

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



**ANNUAL REPORT AND FINANCIAL STATEMENTS
31 March 2022**

Apostolic Faith Mission – Stevenage
Trustees Report for the Year ended 31 March 2022

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Apostolic Faith Mission – Stevenage
Trustees Report for the Year ended 31 March 2022

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:	Pastor Trevor Nyamande (Chairman) Mr Farai Mandizha (Vice Chairman) Mr Tafadzwa Tafura (Secretary) Mr Panashe Muskwe (Treasurer) Deacon Ngoni Chikanga (Board Member) Deacon Thomas Kanda (Board Member)

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Trustees Report for the Year ended 31 March 2022

The Trustees present their annual report for the year ended 31st March 2022 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,

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The trustees

- Have not been disqualified under the Charities Act,
- 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

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- Development of moral values in the youth
- Social development of the youth
- 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 third Tuesday and Saturday of the month for their fellowship. The ladies department continued with the daily online prayer sessions that take place at 05.30 am daily and were a great source of encouragement for many.

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 £88,900 (2021) to £76,293 (2022). The Charity's primary sources of income are;

Unrestricted Funds

- Tithes which reduced from £63,095 (2021) to £47,509 (2022)
- Love offering increased from £4,066 (2021) to £8,382 (2022)
- Hall Rentals reduced from £198 (2021) to £75 (2022)
- Thanksgiving increased from £150 (2021) to £780 (2022)
- Gift Aid increased from £12,169 (2021) to £12,305 (2022)

Restricted Funds and designated funds

Building fund income increased from £7,310 with gift aid of £1,752 (2021) to £4,115 with £1,148 gift aid (2022). 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 Increased from £71,829 (2021) to £81,424 (2022) in the following areas:

- The Church running costs significantly increased from £71,234 (2021) to £79,829 (2022)
- Governance costs were unchanged at £1,595 for 2022.

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

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

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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 2022 the free reserves were £17,776 unrestricted. There was also £83,942 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.

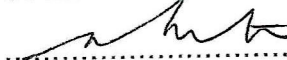
This report was approved by the Board of Trustees on 22/01/2023.....

Sharon Tafura

.....

Secretary Board of Trustees

Collins Chitsa

.....

Member Board of Trustees

INDEPENDENT EXAMINER'S REPORT

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 2022, 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: 23/1/2023

Charity no. 1137332

Apostolic Faith Mission - Stevenage



	Unrestricted Funds	Restricted Funds	Designated Funds	Total funds	Prior year funds
	£	£	£	£	£
Income and endowments from:					
Donations and legacies	68,976	5,263	-	74,239	88,642
Charitable activities	-	-	-	-	-
Other trading activities	75	-	-	75	198
Investments	-	779	-	779	-
Separate material item of income	-	-	-	-	-
Other	1,200	-	-	1,200	60
Total	70,251	6,042	-	76,293	88,900
Expenditure on:					
Raising funds	-	-	-	-	-
Charitable activities	81,095	329	-	81,424	72,829
Separate material item of expense	-	-	-	-	-
Other	-	-	-	-	-
Total	81,095	329	-	81,424	72,829
Net income/ (expenditure) before investment gains/ (losses)	(10,844)	5,713	-	(5,131)	16,071
Net gains/ (losses) on investments	-	-	-	-	-
Net income/ (expenditure)	(10,844)	5,713	-	(5,131)	16,071
Extraordinary items	-	-	-	-	-
Transfers between funds	-	-	-	-	-
Net Movement in Funds	(10,844)	5,713	-	(5,131)	16,071
Reconciliation of Funds					
Total funds brought forward	33,830	78,229	44,667	156,726	140,655
Total funds carried forward	22,986	83,942	44,667	151,595	156,726

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Apostolic Faith Mission - Stevenage

	Unrestricted Funds	Restricted Funds	Designated Funds	Total funds	Prior year funds
Fixed assets					
Intangible assets	-	-	-	-	-
Tangible assets	5,210	-	-	5,210	7,692
Investments	-	-	-	-	-
Total fixed assets	5,210	-	-	5,210	7,692
Current assets					
Stocks	-	-	-	-	-
Debtors	12,959	1,148	-	14,107	19,474
Investments	-	-	-	-	-
Cash at bank and in hand	14,228	82,794	44,667	141,689	135,057
Total current assets	27,187	83,942	44,667	155,796	154,531
Creditors: amounts falling due within one year	9,411	-	-	9,411	5,497
Net current assets/ (liabilities)	17,776	83,942	44,667	146,385	149,034
Total assets less current liabilities	22,986	83,942	44,667	151,595	156,726
Creditors: amounts falling due after more than one year	-	-	-	-	-
Provisions for liabilities	-	-	-	-	-
Total net assets or liabilities	22,986	83,942	44,667	151,595	156,726
Funds of the Charity					
Designated funds	-	-	44,667	44,667	44,667
Restricted income funds	-	83,942	-	83,942	78,229
Unrestricted funds	22,986	-	-	22,986	33,830
Revaluation reserve	-	-	-	-	-
Total funds	22,986	83,942	44,667	151,595	156,726

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

Signature	Print Name	Date of approval dd/mm/yyyy
	MARVELLOUS MAVUNGA	22/01/2023
	COLLINS CHITSA	22-01-2023

