

Oughtibridge Wesleyan Reform Chapel
Annual Report and Unaudited Financial Statements
For the year ended 31 December 2020

Oughtibridge Wesleyan Reform Chapel Contents

	Page
Legal and administrative information	1
Trustees' annual report	2 - 6
Independent examiner's report	7
Receipts and payments account	8
Statement of assets and liabilities	9
Notes to the accounts	10

Oughtibridge Wesleyan Reform Chapel
Legal and administrative information
For the year ended 31 December 2020

Other names the charity is known by:

OWRC
Oughtibridge Chapel

Trustees

Matt Brook
Jo Brook
Richard Grayson
Richard Hall
Angela Howard
Adrian Little
Pam Smith
Jennifer Yeardley

Principal Address

C/o 89 Cockshutts Lane
Oughtibridge
Sheffield
S35 0FX

Independent Examiner

Sarah Lightfoot, FCA DChA
On behalf of:
VAS Community Accountancy
The Circle
33 Rockingham Lane
Sheffield
S1 4FW

Oughtibridge Wesleyan Reform Chapel Trustees' annual report For the year ended 31 December 2020

Oughtibridge Wesleyan Reform Chapel (OWRC) is a family church serving the people of Oughtibridge and the surrounding areas. The chapel premises are located close to the centre of the village, about five miles north-west of Sheffield city centre.

The church has been meeting in Oughtibridge for over 150 years and today's church has a mix of ages across all generations. What motivates us is a desire to experience and share the love God has for all people.

Structure, governance and management

OWRC registered with the Charity Commission in November 2009 and is governed by the Wesleyan Reference Deed of October 1898. This Deed is governable by the Wesleyan Reform Union (WRU) – as a member of the WRU the OWRC is also accountable to the Union.

The Charity trustees are all members of the Leadership team and are accountable for the running of the Chapel's activities. They ensure the correct information is submitted to members at the Church meetings, which ensures such matters are ratified as required by the WRU.

The Leadership team meet every 4-6 weeks. Church Meetings are held quarterly or more frequently if required, with the Annual General Meeting normally being held in April. Major events, decisions and plans are discussed at Church Meetings, which are minuted. The membership of the Leadership team is reviewed every three years at the Annual Church Meeting. The last review, and changes in membership, took place in April 2018.

Day to day activities are undertaken by the Leadership team and members of the Chapel.

The Building that OWRC meet in is governed by a separate group of people, known as the "Building Trustees" who are custodians and hold the building in trust for the church. The "Building Trustees" are:

Richard Hall *^
Norman Jackson
Christopher Nicholson
John Scarffe ^
Peter Shapland ^
Christopher Yeardley
Ian Brearley
Matthew Brook *
Angela Howard *
Adrian Little *
Andrew Misiukanis
Pamela Smith *

Those marked * are also charity trustees. Those marked ^ are the registered owners of the property title.

Under the governing Deed the OWRC are required to provide the finances to maintain the Building and have power to alter or rebuild. However, if the church was to demise, the WRU have a restrictive call option on any sale and will receive the capital. Therefore, the charity trustees consider that they do not own the property.

In practice the Building trustees do not meet and decisions regarding the buildings are made by the charity trustees and all costs are met by the charity.

Oughtibridge Wesleyan Reform Chapel
Trustees' annual report (continued)
For the year ended 31 December 2020

Objectives and activities

The principal object as disclosed on the Charity Commission website is:

The trustees for the time being shall at all times permit the said premises and the chapel school or other buildings from time to time standing thereon to be used and occupied and enjoyed as a place for the public worship of God and for the instruction of children and adults under the direction of the society or church assembling for worship thereon in connection with the said denomination or connexion according to the principles constitution usages polity and rules from time to time of the said denomination and also for the promotion of such other religious, educational or charitable purposes as the said society or church shall from time to time direct.

In practice, OWRC follows the Wesleyan Reform doctrines of the Christian faith and share them with the public by:

- Being a family church serving the people in the locality;
- Holding regular Sunday services;
- provide instruction in the Christian faith;
- hold groups for children, teenagers and adults;
- provide support for organisations and individuals working for the advancement of the Christian faith;
- allow the premises to be hired by other organisations with compatible aims.

Activities during the financial year

When planning our activities for the year, the trustees have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance to charities for the advancement of religion. This is achieved through the activities listed below.

However, in March 2020 the coronavirus significantly impacted the UK and the government imposed many restrictions on the nation to try to minimise the spread of the virus. All activities have been affected by the COVID-19 pandemic, some cancelled, some new ones, and several adapted or changed to meet the prevailing circumstances and regulations. Below each area of activity is reviewed and the necessary changes during the year explained.

