

TRUSTEES' REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2024

Registered Charity No. 1141725

HILLFIELDS CHURCH, COVENTRY

LEGAL AND ADMINISTRATIVE INFORMATION

Treasurer: Peter Cordle (Starting 24th October 2024)
Daniel Field (Resigned 24th October 2024)

Office address: 18 Lower Ford Street
Coventry
CV1 5QJ

Bankers: Yorkshire Bank

Current Trustees: James Young
Paul Watts
Simon Hook
Peter Cordle
Matt Stevens
Alex McLaren
Jerciline Sundar
John Barnes

CONTENTS

Trustees' report	1
Independent examiner's report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Accounts	8

TRUSTEES' REPORT

The Trustees present their report and accounts for the year ended 31 December 2024.

Structure, governance and management

Hillfields Church Coventry is an independent Baptist Church located in Lower Ford Street and Waterloo Street, Coventry. The Church was first registered as a charitable unincorporated association with the Church Constitution adopted on 3rd March 2011.

The Trustees who served during the year were:-

James Young
Simon Hook
Paul Watts
Peter Cordle
Daniel Field (resigned 28th March 2024)

During the year Daniel field moved on and the following new elders and trustees were appointed:

Matt Stevens
Alex McLaren
Jerciline Sundar
John Barnes

The Trustees are the designated Officers of the Church as laid down in the constitution. These are the Elders, including the Pastors. A Pastor is one of the Elders whose gift in preaching, teaching and pastoral care has been recognised by the Church and has been appointed by the Church to exercise such a ministry.

James Young and Simon Hook have served as full time pastors of the church. The Trustees are required by the constitution to meet at least twice in a twelve-month period, but have met more frequently during the year. Any matter requiring a decision of the Trustees requires a simple majority of those present and voting at a properly convened meeting. In the event of an equality of votes the chairman of the meeting is entitled to a second or casting vote.

Policies

Church policies are set by the Trustees. HCC currently has policies addressing the following:

Safeguarding of children, young people and vulnerable adults.
Reserves
Data protection
Conflict of interest
Finance, including Investment, Internal control and paying staff
Managing volunteers
Risk management
Disability
Health and Safety
Buildings lettings
Lone workers

Social media
First aid
Serious Incident Reporting
Complaints

Objects of the charity

The purposes of the Church are the advancement of the Christian faith in accordance with the Doctrinal Basis of Faith primarily but not exclusively within Coventry and the surrounding neighbourhood, and such other charitable purposes as shall, in the opinion of the members of the church in general meeting, further the work of the church.

Activities and Public Benefit

The Trustees have paid due regard to the Charity Commission's guidance on public benefit and during the year the Church has sought to provide a distinct public benefit in our activities. A spiritual or practical benefit has been provided to a wide range of members of the public in most of our activities.

Apart from specific meetings during the year for church members only, our meetings are freely open to the public.

Our regular Sunday worship and biblical preaching ministry have been maintained with morning and evening services each Sunday. Access to the church worship services online has been a help to many listeners both in the UK and overseas.

During the week the church has held regular meetings for prayer, Bible study and fellowship, at the church and in small home groups on alternating weeks, as well as promoting informal contact between members and others for mutual help and encouragement.

We have maintained a comprehensive programme of teaching and activities for children, young people and students to help them understand the Bible and the way in which its teaching should affect our lives as well as participating in fun activities in a safe and nurturing environment. We also provide opportunities for older people to build friendships and encourage each other.

The church has been able to give financially in response to several UK and overseas needs which have arisen during the year and which have been brought to our attention. This has been done with the recommendation of the Trustees.

The church supports a number of missionaries and Christian workers in prayer and receives their prayer letters and emails. Missionaries are prayed for by individuals and also from time to time at the Church prayer meeting. The Church has been particularly supporting Alex and Mari Walker and their family working in support of community radio stations in sub-Saharan Africa for a number of years. We also support David and Georgina Gray in their work of Bible translation and Scripture engagement.

During the year we continued our program of refurbishments at our Waterloo Street site.

Achievements and performance

We rely entirely upon God's grace and power to produce lasting benefit from our activities. At the same time, we encourage everyone in the church family to be involved in serving.

We are very grateful to God for the consistent and helpful biblical ministry from our pastors, other preachers from within the church and visiting preachers during the year. This has been a great help to many people,

some of whom have understood their need of repentance and of putting their trust in the Lord Jesus Christ as their Saviour and Lord.

During the year we welcomed 21 new members into the church fellowship, while 7 ceased membership, bringing the number to 217 at the end of the year.

