

## **Adeyfield Free Church, Hemel Hempstead, United Reformed Church Charity**

### **Annual Report for the Year Ended 31st March 2022**

#### **ADMINISTRATIVE INFORMATION**

Adeyfield Free Church (Registered Charity No. 1131868) is a local church of the United Reformed Church in Great Britain (URC) and is a member church of Thames North Synod of the URC. It operates in conformity with their Scheme of Union and Governing Document as well as a local constitution. At local level activities are under the direction of church meeting consisting of 50 members who have affirmed their Christian faith and support the objectives of the church.

Adeyfield Free Church took possession of the newly constructed building in December 2019. In March 2020 all church activities were suspended as part of the COVID-19 regulations. The impact of this on the charity was immense but the trustees actively sought to mitigate the effects on Church life.

The Church Office telephone number is 01442 260175 / 07933 570594

The members of the Elders' Meeting for the time being are recognised as the charity trustees. Those who served this year are as follows:

Minister: Vacant

Church Secretary: Heather Lewis

Elder: Shirley Ford – Acting Treasurer since August 2020

Elder: Penny Stuart

Elder: Pamela Annison

Elder: Dave Kerry

Elder: Brian Jackson

#### **STRUCTURE AND GOVERNANCE**

Church Meetings are held bi-monthly in addition to an Annual General Meeting. During this year the Trustees (Elders) have been meeting most weeks, mainly face-to-face, for prayer and business meetings to progress the many tasks required to complete the building alongside any other church related matters.

The Elders are aware of the Charity Commission's guidance on public benefit (contained in Charity Commission publication "The Advancement of Religion for the Public Benefit") and has regard to it in the administration of the Church. The Elders believe 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.

The church has been in 'vacancy' since April 2021 but is looking forward to welcoming a new minister, to be shared jointly with our sister URC church in Hemel Hempstead, St George's. Public worship each Sunday has been conducted in person since September 2021 in the worship hall and small groups have continued to meet either using zoom or meeting in individuals' houses. The church has seen some activities for young people, children and outreach to the community recommence this year and it has been a joy to see young people once again frequenting the building. Regular teaching for existing members and adherents as well as opportunities to promote the Christian faith to adults and children has continued.

## **REVIEW OF ACTIVITIES**

As a local congregation of the United Reformed Church, Adeyfield Free Church 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 'Love Jesus, Love each other and Love our community'

Members of the church and adherents meet in small groups, either weekly or fortnightly, to spend time in a social setting where the Bible is studied and pastoral needs are prayed for.

Fingerprints, our Christian pre-school, has been open throughout the year and have had a good attendance of children over this time.

It has not been possible to recommence Messy Church SEND as most of the original members have moved on and we do not currently have the volunteers to start this venture again. This is being closely monitored and as and when the need arises volunteers will be sought to form the group again.

We have been able to open our building to the charity, Playskill, who meet weekly in term time and work with children 0 to 5 years with physical and mental disability needs.

Cubs and Beavers have recommenced meeting in the building and are well attended. It is hoped to start up a further group, Squirrels, for ages 4-6 years in the New Year.

The church partners with Expressions Academy, an organisation which runs, among other outreach events, holiday clubs during school holidays. This August Expressions, sponsored by Adeyfield Free Church together with a local Anglian church, St Barnabas, organised a Holiday Club for children 5-11 years which was well attended and enjoyed by all who came. Expressions also ran two further HAPpy Holiday Clubs, a nationwide venture sponsored by the Government. -

The church has also seen the restart of a carers' and toddlers' 'stay and play' group called Little Fish which meets weekly in term time only. Due to Covid restrictions this group remains restricted in numbers.

Our outreach to the community events, including invites to a Sunday lunch each month, have not recommenced but we have been able to welcome people to celebration meals, including a weekend of celebration to bless and dedicate the new building. It is hoped to open up for more community based activities over the coming months. A pastoral team oversees pastoral care and support for members and their families as well as for individuals and groups in the wider community.

