

## **ANNUAL REPORT: WEST LONDON FAMILY CHURCH**

**For the calendar year 1 January 2021 to 31 December 2021**

### **REFERENCE AND ADMINISTRATION DETAILS**

<b>Registered charity name</b>	West London Family Church
<b>Charity registration number</b>	1131822
<b>Company registration number</b>	06923418
<b>Registered address</b>	WLFC, 230 Lillie Road, London SW6 7QA

### **DIRECTORS**

The directors who served the charity during this period are as follows:

Ms Hawah Gamanga

Mr Edwin Macrae

Mr Laurence O'Brien

Pastor Bernhard Steenkamp

Mr Simon Urgilez

Officers of WLFC:

Treasurer Ms Laura Guida

Minute takers Pastor Bridget Steenkamp and Linda Lessle

<b>Company Secretary</b>	Pastor Bernhard Steenkamp
<b>Bankers</b>	Barclays Bank 75 King Street Hammersmith London W6 9HY
<b>Solicitors</b>	Geldards St James Court Derby DE1 1BT

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The method for appointing church directors is set out in the governing documents.

Essentially, it is by invitation of the board. The directors are responsible for making decisions on all matters of general concern and importance to the church and for all financial matters.

The full board endeavours to meet quarterly and more often if required.

To help facilitate the activities of the church, the board will set up sub committees to oversee specific areas of work.

## **Induction and Training of the Directors**

We have had no new directors so we have not needed to offer additional training.

## **Administrative Information**

The church is a charitable company, limited by guarantee, registered with the Charity Commission and Companies House. The charitable company is governed by its Memorandum and Articles of Association, dated 27th May 2009.

## **Aims and Purpose**

The church board has the responsibility of promoting the whole mission of the church - pastoral, evangelical, social and ecumenical in Hammersmith and Fulham, the surrounding area and where possible further afield. The church board are also responsible for maintaining the church premises.

The church focuses on supporting children, young people and disadvantaged groups in our local community but also contributes to activities nationally and internationally.

As a small charity we, for many years, have placed importance on working with other local community groups and charities to promote community cohesion and to help with community events.

## **OBJECTIVES AND ACTIVITIES**

Our purpose is summarised by the church motto: "Touching God, Reaching People, Changing Lives". Our desire is to see the Gospel significantly impact our community.

Our mission as a church is to strengthen each person's confidence and joy in Jesus at every point in his or her lives. Our hope is that in doing so together we will touch and strengthen our local community.

We believe that God not only cares about our church fellowship but also our community and that He is concerned about the smallest detail of all our lives and that He loves us all deeply. With this in mind we try to enable ordinary people to live out their faith in a positive way in their local community.

When planning activities, the board has considered the Charity Commission guidance on public benefit and in particular the specific guidance on charities for the advancement of religion.

We work in multi-year partnerships with both secular and faith-based community organisations. We are respectful of the diversity in the communities we serve.

## **Achievements and Performance**

The church building is almost 100 years old and comprises the main church room, 2 side rooms, a kitchen, bathroom facilities and a church office. All accommodation is on the ground floor. It is owned by WLFC but is in constant need of repair which is ongoing.

The designated safety officer is Pastor Bernhard. Due to Covid lockdowns no annual fire drill was held. Annual fire safety checks were still held.

There are 2 designated safeguarding officers, Bridget Steenkamp and Laura Guida who keep abreast with safeguarding.

The WLFC office is usually open four days a week and there are regular weekly church meetings including our Sunday service, prayer meetings and children and youth work. All this went online when the first Covid -19 lockdown took place. The Sunday service was held on Facebook and the prayer meetings and Sunday school moved to Jitsi and Zoom platforms. The church Sunday school team and a parents group were both set up on WhatsApp. Pastor Bernhard and Bridget appointed group leaders and encouraged them to contact the people in their group weekly. Slowly we began face to face meetings from March 2021.

In 2021 the building was hired weekly by:

- A Brazilian AOG Church
- A Spanish AOG church
- Kumon (Maths and English Centre)
- All these meetings stopped as soon as lockdown happened, and the church lost its rental income. They have since resumed.

For 12 years we have utilised an international method of storytelling and community building based on the Godly Play® tradition and now have Godly Play® trained storytellers as additional volunteers on our team.

We work within a set framework to provide safe places for children, youth, adults and senior citizens to explore their own stories within the context of community stories shared from a Christian worldview. Although many of these stories are shared by the great faiths they also have meaning and provide room for those of no or little faith.

In May 2021 Pastor Bridget and another Godly Play trained volunteer began weekly visits to Farm Lane nursing home.

### **Volunteers and City Harvest Food hampers**

The members of the church board would like to thank all the volunteers who have worked providing food parcels to those in need in both the church and wider community. We handed over 70 Christmas hampers to those in need, as well as our usual weekly food parcels.

