

**CITY CHURCH WORCESTER**

**Accounts – 31 December 2020**

## **CITY CHURCH WORCESTER**

(A company limited by guarantee and not having a share capital)

Charity number: 1147713  
Company number: 7918567

Accounts – Year ended 31<sup>st</sup> December 2020

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**CITY CHURCH WORCESTER**

**REPORT OF THE TRUSTEES  
for the year ended 31 December 2020**

The Trustees are pleased to present their annual report and financial statements of the charity for the year ending 31st December 2020 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006, the Memorandum & Articles of Association and the Charities Statement of Recommended Practice ("Charities SORP") (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Ireland; FRS 102) issued in October 2019.

**Reference and Administration Details**

The charity's name is City Church Worcester.

Charity Registration Number: 1147713

Company Number: 7918567

Registered Office: Lindisfarne House, 4 Barbourne Terrace, Worcester, WR1 3JS

**Trustees and Directors**

The Trustees of the charitable company (the charity) are its Directors for the purposes of company law. The Trustees and officers who served during the year and since the year end were as follows:

E Campsall  
S Chapman  
T Murphy – resigned 30<sup>th</sup> July 2020  
H Farrington  
R Chapman – resigned 19<sup>th</sup> January 2021  
D Crow  
J Abladey – appointed 19<sup>th</sup> January 2021

**Objects and Activities**

The main objects of the charity are:

- a) The advancement of the Christian faith.
- b) To relieve persons in conditions of need or hardship or who are aged or sick.
- c) To advance education.

In planning the activities of the charitable company the trustees have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

**REPORT OF THE TRUSTEES  
for the year ended 31 December 2020 (Continued)****Achievements and Performance**

City Church Worcester has continued to operate in the past year as a charitable organisation for the benefit of its partners and the wider community.

Weekly, Sunday worship which is open to all, takes place at Christopher Whitehead Language College as well as regular meetings at our own building, Lindisfarne House. The Church's office is based here and is open and staffed to administer and manage the Church's work during the week. Various weekly activities take place for the benefit of the elderly, families and toddlers and the young people of the Church as well as other Church groups. The aims of Christian teaching and community activities are served in this way.

The Church operates small community groups in Worcester for the benefit of others. We also engage in activities designed to promote and sustain the spiritual, physical and mental health of those in the Church community and beyond. In addition we support and help to sponsor other local charities that are involved in activities including the food bank, counselling service, support for those who foster and/or adopt, Christian school and debt advice services.

City Church also supports Church partners in Christian charitable work in a variety of overseas regions including North Africa and Thailand.

**Financial Review**

The total income for the year was £158,173 and total expenditure on charitable activities amounted to £165,102.

**Reserves Policy**

The trustees have examined the charity's requirements for reserves taking account of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be sufficient to cover at least three months of expenditure. The trustees consider that the amount required is between £30,000 and £35,000 in general funds. The trustees are confident that, at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding.

Whilst income funds net of fixed assets stands at £135,890 a designation of £2,217 has been set aside for the following broad classes of activity:

- Specific ministry activities of the organisation as a local church,
- Support for other ministries within Worcester and the community itself, and
- International missionary activities.

A further £103,557 has been set aside as a storehouse fund which is primarily to be put towards the building and building maintenance.

The present level of general funds available to the charity is £30,116. This is at the required level. The trustees plan to maintain general funds by managing the charity's general expenditure within current income levels.

**REPORT OF THE TRUSTEES**  
**for the year ended 31 December 2020 (Continued)**

**Structure, Governance and Management**

**Governing Document**

City Church Worcester is a company limited by guarantee governed by its Memorandum and Articles of Association dated 6<sup>th</sup> January 2012. It is registered as a charity with the Charity Commission. Members of the charitable company guarantee to contribute amounts not exceeding £1 to the assets of the charitable company in the event of winding up.

**Appointment of Trustees**

The trustees keep the composition of the board under review and will seek to appoint additional members with appropriate skills and expertise should the need arise. Interested parties are given details of the background of the charitable company in order to make them aware of current activities.

