

CHRISTCHURCH HITCHIN

TRUSTEES ANNUAL REPORT

AND

STATEMENT OF FINANCIAL ACTIVITY

YEAR TO 31 AUGUST 2022

## Trustees report for the year ended 31<sup>st</sup> August 2022

### Context

A team of Trustees have the duty and responsibility to report on the activities of the Charity that is Christchurch (Methodist and United Reformed) Church. The team consists of the Minister and 8 elected from and by the church membership, in accordance with the terms of the constitution. Christchurch Hitchin is located at Bedford Road, Hitchin, SG5 1HF. It is a registered charity, no. 1142830, and its constitution was formally updated in January 2019.

*Those serving for some, or all of the year were as follows:*

Paul Arnold, David Box, Vic Evans, Angela Griggs, Tracy King, Stephanie Breker, Julie Mills, Revd. Val Reid.

*Retired during the year:*

Annette England, Andy Feltoe

*Elected during the year:*

None

The Trustees, normally called the Trustee Oversight Group, meet monthly, and have overall responsibility for all aspects of Church Life.

### Objectives and Activities

The Trustees are committed to developing the work of the charity, to strengthening the discipleship of its members and to supporting and encouraging others to develop their faith and make a commitment as a follower of Christ.

The Mission Statement of the Church is: ***Led by the Spirit – Working in the Community – Bringing people to Christ.***

The “Growing Together” vision continues to be used to review our activities, in addition to the statement ‘Real Life, Real Love, Real You’ which was informally adopted in January 2020 as a way of thinking about all that we do as a charity. This phrase has become increasingly relevant as we have journeyed through the last three years of the global Covid-19 pandemic.

The Purpose of the Charity, as set out in the Christchurch constitution, is to advance the Christian faith in the Area of Benefit in accordance with the principles and practices of the Methodist and United Reformed Churches.

The Trustees have a duty under the constitution to give the necessary direction to achieve its Purpose, and to “engage in a range of activities, either on its own or with others, including (but not restricted to):

- the celebration of public worship.
- the teaching of the Christian faith.
- mission and evangelism.
- pastoral work, including visiting the sick and the bereaved.
- the provision of facilities with a Christian ethos for the local community, including (but not restricted to) the elderly, the young and other groups with special needs; and
- the support of other charities in the UK and overseas

## An introduction

Christchurch is a large congregation and as of 31 August 2022 there were 217 members. The average attendance at all services on a Sunday was 105, (consisting of 90 adults and 15 under 18's) as measured during the month of October 2021, in accordance with the procedures of the Methodist church.

The period covered by this report, represents a unique period in the life of Christchurch in that across the globe people were living under a variety of restrictions as a result of the Covid-19 pandemic. This impacted all areas of the church. The trustees focussed on thinking creatively to ensure that members and adherents stayed connected and that no one became isolated.

As part of our planning for reopening, it was agreed by the Annual General Meeting in November 2021 that we would go through a time of reflection which would be facilitated by running a number of focus groups. We called this 'The Listening Project'. It was a time of listening to those involved in Christchurch currently and in the past and of course a time of listening to what God was telling us. We wanted to understand why some longstanding members no longer attend Christchurch and how the current membership could be encouraged and motivated to be more actively involved. Ultimately, as a result of the learning from the focus groups, the Christchurch Charter was born. This was written with input from the diverse range of people and personalities that make up this community. We committed:

- To encourage each other: To look for the positive and assume everyone's doing their best and to take every opportunity to say thank you!
- To try to understand: There may be all sorts of reasons why someone's saying or doing something we disagree with: we try to find out what they are. We listen carefully. We respond kindly. We respect everyone's views.
- To celebrate difference: We appreciate diversity in our community and our activities. We value experience and innovation. We expect that we will all make mistakes from time to time. We forgive each other.

Church meetings continued to be held regularly in person and on Zoom. This has allowed people to access the church meetings in different ways.

Trustee meetings took place at least monthly as the team responded to frequent changes in the law. The risk assessment was under constant review.

The vacant Youth Worker post was filled in June 2022 having been vacant by that time for about 18 months the Minister, trustees and Area Leads worked well as a team to lead the church through the uncertainties of the pandemic.

In November 2021 we came together for a series of Saturday morning discussions on the theme of 'radical hospitality', using material prepared by the URC for the Inclusive Church movement. We are deeply committed to being open and hospitable, and these conversations encouraged the church to think more widely about just what that might mean.

