

HOPE CHURCH SEVENOAKS

Report and Accounts

year ended 31 December 2021

HOPE CHURCH SEVENOAKS
FOR THE YEAR ENDED 31 DECEMBER 2021
COMPANY INFORMATION

Directors / trustees	Steven Collins Ian Lettington Adam Northcroft Oluwafisayo Onagoruwa Nigel Parrington
Key staff	Ian Lettington Adam Northcroft
Governing Document	Memorandum and Articles of Association dated November 2011
Company Registration Number	07867586
Charity Registration Number	1145667
Registered Office and Principal Address	The Mill Lane Centre Mill Lane Sevenoaks Kent TN14 5AX
Independent Examiner	Ajay Rajani FCIE Stewardship 1 Lamb's Passage London EC1Y 8AB
Bankers	Barclays Bank PLC Leicester Leicestershire LE87 2BB
Solicitors	Knocker & Foscett The Red House 50 High Street Sevenoaks Kent TN13 1JL

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HOPE CHURCH SEVENOAKS
REPORT OF THE TRUSTEES AND DIRECTORS
YEAR ENDED 31 DECEMBER 2021

The trustees have the pleasure of presenting their report and financial statements for the year ended 31 December 2021.

The accounts have been prepared in accordance with the accounting policies set out in note 2 to the accounts and comply with the charity's memorandum and articles of association, the Companies Act 2006 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)".

Objectives and activities

The charity's objects for the public benefit are to advance the Christian faith, in accordance with the Statement of Beliefs, in Sevenoaks, and in such other parts of the United Kingdom or world as the Charity in general meetings may from time-to-time think fit and to fulfil such other purposes which are exclusively charitable according to law of England and Wales and are connected with charitable work of the Charity. This can be summarised as follows:

- the advancement of the Christian Faith, be it in the United Kingdom or overseas.
- the promotion of missionary activity undertaken to spread the Christian faith.
- the relief of the poor, needy, sick and aged.
- the furtherance of education, be it religious or secular.

The trustees have paid due regard to the Charity Commission's guidance on public benefit in planning the charity's activities and the Charity Commission's Code of Governance in relation to its review and maintenance of its policies.

By its very nature the Christian Faith being rooted in the life and teachings of Jesus Christ has a strong positive influence through the Church into society. It remains extremely wide and powerful in its influence. The Christian faith brings a clear sense of meaning and purpose to life. The Christian faith helps and gives support to 'the poor' in its widest definition. It supports the essential societal foundational institutions of marriage and family, both in the promotion of and the engagement with marriage and family according to God's outstanding wisdom. The Christian faith expressed through charity helps those entering into marriage and parenting through advice, marriage/parenting preparation, personal example and marriage and parenting classes. The principled moral fabric provided by the Christian faith ensures a society that cares, values justice, treats all human life with dignity and kindness.

Chair's report

This year has been dominated by the impact of the Covid-19 pandemic, but again we have been incredibly blessed by God's provision in so many ways. We have continued to meet together both virtually and in person, in accordance with the national legislation during the year. We are particularly grateful to the team at Oak Hall for the use of their outdoor meeting space, allowing us to meet and worship collectively when it remained impossible indoors. During this time, we have taken the opportunity to enhance the building space to make it more effective for a wider variety of uses and improve the technology capabilities. In addition, we have taken additional steps to enhance our safeguarding capabilities, recognising the increased risk for vulnerable people from factors such as increased isolation and technology.

HOPE CHURCH SEVENOAKS
REPORT OF THE TRUSTEES AND DIRECTORS CONTINUED
YEAR ENDED 31 DECEMBER 2021

We have continued to support the Sevenoaks Larder food bank who have operated during the year from the building, growing in scale and the number of families they support in the local community.

We have extended our financial and prayer support to overseas mission work, notably in Africa and Germany, and we have been able to give more to our sister churches who comprise the New Ground family of churches.

We have also continued to develop our eldership team. Ian took over leadership of the church and towards the end of the year took steps to bring two more into eldership. Alongside Ian and Adam, we believe this helps provide greater support for the church, developing ministry, and faith for growth and reaching those in need. We have been able to employ more administrative support, and have benefited greatly from our first Frontier Year Team volunteer.

