

Highgate United Reformed Church

Report and Accounts

year ended 31st December 2023

HIGHGATE UNITED REFORMED CHURCH
LEGAL & ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 DECEMBER 2023

ADDRESS FOR CORRESPONDENCE	Highgate United Reformed Church Pond Square Highgate London N6 6BA
GOVERNING DOCUMENT	Trusts distilled from the United Reformed Church Acts (1972 & 1981) and Scheme of Union (1972) 01/01/1973
CHARITY REGISTRATION NUMBER	1131691
TRUSTEES RESPONSIBLE FOR MANAGING THE CHARITY	Beth Chaudhary Zacky Choo Rowena Courtney (Resigned March 2023) Robert Gorrie Thomas Jenkins (Appointed March 2022) Iveta Olejkova (Appointed December 2023)
CUSTODIAN TRUSTEES	URC Thames North Synod Trust
KEY MANAGEMENT	Rev Jonathan Abernethy-Barkley
INDEPENDENT EXAMINER	Archie McDowall BA CA Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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HIGHGATE UNITED REFORMED CHURCH
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2023

The Trustees have pleasure in submitting the Report and Accounts for the year ended 31 December 2023.

Objects of the charity

The charity, which is a church, is governed by Trusts distilled from the United Reformed Church Acts (1972 & 1981) and Scheme of Union (1972) 01/01/1973. It is constituted as a charitable incorporated organisation. The purpose of the church, as defined in its charitable objectives is: The advancement of the Christian faith for the benefit of the public in accordance with the Scheme of Union of the United Reformed Church.

In planning the activities the Trustees and Elders have regard to the guidance on public benefit issued by the Charities Commission. During the past year the Church has continued its pursuit of this purpose by making available to the public opportunities for Public Worship every Sunday of the year, and additionally on special occasions as required by the Christian Calendar. The Church, through its minister and its facilities, is available for baptisms, weddings and funerals to anyone whom the Minister and Elders considers makes a genuine request for such services. Highgate United Reformed Church is active in encouraging its members and congregation to represent, individually, the intentions of the Church in the particular contributions they make not only to the immediate community, but also through paid or voluntary activity to the wider community.

In addition to public worship, also available to view on-line, the Church and its congregation support regular Bible Study meetings in members homes or in the Church building, and a Christian Meditation Group meets on-line. The Church and its congregation are also active in practical support to the local community through financial contributions and volunteering hosting a weekly Community Lunch and through support of the Pathway organisation which takes the Christian message into local schools. The C4WS Homeless Shelter, is hosted on nights over the winter, and staffed by volunteers. The Church also made a financial contribution to C4WS.

Summary of the charity's main activities and achievements

2023 was the first full year of Jonathan Abernethy-Barkley's Ministry and leadership of our Church. The Elders and Trustees would like to express their thanks to Jonathan for the energy, enthusiasm and leadership in his ministry. In March one of our senior Elders and Trustees, Rowena Courtney, stood down after many years of service and leadership. The congregation, elders and Minister all joined in expressing their thanks. It was also with many thanks that we welcomed Iveta Olejkova who agreed to join the Eldership and become a Trustee at the end of the year. Since the departure of our previous Junior Church leader in October 2022 various different approaches have been undertaken in search of appropriate leadership, including conversations with potential partners. In 2023 we were delighted to discover the solution was one of our own young adherents whose enthusiasm and talent is much appreciated by her students and their parents. In 2023 the partnership with Highgate Newtown Community Partnership to run a Community Lunch in the church once a week came to an end. Determined to continue this outreach to the community the Church applied for a grant from the National Lottery, was successful, and has successfully put in place a weekly Community Lunch of its own which has been running since the start of 2024. In 2023 C4WS extended their use of our building for the Winter Shelter to the whole season with half the period managed by volunteers from another north London church. In 2023 we became a monthly drop off venue for the "Baby Bank" organisation. To date this has been popular and successful.

Financial review

Receipts for the year were £154k. This was £8k down on 2022. Church lettings income fell by £14k reflecting the residual impact of the Nursery tenant of the church hall that went into voluntary insolvency in July 2021 offset by increased activity from other users. At the end of 2023 the Church received an £8k grant from the National Lottery towards the costs of running a Community Lunch Programme in 2024.

Total payments for 2023 were £152k, down £10k on 2022. Most categories of expense were broadly unchanged on the previous year. There was maintenance expenditure in the chapel on new lighting and decoration in the lobby and hall. Some roof repairs were carried out in 2023 and this will be an area needing further attention over the next few years. The budget for 2023 had forecast a potential deficit of £28k. As a result the decision was taken to reduce Charitable Giving from Church Funds to £5k from £9k in 2022.

Overall there was a small surplus of £1k for 2023, very similar to the deficit of £1k in 2022. The 2023 result compared to what had been an assumed deficit budget of more than £28k. The principal favourable variances were the unbudgeted success with securing the £8k National Lottery grant towards the 2024 Community Lunch Programme, saving on budgeted professional fees from continuing to defer any new tenant for the hall, lower than feared increases in utility costs, and the decision to restrict Charitable Giving from Church funds.