### **Secondary school pupils retreat.**

Pastor Bridget Steenkamp used the remaining funding from the local charity Dr Edward and Bishop King (financial year 2020) for a small summer youth retreat.

### **Financial review**

Total receipts on the unrestricted fund were £65 863.00 and payments totalled £63 114.00 producing a surplus of £2 749.00 The surplus has been set aside to meet the suspected shortfall due to loss of rental income.

### **Reserves Policy**

The church board has resolved to maintain a balance on the unrestricted funds that equates to at least three months unrestricted payments, this is approximately £20,000 to cover emergencies.

### **Investment Policy**

We have no investments other than the land that our building is built on. At present cash resources are held readily available for use in the charity's current account.

## **Risk Management**

The directors will assess the risk that the charity will be exposed to and will ensure that appropriate management measures are taken and sufficient insurance cover is maintained. Particular attention has been paid this year to the Covid -19 risk assessment and adaptations made to keep those visiting the church and those online safe.

The company has not had any claims made against it and no pending claims have been notified.

## **RESPONSIBILITY OF THE DIRECTORS**

The charity directors are responsible for preparing the directors Annual Report and the financial statements in accordance with applicable law and regulations.

The law applicable to charities in England and Wales requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).

The directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of the charity and the income and expenditure of the charity for that period.

In preparing these financial statements, the directors are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and accounting estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statement on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. 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.

## **INDEPENDENT EXAMINER**

The independent examiner is Ms Sue Lewis, FCCA, 6 Park Road, Newbridge, Newport, NP11 4RF.

## **SMALL COMPANY PROVISION**

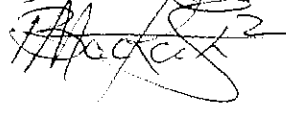
This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption.

Registered office:  
230 Lillie Road  
London  
SW6 7QA

Signed on behalf of the trustees

Name: BERNHARD CASPER STEENKAMP  
Signed: 

Date: 11/09/2022

Name: EDWIN MACRAE  
Signed: 

Date: 11/09/2022

## **WEST LONDON FAMILY CHURCH**

**A REGISTERED CHARITY NUMBER 1131822**

**A REGISTERED COMPANY NUMBER 6923418**

**ADDRESS :**

230 Lillie Road

Fulham

London

SW6 7QA

### **INDEX TO ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2021**

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**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
WEST LONDON FAMILY CHURCH**

A registered charity number : 1131822

**FOR THE YEAR ENDED 31ST DECEMBER 2021**

The report relates to financial statements set out from page 2 to 10.

**Respective responsibilities of trustees and examiner**

The 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

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 independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 statement below.

**Independent examiner's statement**

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

- accounts have not been kept in accordance with section 386 of the Companies Act 2006.
- the accounts do not accord with such records.
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS 102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

Susan Lewis FCCA  
6 Park Road  
Newbridge  
Newport. NP11 4RF



Date: 16th May 2022

# WEST LONDON FAMILY CHURCH

## BALANCE SHEET AS AT 31ST DECEMBER 2021

	<u>Notes</u>	<u>Unrestricted</u> <u>Funds</u> <u>2021</u> <u>£</u>	<u>Restricted</u> <u>Funds</u> <u>2021</u> <u>£</u>	<u>Total</u> <u>Funds</u> <u>2021</u> <u>£</u>	<u>Total</u> <u>Funds</u> <u>2020</u> <u>£</u>
<b>FIXED ASSETS</b>	1	690,000	0	690,000	690,000
		<u>690,000</u>	<u>0</u>	<u>690,000</u>	<u>690,000</u>
<b>CURRENT ASSETS</b>					
Prepayments		0	0	0	0
Cash at Bank		38,324		38,324	35,953
Cash in Hand		93		93	93
		<u>38,417</u>	<u>0</u>	<u>38,417</u>	<u>36,046</u>
<b>CURRENT LIABILITIES - Amounts</b>					
falling due within one year	12	1,774	0	1,774	2,062
		<u>1,774</u>	<u>0</u>	<u>1,774</u>	<u>2,062</u>
<b>NET CURRENT ASSETS/LIABILITIES</b>		<u>36,643</u>	<u>0</u>	<u>36,643</u>	<u>33,984</u>
<b>TOTAL ASSETS LESS CURRENT</b>					
<b>LIABILITIES</b>		726,643	0	726,643	723,984
<b>LONG TERM LIABILITIES</b>					
Amounts falling due after more					
than one year		0	0	0	0
<b>NET ASSETS</b>		<u>£726,643</u>	<u>£0</u>	<u>£726,643</u>	<u>£723,984</u>
<b>FUNDS</b>					
Accumulated Fund	3	726,643	0	726,643	723,984
Designated Fund	3			0	0
Other Funds	3	0	0	0	0
<b>TOTAL FUNDS</b>		<u>£726,643</u>	<u>£0</u>	<u>£726,643</u>	<u>£723,984</u>

The company is entitled to exemption provided by s477 Companies Act 2006 for the year ended 31st December 2020.

