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Apostolic Faith Mission IM (UK) Leicester Assembly (Jubilee Assembly)

Registered Charity Number: 1150356

Annual Report and Financial Statements

31 March 2021

APOSTOLIC FAITH MISSION (IM) UK LEICESTER ASSEMBLY

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Registered Charity Number: 1150356

Trustees and Professional Advisors

Principal Office

7 A Cumberland Street
Leicester
LE1 4QS
Leicestershire

Trustees

Mr Cleto Mudhefi
Mr Gift Matinyarare
Mr Bothwell Mukwaira

Bankers

HSBC
2-6 Gallow Tree Gate
Leicester
LE1 1DA
Leicestershire

Independent Examiners

Notion Accountancy Ltd
23 Lilleshall Road
Birmingham
B26 2QN

Report of the Trustees for the year ended 31 March 2021

The Trustees present their annual report for the year ending 31 March 2021 under the Charities Act 2011, together with the annual accounts for the year and confirm that the latter comply with the requirements of the Charities Act, the Trust Deed, and the charities SORP 2005.

Structure, Governance and Management

Trustees Themes for the year

- Greater Trustees/Board engagement
- Good Governance
- Leadership empowerment
- Disciplined Operations
- A Sustainable organisation

Our ability to effectively imagine the future is somewhat constrained in these circumstances and therefore our plans are perhaps rather more conservative than they would have been without a pandemic.

Governing documents

The Charity was established by a Trust deed on 7th January 2013

Governing bodies

The Trustees are responsible for:

- Appointing the members of the administrative committee
- Policies and procedures for induction and training of Trustees
- Organisational structure
- General control, management, and administration of the charity
- Ensuring charity is solvent, well-run and delivers charitable outcomes for benefit of public.

Organisational Management

The Board of Trustees delegate to any one or more of the Trustees the transaction of any business or performance of any act required to be transacted or performed in the execution of the trust of the Charity and which is within the professional or business competence of such Trustee or Trustees.

The Board of Trustees exercise reasonable supervision over any Trustee or Trustees acting on their behalf under this provision and ensure that all their acts and proceedings are fully and promptly reported to them.

Objects, Aims, Objectives and Activities

Charitable objects

- The advancement of the Christian religion according to the Holy Scriptures as contained in the Confession of Faith set out in the schedule hereto in the United Kingdom, and to such parts of the world, as the Trustees may from time to time determine.
- The relief of sickness and the promotion and preservation of good health by the provision of funds, goods, items or services and counselling support and prayers in the United Kingdom, or other parts of the World, as the Trustees may from time to time determine.
- The furtherance of such other purposes as are exclusively charitable under the laws of England and Wales as the Trustees from time to time determine.

Risk Management

Trustees have and will continue to have the responsibility of measuring, tasking, and taking action to control such risk in accordance with the Charity constitution and policies and procedures. Detailed consideration of risk is delegated to any one or more of the Trustees.

Risks are identified, assessed, and controlled, established throughout the year informally. An informal review of the charities risk management process is undertaken on an annual basis.

Trustees continue to improve and ensure that the system of internal controls is adequate and cost effective. Through the risk management process established for the church the trustees are satisfied that the major risks have been adequately mitigated where necessary.

It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed in the past year.

Covid-19 Pandemic

The past year has seen the most extraordinary times of the impact of Coronavirus on the church community and economy. There is still uncertainty about the future in terms of living with the virus and the terrible social and economic impact caused by the necessary shutdown of life as we knew it.

The Coronavirus pandemic (COVID-19) has posed significant challenges for the church. As a church we had to temporarily suspend our activities and found new ways of reaching out to congregations and the most vulnerable. We expanded our worship to online networks, and we currently use zoom and Facebook to reach out to our members. We only meet face to face on Sunday services observing social distancing and use of face masks. Our members have reported the positive effects of 'going online' and it has been an opportunity for creativity, and we have seen the importance of reaching our members outside of our usual physical gatherings.