In March 2022, there was an Extraordinary Church Meeting to discuss the Methodist Church report 'God in Love Unites Us'. We needed to decide as a church whether or not to register our premises to conduct same sex weddings. It was clear from this meeting that we do not all think alike on this matter, and that we all approach our reading of the Bible in different ways. But seeds planted through our listening project in January were also beginning to grow. We were able to share our

different perspectives openly, and to listen to each other with respect. The indicative vote taken at the March meeting was clearly in favour of registering for same-sex marriage, but the numbers were close. So, the trustees decided to open out the consultation to everyone connected with the church. We did this through letters and emails, and through an 'ask the minister' session in May. Following this open consultation, it was clear that a very large majority of people believed that God was calling us to take a step of faith, and to welcome the LGBTQI community at Christchurch through offering same sex marriage to those for whom a church wedding felt important. This whole process has meant that we have all grown in our thinking and in our faith, and we have grown as a community in our willingness to be open to all.

### **Worshipping Together**

In September 2021 we returned to an in-person service on Sunday mornings, with a new start time of 10:30. A 45-minute service was held initially, gradually increasing in length to an hour over time. We continued to make the service available online on YouTube for those not attending in person – initially as a recording published within 24 hours but returning to live streaming from May 2022. In January we launched a church-wide survey to gauge the feeling of post-pandemic worship at Christchurch among our congregation. We had a total of 69 responses to the thirteen questions about current worship and possible future opportunities. Several actions have been taken because of feedback from the survey – giving more space and reflection time in worship and singing songs together without breaks between them. In response to a clear desire for a short duration, early Sunday morning worship service in the traditional style, we recommenced worship at 9am on a Sunday, but in a modified form to pre-pandemic times. We have been meeting in the Silver Birch Lounge each first Sunday of the month since June 2022 with a service of Holy Communion. We continually look at the music offering at Christchurch and a plan for a more consistent approach to song selection is being put in place, while keeping the flexibility for preachers to be spirit-led. A reduction in the number of available preachers on the Circuit Plan has resulted in more "Local Arrangements" services at which worship is planned and led by members of the church.

People of all ages have continued to contribute to worship through singing, playing instruments, and sharing readings.

### **Teaching and Discipleship - headlines**

- Main focus of teaching at Christchurch currently comes within our Sunday morning services and Junior Church sessions.
- Preachers follow the Lectionary.
- 'House Groups' for adults, involving approximately 100 people meeting weekly or fortnightly. These have continued in a variety of formats. Some have continued to meet on Zoom since the lifting of the pandemic restrictions and others are now meeting in person again.
- Lunchtime meditation group
- 'Christchurch Men's breakfast', a valuable time of fellowship for men (mostly of the more mature age group) although open to all ages.

## Youth, Children and Families

Youth, children, and families continued to be a key part of our mission during the year, despite the challenges of coming out of covid restrictions. With an active 'Junior Church' for children aged from birth to 18, this work has been managed solely by volunteers until the full-time Youth & Children's worker came into post.

An overview is given below. (Activities provided are age/stage appropriate with any necessary adjustments made to ensure ALL are included).

### *Early Years: (Age 0-5)*

- Parents & Pre-school groups restarted meeting in person
- This group became Christchurch Hitchin Baby and Toddler Group with 35 families on register (average attendance 20 families)
- Crèche - for Sunday mornings, only 2 children currently on crèche register (with one regular volunteer)
- Cuddle corner has still not "formally" restarted during the main services, albeit that it is great to see families using this facility at morning services
- 'Beginners' group for those aged 3 – 5 years; 5 on register

### *Primary: (Age 5-11)*

- Our 'Pig' group for children aged 5-11 meets most Sundays during the main service for bible teaching, games and fun! We have a very lively group with 14 children that regularly attend and another 5 that are still on the register but haven't attended since we started meeting back together in person.

### *Secondary: (Age 11-16/18)*

- During lockdown, 'All In' continued to meet virtually, maintaining regular contact with between 5 to 10 of our young people, switching to in-person for outside meetings as appropriate. Due to other commitments for the core group of young people, the meetings have moved away from the traditional Sunday morning sessions, to either Sunday or Friday evenings, continuing to be attended by between 5 and 10 young people, to cater for the different ages of our young people.
- Over the summer room 4 was redecorated and made into a youth room to create a safe and fun space for the young people to have. This room is planned to be used by our new Sunday morning group, starting September 2022 which we have created from children in the older end of PIG and the younger end of All:In. The Sunday morning group is for school years 5-8.
- The traditional spring residential weekend has not been possible due to the pandemic restrictions and not having a Youth and children's worker.