### Trustees Responsibilities

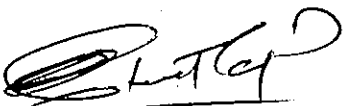
The members have not required the company to obtain an audit of these accounts for the year ended 31st December 2020 in accordance with s476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records that comply with ss386 and 387 Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company at the end of each financial year and of its profit and loss for each financial year in accordance with requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statement so far as applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective January 2015)

The financial statements were approved by the director on 16th May 2022 and were signed by:



Mr Bernard Steenkamp (Chairman)



Mr Laurence O'Brien (Director)



# WEST LONDON FAMILY CHURCH

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST DECEMBER 2021

	<u>Notes</u>	<u>Unrestricted</u> <u>Funds</u> <u>2021</u> <u>£</u>	<u>Restricted</u> <u>Funds</u> <u>2021</u> <u>£</u>	<u>Total</u> <u>Funds</u> <u>2021</u> <u>£</u>	<u>Total</u> <u>Funds</u> <u>2020</u> <u>£</u>
<b>Incoming Resources</b>					
Voluntary Income	4	55,913	0	55,913	53,320
Activities Income	4	9,950	0	9,950	8,600
Other Income		0	0	0	0
<b>Total Incoming Resources</b>		<b>65,863</b>	<b>0</b>	<b>65,863</b>	<b>61,920</b>
<b>Costs of Generating Funds</b>					
Operating Costs		0	0	0	0
<b>Resources Expended</b>					
<b>Direct Charitable Expenditure</b>					
Education and Training	7	46,149	0	46,149	40,942
Community	8	1,386	0	1,386	1,197
Gifts	9	685	0	685	602
Property	10	4,372	0	4,372	8,249
		<b>52,592</b>	<b>0</b>	<b>52,592</b>	<b>50,990</b>
<b>Management And Administration</b>					
Administration	11	10,522	0	10,522	9,667
		<b>10,522</b>	<b>0</b>	<b>10,522</b>	<b>9,667</b>
<b>Other Expenditure</b>					
Other		0	0	0	0
		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Resources Expended</b>		<b>63,114</b>	<b>0</b>	<b>63,114</b>	<b>60,657</b>
Net incoming resources before transfers		2,749	0	2,749	1,865
Transfers Utilised/Released		0	0	0	0
<b>Net Movement in Funds for year</b>		<b>2,749</b>	<b>0</b>	<b>2,749</b>	<b>1,865</b>
Fund Balances brought forward	3	723,894		723,894	723,984
<b>Fund Balances carried forward</b>		<b>£726,643</b>	<b>£0</b>	<b>£726,643</b>	<b>£725,849</b>

# WEST LONDON FAMILY CHURCH

## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2021

	<u>Notes</u>	<u>Unrestricted Funds 2021 £</u>	<u>Total Funds 2020 £</u>
<b>TURNOVER</b>			
Voluntary Income	4	55,913	53,320
Activities Income	4	9,950	8,600
		<hr/> 65,863	<hr/> 61,920
Administrative Expenses		<hr/> 63,114	<hr/> 60,657
<b>Operating Surplus/-Deficit</b>		2,749	1,263
<b>Other Operating Income</b>			
Interest Receivable		0	0
Interest Payable and Similar Charges		<hr/> 0	<hr/> 0
<b>Surplus/-Defecit on ordinary activities before taxation</b>		2,749	1,263
Tax on ordinary Activities	14	<hr/> 0	<hr/> 0
<b>Surplus/-Defecit on ordinary activities after taxation</b>		2,749	1,263
<b>Retained surplus (-deficit) brought forward</b>		<hr/> 123,894	<hr/> 122,721
<b>Retained surplus (-deficit) carried forward</b>		126,643	123,984
Revaluation Reserve		600,000	600,000
		<hr/> <hr/> 726,643	<hr/> <hr/> 723,984

WEST LONDON FAMILY CHURCH  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED  
31ST DECEMBER 2021

West London Family Church is a charitable company limited by guarantee and registered with Companies House and the Charities Commission. The company is controlled by the directors, who are also the charity trustees.

ACCOUNTING POLICIES

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the financial statements.

Accounting Convention

The financial statements have been prepared under the historical cost convention other than certain freehold property which is included at valuation. In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice Accounting and Reporting by Charities (revised 2005) and the Charities Act 1993.

Incoming Resources

Voluntary income is received by way of donations and gifts and is included in incoming resources when these are receivable.

