

SOUTHWICK CHRISTIAN COMMUNITY CHURCH

**ANNUAL REPORT AND FINANCIAL
STATEMENTS FOR THE YEAR ENDED**

31ST DECEMBER 2023

Registered Charity Number 1134003

SOUTHWICK CHRISTIAN COMMUNITY CHURCH

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SOUTHWICK CHRISTIAN COMMUNITY CHURCH

LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NUMBER: 1134003

START OF FINANCIAL YEAR: 1ST JANUARY 2023

END OF FINANCIAL YEAR: 31ST DECEMBER 2023

REGISTERED CHARITY ADDRESS: 1–5 ROMAN CRESCENT,
SOUTHWICK,
WEST SUSSEX
BN42 4TY

PRIMARY BANKERS: BARCLAYS BANK Plc.,
LEICESTER
LE87 2BB

INDEPENDENT EXAMINER: HAINES and CO.,
28/29 CARLTON TERRACE,
PORTSLADE, BRIGHTON
BN41 1UR

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Trustees' Annual Report

Year ending 31st December 2023

Reference & Administrative Details

Charity Name: Southwick Christian Community Church.

Charity Registration Number: 1134003

Trustees:

- Mr. James Benka-Coker (*Elder, Chairperson*)
- Mrs. Janice Dale (*Elder, Safeguarding Officer*)
- Mr. Brian Box (*Secretary*)
- Mr. Tony Byrne (*Elder*)
- Mrs. Isobel Edwards (*Elder*)
- Mrs. Rosalind Lind (*Treasurer, incoming*) 1 Jan - 31 Dec
- Mrs. Anne Andrews

No other persons served as Charity Trustees during 2023.

Structure, Governance and Management

The approved governing document is a Trust Deed (*approved 2nd November 2009*) based on a Congregational Federation template. A local constitution outlining operation procedures at SCCC was prepared; this was unanimously agreed and accepted at the Annual Church (*General*) Meeting on 3rd May 2011.

The Congregation Federation Ltd is the Property and Holding Trustee.

SCCC appoints local Managing Trustees, including a Treasurer and a Secretary, all of whom hold office for a renewable three-year term.

Election & subsequent re-election is at the recommendation of the membership, Nomination by the Trust & the confirmation of a Church Member's meeting.

The spiritual governance of the Church is managed by an Eldership (who are also Trustees).

The Minister is normally the senior and presiding Elder in these meetings. However, the position is currently vacant, and recruitment efforts have been ongoing throughout the year.

The Charity also appoints a Safeguarding Officer, Health and Safety Officer and Building Management Officer, who are honorary officers advising the Trust.

The Trust is also responsible for appointing, managing & remunerating employees where considered necessary to further its activities. Over the course of 2023 there were 4 part-time employees (*a 5th resigned during the course of the year*) involved in Administration, Caretaking/cleaning, Coffee Shop Supervision & Youth/Family work.

The Trust is also extremely grateful to the “army” of unsalaried volunteers both within and outside of the membership of the church, who supported and assisted in the day-to-day execution of tasks that helped us to achieve our objectives over the year – particularly in pastoral care of others in church & group leadership, worship, Coffee shop duties, compassionate & evangelistic outreach to our community & beyond, and Youth/Family programmes. We owe an extra debt of gratitude to these as we have been without a serving Pastor during the year.

Objectives and Activities

The Charity’s objectives are those set out in the governing document and local church constitution.

The Charity seeks to advance the Christian faith according to general biblical principles as well as to the specific principles of the Baptist Union and the Congregation Federation. The Charity also seeks to advance education, relieve need, and carry out other charitable purposes in the United Kingdom and other parts of the World.

As a community-based church inspired by our Christian Faith, our aim is to offer a wide range of educational, recreational, health and wellbeing, social and spiritual activities for all age groups in the local community to enhance the service provision available to all sectors of the population.

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes and aims that are for the public benefit.

Achievements and Performance

Church membership at the end of 2023 stood at 52.

The main activities conducted by the Church that we believe conferred benefit included:

Weekly Sunday Services of worship, including Bible-based Christian preaching, activities for children & young people, & social interaction post-service.

Weekly outreach activities for children & youth were organised & run by our team of Youth workers on salary as well as a host of willing & able volunteers. These include Friday evening groups & the Sunday school activities described above. Our weekly Parent & Toddler group was a Soft Play project “Two by Two” with inflatable equipment themed on Noah’s Ark providing relief for busy parents with toddlers.

