



**Annual Report
and
Financial Statements
of the
Christ Church (United Reformed) Petts Wood Charity
Charity Number: 1131806**

for the year ended 30 June 2022

**Minister:
The Revd Nadene Snyman**

**Bankers:
HSBC
249 High St, Orpington, Kent, BR6 0NR**

**Metro
4 Nugent Retail Park, Cray Ave, Orpington, Kent, BR5 3RP**

**Independent Examiner:
Mrs Marion Moore
10 Barnfield Wood Road, Beckenham, Kent, BR3 6SR**

CHRIST CHURCH (UNITED REFORMED) CHURCH CHARITY

MISSION STATEMENT

Christ Church is a worshipping, welcoming and proclaiming Christian community, wishing to learn, grow spiritually and serve its local neighbourhood whilst being alive to the needs of an ever-changing world.

Mission Priorities

Prayer

- To increase the number of individuals who feel comfortable around prayer
- To establish a congregation which will bring all things to God in prayer
- To become a faith filled community of people who on a personal level think deeply about their faith and their relationship with God

Welcoming & Diverse

- To be a church where people feel welcome and that they belong
- To become a church that recognises and celebrates diversity
- To offer safe, attractive and comfortable surroundings to those who come to our premises

Relevant & Accessible

- To offer ways of being church that will accommodate current lifestyles
- To increase the number of families associated with the local church
- To be more visible in our response to global, national and local situations

Becoming a Greener Church

- To be awarded our GOLD Eco-church status (currently silver)

BACKGROUND

The Church Meeting: Under the constitution of the United Reformed Church the Church Meeting at Christ Church Petts Wood provides church members the opportunity through discussion, responsible decision and care for one another,

- to strengthen each other's faith
- and to foster the life, work and mission of the Church.

It also has the responsibility for the maintenance of Christ Church's buildings and its grounds which are owned by the United Reformed Church Southern Synod Trust. The responsibility for the maintenance of the minister's manse in Petts Wood is jointly managed by Christ Church, Petts Wood and Beckenham United Reformed Church (up until 31st July 2022). The manse in which Christ Church's minister normally resides is owned by the United Reformed Church Southern Synod Trust.

The Elders Meeting: Amongst other things, the Elders Meeting has responsibility

- To work with the minister in fostering in the congregation a concern for witness and service to the community
- to provide regular public worship
- to make recommendations to the Church Meeting concerning arrangements for the proper maintenance of buildings and the general oversight of all the financial responsibilities of the local church
- to ensure that safeguarding measures are in place and are regularly reviewed and that health and safety issues are monitored and addressed

Members of the Elders Meeting are the Trustees of Christ Church (United Reformed) Petts Wood Charity

HISTORY OF REGISTRATION

In 2009 the Church registered with the Charity Commission in its own right as per the Charities Act 2006. The Church Meeting approved the name of the Charity as "Christ Church (United Reformed) Petts Wood Charity". Members of the Elders Meeting were appointed as Trustees of the Charity as from September 2009.

TRUSTEES

Members of the Elders Meeting and Trustees are either ex officio or elected by the Church Meeting in accordance with the regulations as laid down by the United Reformed Church.

2 Elders came to the end of their natural terms of service and during 2021-2022 Elders have been planning for the Elders meeting from January 2023 as another 2 Elders will come to the end of their terms of service and we would like to maintain 10-12 serving Elders.

During the year the following served on the Elders Meeting and as Trustees:

Trustees	Elected as Trustee	Ceased as Trustee
Susan Calvett	January 2018	
Katherine Copley	January 2015	
Peter Dale	January 2021	
Jacqui Degraft-Johnson	January 2021	
Fiona Fogden	January 2018	
Martin Fosten	January 2017	December 2021
Diane Hatch	January 2016	December 2021
Martin Leonard	September 2009	
Christine McNamara	January 2017	
Steve McNamara	January 2017	
Rachel Millington	January 2021	
Janet Poole	January 2020	
The Revd Nadene Snyman	February 2019	
David Watts	January 2021	

COMMITTEES

Members of the Elders Meeting for the following calendar year are elected at the Church's Annual General Meeting held in November. The Elders Meeting meets seven times a year.

Working Groups are also appointed at the November Church Meeting. These groups meet regularly and work to support the Elders Meeting in achieving the Church's Mission Statement. They

also make reports and recommendations to the Elders Meeting and to Church Meeting. Church Meeting meets six times a year.

