

Westminster Chapel

(a company limited by guarantee)

Report and Financial Statements

For the year ended

31 December 2023

Company Number 6458950

Charity Number 1144831

Westminster Chapel

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Westminster Chapel

The Trustees present their report together with the audited financial statements of the Chapel for the year ended 31 December 2023. The financial statements comply with the Companies Act 2006, Charities Act 2011, the company's Memorandum and Articles of Association, and 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 (FRS 102), and FRS102.

Reference and Administrative Details

Operational Address

Buckingham Gate, London, SW1E 6BS

Directors

The trustees, who are also the directors for the purposes of company law, who served during the period are listed below:

Mr James Edwards (Senior Finance Officer)

Mr Paul Gardner (Secretary)

Mr Howard Satterthwaite (Lead Elder / Director) (Resigned 31 March 2023)

Mr Stephen Sloan

Mr Richard Bursby

Mr Akinsola Akinyose

Mrs Rachel John

Mrs Ibelema Emeh

The key management personnel comprise all the directors.

Bankers

Barclays Bank PLC – 93 Baker Street, London W1A 4SD

CAF Bank Ltd – 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

Auditor

Jacob Cavenagh & Skeet – 5 Robin Hood Lane, Sutton, Surrey, SM1 2SW

Solicitors

Anthony Collins Solicitors LLP – 134 Edmund Street, Birmingham, B3 2ES

Westminster Chapel

Structure, Governance and Management

Governing Document

Westminster Chapel (the "Chapel") is registered with the Charity Commission as a Charity (no. 1144831) and is also a company (no. 06458950). The Chapel is governed by its Memorandum and Articles of Association. It sets out the objects and powers of the charitable company and how the charity is to be governed. Under the Articles of Association, all future trustees shall be appointed by a resolution of the church members.

Trustee Recruitment and Induction

The Elders identify suitable candidates who are invited to serve as Trustees, subject to the affirmation of Chapel's members. Suitability is based primarily on commitment to the Chapel, demonstrated by membership, regular attendance and a high degree of involvement and significant spiritual maturity.

New Trustees are provided with copies of a Trustee job description, Chapel's mission, vision and values, the last three years' Annual Reports and Accounts, and the following Charity Commission documents: the Essential Trustee: What You Need To Know (CC3); Faith in Good Governance; General Guidance on Public Benefit.

Organisational Structure

The Chapel is led by an Eldership Team made up of two Trustees (Howard Satterthwaite, until his resignation on 31 March 2023 and Stephen Sloan), plus Andrew Mehigan, who serves as an Elder and is a full-time member of staff. This team meets weekly to review strategy and set the spiritual direction of the church. The Trustees support the Eldership Team, and meet five times a year to review the management and administration of the Chapel's property and funds, policy and other operational matters. Conflicts of interest are managed sensitively and appropriately in accordance with the Charity Commission guidance. Trustees and all Elders meet informally twice a year.

The key management personnel of the charity as listed on page 1 are in charge of directing, controlling, running and operating the charity on a day to day basis. Apart from the Lead Elder, all other trustees give of their time freely and received no remuneration in the year. Details of trustees' expenses and related party transactions are disclosed in Note 9 to the financial statements.

The pay of senior staff is reviewed annually and normally increased in accordance with average earnings. Each senior staff's pay review is carried out by the Trustees in their absence.

Related Parties and Other Organizations

The Chapel is affiliated with Commission Apostolic Trust, the FIEC (Fellowship of the Independent Evangelical Churches), the EFCC (Evangelical Fellowship of Congregational Churches) and is a member of the Evangelical Alliance.

The Chapel also supports a number of other charitable organisations both in the UK and abroad and in particular a pregnancy crisis centre in Westminster (The Gate), Christian overseas missionaries and mission organisations.

Westminster Chapel

Risk Management

The Trustees have assessed the major risks to which the church is exposed, in particular those related to the operations and finances of the church and are satisfied that systems are in place to mitigate its exposure to the major risks. The principal risks and uncertainties currently facing the charity are considered to be:

- Mission risk: The Chapel should continue its key mission of being "A witnessing church, and a church worth witnessing – for the glory of God."
- Financial risk: The value of the Chapel building is high in proportion to the income expected from the size of the Chapel's current membership. Unexpected repair cost could potentially be unaffordable relative to its current income and reserve level.

Risk in connection with working with children and young adults: The Chapel staff and volunteers have regular contact with children and young adults. There is a risk that the appropriate level of due care over these individuals is not adequate.