Achievements and Performance

- The Charity raised funds through fundraising to purchase a place of worship. More fundraising is currently underway for the same purpose. A fundraising committee is spearheading this project and works alongside Management Board
- Members have supported the bereaved and those celebrating different achievements. Members continue to donate freely when fellow members are bereaved.
- The board is working on a food bank which will benefit those in need.
- Leicester Jubilee is now also registered with HMRC for the purposes of PAYE and Gift Aid Claims

Principal activities during the year

The charity runs regular bible study and Sunday service programmes. Prayer Services are also conducted every Friday evening for about an hour. All these are currently done online. Members from within the church help with Charity activities during the year and trustees would like to take this opportunity to express heartfelt thanks for their invaluable support, donations, and any contributions they made to the Charity.

Future Plans:

- The charity is praying for and has a desire to have a suitable own place of worship at the convenient time. The trustees continue to work with management board and all stakeholders to raise enough funds for the place of worship.
- To continue conducting pastoral work including visiting the sick and the bereaved
- Teaching Christianity through sermons, bible study and home groups
- Teaching the youth Christian ethos and equipping them with the Word of God
- Promoting the whole mission of the church through activities for the youth, parents and children's ministry and other special needs groups
- Supporting other charities in the UK and overseas
- Financial Policies to be reviewed annually
- Budgets for main church & all departments to be in place and followed
- Health & Safety Policy in place
- Reserves Policy
- Control Policy
- Record of internal Audit
- Record of monthly expenses
- Record of Administrator's meeting with department treasurers

The Management continues to work on a Strategic planning document which will define organization's strategy or direction

Other areas of work/next steps

1. Review of our **Lawful Bases** for collecting/processing personal data
2. Potential replacement of our existing 'ad hoc' collection of databases
3. **information retention** – being much more specific about what we keep and how we erase data.
3. Improving our **Data Security** – e.g. confidential shredding, encryption.
4. Review and document what AFM procedure is in the event of a **data breach**.
5. **Voluntary training and awareness** – ensuring management are aware of their responsibility

Trustees will work hand in hand with church board to ensure fund raising, planning, and acquiring a place is achieved with minimum risks-identified and addressed promptly.

All objects and purposes remain exclusively charitable under the laws of The Charities Commission in England and Wales in line with our confession faith and our constitution.

Signed on behalf of the Charity's Trustees

Signature:



Full Name:

Cleto Mudhefi

Position: Trustees

Chair

Date: 12/01/2022

Independent Examiner's Report

The Management and Board of Trustees of Apostolic Faith Mission IM UK Leicester Assembly who are registered as a charity, appointed me to independently examine their trustees' report, financial reports and the accompanying notes.

Responsibilities of Management and Board of Trustees

- To safeguard the Charity's assets and in particular to ensure that the Financial Reports are free from material misstatements due to fraud.
- To keep adequate financial records and to ensure that the published reports are based on these records.
- To ensure that the published reports are true and fair.
- Consider their charity to qualify for an independent examination in terms of Part 8 and sections 145 and 152 of the Charities Act of 2011.

My Responsibility

To carry out procedures such as analytical reviews, comparing the published reports to the financial records kept by the charity and enquiring from those tasked with the governance of the charity any matters that need clarity.

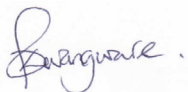
I also considered the disclosures of material facts in the financial reports and the going concern of the charity.

The nature and extent of my examination did not provide appropriate and adequate audit evidence and therefore no audit opinion is provided in this report.

Independent Examiner's statement

In the course of my examination, no matters came to my attention which give me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act
- the preparation of accounts which accord with the accounting records and comply with the accounting requirements of the act have not been met.
- to which in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.