The Working Groups are:

- Finance Group (which reports to every Elders Meeting)
- Property Group
- Children's and Youth Ministry Working Group
- Hospitality and Fellowship Group
- Pastoral Care Group
- Worship Group
- World Church and Social Action Group
- Technology, Media & Communications

CHURCH MEMBERSHIP: A Church membership roll is kept. On 1st January 2022 there were 120 members.

REVIEW OF THE YEAR

Since July 2021 we have been holding services in person again each Sunday and all of these services are also streamed live to YouTube. Over Christmas 2021 we were delighted to be back in person for most of our Christmas services but did hold the first 3 weeks of 2022 online due to high covid cases. Easter 2022 was a very special time where we shared in services in person again, a Maundy Thursday meal, Easter Sunday breakfast and participated in the Good Friday Walk of Witness with Petts Wood Churches together.

The average attendance on a Sunday morning which is a combination of in person and online attendance including children is around 150. Services over the past year have principally been led by our minister supplemented by visiting preachers or members of the congregation.

The Church of Youth has returned in person 3 times a month and Messy Church also returned in September 2021. Last Autumn we also started an all age Café Church once a month and although this has not continued we were pleased to welcome young people to this alternative style of worship and we are therefore exploring the possibility of starting a youth group this Autumn. All those

who work with children and youth have been DBS checked and we are just looking at renewing some of these checks. The Safeguarding Policy was reviewed and updated.

The church has continued to sponsor the Petts Wood Playgroup for Children with Special Needs through the provision of accommodation, volunteers and services.

Pastoral care continues to be a very important part of our mission and being back in the Church has meant that our flower ministry was able to start up again which has been lovely.

All our uniformed organisations continue to meet in the halls and nearly 100 young people attend each week as part of these groups.

All these activities were made possible through the voluntary help of church members and of people associated with the church.

The church has continued to support the Leprosy Mission, Christian Aid and Commitment for Life (which is a partnership between the United Reformed Church and Christian Aid) through donations from individual members. Other charities were also similarly supported through gifts of money or goods – for example Bromley Borough Foodbank.

The church halls continue to be used by local community organisations and we have been delighted and very grateful to the Synod for financial help towards a new roof for our hall complex which will ensure our Church and community activities can continue in this space.

The Elders and Church Meeting have continued to implement a programme of initiatives in furtherance of their vision for the church over the next few years.

Katherine Copley
Church Secretary
September 2022

FINANCE REVIEW

The financial results from 1 July 2021 to 30 June 2022 shows a surplus of £16,965, this was due to the charity made a claim for loss of income during the pandemic and received an interim payment of £19,000. The balance from the claim, to be received in 2022/23 Financial Year, is £8,672.

The church's main expenditure has been the replacement of the hall roofs. The charity applied for grants towards the replacement of the roofs and received one from Synod and another from Viridor. The balance came from donations and the Renovation fund.

The church received a donation from the Co-op and with other donations from members it was able to have two raised flower bed built for children to maintain plus a labyrinth for members of the community to enjoy.

RESERVES POLICY

The Trustees aim to build up free reserves by the transfer of £12,500 into dedicated reserves at the beginning of each Financial Year if funds allow. This to enable a dedicated fund to be built up to cover major capital expenditure on building works over the next 10 years.

The balance at the end of June 2022 is £41,175. The unreserved funds showed a surplus at the end of June 2021, which enabled us to transfer money to Reserves this year.

RISK MANAGEMENT

The Trustees have assessed major risks to which the church is exposed, in particular those related to operational and financial risks and are satisfied that systems are in place to mitigate its exposure to major risks. The principle risks and uncertainties currently facing the charity are considered to be:

- Financial risk: The age of the building will require unexpected repairs costs that potentially be unaffordable by its current income and reserve level.

- Risk in connection with working with children, young adults and vulnerable adults: The church volunteers have regular contact with children and adults. The risk is that the appropriate level of due care over these individuals is not adequate.
- Risk in keyman dependency for important roles in running and maintenance of the Church.

