565
TOTAL INCOME		174,418	58,325	232,743	180,716	48,050	228,766
EXPENDITURE							
Charitable Activities	3	180,568	12,027	192,595	194,378	2,193	196,571
TOTAL EXPENDITURE		180,568	12,027	192,595	194,378	2,193	196,571
NET INCOME / (EXPENDITURE) BEFORE TRANSFERS		(6,150)	46,298	40,148	(13,662)	45,857	32,195
Transfers between funds	11	(5,145)	5,145	-	-	-	-
NET MOVEMENT IN FUNDS		(11,295)	51,443	40,148	(13,662)	45,857	32,195
Balances b/fwd.		564,415	76,770	641,185	578,077	30,913	608,990
Balances c/fwd.	11	553,120	128,213	681,333	564,415	76,770	641,185

The notes on the following pages form part of these accounts.

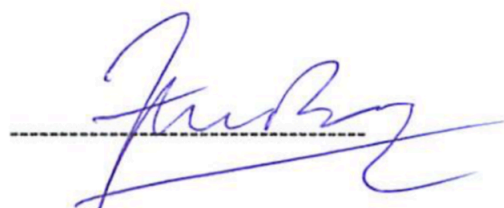
HEATON MOOR EVANGELICAL CHURCH (Operating as Emmanuel Community Church)

Balance Sheet at 30 September 2020

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £	Unrestricted Funds £	Restricted Funds £	TOTAL 2019 £
<u>FIXED ASSETS</u>							
Tangible Fixed Assets	6	400,269	-	400,269	405,317	-	405,317
Long-term Investments	7	46,150	38,350	84,500	46,150	38,350	84,500
TOTAL FIXED ASSETS		446,419	38,350	484,769	451,467	38,350	489,817
<u>CURRENT ASSETS</u>							
Debtors	8	5,005	-	5,005	1,906	-	1,906
Members Loans	9	3,716	-	3,716	2,463	-	2,463
Bank Balances		101,083	89,863	190,946	115,675	38,420	154,095
Cash in Hand		406	-	406	718	-	718
TOTAL CURRENT ASSETS		110,210	89,863	200,073	120,762	38,420	159,182
<u>LIABILITIES</u>							
Creditors: Amounts falling due in one year	10	3,509	-	3,509	7,814	-	7,814
NET CURRENT ASSETS		106,701	89,863	196,564	112,948	38,420	151,368
TOTAL NET ASSETS		553,120	128,213	681,333	564,415	76,770	641,185
REPRESENTED BY:							
<u>FUNDS</u>							
Unrestricted	11	553,120	-	553,120	564,415	-	564,415
Restricted	11	-	128,213	128,213	-	76,770	76,770
		553,120	128,213	681,333	564,415	76,770	641,185

The notes on the following pages form part of these accounts.

Approved by the Trustees on 14th June 2021 and signed on their behalf by:

HEATON MOOR EVANGELICAL CHURCH (Operating as Emmanuel Community Church)

NOTES TO THE FINANCIAL STATEMENTS For the year ending 30 September 2020

1 ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of the financial statements are set out below.

Basis of preparation

The financial statements have been prepared on a going concern basis, in accordance with the Statement of Recommended Practice "Accounting and reporting by Charities 2015 (FRS 102)" and UK Generally Accepted Practice as it applies from 1 January 2016.

The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the charity is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Fund accounting

General funds are available at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are funds subject to specific restrictive conditions imposed by donors, funders or by the purpose of grants. The purpose and use of the restricted funds is set out in note 10 to the accounts.

Donations and grants and similar income

Income from donations and grants, including capital grants and donations, is accounted for when these are receivable, except when they relate to future accounting periods or when the donors or grantors impose pre-conditions that have not been met. In these cases the income is deferred until the future period and/or the conditions have been met. Tax refunds are recognised at the same time as the income to which they relate.

Legacies are accounted for when the Charity is legally entitled to the amounts due.

Investment income is accounted for when it is received.

