

Registered number
07338966

Living Word Community Church
Company Limited By Guarantee
Report and Unaudited Accounts
31 March 2022

Charity Number 1141829

TRUEMAN BROWN
CHARTERED ACCOUNTANTS
7 FOXGLOVE ROAD
SOUTH OCKENDON
ESSEX. RM15 6EU

**Living Word Community Church
Company Limited By Guarantee
Report and accounts
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**Living Word Community Church
Company Limited By Guarantee
Company Information**

Directors

S Blake
D J Donoghue
B Foster
S Mulaka

Accountants

Trueman Brown
7 Foxglove Road
South Ockendon
Essex
RM15 6EU

Registered office

7 Foxglove Road
South Ockendon
Essex
RM15 6EU

Registered number

07338966

**Living Word Community Church
Company Limited By Guarantee
Trustees Annual Report**

The Trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31st March 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	Living Word Community Church
Charity registration number	1141829
Company registration number	7338966
Registered office	7 Foxglove Road South Ockendon Essex, RM15 6EU

THE TRUSTEES

The trustees who served the charity during the year were as follows:

S Blake
D J Donoghue
B Foster
S Mulaka

Accountants

Trueman Brown
Chartered Accountants
7 Foxglove Road
South Ockendon
Essex. RM15 6EU

**Living Word Community Church
Company Limited By Guarantee
Trustees Annual Report**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 6th August 2010 and registered as a charity on 11th May 2011. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and appointment of management committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee.

Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

One third of the trustees who are subject to retirement by rotation or, if their number is not three or a multiple of three, the number nearest to one third shall retire from office.

The first trustees to retire shall be decided by lots drawn amongst themselves.

In selecting individuals for appointment as trustees, the trustees must have regard to the skills, knowledge and experience required for the effective administration of the charity.

Trustee training and induction

Most trustees are already familiar with the practical work of the charity.

Additionally, new trustees will be invited and encouraged to attend a series of short training sessions (of no more than an hour) to familiarise themselves with the charity and the context within which it operates. These cover:

- The obligations of Management Committee members;
- The main documents which set out the operational framework for the charity including the Memorandum and Articles;
- Resourcing and the current financial position as set out in the latest published accounts;
- Future plans and objectives;

A Question and Answer pack has also been prepared drawing information from the various Charity Commission publications signposted through the Commission's guide "the Essential Trustee" as a follow up to these sessions. This is distributed to all new trustees along with the Memorandum And Articles and the latest financial statements.

Living Word Community Church Company Limited By Guarantee Trustees Annual Report

Risk management

The Management Committee has conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Significant external risks to funding have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre.

Organisational structure

The Company has a Management Committee of no less than 3 Trustees who meet regularly and are responsible for the strategic direction and policy of the charity. At present the Committee has five Trustees from a variety of professional backgrounds relevant to the work of the charity.

A scheme of delegation is in place and day to day responsibility for the provision of the services rest with the Pastor and the Administration Assistant. The Pastor is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met. The Administration Assistant has responsibility for the day to day operational management of the charity and working practices in line with good practice.

OBJECTIVES AND ACTIVITIES

The company's objects and principal activities are to:

- advance the Christian faith in accordance with the Statement of Beliefs in such parts of Basildon, the United Kingdom or the World as the Trustees may from time to time think fit;
- to relieve persons who are in conditions of need, financial hardship or sickness and who may be aged and to relieve the distress caused thereby in the said location and in such other parts of the United Kingdom or the World as the Trustees may from time to time think fit;
- advance Christian education in The said location and in such other parts of The United Kingdom the World as the Trustees may from time to time think fit;
- provide or assist in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life.

ACHIEVEMENTS AND PERFORMANCE

The company represents the incorporation of the charitable trust, Essex In Harvest (Billericay) Trust, which was registered with Charities Commission under the number 293710.

The company commenced its activities on 23rd December 2011.

Living Word Community Church Company Limited By Guarantee Trustees Annual Report

FINANCIAL REVIEW

The company, with the aid of sound financial management and the support of both its staff and volunteers generated a positive financial outcome for the period with a net increase in fund of £177,927 (2021: Increase of £101,371).

The company will rely on the generosity of the congregation attending our weekly church meetings and Sunday Services provided at the United Reform Church, Honey Pot Lane, Basildon.

PLANS FOR FUTURE PERIODS

The company will continue its core activities for the foreseeable future.