Our plans and strategies for managing these risks include;

- regular meetings between the leadership team and monitoring of membership level, missional activities;
- maintaining adequate insurance cover, ensure an adequate reserve is held, the use of fire, and intruder alarms; and
- having appropriate safeguarding procedures in place.

Grant-making policy

The trustees may make grants at their absolute discretion. They are made to charities or as part of unsolicited giving to beneficiaries whose activities are considered to advance the Christian faith.

Reserves policy

The trustees aim to maintain free reserves in unrestricted funds of £200,000 (approximately three months' unrestricted charitable expenditure). The trustees consider that this level will provide sufficient funds to respond to an unexpected drop in income or rise in expenditure in the short term allowing fixed assets to be realised should the need arise.

The balance held as unrestricted funds at 31 December 2023 was £3,864,474 of which £394,224 are regarded as free reserves held within the Missions and General funds, after deduction of all tangible fixed assets, and investments.

Objectives and Activities

The Trustees confirm that they have complied with the duty in section 4 of Chapter 1 of the Charities Act 2011 have due regard to the public benefit guidance published by the Charity Commission in determining the activities undertaken by the Chapel.

The Chapel's object set out in its Articles of Association is 'to advance the Christian faith as an independent protestant church according to the Basis of Faith'.

Westminster Chapel

The Chapel's Vision as set out in its Vision Statement is to see 'Hundreds of lives transformed, tens of congregations started'. More details are available at our website <http://www.westminsterchapel.org.uk/who-we-are/>. Practically speaking this means Blessing Everyone, Strengthening Believers and Training Leaders.

The Trustees do not believe that it is possible to accurately report on the individual performance of the above as they are intrinsically linked and thus impossible to account for independently. The Trustees believe that to do so would not give an accurate representation of the Chapel's purpose or achievements. However the Chapel's significant activities that advance its vision include:

- A Sunday service for the proclamation of the Christian faith, corporate worship, the study of the Bible and the mutual encouragement of those attending. A low-cost lunch (catering for 60-80 people each Sunday) is provided for anyone that would like to attend.
- Life Groups, small relational groups of 8-14 people that meet during the week in people's homes across London to encourage friendship and discipleship.
- An Alpha Course, primarily for people who aren't churchgoers to explore the Christian faith in a relaxed setting, with free dinner over a few thought-provoking weekly sessions, run once a year.
- A Foodbank which gives three days of nutritionally balanced (non-perishable) food and support to people experiencing emotional or financial crisis in the borough of Westminster.
- A Christians against Poverty (CAP) Course, run twice a year, helping people to manage their finances better and give advice on how to deal with debt.
- A Christians against Poverty (CAP) Debt centre, aims to show God's love in action by providing sustainable poverty relief through debt counselling and practical help.
- 18-30s Ministry, primarily for students and young professionals working in London. Along with Life Groups, it plans socials events, educational talks by guest speakers, weekends away & weekends at home and seeks to be a friendly environment for young people far from home.
- Children and Youth Ministry, provides activities on a Sunday and during the week, to equip and build friendships.
- Summer Street Party for local community with food and games.
- Prayer Meetings both weekly and monthly.
- Mission and Benevolent Giving: The Chapel gives about a tenth of its income to mission causes that further its vision in London and overseas, and also provides financial support, loans and gifts, to members and friends of the Chapel experiencing financial hardship.
- Pastoral Care Team that provides care, support and relational connections to members in need.
- Equip Academy: Training after church services on a termly basis focusing on multiple different streams of life with God and growing in understanding.
- The Trustees are confident that the church has advanced the Christian faith for the public benefit. The Chapel receives a certain amount of voluntary help. It is not possible to quantify the value of this.

Westminster Chapel

Achievements and Performance

- Members

In 2023 the Chapel had 13 new members, 14 resignations and 5 baptisms. Comparative figures for 2022 were 12 new members, 12 resignations and 4 baptisms.

- Sunday Services and Special Services

The way we measured attendance had to change in 2020 as we were no longer meeting in the building, so we measured online attendance by counting peak concurrent views across the platforms. Our average In person viewing and in person Church service attendance each Sunday was 160 for 2023. For comparison, in 2022, the average In person and online viewing Church service attendance each Sunday was 217. The Chapel benefited from the ministry of several guest speakers, Kevin Bartlett, Segun Oladokun, Trevor Archer and Sam Miller. In addition to this several preaching series were followed which included Rest, Exiles and Transformed. These series all look at contemporary societal and personal issues with a biblical perspective.