Our plans and strategies for managing these risks include:

- Regular meetings of the Trustees, Finance and other related sub committees monitoring income and expenditure.
- Spreading money between banks to reduce if banks collapse.
- Dual authority on banks accounts to safe guard the church's expenditure.
- Reduce the risk of keyman dependency.
- Review and produce policies for finance.
- Maintaining adequate insurance, ensuring adequate reserve is held, the use of intruder alarms and relevant procedures for evacuation of the building.
- Have appropriate safeguarding training and policies in place

Martin Leonard
Church Treasurer

Christ Church (United Reformed) Petts Wood Charity

Receipts and Payments for the year ended 30 June 2022

	2022			2021	
	General fund £	Designated funds £	Restricted funds £	Total funds £	Total funds £
RECEIPTS					
Voluntary	61,239	228	72,321	133,788	114,925
Fundraising	-	-	-	-	2,900
Interest	42	-	-	42	42
Church activities	36,942	883	-	37,825	8,438
Other	19,000	-	-	19,000	-
Total receipts	117,223	1,111	72,321	190,655	126,305
PAYMENTS					
Fundraising	-	-	-	-	-
Church activities	106,163	13,032	53,915	173,110	178,073
Governance	580	-	-	580	320
Total payments	106,743	13,032	53,915	173,690	178,393
Excess of receipts over payments	10,480	(11,921)	18,406	16,965	(52,088)
Transfers between funds	(19,502)	21,334	(1,832)	-	-
Opening cash funds	24,913	82,570	14,903	122,386	174,474
Closing cash funds	15,891	91,983	31,477	139,351	122,386

Christ Church (United Reformed) Petts Wood Charity

Receipts for the year ended 30 June 2022

	2022			2021	
	General fund	Designated funds	Restricted funds	Total funds	Total funds
	£	£	£	£	£
Voluntary					
Donations - GA standing orders	51,432	-	-	51,432	49,255
Donations - GA envelopes	4,328	-	-	4,328	6,108
Donations - no GA envelopes	1,139	-	-	1,139	776
Cash collections	2,171	-	-	2,171	1,069
Donations - General	2,169	228	6,074	8,471	12,015
Charity Appeals	-	-	1,980	1,980	3,449
Commitment for Life	-	-	-	-	-
Leprosy Mission	-	-	-	-	-
Gift Aid	-	-	-	-	15,499
Legacies	-	-	-	-	5,000
Grants	-	-	64,267	64,267	20,030
HMRC JRS (furlough)	-	-	-	-	1,724
	<u>61,239</u>	<u>228</u>	<u>72,321</u>	<u>133,788</u>	<u>114,925</u>
Fundraising					
Fundraising events	-	-	-	-	-
Sundry donations	-	-	-	-	2,900
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,900</u>
Interest					
Deposit interest	42	-	-	42	42
	<u>42</u>	<u>-</u>	<u>-</u>	<u>42</u>	<u>42</u>
Church activities					
Finance working group	-	-	-	-	-
Hospitality working group	-	-	-	-	-
Disciple & witness working group	-	-	-	-	-
World Church working group	-	-	-	-	-
Messy church	211	-	-	211	4
Little Fishes on Friday	-	492	-	492	493
Tuesday Toddlers	-	391	-	391	340
Lettings	36,225	-	-	36,225	29,679
Contact	-	-	-	-	-
Weddings & funerals	506	-	-	506	-
Sumup payments	-	-	-	-	36
	<u>36,942</u>	<u>883</u>	<u>-</u>	<u>37,825</u>	<u>30,552</u>
Other					
Training	-	-	-	-	-
Insurance claim	19,000	-	-	19,000	-
	<u>19,000</u>	<u>-</u>	<u>-</u>	<u>19,000</u>	<u>-</u>

Christ Church (United Reformed) Petts Wood Charity

Payments for the year ended 30 June 2022

	2022			2021	
	General fund	Designated funds	Restricted funds	Total funds	Total funds
	£	£	£	£	£
Church activities					
Charity Appeals	-	-	248	248	350
Commitment for Life	-	-	-	-	-
Leprosy Mission	-	-	-	-	339
Ministry and Mission	54,059	-	-	54,059	53,482
Pulpit Supply	160	-	-	160	90
Ministers' expenses	1,097	-	-	1,097	175
Repairs & maintenance	3,570	-	-	3,570	23,683
Kitchen project	-	1,392	-	1,392	32,362
Audio visual project	-	-	-	-	38,756
Roof	-	-	46,686	46,686	-
Garden	-	-	6,620	6,620	-
Renovation	-	8,855	-	8,855	-
Insurance	14,896	-	-	14,896	-
Gas	5,724	-	-	5,724	2,401
Electricity	2,125	-	-	2,125	2,439
Water	86	-	-	86	-
Waste	1,147	-	-	1,147	860
Telephone & broadband	603	-	-	603	712
Heating	2,255	-	-	2,255	324
Manse expenses	6,743	-	-	6,743	6,739
CCLI License	901	-	-	901	752
Postage & stationery	312	-	-	312	204
Other expenses	678	200	361	1,239	2,066
Cleaning	5,744	-	-	5,744	3,676
Cleaning materials	832	-	-	832	956
Church administrator wages	-	-	-	-	3,481
Finance working group	405	2,280	-	2,685	1,312
Worship working group	667	-	-	667	537
Pastoral working group	213	-	-	213	84
Hospitality working group	136	-	-	136	37
Technology, Comms & Media	1,452	305	-	1,757	-
Disciple & witness working group	91	-	-	91	128
Eco church	57	-	-	57	-
World Church working group	41	-	-	41	-
Church of Youth	197	-	-	197	139
Messy Church	315	-	-	315	29
Weddings & funerals	265	-	-	265	-
Organist	1,320	-	-	1,320	550
Flowers	72	-	-	72	59
Furlough pay	-	-	-	-	1,351
	106,163	13,032	53,915	173,110	178,073
Governance					
Training	270	-	-	270	-
Bank charges	110	-	-	110	120
Independent examination	200	-	-	200	200
	580	-	-	580	320