## Ministry for Leaders

- Volunteers who work to run groups benefit from providing mutual support to each other and from the wider church community.
- A number stepped down during the pandemic, but a core team remains. However, it is hoped that once the pressures of the pandemic ease, that volunteers will feel able to return to their former or alternative roles, or that others will feel called into this area of church life.
- We run regular training events for leaders, some in-house and some run ecumenically in the town.

## Outreach

Reach Out initiatives and support fall under two headings: Home and Overseas. During lockdown, 'Home' activities did not been take place due to the Covid 19 pandemic. These have restarted again, in new formats.

### *Home*

- Refresh, started on a Tuesday morning as a drop in, welcoming anyone, regulars and visitors, for tea, coffee and company. As well as serving our local community we have, since March 2022, been welcoming individuals and families from the Ukraine, initially offering them a place to meet their fellow countrywomen (most are female with children). We have also provided, toiletries, clothes, books, and toys. Until the end of the summer school holidays, we had lots of Ukrainian children attending. During this period, we set up lots of toys and activities in the hall for them to enjoy. Most, if not all, of the school-age children have now been offered school places. Likewise, many of the adults have now secured jobs either paid or voluntary so their lives too, are moving on. Knit and Natter also started during this Tuesday morning.
- English Class for Ukrainians - We had offers from volunteers from other Hitchin churches willing to help, with fluent Ukrainian, Russian and/or language teaching experience. We started meeting on Friday mornings at Christchurch in June 2022, arranging 3-4 graded groups for the 20-25 students, as well as a "play corner" for accompanying children not yet with school places, supervised by very resourceful, experienced, and dedicated volunteers from our church family
- Lunch Club serving elderly folk, referred through social and health services.
- Parent and Toddler group, weekly.
- Meeting Needs monthly deliveries of furniture and other non-perishable goods to people in need.
- Family Film Club during the winter months.
- Daisychains, a support group for families of pre-school children with additional needs.
- Christians Against Poverty, a debt counselling service.
- Simpsons Alms houses.
- Helping Herts Homeless for the Homeless and North Herts Sanctuary, for homeless young people, and Hitchin Food Bank.
- North Herts Circuit of the Methodist Church and the North Herts Group of United Reformed Churches -- Christchurch plays an active role in these.

### *Overseas*

- Prayer and financial commitment continued to be key features of our commitment to serving people overseas.
- We continued to respond throughout the year to emergency appeals as a result of either man-made or natural disasters. Traidcraft items were available throughout the pandemic with orders placed online.
- We are an Eco Church, and volunteers run several recycling initiatives.

## Pastoral and staying connected

### Pastoral Report 2022

During the past year we have been able to provide pastoral care and support for most of our church members and the wider community. This is due to the wonderful work done by our Pastoral Friends. – Those in small groups receive their pastoral care within 1. 19 their group. Some of our long-established Pastoral Friends have moved or are moving away from Hitchin hence the need for more people to come forward as Pastoral Friends in the coming year. A development this year has been that two further people have joined the pastoral lead to be part of the Pastoral Leadership Group. This has enabled us to work as a team dividing up responsibility for different aspects of the role. This is proving effective and supportive as we work together with the minister. We have all benefitted from two training sessions this year where we were able to support and share together.

- Bereavement – once again we have experienced several deaths within our church community, also there are bereaved people who have lost family members during the past year. The minister and the Pastoral Area Lead provide support at this time, often also leading the funeral service. An annual memorial service is held to which the families of church members who have died are invited. These peoples' names are read out and they are remembered. The service is also for anyone who has been bereaved during the past year. These families also receive a letter from the church at the time of their bereavement and a Christmas card. We also send Christmas cards to others who have been going through difficult times. Letters are also sent to members on special occasions.
- Our normal regular pastoral care included taking home communion to those who are in care homes or who are house bound. We have particular pastoral care for residents in Archers Court and Elmside MHA. Because they are adjacent to the church, a rota is organized to bring residents over to worship.
- Each week flowers are taken out from the church after a service is live or live streamed. These are delivered to those who are going through challenging times and are further way of contacting these people and reminding them that they are remembered.
- We have a Christchurch Prayer book where members and regular adherents are prayed for on a rota basis by the minister and the Pastoral Area Lead.
- The Pastoral Area Lead gives a regular report at the Members' meeting [ which has taken place alternately on-premises or on zoom] to keep them up to date with pastoral changes and also giving people the opportunity to remember those who have died.
- We will continue to welcome newcomers and support each other pastorally in more effective ways.