- Life Groups

At the end of the year there were 9 Chapel Life Groups. This is a decrease on the 11 Life Groups operating in 2022. This drop resulted from two life groups amalgamating as well as the move back to Life Groups meeting in person rather than remotely online, where the attendance is not affected by travel.

- Alpha

The autumn course saw 8 guests attending at least twice.

- Foodbank

A total of 1,405 adults and 465 children were fed through the Foodbank in 2023, which is an increase of 193 adults and a small decrease of 2 children when compared with the 1212 adults and 467 children fed by the Foodbank in 2022. A full-time Foodbank Coordinator oversees the running of the Centre, management of volunteers and funds and seeking ways to increase awareness to the public. We continue to seek growth in this ministry and are looking for local funding to assist us in the running of the Foodbank.

- 18-30's Ministry

There is a group of approximately 173 young people attending events run by the 18-30's team. This is a net increase of 10 new students and young professionals join this group over the past year.

- Children and Youth

The Chapel had an average of 26 children aged 0-10 and 7 children aged 11-18 at its Sunday morning online services in 2023. This is an increase of 3 children aged 0-10 attending and 2 children between 11-18 attending on the 23 children aged 0-10 and 5 children aged 11-18 attending during 2022.

- Prayer

During 2023, 1 prayer meeting was held on a Friday, compared with 3 prayer meetings that were held on Sundays throughout 2022. Before every Sunday morning service, a faithful group, growing in numbers, has continued to gather to pray.

Westminster Chapel

- New Acre Cafe

Our new Café space, called New Acre Café, launched at the start of January 2022 which was a key objective of the premises refurbishment. New Acre Café is situated at the main front entrance enabling the Chapel premises to be open to members of the public between 9.00 AM and 4.30 pm Monday through to Thursday, as well as be open on Sundays before and after the Sunday morning service.

Current and Future Charitable Activities

- Mission and Benevolent Fund Giving

The Chapel gave £47,143 in Mission and Benevolent Giving for the 12 months ended 31 December 2023. A summary of the recipients are included in the accounts.

- Upcoming 2024 Ministries

Our sermon series for the coming year include: The Book of Acts and Jesus is King and A New Kind of Community among others. In addition to these, we held an Easter Fayre after the service on Sunday 31 March.

Financial Review

The financial results from 1 Jan 2023 – 31 Dec 2023 show a net deficit of £4,096. The Chapel is substantially funded by donations from its congregation. These enable staff to be employed and premises maintained so that the Chapel can carry out its ministry.

Fundraising

Westminster Chapel engaged in fundraising. This took the form of receiving free-will offerings/donations, some of which were gift aided, from members of our fellowship during the year. However, we did not contract the service of any professional fundraisers as defined by section 58 of the Charities Act 1992. Other than publicly inviting an offering at every service, we do not engage in persistent fundraising or intrusive fundraising practices with any of our donors, including vulnerable people, and we never have private or coercive discussions with Individuals about their giving. Our fundraising practices are ethical and in accordance with Biblical principles. No complaints were received about our fundraising practices.

Related Parties

An unincorporated excepted charity, known as Westminster Chapel, is the legal owner of the land and buildings known as Westminster Chapel, Buckingham Gate. The Westminster Chapel corporate charity is the trustee of this unincorporated charity and is permitted to use the Chapel property for worship, by persons being Protestant Dissenters of the Independent Denomination, by a Charity Commission scheme dated 14 November 2013. Further details about the use of this property are given in Note 10.

Westminster Chapel Manse Trust is a registered charity (no:259677) and is the legal owner of a leasehold property. The Westminster Chapel corporate charity is trustee of this unincorporated charity and is permitted to use the leasehold property by a Charity Commission scheme dated 14 November 2013. Further details about the use of this property are given in Note 10.

Westminster Chapel

Statement of Trustees' responsibilities

The trustees (who are also directors of Westminster Chapel 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:

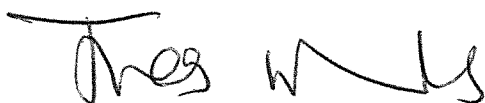
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures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

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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. They 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

On behalf of the Trustees



James Edwards

Date: 21st July 2024

Westminster Chapel, Buckingham Gate, London, SW1E 6BS

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WESTMINSTER CHAPEL

Opinion

We have audited the financial statements of Westminster Chapel (the 'charity') for the year ended 31 December 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2023 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least 12 months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report, including the trustees' report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WESTMINSTER CHAPEL(continued)

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included with the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees' (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WESTMINSTER CHAPEL(continued)

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the company, we identified that the principal risks of non-compliance with laws and regulations related to employment and financial reporting legislation and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006 and the Charities Act 2011.

