

Apostolic Faith Mission - Stevenage
(Salvation Fellowship)
Registered Charity No 1137332



ANNUAL REPORT AND FINANCIAL STATEMENTS
31 March 2021

Apostolic Faith Mission – Stevenage
Trustees Report for the Year ended 31 March 2021

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Reference and Administrative details of its Trustees and Advisors

Charity Name:	Apostolic Faith Mission – Stevenage
Working Name:	Salvation Fellowship
Charity No:	1137332
Charity Official Address:	Poplars Community Centre Magpie Crescent Stevenage Hertfordshire SG2 9RZ
Independent Examiner:	C P Craggs FCA Baker Watkin Accounting Limited Chartered Accountants Middlesex House, Rutherford Close Stevenage Hertfordshire SG1 2EF
Bank:	Lloyds Bank Doncaster High Street Branch PO Box 1000 BX1 1LT
Board of Trustees:	Marvellous Mavunga (Chairman) Sharon Tafura (Secretary) Collin Chitsa (Member) Everson Gwashawanhu (Member)
Main Church Board:	Trever Nyamande (Chairman) Ngonidzashe Chikanga (Secretary) Thomas Kanda (Administrator) Felix Karize (Youth Leader) Tavengwa Ziteya (Board Member) Christian Mahachi (Vice Chairman)

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Trustees Report for the Year ended 31 March 2021

The Trustees present their annual report for the year ended 31st March 2021 under the Charities Act 2011, together with Independently Examined accounts for the year and confirm the Charity accounts comply with the requirements of the Charities Act 2011, the Trust Deed and SORP 2015.

Structure, Governance and Management

Governing documents

The church is a registered charity. The church is a member of The Apostolic Faith Mission International Ministries (UK) "AFMIM (UK)". It is governed by the Trust Deed registered on 30 May 2010 and the AFMIM (UK) constitution.

Governing bodies

A church board which is elected from full members of the church is responsible for the running of the church. All church attendees are encouraged to become full members to be eligible for election. The church board is responsible for formulating the charity's policies and programs for public benefit and meets regularly to review the progress of the church.

Committees are also elected to oversee the running of the women's, men's and youth departments with these committees reporting to the church board.

Trustees oversee the governance and compliance aspects of the charity and are responsible for submitting charity accounts to the Charity Commission and ensuring that charity funds are used in a transparent manner in compliance with the Charity Commission regulations.

The church also has a sub-assembly in Norwich. All structures of the sub-assembly report into the mother assembly board and committees.

Organisational Management

The Charity Trustees are legally responsible for the overall management, monitoring and control of the Church board, and meet at least three times a year. The Church Board meet four times a year to approve the budgets and finalise the audited accounts and annual reports for approval by the board of Trustees.

Appointment of Trustees, Induction and training

The Trustees are properly appointed following the procedures and any restrictions in the charity's governing document which is the Trust Deed adopted in May 2010, the trustees

- Have not been disqualified under the Charities Act,

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- Do not have an unspent conviction for an offence involving dishonesty or deception.
- Are not bankrupt or have entered into a formal arrangement with a creditor
- Have not been removed as a company director or charity trustee because of wrong doing
- Have not been barred by the Disclosure and Barring Service (DBS) from specified kinds of work involving contact with children or vulnerable adults
- Are responsible for deciding and planning how your charity will carry out its purposes

Structure and relationship

The Charity is made up of two assemblies which are; The Mother Assembly in Stevenage and Norwich Sub-Assembly. The Charity also has the following Cell groups within its catchment area;

- Huntingdon, Cambridge, St Neots and surrounding areas
- Bishops Stortford, Harlow and surrounding areas
- Stevenage (SG2)
- Hitchin, Letchworth, Baldock, Royston and surrounding areas
- Stevenage (SG1)
- Welwyn Garden City, Hatfield and surrounding areas