Interest receivable is included when it is received.

Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any Value Added Tax which cannot be recovered.

Depreciation

Freehold Land and Buildings

Depreciation is only provided on freehold land and buildings where the Trustees consider that the remaining useful life is less than 50 years. The rate of depreciation is 2% on a straight line basis.

Equipment, Furniture, fixtures and fittings and Motor Vehicles

Depreciation has been charged at 20% per annum on a straight line basis.

Taxation

As a registered charity the Church benefits from rates relief and is generally exempt from Income Tax and Capital Gains Tax but not from Value Added Tax. Irrecoverable Value Added Tax is included in the cost of those items to which it relates.

Income tax recovered on deeds of covenants and Gift Aid donations are credited to the general unrestricted funds.

Fund Accounting

1. Unrestricted funds comprise those funds which the Trustees are free to use in accordance with the charitable objects.
2. Designated funds are unrestricted funds earmarked by the trustees for particular purposes.
3. Restricted funds are funds which have been given for particular purposes. The restriction being placed by the donor.

# WEST LONDON FAMILY CHURCH

## NOTE 1. TANGIBLE FIXED ASSETS AS AT 31ST DECEMBER 2021

DEPRECIATION METHOD - 'STRAIGHT LINE'.

DEPRECIATION ANNUAL RATES:-

	<u>2%</u> <u>LAND &amp;</u> <u>BUILDING</u> £	<u>20%</u> <u>CHATELS</u> <u>FITTINGS</u> £	<u>20%</u> <u>INSTRMT</u> <u>AUDIO</u> £	<u>20%</u> <u>OFFICE</u> <u>EQUIPMNT</u> £	<u>20%</u> <u>MOTOR</u> <u>VEHICLES</u> £	<u>TOTAL</u> £
<b>COST</b>						
Opening balance	690,000	0	550	2,980	0	693,530
Disposals	0	0	0	0	0	0
Additions	0	0	0	0	0	0
<b><u>CLOSING BALANCE</u></b>	<u>690,000</u>	<u>0</u>	<u>550</u>	<u>2,980</u>	<u>0</u>	<u>693,530</u>
<b>DEPRECIATION</b>						
Opening balance	0	0	550	2,980	0	3,530
Disposals	0	0	0	0	0	0
Charge for year	0	0	0	0	0	0
<b><u>CLOSING BALANCE</u></b>	<u>0</u>	<u>0</u>	<u>550</u>	<u>2,980</u>	<u>0</u>	<u>3,530</u>
<b>NET BOOK VALUE</b>						
At beginning of year	<u>£690,000</u>	<u>£0</u>	<u>£0</u>	<u>£0</u>	<u>£0</u>	<u>£690,000</u>
At end of year	<u>£690,000</u>	<u>£0</u>	<u>£0</u>	<u>£0</u>	<u>£0</u>	<u>£690,000</u>

## WEST LONDON FAMILY CHURCH

### NOTE 3 CAPITAL FUNDS

	OPENING BALANCE £	INFLOW £	OUTFLOW £	CLOSING BALANCE £
<b>Restricted</b>				
Restricted Funds	0	0	0	0
Transfer To Accumulated	0	0	0	0
<b>Designated</b>				
	0	0	0	0
	0	0	0	0
<b>Unrestricted</b>				
Accumulated Fund	723,894	65,863	63,114	726,643
Transfer From Restricted	0	0	0	0
	723,894	65,863	63,114	726,643
<b>TOTAL</b>	<b>£723,894</b>	<b>£65,863</b>	<b>£63,114</b>	<b>£726,643</b>

### NOTE 4 INCOME GENERAL

	Unrestricted 2021 £	Restricted 2021 £	TOTAL 2021 £	TOTAL 2020 £
<b>VOLUNTARY INCOME</b>				
Offerings, Collections, Donations	1,700	0	1,700	5,466
Covenants / Gift Aid	42,364	0	42,364	28,078
HMRC - Gift Aid Rebate	5,979	0	5,979	2,278
Gifts	950	0	950	9767
Other Income		0	0	1,613
Special Collections	685	0	685	2,500
HMRC - JRS Grant	3,752	0	3,752	3,618
EDF Energy Refund	483	0	483	0
<b>INCOME FROM ACTIVITIES</b>				
Property Income	9,950	0	9,950	8,600
Conferences / Trips	0	0	0	0
Nursery	0	0	0	0
<b>TOTAL</b>	<b>£65,863</b>	<b>£0</b>	<b>£65,863</b>	<b>£61,920</b>

## WEST LONDON FAMILY CHURCH

### NOTE 5 INVESTMENT INCOME

Investment income was derived from surplus funds being placed on short term deposit with the bank.