This report has been prepared in accordance with the special provisions relating to companies subject to the Small Companies Regime within part 15 of the Companies Act 2006.

Approved by the trustees on 22nd August 2021 and signed on its behalf by:

E Campsall  
.....  
Trustee

Worcester

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

I report to the trustees on my examination of the accounts of City Church Worcester for the year ended 31st December 2020.

**Responsibilities and Basis of Report**

As the charity's trustees (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 charitable 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**

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 charitable 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 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.

A P Williams FCCA  
A J Carter & Co  
Chartered Accountants

22b High Street  
Witney  
Oxon  
OX28 6RB

25th August 2021

**STATEMENT OF FINANCIAL ACTIVITIES**

(including on income and expenditure account)

**for the year ended 31 December 2020**

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
		£	£	£	£
<b>Income from:</b>					
Donations and legacies	3	141,174	11,517	152,691	160,089
Charitable activities	4	1,830	-	1,830	2,728
Investments	5	111	-	111	191
Other	6	3,541	-	3,541	9,590
<b>Total incoming resources</b>		<u>146,656</u>	<u>11,517</u>	<u>158,173</u>	<u>172,598</u>
<b>Expenditure on:</b>					
Charitable activities	7	147,932	17,170	165,102	158,942
<b>Total expenditure</b>		<u>147,932</u>	<u>17,170</u>	<u>165,102</u>	<u>158,942</u>
<b>Net income/(expenditure) and net movement in funds for the year</b>		(1,276)	(5,653)	(6,929)	13,656
<b>Transfer between funds</b>		(8)	8	-	-
<b>Net movement in funds</b>		(1,284)	(5,645)	(6,929)	13,656
<b>Reconciliation of funds</b>					
Total funds brought forward		393,541	15,627	409,168	395,512
<b>Total funds carried forward</b>		<u>£392,257</u>	<u>£9,982</u>	<u>£402,239</u>	<u>£409,168</u>

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

All income and expenditure derives from continuing activities.

The notes on pages 7 to 12 form part of these financial statements

**CITY CHURCH WORCESTER**

6.

**BALANCE SHEET  
as at 31 December 2020**

	Note	<b>2020</b> £	<b>2019</b> £
<b>Fixed assets</b>			
Tangible assets	13	<u>256,367</u>	<u>256,497</u>
<b>Total fixed assets</b>		<u>256,367</u>	<u>256,497</u>
<b>Current assets</b>			
Debtors	14	8,007	9,879
Cash at bank and in hand		<u>144,277</u>	<u>149,788</u>
<b>Total current assets</b>		152,284	159,667
<b>Liabilities</b>			
Creditors falling due within one year	15	<u>6,412</u>	<u>6,996</u>
<b>Net current assets</b>		<u>145,872</u>	<u>152,671</u>
<b>Total assets less current liabilities</b>		402,239	409,168
<b>Total net assets</b>	16	<u><u>£402,239</u></u>	<u><u>£409,168</u></u>
<b>The funds of the Charity</b>			
Restricted income funds	17	<u>9,982</u>	<u>15,627</u>
Unrestricted income funds	17	<u>392,257</u>	<u>393,541</u>
Total unrestricted funds		<u>392,257</u>	<u>393,541</u>
<b>Total charity funds</b>		<u><u>£402,239</u></u>	<u><u>£409,168</u></u>

For the year ended 31 December 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

**Directors Responsibilities**

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and

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

These accounts have been prepared in accordance with the special provisions relating to companies subject to the Small Companies Regime within part 15 of the Companies Act 2006.

These accounts were approved by the board of directors and authorised for issue on: 22nd August 2021 and are signed on their behalf by:

E Campsall  
.....  
Trustee/Director

The notes on pages 7 to 12 form part of these financial statements



**NOTES TO THE ACCOUNTS**  
**for the year ended 31 December 2020**

**1. Accounting Policies**

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

**a) Basis of Preparation**

The Financial Statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Reporting Financial Standard applicable in the UK and the Republic of Ireland (FRS 102) (effective October 2019) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

**b) Public Benefit Entity**

City Church Worcester meets the definition of a public benefit entity under FRS 102.