We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by making enquiries of management, considering the internal controls in place and discussion amongst the engagement team.

We determined that the principal risks were related to management bias in accounting estimates, presentation of separately disclosed items and management override of controls.

In response to the risks identified we designed procedures which included, but were not limited to challenging significant accounting estimates, agreeing financial statement disclosures to underlying supporting documentation, reviewing trustees minutes, evaluating the internal controls and identifying and testing journal entries.

There are inherent limitations in the audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and regulations made under that Act. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.



Miriam Hickson FCA (Senior Statutory Auditor)
for and on behalf of Jacob Cavenagh & Skeet
Statutory Auditor
Chartered Accountants

5 Robin Hood Lane
Sutton
Surrey
SM1 2SW

Dated: 1 August 2024

Westminster Chapel

Statement of Financial Activities (including the Income and Expenditure Account) For the year ended 31 December 2023

		Year ended 31 Dec 2023			Year ended 31 Dec 2022		
		Restricted Funds	Unrestricted Funds	Total	Restricted Funds	Unrestricted Funds	Total
	Note	£	£	£	£	£	£
<i>Income from:</i>							
Donations, grants, legacies	3	106,287	552,700	658,987	186,066	659,426	845,492
Charitable activities		-	45,521	45,521	-	33,690	33,690
Other trading activities	5	-	291,983	291,983	-	100,466	100,466
Investment & other income	4	-	36,554	36,554	-	527	527
Total income		106,287	926,758	1,033,045	186,066	794,109	980,175
<i>Expenditure on:</i>							
Charitable activities	6	167,136	870,005	1,037,141	103,188	789,377	892,565
Total expenditure		167,136	870,005	1,037,141	103,188	789,377	892,565
Net (expenditure) /income		(60,849)	56,753	(4,096)	82,878	4,732	87,610
Transfer between Funds	17	10,866	(10,866)	-	17,617	(17,617)	-
Other recognised gains and losses							
Losses)/gains on revaluation of fixed assets		-	-	-	-	(25,000)	(25,000)
Net movement in funds		(49,983)	45,887	(4,096)	100,495	(37,885)	62,610
Reconciliation of funds							
Total fund brought forward		197,978	3,818,587	4,016,565	97,483	3,856,472	3,953,955
Total funds carried forward		147,995	3,864,474	4,012,469	197,978	3,818,587	4,016,565

The notes numbered 1 to 17 form part of these financial statements.


Westminster Chapel

Balance sheet as at 31 December 2023

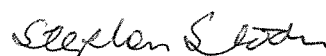
	Note	31.12.2023 £	31.12.2022 £
<i>Fixed assets</i>			
Tangible assets			
Properties	10	1,850,000	1,850,000
Equipment and furniture	11	467,410	483,081
Property improvements	12	1,152,838	1,203,144
Investments	13	2	2
		<u>3,470,250</u>	<u>3,536,227</u>
Current assets			
Stocks		25,460	23,934
Debtors and prepayments	14	100,901	134,586
Cash at bank and in hand		588,921	500,180
		<u>715,282</u>	<u>658,700</u>
Current liabilities			
Creditors: amounts falling due within one year	15	173,063	178,362
		<u>173,063</u>	<u>178,362</u>
<i>Net current assets</i>		<u>542,219</u>	<u>480,338</u>
Net assets	16	<u>4,012,469</u>	<u>4,016,565</u>
Funds			
Restricted funds	17	147,995	197,978
Unrestricted funds			
Revaluation reserves	17	-	-
Designated funds	17	170,270	178,433
General funds	17	3,694,204	3,640,154
Total funds		<u>4,012,469</u>	<u>4,016,565</u>

The notes numbered 1 to 17 form part of these financial statements.

These financial statements were approved by the trustees on 21st July 2024 and signed on their behalf by:



James Edwards, Trustee



Stephen Sloan, Trustee

Company number: 06458950

Westminster Chapel

Statement of cash flows for the year ended 31 December 2023

	Note	Year ended 31 Dec 2023 £	Year ended 31 Dec 2022 £
Cash utilised by operating activities	(i)	93,681	144,066
<i>Cash flows from investing activities</i>			
Other income		36,554	527
Purchase of tangible fixed assets		(41,494)	(43,936)
Proceeds from sale of investments		-	-
<i>Cash (used in)/from investing activities</i>		<u>(4,940)</u>	<u>(43,409)</u>
(Decrease)/increase in cash and cash equivalents during the year		88,741	100,657
Cash and cash equivalents brought forward		<u>500,180</u>	<u>399,523</u>
Cash and cash equivalents carried forward		<u><u>588,921</u></u>	<u><u>500,180</u></u>

