



**Apostolic Faith Mission IM (UK) Leicester Assembly  
(Jubilee Worship Centre)**

Registered Charity Number: 1150356

**Annual Report and Financial Statements**

**31 March 2024**



## 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  
Mrs Vimbikayi Noveletta Matinyarare  
Mr Berthwell Mukwaira  
Ms Lillian Nyatsambo

**Bankers**

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

**Independent Examiners**

Notion Accountancy Ltd  
23 Lilleshall Road  
Birmingham  
B26 2QN



## **AFMIM LEICESTER JUBILEE ASSEMBLY**

### **Report of the Trustees for the year ended 31 March 2024**

The Trustees present their annual report for the year ending 31 March 2024 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 brighter compared to the last few years when we went through the devastating pandemic. The church is actively pursuing its objectives of winning souls and supporting our members in good and in difficult times.

#### **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 the 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.

### **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 on Thursday evenings 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 Strategic planning 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.
4. Improving our **Data Security** – e.g. confidential shredding, encryption.
5. Review and document what AFM procedure is in the event of a **data breach**.
6. **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:** 11/12/2024



## 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.

07/12/2024

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 2024**

	Notes	2024 Unrestricted £	2024 Restricted £	2024 Total £	2023 Total £
<b>Incoming resources</b>					
Incoming resources from generated funds					
voluntary income	2	134,133	2,705	136,838	108,880
Activities for generating funds	3	-	-	-	-
other incoming resources	4	1,144	-	1,144	-
<b>Total incoming resources</b>		<b>135,277</b>	<b>2,705</b>	<b>137,982</b>	<b>108,880</b>
<b>Resources expended</b>					
Charitable activities					
Church running costs	5	18,171	-	18,171	6,942
Spiritual leadership costs	6	49,680		49,680	54,616
Community building	7	28,801		28,801	18,134
Other costs	8	180		180	90
Governance costs	9	1,394		1,394	970
<b>Total resources expended</b>		<b>98,226</b>	<b>-</b>	<b>98,226</b>	<b>80,752</b>
<b>Net (Outgoing)/Incoming Resources funds Before transfers</b>		<b>37,051</b>	<b>2,705</b>	<b>39,756</b>	<b>28,398</b>
<b>Transfers</b>					
Gross transfers between funds	-	42,030	42,030	-	-
<b>Net movement in funds</b>		<b>(4,979)</b>	<b>44,735</b>	<b>39,756</b>	<b>28,128</b>
Reconciliation of Funds:					
<b>Total funds brought forward</b>		<b>111,557</b>	<b>127,671</b>	<b>239,228</b>	<b>211,100</b>
<b>Total funds carried forward</b>		<b>106,578</b>	<b>172,406</b>	<b>278,984</b>	<b>239,228</b>



## Apostolic Faith Mission IM (UK) Leicester Assembly Balance Sheet as at 31 March 2024

	Notes	2024 £	2023 £
<b>Fixed assets</b>			
Tangible assets	10		
Fixtures and fittings		600	-
Instruments		3,519	4,398
Office Equipment		4,282	4,757
		<b>8,400</b>	<b>9,156</b>
<b>Current assets</b>			
Debtors	11	44,478	20,476
Cash in hand and at bank	12	244,706	226,490
		<b>289,184</b>	<b>246,966</b>
<b>Creditors : amounts falling due within one year</b>	13	<b>18,600</b>	<b>16,893</b>
<b>Net current assets</b>		<b>270,584</b>	<b>230,073</b>
<b>Total assets less current liabilities</b>		<b>278,984</b>	<b>239,228</b>
<b>Net assets</b>		<b>278,984</b>	<b>239,228</b>
<b>Total charity funds</b>			
Unrestricted funds		106,578	111,557
Restricted funds		172,406	127,671
		<b>278,984</b>	<b>239,228</b>

For the year ended 31 March 2024 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 11/12/2024.