Making the Building COVID safe: - As the first lockdown eased steps were taken to make the building 'Covid safe'. Risk assessments were completed and appropriate steps taken to ensure safe use of the building. Notices, QR code and 'free' face masks were made available. We have had additional costs for extra cleaning materials and hand sanitisers, and these additional costs will continue for the foreseeable future.

Sunday Church Services: - Weekly Sunday morning services for public worship ran as usual until March and the first lockdown. These restrictions meant that we closed the church building from 22nd March and stopped all face to face church activities. Initially we were not in a position to hold our own 'online' services. The congregation was directed towards watching services from Christ Church Fulwood, a large Sheffield church with similar beliefs, theology and purposes to our own. For some weeks the fellowship enjoyed and benefited from these services particularly as all of us were thus following the same meetings and sermons. In September 2020 we started holding our own services again, using 'Zoom', to enable the fellowship to virtually gather together, hear God's word, pray to Him and share together. We have used breakout rooms to enable a virtual after-service coffee time, which is appreciated by all. For a few weeks in the late autumn, while regulations allowed, we held the services 'in person' at the church building for a small socially distanced congregation while simultaneously streaming it using 'Zoom'. During December, when we were allowed, we ran 'in person' services including three carol services and a Christmas morning service, all shared over Zoom for those who wished to join virtually.

Oughtibridge Wesleyan Reform Chapel
Trustees' annual report (continued)
For the year ended 31 December 2020

Earlier in the year, in July, before in person services were permitted to restart, the government allowed places of worship to open for individual prayer. We decided to do this once a week on Sunday and although not many people came, those who did appreciated being able to come.

Youth Club, Youth and Children's Meetings: - During January to March we ran our Friday night Youth Club for teenagers in the local area, running every week during term time. This ran in partnership with Forge Youth, who were paid to provide a youth worker for the evenings. On average we had around 20 young people attend each week. With lockdown the meetings stopped, and we did not hold another youth club in the building during 2020. Between March and July we ran weekly mid week bible studies, to replace our Sunday Morning Youth Groups with the teenage children.

In September, Oughtibridge Parish Church (OPC) started employing a Family and Youth worker. As a church we are very excited by this and have sought to build relationships with OPC and seek to work together to build God's Kingdom. This resulted in an agreement to run all of our youth and children's work together in partnership. The contract with Forge Youth has been terminated and the local youth worker will take on this role for the Youth Club. Since September (when government restrictions have allowed), the Sunday morning youth and children's work has been taking place jointly, with leaders and children from both churches meeting in Oughtibridge Chapel building. We are also jointly running an online mid-week youth bible study group and will run the youth club together once restrictions allow us to restart it.

Bible Study & Small Groups Fellowship: - With lockdown all our Bible Study groups and small fellowship groups ceased to meet in person, neither in the building nor in homes. However, we opened two accounts with 'Zoom', to facilitate not just Sunday services, but also to enable our small groups to meet for bible study and fellowship. From the summer these accounts have been very well used and people have really appreciated being able to meet, albeit virtually. By the autumn every group had restarted with online meetings.

Open Meetings and Support groups: - We have two regular groups meeting for friendship and fellowship which are open to anyone in the community: 'Forum' for men and 'Ladies of Leisure' for women. Initially with lockdown both were suspended, but by late summer both had resumed their usual programmes and were meeting online using Zoom. Starting in November, while restrictions allowed, we also started to run a Parent and Baby Support Group, once again in partnership with OPC. The government restrictions limited attendance at this to 15 parents and it has been fully booked every week since it started!

A WhatsApp group was created to enable church members and other contacts to keep connected with one another, to share spiritual encouragements and practical support. This has been well used and appreciated.

Café and meals: - At the start of the year the Community Café continued to be very popular and well attended, running every Thursday morning. But in March it was closed and has not re-opened as a café. However, during December we started making meals and delivering them once a week to older people in our community, who would normally attend a lunch club which has been suspended due to the pandemic. This appears to have been much appreciated by those who receive them and the provision of meals has now extended beyond the Lunch Club members to other older people. We intend the Café to restart once regulations make it possible.

Work in Schools: - Until lockdown in March, we continued with 'Discoverers' group in the local primary school – a lunchtime class for education about the Bible and Christian faith. We also presented 'Open the Book' assemblies based on materials supplied by the Bible Society and nationally recognised. With schools closed this work stopped. Although 'Discoverers' and in person assemblies have not taken place since March, we did prepare some videos of Bible Stories for use in school assemblies. These were welcomed by the school. Both these activities will restart when restrictions are lifted.