Financial review

The church has a finance team led by our Treasurer, Peter Cordle, supported by Aniset Nshimiyimana. The work of the finance team includes producing an annual forecast of estimated expenditure needs, collecting and allocating gifts to the Church, reclaiming tax from HMRC on Gift Aided income, paying staff members, maintaining the financial accounts, and distributing monies to those in need in accordance with the wishes of the Trustees.

For the year ended 31 December 2024, the Church made a surplus on its General Fund of £15,079, compared to a forecasted deficit of £9,500. This favourable result arose mainly from better-than-forecast donations (maintaining 2023 levels), a reduction in staff working hours, and the fact that events and activities during the year were largely self-funded. The Trustees consider the financial position at the year-end to be satisfactory.

The main source of funds continues to be donations. These funds enable the Trustees to fulfil their aims and objectives as stated above. The Trustees review the level of reserves each year to ensure that it is sufficient for ongoing day-to-day purposes. It is the current policy of the Church that reserves (freely available unrestricted funds which have not been designated for a specific use — “Net Current Assets”) should be maintained at a level equivalent to at least 10% of annual General Fund expenditure, excluding costs of activities which are recharged to participants. 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 achieve an orderly adjustment to the Church’s current activities while consideration is given to ways in which additional funds may be raised.

As at 31 December 2024, the level of General Fund liquid reserves exceeded £40,000, which is above the minimum threshold prescribed by policy. The Trustees will consider the appropriate future direction for these reserves in due course, ensuring that any decisions are taken in accordance with the Church’s reserves policy and are consistent with its long-term objectives and principles of sound financial stewardship.

There are no restrictions on the Trustees to invest. The unrestricted and restricted funds may be invested in any type of investment. The investment strategy is reviewed annually.

Plans for future periods

All our plans for the future are made in dependence on God. We are intending to continue our regular worship, Bible teaching ministry and prayer to give spiritual support to Church members and visitors. We are also hoping to develop further our evangelism with initiatives designed to engage with those who are not currently Christians, so that more people in Coventry and beyond, but in the local district of Hillfields in particular, are able to hear and understand and given an opportunity to respond to the message of the Christian gospel. To this end we are actively thinking through new opportunities for outreach, building relationships and providing practical support to the local community based particularly at the Waterloo Street site. We plan to continue the renovations to the Waterloo Street building to ensure it is suitable as a base for ministry.

We continue to seek as far as we can to meet the need for pastoral help and support for people in our fellowship which continues to increase as the church grows.

We hope to see the use of our buildings increase for both church ministries and as a resource for our local community; rooms are available for hire to external groups.

On behalf of the Trustees:


Trustee PETER CORDLE Trustee  SIMON HOOK

Dated: 29th October 2025 Dated 29 October

INDEPENDENT EXAMINERS REPORT

TO THE TRUSTEES OF HILLFIELDS CHURCH COVENTRY

I report on the accounts of the Church for the year ended 31 December 2024, which are set out on the attached pages.

Respective responsibilities of trustees and independent examiner

The Church's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year (under section 44(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145 (5) (b) of the 2011 Act; and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

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 give me cause to believe that, in any material respect

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.



D C S Cooke MA (Oxon) FCA FCIE
David Cooke & Co
5 Briar Close
Banbury OX16 9DS

Date: 30 October 2025


Statement of Financial Activities
for the year ended 31 December 2024

	Unrestricted funds £	Designated funds	Restricted income funds £	Total this year £	Total last year £
Incoming resources (Note 3)					
Income from					
Donations and legacies	214,624	-	9,551	224,175	227,135
Charitable activities	50,958	-	-	50,958	29,804
Investments	2,071	-	-	2,071	
Total incoming resources	267,653	-	9,551	277,204	256,939
Resources expended (Notes 4-7)					
Charitable activities	252,574	2,268	11,653	266,495	288,045
Total resources expended	252,574	2,268	11,653	266,495	288,045
Net income/(expenditure)	15,079	(2,268)	(2,102)	10,708	(31,106)
Transfers between funds (Note 13)	15,238	(15,238)	-	-	-
Net movement in funds	30,317	(17,506)	(2,102)	10,708	(31,106)
Total funds brought forward	64,921	89,065	31,597	185,583	213,826
Total funds carried forward	95,238	71,559	29,495	196,291	182,720