Purpose and achievements

Hope Church upholds the aims and ethos of the Christian faith. This combines the outworking of the Christian faith for our members and in our society, along with specific work into communities we support both locally and further afield. This has included:

1. Sunday worship and teaching - the church has continued to hold regular Sunday services and mid-week meetings for church members although anyone is welcome to attend. Due to the national restrictions these have varied between in person and online services, and have included outdoor celebrations with live worship.
2. Connect Groups – regular times for church members to study and pray together.
3. Alpha - a series of seminars and discussion groups for Christians and non-Christians, which includes meals and special days.
4. Hope Kids (0–11-year old's) - a weekly extension of church for church member's children and visitors, including an online programme when we were unable to meet in person.
5. Ignite (youth work for 11–18-year old's) - weekly and monthly meetings, bible studies and activities for young people designed to encourage them on their journey to faith and living a dynamic faith-filled life.
6. Prayer - regular monthly prayer meetings, weekly Wednesday mornings and dedicated weeks of prayer throughout the year.
7. Support to the Sevenoaks Larder – we have continued to allow use of the building to facilitate the work of the charity, providing food to families and individuals in need. This now supports more than 100 families per week.
8. Overseas mission work – we continue to provide financial support to work in Africa, Germany and donate to work of the New Ground family of churches and the wider mission of New Frontiers International.

Plans for the future

As trustees we expect 2022 to continue to provide a number of practical and economic challenges, but we continue to trust in God for his provision. We look forward to more development of the staff team; with our expanded eldership team and administration. We seek to extend our ability to serve our church members, and reach further into our communities, working with other local partners, and exploring options for better use of the building.

HOPE CHURCH SEVENOAKS
REPORT OF THE TRUSTEES AND DIRECTORS CONTINUED
YEAR ENDED 31 DECEMBER 2021

We have already started linking with local New Frontier churches in Kent in response to the crisis in Ukraine, providing financial, material and prayer support to our family of churches in Poland and into Ukraine at this sad and difficult time. We also look forward to greater support for overseas mission and church planting, as we continue to serve in accordance with God's will.

Financial review

The charity derives the majority of its income from voluntary donations and associated income tax recovery from gift aid donations. These donations are a combination of monthly and one off donations. The principal areas of expenditure are salaries and related staff costs and the running costs of the church premises.

During the year, there was a surplus of income over expenditure of £24,904 (2020: deficit £21,268) on unrestricted funds and the charity's unrestricted net assets increased by that amount to £1,337,986. The charity's unrestricted net current assets (which is a measure of the charity's working capital) have increased by £42,748 to £232,333. On restricted funds, there was a surplus of income over expenditure of £171 (2020: deficit £4,586) and the charity's restricted net assets increased by that amount to £5,972.

Reserves Policy

During the year, the trustees reviewed and revised its reserves policy. The revision now requires the charity to maintain unrestricted, undesignated cash at a level equivalent to at least three months unrestricted, non-discretionary expenditure, being approximately £70,000. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities whilst consideration is given to ways in which additional funds may be raised. The charity ended the year with unrestricted, undesignated cash of £208,013 and the trustees are satisfied that the charity is complying with its reserves policy.

The trustees note that the free reserves held at the end of the accounting period are higher than the minimum requirement detailed above. The trustees and leadership will monitor this and consider further opportunities to support the purposes of the Hope Church.

Risk Statement

The trustees have assessed the major risks to which the charity is exposed at various trustees' meetings, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The Charity is a company limited by guarantee governed by memorandum and articles of association. The trustees, who are also the directors for the purpose of company law, and who have served since the previous balance sheet date are named on page 1, 'Company Information'. Trustees are appointed and removed by Members who are the Trustees of the church. Trustees may appoint new trustees however they must resign and be re-appointed at the next Annual General Meeting (AGM).

Elders and existing trustees ensure that new trustees are aware of their legal obligations under charity law together with the operations of the charity.

HOPE CHURCH SEVENOAKS
REPORT OF THE TRUSTEES AND DIRECTORS CONTINUED
YEAR ENDED 31 DECEMBER 2021

The trustees have overall legal, financial and management responsibility and meet regularly throughout the year.