### NOTE 6 OTHER INCOME

### NOTE 7 EDUCATION AND TRAINING

	Unrestricted 2021 £	Restricted 2021 £	TOTAL 2021 £	TOTAL 2020 £
Training and Teaching	44,087	0	44,087	39,992
Visiting Ministry	1,120	0	1,120	200
Teaching Resources	476	0	476	120
Ministry Resources	104	0	104	329
Books / Bibles	362	0	362	0
Publicity / Outreach		0	0	301
<b>TOTAL</b>	<b>£46,149</b>	<b>£0</b>	<b>£46,149</b>	<b>£40,942</b>

### NOTE 8 COMMUNITY

	Unrestricted 2021 £	Restricted 2021 £	TOTAL 2021 £	TOTAL 2020 £
Transport	782	0	782	364
Catering	452	0	452	682
Functions	0	0	0	0
Fellowship Support	152	0	152	151
Fellowship Recreation	0	0	0	0
<b>TOTAL</b>	<b>£1,386</b>	<b>£0</b>	<b>£1,386</b>	<b>£1,197</b>

# WEST LONDON FAMILY CHURCH

## NOTE 9 GIFTS

	Unrestricted 2021 £	Restricted 2021 £	TOTAL 2021 £	TOTAL 2020 £
Overseas	685	0	685	0
UK Missions	0	0	0	260
Needy	0	0	0	0
Organisations	0	0	0	0
Church personnel	0	0	0	342
<b>TOTAL</b>	<b>£685</b>	<b>£0</b>	<b>£685</b>	<b>£602</b>

## NOTE 10 PROPERTY

	Unrestricted 2021 £	Restricted 2021 £	TOTAL 2021 £	TOTAL 2020 £
Repairs & Cleaning	1,586	0	1,586	4,705
Electricity	824	0	824	1,305
Gas	938	0	938	1,043
Ins/Water	1,024	0	1,024	1,196
Other		0	0	0
<b>TOTAL</b>	<b>£4,372</b>	<b>£0</b>	<b>£4,372</b>	<b>£8,249</b>

## NOTE 11 MANAGEMENT AND ADMINISTRATION

	Unrestricted 2021 £	Restricted 2021 £	TOTAL 2021 £	TOTAL 2020 £
Postage/stationery	138	0	138	424
Telephone	1,067	0	1,067	1,004
Subs/Licences	1,577	0	1,577	1,376
Office Equipment	719	0	719	551
Administration & Computer Costs	1,714	0	1,714	1,166
Pension Costs ( Nest)	2,209	0	2,209	1,831
Professional Fees	700	0	700	700
Book keeping	2,288	0	2,288	2,496
Bank Charges	49	0	49	66
Other	61	0	61	53
<b>TOTAL</b>	<b>£10,522</b>	<b>£0</b>	<b>£10,522</b>	<b>£9,667</b>

# WEST LONDON FAMILY CHURCH

## NOTE 12

	Unrestricted 2021 £	Restricted 2021 £	TOTAL 2021 £	TOTAL 2020 £
Sundry Trade Creditors	700		700	450
PAYE Liability	1,074		1,074	1,612
Loan	0		0	0
<b>TOTAL</b>	<b>£1,774</b>	<b>£0</b>	<b>£1,774</b>	<b>£2,062</b>

## NOTE 13 - WAGES AND SALARIES

	2021 £	2020 £
Wages and Salaries	41,251	41,591

The average number of employees during the year was 2 (2021: 2)

No employee was paid in excess of £60,000



## **WEST LONDON FAMILY CHURCH**

**A REGISTERED CHARITY NUMBER 1131822**

**A REGISTERED COMPANY NUMBER 6923418**

**ADDRESS :**

230 Lillie Road

Fulham

London

SW6 7QA

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3	Statement of Financial Activities
4	Income and Expenditure Account
5 to 10	Notes to the Accounts

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
WEST LONDON FAMILY CHURCH**

A registered charity number : 1131822

**FOR THE YEAR ENDED 31ST DECEMBER 2021**

The report relates to financial statements set out from page 2 to 10.

**Respective responsibilities of trustees and examiner**

The 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

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 independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 statement below.

