

**ANNUAL REPORT AND**

**UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

**FOR**

**MASWELL PARK CHURCH LIMITED**  
**(a charitable company limited by guarantee and not having a share capital)**

# Maswell Park Church Limited

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## **Maswell Park Church Limited**

### **Company Information**

**For the year ended 31 December 2020**

Trustees:

Mr D.Ryde  
Mrs S.Brooks  
Mrs S.Hooper

Registered Office:

Maswell Park Church  
Heath Road  
Hounslow  
Middlesex  
TW3 2NN

Company Registration Number:

08255646 (England and Wales)

Charity Registration Number:

1150028 (England and Wales)

Independent Examiner:

Anne-Marie Lewis  
32 Craig Road  
London  
TW10 7JT

## **Maswell Park Church Limited**

### **Annual report**

#### **For the year ended 31 December 2020**

The trustees present the annual report with the financial statements of the company for the year ended 31 December 2020.

### **A. Aims and objectives**

#### **A. 1. Charity's objects**

The charity's objects are, for the public benefit, to advance the Christian faith in accordance with the statement of beliefs, in Hounslow and in such other parts of the UK and the world as the Trustees may from time to time think fit. The Trustees, when considering the activities of the charity, have had regard to the guidance on public benefit produced by the Charity Commission.

#### **A. 2. Background**

Maswell Park was founded in 1927. In 2013 the church transmuted to a Charitable Company. This was the climax of some years spent re-developing the building and our governance.

The church's current leader – Carl Hodges - completed his third year at the church, having joined us in January 2018, following the retirement of the church's long-standing church leaders.

### **B. Review of the year**

#### **From the church leader:**

Welcome to our Annual Report for 2020. Obviously, this year has been both testing and stretching for the church, as we have sought to adapt ministry due to the Coronavirus pandemic. However, whilst this has provided challenges for us, (not least with regard to being able to gather 'in-person' as well as other things such as a reduction in income from lettings), we are nonetheless grateful to God in sustaining the fellowship during the year. We have been largely able to utilise the internet and online platforms in order to remain connected and supportive of one another, as well as developing our online presence with recorded times of worship and teaching.

Rev Carl Hodges (Pastor)

#### **B. 1. Church Life - a summary of the year in words and numbers**

##### Sundays

Prior to the introduction of the first lockdown in March, the church held weekly 'in-person' services at the church building. However, in accordance with guidelines, these meetings stopped on the 23rd March, and Sunday ministry moved online. With a couple of exceptions (two tentative in-person services, and a funeral), it was decided that due to the vulnerable nature of the community, the virulence of the virus and in light of the restrictions given to places of worship, that we would continue online throughout the year. Therefore, during this year Sunday worship was facilitated:

- 51 times, using combinations of live online platforms, pre-recorded services and written liturgies (for those unable to engage electronically).
- Communion was regularly celebrated.
- Teaching continued on a variety of subjects:
- "What would Jesus say to...?"

## Maswell Park Church Limited

### Annual report (continued)

### For the year ended 31 December 2020

#### B. 1. Church life (continued)

- Prayer
- "A letter from lockdown" (Philippians)
- "And he will be called..." (the names of Jesus)
- Sung worship covering a spectrum of styles was led by a small group of worship leaders and musicians when in-person and using pre-recorded songs for online services.
- A small but steadily increasing number of people have been accessing our online services on YouTube.
- Additional celebration and communion services were also held on Maundy Thursday, Good Friday, Easter Sunday and Christmas

#### Prayer and Fellowship

- Weekly online prayer gatherings
- Times of online fellowship – meals together & quizzes.
- Pastoral care through a pastoral care team and individually online
- Meeting in smaller 'Connect' groups fortnightly

#### Young People

- 'Breathe' - for teenagers – began by meeting weekly, but as restrictions were introduced and varied, then met outdoors before moving to a monthly online meeting.
- 'Glow' – for older teens and 20's, met most weeks, in person and online for fellowship, worship and teaching

#### Community and Outreach

- Toddler group was meeting weekly, reaching 20+ families, until the pandemic closed this.
- Similarly Apricot lunch and fellowship group, reaching 40+ people, were only able to meet twice at the start of the year
- Night Shelter, in collaboration with other local churches, – for homeless men, with 35+ volunteers
- A Mental health awareness concert
- A community pancake party
- Macmillan coffee morning
- Tearfund Quiz