A largely separate ministry team comprising Elders and other lay-workers had overall responsibility for spiritual leadership and for the day to day running of the church.

The church is affiliated to New Ground Churches (Company Number 06281483), which is a group of churches across the UK and Europe related to the New Frontiers International family of churches (Company Number 02535392).

Statement of Trustees' Responsibilities

The trustees, who are also the directors of Hope Church Sevenoaks for the purpose of company law, are responsible for preparing the Trustees' 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval

This report, which has been prepared in accordance with the provisions of the Companies Act 2006 relating to small companies, was approved by the trustees on 5th July 2022 and signed on their behalf by

Steven Collins

Steven Collins
Chair of Trustees

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF

HOPE CHURCH SEVENOAKS

('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2021 on pages 7 to 17 following, which have been prepared on the basis of the accounting policies set out on pages 9 and 10.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a Fellow of the Association of Charity Independent Examiners, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Ajay Rajani

Ajay Rajani FCIE
Fellow of the Association of Charity Independent Examiners
Stewardship
1 Lamb's Passage
London
EC1Y 8AB

Date: 12 August 2022

HOPE CHURCH SEVENOAKS

**STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

FOR THE YEAR ENDED 31 DECEMBER 2021

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
INCOME AND ENDOWMENTS FROM:					
Donations and legacies	3	267,156	500	267,656	241,709
Charitable activities		2,939	-	2,939	8,611
Interest receivable		2	-	2	-
Total income and endowments		<u>270,097</u>	<u>500</u>	<u>270,597</u>	<u>250,320</u>
EXPENDITURE ON:					
Charitable activities:	4	245,193	329	245,522	276,174
Total expenditure		<u>245,193</u>	<u>329</u>	<u>245,522</u>	<u>276,174</u>
Net income / (expenditure)		<u>24,904</u>	<u>171</u>	<u>25,075</u>	<u>(25,854)</u>
Transfers between funds	11	-	-	-	-
Net movement in funds		<u>24,904</u>	<u>171</u>	<u>25,075</u>	<u>(25,854)</u>
Reconciliation of funds:					
Total funds brought forward		1,312,992	5,801	1,318,793	1,344,647
Total funds carried forward	11	<u>1,337,896</u>	<u>5,972</u>	<u>1,343,868</u>	<u>1,318,793</u>
		-	-	-	-

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing operations.

The statement of financial activities also complies with the requirements for an income and expenditure account required by the Companies Act 2006.

The notes on pages 9 to 16 form part of these accounts.

HOPE CHURCH SEVENOAKS

BALANCE SHEET

AS AT 31 DECEMBER 2021

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
FIXED ASSETS					
Tangible assets	6	<u>1,105,563</u>	<u>-</u>	<u>1,105,563</u>	<u>1,123,408</u>
CURRENT ASSETS					
Debtors	7	14,813	-	14,813	9,546
Cash at bank and in hand	8	<u>229,076</u>	<u>5,972</u>	<u>235,048</u>	<u>195,324</u>
		243,889	5,972	249,861	204,870
CREDITORS: Amounts falling due within one year	9	11,556	-	11,556	9,485
Net current assets		<u>232,333</u>	<u>5,972</u>	<u>238,305</u>	<u>195,385</u>
TOTAL NET ASSETS		<u>1,337,897</u>	<u>5,972</u>	<u>1,343,868</u>	<u>1,318,793</u>
FUND BALANCES	11				
Unrestricted Funds					
General funds		1,299,953	-	1,299,953	1,268,826
Designated funds		<u>37,943</u>	<u>-</u>	<u>37,943</u>	<u>44,166</u>
		1,337,896	-	1,337,896	1,312,992
Restricted Funds		<u>-</u>	<u>5,972</u>	<u>5,972</u>	<u>5,801</u>
		<u>1,337,896</u>	<u>5,972</u>	<u>1,343,868</u>	<u>1,318,793</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2021 in accordance with Section 476 of the Companies Act 2006 however, in accordance with Section 145 of the Charities Act 2011, the accounts have been examined by an independent examiner and their report has been included in these financial statements.