**Independent examiner's statement**

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

- accounts have not been kept in accordance with section 386 of the Companies Act 2006.
- the accounts do not accord with such records.
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS 102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

Susan Lewis FCCA  
6 Park Road  
Newbridge  
Newport. NP11 4RF



Date: 16th May 2022

# WEST LONDON FAMILY CHURCH

## BALANCE SHEET AS AT 31ST DECEMBER 2021

	<u>Notes</u>	<u>Unrestricted</u> <u>Funds</u> <u>2021</u> £	<u>Restricted</u> <u>Funds</u> <u>2021</u> £	<u>Total</u> <u>Funds</u> <u>2021</u> £	<u>Total</u> <u>Funds</u> <u>2020</u> £
<b>FIXED ASSETS</b>	1	690,000	0	690,000	690,000
		<u>690,000</u>	<u>0</u>	<u>690,000</u>	<u>690,000</u>
<b>CURRENT ASSETS</b>					
Prepayments		0	0	0	0
Cash at Bank		38,324		38,324	35,953
Cash in Hand		93		93	93
		<u>38,417</u>	<u>0</u>	<u>38,417</u>	<u>36,046</u>
<b>CURRENT LIABILITIES - Amounts</b>					
falling due within one year	12	1,774	0	1,774	2,062
		<u>1,774</u>	<u>0</u>	<u>1,774</u>	<u>2,062</u>
<b>NET CURRENT ASSETS/LIABILITIES</b>		<u>36,643</u>	<u>0</u>	<u>36,643</u>	<u>33,984</u>
<b>TOTAL ASSETS LESS CURRENT</b>					
<b>LIABILITIES</b>		726,643	0	726,643	723,984
<b>LONG TERM LIABILITIES</b>					
Amounts falling due after more					
than one year		0	0	0	0
<b>NET ASSETS</b>		<u>£726,643</u>	<u>£0</u>	<u>£726,643</u>	<u>£723,984</u>
<b>FUNDS</b>					
Accumulated Fund	3	726,643	0	726,643	723,984
Designated Fund	3			0	0
Other Funds	3	0	0	0	0
<b>TOTAL FUNDS</b>		<u>£726,643</u>	<u>£0</u>	<u>£726,643</u>	<u>£723,984</u>

The company is entitled to exemption provided by s477 Companies Act 2006 for the year ended 31st December 2020.

### Trustees Responsibilities

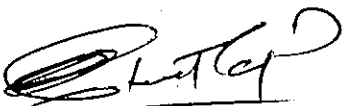
The members have not required the company to obtain an audit of these accounts for the year ended 31st December 2020 in accordance with s476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records that comply with ss386 and 387 Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company at the end of each financial year and of its profit and loss for each financial year in accordance with requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statement so far as applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective January 2015)

The financial statements were approved by the director on 16th May 2022 and were signed by:



Mr Bernard Steenkamp (Chairman)



Mr Laurence O'Brien (Director)

# WEST LONDON FAMILY CHURCH

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST DECEMBER 2021

	<u>Notes</u>	<u>Unrestricted</u> <u>Funds</u> <u>2021</u> <u>£</u>	<u>Restricted</u> <u>Funds</u> <u>2021</u> <u>£</u>	<u>Total</u> <u>Funds</u> <u>2021</u> <u>£</u>	<u>Total</u> <u>Funds</u> <u>2020</u> <u>£</u>
<b>Incoming Resources</b>					
Voluntary Income	4	55,913	0	55,913	53,320
Activities Income	4	9,950	0	9,950	8,600
Other Income		0	0	0	0
<b>Total Incoming Resources</b>		<b>65,863</b>	<b>0</b>	<b>65,863</b>	<b>61,920</b>
<b>Costs of Generating Funds</b>					
Operating Costs		0	0	0	0
<b>Resources Expended</b>					
<b>Direct Charitable Expenditure</b>					
Education and Training	7	46,149	0	46,149	40,942
Community	8	1,386	0	1,386	1,197
Gifts	9	685	0	685	602
Property	10	4,372	0	4,372	8,249
		<b>52,592</b>	<b>0</b>	<b>52,592</b>	<b>50,990</b>
<b>Management And Administration</b>					
Administration	11	10,522	0	10,522	9,667
		<b>10,522</b>	<b>0</b>	<b>10,522</b>	<b>9,667</b>
<b>Other Expenditure</b>					
Other		0	0	0	0
		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Resources Expended</b>		<b>63,114</b>	<b>0</b>	<b>63,114</b>	<b>60,657</b>
Net incoming resources before transfers		2,749	0	2,749	1,865
Transfers Utilised/Released		0	0	0	0
<b>Net Movement in Funds for year</b>		<b>2,749</b>	<b>0</b>	<b>2,749</b>	<b>1,865</b>
Fund Balances brought forward	3	723,894		723,894	723,984
<b>Fund Balances carried forward</b>		<b>£726,643</b>	<b>£0</b>	<b>£726,643</b>	<b>£725,849</b>