Charity objectives

- The advancement of Christian Religion according to the Holy Scriptures (Bible) as contained in our confession of faith
- Public access to religious teaching
- Collaborations with local charities/organisations such as local council
- Provision of volunteer resources to local council/charities for community-based activities
- Weddings and Funeral Assistance to members
- Public access to ceremonial services Programs for families (including marriage counselling)
- Public access to marriage counselling services
- Sunday School Activities for children
- Promotion of Christian moral values in children
- Social development of children
- Youth development programmes
- Development of moral values in the youth
- Social development of the youth

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- Support programmes for widows and single parents
- Ministering to and visiting the sick - Health and social care

Public Benefit

The Trustees have complied with Section 17 of the Charities Act 2011 regarding public benefit as published by the Charity Commission and the charity has provided the following services to its members and the greater community:

- The church met virtually on a regular basis throughout the year for its Sunday services, midweek Bible study, intercession meetings, and home groups
- Provision of place of worship to congregants which has also benefited members of the wider community
- Provision of Sunday School Programmes for Children under 12 years
- Programs for widows and single mothers fellowship
- Programs for couples and provision of marriage teaching/counselling
- Conducting baptism and child dedication
- Assistance through prayers and financial support for members who had been bereaved
- Support social events such as birthdays and weddings for members and wider community

Charity Achievements

The COVID -19 pandemic resulted in all church services every Sunday, bible study and prayer sessions to be held on line throughout the year.

The theme for the year was "My Season of Distinction", which was taken from Malachi 3:18, Romans 12:2 & John 4:23.

Due to COVID-19 and the associated lockdowns, the church congregants attended virtual National and Regional events which included The National General (Dunamis) Conference, National Ladies Conference, National Youth Conference and Regional Easter Conference.

The ladies annual retreat held on Zoom and via socially-distanced measures at Poplars Community Centre, was well attended. The ladies continued to meet every second Tuesday and / or Saturday of the month for their fellowship.

Financial Review

Income

The Charity's Incoming Resources were significantly impacted by the Covid-19 pandemic. They were made up of unrestricted funds which can be used at the discretion of trustees to pursue the charity's objectives and restricted funds which are raised for particular restricted purposes or when specified by the donor. All restricted and designated funds are for the purpose of purchasing a larger place of worship.

The Charity's overall incoming resources reduced from £126,124 (2020) to £88,900 (2021). The Charity's primary sources of income are;

Unrestricted Funds

- Tithes which reduced from £66,721 (2020) to £63,095 (2021)
- Love offering reduced from £15,934 (2020) to £4,066 (2021)
- Hall Rentals reduced drastically from £12,858 (2020) to £198 (2021)
- Conference fees reduced from £3,050 (2020) to Nil (2021)
- Thanksgiving reduced from £993 (2020) to £150 (2021)
- Gift Aid reduced from £16,445 (2020) to £12,169 (2021)

Restricted Funds and designated funds

Building fund income increased from £5,196 with gift aid of £1,493 (2020) to £7,310 with £1,752 gift aid (2021). There was also £44,667 gift aid from prior years which was designated to the building Fund. The Charity is actively looking to acquire a building as a place of worship.

Expenditure

The Charity's resources expended significantly reduced from £112,950 (2020) to £72,829 (2021) in the following areas:

- The Church running costs significantly reduced from £105,621 (2020) to £70,988 (2021)
- Governance costs were reduced from £1,842 (2020) to £1,596 (2021).
- Activities for generating Funds were Reduced from £5,420 (2020) to £Nil (2021)

The trustees continue to monitor all expenditures to ensure the Charity maintain stability, accountability and efficiency.

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For more details please refer to Statement of Financial Activities below.

Reserve Policy

The church trustees review the level of funds in reserve which is the amount of unrestricted funds not supporting tangible assets to be equal to about three months of total anticipated expenditure for the financial year.