Several groups which the church sponsors include a majority of people who are not otherwise connected with the church.

Adeyfield Free Church is a member of Churches Together in Hemel Hempstead and links with other churches in supporting initiatives including Pray Hemel, which meets monthly at different venues. Other community projects include CAP, DENS, Foodbank and Liberty Tea Rooms and Community Hub. Support continues for individuals and organizations elsewhere in the UK and abroad with similar mission objectives of promoting the Christian gospel and serving those in need.

## **REDEVELOPMENT OF ADEYFIELD FREE CHURCH**

We continue to be grateful to Thames North Synod for their ongoing guidance, help and support both financially and in practical matters.

## **FINANCIAL REVIEW for the Year ending 31<sup>st</sup> March 2022**

Total receipts on unrestricted funds were £75,355

Total receipts on designated funds were £42,622

Total receipts on restricted funds were £23,341

Gift Aid repayments were £15,503

Total receipts for the year were £141,318

Expenditure from unrestricted funds was £82,231

Expenditure from designated funds was £20,811

Expenditure from restricted funds was £4,146

Total Expenditure was £107,188

Due to a small imbalance in the figures reported in 2020-21 it has been necessary to add an amount of balancing figures to bring the report into line for this year.

### Statement of the reserves policy.

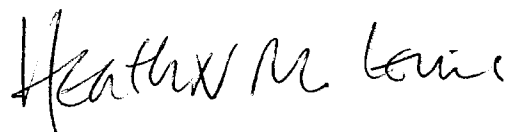
Unrestricted Fund (this is the General Fund): The policy is to retain at least three months' expenditure as "free" reserves, to meet future shortfalls in income or unexpected expense. As at the 31<sup>st</sup> March 2022 there are not sufficient reserves, mainly due to the increased expenditure relating to the new building we now occupy. This has been added to by the reduction in income due to the Coronavirus pandemic. It is anticipated that these funds will continue to be reduced as we incur start up costs for activities when these are able to recommence.

Designated Fund (this is the Named Fund and Synod Loan Fund): The policy is not to retain reserves. It is expected that income will balance expenditure during each financial year.

Restricted Funds (these are the Youth and Building Funds): These are funds for specific long term projects so reserves are not held.

## **APPROVAL**

(Approved by the Trustees on 26/01/22 and signed on its behalf by Heather Lewis, Church Secretary.)



## FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2022

## RECEIPTS AND PAYMENTS ACCOUNT

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This Year 2022 Total £	Last Year 2021 Total £
<b>RECEIPTS</b>						
Offerings		58,274	0	4,540	62814	57,282
Fund raising and donations		348	1,738	17,670	19756	1,595
Monies raised for named causes	3	0	6,451	0	6451	5,256
Gift Aid tax repayments		13,161	1,317	1,025	15503	15,847
Property - church/hall users	4	100	29594	0	29694	20,886
Grants/Legacies Received		3,457	0	0	3457	6,850
Refunds Received		9	3,522	0	3531	
Bank interest & investment income		6	0	16	22	8
Balance				90	90	0
<b>Total receipts</b>		<b>75,355</b>	<b>42,622</b>	<b>23,341</b>	<b>141,318</b>	<b>107,724</b>
<b>PAYMENTS</b>						
Ministry & Mission Fund		25,400	6,608	0	32,008	34,029
Ministry expenses		1,379	11	180	1,570	1,177
Administrator Pay		11,653	469	0	12,122	11,675
Youth Worker		0	0	0	0	0
Church running costs	5	16,828	3,751	0	20,579	21,140
Programme activity costs	6	1,616	1,703	0	3,319	1,292
Support of outside causes	7	5,268	6,446	0	11,714	10,545
Maintenance of church buildings	8	17,568	1,804	994	20,366	9,192
Maintenance of Manse	9	2,503	0	612	3,115	3,222
MAX Exp/Church Improvements			0	2,360	2,360	16,179
Balance		16	19	0	35	0
<b>Total payments</b>		<b>82,231</b>	<b>20,811</b>	<b>4,146</b>	<b>107,188</b>	<b>108,451</b>
<b>NET RECEIPTS / (PAYMENTS)</b>		<b>-6,876</b>	<b>21,811</b>	<b>19,195</b>	<b>34,130</b>	<b>-728</b>
<b>TRANSFERS between funds</b>	2	<b>5,000</b>	<b>-5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CASH FUNDS b/fwd 1 April 21</b>		<b>8,204</b>	<b>69,119</b>	<b>8,160</b>	<b>85,483</b>	<b>85,211</b>
<b>CASH FUNDS c/fwd 31 March 22</b>		<b>6,328</b>	<b>85,930</b>	<b>27,355</b>	<b>119,613</b>	<b>84,483</b>