## Safeguarding

Safeguarding at Christchurch follows our own policy which builds upon the safeguarding policies and procedures of the Methodist Church. Our safeguarding group is responsible for ensuring that these policies are understood and implemented correctly by all members of the church and users of our premises. The Christchurch safeguarding team receive support from the district and national safeguarding teams of the Methodist Church.

The new safeguarding team meet regularly with a focus on the core safeguarding policies and procedures :-

- **Safer recruitment.** This includes performing criminal record checks for volunteers who have significant contact with young people and vulnerable adults.
- **Safeguarding training.** Training was a challenge during lockdown as online courses took some time to be rolled out by the Methodist Church. Where possible some basic training was provided by our own safeguarding trainers.
- **Assessing safeguarding risk** for the many church activities. Risk assessments during the pandemic involved new safeguarding risks as the church made use of technologies such as Zoom and YouTube for online services and activities.

The last year has been a particularly busy time for the safeguarding group. Areas needed to be considered have included the relaxation of Covid restrictions, the gentle return to church activities, risk assessments, safeguarding training and the ways to safely continue outreach and church-based activities. As we continue to offer new ways of offering outreach and re-establishing church-based groups, safeguarding considerations have been essential in planning for all new and existing groups. The Christchurch handbook is now on the Christchurch website to guide people through all the procedures. From this year every group activity that is organised by Christchurch will need to complete an annual risk assessment. We will require all groups to complete a risk assessment and return it to our church administrator, by the end of November. The safeguarding group are always available to offer help and guidance. Over the last church year, the training team have trained 30 volunteers from Christchurch. The feedback from the new Foundation course has been very positive. We are continuing the process of updating the safeguarding database.



## Property

### **Christchurch Finance and Property Committee**

The committee has 9 members but has the option to co-opt other people for specific projects. The full Finance and Property committee meets about 4 times a year but has a Finance Wing and also a Property Wing which meet between full F&P meetings to move specific items forward where a smaller gathering is sometimes more efficient.

#### **Annual Property tasks undertaken during the year**

- Annual Returns completed and any necessary work undertaken – Quinquennial, Methodist Property Return and Church Return Report.
- Normal maintenance checks carried out – Boiler servicing, Fire Alarm System/Extinguishers/Blanket Inspections and Testing, PAT testing, Organ and piano tuning, Regular window cleaning, Visual site inspections both interior and exterior, Sewer pit inspection and water meter reading if necessary, Water flush checks, Lighting, etc.
- Garden working parties organised as and when necessary.
- Defibrillator training for volunteers and regular maintenance of first aid boxes.
- Risk Assessment updated.

#### **Other Property tasks undertaken during this year**

- An independent Fire Assessment of the building has been carried out. A Fire Risk Assessment has been written using template from Methodist Insurance website; Fire Evacuation Notices have been updated to show Emergency Exits, and a Fire Evacuation was undertaken in February on a Sunday.
- A Health and Safety policy was written. This is now available on the church website and sent out to all external hirers.
- A digital collection plate was installed in October 2021.
- More comfy upholstered chairs have been placed in the sanctuary and the old ones disposed of.
- The Wi-Fi system has been upgraded and the Sound and Audio/Visual facilities upgraded to include a new sound desk in the Sanctuary allowing live streaming of services on Sunday mornings, a display monitor in the Welcome Area to show live services and also a notice reel during the week, installation of large retractable projection screen and projector in the Church Hall.
- Room 10 has been completely de-cluttered to make a pleasant meeting room.
- Room 4 has been altered to become a Youth Room – built in cupboards and old wall blackboards were removed, walls were all repainted and new furniture purchased to suit its new purpose.
- Centralisation of maintenance records - checklists incorporated to ensure regular checks are undertaken in a timely fashion and are well documented.

In total for the year ended 31 August 2022, £55,817 was spent on equipment, maintenance and cleaning. This includes £31,770 spent on the Sound and Audio Visual equipment as noted above.

### **Support for other charities in the UK and overseas**

Whilst opportunities for fundraising were limited during the year, the church still donated over £6,000 to local and global charities. The church has also continued to support its mission partners overseas, both from the general funds and through individual's own fundraising.

### Accounts

The financial surplus in 2021-22 was £10,449. The Statement of Financial Activities and Balance Sheet are set out below. The Trustees have also formulated Accounting Policies and a Reserves Policy and these are set out below:

### Reserves policy

It is the Trustees' policy to maintain a balance in reserve which equates to 6 months of the assessments due to the Methodist and United Reformed Churches, and wages for the staff employed directly by Christchurch, plus potential employment termination costs and redundancy liabilities. In addition, provision has been made for capital projects expected to be carried out during the year.