These reserves cover unknown future costs and allow any fluctuations in donations not to impact on the work of the charity or expose the charity to any financial risks. As at 31st March 2021 the free reserves were £26,138 unrestricted. There was also £78,229 of restricted reserves and £44,667 designated to Building Fund.

The amount of reserve funds is continuously being reviewed to ensure it meets current and future risks.

This report was approved by the Board of Trustees on ...27th JANUARY 2022...

Sharon Tafura

Stafura.....

Secretary Board of Trustees

Collins Chitsa

Chitsa.....

Member Board of Trustees

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INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report to the trustees on my examination of the financial statements of Apostolic Faith Mission – Stevenage (the charity) for the year ended 31 March 2021, which are set out on pages 11 to 18.

Responsibilities and basis of report

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

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

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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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 financial statements to be reached.



C P Craggs FCA
Baker Watkin Accounting Ltd
Chartered Accountants
Middlesex House
Rutherford Close
Stevenage
Herts
SG1 2EF

Date: 27/01/2022

Charity no. 1137332

Apostolic Faith Mission - Stevenage

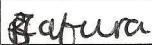

	Unrestricted funds	Restricted Income funds	Designated funds	Total funds	Prior year funds
	£	£	£	£	£
Income and endowments from:					
Donations and legacies	79,580	9,062	-	88,642	110,912
Charitable activities	-	-	-	-	-
Other trading activities	198	-	-	198	12,858
Investments	-	-	-	-	-
Separate material item of income	-	-	-	-	-
Other	60	-	-	60	2,354
Total	79,838	9,062	-	88,900	126,124
Expenditure on:					
Raising funds	-	-	-	-	5,420
Charitable activities	72,584	245	-	72,829	107,461
Separate material item of expense	-	-	-	-	-
Other	-	-	-	-	69
Total	72,584	245	-	72,829	112,950
Net income/(expenditure) before investment gains/(losses)	7,254	8,817	-	16,071	13,174
Net gains/(losses) on investments	-	-	-	-	-
Net income/(expenditure)	7,254	8,817	-	16,071	13,174
Extraordinary items	-	-	-	-	-
Transfers between funds	-	-	-	-	-
Net Movement in Funds	7,254	8,817	-	16,071	13,174
Reconciliation of Funds					
Total funds brought forward	26,576	69,412	44,667	140,655	127,485
Total funds carried forward	33,830	78,229	44,667	156,726	140,655

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Apostolic Faith Mission - Stevenage

	Unrestricted Funds	Restricted Income Funds	Designated Funds	Total funds	Prior year funds
Fixed assets					
Intangible assets	-	-	-	-	-
Tangible assets	7,692	-	-	7,692	8,935
Investments	-	-	-	-	-
Total fixed assets	7,692	-	-	7,692	8,935
Current assets					
Stocks	-	-	-	-	-
Debtors	17,722	1,752	-	19,474	18,649
Investments	-	-	-	-	-
Cash at bank and in hand	13,913	76,477	44,667	135,057	121,017
Total current assets	31,635	78,229	44,667	154,531	139,666
Creditors: amounts falling due within one year	5,497	-	-	5,497	7,946
Net current assets/(liabilities)	26,138	78,229	44,667	149,034	131,720
Total assets less current liabilities	33,830	78,229	44,667	156,726	140,655
Creditors: amounts falling due after more than one year	-	-	-	-	-
Provisions for liabilities	-	-	-	-	-
Total net assets or liabilities	33,830	78,229	44,667	156,726	140,655
Funds of the Charity					
Designated funds	-	-	44,667	44,667	44,667
Restricted income funds	-	78,229	-	78,229	69,412
Unrestricted funds	33,830	-	-	33,830	26,576
Revaluation reserve	-	-	-	-	-
Total funds	33,830	78,229	44,667	156,726	140,655

Signed by one or two trustees
on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	SHARON TAFURA	27/01/2022
	COLLINS CHITISA	27/01/2022

Accounting Policies

(a) Basis of preparation

The accounts have been prepared in accordance with the charity's Trust Deed, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The accounts have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

(b) Fund accounting

Unrestricted funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity. All restricted and designated funds are for the purpose of purchasing a larger place of worship.