Where conditions are imposed which restrict the use of the income to specific purpose then it is included in income under restricted funds when it is due.

Fixed assets and Depreciation

Properties owned by the charity are considered functional assets and are included in the balance sheet at either cost less depreciation or trustees valuation. Expenditure on the building which is considered to be of a maintenance nature is not capitalised but written off in the year the work is done.

The open market value of functional property may be in excess of its recorded net book value. Valuations are not carried out in respect of buildings on the basis that there is no intention to dispose of them, and to pay for a valuation would not be considered good use of the assets of the Charity

Depreciation of tangible fixed assets is provided in order to write off the cost or valuation, after taking account of scrap values, over the expected useful lives as follows:-

Furniture and Equipment	20% on cost less residual value
Freehold land and property	1% on cost less residual value
Property improvements	2% on cost less residual value

HEATON MOOR EVANGELICAL CHURCH (Operating as Emmanuel Community Church)

NOTES TO THE FINANCIAL STATEMENTS For the year ending 30 September 2020 (Cont.)

2. INCOME		Unrestricted Funds £	Restricted Funds £	TOTAL 2019/20 £	Unrestricted Funds £	Restricted Funds £	TOTAL 2018/19 £
2(a)	Donations & Legacies						
	Regular donations	122,945		122,945	113,964	-	113,964
	Plate collections	1,923		1,923	6,799	-	6,799
	One-off donations	19,274	58,325	77,599	31,242	45,300	76,542
	Tax Recoverable under gift aid	26,584		26,584	26,071	2,750	28,821
		170,726	58,325	229,051	178,076	48,050	226,126
2(b)	Investment Income						
	Bank interest	197	-	197	75	-	75
		197	-	197	75	-	75
2(c)	Income from Church Activities						
	Sundry lettings	2,155	-	2,155	2,030	-	2,030
	HMRC Job retention scheme	1,062		1,062	-	-	-
	Other income from church activities	278	-	278	535	-	535
		3,495	-	3,495	2,565	-	2,565
	TOTAL INCOME	174,418	58,325	232,743	180,716	48,050	228,766
3. EXPENDITURE		Unrestricted Funds £	Restricted Funds £	TOTAL 2019/20 £	Unrestricted Funds £	Restricted Funds £	TOTAL 2018/19 £
	Charitable Activities						
	Staff costs (See note 4)	96,391	-	96,391	87,065	-	87,065
	Mission giving	10,460	11,008	21,468	18,174	1,715	19,889
	Evangelism	2,478	93	2,571	4,514	-	4,514
	Rent	30,390	-	30,390	30,500	-	30,500
	Repairs & maintenance	6,845	-	6,845	5,100	-	5,100
	Insurance	2,446	-	2,446	2,735	-	2,735
	Light, heat, water & telephone	8,296	-	8,296	9,333	-	9,333
	Membership and licences	3,968	-	3,968	3,937	-	3,937
	Costs relating to church activities	1,034		1,034	2,065		2,065
	Catering	3,544	-	3,544	3,572	-	3,572
	Children's and Youth work	1,406	-	1,406	2,659	-	2,659
	CAP Job club	-	926	926	-	478	478
	Printing, copying & stationery	3,144	-	3,144	2,394	-	2,394
	IT and website	1,876	-	1,876	2,295	-	2,295
	Bank charges	-	-	-	-	-	-
	Legal and Professional	1,092	-	1,092	822	-	822
	Independent Examiner's fee	1,000	-	1,000	920	-	920
	Depreciation of furniture and equipment	1,842	-	1,842	13,938	-	13,938
	Depreciation of buildings	4,356	-	4,356	4,355	-	4,355
	TOTAL EXPENDITURE	180,568	12,027	192,595	194,378	2,193	196,571

HEATON MOOR EVANGELICAL CHURCH (Operating as Emmanuel Community Church)

NOTES TO THE FINANCIAL STATEMENTS For the year ending 30 September 2020 (Cont.)