The directors (who are the charitable company's trustees for the purposes of charity law) acknowledge their responsibilities for:

- (a) ensuring that the charitable company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its net income or expenditure for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors and were signed on its behalf by:

Ian Lettington

Ian Lettington
Trustee

Date 5th July 2022

Company number: 07867586 Charity number: 1145667

The notes on pages 9 to 16 form part of these accounts.

HOPE CHURCH SEVENOAKS
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021

1 Statutory Information

The charity is a charitable company limited by guarantee and is incorporated in the United Kingdom. The company's registered number and registered office address can be found on the Company Information page.

2 Accounting Policies

These financial statements are prepared on a going concern basis, under the historical cost convention.

These financial statements have been prepared in accordance with the "Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) ("the Charities SORP"), with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ("FRS 102"), with the Companies Act 2006 and with the Charities Act 2011. The charity meets the definition of a public benefit entity as set out in FRS 102.

The principles adopted in the preparation of the financial statements are set out below.

a) Going concern

The trustees (who are the charitable company's directors for the purposes of company law) have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the trustees have considered the charity's forecasts and projections and the possible implications should projected income and / or expenditure vary unexpectedly. The trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue to operate for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

b) Income

Income including investment income is recognised in the period in which the charity becomes entitled to receipt, the amount receivable can be measured with reasonable certainty, and receipt is probable. For the most part, income is generally recognised when it is received. Income is only deferred when the charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

Income from donations and legacies includes recoverable gift aid, which is recognised when the related donation is received. Gift aid that has not been recovered by the balance sheet date is included as a debtor.

Income from charitable activities comprises income from events and courses organised by the church and from letting the church building for activities that benefit the local community.

The charity relies on volunteers to carry out many of its activities. However, in accordance with the SORP, the value of these services has not been included in these financial statements as they cannot be reliably measured.

c) Expenditure

Expenditure, including irrecoverable VAT, is recognised when it is incurred or, if earlier, when a legal or constructive obligation for a payment arises provided that it is probable that settlement will be required and the amount of the obligation can be measured reliably.

The charity makes grants to other institutions and individuals to further its charitable objectives. Grants payable are recognised as constructive obligations arise, which is generally when the charity expresses a commitment to the recipient that can be measured reliably and then only to the extent that any conditions associated with the grant are outside of the control of the charity.

HOPE CHURCH SEVENOAKS
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021

c) Expenditure continued

Governance costs, which are included in expenditure on charitable activities but are identified separately in the notes to the accounts, includes costs associated with the independent examination of the financial statements, compliance with constitutional and statutory requirements and any other expenditure incurred on the strategic management of the charity.

d) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

e) Tangible fixed assets

Items purchased or donated for the charity's own use are capitalised when the cost of purchased items, or the fair value of donated items, is more than £500 and the item is expected to benefit the charity over more than one accounting period. Depreciation is charged on a straight line basis so as to write down the value of each asset to its estimated residual value (if any) over its expected useful economic life. To achieve this objective the following rates of depreciation are charged:

Land and buildings	Land, which was valued on 30 April 2012 at £400,000, is not depreciated. Buildings are depreciated over 50 years after taking account of the building's residual value.
Equipment	Over 3 to 7 years

The carrying values of tangible fixed assets are reviewed for impairment in periods when events or changes in circumstances indicate that the carrying value may not be recoverable.

f) Retirement benefits

The charity operates defined contribution pension scheme for its employees. Obligations for contributions to this scheme are recognised as an expense when the liability arises. The assets of this scheme are held separately from those of the charity in independently administered funds.

g) Taxation

The company is a registered charity; it has taken advantage of the various reliefs from taxation available to charities and no tax is payable on the charity's income.

h) Financial instruments

The charity's financial assets and financial liabilities all qualify as basic financial instruments, as defined by FRS102. Creditors and debtors are measured at their expected settlement value (normally the amount of cash that the charity expects to pay or receive). Cash and cash equivalents include cash in hand and deposits held at call with banks.

i) Exemption from preparing a cashflow statement

The charity has taken advantage of an exemption conferred by the Charities SORP and has not prepared a cash flow statement.

j) Critical accounting estimates and areas of judgement

In preparing these financial statements certain judgements, estimates and assumptions have been made that affect the depreciation charged in these financial statements. The annual depreciation charge for property, plant and equipment is sensitive to changes in the estimates for useful economic life and residual value. These estimates are reassessed annually and, when necessary, adjusted to reflect current circumstances.