(c) Incoming resources

Voluntary income, including donations, provide core funding and, are recognised where there is certainty of receipt and the amount can be measured with sufficient reliability. Income from charitable and other Trading activities includes income recognised as earned when the goods or services are provided under contract where there is certainty of receipt and the amount can be measured with sufficient reliability.

(d) Resources expended

Expenditure is recognised when a liability is incurred. Expenditure provided through contractual agreements is recognised when goods or services supplied. Costs of generating funds are those costs incurred in attracting voluntary income. Governance costs include those incurred in the governance of its assets and are associated with statutory requirements.

Support costs include central costs that have been allocated to charity running costs on a basis consistent with the use of resources.

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(e) Taxation

VAT not recovered is not separately analysed and is charged to the statement of financial activities when the expenditure it relates is incurred.

Tax recovered from voluntary income received under gift aid is recognised when the related income is received and is allocated to the income category to which the income relates.

(f) Fixed assets and depreciation

Tangible assets are stated at cost and depreciated over their useful economic lives at these rates: Fixture and fittings 25%, Motor vehicles 25%, Office Equipment 30%, Machinery and Equipment 25% straight line.

Where the recoverable amount of a tangible asset is found to be below its net book value, the asset is written down to its full recoverable amount and any loss on impairment is charged to the relevant expenditure category of the statement of financial activities.

(g) Retirement Benefits

Payments to defined contribution retirement benefit schemes are charged as an expense when they fall due

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March 2021

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Designated</u>	<u>Year Total</u>	<u>Last Year</u>
Donations and legacies					
Tithes	63,095	-	-	63,095	66,721
Building Fund	100	7,310	-	7,410	6,276
Love Offering	4,066	-	-	4,066	15,934
Gift Aid	12,169	1,752	-	13,921	17,938
Thanksgiving	150	-	-	150	993
Conference Fees	-	-	-	-	3,050
	79,580	9,062	-	88,642	110,912
Charitable activities (Income.)					
	-	-	-	-	-
Other trading activities					
Church Hall Hire	198	-	-	198	12,858
	198	-	-	198	12,858
Other (Income.)					
Sales of assets	-	-	-	-	1,172
Other income	60	-	-	60	1,182
	60	-	-	60	2,354
Raising funds					
General Conferences	-	-	-	-	5,420
	-	-	-	-	5,420
Charitable activities					
Funeral Assistance Costs	1,362	-	-	1,362	-
Head Office Budget Support	-	-	-	-	8,257
Vehicle Fuel	-	-	-	-	706
Vehicle Repairs	949	-	-	949	523
Vehicle Licences and MOT	-	-	-	-	434
Spiritual Leadership Costs	-	-	-	-	500
A - Honouraria	200	-	-	200	-
Spiritual Leadership Travel	-	-	-	-	6,351
Mobile Phone Bill	103	-	-	103	65
Travel and Subsistence	-	-	-	-	1,192
Consumables	-	-	-	-	127
Centre Provisions	378	-	-	378	-
Hosdeco	-	-	-	-	160
Family Day	-	-	-	-	2,481
International Travel	-	-	-	-	1,742
Church Hall Repairs & Maintenance	816	-	-	816	2,288
Vehicle Insurance	843	-	-	843	3,012
Liability Insurance	852	-	-	852	717
Commercial Insurance	(48)	-	-	(48)	1,043
	15				