4. STAFF COSTS		Unrestricted Funds £	Restricted Funds £	TOTAL 2019/20 £	Unrestricted Funds £	Restricted Funds £	TOTAL 2018/19 £
	Salaries	82,473	-	82,473	70,615	-	70,615
	Employers National Insurance	2,471	-	2,471	2,152	-	2,152
	Pension	5,108	-	5,108	3,049	-	3,049
	Recruitment & relocation	2,096	-	2,096	2,307	-	2,307
	Travel	958	-	958	913	-	913
	Staff training	3,285	-	3,285	8,029	-	8,029
	Total	96,391	-	96,391	87,065	-	87,065

5. NET INCOMING / (OUTGOING) RESOURCES FOR THE YEAR				TOTAL 2019/20 £		TOTAL 2018/19 £
	This is stated after charging:					
		Fees re Independent Examination		1,000		920
		Depreciation		6,198		18,293
		Trustees remuneration		-		-
		Staff costs		96,391		87,065

Rev Jamie Kidd is the Pastor of the church and is also a trustee. £42,590 of the staff costs listed here relate to his role as Pastor, he receives no remuneration for his duties as a Trustee.

Simon Foreman works as the church administrator and is also a trustee. £7,329 of the staff costs listed here relate to his employment, he receives no remuneration for his duties as a Trustee

All charity trustees are entitled to claim out of pocket expenses to cover postage, telephone and mileage. They receive no remuneration in respect of their duties as Trustees.

6. TANGIBLE FIXED ASSETS		Freehold land & buildings	Furniture & equipment	Total £
Cost	At 1 October	417,778	69,686	487,464
	Additions at Cost	-	1,150	1,150
	Disposals	-	-	-
	At 30 September	417,778	70,836	488,614
Depreciation	At 1 October	17,420	64,727	82,147
	Charge for the year	4,356	1,842	6,198
	Released on disposals	-	-	-
	At 30 September	21,776	66,569	88,345
Net book value at 30 September 2020		396,002	4,267	400,269
Net book value at 30 September 2019		400,358	4,959	405,317

HEATON MOOR EVANGELICAL CHURCH (Operating as Emmanuel Community Church)

NOTES TO THE FINANCIAL STATEMENTS For the year ending 30 September 2020 (Cont.)

7. LONG-TERM INVESTMENTS		Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £	Unrestricted Funds £	Restricted Funds £	TOTAL 2019 £
Balance at 1 October		46,150	38,350	84,500	9,500	-	9,500
New loans		-	-	-	36,650	38,350	75,000
Repayments received		-	-	-	-	-	-
Balance at 30 September		46,150	38,350	84,500	46,150	38,350	84,500

During 2018/19 members of the charity in general meeting approved an unsecured long-term loan to the Pastor and his wife to enable them to purchase a suitable family home, on the basis that the trustees believe it to be in the best interests of the charity that the Pastor lives locally, despite high house prices. A formal loan agreement was signed on 6 November 2018 and an updated agreement signed on 1 September 2019. The loan is repayable on the earlier of the sale of the property, Mr Kidd ceasing to be employed by the charity, or within 365 days of the Charity providing written notice of demand. No interest is charged, however when the property is eventually sold, 31.3% of any proceeds in excess of £270,000 will be added to the capital so the charity can share in any appreciation of the asset. The full loan was paid partly out of restricted donations from members of the Church and partly out of general funds.

8. DEBTORS AND PREPAYMENTS		Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £	Unrestricted Funds £	Restricted Funds £	TOTAL 2019 £
Gift aid recoverable		2,463	-	2,463	1,906	-	1,906
Prepayments		2,542	-	2,542	-	-	-
		5,005	-	5,005	1,906	-	1,906

9. MEMBERS LOANS		Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £	Unrestricted Funds £	Restricted Funds £	TOTAL 2019 £
Balance at 1 October		2,463	-	2,463	3,963	-	3,963
New loans		7,800	-	7,800	-	-	-
Repayments received		(6,547)	-	(6,547)	(1,500)	-	(1,500)
Balance at 30 September		3,716	-	3,716	2,463	-	2,463

Loans to members are technically repayable on demand but there is an expectation that the current loans should be cleared within the next 12 months.