Balance Sheet
as at 31 December 2024


	Note	Unrestricted funds £	Designated Funds £	Restricted income funds £	Total this year £	Total last year £
Fixed assets						
Tangible assets	10	50,934	-	394	51,328	42,108
Total fixed assets		50,934	-	394	51,328	42,108
Current assets						
Debtors	8	48,247		1,050	49,297	16,943
Cash at bank and in hand		(1,144)	71,559	28,051	98,465	130,591
Total current assets		47,103	71,559	29,101	147,762	147,534
Creditors: amounts falling due within one year						
	9	2,797	-	-	2,797	4,059
Net current assets/(liabilities)		44,306	71,559	29,101	144,965	143,475
Total assets less current liabilities		95,239	71,559	29,495	196,293	185,583
Net assets		95,239	71,559	29,495	196,293	185,583
Funds of the Charity						
Unrestricted funds	11	95,239			95,239	64,921
Designated Funds	11		71,559		71,559	89,065
Restricted income funds	12			29,495	29,495	31,597
Total funds		95,239	71,559	29,495	196,293	185,583

Signed on behalf of the trustees


Signature

PETER CORDLE
Print name

29 October 2025
Date


Signature

SIMON HOOK
Print name

29 October 2025
Date

Notes to the accounts

Note 1 Basis of preparation

1.1 Basis of accounting

The accounts have been prepared in accordance with 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 (FRS102) issued on 16 July 2014, FRS102 and the Charities Act 2011.

Hillfields Church Coventry meets the definition of a public benefit entity under FRS102.

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Note 2 Accounting policies

2.1 Income

Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS

Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met.

Tax reclaims on donations and gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Income from interest, royalties and dividends

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

2.2 Expenditure & Liabilities

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Grants payable without performance conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

2.3 Assets

Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £400. They are valued at cost or a reasonable value on receipt.

Assets are depreciated on a straight line basis over their useful life as follows:

- Electronic equipment - 5 years
- Furniture, fixtures and fittings - 10 years
- Motor vehicles - 10 years

Notes to the accounts (cont.)

Note 3 Analysis of income

	Analysis	Unrestricted funds £	Restricted income funds £	Designated Income Funds	Total funds £	Prior year £
Donations and legacies	Donations	180,756	8,606	-	189,362	182,429
	Gift Aid	33,868	945	-	34,813	35,431
	Total	214,624	9,551	-	224,175	217,860
						0
Charitable activities	Event & activity charges	36,957	-	-		17,127
	Café sales	3,899	-	-	3,899	3,215
	Rent receivable	10,102	-	-	10,102	9,080
	Sundry Income	-	-	-	-	382
	Total	50,958	-	-	14,001	29,804
Investment income						
	Interest receivable	2,071	-	-	2,071	2,862
	Total	2,071	-	-	2,071	2,862
		267,653	9,551	-	240,247	250,526

Note 4 Analysis of resources expended

	Analysis	Unrestricted funds £	Restricted income funds £	Designated Income Funds	Total funds £	Prior year £
Charitable activities	Officeholder and employee-related costs	118,855	-		118,855	126,176
	Payments to preachers/speakers	1,966	-		1,966	2,000
	Gifts and financial support given	27,953	7,329		35,282	43,866
	Children's and youth ministry	8,367	-		8,367	7,994
	18-30s ministry	10,541	-		10,541	8,832
	Church holiday and other events	17,006	-		17,006	2,353
	Café costs	2,953	-		2,953	3,153
	Other activities	2,442	-		2,442	3,980
	Training and conferences	4,144	200	2,268	6,612	5,551
	Equipment and resources	3,281	3,942	-	7,223	4,048
	Utilities, rates and insurance	26,861	-		26,861	27,804
	Minibus expenses	4,277	-		4,277	3,850
	Repairs and maintenance	5,604	-		5,604	30,121
	Licences and subscriptions	3,600	-		3,600	2,271
	Printing & copying	2,242	-		2,242	3,621
	Consumables and sundry expenses	2,593	-		2,593	2,473
	Professional fees	1,052	-		1,052	1,609
	Depreciation	8,837	182		9,019	8,343
	Total	252,574	11,653	2,268	266,495	288,045

Notes to the accounts (cont)

Note 5 Details of certain items of expenditure

5.1 Fees for examination or audit of the accounts

£425 is due to the independent examiner (2023: £425) for the examination of the accounts and £nil for other services.

Note 6 Paid employees

6.1 Staff Costs

	This year	Last year
	£	£
Salaries and wages	95,108	100,125
Employer's National Insurance costs	3,232	2,217
Pension costs (defined contribution scheme)	4,396	8,038
Other benefits	16,119	15,770
Total staff costs	118,855	130,272

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

6.2 Average head count in the year

	This year	Last year
	Number	Number
Charitable Activities	6.33	5.9
Total	6.33	5.9

6.3 Pensions

The charity operates a defined contribution benefit scheme and contributes to NEST or an alternative scheme of the staff members' choice.