29/12/2021

Ranganai Kwangware FCCA BA(Hon) Acc
On Behalf of
Notion Accountancy Ltd

Apostolic Faith Mission IM (UK) Leicester Assembly
Statement of Financial Statement
For the year ended 31 March 2021

	Notes	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
Incoming resources					
Incoming resources from generated funds					
voluntary income	2	72,304	3,420	75,724	89,220
Activities for generating funds	3	-	-	-	3,000
other incoming resources	4	27,388	9,995	37,383	94
Total incoming resources		99,692	13,415	113,107	95,320
Resources expended					
Charitable activities					
Church running costs	5	1,613		1,613	10,920
Spiritual leadership costs	6	42,203		42,203	56,075
Community building	7	2,029		2,029	12,664
Other costs	8	10,614		10,614	7,248
Governance costs	9	1,448		1,448	750
Total resources expended		57,907	-	57,907	85,430
Net (Outgoing)/Incoming Resources funds Before transfers		41,785	13,415	55,200	4,657
Transfers					
Gross transfers between funds		-		-	
Net movement in funds		41,785	13,415	55,200	4,657
Reconciliation of Funds:					
Total funds brought forward		26,233	104,279	130,512	125,855
Total funds carried forward		68,018	117,694	185,712	130,512

Apostolic Faith Mission IM (UK) Leicester Assembly

Balance Sheet as at 31 March 2021

	Notes	2021 £	2020 £
Fixed assets			
Tangible assets	10		
Fixtures and fittings		-	91
Instruments		-	-
Motor vehicles		1,535	1,176
Office Equipment		964	-
		2,499	1,267
Current assets			
Debtors	11	32,660	15,503
Cash in hand and at bank	12	161,920	111,325
		194,580	126,828
Creditors: amounts falling due within one year	13	11,367	840
Net current assets		183,213	125,988
Total assets less current liabilities		185,712	127,255
Net assets		185,712	127,255
Total charity funds			
Unrestricted funds		68,018	27,924
Restricted funds		117,694	99,331
		185,712	127,255

For the year ended 31 March 2021 the charity was entitled to exemption from audit under Sec 477 of the Companies Act 2006 relating to small companies.

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with Sec 476.*
- The Trustees acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and preparation of Accounts. These Accounts have been prepared in accordance with the provisions applicable to companies subject to the Small Companies regime.*

The financial statements were approved and authorised for distribution by the Board on 12/02/2022

and signed on its behalf by Chairman Elder Cleto Mudhefi

Signature



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2021

1. ACCOUNTING POLICIES

The principal accounting policies, all of which have applied consistently throughout the year, are set out below.

1a. Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- and 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) issued on March 2018
- and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

1b. Going Concern

Apostolic faith Mission IM(UK) Leicester Assembly is still in operation as a going concern

1c. Fund accounting

Unrestricted funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity. Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

1d. Incoming resources

Voluntary income, including donations, gifts and legacies and grants that provide core funding or are of a general nature, are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Investment income is recognised on a receivable basis,

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

1e. Resources expended

Expenditure is recognised when a liability is incurred. Funding provided through contractual agreements and performance related grants are recognised as goods or services supplied.

Other grant payments costs of generating funds are those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Governance costs include those incurred in the governance of its assets and are primarily associated with constitutional and statutory requirements.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent

with the use of resources, e.g. allocating office property costs by floor areas, management and human resources costs by the number of staff, and finance and IT costs by work done.

1f. [Donated Goods and volunteer and other donated services.](#)

Donated goods are recognised in different ways dependent on how they are used by the charity;

a. Those donated for resale produce income in the trading venture when they are disposed of.

b. Those donated for onward transmission to beneficiaries (chiefly clothing, food and medical supplies) are included in the statement of financial activities as incoming resources and resources expended when they are distributed. They are valued at the amount the charity would have had to pay to acquire them.

The charity has not received any goods for use by the charity itself. The value of services provided by volunteers is not incorporated into these financial statements. Where services are provided to the charity as a donation that would normally be purchased from our suppliers this contribution is included in the financial statements at an estimate based on the value of the contribution to the charity.