## STATEMENT OF ASSETS AND LIABILITIES

<b>Monetary assets</b>						
Cash		0	0	0	0	0
Bank current account		6,000	37,930	26,851	70,781	36,757
Deposit accounts		328	48,000	504	48,832	48,726
<b>Total monetary assets</b>	10	<b>6,328</b>	<b>85,930</b>	<b>27,355</b>	<b>119,613</b>	<b>85,483</b>
<b>Assets used for church purposes</b>						
Buildings under statutory trusts	11	Church buildings and manse				
Church contents	11	Furnishings and equipment				
<b>Liabilities</b>						
Significant creditors		0				

APPROVED by the Trustees on

and signed on their behalf

HEATHER LEWIS

(name)(signature)

Heather M. Lewis

## FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2022

## NOTES

## 1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Charities Act 2011, using the Receipts and Payments basis available to small charities, and the United Reformed Church guidance.

## 2 FUND ACCOUNTING

**Unrestricted Funds** may be used by the church for any of its ordinary purposes.

**Designated Funds** represent unrestricted funds set aside by the church for specific designated purposes; they can be transferred back into general funds at the church's decision.

Fund name & purpose:	Balance b/fwd £	Receipts in year £	Payments in year £	Transfers for year £	Balance c/fwd £
Youth Work Fund	48,106	0	0	0	48,106
Named/Synod Loan Fund	21,013	36,045	13,704	-5,000	38,354
<b>Totals for designated funds</b>	<b>69,119</b>	<b>36,045</b>	<b>13,704</b>	<b>-5,000</b>	<b>86,460</b>

**Restricted Funds** represent income which may be expended only on those restricted objects provided in the terms of a trust or bequest, or donations or grants received or invited for a specific purpose. These funds can only be spent on the specific purpose for which they were given. Any balance remaining unspent must be carried forward as a balance on that fund for future expenditure on that specific purpose, or returned; it cannot be absorbed into general funds.

Fund name & purpose:	Balance b/fwd £	Receipts in year £	Payments in year £	Balance c/fwd £
Building Fund	8,250	22,210	5,752	24,708
<b>Totals for restricted funds</b>	<b>8,250</b>	<b>22,210</b>	<b>5,752</b>	<b>24,708</b>

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This Year 2022 Total £	Last Year 2021 Total £
<b>3 MONIES RAISED FOR NAMED CAUSES</b>					
Website Refund	0	0	0	0	0
Christians Against Poverty	0	1,120	0	1,120	525
DENS	0	111	0	111	160
Daniel Gitau	0	150	0	150	950
Bolivia	0	0	0	0	0
Good News for All	0	0	0	0	20
Tearfund	0	0	0	0	0
Samaritons Purse	0	170	0	170	0
Janet Fawcett	0	290	0	290	360
Joel & Claire Harri	0	876	0	876	984
Paul & Rose Harvey	0	1,140	0	1,140	1,152
Discovery	0	1,020	0	1,020	495
Phone Contribution	0	11	0	11	81
Beaver Colony	0	1,563	0	1,563	529
<b>Totals raised for named causes</b>	<b>0</b>	<b>6,451</b>	<b>0</b>	<b>6,451</b>	<b>5,256</b>