**c) Going Concern**

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

**d) Income Recognition Policies**

Items of income are recognised and included in the accounts when all of the following criteria are met:

- The charity has entitlement to the funds;
- any performance conditions attached to the items of income have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable; and;
- the amount can be measured reliably.

Income received in advance of a specific performance or provision of other specified service is deferred until the criteria for income recognition are met.

**e) Interest Receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the bank.

**f) Fund Accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the Charity. Designated funds are unrestricted funds of the Charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for the particular areas of the Charity's work or for specific projects being undertaken by the Charity.

**NOTES TO THE ACCOUNTS**  
**for the year ended 31 December 2020 (Continued)**

g) **Expenditure and Irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) **Tangible Fixed Assets**

Individual fixed assets are capitalised at cost and are depreciated over their estimated useful economic lives on the straight line basis as follows:

Motor Vehicles	- 25% straight line
Equipment	- 20% straight line
Freehold Property	- not depreciated

i) **Debtors**

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

j) **Cash at Bank and in Hand**

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

k) **Creditors and Provisions**

Creditors and provisions are recognised where the Charity has a present obligation resulting 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 normally recognised at their settlement amount after allowing for any trade discounts due.

2. **Legal Status of the Charity**

The Charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.

3. **Income from donations**

	2020	2019
	£	£
Gifts and donations	152,691	160,089
	<u>£152,691</u>	<u>£160,089</u>

Of the £152,691 received in 2020 (2019: £160,089) £11,517 was restricted funds (2019: £17,124) and £141,174 (2019: £142,965) unrestricted funds).

**NOTES TO THE ACCOUNTS**  
for the year ended 31 December 2020 (Continued)

**4. Income from charitable activities**

	2020	2019
	£	£
Events, conferences and training	1,830	2,728
	<u>£1,830</u>	<u>£2,728</u>

**5. Investment income**

All of the Charity investment income arises from money held in CAF Bank account.

**6. Income earned from other sources**

	2020	2019
	£	£
Use of facilities	3,541	9,590
Other	-	-
	<u>£3,541</u>	<u>£9,590</u>

**7. Analysis of expenditure on charitable activities**

	2020	2019
	Total	Total
	£	£
<b>Ministry</b>		
Ministry support	76,065	67,935
UK giving	8,101	5,400
Overseas giving and trips	19,973	17,540
Events	3,292	3,918
Conferences and training	4,107	4,030
Church services	2,091	10,523
Ministry activities	2,691	4,798
Other grants and gifts	11,478	13,079
<b>Property</b>		
Premises hire	1,903	-
Rates, water and heat and light	4,689	5,048
Repairs and maintenance	10,855	7,038
Insurance	2,313	2,229
Cleaning	498	342
Depreciation - Equipment and furniture	5,227	5,237
<b>Administration</b>		
Paper, postage and stationery	966	1,410
IT supplies	5,895	5,634
Telephone and internet	651	725
Bank charges and interest	211	92
Miscellaneous	2,704	2,776
<b>Governance costs</b>	<u>1,392</u>	<u>1,188</u>
<b>Total</b>	<u>£165,102</u>	<u>£158,942</u>

Of the £165,102 expenditure in 2020 (2019 £158,942), £147,932 was charged to unrestricted funds (2019: £141,331) and £17,170 to restricted funds (2019: £17,611).

**NOTES TO THE ACCOUNTS**  
**for the year ended 31 December 2020 (Continued)**

**8. Net income/(expenditure) for the year**

	2020	2019
<i>This is stated after charging:</i>	£	£
Depreciation	5,227	5,237
Accountancy services	<u>1,392</u>	<u>1,188</u>

**9. Analysis of staff costs and trustee remuneration and expenses**

	2020	2019
	£	£
Salaries and wages	76,840	65,371
Social security costs	-	-
Employer Contribution to Defined Contribution Pension Scheme	<u>3,496</u>	<u>2,936</u>
	<u>£80,336</u>	<u>£68,307</u>

No employees had emoluments in excess of £60,000 (2019: Nil).