(i) Reconciliation of net movement in funds to cash used in operating activities

	Year ended 31 Dec 2023 £	Year ended 31 Dec 2022 £
Net movement in funds	(4,096)	62,610
Add back depreciation and impairment	107,470	132,333
Deduct Investment & other income shown above	(36,554)	(527)
Deduct gains/add back losses on investments	-	-
(Increase)/Decrease in stock	(1,526)	(14,646)
(Increase)/Decrease in debtors	33,685	73,715
(Decrease)/Increase in creditors	(5,298)	(109,419)
Net cash utilised by operating activities	<u><u>93,681</u></u>	<u><u>144,066</u></u>

Westminster Chapel

Notes to the Financial Statements

Westminster Chapel (the "Chapel") is registered with the Charity Commission as a Charity (no. 1144831) and is also a company limited by guarantee (no. 06458950). In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company. The registered Office is Buckingham Gate, London, SW1E 6BS.

1. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

A) Accounting Convention

The accounts have been prepared in accordance with the Articles of Association of Westminster Chapel, the Companies Act 2006, the Charities Act 2011 and "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 (FRS 102)" issued in October 2019. The trust is a Public Benefit Entity as defined by FRS 102.

The accounts have been prepared for the year ended 31 December 2023. They have been prepared in pounds sterling and rounded to the nearest £1.

The accounts have been prepared under the historical cost convention, modified to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

B) Going Concern

The Church incurred a surplus of £56,753, excluding transfers between funds, on its general unrestricted fund for 2023.

A cash flow forecast is prepared and updated monthly on a rolling basis for the next 12 months which is presented to the Trustees and is used as the primary budgeting tool for ensuring that unrestricted funds are expected to be maintained at around three months annual forecast expenditure for the next 12 months in order to cover any very large unexpected and emergency expenses which might arise. However, the usual pattern of spending results in a working capital requirement of around zero, thus ensuring that the minimum reserves level is fully available to be spent should such an emergency expense be incurred. In addition, a minimum of two trustees must approve all anticipated expenditures in excess of £1,000. The Trustees also meet several times each year to review the most up to date management accounts together with the latest forecast.

Accordingly, the Trustees consider the going concern basis for the preparation of the charity's financial statements to be reasonable.

C) Income

Donations and other (including legacies) are included in the Statement of Financial Activities (SOFA) when the charity has entitlement to the income, it is probable the income will be received, and the amount of income receivable can be reliably measured. The following specific policies are applied to particular categories of income:

- Investment income, including bank interest receivable is recognised when receivable.
- Rental income from the Chapel's manses and room hire is recognized when receivable.
- Donated goods to the Foodbank are recognized when they are received and valued at £2.37 per kg.
- The right to use premises is recognised at fair value, where this can be reliably estimated.

The value of services donated by volunteers has not been included in these accounts.

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D) Expenditure recognition

All expenditure is accrued as soon as a liability is considered probable, discounted to present value for longer term liabilities and has been classified under headings that aggregate all costs related to the category.

Support and governance costs

Support costs comprise all expenditure incurred in supporting the work related to the objects of the charity. Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Chapel and include audit fees and other professional costs. All support and governance costs have been allocated directly to charitable expenditure.

Charitable activity costs

Charitable activity costs include those incurred by the Chapel in the delivery of its activities and services for its beneficiaries. It includes both the costs which can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

E) Tangible Fixed Assets

All assets costing more than £1,000 have been capitalized. Fixed assets are stated at cost less accumulated depreciation. Where the charity enjoys the right to use premises, without acquiring legal ownership, the fair value of the asset is recognised as income and a fixed asset. Fair value is estimated from the financial benefits expected to flow to the charity as it will avoid the cost it would otherwise have incurred in obtaining premises.

Depreciation

Depreciation is charged on furniture and equipment and the premises improvements at rates of 20% and 5% respectively and at 4% of cost per annum commencing from the date of the purchase/cost being incurred.

No depreciation is charged on leasehold property where the estimate residual value is considered to be the same or higher than the carrying value in the accounts. Impairments are recognised when the carrying value of an asset exceeds its recoverable amount.

F) Pensions

Contributions to the Charity's defined contribution pension scheme are charged to the SoFA in the year in which they become payable.

G) Investments

Fixed asset investments are included at closing market value at the balance sheet date. Any gain or loss on revaluation is taken to the SoFA and shown in the Revaluation reserve within the Chapel's funds.