### Public benefit

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Approved at the Trustees Meeting held on 4<sup>th</sup> May 2023 by video call and signed on behalf of the Trustees:



Tracy King  
Church Secretary

## Declarations

### Treasurer

I confirm that these accrual – based accounts for the year ended 31 August 2022 have been prepared from the records of the Church and that they include all funds under the control of the Church Leadership Group, being the trustees of the Church.

Signed: Stephanie Brooker Date: 22/06/2023

Name of Treasurer: Stephanie Brooker

Address of Treasurer: 111 Benslow Lane, Hitchin, SG4 9RA

### Presentation to the Trustees for approval

I confirm that the Trustees Annual Report, the Statement of Financial Activities, the Balance Sheet and the Notes to the Accounts for the year ended 31 August 2022 were approved by the Trustees.

Signed: AJP Date: 22/06/23

Name: Angela Jean Griggs

### Independent Examiner's Report to the Trustees of Christchurch, Hitchin, a Methodist/URC LEP, for the year ended 31 August 2022.

The trustees are responsible for ensuring that the annual report and accounts present a true and fair view of the Church's income and expenditure for the year and of the assets and liabilities at the balance sheet date. The trustees consider that an audit is not necessary for this year under s144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility for:

- Examine the accounts under s145 of the Charities Act
- Follow the procedures laid down in the general Directions given by the Charity Commission under s145(5)(b) of the Charities Act, and
- State whether particular matters have come to my attention

## Declarations

### Basis of independent examiner's report

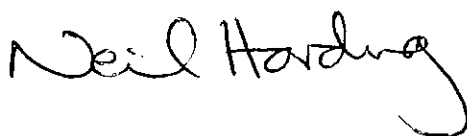
My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Church and a comparison of the accounts presented with those records. It also includes consideration of any unusual items, in nature or scale, or disclosure in the accounts seeking explanations from the trustees concerning 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. My report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention

- 1 which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with s130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met, or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date:

27-6-23

Name of Independent Examiner: Neil Harding BA FCA

Relevant Professional qualification or body: ICAEW

Address: Bradshaw Johnson  
Croft Chambers  
11 Bancroft  
Hitchin  
Herts  
SG5 1JQ

Name of Church

Christchurch Hitchin

Church No

340515

**Statement of Financial Activities (SOFA) for the year ended 31 August 2022**

	Notes to the accounts	General Fund (Unrestricted) £	Designated Funds (unrestricted) £	Restricted Funds £	Endowment Funds £	Total 2021-22 £
<b>Income</b>						
1 Offerings		118,623	0	10,361	0	128,985
2 Donations and Grants		17,291	0	0	0	17,291
3 Gift aid		23,745	0	1,375	0	25,120
4 Interest and Investment Income		514	0	74	0	588
5 Income from lettings		26,937	0	0	0	26,937
6 Internal organisations		0	0	4,270	0	4,270
7 Other charitable Income		1,757	0	80	0	1,837
8 Total income		<b>188,868</b>	<b>0</b>	<b>16,161</b>	<b>0</b>	<b>205,028</b>
<b>Expenditure</b>						
9 Circuit and URC assessments		83,605	0	0	0	83,605
10 Grants and donations		5,810	0	0	0	5,810
10A Ministry, Worship and Teaching		1,556	0	0	0	1,556
11 Property maintenance		55,817	0	0	0	55,817
12 Insurance, utilities etc		12,454	0	0	0	12,454
13 Staff costs		8,702	0	6,400	0	15,102
14 Office expenses		6,452	0	0	0	6,452
15 Other expenditure		7,916	0	1,668	0	9,585
16 Internal organisations		0	0	4,199	0	4,199
17 Total charitable expenditure		<b>182,313</b>	<b>0</b>	<b>12,267</b>	<b>0</b>	<b>194,580</b>
18 Gains/(losses) on monetary investments						0
19 Gains/(losses) on investment properties						0
20 Net Income/(expenditure)		6,555	0	3,894	0	10,449
21 Transfers between funds		-3,029	0	3,029	0	0
22 Other gains/(losses)						0
23 Net movement in funds		3,526	0	6,923	0	10,449
24 Total funds brought forward		2,249,558		28,277		2,277,835
25 Total funds carried forward		<b>2,253,084</b>	<b>0</b>	<b>35,200</b>	<b>0</b>	<b>2,288,284</b>