#### Lettings

- Regular use by community organisations: U3A, local councillors, Slimming world, QS Learning, Helen O'Grady Drama, Neighbourhood Watch
- Occasional use by local businesses, including PGSD

#### Members and Volunteers

- 43 church members at the end of 2019
- 3 church meetings for members
- The Trustees gratefully acknowledge, with thanks, that many church members and friends voluntarily give a significant amount of time and resources to assist in the church life and the running of its various activities and events

## **Maswell Park Church Limited**

### **Annual report (continued)**

#### **For the year ended 31 December 2020**

#### **B. 2. Leadership and Management**

Carl Hodges continued as pastor of Maswell Park Church. He was supported by a small leadership team, which met regularly.

David Ryde, Sarah Hooper and Sally Brooks continued as trustees.

The pastoral team continued to oversee the church's pastoral care, working with the church leader.

A Health and Safety Competent Person continued to oversee the church's responsibilities in this area.

#### **C. Financial review**

The church is financially dependent on the voluntary support of members and friends.

The Statement of Financial Activities on page 9 shows income, including interest, of £51,231 (2019: £52,745) and expenditure of £42,445 (2019: £44,775).

Although there was little difference in the overall income for the year compared to 2019, this was due to the receipt of a large legacy left to the church in 2020. The impact of the covid-19 pandemic resulted in the cessation of lettings and church Sunday collections as well as other one-off events and so significantly reduced the income received in the year.

Expenditure also did not reduce significantly from 2019 as the church continued to employ the pastor throughout the year which comprises the main expense, with savings only being made in the operational running costs as the church closed for much of the year.

The bank balance as at 31 December 2020 was £55,868.

The church does not have a formal reserves policy. Since the easing of the covid-19 lockdown the church has begun to generate letting income again and the members continue to generously support the church. Although it is forecast that the church will return a deficit in 2021 it is expected it will be small in relation to its reserves. Therefore the trustees believe that the church's resources are adequate to ensure the church continues as a going concern for the foreseeable future.

## **Maswell Park Church Limited**

### **Annual report (continued)**

**For the year ended 31 December 2020**

#### **D. Structure, governance and management**

The church operates primarily, but not exclusively, in the London Borough of Hounslow and employs a remunerated full-time leader, Carl Hodges, supported by a Leadership Team and Trustees.

The Leadership Team are responsible for the vision of the church and the pastoral care of the members. The Trustees help facilitate the vision.

Governing document: MEMORANDUM AND ARTICLES OF ASSOCIATION OF MASWELL PARK CHURCH.

Trustees (who must be company members) may be appointed by a resolution of the company members.

Board meetings are held at least four times each year.

General meetings for company members are held at least three times each year.

#### **E. Risk management**

##### Statement on the impact of COVID-19

In March 2020 the charity took steps (in line with government advice) to help contain the outbreak of COVID-19. This included the temporary suspension of all physical gatherings and the church has had to curtail, or change, how it operates. Some activities - most notably Sunday services – continued online during the period of lockdown.

The trustees continue to monitor and assess government guidance, and the resumption of physical gatherings has been accompanied by risk assessments and the approval of the trustees.

The trustees are monitoring income and expenditure and, if it becomes necessary, will take measures to mitigate the impact of COVID-19 on the charity's free reserves.

The Trustees continue to reflect on and to review a number of areas, including:

- Financial procedures
- GDPR
- Health and Safety
- Safeguarding
- Overall Risk Management

The Trustees, when considering the activities of the charity, have had regard to the guidance on public benefit produced by the Charity Commission.

## Maswell Park Church Limited

### Annual report (continued)

For the year ended 31 December 2020

### Statement of trustees responsibilities

The trustees are responsible for preparing the annual report and the financial statements in accordance with applicable law and regulations.

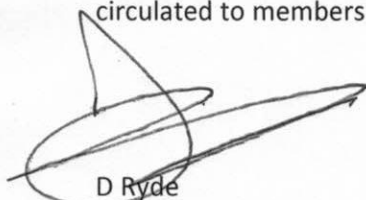
Company law required the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the incoming resources and application of resources of the 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 accounting standards have been followed, subject to any material departures disclosed and explained in the accounts, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping adequate records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 27 September 2021 and signed on their behalf. It will be circulated to members via email and presented at the next church meeting.