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £	Unrestricted Funds £	Restricted Funds £	TOTAL 2019 £
Accruals & deferred income		2,521	-	2,521	4,732	-	4,732
PAYE		988	-	988	3,082	-	3,082
		3,509	-	3,509	7,814	-	7,814

HEATON MOOR EVANGELICAL CHURCH (Operating as Emmanuel Community Church)

NOTES TO THE FINANCIAL STATEMENTS For the year ending 30 September 2020 (Cont.)

11. FUNDS			Bal 1 Oct 2019	Income	Expenditure	Transfers In / (Out)	Bal 30 Sept 2020
<u>Restricted Funds</u>							
Social Fund			7,633	4,105	(2,663)	-	9,075
Pastors loan			38,350	-	-	-	38,350
Evangelist			30,000	30,000	-	-	60,000
Myanmar			-	4,220	(9,364)	5,145	1
Womens Worker			-	20,000	-	-	20,000
Houseparty			787	-	-	-	787
Total restricted funds			76,770	58,325	(12,027)	5,145	128,213
<u>Unrestricted Funds</u>							
General funds invested in Tangible Fixed Assets			405,317	-	-	(5,048)	400,269
General funds invested in Long term investments			46,150	-	-	-	46,150
General free reserves			112,948	174,418	(180,568)	(97)	106,701
Total unrestricted funds			564,415	174,418	(180,568)	(5,145)	553,120
Total Funds			641,185	232,743	(192,595)	-	681,333
Social Fund	Some donations to the charity are made specifically to enable the church to provide grants to individuals in need and these are held in this restricted funds until needed. Any balance at the end of the year is available to spend in subsequent years.						
Pastors loan	As explained in note 7, the charity made an unsecured long-term loan to the Pastor and his wife. Donations have been received from individuals to enable the charity to do this without putting unwarranted pressure on general funds. When the loan is subsequently repaid, donors will be consulted to determine whether their donations may be transferred to general funds or used for other purposes. Until that time they will be held as restricted funds and then the wishes of each donor will be enacted.						
Evangelist	Donations have been received to enable the church to employ an Evangelist. The Trustees have not been able to appoint a suitable candidate and so donations are held in a restricted fund to be used in 2020/21 to support employment costs when a suitable appointment is made.						
Myanmar	The church is involved with various mission activities in Myanmar and donations are often made by individuals to support this work. The trustees have also agreed to allocate a significant proportion of the global vision budget to support the work. Income and expenditure related to Myanmar are accounted for in the restricted fund with a transfer from general funds representing the allocation from the global vision budget.						

HEATON MOOR EVANGELICAL CHURCH (Operating as Emmanuel Community Church)

NOTES TO THE FINANCIAL STATEMENTS For the year ending 30 September 2020 (Cont.)

11. FUNDS (continued)

Womens Worker	A grant was received from FIEC to fund the first 2 years of a Womens Worker. The worker will start in 2020/21 and the grant will be used to support their salary and other costs.								
Houseparty	Occasionally church members go away for a teaching and fellowship weekend known as a houseparty. Donations are received to enable church members to attend at a notional cost. Any balance remaining after conference centre fees and expenses are paid is carried forward for future similar events.								
General funds invested in tangible fixed assets and long term investments	The charity has invested some of its general funds in the building on Green Lane, in furniture and equipment at both sites, and the long term loan to the Pastor. As there is no intention to dispose of the assets, these funds are not considered to be readily available for the charity to use in its day to day operations. A transfer is made to free reserves to cover the depreciation charge on tangible fixed assets, so that balances reduce in line with depreciation.								
General free reserves	Free reserves represent funds that are not restricted or designated for specific purposes or invested in fixed assets. The trustees have resolved in the past to hold free reserves at a minimum of 2 months' running costs which would be c£30,000. They will review this policy and consider options to utilise the excess in the next few years.								