## 4 PROPERTY INCOME

Other lettings income	100	29,594	0	29,694	20,886
<b>Total property income</b>	<b>100</b>	<b>29,594</b>	<b>0</b>	<b>29,694</b>	<b>20,886</b>

## 5 CHURCH RUNNING COSTS

Gas and electricity	9,895	2,420	0	12,315	11,471
Insurance	2,085	521	0	2,606	2,488
Water rates	758	191	0	949	50
Telephone	1,069	253	0	1,322	1,322
Stationery and photocopying	683	50	0	733	688
Other admin expenses	198	228	0	426	726
Website and Social Media	1,236	0	0	1,236	3,482
Licences and music	576	0	0	576	539
Payroll Fees	328	88	0	416	374
<b>Total church running costs</b>	<b>18,828</b>	<b>3,751</b>	<b>0</b>	<b>20,579</b>	<b>21,140</b>

## FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2022

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This Year 2022 Total £	Last Year 2021 Total £
<b>6 PROGRAMME ACTIVITY COSTS</b>					
Youth & Children's activities	797	0	0	797	17
Worship and Teaching	750	0	0	750	138
Social Ministry	49	1,045	0	1,094	20
Beavers and Cubs	20	658	0	678	1,117
				0	0
<b>Total programme activity costs</b>	<b>1,616</b>	<b>1,703</b>	<b>0</b>	<b>3,319</b>	<b>1,292</b>
<b>7 SUPPORT OF NAMED CAUSES</b>					
DENS	200	139	0	339	395
Discovery	524	1,275	0	1,799	1,225
Bolivial	0	0	0	0	0
Christians Against Poverty	550	1,395	0	1,945	2,145
Youth Across Hemel	700	0	0	700	0
Evangelical Alliance	80	0	0	80	80
Hardship	0	0	0	0	0
Good News for All	80	0	0	80	143
Tearfund	200	0	0	200	300
Through the Roof	300	0	0	300	500
Coffeemates	150	0	0	150	200
Churches Together	50	0	0	50	50
Samaritan's Purse	0	170	0	170	0
Community Action	0	0	0	0	0
Janet Fawcett	0	380	0	380	420
Daniel Gitau	767	188	0	955	1,848
Joel & Claire Harri	1,518	1,475	0	2,993	1,640
Paul & Rose Harvey	149	1,425	0	1,574	1,600
Fingerprints	0	0	0	0	0
Ladies day	0	0	0	0	0
<b>Total support of named causes</b>	<b>5,268</b>	<b>6,446</b>	<b>0</b>	<b>11,714</b>	<b>10,546</b>
<b>8 MAINTENANCE OF CHURCH BUILDINGS</b>					
Service Charge	3,741	0	0	3,741	306
Health and Safety	2,249	144	0	2,393	2,386
General Maintenance + Contracts	9,569	1,186	994	11,749	5,676
Cleaning	2,009	474	0	2,483	824
<b>Total maintenance of church buildings</b>	<b>17,568</b>	<b>1,804</b>	<b>994</b>	<b>20,366</b>	<b>9,192</b>
<b>9 MAINTENANCE OF MANSE</b>					
Council Tax, Water rates Gas and Electricity	1,538	0	0	1,538	2,522
Manse maintenance/Expenses	339	0	612	951	190
Manse insurance	626	0	0	626	510
<b>Total maintenance of manse</b>	<b>2,503</b>	<b>0</b>	<b>612</b>	<b>3,115</b>	<b>3,222</b>

**10 MONETARY ASSETS**

The church monies are not held in segregated accounts, but for the sake of this financial statement the total of each account is allocated appropriately over the various funds.