and signed on its behalf by Chairman Cleto Mudhefi Signature



# Apostolic Faith Mission IM (UK) Leicester Assembly

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2024

### 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 are 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 2024

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>2. Voluntary income</b>				
Donations	13,766	2,705	16,471	20,239
Love offering	25,645		25,645	18,214
Gift Aid Estimate	24,000		24,000	21,000
Subscriptions	2,830		2,830	745
Tithes	67,892		67,892	47,352
High Tea	-		-	1,030
Ladies Retreat	-		-	300
	<b>134,133</b>	<b>2,705</b>	<b>136,838</b>	<b>108,880</b>
<b>4. Other Income</b>				
Other income	1,144		1,144	-
Furlough Grant	-		-	-
Youth Grant	-	-	-	-
	<b>1,144</b>	<b>-</b>	<b>1,144</b>	<b>-</b>
<b>5. Church running costs</b>				
Rent church lease	12,001		12,001	3,710
Utility costs	-		-	186
Premises insurance	663		663	617
Depreciation of Furniture & Fittings	149		149	-
Bank Charges	1,362		1,362	913
Storage Costs	2,640		2,640	-
Depreciation of Office Equipment	476		476	529
Depreciation of Instruments	880		880	987
	<b>18,171</b>	<b>-</b>	<b>18,171</b>	<b>6,942</b>
<b>6. Spiritual leadership costs</b>				
Pastors salaries	32,852		32,852	35,352
National Insurance	3,140		3,140	3,114
Pension Cost Employer	1,593		1,593	1,768
Conference Costs	-		-	354
Personage Allowance	3,520		3,520	9,900
Honorariums	8,575		8,575	4,128
	<b>49,680</b>	<b>-</b>	<b>49,680</b>	<b>54,616</b>



# Apostolic Faith Mission IM (UK) Leicester Assembly

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2024

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Unrestricted
	£			£
<b>7. Community Building</b>				
Holy Communion/Baptism	-	-	-	52
Board meeting expenses	347	-	347	331
Conference costs - National & Regional	4,400	-	4,400	1,550
Hospitality	1,228	-	1,228	3,400
Subscriptions	250	-	250	200
Regional and National Contributions	9,582	-	9,582	3,935
Sunday School	120	-	120	-
Praise & Worship	215	-	215	375
House Keeping	150	-	150	60
High Tea	-	-	-	1,657
Travel and Susistance	100	-	100	728
Donations - Social Welfare	7,910	-	7,910	5,414
Youth Activities	954	-	954	-
Men's Union Activities	660	-	660	-
Couples Activities	200	-	200	-
Ladies Retreat	1,567	-	1,567	-
Printing and Stationery	1,118	-	1,118	432
	<b>28,801</b>	<b>-</b>	<b>28,801</b>	<b>18,134</b>
<b>8. Other Costs</b>				
Donations	180	-	180	90
	<b>180</b>	<b>-</b>	<b>180</b>	<b>90</b>
<b>9. Governance Costs</b>				
Independent Examination	150	-	150	150
Software	144	-	144	120
Legal and professional fees	-	-	-	-
Accountancy Fees	1,100	-	1,100	700
	<b>1,394</b>	<b>-</b>	<b>1,394</b>	<b>970</b>



## Apostolic Faith Mission IM (UK) Leicester Assembly

### NOTES TO THE FINANCIAL STATEMENTS

#### FOR THE YEAR ENDED 31 March 2024

#### 10. Tangible Assets

	Office Equipment	IT & Musical Instruments	Fixtures and fittings
<b>Cost:</b>			
at 1 April 2023	9,329	19,071	5,555
Additions	-	-	749
Disposals	-	-	-
at 31 March 2024	<b>9,329</b>	<b>19,071</b>	<b>6,304</b>
<b>Depreciation:</b>			
at 1 April 2023	4,571	14,673	5,555
Charge	476	880	149
Disposals	-	-	-
at 31 March 2024	<b>5,047</b>	<b>15,553</b>	<b>5,704</b>
<b>Net book value:</b>	<b>4,282</b>	<b>3,519</b>	<b>600</b>



## Apostolic Faith Mission IM (UK) Leicester Assembly

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2024

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Unrestricted
	£	£	£	£
<b>11. Debtors</b>				
Gift Aid	44,478	-	44,478	20,476
Other debtors	-	-	-	-
	<b>44,478</b>	<b>-</b>	<b>44,478</b>	<b>20,477</b>
<b>12. Cash in hand and at bank</b>				
Cash at bank - Main Church	69,289		69,289	96,353
Cash at bank - Building Fund - (Restricted)	-	172,406	172,406	127,671
Cash at bank - Ladies	2,314		2,314	1,859
Cash at bank - Youth	697	-	697	607
	<b>72,300</b>	<b>172,406</b>	<b>244,706</b>	<b>226,490</b>
Restricted cash at bank is funds raised for property investment £172,406 (2023 - £127,671)				
Cash movement in main bank account is as a result of transfers to Building Fund				
<b>13. Creditors: amounts falling due within one year</b>				
Trade creditors	801	-	801	750
Pension	6,192		6,192	8,754
PAYE & NI	11,607		11,607	7,006
Salaries Control	-		-	383
	<b>18,600</b>	<b>-</b>	<b>18,600</b>	<b>16,893</b>