# WEST LONDON FAMILY CHURCH

## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2021

	<u>Notes</u>	<u>Unrestricted Funds 2021 £</u>	<u>Total Funds 2020 £</u>
<b>TURNOVER</b>			
Voluntary Income	4	55,913	53,320
Activities Income	4	9,950	8,600
		<u>65,863</u>	<u>61,920</u>
Administrative Expenses		<u>63,114</u>	<u>60,657</u>
<b>Operating Surplus/-Deficit</b>		2,749	1,263
<b>Other Operating Income</b>			
Interest Receivable		0	0
Interest Payable and Similar Charges		<u>0</u>	<u>0</u>
<b>Surplus/-Defecit on ordinary activities before taxation</b>		2,749	1,263
Tax on ordinary Activities	14	<u>0</u>	<u>0</u>
<b>Surplus/-Defecit on ordinary activities after taxation</b>		2,749	1,263
<b>Retained surplus (-deficit) brought forward</b>		<u>123,894</u>	<u>122,721</u>
<b>Retained surplus (-deficit) carried forward</b>		126,643	123,984
<b>Revaluation Reserve</b>		600,000	600,000
		<u><u>726,643</u></u>	<u><u>723,984</u></u>

WEST LONDON FAMILY CHURCH  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED  
31ST DECEMBER 2021

West London Family Church is a charitable company limited by guarantee and registered with Companies House and the Charities Commission. The company is controlled by the directors, who are also the charity trustees.

ACCOUNTING POLICIES

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the financial statements.

Accounting Convention

The financial statements have been prepared under the historical cost convention other than certain freehold property which is included at valuation. In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice Accounting and Reporting by Charities (revised 2005) and the Charities Act 1993.

Incoming Resources

Voluntary income is received by way of donations and gifts and is included in incoming resources when these are receivable.

Interest receivable is included when it is received.

Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any Value Added Tax which cannot be recovered.

Depreciation

Freehold Land and Buildings

Depreciation is only provided on freehold land and buildings where the Trustees consider that the remaining useful life is less than 50 years. The rate of depreciation is 2% on a straight line basis.

Equipment, Furniture, fixtures and fittings and Motor Vehicles

Depreciation has been charged at 20% per annum on a straight line basis.

Taxation

As a registered charity the Church benefits from rates relief and is generally exempt from Income Tax and Capital Gains Tax but not from Value Added Tax. Irrecoverable Value Added Tax is included in the cost of those items to which it relates.

Income tax recovered on deeds of covenants and Gift Aid donations are credited to the general unrestricted funds.

Fund Accounting

1. Unrestricted funds comprise those funds which the Trustees are free to use in accordance with the charitable objects.
2. Designated funds are unrestricted funds earmarked by the trustees for particular purposes.
3. Restricted funds are funds which have been given for particular purposes. The restriction being placed by the donor.

# WEST LONDON FAMILY CHURCH

## NOTE 1. TANGIBLE FIXED ASSETS AS AT 31ST DECEMBER 2021

DEPRECIATION METHOD - 'STRAIGHT LINE'.

DEPRECIATION ANNUAL RATES:-

	<u>2%</u> <u>LAND &amp;</u> <u>BUILDING</u> £	<u>20%</u> <u>CHATTELS</u> <u>FITTINGS</u> £	<u>20%</u> <u>INSTRMT</u> <u>AUDIO</u> £	<u>20%</u> <u>OFFICE</u> <u>EQUIPMNT</u> £	<u>20%</u> <u>MOTOR</u> <u>VEHICLES</u> £	<u>TOTAL</u> £
<b>COST</b>						
Opening balance	690,000	0	550	2,980	0	693,530
Disposals	0	0	0	0	0	0
Additions	0	0	0	0	0	0
<b><u>CLOSING BALANCE</u></b>	<u>690,000</u>	<u>0</u>	<u>550</u>	<u>2,980</u>	<u>0</u>	<u>693,530</u>
<b>DEPRECIATION</b>						
Opening balance	0	0	550	2,980	0	3,530
Disposals	0	0	0	0	0	0
Charge for year	0	0	0	0	0	0
<b><u>CLOSING BALANCE</u></b>	<u>0</u>	<u>0</u>	<u>550</u>	<u>2,980</u>	<u>0</u>	<u>3,530</u>
<b>NET BOOK VALUE</b>						
At beginning of year	<u>£690,000</u>	<u>£0</u>	<u>£0</u>	<u>£0</u>	<u>£0</u>	<u>£690,000</u>
At end of year	<u>£690,000</u>	<u>£0</u>	<u>£0</u>	<u>£0</u>	<u>£0</u>	<u>£690,000</u>

## WEST LONDON FAMILY CHURCH

### NOTE 3 CAPITAL FUNDS

	OPENING BALANCE £	INFLOW £	OUTFLOW £	CLOSING BALANCE £
<b>Restricted</b>				
Restricted Funds	0	0	0	0
Transfer To Accumulated	0	0	0	0
<b>Designated</b>				
	0	0	0	0
	0	0	0	0
<b>Unrestricted</b>				
Accumulated Fund	723,894	65,863	63,114	726,643
Transfer From Restricted	0	0	0	0
	723,894	65,863	63,114	726,643
<b>TOTAL</b>	<b>£723,894</b>	<b>£65,863</b>	<b>£63,114</b>	<b>£726,643</b>

