

FOREFRONT COMMUNITY CHURCH

Registered Charity Number: 1139006

UNAUDITED FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31 DECEMBER 2020**

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Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	01	2020		31	12	2020

Section A Reference and administration details

Charity name

Forefront Community Church

Other names charity is known by

Registered charity number (if any) 1139006

Charity's principal address

42 Fore Street

Chard

Somerset

Postcode

TA20 1QA

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mrs H Boyland			
2	Mr P Brazier		Trustee for whole year but retired as Chairman 24/02/2020	
3	Mrs A Brister			
4	Mr M Brister			
5	Mr D Burfield			
6	Mr S Capstick	Treasurer		
7	Ms L Dimon			
8	Mr P Dimon			
9	Mr R Grave			
10	Mr N Marsh			
11	Miss C Smith			
12	Mr S Thurbon	Chairman	Appointed Chairman 24/02/2020 but trustee for whole year	
13				
14				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Forefront Community Church was converted from a company limited by guarantee (incorporated on 11 th August 2011, company number 7343328) to a Charitable Incorporated Organisation (CIO) on 27 th February 2020, recognised by Companies House as number CE020874, and retaining the same charity number 1139006. Forefront Community Church's Constitution, active from 27 th February 2020, establishes the objects and powers of the CIO and the governance arrangements.
How the charity is constituted (eg. trust, association, company)	CIO conversion constitution registered with the Charity Commission and recognised by Companies House
Trustee selection methods (e.g. appointed by, elected by)	<p>Trustees are appointed in accordance with the CIO Constitution in summary as follows.</p> <ul style="list-style-type: none"> • Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. • In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO. • All Trustees must subscribe to the Statement of Beliefs, be 16 years of age or over (and at least one trustee must be 18 years of age or over), and acknowledge acceptance of the office of trustee. • There must be at least three charity trustees and no more than twenty. • The Members of the CIO shall be its charity trustees for the time being. The only persons eligible to be Members of the CIO are its charity trustees.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The charitable company (company number 07343328) was converted into a Charitable Incorporated Organisation (CIO) on 27 February 2020, which continues under charity number 1139006. From that point it is recognised by company number CE020874 with Companies House.

The Trustees held five meetings during 2020 to oversee the running of the charity. These consisted of four normal meetings and one extraordinary meeting. The charity was run on a day to day basis by the Forefront Community Centre Manager and the senior Leadership Team.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

Forefront Community Church's objects are as follows:

(1) To advance the Christian faith in accordance with the statement of beliefs as the trustees may from time to time think fit and to fulfil such other purposes which are exclusively charitable according to the law of England and Wales and are connected with the charitable work of the charity.

(2) To relieve sickness and financial hardship and to promote and preserve good health by the provision of funds, goods or services including counselling and support services

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Trustees have paid due regard to the public benefits guidance issued by the Charity Commission in deciding what activities the Forefront Community Church should undertake.

Forefront Community Church is a Christian Independent Church, which subscribes to the Evangelical Alliance and their basis of faith, and also belongs to Partnership UK. It comprises a body of believers from a wide variety of backgrounds. Forefront Community Church owns and operates the Forefront Community Centre on Fore Street in Chard, which provides for community outreach and services, meeting facilities, and the church administration hub

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Due to the Covid-19 Pandemic, Forefront Community Church discontinued public meetings from March 2020. This included its Sunday Services in the Chard Guildhall (which incorporated Sunday School for the children and youth), and also the regular Life Group meetings in certain congregation's homes during each week. However, virtual meetings replaced physical meetings, with a very successful live stream Sunday Service every week, and most Life Groups still meeting virtually by way of Zoom, Skype, social media or phone. In September (between lockdowns) Forefront Community Church held an outdoor Staycation Day at Monks Yard, Horton Cross which was well attended. Also in December an open air Christmas Carol Service was held which was open to all by registering (to control numbers).

The Forefront Community Centre was also closed to the public at this time, but continued to operate on a limited basis as the church administration hub. This drastically reduced the community outreach and services available, which during normal times is the major activity of the centre. However, after proper consideration and safeguards, Forefront Community Centre was able to safely operate the Lord's Larder food bank which was highly active and effective (the Lords Larder is a Chard Churches Together food bank initiative for the Chard area, and is registered as a separate charity). The premises were also used to facilitate the Chard COVID Support Group with logistics, volunteers and space. Citizens Advice South Somerset were able to start functioning again from the centre, albeit on a reduced basis. A social contact network via phone from the centre and home hubs, was also established during this time to reach particularly vulnerable, lonely or needy people (mostly but not entirely from the church congregation).

Despite the set-backs caused by Covid-19, Forefront Community Church continued the strategies to achieve its charitable objects, in particular regarding work with children and youth. To this end in October, the Church secured the services of a full-time Youth Worker, to live locally and belong to Forefront Community Church. Financial support, mentoring and experience was provided by the Church, and official training via South West Youth Ministries (SWYM). Obvious difficulties existed in gaining access to children and youth, especially through local schools which were closed. However, contacts and networking continued with another local youth worker, teachers and drug related help workers.