HOPE CHURCH SEVENOAKS
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021

3 Donations and legacies

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
Donations and related gift aid	267,156	500	267,656	241,709

4 Charitable expenditure

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
a Costs incurred directly on specific activities				
Staff costs	118,932	-	118,932	127,173
Depreciation and impairment	26,821	-	26,821	37,291
Premises costs	27,981	-	27,981	25,991
Building projects	-	-	-	4,419
Church events and other ministry expenses	2,457	-	2,457	2,459
Children and youth work	1,066	-	1,066	5,428
Evangelism	-	-	-	938
Leaders expenses and training	1,200	-	1,200	1,145
Music expenses and repairs	2,526	-	2,526	2,384
Gifts for visiting speakers	300	-	300	100
Insurance	802	-	802	3,212
	182,085	-	182,085	210,540
Grants (see note 4c)	33,500	329	33,829	29,429
	215,585	329	215,914	239,969
b Costs incurred on support & administration				
Governance costs				
Fee for examining the accounts	1,560	-	1,560	1,560
Staff costs	15,799	-	15,799	21,413
Administrative expenses	12,249	-	12,249	13,232
	29,608	-	29,608	36,205
Total expenditure	245,193	329	245,522	276,174

In addition to the fees payable for the preparation and examination of the 2021 accounts, the charity paid £782 (2020: £884) to Stewardship for payroll bureau and consultancy services.

c Grants payable

	Institutions £	Individuals £	2021 £
Grants for UK and overseas mission	22,950	10,550	33,500
Grants to assist those in poverty or in crisis	-	329	329
	22,950	10,879	33,829

HOPE CHURCH SEVENOAKS
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021

4c Grants payable continued

The comparatives for the previous year are as follows:

	Institutions	Individuals	2020
	£	£	£
Grants for UK and overseas mission	16,468	7,200	23,668
Grants to assist those in poverty or in crisis	4,994	767	5,761
	<u>21,462</u>	<u>7,967</u>	<u>29,429</u>

The charity's principal grants to institutions comprised:

	2021	2020
	£	£
New Ground Churches	22,200	16,074
Trinity School Chapel	-	3,088
World Shine Foundation	750	1,800
Small grants to other institutions	-	500
	<u>22,950</u>	<u>21,462</u>

5 Analysis of staff costs, the cost of key management personnel and trustee remuneration

	2021	2020
	£	£
Gross wages and salaries	121,074	132,537
Social security	9,186	10,399
Pension costs	3,435	3,827
Other employment costs	1,036	1,823
	<u>134,731</u>	<u>148,586</u>

Most of the charity's activities are carried out by volunteers. The average monthly number of employees during the year was:

	2021	2020
	Number	Number
Ministerial staff	2	3
Administrative support staff	1	1
	<u>3</u>	<u>4</u>

No staff received salaries at a rate of more than £60,000 per annum. Most of the charity's activities are carried out by volunteers.

The charity's key management comprise the trustees and the key staff named on the Company Information page. Total employment benefits payable to key management for the year were as follows:

	Wages & salaries	Employer pension contributions	2021
			£
Adam Northcroft, who is a trustee	52,615	1,578	54,193
Ian Lettington, who is a trustee	52,525	1,576	54,101
			<u>108,294</u>

HOPE CHURCH SEVENOAKS
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021

5 Analysis of staff costs continued

The following amounts were charged in the previous year:

	Wages & salaries	Employer pension contributions	2020 £
Adam Northcroft, who is a trustee	56,500	1,695	58,195
Ian Lettington, who is a trustee	51,200	1,536	52,736
			<u>110,931</u>

Both Adam Northcroft and Ian Lettington were employed to serve as church leaders. They received the above payments for serving in those capacities, not for serving as trustees; these payments are permitted by the charity's governing document.