Oughtibridge Wesleyan Reform Chapel
Trustees' annual report (continued)
For the year ended 31 December 2020

Local Support during the Pandemic: - A local group was formed to support our community during the pandemic, named Helping Oughtibridge, Worrall and Wharnccliffe Locals (HOWWL). One of the things HOWWL organised was a local food bank, we offered our building to be used as the storage and distribution hub for this. Some of our members have been very involved in the organisation and running of this initiative.

Outside Groups: - Normally several community groups rent our premises for their events and meetings – Brownies, Rainbows, a Community Choir, dance classes and so on. In March all these stopped meeting and to date none have restarted. This has affected our income with little rent coming in. However, the local nursery and after school club (Coumes Spring Children's Centre) required additional space in order to create 'bubbles' for the afterschool club. So, during the autumn they rented our hall. This need declined after October half term.

Alterations to Kitchen and Toilets: - In February we completed improvements to our kitchen to accommodate the increased use by the Café. These improvements included an extra sink for washing up, extra storage space, a new larger oven, a dishwasher and a handwashing sink. In the summer, after the easing of the first lockdown, we took the opportunity to renovate our toilets with improved access to three separate cubicles.

Future plans

During 2021 we plan to continue serving our fellowship and community as best we can during the Coronavirus Pandemic. We will restart 'in person' activities and services as restrictions allow. We will restart running the Youth Club with OPC, rather than with Forge Youth.

Reserves Policy

The trustees aim to keep £4,500 as working capital and an additional £1,500 in reserve for unforeseen building maintenance or other unforeseen expenditure. This is reviewed annually as we prepare the following year's budget. The unrestricted cash reserves at 31 December 2020 were £62,830. In addition there were unrestricted debtors of £2,445 and liabilities of £420.

The unrestricted reserves are very high due to the legacy received in 2018. At present there is no confirmed plan as how best to use this legacy for the benefit of the church or to further the charitable aims, we are exploring the best option for its use.

Statement Regarding the COVID-19 Pandemic

Finally, it is important to note that, at the date of this report, the UK is experiencing a period of social distancing and self-isolation in response to the COVID-19 pandemic, which is having a profound effect on the practical functioning of the charity. Services and other meetings are suspended, and the trustees are striving to make sure the church members remain connected by other means and supported as practically as possible.


The trustees will monitor the financial situation closely, with clear expectation that the economic impact of the pandemic will be far-reaching. But overall, the assessment of the Charity's financial resilience is positive and the trustees are satisfied of the church's ability to continue as a going concern. In setting a budget some specific changes to income and costs have been taken into account, while at the same time assuming activities will largely return to normal in autumn 2021.


Oughtibridge Wesleyan Reform Chapel
Trustees' annual report (continued)
For the year ended 31 December 2020

Income: OWRC receives the majority of its income from regular monthly donations (and associated gift aid) and has large reserves due to the 2018 legacy which can be utilised for the general funds if required. There has been a reduction in collections at services, but this impact is quite limited. More significantly, there continues to be very little rental income from room hire. These changes to income have been reflected in the budget set for 2021.

Expenditure: As a result of much reduced usage of the building, costs for heating, lighting and cleaning have reduced. There has also been a drop in costs associated with some one-off and special events. These reductions in cost help to offset the drop in income and are again reflected in the budget. There are comparatively small increases in costs for 'Zoom' accounts and additional cleaning materials.

The Trustees' declare that they have approved the above report on 26 March '21 and are signed on their behalf by:

Name: Matt Brook
Trustee


Joanne Brook
Trustee


Independent Examiner's Report to the trustees of Oughtibridge Wesleyan Reform Chapel ("the Charity")

I report to the trustees on my examination of the accounts of the Charity for the year ended 31 December 2020.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust'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:

1. accounting records were not kept as required by section 130 of the Act; or
2. 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.