The charity has a budgeted loss of £5k in 2024. This broadly assumes no significant changes from the activity, receipts and costs of 2023. The trustees will continue to monitor the financial position and will manage controllable expenditure commitments and decisions on the use of space in the building in that context.

Reserves policy

The Reserves Policy is to hold 50% of annual expenditure as a reserve. Currently this Reserve is set at £66k. Total payments in 2023 were £152k. £33k relate to the direct employment of a full time Minister which cost is supported by the designated Future Ministry Fund. The 2023 balance of expenditure was £119k and as such the Trustees view the current level of General Reserves as appropriate.

Governance & Organisational Structure

The Trustees meet as Elders, with the Minister, most months. Elders are appointed following a discernment process that ends with confirmation, or not, by Church Meeting. Elders also become Trustees. Under the leadership of the Minister Elders have responsibility for the management of the Church delegated to them by Church Meeting which is the sovereign body. Church meetings are usually convened quarterly although when issues arise requiring more immediate consideration and decision additional meetings are called. The Elders delegate particular matters concerned with the upkeep and refurbishment of Church properties to the Management Committee. This Committee meets most months and when appropriate or helpful joint meetings with Elders are held.

Responsibilities of trustees

Charity law requires us as Trustees to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

Approval

This report was approved by the trustees and signed on their behalf by:

Robert Gorrie

Robert Gorrie (Oct 11, 2024 11:02 GMT+1)

ROBERT GORRIE

Date: Oct 11, 2024

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
HIGHGATE UNITED REFORMED CHURCH

I report to the trustees on my examination of the accounts of Highgate United Reformed Church ('the charity') for the year ended 31 December 2023 on pages 6 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.

Archie McDowall
Archie McDowall (Oct 11, 2024 13:53 GMT+1)

11 Oct 2024

Archie McDowall BA CA
Stewardship
1 Lamb's Passage
EC1Y 8AB

HIGHGATE UNITED REFORMED CHURCH
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	<u>Unrestricted Funds</u>		Restricted Funds	2023	2022
		General Funds	Designated Funds			
		£	£	£	£	£
<i>Income receipts</i>						
Donations & Legacies		14,358	-	2,455	16,813	18,160
Gift aid receipts		3,985	-	-	3,985	4,454
Church Lettings		60,665	-	-	60,665	74,341
Elthorne Road		60,000	-	-	60,000	60,000
Fund Raising Events		-	-	-	-	3,533
Grants		-	-	8,180	8,180	-
Other		4,234	-	-	4,234	1,831
<i>Total receipts</i>		143,242	-	10,635	153,877	162,319
<i>Payments</i>						
Payments in relation to charitable activities undertaken directly	2	81,381	33,394	952	115,726	121,710
Contribution to URC Ministry & Mission Fund		30,000			30,000	30,000
Grants paid in relation to charitable activities undertaken by others	3	5,000	-	1,660	6,660	11,100
<i>Total payments</i>		116,381	33,394	2,612	152,387	162,810
Net of receipts / (payments) before transfers		26,861	(33,394)	8,023	1,490	(491)
Transfers between funds	5	(33,394)	33,394	-	-	-
Net movement in funds		- 6,533	-	8,023	1,490	- 491
Cash funds as at last year end		81,115	174,116	1,195	256,426	256,917
Cash funds at this year end		74,582	174,116	9,218	257,916	256,426

The notes on pages 8 - 9 form part of these accounts.

HIGHGATE UNITED REFORMED CHURCH
STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31 DECEMBER 2023

Notes	<u>Unrestricted Funds</u>		Restricted funds	2023	2022
	General funds	Designated funds			
	£	£	£	£	£
A Cash funds					
Cash at bank with immediate access	74,582	174,116	9,218	257,916	256,426
	74,582	174,116	9,218	257,916	256,426
B Other monetary assets					
Gift aid due to charity	1,875	-	-	1,875	2,800
Other debtors	700	-	-	700	1,815
	2,575	-	-	2,575	4,615
C Liabilities					
Trade Creditors	1,479	-	-	1,479	1,894
Debtors & Prepayments	16,018	-	-	16,018	15,420
Fee for Independent Examination	1,200	-	-	1,200	1,200
	18,697	-	-	18,697	18,514

D Assets retained for charity's own use

Freehold Property: the Trustees of the church, manse buildings, and the Elthorne Road property, are the URC Thames North Synod Trust who hold them upon trust for purposes connected with Highgate URC. Expenditure incurred on the church and manse is written off in the year it is incurred.

For insurance purposes the church buildings are insured by the church for a declared value £9,834,615 and the manse for £1,000,000.

The church contents are insured by the church for £185,420. Elthorne Road is insured for £2,632,074 with the premium paid by the tenant.

