

# **PEMBROKE ROAD CHURCH**

**Charity Registration Number: 1139475**

**Annual Report and Accounts**

**30 September 2022**

# **PEMBROKE ROAD CHURCH**

## **Annual Report and Accounts 2022 Contents**

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# PEMBROKE ROAD CHURCH

## Legal & Administrative Information For the year ended 30 September 2022

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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 48 Samford House Charlotte Terrace Islington London N1 0JF

# PEMBROKE ROAD CHURCH

## Trustees Report For the year ended 30 September 2022

The Trustees submit their annual report and accounts of Pembroke Road Church ("the Church") for the year ended 30 September 2022. 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 2022, 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 £36,151 during the year to £258,943 (2021: Increased by £67,092 to £222,792).

#### 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 2022 the Church had net free reserves of £21,126 (2021: £22,308).

#### Total reserves

Less: restricted funds

#### Free reserves

#### Free reserves requirement:

3 month's budgeted routine unrestricted expenditure

	2022 £	2021 £
Total reserves	258,943	222,792
Less: restricted funds	(237,817)	(200,484)
Free reserves	21,126	22,308
Free reserves requirement:		
3 month's budgeted routine unrestricted expenditure	5,000	5,000

# **PEMBROKE ROAD CHURCH**

## **Trustees Report For the year ended 30 September 2022**

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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

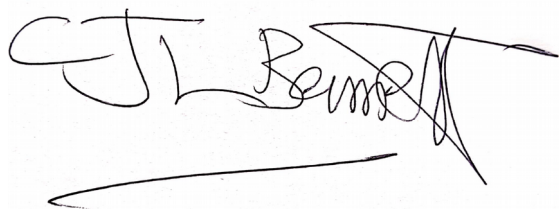
comply with the Charities Act 2011. The Trustees also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

### **5. Approval**

The report of the Trustees was approved by the Trustees on 21<sup>st</sup> July 2023 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 2022**

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I report on the accounts of Pembroke Road Church for the year ended 30 September 2022, 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**

**3<sup>rd</sup> January 2023**

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# **PEMBROKE ROAD CHURCH**

## **Independent Examiner's Report For the year ended 30 September 2022**

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## PEMBROKE ROAD CHURCH

### Receipts & Payments Account For the year ended 30 September 2022

	Note	Unrestrict ed Funds 2022 £	Restrict ed Funds 2022 £	Total 2022 £	Total 2021 £
<b>Receipts</b>	2				
Donations and grants		1,110	104,347	105,457	154,465
Gift Aid		-	-	-	-
Lettings		-	-	-	-
Deposited cash		1,149	-	1,149	-
<b>Total Receipts</b>		<b>2,259</b>	<b>104,347</b>	<b>106,606</b>	<b>154,465</b>
<b>Payments</b>					
Charitable activities	3	4,115	66,340	70,455	87,373
<b>Total Payments</b>		<b>4,115</b>	<b>66,340</b>	<b>70,455</b>	<b>87,373</b>
<b>Surplus/(deficit)</b>		<b>(1,856)</b>	<b>38,007</b>	<b>36,151</b>	<b>67,092</b>
Total cash funds brought forward		22,308	200,484	222,792	155,700
<b>Total cash funds carried forward</b>	5	<b>20,452</b>	<b>238,491</b>	<b>258,943</b>	<b>222,792</b>



## PEMBROKE ROAD CHURCH

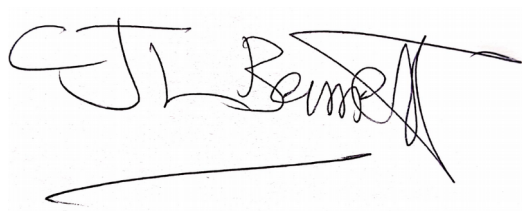
### Statement of Assets & Liabilities As at 30 September 2022

	Note	Unrestrict ed Funds 2022 £	Restrict ed Funds 2022 £	Total 2022 £	Total 2021 £
<b>Assets</b>					
Tangible Assets	4	-	-	-	-
Debtors		-	-	-	-
Cash At Bank And In Hand		20,452	238,491	258,943	222,792
		<u>20,452</u>	<u>238,491</u>	<u>258,943</u>	<u>222,792</u>
		20,452	238,491	258,943	222,792
<b>Liabilities</b>		<u>250</u>	<u>-</u>	<u>250</u>	<u>250</u>
		250	-	250	250
<b>Total Assets Less Liabilities</b>		<u><b>20,202</b></u>	<u><b>238,491</b></u>	<u><b>258,693</b></u>	<u><b>222,542</b></u>

The Accounts were approved by the Trustees on 21<sup>st</sup> July 2023 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 2022

### 1. Accounting Policies

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

### 2. Receipts

	<b>Unrestrict ed Funds 2022 £</b>	<b>Restrict ed Funds 2022 £</b>	<b>Total 2022 £</b>	<b>Total 2021 £</b>
Donations and legacies				
Offerings and donations	1,110	103,847	104,957	136,985
Income tax reclaimed	-	-	-	-
Grants	-	500	500	17,480
	<u>1,110</u>	<u>104,347</u>	<u>105,457</u>	<u>154,465</u>
Lettings income	-	-	-	-
Other deposited cash	1,149	-	1,149	-
	<u>2,259</u>	<u>104,347</u>	<u>106,606</u>	<u>154,465</u>

## PEMBROKE ROAD CHURCH

### Notes to the Accounts For the year ended 30 September 2022

#### 3. Payments - Charitable Activities

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
Provision of Church Worker				
Net salary & pension	-	17,016	17,016	13,289
PAYE	119	1,046	1,165	1,359
Council tax	-	2,104	2,104	2,025
	<b>119</b>	<b>20,166</b>	<b>20,285</b>	<b>16,673</b>
Foodbank				
Running costs	-	35,359	35,359	29,947
Sundry		1,026	1,026	
Van	-	394	394	25,995
	<b>0</b>	<b>36,779</b>	<b>36,779</b>	<b>55,942</b>
Office Costs				
Telephone, broadband, web site		345	345	311
Equipment	-	833	833	95
ICO subscription	-	35	35	35
Accountancy & payroll	-	1,110	1,110	1,458
Stationary	-	129	129	188
Bank Charges	80		80	-
	<b>80</b>	<b>2,452</b>	<b>2,532</b>	<b>2,087</b>
Provision of church building and facilities				
Heat, light & water	255	2,187	2,442	619
Insurance	-	1,735	1,735	1,691
Maintenance, equipment & cleaning	3,661	2,772	6,433	9,191
Church Growth Trust	-	-	-	920
	<b>3,916</b>	<b>6,694</b>	<b>10,610</b>	<b>12,421</b>
Governance				
Independent examination	-	250	250	250
	<b>119</b>	<b>56,945</b>	<b>70,456</b>	<b>87,373</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.

# PEMBROKE ROAD CHURCH

## Notes to the Accounts For the year ended 30 September 2022

The charity owns an electric van, purchased during the year

### 5a Current year. Cash Funds Carried Forward

	At 1 October 2021 £	Receipts £	Payments £	Transfers £	At 30 September 2022 £
<b>Unrestricted:</b>	22,308	2,259	(4,115)	-	20,452
<b>Restricted:</b>					
Foodbank	200,484	104,347	(66,340)	-	238,491
	<b>222,792</b>	<b>106,606</b>	<b>(70,455)</b>	<b>0</b>	<b>258,943</b>

### 5b Prior Year. Cash Funds Carried Forward

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

### 6. Related Party Transactions

There were no related party transactions.