

**PEMBROKE ROAD CHURCH**

**Charity Registration Number: 1139475**

**Annual Report and Accounts**

**30 September 2021**

# **PEMBROKE ROAD CHURCH**

## **Annual Report and Accounts 2021 Contents**

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# PEMBROKE ROAD CHURCH

## Legal & Administrative Information For the year ended 30 September 2021

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<b>Charity Name</b>	Pembroke Road Church.
<b>Principal Address</b>	68 Pembroke Road, Muswell Hill, London N10 2HT.
<b>Charity Registration</b>	1139475. The church was registered with the Charity Commission on 22 December 2010
<b>The Governing Document</b>	Constitution Adopted 12 December 2010.
<b>Object</b>	The object of the charity is the advancement of the Christian faith according to Baptist principles; the charity may also carry out other charitable purposes in the United Kingdom and/or other parts of the world.
<b>Trustees</b>	<p>The Trustees who served during the year or who were serving at the date of this report were:</p> <p>Chris Bennett Sean Shepley David Wilson</p>
<b>Key Management Personnel</b>	Those in charge of directing, controlling, running and operating the Church on a day to day basis are the Trustees
<b>Bankers</b>	Natwest Bank Muswell Hill branch
<b>Independent Examiner</b>	Christine Cheung-Poston ACCA 32 Fisher House Copenhagen Street London N1 0JE

# PEMBROKE ROAD CHURCH

## Trustees Report For the year ended 30 September 2021

The Trustees submit their annual report and accounts of Pembroke Road Church ("the Church") for the year ended 30 September 2021. The legal and administrative information set out earlier in this document forms part of this report.

### 1. Structure, Governance & Management

The office bearers and any other leadership team members for the time being constitute the trustees. There must be at least three, and they must meet at least twice a year.

None of the Trustees receive remuneration.

### 2. Activities

The Trustees have given due regard to the Charity Commissions' guidance on public benefit. During the year the Church continued to run the Muswell Hill Food Bank in order to promote the Gospel in the local neighbourhood and also to benefit the community. Regular meetings of a Christian religious nature were also held on many Sundays during the year, in the premises on Pembroke Road – Bible reading, prayer, some worship.

### 3. Financial Review

#### 3.1 Financial Activity and Financial Position

The church is funded by the freewill offerings of members and others from other churches, some lettings income and by donations to its food bank operation from a range of individuals and trusts. During the year to September 2021, the trustees were particularly struck by the generosity and community spirit shown following the onset of the pandemic. The Food Bank received significant one-off gifts and benefitted from regular donations from many keen to ensure that the recipients of the Food Bank's food parcels continued to receive support.

As a result, the Church's cash resources increased by £67,092 during the year to £222,792 (2020: Increased by £149,945 to £155,700).

#### 3.2 Reserves Policy

The Trustees consider that, given the nature of the church's work, free reserves should be equivalent to approximately 3 months' routine general fund expenditure, plus committed future expenditure on other projects, where funds permit. The Trustees are of the opinion that this provides sufficient flexibility to cover temporary shortfalls in incoming resources and will allow the Church to cope and respond to unforeseen emergencies whilst specific action plans are implemented. At 30 September 2021 the Church had net free reserves of £22,308 (2020: £20,989).

	2021 £	2020 £
<b>Total reserves</b>	<b>222,792</b>	<b>155,700</b>
Less: restricted funds	(200,484)	(134,711)
<b>Free reserves</b>	<b>22,308</b>	<b>20,989</b>
<b>Free reserves requirement:</b>		
3 month's budgeted routine unrestricted expenditure	5,000	5,000

# PEMBROKE ROAD CHURCH

## Trustees Report For the year ended 30 September 2021

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### 4. Responsibilities of Trustees for the Accounts

Charity law requires the Trustees to prepare accounts for each accounting year which record the receipts and payments of the charity for the year. The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011. The Trustees also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

### 5. Approval

The report of the Trustees was approved by the Trustees on 29<sup>th</sup> July 2022 and signed on its behalf by:



**Sean Shepley**  
Trustee



**Chris Bennett**  
Trustee

# PEMBROKE ROAD CHURCH

## Independent Examiner's Report For the year ended 30 September 2021

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I report on the accounts of Pembroke Road Church for the year ended 30 September 2021, set out on pages 6 to 10.

This report is made solely to the Trustees in accordance with section 145 of the Charities Act 2011 (the Act). My independent examination has been undertaken so that I might state to the Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by the law, I do not accept responsibility to anyone other than the Trustees for my independent examination, for this report, or the opinions I have formed.

### RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND EXAMINER

The Trustees consider that an audit is not required for this period (under section 144(2) of the Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Act);
- To follow the procedures laid down in the General Direction given by the Charity Commission (under section 145(5)(b) of the Act); and
- To state whether particular matters have come to my attention.

### BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

### INDEPENDENT EXAMINER'S STATEMENT

In the course of my examination, no matter has come to my attention:

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 in respect of the church as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts 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.

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.