H) Funds

Funds held by Chapel are:

Unrestricted general funds: these are funds which can be used in accordance with the charitable objects of the Chapel at the discretion of the trustees.

Designated funds: these are funds set aside by the trustees for specific purposes or projects.

Restricted funds: these are funds which can only be used for specific purposes within the charitable objects of the Chapel. Restrictions arise when specified by the donor or when funds are raised for specific purposes. The nature and purpose of each fund is further explained in note 16 to the financial statements.

I) Grants Payable

Grants are included when they have been approved by the trustees and the expenditure is committed.

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J) Stock

The stock of items held by the Foodbank is included at an estimate of £2.37 per kg. Stocks of items for the Café and replacement parts for the boilers are held at cost.

K) Debtors

Grants receivable and other debtors are included at the settlement amount due. Prepayments are valued at the amount prepaid.

L) Cash at bank and in hand

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

M) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation arising from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are recognised at their settlement amount.

N) Financial instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

O) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

P) Income from government grants

Income receivable from government grants for expenditure and capital asset purchases and premises renewal and Improvement works is fully recognised in the period to which the underlying costs relate or the capital asset purchases and premises renewal and Improvement works are incurred with any related designated grant fund relating to capital asset purchases and premises renewal and Improvement works being amortised over a matching time period to the depreciation policy applied for those assets.

2. Critical accounting estimates and judgements

In the application of the charity's/company's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period of the revision and future periods where the revision affects both current and future periods.

3. Donations, grants, legacies and other charitable income

	Restricted Funds £	Unrestricted Funds £	Total 2023 £	Restricted Funds £	Unrestricted Funds £	Total 2022 £
Freewill offerings	96,645	463,107	559,752	112,888	554,718	667,606
Government grant schemes	5,234	-	5,234	69,276	-	69,276
Income tax recoverable	4,408	89,593	94,001	3,902	104,708	108,610
	<u>106,287</u>	<u>552,700</u>	<u>658,987</u>	<u>186,066</u>	<u>659,426</u>	<u>845,492</u>

4. Investment & other Income

	Restricted Funds £	Unrestricted Funds £	Total 2023 £	Restricted Funds £	Unrestricted Funds £	Total 2022 £
Interest receivable	-	8,853	8,853	-	527	527
Refunds, reimbursed & miscellaneous expenses	-	27,701	27,701	-	-	-
	<u>-</u>	<u>36,554</u>	<u>36,554</u>	<u>-</u>	<u>527</u>	<u>527</u>

5. Other trading activities

	Restricted Funds £	Unrestricted Funds £	Total 2023 £	Restricted Funds £	Unrestricted Funds £	Total 2022 £
Income from tower rental	-	46,344	46,344	-	35,396	35,396
Venue hire	-	237,839	237,839	-	49,365	49,365
Ancillary & office space income	-	7,800	7,800	-	15,675	15,675
	<u>-</u>	<u>291,983</u>	<u>291,983</u>	<u>-</u>	<u>100,466</u>	<u>100,466</u>

6. Expenditure

	Restricted Funds Direct cost £	Unrestricted Funds Direct costs £	Support Cost £	Total 2023 £	Total 2022 £
Charitable activities					
Gifts made		2,570	-	51,102	63,926
Other charitable activities		164,566	470,925	986,039	828,639
Total charitable activities		<u>167,136</u>	<u>470,925</u>	<u>1,037,141</u>	<u>892,565</u>

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Gifts made were as follows:

	Gifts to Institutions	Gifts to Individuals	Total 2023	Total 2022
	£	£	£	£
Benevolent needs	-	2,570	2,570	1,526
Overseas missionaries	-	-	-	2,500
Latin Link	6,000	-	6,000	5,500
Commission Apostolic Trust	20,004	-	20,004	30,004
FIEC	7,553	-	7,553	7,864
Agape	2,400	-	2,400	2,400
Power The Fight	1,200	-	1,200	1,200
The Gate Pregnancy Crisis Centre	6,000	-	6,000	6,000
Open Doors	-	-	-	5,000
LSE Christian Union	1,000	-	1,000	1,000
Catalyst Network of Churches	1,095	-	1,095	-
London City Mission	2,864	-	2,864	-
Others	416	-	416	933
Total gifts	48,532	2,570	51,102	63,927

7. Support Costs

	2023	2022
	£	£
Staff costs	136,381	176,696
Premises costs	125,404	47,581
Professional & consulting costs	12,753	6,839
Depreciation	107,470	107,333
Revaluation of leasehold property	-	25,000
Governance costs:		
Auditors remuneration	10,020	7,200
Other costs	78,897	78,185
	<u>470,925</u>	<u>448,834</u>

8. Staff costs

	2023	2022
	£	£
Wages and salaries	356,335	370,775
Social security costs	26,346	35,011
Pension costs	18,982	20,194
Severance payments	26,198	-
Other employment costs	6,689	8,508
	<u>434,550</u>	<u>434,488</u>

The average number of full time and part time staff employed by the Chapel during the year was 18 (2022: 17)

There were no employees who received employee benefits of more than £60,000. (2022: none).