During the year the following amounts were paid to the trustees and their spouses:

	2020	2019
	£	£
S Chapman	3,372	3,306
Mrs R Chapman	<u>3,372</u>	<u>3,306</u>
	<u>£6,744</u>	<u>£6,612</u>

During the year key management personnel were paid a total of £31,112 (2019: £30,423).

**10. Staff numbers**

The average monthly number of employees during the year was as follows:

2020	2019
Number	Number
<u>10</u>	<u>8</u>

**11. Related party transactions**

During the year under review trustees, key management personnel and close relatives made unrestricted donations totalling £32,396 (2019: £40,394) and restricted donations totalling £1,660 (2019: £4,840) to the charity.

**12. Corporation tax**

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

**NOTES TO THE ACCOUNTS**  
for the year ended 31 December 2020 (Continued)

**13. Tangible fixed assets**

	Freehold land and buildings £	Motor vehicles £	Equipment £	Total £
Cost:				
As at 1.1.2020	243,110	6,891	76,385	326,386
Additions	-	-	5,097	5,097
Disposals	-	-	-	-
As at 31.12.2020	<u>243,110</u>	<u>6,891</u>	<u>81,482</u>	<u>331,483</u>
Depreciation:				
As at 1.1.2020	-	1,800	68,089	69,889
Charge for year	-	1,723	3,504	5,227
On disposals	-	-	-	-
As at 31.12.2020	<u>-</u>	<u>3,523</u>	<u>71,593</u>	<u>75,116</u>
Net book value:				
As at 31.12.2020	<u>£243,110</u>	<u>£3,368</u>	<u>£9,889</u>	<u>£256,367</u>
As at 31.12.2019	<u>£243,110</u>	<u>£5,091</u>	<u>£8,296</u>	<u>£256,497</u>

**14. Debtors**

	2020 £	2019 £
Tax refunds due	6,384	7,049
Prepayments and accrued income	-	2,530
Other debtors	<u>1,623</u>	<u>300</u>
	<u>£8,007</u>	<u>£9,879</u>

**15. Creditors: amounts falling due within one year**

	2020 £	2019 £
Trade creditors	4,381	3,966
Accruals	1,920	1,308
Other creditors	<u>111</u>	<u>1,722</u>
	<u>£6,412</u>	<u>£6,996</u>

**NOTES TO THE ACCOUNTS**  
for the year ended 31 December 2020 (Continued)

## 16. Analysis of net assets between funds

	General Fund £	Designated Funds £	Restricted Funds £	Total £
Tangible fixed assets	256,367	-	-	256,367
Cash at bank and in hand	30,738	103,557	9,982	144,277
Other net current assets/(liabilities)	1,595			1,595
<b>Total</b>	<b>£288,700</b>	<b>£103,557</b>	<b>£9,982</b>	<b>£402,239</b>

## 17. Analysis of charitable funds

**Analysis of movements in restricted funds**

	Balance 1.1.2020 £	Incoming resources £	Resources expended £	Transfers £	Funds 31.12.2020 £
Restricted giving	15,627	11,517	(17,170)	8	9,982
<b>Total</b>	<b>£15,627</b>	<b>£11,517</b>	<b>£(17,170)</b>	<b>£8</b>	<b>£9,982</b>

<b>Name of restricted fund</b>	<b>Description, nature and purposes of the fund</b>
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Restricted giving	For specific projects both in the UK and abroad
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**Analysis of movements in unrestricted funds**

	Balance 1.1.2020 £	Incoming resources £	Resources expended £	Transfers £	Funds 31.12.2020 £
General fund	285,050	146,656	(147,932)	4,926	288,700
Designated building fund	92,418	-	-	1,676	94,094
Designated building maintenance fund	16,073	-	-	(6,610)	9,463
<b>Total</b>	<b>£393,541</b>	<b>£146,656</b>	<b>£(147,932)</b>	<b>£(8)</b>	<b>£392,257</b>

<b>Name of unrestricted fund</b>	<b>Description, nature and purposes of the fund</b>
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General fund	The 'free reserves' after allowing for all designated funds.
Building fund	Set aside by Trustees for maintenance of the Church