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, Musical Instruments 30% 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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Apostolic Faith Mission - Stevenage

March 2022

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Designated</u>	<u>Year Total</u>	<u>Last Year</u>
Donations and legacies					
Tithes	47,509	-	-	47,509	63,095
Building Fund	-	4,115	-	4,115	7,410
Love Offering	8,382	-	-	8,382	4,066
Gift Aid	12,305	1,148	-	13,453	13,921
Thanksgiving	780	-	-	780	150
	68,976	5,263	-	74,239	88,642
Charitable activities (Income)					
	-	-	-	-	-
Other trading activities					
Church Hall Hire	75	-	-	75	198
	75	-	-	75	198
Other (Income)					
Other income	1,200	-	-	1,200	60
	1,200	-	-	1,200	60
Charitable activities					
Funeral Assistance Costs	-	-	-	-	1,362
Vehicle Repairs	-	-	-	-	949
Vehicle Licences and MOT	55	-	-	55	-
A - Honoraria	-	-	-	-	200
Spiritual Leadership Travel	3,627	-	-	3,627	-
Mobile Phone Bill	1,048	-	-	1,048	103
Travel and Subsistence	1,117	-	-	1,117	-
Centre Provisions	650	-	-	650	378
Church Hall Repairs & Maintenance	1,245	-	-	1,245	816
Vehicle Insurance	615	-	-	615	843
Liability Insurance	834	-	-	834	852
Commercial Insurance	353	-	-	353	(48)
Electricity	1,308	-	-	1,308	1,319
Gas	1,323	-	-	1,323	1,469
Water	-	-	-	-	1,124
Telephone and Broadband	556	-	-	556	784
Administration Costs	2,956	-	-	2,956	3,657
Men's Fellowship Expenses	281	-	-	281	-
Praise & Worship Expenses	-	-	-	-	26
Church Hall Rent	25,088	-	-	25,088	21,470
Copyright Licence/Website Fees	930	-	-	930	-
Media Expenses	2,796	-	-	2,796	1,075

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	<u>Unrestricted</u>	<u>Restricted</u>	<u>Designated</u>	<u>Year Total</u>	<u>Last Year</u>
Depreciation Motor Vehicles	1,518	-	-	1,518	1,518
Depreciation Fixtures/Fittings	138	-	-	138	2,068
Depreciation Musical Instruments	150	-	-	150	444
Depreciation Office Equipment	1,275	-	-	1,275	338
Salvation Fell. Kitchen & Refreshments	-	-	-	-	225
Basic Pay	30,695	-	-	30,695	29,260
National Insurance	208	-	-	208	65
Pensions	734	-	-	734	691
Independent Examination Fees	870	-	-	870	870
Payroll Fees	360	-	-	360	360
Bank Charges	328	-	-	328	304
Finance Costs	37	329	-	366	307
	81,095	329	-	81,424	72,829

Charity no. 1137332

Apostolic Faith Mission - Stevenage

March 2022

	<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	(3,794)	-	-	(3,794)	(2,276)
Fixtures and Fittings	14,421	-	-	14,421	14,421
Fixtures/Fittings depreciation	(14,284)	-	-	(14,284)	(14,146)
Musical Instruments	10,872	-	-	10,872	10,273
Musical Instruments Depreciation	(10,389)	-	-	(10,389)	(10,239)
Office Equipment	7,495	-	-	7,495	7,495
Office Equipment Depreciation	(5,181)	-	-	(5,181)	(3,906)
	5,210	-	-	5,210	7,692
Debtors					
Prepayments	654	-	-	654	5,554
Recoverable Gift Aid	12,305	1,148	-	13,453	13,920
	12,959	1,148	-	14,107	19,474
Cash at bank and in hand					
Bank account	13,777	22,748	-	36,525	31,356
Holding Account	-	55,749	44,667	100,416	99,888
Deposit account	451	4,297	-	4,748	3,813
	14,228	82,794	44,667	141,689	135,057
Creditors (due within one year)					
Accruals	(1,398)	-	-	(1,398)	(2,460)
HMRC Liability	(7,845)	-	-	(7,845)	(2,903)
Pensions Liability	(168)	-	-	(168)	(134)
	(9,411)	-	-	(9,411)	(5,497)
Designated funds					
Designated funds surplus	-	-	44,667	44,667	44,667
	-	-	44,667	44,667	44,667
Restricted income funds					
Restricted funds surplus	-	83,942	-	83,942	78,229
	-	83,942	-	83,942	78,229
Unrestricted funds					
Unrestricted funds surplus	22,986	-	-	22,986	33,830
	22,986	-	-	22,986	33,830

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Notes to Accounts Continued

Staff Costs

The total staff costs were £31,637 (2021: £30,016) for one employee and the charity has no employees that received more than £60,000 for the year ended 31 March 2022.

Trustees' Remuneration

The trustees received no remuneration and other benefits or reimbursement of expenses in the year ended 31 March 2022. (2021: Nil)

Related party transactions

There were no disclosable related party transactions during the year (2021: Nil)

Rental commitment

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases of £23,000 per annum over 3 years.

Governance Costs

The total governance costs were unchanged at £1,595 for 2022