Name of Church

Christchurch Hitchin

Church No

340515

**Statement of Financial Activities (SOFA) for the year ended 31 August 2021**

	Notes to the accounts	General Fund (Unrestricted) £	Designated Funds (unrestricted) £	Restricted Funds £	Endowment Funds £	Total 2020-21 £
<b>Income</b>						
1 Offerings		113,624	0	8,067	0	121,690
2 Donations and Grants		2,796	0	2,613	0	5,409
3 Gift aid		25,378	0	2,075	0	27,454
4 Interest and Investment Income		607	0	17	0	623
5 Income from lettings		10,745	0	0	0	10,745
6 Internal organisations		0	0	0	0	0
7 Other charitable income		1,182	0	1,813	0	2,995
8 <b>Total Income</b>		<b>154,332</b>	<b>0</b>	<b>14,585</b>	<b>0</b>	<b>168,917</b>
<b>Expenditure</b>						
9 Circuit and URC assessments		98,316	0	0	0	98,316
10 Grants and donations		8,033	0	0	0	8,033
10A Ministry, Worship and Teaching		2,129	0	0	0	2,129
11 Property maintenance		17,670	0	0	0	17,670
12 Insurance, utilities etc		8,454	0	0	0	8,454
13 Staff costs		8,520	0	14,534	0	23,054
14 Office expenses		5,235	0	0	0	5,235
15 Other expenditure		240	0	2,606	0	2,845
16 Internal organisations		0	0	0	0	0
17 <b>Total charitable expenditure</b>		<b>148,596</b>	<b>0</b>	<b>17,139</b>	<b>0</b>	<b>165,736</b>
18 Gains/(losses) on monetary investments						0
19 Gains/(losses) on investment properties						0
20 <b>Net income/(expenditure)</b>		<b>5,736</b>	<b>0</b>	<b>-2,555</b>	<b>0</b>	<b>3,181</b>
21 Transfers between funds		4,368	0	-4,368	0	0
22 Other gains/(losses)						0
23 <b>Net movement in funds</b>		<b>10,104</b>	<b>0</b>	<b>-6,923</b>	<b>0</b>	<b>3,181</b>
24 Total funds brought forward		2,239,454		35,200		2,274,654
25 <b>Total funds carried forward</b>		<b>2,249,558</b>	<b>0</b>	<b>28,277</b>	<b>0</b>	<b>2,277,835</b>

Name of Church

Christchurch Hitchin

Church No

340515

## Balance Sheet as at 31 August 2022

Notes to the Accounts	General Fund (Unrestricted)	Designated Funds (Unrestricted)	Restricted Funds	Endowment Funds	Totals 2022	Totals 2021
	£	£	£	£	£	£
<b>Fixed Assets</b>						
Church building and other property	2,000,000				2,000,000	
Investment properties					0	
Investments					0	
<b>Total fixed assets</b>	<b>2,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>2,000,000</b>
<b>Current Assets</b>						
Debtors and prepayments	8,328		458		8,786	10,578
Loans by the Churches					0	0
Investments with TMCP	158,758				158,758	143,481
Central Finance Board Deposits	70,373		34,742		105,115	104,196
Cash at Bank and In hand	17,465				17,465	27,404
<b>Total current assets</b>	<b>254,924</b>	<b>0</b>	<b>35,200</b>	<b>0</b>	<b>290,124</b>	<b>285,659</b>
<b>Current liabilities</b>						
Creditors (due in under 1 year)	1,840				1,840	7,824
Grants payable within 2019-20					0	
<b>Total current liabilities</b>	<b>1,840</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,840</b>	<b>7,824</b>
<b>Net current assets/liabilities</b>	<b>253,084</b>	<b>0</b>	<b>35,200</b>	<b>0</b>	<b>288,284</b>	<b>277,835</b>
<b>Total assets less current liabilities</b>	<b>2,253,084</b>	<b>0</b>	<b>35,200</b>	<b>0</b>	<b>2,288,284</b>	<b>2,277,835</b>
<b>Long term liabilities (due after more than one year)</b>						
Grants payable after 2019-20					0	
Loans to the Church					0	
					0	
<b>Net assets</b>	<b>2,253,084</b>	<b>0</b>	<b>35,200</b>	<b>0</b>	<b>2,288,284</b>	<b>2,277,835</b>
<b>Funds of the Church</b>						
General Fund (Unrestricted)	2,253,084				2,253,084	2,249,558
Designated Funds (Unrestricted)		0			0	
<b>Total Unrestricted Funds</b>					<b>2,253,084</b>	<b>2,249,558</b>
Restricted Funds			35,200		35,200	28,277
Endowment Funds				0	0	
<b>Total Funds</b>	<b>2,253,084</b>	<b>0</b>	<b>35,200</b>	<b>0</b>	<b>2,288,284</b>	<b>2,277,835</b>

Signed

Church Treasurer

## Notes to the accounts 2021-22

### 1. Accounting Policies

#### Basis of preparing the financial statements

The financial statements of the charity have been prepared in accordance with the Charities Statement of Recommended Practice (SORP) (effective 1 January 2015), Financial Reporting Standard 102 (FRS 102) and the Charities Act 2011. The financial statements have been prepared under the accruals basis and historical cost convention, as modified by the revaluation of certain assets.