The accounts were approved by the trustees and signed on their behalf

Approval

Robert Gorrie
Robert Gorrie (Oct 11, 2024 11:02 GMT+1)
 ROBERT GORRIE

Oct 11, 2024

The notes on pages 8 - 9 form part of these accounts.

HIGHGATE UNITED REFORMED CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	<u>Unrestricted Funds</u>		Restricted Funds	Total 2023	Total 2022
	General funds	Designated funds	Funds		
	£	£	£	£	£
2 Payments in relation to charitable activities undertaken directly					
Ministerial Costs (see note 2(a))	6,726	33,394	-	40,120	40,719
Administration Services	9,753	-	-	9,753	10,760
Cost of Church Activities (see note 2(b))	62,373	-	952	63,325	66,098
Legal & Professional Fees	604	-	-	604	2,060
Independent examination	1,140	-	-	1,140	1,050
Other costs	786	-	-	786	1,023
	<u>81,381</u>	<u>33,394</u>	<u>952</u>	<u>115,726</u>	<u>121,710</u>
Ministerial Employment	-	33,394	-	33,394	27,324
Pulpit Supply	100	-	-	100	400
Ministerial Expenses	360	-	-	360	6,506
Manse Costs	4,159	-	-	4,159	2,298
Manse Maintenance	2,106	-	-	2,106	4,191
	<u>6,726</u>	<u>33,394</u>	<u>-</u>	<u>40,120</u>	<u>40,719</u>
2 (b) Cost of Church Activities comprise:					
Church					
Insurance	8,420	-	-	8,420	7,098
Utilities	7,003	-	-	7,003	6,750
Maintenance	21,896	-	-	21,896	22,344
Cleaning & Refuse	8,012	-	-	8,012	10,719
Organists & Music	5,580	-	-	5,580	5,482
Equipment Purchased	404	-	-	404	53
Community Lunch	4,833	-	271	5,104	143
Other Running Costs	1,125	-	681	1,806	4,917
	<u>57,273</u>	<u>-</u>	<u>952</u>	<u>58,225</u>	<u>57,507</u>
Junior Church Leader	493	-	-	493	2,494
Junior Church Costs	1,188	-	-	1,188	656
Training	156	-	-	156	84
	<u>1,837</u>	<u>-</u>	<u>-</u>	<u>1,837</u>	<u>3,234</u>
Communications					
Office Equipment & Supplies	134	-	-	134	166
Printing, Postage, Advertising, Computer	1,851	-	-	1,851	3,998
Telephones	1,278	-	-	1,278	1,193
	<u>3,263</u>	<u>-</u>	<u>-</u>	<u>3,263</u>	<u>5,357</u>
3 Grants paid in relation to charitable activities undertaken by others					
Pathway	2,500	-	-	2,500	6,000
Barnabas	1,500	-	-	1,500	1,500
HNCC	-	-	57	57	-
C4WS	1,000	-	698	1,698	2,130
Other	-	-	905	905	1,470
	<u>5,000</u>	<u>-</u>	<u>1,660</u>	<u>6,660</u>	<u>11,100</u>

HIGHGATE UNITED REFORMED CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023

4 Transactions with related parties

The Charity employs J Abernethy-Berkley as the Full time Minister for the Church. He is not a Trustee of the Charity. The costs of his employment, and in respect of the provision of accommodation (which is customary for ministers) so that they can better perform their duties, is shown in note 2 (a) above.

The total of donations funded by Trustees and related parties was £5,080 (2022 £7,680)

5 Movement of funds

	Balance at 31 Dec 2022 £	Receipts £	Payments £	Transfers £	Balance at 31 Dec 2023 £
General funds	81,115	143,242	(116,381)	(33,394)	74,582
Designated funds					
Future Ministry	108,116	-	(33,394)	33,394	108,116
Reserves	66,000	-	-	-	66,000
	<u>174,116</u>	<u>-</u>	<u>(33,394)</u>	<u>33,394</u>	<u>174,116</u>
Total Unrestricted General Funds	<u>255,231</u>	<u>143,242</u>	<u>(149,775)</u>	<u>-</u>	<u>248,698</u>
Restricted funds					
C4WS	698	1,236	(1,379)	-	555
Other Charity Collections	57	1,219	(1,233)	-	43
Churches Together in Highgate	440	-	-	-	440
Community Lunch Programme	-	8,180	-	-	8,180
	<u>1,195</u>	<u>10,635</u>	<u>(2,612)</u>	<u>-</u>	<u>9,218</u>
Total funds	<u>256,426</u>	<u>153,877</u>	<u>(152,387)</u>	<u>-</u>	<u>257,916</u>

The two Designated Funds are firstly the Future Ministry Fund which is comprised of monies set aside to fund the payment of full time ministerial leadership, and secondly the monies set aside to meet the objectives of the Reserve Policy described in the Trustee Report. The £33,394 transfer from General Funds was made to reflect costs of Ministry paid in 2023.

The Restricted funds represent monies collected or received for particular causes or charities.