Note 7 Grantmaking

7.1 Analysis of grants paid (included in cost of charitable activities)

Purpose for which grants made	Grants to institutions	Grants to individuals
	£	£
Support of missionary workers	3,000	19,920
Support for student ministry	1,860	-
Support for other UK Christian ministry	1,580	-
Gifts to UK churches and Christian charities	900	-
Support for individuals in need	-	1,248
Total this year	7,340	21,168
Total last year	13,753	25,172

There were no costs incurred in grantmaking

7.2 Grants made to institutions

Names of institutions	Purpose	Total amount of grants paid
		£
Wycliffe Bible Translators	Missionary Support	3,000
Friends International	International Student ministry	1,500
Gifts of £1,000 or less to various organisations		2,840
	Total grants to institutions	7,340

Notes to the accounts (cont)

Note 8 Debtors and prepayments

Analysis of debtors

	This year £	Last year £
Income Tax recoverable	43,811	8,998
Prepayments	5,486	7,945
Total	49,297	16,943

Note 9 Creditors and accruals

Analysis of creditors

	This year £	Last year £
Social Security and Other Taxation	-	916
Accruals	2,797	3,143
Total	2,797	4,059

Note 10 Tangible fixed assets

	Fixtures, fittings and equipment £	Motor vehicles	Total £
10.1 Cost or valuation			
Balance brought forward forward	92,643	16,320	108,963
Additions	18,238	-	18,238
Carried forward	110,881	16,320	127,201

10.2 Accumulated depreciation and impairment provisions

Balance brought forward	50,535	16,320	66,855
Depreciation charge for year	9,018	-	9,018
Disposals	-	-	-
Balance carried forward	59,553	16,320	75,873

10.3 Net book value

Brought forward	42,108	-	42,108
Carried forward	51,328	-	51,328

Note 11 Unrestricted and designated funds

	Fund balances brought forward £	Incoming resources £	Outgoing resources £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General Fund	64,921	267,653	(252,573)	15,238	95,239
Designated funds					
Building Fund	31,538	-	-	(18,238)	13,300
Ministry Fund	33,409	-	(2,268)	-	31,141
Minibus Replacement Fund	24,118	-	-	3,000	27,118
Total Funds	153,986	267,653	(254,841)	-	166,798

The designated Building Fund is money set aside by the church from existing funds towards the cost of renovation work at the Waterloo Street site.

The Ministry fund is designated by the church to be put towards salary costs should the church be unable to cover the full cost from regular income in the short term, as well as funding ministry training costs.

Notes to the accounts (cont)

Note 12 Endowment and restricted income funds

12.1 Funds held

The church holds no endowment funds. The following are the restricted income funds held by the church:

Fund Name	Purpose and Restrictions
Building Fund	To fund the church building project.
Special Collections	To assist selected organisations and individuals.
Ministry Fund	To fund church worker costs and ministry training.
Specific Ministries	Gifts given for specific ministries of the church.
Help Fund	Ad hoc assistance to individuals in need.
Hope4Babies	In support of the Hope4Babies project in South Africa.
Overseas Workers Support	Support for individual Christian workers overseas
Short Term Mission Fund	To support short term mission opportunities for church members.
Church Holiday Support Fund	To assist individuals in paying church holiday charges.

12.2 Movements of funds

Fund names	Fund balances brought forward £	Incoming resources £	Outgoing resources £	Transfers £	Fund balances carried forward £
Building Fund	5,664	-	(4,124)	-	1,540
Special Collections	231	4,024	(3,231)	-	1,024
Help Fund	8,488	388	(968)	-	7,908
Ministry Fund	6,500	-	(200)	-	6,300
Overseas Workers Support	904	3,186	(3,130)	-	960
Hope4Babies	364	1,653	-	-	2,017
Specific Ministries	4,858	300	-	-	5,158
Short Term Mission Fund	3,144	-	-	-	3,144
Church Holiday Support Fund	1,444	-	-	-	1,444
Total Funds	31,597	9,551	(11,653)	-	29,495

Note 13 Transfers between funds

From Fund (Name)	To Fund (Name)	Reason	Amount
Building Fund	General Fund	Fixed asset addition (Building Refurbishment)	£18,238
General Fund	Minibus Fund	Transfer to Minibus Fund	£3,000

Note 14 Transactions with trustees and related parties

14.1 Trustee remuneration and benefits

As permitted by the church constitution, trustees James Young and Simon Hook received remuneration in their capacity as Pastors. In total this remuneration was as follows:

	This year £	Last year £
Stipends	46,860	41,230
Pension costs	4,176	4,176
Accommodation	16,658	15,770
Total costs	67,694	61,176

14.2 Trustee expenses

None of the Trustees were paid or reimbursed for expenses relating to their services as trustees during the year.