

**IMMANUEL UNITED REFORMED CHURCH SWINDON CHARITY  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2021**

This report includes information required by the Charities (Accounts and Reports) Regulations 2008 and the Statement of Recommended Practice for Accounting by Charities 2005 as applicable to charities entitled to prepare accounts on the receipts and payments basis.

**ADMINISTRATIVE INFORMATION**

Immanuel United Reformed Church Swindon Charity is a local church of the United Reformed Church in Great Britain, and is a member church of the South West Synod of the Church. It was registered on 28th July 2009 as Charity Number 1130794.

Immanuel Church is situated in Upham Road, Swindon, Wiltshire, SN3 1DH, and its email address is immchurchsec@gmail.com. The Church is normally open for worship on Sundays at 10.30 am and 6.30 pm, and for other activities at various times during the week.

The members of the Elders' Meeting for the time being are recognised as the charity trustees. Those serving from 1st January 2021 until the date this report was approved are: Edward Gunther Thomas, Stephen Kenneth Brain, Dr Donald Edwin Macarthur, Glenys Marjorie Walker, Michael John Denton, and Patricia Mary Hayes. David Leadbeater, Rev Roy Lowes, Frances Strange, Maria Kawonga and Thomas Peter Hartshorn served from 1st January 2021 until 13th June 2021; and Derek John Walker served from 1st January 2021 until 9th September 2021. Elizabeth Louise Gibney, Michael Gordon and Anne Farrow served from 13th June 2021 until the date that this report was approved. The minister throughout the year was Rev Robert Hugh Jordan.

The Church building and the manse at 152 Drove Road, Swindon, SN1 3AG are vested in The South Western Synod Trust as trustees and held for the benefit of Immanuel URC Swindon in accordance with the trusts applicable to URC properties.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The activities of Immanuel United Reformed Church Swindon are overseen by the Elders' Meeting of the Church in accordance with the provisions of The Structure of the United Reformed Church determined by the General Assembly of the United Reformed Church, and supplemented by the rules of Immanuel Church Swindon. The governing document of the registered charity is a statement adopted by the Church Meeting on 9th March 2014.

The Elders' Meeting is responsible for the financial administration of the Church, and the care and maintenance of Church premises and the manse. The Church Meeting (of all members wishing to attend) gives general guidance on the life and work of the Church.

The members of the Elders' Meeting are the minister in pastoral charge (if any) and up to sixteen members of Immanuel Church Swindon nominated and elected by the members of Immanuel Church Swindon in Church Meeting. Elders serve for three years, retire by rotation and are eligible for re-election. There is a limit of two (or three in certain circumstances in the case of the Church Secretary) on the number of consecutive periods of service. The members of the Elders' Meeting are the trustees of the registered charity during their period of service as Elders.

The Elders' Meeting met twelve times during the year. The meetings from January to July were via Zoom, with face to face meetings resuming as from September. The Eldership is assisted in the administration of the Church and its property by committees established for World Concerns, Finance, Buildings and Grounds, and Worship and Outreach.

As a result of the COVID 19 Pandemic there were only three Church Meetings during 2021. The November meeting approved the transfers of funds from the Memorial Fund which had been authorised by Elders during the period when Church Meetings were unable to be held.

## **OBJECTIVES AND ACTIVITIES**

As a local congregation of the United Reformed Church, Immanuel United Reformed Church Swindon seeks to advance the Christian religion through its activities and the facilities offered to the community by its building, and described more specifically in its mission statement as "Sharing the Love of Jesus, Serving the Community".

The Elders' Meeting is aware of the Charity Commission's guidance on public benefit in "The Advancement of Religion for the Public Benefit" and has regard to it in the administration of the Church.

The Elders' Meeting believes that the Church provides benefit to the public by:

- providing resources and facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for the congregation and for anyone else who wishes to benefit from what the Church offers;
- promoting Christian values and service by members of the congregation to the community, for the benefit of individuals and society as a whole.

## **REVIEW OF ACTIVITIES AND ACHIEVEMENTS**

As a result of the COVID19 Pandemic and in accordance with Government Regulations and the URC National/Synod recommendations Immanuel's building remained closed for all activities until 16<sup>th</sup> May 2021. (The only exception was the continuation of NHS Blood Donor Sessions which continued throughout the year as agreed by URC SW Synod and under Covid 19 conditions.)