Forefront Community Church continued to work and communicate with other churches in the area where possible (virtually) to explore how our 'Objects' may be further realised. A campaign was also continued to seek links with other community groups who were also seeking to work for the good of the community, for example by offering our services and/or room hire. However, this was not successful at that time in the difficult climate.

Forefront Community Church allocated 15% of the general offerings income to give regular support to missionaries at home and abroad who had links with the Church. In the UK we supported SACRE working with schools in the Southwest, Missions in Leicester, and London. Abroad we supported church members and missionaries in Egypt, Spain, and Thailand, plus workers for international organisations. An Alpha course was started early in the year, but unfortunately was curtailed due to the pandemic, although virtual contact was continued.

Risks

In terms of financial risk, the trustees regularly review the CIO finances and the financial review contains the policy on reserves.

Covid-19 risks were a particular focus, especially early on in the Pandemic and the effects on operation of the Forefront Community Centre. These risks were assessed and managed by the initial incorporation of 'Temporary Rules for Forefront Community Church during the COVID-19 Pandemic', which were subsequently superseded by a Risk Assessment.

The terms of Forefront Community Centre room hire agreement were amended and updated in accordance with the revised risks (namely due to COVID-19).

Forefront Community Church's Safeguarding Policy was amended and updated to reflect changes to personnel and situation.

Otherwise, the trustees have assessed the major risks to which Forefront Community Church is exposed and are satisfied that systems are in place to mitigate exposure to major risks. These include, building and property security, insurance, fire and electrical safety, personnel safety and wellbeing, and the like.

Strategies for 2021

Our current strategies to achieve our charitable 'Objects' will continue as before, and in furtherance of these, we look forward to opening up the Forefront Community Centre again when safe and legal to do so. This year there is also to be an emphasis on our work with children and youth. As stated we now have a Youth Worker, and as the restrictions of the Covid-19 Pandemic ease, we look forward to engaging her actively in the plans already laid down for this work. These include, partnership with the support staff for vulnerable youth at Holyrood Academy, the Anglican Youth Pioneer, the Escapeline volunteers (they contact those vulnerable to "county lines" gangs), and the church's own youth. We anticipate an initial focus on teacher-supported practical workshops, part of the strategy for youth identified as needing support by Holyrood Academy, while developing ideas for mentoring, and organised and informal drop-ins.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

However, there is a realisation that our current premises whilst reasonable, are inadequate for the full pursuance of our aims. Therefore, the Leadership have been actively seeking a new property in Chard, which would better serve the provision of people and skill centred activities with more space and facilities. Some promising outcomes have been, and continue to be investigated, but these are subject to suitability, acceptable change of use, and not least financial viability.

Section E

Financial review

Brief statement of the charity's policy on reserves

It is the CIO's policy that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three- and six-month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Forefront Community Church's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year of 2020. This is despite there being a reduction in income from the hire of Forefront Community Centre, somewhat balanced by an increase in income from the Church congregation's giving, and reduced expenditure on activities.

Details of any funds materially in deficit

none

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Mission team giving of £12,774 (2019: £11,835) included gifts to the following individuals and organisations: -

E Burden – OMF International £2,442 (2019: £2,022)
 K & A Barrett - £2,442 (2019: £2,021)
 M Strange - £1,220 (2019: £1,011)
 P Bryan – Interserve - £1,220 (2019: £1,011)
 B & E Higgs - £4,230 (2019: £3,917)
 Anisa Marsh - £0 (2019: £840)
 C & A Moises - £1,220 (2019: £1,013)

Grant funding of £10,380 (2019: £9,054) included grants to the following individuals out of offerings: -

Hope for tomorrow £0 (2019: £10)
 Anisa Marsh £300 (2019: £2,290)
 B & E Higgs £9,540 (2019: £5,090)
 C & A Moises £0 (2019: £100)
 Red Box £0 (2019: £50)
 Martyna £500 (2019: £100)
 World Vision £0 (2019: £994)
 Connor car £0 (2019: £420)
 Lords larder £40 (2019: £0)

Assets retained for the charity's own use

The freehold property of Forefront Community Centre, 42 Fore Street, Chard, Somerset, TA20 1QA originally cost £214,080 in 2005. Depreciation is being charged at 2% straight line in accordance with the charity's accounting policy. There have been no improvements during the year which have added value to the property and all repairs are written off as incurred in the receipts and payments account.

The existing furnishings and equipment have no brought forward value since they have been depreciated in full or written off as purchased. There were no additions during the year.

Trustees

None of the Trustees (or any persons connected with them) received any expenses from Forefront Community Church during the year and there were no amounts owing at the year end.