A Coffee shop (“Lite Bites”) open 2 days a week from 10:30 am till 2 pm Tuesdays & Wednesdays that offers cost-effective lighter cooked meals & drinks, offering a safe space for relaxation, conversation & introspection with an option for casual conversation with pastoral volunteers as desired.

Various low-cost subscription class-based exercise programmes (Gentle Exercise, Aerobics & Pilates) aimed at people with different age and health profiles conducted by professional instructors to promote physical fitness and wellbeing amongst the attending public.

Other Christian Teaching & fellowship events include faith exploration groups, Life Groups including one with focus on the more elderly (Evergreens), and a “Worship Team” musical & singing Band. We also host a fortnightly Art Club.

The Charity manages the building structure at 1-5, Roman Crescent, Southwick. This houses the Worship Centre, Community Hall, Coffee Shop and ancillary residential facilities of two flats. The Charity manages no other real estate at this time.

We continue to host a public NHS defibrillator on our premises, as well as providing secure Guest Wifi for those on our premises.

Further afield, we supported various activities abroad in Zimbabwe, & India [*Nagaland*], in keeping with our objectives stated above.

In designing & executing the above & other activities, the Trustees have given due regard to the guidance issued by the Charity Commission on public benefit.

Financial Review & Reserves Policy

Full independent accounts are presented in a separate report.

The Voluntary Giving and Offerings, together with Gift Aid claimed back during the year amounted to £58,402.

At the end of the year there was £ 230 in a reserve account, as well as £60,895 in a charity investment fund, in addition to bank balances standing at £39,645. These funds are adjudged to be sufficient to cover the foreseeable running costs and expenditure of the Trust.

Our lettings, rents and activities produced a beneficial income as well as providing many varied and healthy activities for the local community.

Lite Bites Coffee shop has continued to play a significant part in reaching our community, despite making an overall operational loss of just £887 over the year (when salaries & expenses paid out to staff performing coffee shop duties are taken into account).

Overall the available funds carried forward as at 31st December 2023 were £107,082.

Readily available funds remained adequate throughout 2023 and all costs were met on time.

The Trustees have considered the level of reserves they wish to retain, appropriate to the Charity's current needs.

At the end of the financial year 2023, a reserve amount of £61,125 is held split between a deposit account and a managed charity investment accumulation fund. This is based on the charity's size and the level of future financial commitments, including the desirability of procuring a manse for a future minister - the feasibility of which is under active consideration.

The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives, even if there is a temporary shortfall in income or an unexpected rise in expenditure.

The Trustees will endeavour to not set aside funds unnecessarily.

Exemptions from Disclosure

No Trustees have required exemption from disclosure by law; The Board is as stated within this document.

Funds held as Custodian Trustee on behalf of others

No Funds were held during 2023 as a Custodian Trustee on behalf of others.

Declarations

The Trustees declare that they have approved the Trustees' report above.

Signed on behalf of the Charity's Trustees

Compiler

Attestor

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

	
James Benka-Coker	Brian Box
Elder & Trustee Chair	Trustee Secretary
22.09.2024	22/09/2024

Independent examiner's report to the Trustees of Southwick Christian Community Church

I report to the trustees on my examination of the accounts of Southwick Christian Community Church (the Trust) for the year ended 31 December 2023, which are set out on pages 3 to 15.

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').

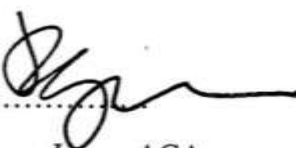
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 which gives me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Trust 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.


.....
Simon James ACA

28/29 Carlton Terrace
Portslade
East Sussex

25th September 2024

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SOUTHWICK CHRISTIAN COMMUNITY CHURCH

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDING 31ST DECEMBER 2023

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	Total 2022 £
INCOME					
Voluntary Income	2a	57,393	1,009	58,402	75,004
Activities for Generating Funds	2b	40,204	750	40,954	31,333
Other Income	2c	2,610	3	2,613	(995)
		<hr/>			
TOTAL INCOME		£ 100,206	1,762	101,968	105,342
EXPENDITURE					
Charitable Activities	3a	82,990	1,787	84,777	106,048
Governance Costs	3b	976	-	976	82
		<hr/>			
TOTAL EXPENDITURE		£ 83,966	1,787	85,753	106,130
Net Incoming/ (Outgoing) Resources					
		£ 16,240	(25)	16,215	(788)
Total Funds Brought Forward					
		89,380	1,487	90,867	91,655
Funds Transferred					
--		-	-	-	N/A
		<hr/>			
TOTAL FUNDS		105,620	1,462	107,082	90,867
CARRIED FORWARD					
		£ 105,620	1,462	107,082	90,867