It was agreed that the Full Covid19 risk assessment carried out on 17<sup>th</sup> June 2020 remained valid in respect of the reopening of the building on 16<sup>th</sup> May 2021.

Throughout the closure we found that a stronger pastoral connection had subsisted between members of the congregation via telephone/online conversations and sharing. Our online activities increased with Zoom Elders Meetings/Coffee mornings/discussions/expanded use of our website. Our Minister produced weekly reflections, and a weekly news sheet continued to involve church members and friends.

We have continued our connection with other churches in the Swindon Old Town Partnership of Churches. The continuance and expansion of these activities forms a major part of the Eldership's proactive thinking.

## **FINANCIAL REVIEW**

**General summary:** Naturally the Covid19 pandemic and the need to close the Church buildings had an effect on finances of Immanuel, most noticeably in the Income from room bookings which was £22,552 lower than in the last pre-pandemic year 2019. Congregational offerings were also down on the 2019 totals but only by 9% thanks to the continued generosity of members and associates through the period that services were not held. Unlike 2019 there was again no major maintenance expenditure and no associated grants.

There are no other significant changes in Receipts and Payments from the previous year to report. The overall general fund outcome for 2021 was a deficit of £3,821 although Legacies and other items have contributed to compensating increases to other funds.

No significant changes are anticipated for 2022, and the financial prospects for the year are reasonably good.

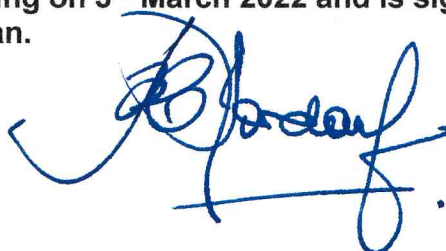
**Unrestricted funds:** Ideally, the Elders' Meeting would wish to have in hand an amount equal to at least six months' regular expenditure as "free" reserves, to meet future shortfalls in income or unexpected expense.

The General Fund is used for the normal running costs of the church, excluding exceptional items such as significant building maintenance projects which are funded from the Memorial fund which is also an unrestricted fund.

The General Fund balance at 31<sup>st</sup> December 2021 represents seven months of budgeted expenditure for 2022, although additional funds in the Memorial Fund are available, subject to Church Meeting approval, to meet any major unexpected costs.

**Designated Funds:** There are a total of 5 restricted or endowment funds jointly totalling £5,248 at the year end available for various defined purposes.

This report was approved by the Elders' Meeting on 3<sup>rd</sup> March 2022 and is signed on its behalf by the minister Rev Robert Jordan.





# Immanuel United Reformed Church Swindon Charity

REGISTERED NO: 1130794

## Receipts and payments accounts

For the period from 1 January 2021 to 31 December 2021

### Receipts and payments

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	2020 £
<b>Receipts</b>					
<b>Voluntary income</b>					-
Offerings	44,323		-	44,323	45,334
Harvest appeal		3,217	-	3,217	1,912
Gifts and donations	5,050		-	5,050	1,998
Income tax refunds under Gift Aid	11,150	354	-	11,504	13,878
Legacy			-	-	9,000
Church flowers	565		-	565	482
Other special appeals			-	-	1,717
<b>Other income</b>					
Church lettings	9,618		-	9,618	10,059
Income generated by Church groups	770		-	770	6,526
Recovery of shared prior year costs	1,890		-	1,890	2,826
Other	263		-	263	730
Interest	6		-	6	25
Synod Grant	175			175	773
<b>Total receipts</b>	<b>73,810</b>	<b>3,571</b>	<b>-</b>	<b>77,381</b>	<b>95,260</b>
<b>Payments</b>					
Ministry & mission fund	47,028		-	47,028	47,664
Maintenance of manse	3,447			3,447	8,483
Ministerial costs	1,765		-	1,765	1,897
Church running costs	14,253		-	14,253	18,061
Maintenance of church buildings	4,612			4,612	7,281
Worship costs	3,235		-	3,235	4,285
Costs of church groups	1,292		-	1,292	2,302
Grants payable and restricted donations passed on	1,000	4,717	-	5,717	3,685
Other	1,400		-	1,400	1,567
<b>Sub-total</b>	<b>78,032</b>	<b>4,717</b>	<b>-</b>	<b>82,749</b>	<b>95,225</b>
<b>Asset purchase</b>					
<b>Total payments</b>	<b>78,032</b>	<b>4,717</b>	<b>-</b>	<b>82,749</b>	<b>95,225</b>
<b>Net of receipts/(payments)</b>	<b>- 4,222</b>	<b>- 1,146</b>		<b>- 5,368</b>	<b>35</b>
<b>Transfers between funds</b>	<b>-</b>				<b>-</b>
<b>Cash funds last year end</b>	<b>124,472</b>	<b>4,316</b>	<b>2,078</b>	<b>130,866</b>	<b>130,831</b>
<b>Cash funds this year end</b>	<b>120,250</b>	<b>3,170</b>	<b>2,078</b>	<b>125,498</b>	<b>130,866</b>