The following trustees (and persons connected with them) received remuneration and pensions during the year, which were in accordance with the memorandum and articles of association on a reasonable basis and in the best interests of the charity: -

Wages & Salaries

Mrs A Thurbon (spouse of Trustee Mr S Thurbon) £0 (2019: £1,596)
 Miss C M C Smith (Trustee) £27,872 (2019: £27,040)
 Mrs J Marsh (spouse of Mr N Marsh) £3,869 (2019: £3,744)

Other pension costs

Mrs A Thurbon (spouse of Trustee Mr S Thurbon) £0 (2019: £80)
 Miss C M C Smith (Trustee) £1,394 (2019: £1,352)

Mission team giving

Miss A Marsh (daughter of Trustee Mr N Marsh) £0 (2019: £840)

Grants payable

Miss A Marsh (daughter of Trustee Mr N Marsh) £300 (2019: £2,290)

Reception services

Miss A Marsh (daughter of Trustee Mr N Marsh) £0 (2019: £522)

Cleaning

Miss K Marsh (daughter of Trustee Mr N Marsh) £100 (2019: £0)

The number of trustees (and persons connected with them) with whom benefits are accruing under money purchase schemes is 1 (2019: 2).

Trustees donated offerings to the charity without condition and the aggregate value of those transactions in the year ending 31 December 2020 was £23,030 (2019: £21,050).

Operating lease




At the year end there were outstanding commitments for future minimum equipment lease payments under non-cancellable operating leases as follows: -

Due between 2 and 5 years £582 (2019: £1,047)

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s) and date	  Signed on 21/06/21 @ 17:44	  Signed on 24/06/21 @ 22:04
Full name(s)	Mr S R Thurbon	Mr S Capstick
Position (eg Secretary, Chair, etc)	Chairman	Treasurer



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Forefront Community Church

**On accounts for the year
ended**

31 December 2020

**Charity no
(if any)**

1139006

Set out on pages

11 to 12

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") 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 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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed & dated:



J Jordan

Countersigned on 29/06/21 @ 08:33

Name:

Mrs J Jordan

**Relevant professional
qualification(s) or body
(if any):**

FCCA

Address:

17-18 Leach Road, Chard Business Park, Chard, Somerset, TA20 1FA

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

NONE



Receipts and payments accounts

For the period
from

01-Jan-20

To

31-Dec-20

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations and gifts (including gift aid tax)	96,011	-	-	96,011	91,908
Charitable activities - hire of Forefront Community Centre	4,979	-	-	4,979	13,298
Investments - interest received	181	-	-	181	272
Other income - telephone and copier cost reimbursement	299	-	-	299	518
Government grant - job retention scheme	774	-	-	774	-
Sub total (Gross income for AR)	102,244	-	-	102,244	105,996
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	102,244	-	-	102,244	105,996
A3 Payments					
Staff costs	51,356	-	-	51,356	48,601
Ministry expenses - Evangelism, Youth & other ministry	6,382	-	-	6,382	20,063
Hire of guildhall & other facilities	2,595	-	-	2,595	8,154
Mission team giving (detailed in trustees' report)	12,774	-	-	12,774	11,835
Reception services	-	-	-	-	522
Grant funding (detailed in trustees' report)	10,380	-	-	10,380	9,054
Photocopier operating lease charge	928	-	-	928	1,348
Insurance	526	-	-	526	504
Repairs & equipment	1,346	-	-	1,346	1,183
Postage, stationery & sundries	269	-	-	269	353
Cleaning	357	-	-	357	606
Refreshments	36	-	-	36	192
Electricity	1,910	-	-	1,910	1,846
Telephone	812	-	-	812	1,381
Water	299	-	-	299	297
Computer software costs	627	-	-	627	2,135
Accountancy & independent examination	3,108	-	-	3,108	3,132
	-	-	-	-	-
Sub total	93,705	-	-	93,705	111,206
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	93,705	-	-	93,705	111,206
Net of receipts/(payments)	8,539	-	-	8,539	- 5,210
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	37,247	-	-	37,247	42,457
Cash funds this year end	45,786	-	-	45,786	37,247

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Natwest current account overdrawn	(1,540)	-	-
	Natwest reserve account 1	3,483	-	-
	Natwest reserve account 2	33,749		
	Kingdom bond	10,085		
	Cash in hand	9	-	-
	Total cash funds	45,786	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
	Tangible Asset - Forefront Community Centre, 42 Fore Street, Chard, TA20 1QA	205,516	-	-
	Other debtors	4,148	-	-
	Prepayments	832	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-





[illegible]

B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Trade creditors	Unrestricted	288	
	Accruals	Unrestricted	2,396	
	Other creditors	Unrestricted	2,741	
			-	
			-	

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

Signature & date of approval

Print Name

  Signed on 21/06/21 @ 17:44	Mr S R Thurbon
  Signed on 24/06/21 @ 22:04	Mr S Capstick