Christchurch Hitchin meets the definition of a public benefit entity under FRS 102.

The financial statement are prepared in Sterling (£)

#### Incoming Resources

Income is included in the Statement of Financial Activities (SOFA) when the Church becomes entitled to the resources, and the trustees are reasonably certain they will receive them; and the monetary value can be measured with sufficient reliability.

#### Resources Expended

Expense is recognised when a liability is incurred, or a constructive obligation arises, that results in the payment being unavoidable. Liabilities are recognised as soon as an outflow of economic benefit is considered more likely than not.

#### Funds

The funds held constitute:

General funds held for any purpose of the Church which are unrestricted

Restricted funds held for a narrower purpose

There are no endowment funds. Details of each material fund are disclosed in Note 10 of these accounts. Any funds may be represented by more than cash.

#### Grants

Grants made by the Church from its own funds are recognised in full at the time of agreement or when the Church accepts that there is a legal or operational obligation to make the payment.

#### Debtors

Debtors are measured on initial recognition at the settlement amount after any trade discounts or amount advanced by the Charity. Subsequently they are measured at cash or other consideration expected to be received.

#### Creditors

Creditors are measured at the settlement amount less any trade discounts.

#### VAT

The Church is not VAT registered; all expenses are recognised gross, with no deduction for input VAT.

#### Tangible Fixed Assets

Tangible Fixed Assets are capitalised if they can be used for more than one year, and cost at least £1,000. The freehold property is shown in the accounts at 2015 deemed cost, of which the land component is deemed to be £0.6m. No depreciation is provided on the building as the trustees consider the current residual fair value to be not less than its current value. The property has been reviewed for impairment.



### Beneficial Interest

The Church has a beneficial interest in the proceeds from the sale of Priory Way (the former URC manse) and Queen Street (the former Congregational Church). The approximate value at 31 August 2022 of the relevant Trust Funds held by the URC was 260k.

### 2. Payment to Trustees

There were no payments made to Trustees for additional services provided to the Church by agreement with the Church Meeting. This excludes stipends and expenses relating to reimbursement for travel and computing costs

### 3. Fees for examination or audit of the accounts

	2022	2021
	£	£
Independent Examiner Fee for reporting on the accounts	650	600
Other fees (eg advice, accountancy services) paid the Independent Examiner	-	-

### 4. Paid Employees

No employees have been paid more than £60,000 pa.

Staff costs during the year were:

	2022	2021
	£	£
Gross wages, salaries and benefits in Kind	14,103	21,100
Employers National Insurance costs	489	725
Pension Costs	511	1,229
<b>Total staff costs</b>	<b>15,102</b>	<b>23,054</b>

Average number of full time equivalent employees in the year were: 1 1

### 5. Capital commitments and Contingent Liabilities

At the 31 August 2022, there are no capital commitments, and no contingent liabilities have been identified at that date.

### 6. Monies received and passed on to External Organisations

	2022	2021
	£	£
Balance brought forward	0	0
Offerings/gifts - received for external organisations	0	0
Offerings/gifts - passed to external organisations	0	0
<b>Balance carried forward</b>	<b>0</b>	<b>0</b>

## 7. Tangible Fixed Assets

£'000	Land	Buildings	Fixtures, Fittings and Equipment	Assets under construction	Total
<b>Cost</b>					
Opening balance 1 September 2021	600	1,200	200		2,000
Additions					0
Revaluations					0
Disposals					0
Transfers					0
Closing balance 31 August 2022	600	1,200	200		2,000
<b>Accumulated Depreciation</b>					
Opening balance 1 September 2021	0	0	0	0	0
Depreciation charge for the year					0
Revaluations					0
Disposals					0
Transfers					0
Closing balance 31 August 2022	0	0	0	0	0
<b>Net book Value 1 September 2021</b>	<b>600</b>	<b>1,200</b>	<b>200</b>		<b>2,000</b>
<b>Net book Value 31 August 2022</b>	<b>600</b>	<b>1,200</b>	<b>200</b>		<b>2,000</b>

The value of the Church building and the land on which it stands is believed to be considerably greater than the value shown. There is no depreciation on the building or fixtures, fittings or equipment as it is judged that this is immaterial. There were no indicators of impairment since the market value is considered to be greater than the book value.