D Ryde  
Chairman of Trustees

(DAVID Ryde) 27 September 2021





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Maxwell Church Ltd

On accounts for the year  
ended

31<sup>st</sup> December 2020

Charity no  
(if any)

1150028

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

21/09/2021

Name:

Anne-marie lewis

Relevant professional  
qualification(s) or body  
(if any):

Address:

32 Craig Road

Richmond
TW10 7JT

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

No material concerns

**Maswell Park Church Limited**

**Statement of Financial Activities  
For the year ended 31 December 2020**

	Notes	Unrestricted Funds £	Restricted Funds £	<b>Total Funds 2020 £</b>	<b>Total Funds 2019 £</b>
Income and endowments from:					
Donations and legacies		46,857	285	<b>47,142</b>	37,902
Charitable activities		50	-	<b>50</b>	669
Other trading activities		3,550	-	<b>3,550</b>	14,035
Other		343	-	<b>343</b>	41
<b>Total income</b>		<b>50,800</b>	<b>285</b>	<b>51,085</b>	52,647
Expenditure on:					
Activity expenses		(776)	(237)	<b>(1,013)</b>	(411)
Mission support		(280)	(47)	<b>(327)</b>	(630)
General running costs		(777)	-	<b>(777)</b>	(1,364)
Building expenses		(5,453)	-	<b>(5,453)</b>	(7,322)
Staff costs	2	(34,062)	-	<b>(34,062)</b>	(34,245)
Professional support		(813)	-	<b>(813)</b>	(803)
<b>Total expenditure</b>		<b>(42,161)</b>	<b>(284)</b>	<b>(42,445)</b>	(44,775)
<b>Net income</b>	3	<b>8,639</b>	<b>1</b>	<b>8,640</b>	7,872
Interest receivable and similar income		<b>146</b>	-	<b>146</b>	98
<b>Net movement in funds</b>		<b>8,785</b>	<b>1</b>	<b>8,786</b>	7,970
Total Fund brought forward 1 January 2020		52,078	2,067	<b>54,145</b>	46,175
<b>Total Funds carried forward 31 December 2020</b>		<b>60,863</b>	<b>2,068</b>	<b>62,931</b>	<b>54,145</b>

All income and expenditure has arisen from continuing activities.

The company has no recognised gains or losses other than shown above.

The notes form part of these financial statements.

## Maswell Park Church Limited

### Balance Sheet

For the year ended 31 December 2020

	Notes	31-Dec-20 £	31-Dec-19 £
<b>Current assets</b>			
Debtors	5	8,044	10,284
Cash at bank and in hand		<u>55,868</u>	<u>44,790</u>
<b>Total assets</b>		63,912	55,074
<b>Creditors</b>			
Amounts falling due within one year	6	<u>(981)</u>	<u>(929)</u>
<b>Total assets less current liabilities</b>		<u><b>62,931</b></u>	<u><b>54,145</b></u>
<b>Funds</b>			
Unrestricted funds		60,863	52,078
Restricted funds	7	<u>2,068</u>	<u>2,067</u>
<b>Total charity funds</b>		<u><b>62,931</b></u>	<u><b>54,145</b></u>

The company was entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

The members have not required the company to obtain and audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- ensuring that the company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and its surplus 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 company.

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

The financial statements were approved by the Board of Trustees on 27 September 2021 and signed on its behalf by:

  
D Ryde

Chairman of Trustees

(DAVID RYDE) 27 SEPTEMBER 2021

**Note to the Financial Statements  
For the year ended 31 December 2020**

**1 Accounting policies**

**Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing the accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015); and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The accounts have been prepared on a going concern basis, as there is no material uncertainty over the company's ability to continue. Based on the adequacy of the company's reserves as at the balance sheet date, along with their knowledge of the company's ability to meet payments and liabilities as they fall due, the trustees have a reasonable expectation that the company has sufficient resources to continue in existence for the foreseeable future.

**Income**

Donated income is recognised in the Statement of Financial Activities when received by the company. Legacies and other income are accounted for when the company becomes entitled to the income.

Income received in circumstances where a claim for repayment of tax has been made to HM Revenue & Customs, is grossed up for the tax recoverable. Any amount of tax reclaimed not yet received is shown within debtors.