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of Living Word Community Church for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Living Word Community Church
Company Limited By Guarantee
Trustees Annual Report**

ACCOUNTANTS

Trueman Brown are deemed to be re-appointed under section 487(2) of the Companies Act 2006.

This report was approved by the trustees on 31 December 2022 and signed on its behalf.

D J Donoghue
Director

**Living Word Community Church
Company Limited By Guarantee
Statement Of Financial Activities (Incorporating The Income And
Expenditure Account)
for the year ended 31 March 2022**

	Notes	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Incoming resources from generating funds:					
Voluntary Income	2	152,731	114,486	267,217	177,239
Investment income	3	489	-	489	1,626
Other incoming resources	4	58	-	58	4,188
Total incoming resources		153,278	114,486	267,764	183,053
Charitable activities	5	(77,160)	-	(77,160)	(73,844)
Governance costs	7	(12,677)	-	(12,677)	(7,838)
Net incoming resources for the year/Net income for the year	8	63,441	114,486	177,927	101,371
Total funds brought forward		256,096	95,180	351,276	249,905
Total funds carried forward		319,537	209,666	529,203	351,276

The Statement of Financial Activities includes all the gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities

**Living Word Community Church
Company Limited By Guarantee
Balance Sheet
as at 31 March 2022**

	Notes	2022 Unrestricted £	2022 Restricted £	2022 Total £	2021 Total £
Fixed assets					
Tangible assets	10	2,760	-	2,760	3,634
Current assets					
Debtors	11	663	-	663	663
Cash at bank and in hand		316,136	209,666	525,802	347,002
		316,800	209,666	526,465	347,665
Creditors: amounts falling due within one year	12	(23)	-	(23)	(23)
Net current assets		316,777	209,666	526,443	347,642
Net assets		319,537	209,666	529,203	351,276
Funds					
Unrestricted income funds	14	319,537	209,666	529,203	351,276
TOTAL FUNDS		319,537	209,666	529,203	351,276

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime, so far as applicable to charities.

D J Donoghue
Director

Approved by the board on 31 December 2022

**Living Word Community Church
Statement Of Cash Flows
for the year ended 31 March 2022**

	Note	2022 £	2021 £
Cash used in operating activities	17	178,762	100,957
Cash flows from investing activities			
Interest income		489	1,626
Purchase of tangible fixed assets		(450)	(3,072)
		39	(1,446)
Net increase in cash		178,800	99,510
Cash at bank and in hand less overdrafts at 1 April		347,002	247,492
Cash at bank and in hand less overdrafts at 31 March		<u>525,802</u>	<u>347,002</u>

**Living Word Community Church
Company Limited By Guarantee
Notes to the Accounts
for the year ended 31 March 2022**

1 Accounting policies

Basis of preparation

The accounts have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement Of Recommended Practice "Accounting and Reporting By Charities" issued in March 2005 (SORP 2005) and the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Fund accounting

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objectives.

Resources expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. Donations payable are payments made to third parties in furtherance of the charitable objectives of the charity. Single or multi-year donations are accounted for when either the recipient has a reasonable expectation that they will receive the donation.

Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Equipment	25% on the written down value
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Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors and provisions are recognised at the amount the charity anticipates it will pay to settle the debt.

**Living Word Community Church
Company Limited By Guarantee
Notes to the Accounts
for the year ended 31 March 2022**

2 Voluntary Income

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Tithes	46,718	-	46,718	48,308
Gift aid tax recovered	26,963	-	26,963	13,741
Gifts, donations and offerings	79,050	114,486	193,536	115,190
	<u>152,731</u>	<u>114,486</u>	<u>267,217</u>	<u>177,239</u>

3 Investment income

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Bank interest receivable	489	-	489	1,626
	<u>489</u>	<u>-</u>	<u>489</u>	<u>1,626</u>

4 Other incoming resources

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Other income	58	-	58	4,188
	<u>58</u>	<u>-</u>	<u>58</u>	<u>4,188</u>

5 Cost of charitable activities by fund type

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Programme activity costs	59,800	-	59,800	56,282
Support of outside causes	17,360	-	17,360	17,562
	<u>77,160</u>	<u>-</u>	<u>77,160</u>	<u>73,844</u>

**Living Word Community Church
Company Limited By Guarantee
Notes to the Accounts
for the year ended 31 March 2022**

6 Costs of charitable activities by activity type

The charity undertakes its charitable activity by a programme of activities and by giving donations to a number of institutions in furtherance of its charitable activities.