# Statement of assets and liabilities at the end of the period

Cash funds	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
Cash	221	-	-	221
Bank and Building Society current and deposit accounts	120,029	3,170	2,078	125,277
<b>Total cash funds</b>	<b>120,250</b>	<b>3,170</b>	<b>2,078</b>	<b>125,498</b>

Other monetary assets	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
Highworth United Reformed Church debt	1,347	-	-	1,347
Tax reclaim due from HMRC	2,555	499	-	3,054

## Assets retained for the charity's own use (where the cost net of grants is greater than £2,000)

	Fund to which asset belongs	Cost
Heating boilers. Purchased August 2016	Unrestricted	20,243
Church car. Purchased December 2018 (Immanuel Share)	Unrestricted	6,937
Dishwasher. Purchased June 2008	Unrestricted	2,466
Photocopier. Purchased June 2009	Unrestricted	2,637
cooker - purchased Sep 2019	Unrestricted	2,982
Church building and Manse - not owned by the charity		-

## Liabilities

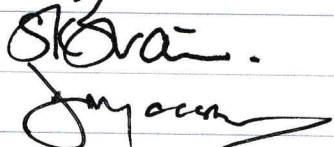
	Fund to which liability relates	Amount due
Gas charges for 2021	Unrestricted	2,800

Signed on behalf of all the trustees

Signature

Print Name

Date of approval



STEPHEN BRAIN

3 March 2022.

DON MACARTHUR

3 March 2022

## Notes to the receipts and payments accounts

### Ministerial costs

Highworth United Reformed Church contributes 25% of shared Ministerial Costs. The costs are shown gross and the recovery is shown in Other income in the following year.

### Asset and investment sales and purchases

There were no investment sales during the year (in 2020 investment sales were nil)

There were no asset sales during 2021 (in 2020 asset sales were nil)

### Investment assets

The charity holds no investment assets

### Transactions with related parties

There were no transactions with related parties in 2021 (there were no transactions in 2020)

### Cash Funds at 31 December 2021

£

#### Unrestricted funds

General fund	58,735
Memorial fund	54,783
Car fund	6,732
<b>Unrestricted funds</b>	<b>120,250</b>

#### Restricted funds

Tanner - Immanuel	773
Tanner - Ecumenical	490
World concerns emergency	1,463
Ministerial training	444
CWM	-
Special appeals	-
<b>Restricted funds</b>	<b>3,170</b>

#### Endowment funds

Deep Cap	<b>2,078</b>
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## Independent examiner's report to the trustees of Immanuel United Reformed Church Swindon Charity

I report on the accounts of the Trust for the year ended 31 December 2021, which are set out on pages 1 to 3.

### Respective responsibilities of trustees and examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

### Basis of independent examiner's report

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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, 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 accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

i) 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 2011 Act and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met or

ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



Name: David Bevan

Relevant professional qualification or body: ACMA, CGMA

Address: 96 Okus Road, Swindon

Date: 12<sup>th</sup> February 2022



# Immanuel United Reformed Church Swindon Charity

REGISTERED NO: 1130794

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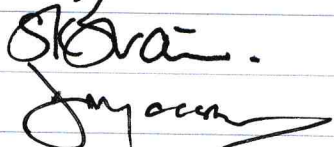
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Name: David Bevan

Relevant professional qualification or body: ACMA, CGMA

Address: 96 Okus Road, Swindon

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