Signed:



Sarah Lightfoot, FCA DChA
On behalf of:
VAS Community Accountancy
The Circle
33, Rockingham Lane
Sheffield
S1 4FW

Date: 29 March 2021

Oughtibridge Wesleyan Reform Chapel
Receipts & payments account
For the year ended 31 December 2020

	Unrestricted fund	Restricted funds	Total 2020	Total 2019
Notes	£	£	£	£
Receipts				
Regular donations	20,950	-	20,950	20,280
Non-regular donations	1,219	-	1,219	1,809
Gift aid received	5,030	-	5,030	5,441
Room Hire	1,835	-	1,835	5,572
Youth club	76	-	76	498
Café	1,439	-	1,439	5,067
Gala grant for Youth Club	-	-	-	450
J G Graves grant for kitchen	-	-	-	2,000
Donations and gift aid for Ituna Community Project	-	40	40	548
Donations for defibrillators' upkeep	-	29	29	961
Bank interest	675	8	683	18
Other receipts - utilities refund	286	-	286	-
Total receipts	31,510	77	31,587	42,644
Payments				
Meeting costs	1,020	-	1,020	1,507
Café costs	1,388	-	1,388	4,103
Youth club and local mission	3,693	450	4,143	4,766
Youth club equipment (Gala grant)	-	-	-	420
Youth club costs	-	-	-	20
Youth and children specific costs	-	98	98	56
Mission support	14,976	-	14,976	14,976
Circuit contributions	1,920	-	1,920	2,023
Other membership contributions/subscriptions	110	-	110	110
Printing, stationery and other administration costs	417	-	417	1,050
Utilities and wi-fi	2,513	-	2,513	2,782
Cleaner costs	878	-	878	2,095
Insurance and ground rent	1,700	-	1,700	1,658
Buildings and garden maintenance	1,348	-	1,348	1,720
One-off building and equipment costs	15,671	2,000	17,671	3,181
Leadership team discretionary support	500	-	500	-
Accountancy & independent examination fee	480	-	480	-
Gifts to Ituna Community Project	-	40	40	608
Total payments	46,614	2,588	49,202	41,075
Net receipts/(payments) for the year	(15,104)	(2,511)	(17,615)	1,569
Total funds brought forward	77,934	3,911	81,845	80,276
Total funds carried forward	62,830	1,400	64,230	81,845

Oughtibridge Wesleyan Reform Chapel
Statement of assets and liabilities
As at 31 December 2020

	2020 £	2019 £
Cash assets		
Current account	8,179	22,839
Deposit account	56,014	58,797
Cash in hand	37	209

Total	64,230	81,845
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Monetary assets due	Unrestricted fund £	Restricted funds £	Total 2020 £	Total 2019 £
Gift aid due on gifts to 31 December	2,445	-	2,445	3,551
	2,445	-	2,445	3,551

Assets retained for the charity's own use

The charity owns the following assets, and are insured up to a value of £200,000 for contents:

Furniture
 Kitchen equipment & crockery
 Office & meetings equipment
 Sound system
 Musical instruments and accessories
 Building maintenance equipment


As noted in the trustees' report the land and buildings used by the Charity are excluded from the accounts as they are owned by the Church Building Trustees and are subject to the WRU reference deed 1898 which contains a restrictive call option. The charity insures the Chapel building for £1.51m.

Liabilities	Unrestricted fund £	Restricted funds £	Total 2020 £	Total 2019 £
Accountancy & independent examination fee	420	-	420	480
Youth club and local mission	-	-	-	2,262
One-off building and equipment costs	-	-	-	3,705
	420	-	420	6,447

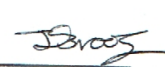
Approved by the Board of Trustees on 26/5/21 and signed on their behalf by:

Name:

Trustee

Hatt Brook 

Trustee

Joanne Brook 

Oughtibridge Wesleyan Reform Chapel
Notes to the accounts
For the year ended 31 December 2020

1 Receipts & payments account

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

2 Restricted funds

	Funds brought forward	Receipts £	Payments £	Funds carried forward £
Youth and Children	500	-	(98)	402
Gala grant for youth club	450	-	(450)	-
Kitchen refurbishment	2,000	-	(2,000)	-
Ituna Community Project	-	40	(40)	-
Defibrillator fund	961	37	-	998
	3,911	77	(2,588)	1,400

3 Trustees' expenses, remuneration and benefits

Trustees received no expenses (other than reimbursed expenses directly related to charitable activities), remuneration or benefits during the year.

4 Related Party Transactions

As noted in the Trustees' annual report several of the charity trustees (or their spouses) were also "Building trustees".

The trustee Adrian Little and his wife were trustees of Ituna Community Project during the year. Mission support of £3,192 was paid to the Project in the year (2019: £3,192). The conflicted trustees did not take part in the decision making for the allocation of this mission support. £000 was also passed on to the project from specific donations received for them.

In common with other members, Trustees have free room hire for parties and occasional use.

Trustees and their spouses made unconditional regular donations of £6,990 during the year.

There were no other related party transactions during the year.