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	<u>Unrestricted</u>	<u>Restricted</u>	<u>Designated</u>	<u>Year Total</u>	<u>Last Year</u>
Electricity	1,319	-	-	1,319	4,092
Gas	1,469	-	-	1,469	9,481
Water	1,124	-	-	1,124	519
Refuse Collection	-	-	-	-	415
Water Waste	-	-	-	-	413
Telephone and Broadband	784	-	-	784	(1,159)
Office Supplies	-	-	-	-	-
Administration Costs	3,657	-	-	3,657	2,379
Youth Expenses	-	-	-	-	1,259
Children's Ministry Expenses	-	-	-	-	1,758
Sisters Union Expenses	-	-	-	-	2,194
Praise & Worship Expenses	26	-	-	26	218
Church Hall Rent	21,470	-	-	21,470	18,916
Copyright Licence/Website Fees	-	-	-	-	652
Media Expenses	1,075	-	-	1,075	155
Depreciation Motor Vehicles	1,518	-	-	1,518	759
Depreciation Fixtures/Fittings	2,068	-	-	2,068	2,068
Depreciation Musical Instruments	444	-	-	444	448
Depreciation Office Equipment	338	-	-	338	325
Salvation Fell.Kitchen & Refreshments	225	-	-	225	3,316
Basic Pay	29,260	-	-	29,260	29,260
National Insurance	65	-	-	65	(2,138)
Pensions	691	-	-	691	693
Independent Examination Fees	870	-	-	870	712
Payroll Fees	360	-	-	360	264
Bank Charges	304	-	-	304	646
Finance Costs	62	245	-	307	218
	72,584	245	-	72,829	107,461

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	<u>Unrestricted</u>	<u>Restricted</u>	<u>Designated</u>	<u>Year Total</u>	<u>Last Year</u>
Tangible assets					
Motor Vehicles	6,070	-	-	6,070	6,070
Motor Vehicle Depreciation	(2,276)	-	-	(2,276)	(759)
Fixtures and Fittings	14,421	-	-	14,421	14,421
Fixtures/Fittings depreciation	(14,146)	-	-	(14,146)	(12,078)
Musical Instruments	10,273	-	-	10,273	10,273
Musical Instruments Depreciation	(10,239)	-	-	(10,239)	(9,795)
Office Equipment	7,495	-	-	7,495	4,371
Office Equipment Depreciation	(3,906)	-	-	(3,906)	(3,568)
	7,692	-	-	7,692	8,935
Debtors					
Prepayments	5,554	-	-	5,554	711
Recoverable Gift Aid	12,168	1,752	-	13,920	17,938
	17,722	1,752	-	19,474	18,649
Cash at bank and in hand					
Bank account	13,462	17,894	-	31,356	18,624
Holding Account	-	55,221	44,667	99,888	-
Deposit account	451	3,362	-	3,813	102,393
	13,913	76,477	44,667	135,057	121,017
Creditors (due within one year)					
Accruals	(2,460)	-	-	(2,460)	(4,813)
HMRC Liability	(2,903)	-	-	(2,903)	(2,863)
Pensions Liability	(134)	-	-	(134)	(270)
	(5,497)	-	-	(5,497)	(7,946)
Designated funds					
Designated funds surplus	-	-	44,667	44,667	44,667
	-	-	44,667	44,667	44,667
Restricted income funds					
Restricted funds surplus	-	78,229	-	78,229	69,412
	-	78,229	-	78,229	69,412
Unrestricted funds					
Unrestricted funds surplus	33,830	-	-	33,830	26,577
	33,830	-	-	33,830	26,577

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Notes to Accounts Continued

Staff Costs

The total staff costs were £30,016 (2020: £27,815) for one employee and the charity has no employees that received more than £60,000 for the year ended 31 March 2021.

Trustees' Remuneration

The trustees received no remuneration and other benefits or reimbursement of expenses in the year ended 31 March 2021. (2020: Nil)

Related party transactions

There were no disclosable related party transactions during the year (2020: Nil)

Rental commitment

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases of £4,900 over a Quarter (2020: £19,600).

Governance Costs

The total governance costs during the year were £1,596 (2020: £1,840).