SOUTHWICK CHRISTIAN COMMUNITY CHURCH

BALANCE SHEET

FOR THE YEAR ENDING 31ST DECEMBER 2023

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	Total 2022 £
FIXED ASSETS					
Tangible Assets	4	5,306	-	5,306	7,075
CURRENT ASSETS					
Debtors	5	2,463	21	2,485	3,458
Bank Accounts	6	38,204	1,441	39,645	23,139
CCLA-CoIF Deposit Fund	7	230	-	230	220
M&G Investment Fund	8	60,895	-	60,895	58,341
TOTAL CURRENT ASSETS		101,793	1,462	103,255	85,158
Due within one year	9	1,479	-	1,479	1,366
NET CURRENT ASSETS		100,314	1,462	101,776	83,792
NET ASSETS		£ 105,620	1,462	107,082	90,867
THE FUNDS OF THE CHARITY		105,620	1,462	107,082	90,867
TOTAL FUNDS		£ 105,620	1,462	107,082	90,867

The notes on pages **11** to **15** form part of these financial statements.

Signed.....  (name) ROSALIND LING (Trustee) Dated 22/09/2024

Signed.....  (name) BRIAN BOX (Trustee) Dated 22/09/2024

Signed.....  (name) JAMES BENKA-LOKER (Trustee) Dated 22/09/2024

SOUTHWICK CHRISTIAN COMMUNITY CHURCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDING 31ST DECEMBER 2023

1. ACCOUNTING POLICIES

1a. Convention

These accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16th July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

1b. Funds

Unrestricted Funds

These comprise those funds which the Trustees are free to use in accordance with the charitable activities.

Restricted Funds

These are the funds which can only be used for specific purposes within the objects of the Charity. These restrictions arise, when either specified by the donor or when funds are raised for restricted purposes. The Contingency Fund is restricted to cover any financial commitment the Charity may have in settling the financial deficit to the Baptist Union Pension scheme, should such a deficit become due. Should this deficit not arise the fund can be used in accordance with the principles and aims of the Charity.

1c. Income

Voluntary Income and Capital Sources

- Income Tax recoverable on Covenants or Gift Aid donations is recognized when the gifts are received.

Other ordinary income

- Rental Income from the letting of premises is recognized when the rental is due.

Bank interest

- Bank interest is accounted for when received.

1d. Expenditure

Grants and Donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the Trust.

1e. Fixed Assets

Depreciation is provided at the rate of 25% on a reducing balance basis on all Fixed Assets.

1f. Fixed Asset Investment

Fixed Asset Investments are recorded at market value at the Balance Sheet date. Any gains or losses on revaluation are taken to the Statement of Financial Activities.

SOUTHWICK CHRISTIAN COMMUNITY CHURCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDING 31ST DECEMBER 2023

	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	Total 2022 £
2. INCOMING RESOURCES				
2a. VOLUNTARY INCOME				
Gifts and Offerings received	46,531	850	47,381	62,512
Gift Aid received	10,862	159	11,021	12,491
TOTAL VOLUNTARY INCOME	57,393	1,009	58,402	75,004
2b. ACTIVITIES FOR GENERATING FUNDS				
Rents and Lettings	23,560	-	23,560	18,706
Activities Receipts	5,243	-	5,243	2,831
Coffee Shop Receipts	11,401	-	11,401	9,484
Event Receipts	-	750	750	312
TOTAL ACTIVITY RECEIPTS	40,204	750	40,954	31,333
2c. OTHER INCOME				
Grants	-	-	-	-
Council Tax Refund	-	-	-	-
Heat and Light Refund	-	-	-	-
Equipment Refund	-	-	-	-
Bank Loyalty and Sundry	45	3	48	77
CCLA-COIF Deposit Interest	10	-	10	2
M&G Fund Yield (Deficit)	2,554	-	2,554	(1,074)
Insurance claim	-	-	-	-
TOTAL OTHER INCOME	2,610	3	2,613	(995)
TOTALLING	£ 100,206	1,762	101,968	105,342