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9. Related party transactions

Remuneration was paid to trustees and their close family as follows:

	<i>Salary & social security costs</i>	<i>Pension contribution</i>	<i>Benefits in kind</i>
	£	£	£
Total remuneration	82,797	3,433	-
	<u>82,797</u>	<u>3,433</u>	<u>-</u>

Two trustees are remunerated for their employment as was the spouse of a trustee appointed in November 2022. James Edwards, the Senior Finance Officer received salary and the employer's pension contributions for the financial year totalling £44,882. The second paid trustee was Howard Satterthwaite, the Pastoral Lead of the Chapel whose total salary and pension contributions for the period from 1 January 2023 up to his resignation as a trustee on 31 March 2023 totalled £12,988. The spouse and adult son of one of the other trustees were employed part time as the Childrens work Leader and on a casual basis as one of the Premises Assistants. She was reimbursed expenses that she incurred for her work totalling £189. The total salary and social security costs for employing the son was £3,453 for 255 hours of work. The spouse's total salary and pension contributions totalled £14,230. These payments are allowed under the terms of the company's Memorandum and Articles of Association. Additionally, because of the nature of the work, the pastoral Lead was also provided with Manse accommodation for he and his family's use for the period from 1 January 2023 up to 30 September 2023. This accommodation is made available to be used for appropriate church gatherings and the hosting of guest visitors invited to special church events when these occur. The total employee benefits received by key management personnel named above were £72,100. (2022: £105,846). In addition, Westminster Chapel paid Management Liability Insurance for all of the Trustees which cost £406.

10. Properties

Properties – leasehold	31.12.2023	31.12.2022
	£	£
Residential property value brought forward	1,850,000	1,875,000
Revaluation in year	-	(25,000)
Value carried forward	<u>1,850,000</u>	<u>1,850,000</u>

The charity is not the legal owner of the Residential and Chapel properties but enjoys the use of them as explained in the Trustees Report. The right to use them is therefore recognised as a leasehold fixed asset, with a corresponding amount of income at the date the right to use began.

The fair value of the assets is estimated from the financial benefits expected to flow to the charity as it will avoid the cost it would otherwise have incurred in obtaining premises.

For the residential property this was estimated using open market value, as advised by surveyors when the use began, adjusted for subsequent impairment.

The Chapel property is a specialised property, subject to specific historical trusts on how it may be used. The trustees cannot reliably estimate the fair value of the use of this premises and therefore no initial asset value and corresponding donation has been recognised. Improvements to the Chapel property are capitalised in note 12.

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11. Equipment and Furniture

	31.12.2023 £	31.12.2022 £
Cost		
Brought forward	735,593	691,657
Additions in the year	42,422	43,936
Disposals	(25,525)	
Carried forward	<u>752,490</u>	<u>735,593</u>
Accumulated Depreciation		
Brought forward	252,512	195,485
Charge for the year	57,179	
Released on disposal	(24,611)	57,027
Carried forward	<u>285,080</u>	<u>252,512</u>
Net book value		
Carried forward	<u>467,410</u>	<u>483,081</u>

12. Premises Improvements

	31.12.2023 £	31.12.2022 £
Cost		
Brought forward	1,257,642	1,257,642
Additions in year	-	-
Carried forward	<u>1,257,642</u>	<u>1,257,642</u>
Accumulated Depreciation		
Brought forward	54,498	4,192
Charge for the year	50,306	50,306
Carried forward	<u>104,804</u>	<u>54,498</u>
Net book value		
Carried forward	<u>1,152,838</u>	<u>1,203,144</u>

13. Fixed Asset Investments

	31.12.2023 £	31.12.2022 £
Brought forward	2	2
Disposal in year		
Carried forward	<u>2</u>	<u>2</u>
Investment in subsidiary	2	2
	<u>2</u>	<u>2</u>