## 8 Debtors

	2022	2021
£	£	£
Prepayments	0	0
Debtors - Gift Aid	8,786	10,578
Other Debtors	0	0
	<u>8,786</u>	<u>10,578</u>

## 9. Creditors

	2022	2021
£	£	£
Accruals	1,840	7,824
	<u>1,840</u>	<u>7,824</u>

# 10. Analysis of restricted funds 2021-22

Fund name	Opening balance	Incoming resources		Resources expended		Transfers ex Main A/c	Closing balance	Purpose of fund
Youth (Incl.Messy Church)	12880	Offerings	6655	Youth projects, i.e.	1095			
		Staff support grant	3266	Int'l Organisations		1949	19590	Promotion of youth work
		Gift Aid 2020/21	908					
		Interest	74					
		Gift Aid 2021/22	1352	Staff costs	6400			
Junior Church	909	Offerings		Grants			914	
		Interest	5	Expenses				
		Gift Aid 2021/22		Int'l Organisations				
G.Milledge	5360	Donations		Grants			5382	Assist young people working overseas
		Interest	22					
		Gift Aid 2021/22		Int'l Organisations				
Pastoral	1371	Offerings	80	Expenses	573		1477	Pastoral work
		Interest	6			573		
		Gift Aid 2021/22	20	Int'l Organisations				
Manila Fund	2104	Donations					2113	
		Interest	9					
		Gift Aid 2021/22		Expenditure				Support Manila church
Lunch Club	3865	Int'l Organisations	4270	Int'l Organisations	4199		3936	
Badminton Club	695	Int'l Organisations	0	Int'l Organisations	0		695	
Ladies Friendship Circle	65	Int'l Organisations	0	Int'l Organisations	0		65	
Flower fund	244	Donations	0	Expenditure			244	Weekly Church flowers
Donation – chairs	64	Donations	0	Expenditure	0		64	Memorial donation
Donation – kitchen	720	Donations	0	Expenditure	0		720	Memorial donation
Fund adjustment	0						0	
Adjustments - for accruals and monies not yet transferred								
Gift Aid (2020-21) received Nov.21		Gift Aid	-965			965		
Gift Aid (2021-22) received Dec 22		Gift Aid	458			-458		
Total	28277		16161		12267	3029	35200	

# Comparative analysis of restricted funds 2020-21

Fund name	Opening balance	Incoming resources		Resources expended		Transfers ex Main A/c	Closing balance	Purpose of fund
Youth (Ind.Messy Church)	17126	Offerings	7372	Youth projects, i.e.	354			
		Staff support grant	2613	Int'l Organisations		-1616	12880	Promotion of youth work
		Gift Aid 2019/20						
		Interest	9					
		Gift Aid 2020/21	2265	Staff costs	14534			
Junior Church	909	Offerings	306	Grants				
		Interest		Expenses	571	265	909	
		Gift Aid 2020/21		Int'l Organisations				
G.Milledge	5353	Donations		Grants				Assist young people working overseas
		Interest	7				5360	
		Gift Aid 2020/21		Int'l Organisations				
Pastoral	1130	Offerings	240	Expenses	452			Pastoral work
		Interest	1			397		
		Gift Aid 2020/19	55	Int'l Organisations			1371	
Manila Fund	1478	Donations	1152					
		Interest				441		
		Gift Aid 2019/20	261	Expenditure	1228		2104	Support Manila church
Lunch Club	3865	Int'l Organisations	0	Int'l Organisations	0		3865	
Badminton Club	695	Int'l Organisations	0	Int'l Organisations	0		695	
Ladies Friendship Circle	65	Int'l Organisations	0	Int'l Organisations	0		65	
Holiday Club	0	Income						Summer Holiday Club week
		Gift Aid 2019/20		Expenditure			0	
Flower fund	184	Donations	60	Expenditure			244	Weekly Church flowers
Donation – chairs	64	Donations	0	Expenditure	0		64	Memorial donation
Donation – kitchen	720	Donations	0	Expenditure	0		720	Memorial donation
Fund adjustment	3611					-3611	0	
Adjustments - for accruals and monies not yet transferred								
Gift Aid (2019-20) received Nov.20		Gift Aid	-721			721		
Gift Aid (2020-21) received Oct.21		Gift Aid	965			-965		
Total	35200		14585		17139	-4368	28277	