1g. [Tangible fixed assets and depreciation](#)

Tangible assets are stated at cost and depreciated over their useful economic lives at the following rates:

Fixture and fittings	4 years
Equipment	5 years
Computers	3-4 years

Apostolic Faith Mission IM (UK) Leicester Assembly

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2021

	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
2. Voluntary income				
Donations	10,875	3,420	14,295	10,165
Love offering	5,075		5,075	14,492
Gift Aid Estimate	14,600		14,600	17,500
Subscriptions	285		285	335
Tithes	41,469		41,469	43,523
Family Day	-		-	385
High Tea	-		-	2,145
Ladies Retreat	-		-	675
	72,304	3,420	75,724	89,220
3. Activities for generating funds				
Conference fees	-		-	2,545
Fundraising	-		-	455
	-	-	-	3,000
4. Other Income				
Other income	-		-	94
Furlough Grant	27,388		27,388	0
Youth Grant	-	9,995	9,995	-
	27,388	9,995	37,383	94
5. Church running costs				
Rent church lease	-		-	8,518
Motor Vehicle Expenses	861		861	873
Premises insurance	-		-	927
Depreciation of Furniture & Fittings	-		-	91
Depreciation of motor vehicles	511		511	511
Depreciation of Office Equipment	241		241	-
	1,613	-	1,613	10,920
6. Spiritual leadership costs				
Pastors salaries	35,352		35,352	46,733
National Insurance	3,666		3,666	5,255
Pension Cost Employer	1,061		1,061	1,286
Conference Costs	-		-	1,075
Personage Allowance	1,587		1,587	906
Honorariums	537		537	820
	42,203	-	42,203	56,075

Apostolic Faith Mission IM (UK) Leicester Assembly

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2021

	2021 Unrestricted £	2021 Restricted	2021 Total	2020 Unrestricted £
7. Community Building				
Holy Communion/Baptism	57	-	57	-
Board meeting expenses	150	-	150	158
Conference costs - National & Regional	572	-	572	5,010
Hospitality	100	-	100	951
Subscriptions	-	-	-	200
Regional and National Contributions	796	-	796	2,300
Bank Charges	182	-	182	1,014
Praise & Worship	-	-	-	559
Family Day	-	-	-	1,707
Printing and Stationery	172	-	172	765
	2,029	-	2,029	12,664
8. Other costs				
Fundraising Costs	-	-	-	4,009
Loss on Disposal	-	-	-	1,176
Donations	10,614	-	10,614	2,063
	10,614	-	10,614	7,248
9. Governance costs				
Independent Examination	150	-	150	150
Software	698	-	698	-
Accountancy	600	-	600	600
	1,448	-	1,448	750

Apostolic Faith Mission IM (UK) Leicester Assembly

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2021

10. Tangible Assets

	Plant & Equipment	Motor Vehicles	IT & Musical Instruments	Fixtures and fittings
Cost:				
at 1 April 2020	3,434	2,557	13,686	5,555
Additions	1,205	-	-	-
Disposals	-	-	-	-
at 31 March 2021	4,639	2,557	13,686	5,555
Depreciation:				
at 1 April 2020	3,434	511	13,686	5,555
Charge	241	511	-	-
Disposals	-	-	-	-
at 31 March 2021	3,675	1,022	13,686	5,555
Net book value:	964	1,535	-	-

Apostolic Faith Mission IM (UK) Leicester Assembly

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2021

	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Unrestricted £
11. Debtors				
Gift Aid	32,660	-	32,660	33,003
Other debtors	-	-	-	-
	32,660	-	32,660	33,003

12. Cash in hand and at bank				
Cash at bank - Main Church	32,389		32,389	2,684
Cash at bank - Building Fund	-	117,213	117,213	104,279
Cash at bank - Ladies	2,076		2,076	486
Cash at bank - Youth	247	9,995	10,242	247
	34,712	127,208	161,920	107,696

Restricted cash at bank is funds raised for property investment £117,213 (2020 - £104,279)

Restricted cash at bank is Grant received from State Lottery for Youth Activities £9,995

13. Creditors: amounts falling due within one year

Trade creditors	750	-	750	750
Pension	2,169		2,169	612
PAYE & NI	8,147		8,147	10,871
Salaries Control	302		302	-
	11,367	-	11,367	12,233