### NOTE 4 INCOME GENERAL

	Unrestricted 2021 £	Restricted 2021 £	TOTAL 2021 £	TOTAL 2020 £
<b>VOLUNTARY INCOME</b>				
Offerings, Collections, Donations	1,700	0	1,700	5,466
Covenants / Gift Aid	42,364	0	42,364	28,078
HMRC - Gift Aid Rebate	5,979	0	5,979	2,278
Gifts	950	0	950	9767
Other Income		0	0	1,613
Special Collections	685	0	685	2,500
HMRC - JRS Grant	3,752	0	3,752	3,618
EDF Energy Refund	483	0	483	0
<b>INCOME FROM ACTIVITIES</b>				
Property Income	9,950	0	9,950	8,600
Conferences / Trips	0	0	0	0
Nursery	0	0	0	0
<b>TOTAL</b>	<b>£65,863</b>	<b>£0</b>	<b>£65,863</b>	<b>£61,920</b>



## WEST LONDON FAMILY CHURCH

### NOTE 5 INVESTMENT INCOME

Investment income was derived from surplus funds being placed on short term deposit with the bank.

### NOTE 6 OTHER INCOME

### NOTE 7 EDUCATION AND TRAINING

	Unrestricted 2021 £	Restricted 2021 £	TOTAL 2021 £	TOTAL 2020 £
Training and Teaching	44,087	0	44,087	39,992
Visiting Ministry	1,120	0	1,120	200
Teaching Resources	476	0	476	120
Ministry Resources	104	0	104	329
Books / Bibles	362	0	362	0
Publicity / Outreach		0	0	301
<b>TOTAL</b>	<b>£46,149</b>	<b>£0</b>	<b>£46,149</b>	<b>£40,942</b>

### NOTE 8 COMMUNITY

	Unrestricted 2021 £	Restricted 2021 £	TOTAL 2021 £	TOTAL 2020 £
Transport	782	0	782	364
Catering	452	0	452	682
Functions	0	0	0	0
Fellowship Support	152	0	152	151
Fellowship Recreation	0	0	0	0
<b>TOTAL</b>	<b>£1,386</b>	<b>£0</b>	<b>£1,386</b>	<b>£1,197</b>

# WEST LONDON FAMILY CHURCH

## NOTE 9 GIFTS

	Unrestricted 2021 £	Restricted 2021 £	TOTAL 2021 £	TOTAL 2020 £
Overseas	685	0	685	0
UK Missions	0	0	0	260
Needy	0	0	0	0
Organisations	0	0	0	0
Church personnel	0	0	0	342
<b>TOTAL</b>	<b>£685</b>	<b>£0</b>	<b>£685</b>	<b>£602</b>

## NOTE 10 PROPERTY

	Unrestricted 2021 £	Restricted 2021 £	TOTAL 2021 £	TOTAL 2020 £
Repairs & Cleaning	1,586	0	1,586	4,705
Electricity	824	0	824	1,305
Gas	938	0	938	1,043
Ins/Water	1,024	0	1,024	1,196
Other		0	0	0
<b>TOTAL</b>	<b>£4,372</b>	<b>£0</b>	<b>£4,372</b>	<b>£8,249</b>

## NOTE 11 MANAGEMENT AND ADMINISTRATION

	Unrestricted 2021 £	Restricted 2021 £	TOTAL 2021 £	TOTAL 2020 £
Postage/stationery	138	0	138	424
Telephone	1,067	0	1,067	1,004
Subs/Licences	1,577	0	1,577	1,376
Office Equipment	719	0	719	551
Administration & Computer Costs	1,714	0	1,714	1,166
Pension Costs ( Nest)	2,209	0	2,209	1,831
Professional Fees	700	0	700	700
Book keeping	2,288	0	2,288	2,496
Bank Charges	49	0	49	66
Other	61	0	61	53
<b>TOTAL</b>	<b>£10,522</b>	<b>£0</b>	<b>£10,522</b>	<b>£9,667</b>

# WEST LONDON FAMILY CHURCH

## NOTE 12

	Unrestricted 2021 £	Restricted 2021 £	TOTAL 2021 £	TOTAL 2020 £
Sundry Trade Creditors	700		700	450
PAYE Liability	1,074		1,074	1,612
Loan	0		0	0
<b>TOTAL</b>	<b>£1,774</b>	<b>£0</b>	<b>£1,774</b>	<b>£2,062</b>

## NOTE 13 - WAGES AND SALARIES

	2021 £	2020 £
Wages and Salaries	41,251	41,591

The average number of employees during the year was 2 (2021: 2)

No employee was paid in excess of £60,000