	Activities Undertaken Directly 2022 £	Total Funds 2022 £	Total Funds 2021 £
Programme activity costs	59,800	59,800	56,282
Support of outside causes	17,360	17,360	17,562
	<u>77,160</u>	<u>77,160</u>	<u>73,844</u>

The recipients of donations included:

	2022 £	2021 £
Barnabas	800	-
Lifelink	300	4,952
School Teams Ministry	-	920
Overseas Mission	3,600	-
O2H Mission	-	300

7 Governance costs

	Unrestricted Funds 2022 £	Unrestricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Staff training & welfare	-	-	-	-
Insurance	473	-	473	299
Cleaning	180	-	180	130
Hire of premises	3,425	-	3,425	1,200
Legal & other professional fees	1,056	-	1,056	945
Telephone and internet	727	-	727	1,095
Depreciation	1,324	-	1,324	1,212
Computer expenses	-	-	-	692
Printing, postage, stationery and advertising	2,376	-	2,376	480
Information and publications	-	-	-	273
Bank charges	-	-	-	88
Repairs and maintenance	305	-	305	129
Accountancy fees	475	-	475	473
Subscriptions	-	-	-	80
Sundry expenses	2,336	-	2,336	742
	<u>12,677</u>	<u>-</u>	<u>12,677</u>	<u>7,838</u>

**Living Word Community Church
Company Limited By Guarantee
Notes to the Accounts
for the year ended 31 March 2022**

8 Net incoming resources for the year

	2022	2021
	£	£
This is stated after charging:		
Depreciation of owned fixed assets	1,324	1,212

9 Staff costs and emoluments

Total staff costs were as follows:

	2022	2021
	£	£
Wages and salaries	37,034	40,237
Social security costs	4,851	4,409
Pension costs	6,960	6,360
	<u>48,845</u>	<u>51,006</u>

Particulars of employees

	2022	2021
	No.	No.
Number of pastoral staff	<u>1</u>	<u>1</u>

No employee received remuneration of more than £60,000 during the year (2021 - Nil).

10 Tangible fixed assets

	Plant and machinery etc £
Cost	
At 1 April 2021	11,362
Additions	450
At 31 March 2022	<u>11,812</u>
Depreciation	
At 1 April 2021	7,728
Charge for the year	1,324
At 31 March 2022	<u>9,052</u>
Net book value	
At 31 March 2022	<u>2,760</u>
At 31 March 2021	<u>3,634</u>

**Living Word Community Church
Company Limited By Guarantee
Notes to the Accounts
for the year ended 31 March 2022**

11 Debtors

	Unrestricted Funds 2022 £	Unrestricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Other debtors	663	-	663	663

12 Creditors: amounts falling due within one year

	Unrestricted Funds 2022	Unrestricted Funds 2022	Total Funds 2022	Total Funds 2021
Other creditors	23	-	23	23
	23	-	23	23

13 Restricted Income Funds

	Building Maintenance Fund £	Building Fund £	Total £
Balance Brought Forward	10	95,170	95,180
Incoming Resources	678	113,808	114,486
Resources Expended	-	-	-
	688	208,978	209,666

Building Fund

Funds to be used to purchase the United Reform Church building in Basildon, Essex.

Building Maintenance Fund

Funds to be used to maintain the United Reform Church building, once the purchase has been completed.

14 Unrestricted income funds

	Opening balance £	Net incoming resources £	Closing balance £
General funds	256,096	63,441	319,537

**Living Word Community Church
Company Limited By Guarantee
Notes to the Accounts
for the year ended 31 March 2022**

15 Analysis of net assets between funds

	Tangible fixed assets £	Net current assets £	2021 £
<u>Restricted income funds</u>			
Building funds	-	208,978	208,978
Building maintenance funds	-	688	688
<u>Unrestricted income funds</u>			
General funds	2,760	316,777	319,537
Total Fund	2,760	526,443	529,203

16 Company limited by guarantee

Living Word Community Church is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

17 Reconciliation of net movement in fund to net cash flows from operating activities

	2022 £	2021 £
Net movement in funds	177,927	101,371
Add back depreciation charge	1,324	1,212
Deduct interest income in investing activities	(489)	(1,626)
	178,762	100,957