Christine Cheung Poston ACCA

29<sup>th</sup> July 2022

# PEMBROKE ROAD CHURCH

## Receipts & Payments Account For the year ended 30 September 2021

	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
<b>Receipts</b>	2				
Donations and grants		1,319	153,146	154,465	183,756
Gift Aid		-	-	-	4,035
Lettings		-	-	-	4,298
Deposited cash		-	-	-	5,581
<b>Total Receipts</b>		<b>1,319</b>	<b>153,146</b>	<b>154,465</b>	<b>197,670</b>
<b>Payments</b>					
Charitable activities	3	-	87,373	87,373	47,725
<b>Total Payments</b>		<b>0</b>	<b>87,373</b>	<b>87,373</b>	<b>47,725</b>
<b>Surplus/(deficit)</b>		<b>1,319</b>	<b>65,773</b>	<b>67,092</b>	<b>149,945</b>
Total cash funds brought forward		20,989	134,711	155,700	5,755
<b>Total cash funds carried forward</b>	5	<b>22,308</b>	<b>200,484</b>	<b>222,792</b>	<b>155,700</b>

## PEMBROKE ROAD CHURCH

### Statement of Assets & Liabilities As at 30 September 2021

	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
<b>Assets</b>					
Tangible Assets	4	-	-	-	-
Debtors		-	-	-	-
Cash At Bank And In Hand		22,309	200,484	222,792	155,700
		<u>22,309</u>	<u>200,484</u>	<u>222,792</u>	<u>155,700</u>
<b>Liabilities</b>			-		250
<b>Total Assets Less Liabilities</b>		<u><b>22,309</b></u>	<u><b>200,484</b></u>	<u><b>222,792</b></u>	<u><b>155,450</b></u>

The Accounts were approved by the Trustees on 29<sup>th</sup> July 2022 and signed on its behalf by:



**Sean Shepley**  
Trustee



**Chris Bennett**  
Trustee



# PEMBROKE ROAD CHURCH

## Notes to the Accounts For the year ended 30 September 2021

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### 1. Accounting Policies

The accounts have been prepared on a receipts and payments basis with a statement of assets and liabilities.

### 2. Receipts

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Donations and legacies				
Offerings and donations	1,319	135,666	136,985	156,949
Income tax reclaimed	-	-	-	4,035
Grants	-	17,480	17,480	26,807
	<hr/>	<hr/>	<hr/>	<hr/>
	1,319	153,146	154,465	187,791
Lettings income	-	-	-	4,298
Other deposited cash	-	-	-	5,581
	<hr/>	<hr/>	<hr/>	<hr/>
	<b>1,319</b>	<b>153,146</b>	<b>154,465</b>	<b>197,670</b>
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# PEMBROKE ROAD CHURCH

## Notes to the Accounts For the year ended 30 September 2021

### 3. Payments – Charitable Activities

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Provision of Church Worker				
Net salary & pension	-	13,289	13,289	14,223
PAYE	-	1,359	1,359	1,530
Council tax	-	2,025	2,025	1,921
	<b>0</b>	<b>16,673</b>	<b>16,673</b>	<b>17,674</b>
Foodbank				
Running costs	-	29,947	29,947	24,157
Van	-	25,995	25,995	-
	<b>0</b>	<b>55,942</b>	<b>55,942</b>	<b>24,157</b>
Office Costs				
Telephone, broadband, web site	-	311	311	390
Equipment	-	95	95	573
ICO subscription	-	35	35	35
Accountancy & payroll	-	1,458	1,458	1,038
Stationary	-	188	188	116
	<b>0</b>	<b>2,087</b>	<b>2,087</b>	<b>2,152</b>
Provision of church building and facilities				
Heat, light & water	-	619	619	2,024
Insurance	-	1,691	1,691	578
Maintenance, equipment & cleaning	-	9,191	9,191	349
Church Growth Trust	-	920	920	541
	<b>0</b>	<b>12,421</b>	<b>12,421</b>	<b>3,492</b>
Governance				
Independent examination	-	250	250	250
	<b>0</b>	<b>87,373</b>	<b>87,373</b>	<b>47,725</b>

### 4. Tangible Fixed Assets

There are two properties:

- The manse property at 70 Pembroke Road, London N10 2HT is occupied by the Pastor for the better performance of his duties. The manse is held in the name of Church Growth Trust.
- The church property at 68 Pembroke Road, London N10 2HT. The church is held in the name of London Baptist Property Board.

The charity owns an electric van, purchased during the year

## PEMBROKE ROAD CHURCH

### Notes to the Accounts For the year ended 30 September 2021

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#### 5. Cash Funds Carried Forward

	At 1 October 2020 £	Receipts £	Payments £	Transfers £	At 30 September 2021 £
Unrestricted:	20,989	1,319	-	-	22,308
Restricted: Foodbank	134,711	153,146	(87,373)	-	200,484
	<u>155,700</u>	<u>154,465</u>	<u>(87,373)</u>	<u>0</u>	<u>222,792</u>

#### 6. Related Party Transactions

There were no related party transactions.