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14. Debtors

	31.12.2023	31.12.2022
	£	£
Amounts falling due within one year		
Accounts receivable	17,187	34,589
Other debtors	19,456	47,153
Prepayments	64,258	52,844
	<u>100,901</u>	<u>134,586</u>

15. Creditors

	31.12.2023	31.12.2022
	£	£
Amounts falling due within one year		
Accounts payable	19,363	18,427
Other creditors	112,144	88,555
Taxation and social security	6,032	9,385
Accruals	35,524	61,995
	<u>173,063</u>	<u>178,362</u>

16. Analysis of Net Assets between Funds

	General funds	Designated funds	Restricted funds	Total 2023
	£	£	£	£
Tangible fixed assets	3,299,228	170,270	750	3,470,248
Investments	2	-	-	2
Current assets	567,268	-	148,014	715,282
Creditors: Amounts falling due within one year	(172,294)	-	(769)	(173,063)
	<u>3,694,204</u>	<u>170,270</u>	<u>147,995</u>	<u>4,012,469</u>

2022 Comparative Analysis of Net Assets between Funds

	General Funds	Designated funds	Restricted Funds	Total 2022
	£	£	£	£
Tangible fixed assets	3,536,225	-	-	3,536,225
Investments	2	-	-	2
Current assets	279,464	178,433	200,803	658,700
Creditors: Amounts falling due within one year	(175,537)	-	(2,825)	(178,362)
	<u>3,640,154</u>	<u>178,433</u>	<u>197,978</u>	<u>4,016,565</u>

17. Movement in Funds

	Balance at 31.12.2022 £	Income and gains £	Expenditure £	Transfers £	Balance at 31.12.2023 £
Unrestricted funds					
Designated funds					
Grants fund	178,433	-	-	(8,163)	170,270
Missions fund	-	-	-	-	-
Building fund	-	-	-	-	-
	178,433	-	-	(8,163)	170,270
Undesignated funds					
General fund	3,665,154	926,758	(870,005)	(27,703)	3,694,204
Revaluation of fixed assets	(25,000)	-	-	25,000	-
	3,818,587	926,758	(870,005)	(10,866)	3,864,474
Restricted funds					
Benevolent fund	-	1,300	(2,570)	1,270	-
Food bank	141,268	85,332	(118,899)	-	107,701
Special Appeals & Organ Repair Fund	-	12,796	(20,489)	7,693	-
Walthamstow	38,669	1,625	-	-	40,294
Community Outreach and Warm Space	18,041	5,234	(25,178)	1,903	-
	197,978	106,287	(167,136)	10,866	147,995
Total funds	4,016,565	1,033,045	(1,037,141)	-	4,012,469

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17. Movement in Funds (continued)

2022 Comparative of Movement in Funds

	Balance at 31.12.2021 £	Income and gains £	Expenditure £	Transfers £	Balance at 31.12.2022 £
Unrestricted funds					
Designated funds					
Grants fund	186,596			(8,163)	178,433
Missions fund	97,074	-	-	(97,074)	-
Building fund	-	-	-	-	-
	283,670	-	-	(105,237)	178,433
Undesignated funds					
General fund	3,572,802	794,109	(789,377)	87,620	3,665,154
Revaluation of fixed assets	-	-	(25,000)	-	(25,000)
	3,856,472	794,109	(814,377)	(17,617)	3,818,587
Restricted funds					
Benevolent fund	-	875	(1,526)	651	-
Food bank	59,089	157,889	(75,710)	-	141,268
Debt Centre		261	(17,227)	16,966	-
Walthamstow	38,394	275	-	-	38,669
Community Outreach and Warm Space	-	26,766	(8,725)	-	18,041
	97,483	186,066	(103,188)	17,617	197,978
Total funds	3,953,955	980,175	(917,565)	-	4,016,565

The Benevolent Fund is restricted for the use of members and friends of the Chapel in financial need.

The Grants fund represents the remaining unamortised grant income received on capital expenditure which will be amortised at a rate matching the depreciation applied on the capitalised expenditure at the rate specified in note 1E.

The Missions Fund is designated for use in supporting mission activities.

The Foodbank fund supports the operation of the Food Bank.

The Special appeals were made firstly to the Catalyst network of Churches to provide assistance to victims of the earthquake which took place in February 2023. The second special appeal was towards the ongoing work of London City Mission.

There were 2 gifts made towards repair work made to the organ in September 2023.

The Walthamstow fund is being accumulated until the new church plant in Walthamstow finds premises to operate from and requests that these funds are released.

The transfers from unrestricted funds were made to meet expenditure which exceeded restricted income, where the trustees are not confident that future receipts will cover these deficits.