6 Tangible fixed assets

	Land and buildings £	Fixtures, fittings and equipment £	Total 2021 £
Cost			
At 1 January 2021	1,250,000	140,486	1,390,486
Additions	-	8,976	8,976
At 31 December 2021	<u>1,250,000</u>	<u>149,462</u>	<u>1,399,462</u>
Accumulated depreciation			
At 1 January 2021	147,333	119,745	267,078
Charge for the year	17,000	9,821	26,821
At 31 December 2021	<u>164,333</u>	<u>129,566</u>	<u>293,899</u>
Net book value			
At 31 December 2021	<u>1,085,667</u>	<u>19,896</u>	<u>1,105,563</u>
At 31 December 2020	<u>1,102,667</u>	<u>20,741</u>	<u>1,123,408</u>

Land and buildings comprises a freehold property transferred from Sevenoaks Town Church charitable trust (STC) to Hope Church Sevenoaks (HCS) on 30 April 2012 when HCS commenced its activities. The market value at that date was estimated by the trustees to be £1,250,000.

7 Debtors

	2021 £	2020 £
<i>Falling due within one year:</i>		
Trade debtors	555	-
Tax recoverable	8,458	2,660
Other debtors	2,742	3,757
Prepayments and accrued income	3,058	3,129
	<u>14,813</u>	<u>9,546</u>

HOPE CHURCH SEVENOAKS
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021

8 Cash at Bank and in Hand

	2021	2020
	£	£
Cash at bank with immediate access	234,888	195,164
Petty cash	160	160
	<u>235,048</u>	<u>195,324</u>

9 Creditors: liabilities falling due within one year

	2021	2020
	£	£
Trade creditors	2,349	1,998
Taxation and social security	2,742	3,757
Other creditors	569	760
Accruals	3,296	2,970
Grant obligations	2,600	-
	<u>11,556</u>	<u>9,485</u>

10 Pension commitments

During the year employer's pension contributions totalling £3,435 (2020: £3,827) were payable to defined contribution personal pension schemes. At the balance sheet date pension contributions totalling £569 (2020: £760) were owed.

11 Funds

During the year the movements in the charity's funds were as follows:

	Opening balance 2021 £	Incoming resources 2021 £	Outgoing resources 2021 £	Transfers in the year 2021 £	Closing balance 2021 £
<i>Designated Funds</i>					
Vision and Mission fund	393	-	(393)	-	-
Building fund	6,157	1,250	(3,078)	-	4,329
Savings	37,616	-	(4,002)	-	33,614
	<u>44,166</u>	<u>1,250</u>	<u>(7,473)</u>	<u>-</u>	<u>37,943</u>
<i>General Unrestricted Funds</i>	1,268,826	268,847	(237,720)	-	1,299,953
Total Unrestricted Funds	<u>1,312,992</u>	<u>270,097</u>	<u>(245,193)</u>	<u>-</u>	<u>1,337,896</u>
<i>Restricted Funds</i>					
Help fund	5,801	500	(329)	-	5,972
	<u>5,801</u>	<u>500</u>	<u>(329)</u>	<u>-</u>	<u>5,972</u>
Aggregate of funds	<u>1,318,793</u>	<u>270,597</u>	<u>(245,522)</u>	<u>-</u>	<u>1,343,868</u>

HOPE CHURCH SEVENOAKS
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021

11 Funds continued

Analysis of net assets by fund

The assets and liabilities of the various funds were as follows:

	<u>Unrestricted Funds</u>		Restricted	2021
	General funds	Designated funds	funds	
	£	£	£	£
Fixed assets	1,088,684	16,879	-	1,105,563
Debtors	14,813	-	-	14,813
Cash at bank and in hand	208,013	21,063	5,972	235,048
Current liabilities	(11,556)	-	-	(11,556)
	<u>1,299,953</u>	<u>37,943</u>	<u>5,972</u>	<u>1,343,868</u>

In the previous year the movements in the charity's funds were as follows:

	Opening balance	Incoming resources	Outgoing resources	Transfers in the year	Closing balance
	2020	2020	2020	2020	2020
	£	£	£	£	£
<i>Designated Funds</i>					
Vision and Mission fund	5,930	-	(5,537)	-	393
Building fund	9,235	-	(3,078)	-	6,157
Savings	38,830	-	(4,214)	3,000	37,616
	<u>53,995</u>	<u>-</u>	<u>(12,829)</u>	<u>3,000</u>	<u>44,166</u>
<i>General Unrestricted Funds</i>	1,280,265	242,975	(251,414)	(3,000)	1,268,826
Total Unrestricted Funds	<u>1,334,260</u>	<u>242,975</u>	<u>(264,243)</u>	<u>-</u>	<u>1,312,992</u>
<i>Restricted Funds</i>					
Help fund	5,505	1,663	(1,367)	-	5,801
Building Refurbishment fund	4,882	-	(4,882)	-	-
Covid Support fund	-	2,594	(2,594)	-	-
Trinity School Chapel fund	-	3,088	(3,088)	-	-
	<u>10,387</u>	<u>7,345</u>	<u>(11,931)</u>	<u>-</u>	<u>5,801</u>
Aggregate of funds	<u>1,344,647</u>	<u>250,320</u>	<u>(276,174)</u>	<u>-</u>	<u>1,318,793</u>

Analysis of net assets by fund

In the previous year the assets and liabilities of the various funds were as follows:

	<u>Unrestricted funds</u>		Restricted	2020
	General funds	Designated funds	funds	
	£	£	£	£
Fixed assets	1,108,030	15,378	-	1,123,408
Debtors	9,521	-	25	9,546
Cash at bank and in hand	160,760	28,788	5,776	195,324
Current liabilities	(9,485)	-	-	(9,485)
	<u>1,268,826</u>	<u>44,166</u>	<u>5,801</u>	<u>1,318,793</u>

HOPE CHURCH SEVENOAKS
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021

11 Funds continued

Designated funds

Vision and Mission fund: these funds were set aside by the trustees for the purpose of refurbishing the crèche area and improving communications and advertising.

Building fund: these funds were set aside by the trustees for the purpose of maintaining and improving the building.

Savings fund: these funds have been set aside by the trustees for various infrastructure projects.

Restricted funds

The **Help** fund represents donations received for to help those in poverty or in crisis.

12 Transactions with related parties

During the year the charity:

- a) received donations totalling £28,356 (2020: £11,745) from related parties (which includes trustees, key management and anyone closely connected to them).
- b) one (2020: one) trustee and his wife were reimbursed a total of £nil (2020: £31) for travelling expenses and £173 (2020: £214) for conference and training expenses.

Except as disclosed in note 5 'Analysis of staff costs', there have been no other transactions with related parties during the year.

13 Members

Each member of the company commits to contribute if the charity is wound up an amount of £10.

HOPE CHURCH SEVENOAKS
DETAILED STATEMENT OF FINANCIAL ACTIVITIES WITH COMPARATIVES
FOR THE YEAR ENDED 31 DECEMBER 2021

	Note	Unrestricted Funds - General		Unrestricted Funds - Designated		Restricted Funds		Total Funds	Total Funds
		2021	2020	2021	2020	2021	2020	2021	2020
		£	£	£	£	£	£	£	£
INCOME AND ENDOWMENTS FROM:									
Donations and legacies	3	265,906	234,364	1,250	-	500	7,345	267,656	241,709
Charitable activities		2,939	8,611	-	-	-	-	2,939	8,611
Interest receivable		2	-	-	-	-	-	2	-
Total income and endowments		268,847	242,975	1,250	-	500	7,345	270,597	250,320
EXPENDITURE ON:									
Charitable activities	4	237,720	251,414	7,473	12,829	329	11,931	245,522	276,174
Total Expenditure		237,720	251,414	7,473	12,829	329	11,931	245,522	276,174
Net income/(expenditure)		31,127	(8,439)	(6,223)	(12,829)	171	(4,586)	25,075	(25,854)
Transfers between funds	11	-	(3,000)	-	3,000	-	-	-	-
Net movement in funds		31,127	(11,439)	(6,223)	(9,829)	171	(4,586)	25,075	(25,854)
Reconciliation of funds:									
Total funds brought forward		1,268,826	1,280,265	44,166	53,995	5,801	10,387	1,318,793	1,344,647
Total funds carried forward	11	1,299,953	1,268,826	37,943	44,166	5,972	5,801	1,343,868	1,318,793