Christ Church (United Reformed) Petts Wood Charity

Movement on funds

	Opening balance at 1 July 2021 £	Receipts £	Payments £	Transfers between funds £	Closing balance at 30 June 2022 £
General fund	24,913	117,223	(106,743)	(19,502)	15,891
Designated funds					
Little Fishes	6,052	580	-	(998)	5,634
Local Community	1,612	-	(200)	-	1,412
Orchestra	2,334	100	-	-	2,434
Audio visual	14,667	-	(305)	-	14,362
Renovation	26,029	-	(8,855)	12,000	29,174
Sanctuary	(54)	-	-	-	(54)
Tuesday Toddlers	1,595	391	-	-	1,986
Designated legacies					
Administration legacy	1,738	40	(1,738)	-	40
Osborne legacy	19,759	-	(542)	-	19,217
Kitchen	3,838	-	(1,392)	-	2,446
Property legacy	5,000	-	-	-	5,000
Luncheon Club	-	-	-	10,332	10,332
Total designated funds	82,570	1,111	(13,032)	21,334	91,983
Restricted funds					
Charitable Causes	3,745	1,980	(248)	-	5,477
Girls Brigade	887	-	-	-	887
Leprosy Mission	-	-	-	-	-
Luncheon Club	10,297	396	(361)	(10,332)	-
Piano	128	-	-	-	128
Bowls club	-	2,019	-	-	2,019
Defibrillator	-	1,600	-	-	1,600
Garden	-	4,549	(6,620)	1,500	(571)
Roof	(154)	61,777	(46,686)	7,000	21,937
Total restricted funds	14,903	72,321	(53,915)	(1,832)	31,477
Total funds	122,386	190,655	(173,690)	-	139,351

Notes

- 1 In addition to the expenditure shown above for the Roof fund, in the year a further £49,581 of expenditure was funded directly from a grant without passing through the church's bank account.
- 2 Church meeting agreed during the year that, in the absence of historical record to the contrary, the Luncheon club fund would be treated as a designated fund. This has been shown as a transfer in the accounts.

Christ Church (United Reformed) Petts Wood Charity

Statement of assets and liabilities

	2022 Total funds £	2021 Total funds £
Monetary assets		
Metro current account	48,063	1,209
Metro lettings account	804	1,964
Cash - float in safe	100	100
Cash - Messy Church (safe)	127	127
Metro Deposit	6,001	34,808
CAF accounts	-	-
HSBC - Deposit	84,256	84,178
	<hr/> 139,351	<hr/> 122,386
Other monetary assets		
Uncleared deposits - Metro current	-	-
Lettings invoiced not yet received	3,164	2,550
Liabilities		
PAYE	-	-
Letting deposits - refundable	(1,990)	
Monies held for Petts Wood Churches Together	(667)	

Approved by the Trustees on

and signed on their behalf by:

Rev Nadene Symon 2 Nov 2022

Independent Examiner's report to the Trustees of Christ Church (United Reformed) Petts Wood Charity

I report to the Elders (as trustees) on my examination of the accounts of the church for the year ended 30 June 2022.

Responsibilities and basis of report

As the charity trustees of the church you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

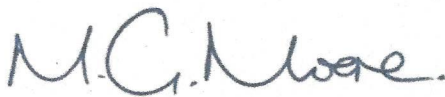
I report in respect of my examination of the church's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145 (5) (b) of the Act.

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:

- Accounting records were not kept in respect of the church as required by section 130 of the Act; or
- The accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Marion Moore MA FCA DChA
10 Barnfield Wood Road
Beckenham BR3 6SR

6 November 2022