SOUTHWICK CHRISTIAN COMMUNITY CHURCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDING 31ST DECEMBER 2023

	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	Total 2022 £
3. EXPENDITURE				
3a. Charitable Activities				
Administration Costs	12,762	-	12,762	8,586
Advance of Cash Floats	-	-	-	-
Bank Charges	291	116	407	477
Building Equip. & Maint'n'nce	2,399	-	2,399	4,059
Building Flat Repairs	3,036	-	3,036	-
Children and Youth	-	-	-	-
Cleaning and Waste	1,595	-	1,595	1,700
Council Tax	452	-	452	795
Consumables (Coffee Shop)	4,731	-	4,731	4,349
Depreciation	1,769	-	1,769	2,358
Events Expenditure	100	730	830	-
Equipment	377	-	377	506
Gardens	850	-	850	712
Gifts and Donations	-	570	570	4,125
Instructors	500	-	500	300
Insurance	2,371	-	2,371	2,301
Licences	477	-	477	1,146
Lighting and Heating	11,109	-	11,109	6,181
Motor and Travelling	-	-	-	100
Refreshments	-	-	-	-
Resources	1,234	-	1,234	431
Salaries, Pension etc.	27,861	-	27,861	58,194
Subscriptions	4,217	-	4,217	1,493
Sundry	-	-	-	161
Tithes/Mission	2,000	-	2,000	4,360
Training	-	-	-	-
Volunteer Costs	100	371	471	-
Water Rates	3,989	-	3,989	3,713
TOTAL EXPENDED	£ 82,990	1,787	84,777	106,048
3b. Governance Costs	976	-	976	82
TOTALLING	£ 83,966	1,787	85,753	106,130

SOUTHWICK CHRISTIAN COMMUNITY CHURCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDING 31ST DECEMBER 2023

	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	<i>Total 2022 £</i>
4. TANGIBLE FIXED ASSETS				
Net Book Value as at 01.01.23			7,075	<i>8,569</i>
Capital Items Purchased			0	<i>864</i>
Total Value			7,075	<i>9,433</i>
Depreciation Charge (25 %)			1,769	<i>2,358</i>
NET BOOK VALUE as at 31.12.23			5,306	<i>7,075</i>
5. DEBTORS				
Gift Aid claim 1 qtr	2,463	21	2,485	<i>3,458</i>
6. CASH AT BANK				
General Fund a/c	37,334	-	37,334	<i>21,558</i>
Lite Bites a/c	544	-	544	<i>131</i>
Mission Fund a/c	311	1,441	1,752	<i>1,435</i>
Cash in Hand	15	-	15	<i>15</i>
TOTAL	38,204	1,441	39,645	<i>23,139</i>
7. CCLA-COIF DEPOSIT FUND				
Deposit Balance as at 01.01.23	220	-	220	<i>218</i>
Transfer from (to) General Fund	-	-	-	<i>-</i>
Remainder	220	-	220	<i>218</i>
Interest received	10	-	10	<i>2</i>
TOTAL FUNDS as at 31.12.23	230	-	230	<i>220</i>
8. M&G INVESTMENT FUND				
Investment Balance as at 01.01.23	58,341	-	58,341	<i>69,415</i>
Transfer to (from) fund category	-	-	-	<i>-</i>
Transfer from (to) General Fund	-	-	-	<i>(10,000)</i>
Investment remaining at 31.12.23	58,341	-	58,341	<i>59,415</i>
Projected Interest Profit (Loss)	2,554	-	2,554	<i>(1,074)</i>
- as at 31.12.23	60,895	-	60,895	<i>58,341</i>
Charibond 321.127 Units	13,269	-	13,269	<i>12,383</i>
Charifund 158.772 Units	47,626	-	47,626	<i>45,958</i>
TOTAL FUNDS as at 31.12.23	60,895	-	60,895	<i>58,341</i>

SOUTHWICK CHRISTIAN COMMUNITY CHURCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDING 31ST DECEMBER 2023

	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	<i>Total 2022 £</i>
9. CREDITORS				
Heating and Lighting	679	–	679	<i>666</i>
Independent Examiner	800	–	800	<i>700</i>
	<hr/>			
	£ 1,479	–	1,479	<i>1,366</i>
10. STAFFING COSTS & NUMBERS				
Gross Wages and Salaries			27,255	<i>52,586</i>
Employer's National Ins. Costs			–	–
Pension Costs			606	<i>5,659</i>
	<hr/>			
			£ 27,861	<i>58,194</i>

The Total Number of employees engaged in the Trust during 2023 was 5, dropping to 4. (2022 - 7 / 6).

No employee received emoluments greater than £60,000 per annum.

11. TRUSTEE RENUMERATION

None of the trustees was employed by this Charity or received any remuneration during 2023.

One trustee was reimbursed expenses of £520 incurred on behalf of the charity, being primarily payments to a visiting pastor.

12. RELATED PARTY TRANSACTIONS

One trustee was reimbursed expenses of £520 incurred on behalf of the charity, being primarily payments to a visiting pastor.