**Funds**

Unrestricted funds are donations and other income received or generated for the objects of the company without specified purpose and are available for purposes as directed by the trustees. Restricted funds are amounts received where the donor has specified the purpose for which it should be used.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category.

**Taxation**

The company is a registered charity and is exempt from taxation under the Income and Corporation Taxes Acts.

**Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks and other short-term liquid investments with original maturities of three months or less.

**Note to the Financial Statements**  
**For the year ended 31 December 2020**

**1 Accounting policies (continued)**

**Financial Instruments (continued)**

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the company's balance sheet when the company becomes party to the contractual provisions of the instrument.

**Basic financial assets and liabilities**

Basic financial assets and liabilities, which include debtors, cash and bank balances and creditors, are measured at transaction price including transaction costs.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities.

**Cashflow statement**

The company has taken advantage of the exemption provided by FRS 102 for small companies and has not prepared a Statement of Cash Flows.

**2 Staff costs**

	2020	2019
	£	£
Wages and salaries	33,664	33,565
Social security costs	-	-
Other staff costs	398	680
	<u>34,062</u>	<u>34,245</u>

There were no employees who received benefits exceeding £60,000 during the year (2019: nil).

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

2020	2019
<u>2</u>	<u>2</u>

## Maswell Park Church Limited

### Note to the Financial Statements For the year ended 31 December 2020

#### 3 Net income

Net income is stated after charging:

	2020 £	2019 £
Independent examination	<u>185</u>	<u>180</u>

None of the trustees received any remuneration or expense reimbursement during the year (2019: £nil).

#### 4 Taxation

No liability to UK corporation tax arose on ordinary activities for the year ended 31 December 2020 (2019: £nil)

#### 5 Debtors

	31-Dec-20 £	31-Dec-19 £
Accounts receivable	1,346	2,300
Other debtors	6,698	6,369
Accrued income	-	1,615
	<u>8,044</u>	<u>10,284</u>

#### 6 Creditors: amounts falling due within one year

	31-Dec-20 £	31-Dec-19 £
Accruals	<u>981</u>	<u>929</u>
	<u>981</u>	<u>929</u>

## Maswell Park Church Limited

### Note to the Financial Statements For the year ended 31 December 2020

#### 7 Restricted funds

	Balance at 1 January 2020 £	Incoming resources £	Outgoing resources £	Balance at 31 December 2020 £
Overseas aid (Compassion)	47	-	(47)	-
UK homeless projects	1,129	20	-	1,149
TEAR Fund	20	-	-	20
Refugees charity	26	-	-	26
Children/Young Peoples fund	629	50	(22)	658
Other	215	215	(215)	215
	<b>2,067</b>	<b>285</b>	<b>(284)</b>	<b>2,068</b>

#### 8 Related party transactions

There have been no related party transactions during the year that require disclosure.



# Maswell Park Church Limited

## Detailed Income and Expenditure account For the year ended 31 December 2020

	2020		2019	
	£	£	£	£
<b>Turnover</b>				
Covenants & other member giving	26,400		29,180	
Other donations	14,408		345	
Lettings	3,550		13,755	
CYP income	50		654	
Other income	343		710	
Income raised for mission	220		1,683	
Gift Aid income	6,114		6,319	
		51,085		52,647
<b>Other income</b>				
Deposit account interest		146		98
		51,231		52,745
<b>Expenditure</b>				
Wages	(33,664)		(33,565)	
Other staff costs	(398)		(750)	
Rates and water	(440)		(396)	
Light and heat	(1,612)		(3,224)	
Activity expense	(525)		(66)	
Visiting speaker expenses	(100)		(250)	
Overseas aid giving	(327)		(300)	
Other giving	(366)		(330)	
CYP Group expenses	(22)		(25)	
TV license	(156)		(152)	
Telephone and broadband	(378)		(387)	
Advertising	(48)		(123)	
Other running costs	(67)		(370)	
Insurance	(1,681)		(1,581)	
Equipment maintenance	(1,428)		(1,860)	
Cleaning	(50)		(165)	
Building & garden maintenance	(242)		(97)	
Health and safety expenses	(101)		(209)	
Dues and subscriptions	(499)		(490)	
AV equipment costs	-		(122)	
Accountancy	(185)		(180)	
Legal and professional fees	(129)		(133)	
Miscellaneous	(26)		(2)	
		(42,445)		(44,775)
<b>Net surplus</b>		8,786		7,970