**11 ASSETS USED FOR CHURCH PURPOSES**

The manse at 78 Poynders Hill, HP2 4NT is vested in URC Thames North Synod Trust as trustees and is not a church asset. This is held for the benefit of Adeyfield Free Church in accordance with the statutory trusts applicable to URC properties under the URC Acts. The Manse was insured by the church for £444,581.

The church building at Maylands Avenue was handed over to the church on 20<sup>th</sup> December 2019. The building is vested in URC Thames North Synod Trust as trustees and is not a church assets The building is held on a 999 year lease from Hightown Housing Association. The Shell and Core of the building is insured by the landlord. Tenant's Improvements to the building is valued for insurance purposes at £3,679,722 and is insured by the church. The church contents are insured, by the church, for £196,466.

## FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2022

## TREASURER'S STATEMENT

I have prepared the financial statements on pages 1 to 3 for the year ended 31 March 2022 from the accounting records of the Church.

(name)

(signature)

(date)

Shirley A Ford

S. Ford

26 SEPTEMBER 2022

## INDEPENDENT EXAMINER'S REPORT

I report on the financial statements of Adeyfield Free Church URC for the year ended 31 March 2022, which are set out on pages 1 to 3.

## Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The 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.

Having satisfied ourselves that the charity is not subject to audit under company law and is eligible for independent examination, it is our responsibility to:

examine the accounts under section 145 of the 2011 Act;

follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act);

state whether particular matters have come to our attention;

Examine the accounts under section 145 of the 2011 Act;

Follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act); and

Signed by the Independent Examiner:



(IAN WOLSTENCROFT)

J. Alden Date:

27th September 2022

(JUANNE HALDEN)

Name and address of the Independent Examiner:

20 TANSMORE CLOSE  
HEMEL HEMPSTEAD  
HERTS HP2 5LH

5 CRESCENT ROAD  
HEMEL HEMPSTEAD  
HERTS  
HP2 4AH.

Represented by:	31 Mar 2019	31 Mar 2020	31 Mar 2021	31 Mar 2022
<b>Cash at Bank</b>				
Lloyds TSB Current #1	1,913.16	2,722.69	457.00	3,561.69
Alliance & Leicester	48,277.71	33,762.56	36,300.00	67,219.52
Deposit accounts – BM	48,629.04	48,726.29	48,726.00	48,832.48
URC	0.00	0.00	0.00	0.00
<b>Cash at Bank</b>	<u>98,819.91</u>	<u>85,211.54</u>	<u>85,483.00</u>	<u>119,613.69</u>

Reserves Movement	31 Mar 2019	Surplus 20	31 Mar 2020	Surplus 21	31 Mar 2021	Surplus 22	31 Mar 2022
Current	47,993.61	-17,584.02	30,409.59	-22205.59	8,204.00	-1876.03	6,327.97
Building Fund	1,725.10	4,551.28	6,276.38	1883.62	8,160.00	19195.44	27,355.44
Named Fund	995.58	-575.63	419.95	357.29	777.24	4767.58	5,544.82
Portakabin Replacement	0.00	0.00	0.00	0.00	0.00		0.00
Youth Fund	48,105.62	0.00	48,105.62	0.00	48,105.62		48,105.62
Synod Loan Fund					20,236.00		32,279.84
<b>Total</b>	<u>98,819.91</u>		<u>85,211.54</u>		<u>85,482.86</u>		<u>119,613.69</u>

#### **Restricted Funds:-**

##### **Building fund**

Income	105,035.28	18,042.00	23341.00
Transfer In	0.00	0.00	0.00
Expenditure	100,484.00	19,599.00	4146.00
	<u>4,551.28</u>	<u>-1,557.00</u>	<u>27487.00</u>

#### **Designated Funds:-**

##### **Youth Fund**

Income	0.00	0.00	0.00
Expenditure	0.00	0.00	0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

##### **Synod Loan Fund**

Income	20,286.12	29,593.75
Transfer Out		-4,900.00
Expenditure	-649.75	-12,631.28
	<u>20,935.87</u>	<u>47,125.03</u>