

HADLEIGH UNITED REFORMED CHURCH, THE GREAT MEETING

Minister, Vacancy
Telephone Call Secretary

Company Number: N/A

Charity Number: 1151084

**THE Hadleigh, Suffolk UNITED REFORMED CHURCH TRUST
Trustees Report**

YEAR ENDED 31ST DECEMBER 2023

HADLEIGH UNITED REFORMED CHURCH, THE GREAT MEETING

Minister, Vacancy
Telephone Call Secretary

THE Hadleigh, Suffolk UNITED REFORMED CHURCH (TRUST)

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• Annual Report

Year Ended 31st December 2023

Reference and Administrative Information

Address

The Market Place,
Hadleigh,
Suffolk.
IP7 5DL

Correspondence Secretary

Mr. Nigel Crisp, BSc
85, Angel Street,
Hadleigh
IP7 5EY

1. Minister

Vacancy

2. Elders

Mrs Claire Coster

HADLEIGH UNITED REFORMED CHURCH, THE GREAT MEETING

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Mrs. Jan Dicks.
Mrs Ann Swallow
Mr Ric Lambert
Miss Chloe Elmer

3. Bankers

Barclays Bank Plc
High Street.
Hadleigh
Suffolk

4. Legal Advisors

Not retained

5. Independent Examiner

Independent Examiner
Mark Wallace, CTA FCA, Walter Wright
89 High Street
Hadleigh
IP7 5EA

6. Church Officers

Minister – Vacancy
Secretary – Mrs. Claire Coster
Treasurer – Mr Tom Gordon

• Structure, Governance and Management

1. The Trust

The Hadleigh United Reformed Church a registered charity, number 1151084. It is governed by its Memorandum and Articles of Association as revised in 2008.

All of the financial assets and liabilities of the Hadleigh, Suffolk, United Reformed Church are owned by the Eastern Synod Trust of the United Reformed Church ("Synod") and are managed by the church on behalf of the Eastern Synod Trustees

.

2. The Trustees

The Trustees of the charity are also Congregational members.

All Trustees give their time voluntarily and receive no benefits from the charity apart from those honoraria and reimbursed expenses incurred in connection with running the church's affairs.

The Trustees serving during the year and to the date of this report were as follows:-

Ronnie Howson (Chair).
Mr. Nigel Crisp.
Mrs. Mrs Anne Swallow
Mrs. Claire Coster (Secretary)
Mr Richard Lambert
Mrs. Jan Dicks.
Mr. Tom Gordon (Treasurer)
Miss Chloe Elmer

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3. *Appointment of New Trustees*

The Trustees nominate members to serve as Trustees of the Trust and the Elders ratify the appointments.

There is an informal programme for the induction of Trustees.

Training is organised for the Synod Trustees (normally annually) to ensure they are aware of current practice and issues of charity law etc. Congregational Trustees will receive invitations to attend.

4. *Constitution of the Church*

Hadleigh, Suffolk, United Reformed Church is part of the Eastern Synod Of the URC, one of 13 Synods of the United Reformed Church ("URC") within the United Kingdom. It is constituted in accordance with the Scheme of Union and the United Reformed Church Acts of 1972, 1981 and 2000 (see www.urb.org.uk.)

In accordance with "the Structure of the United Reformed Church" it is responsible for:-

- Providing Worship to the Membership and wider community in accordance with the practices of the United Reformed Church.
- Providing teaching and spiritual support to Members, Young people and Adherents.
- Providing pastoral oversight to members and adherents.
- Promoting ecumenical relations, by working with local churches;
- Dealing with matters referred from the Eastern Synod;
- Undertaking such other things which promote the welfare of the United Reformed Church.

• Organisational Structure

The executive church meetings run cyclically throughout the year. The elders are the key decision-making body, who are responsible to the Congregation for all aspects, Spiritual and Temporal within the Church, of Church Life. The Elders meet on the 1st Monday of every month, although emergency extraordinary meetings can be called at short notice, should this be necessary.

There is a Management committee with devolved powers from the Elders to deal with all matters temporal (buildings, lettings, H&L, H&S, etc). Responsibility for expenditure and buildings strategy reside with the elders, who report to the Church Meeting, which is the ultimate authority within the congregation. It has its own chairman and secretary. It meets roughly 4 times per year, as deemed necessary by the Chairman. The Management committee reports to the Elders meeting.

The Minister chairs the Elders meetings, although it could be any Elder should the minister not be present. There is a Secretary who takes minutes, and is responsible for all major correspondence, reporting to the Minister on Organisational matters. The Treasurer is responsible for the management of our Finances.

There is not a defined quorum, as most attend most meetings. The chair (normally the minister) would decide, should attendance on a particular evening be poor, on the viability of continuing. The minister also chairs Church Meetings. There are several other groups in the congregation who have particular responsibilities, but all report ultimately, to the Elders.

There is a Worship Team with devolved authority from the Elders to assess and plan, inter alia, morning worship, and the worship life of the church.

HADLEIGH UNITED REFORMED CHURCH, THE GREAT MEETING

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1. *Related parties*

Local URC churches operating in the Eastern Synod area are separate and independent charities. There is no common control or unity of administration with any of these bodies and they are not deemed to be connected charities within the understanding of the Charities SORP 2005.

2. *Managing Trustees*

The Elders manage the church buildings on behalf of the Synod who are the Custodian Trustees.

• Use of Volunteers

The minister of word and sacrament is paid directly from the Finance Office of the United Reformed Church in London. Mr. Lambert is employed part-time as Church Administrator..

• Risk Management

The Trustees are responsible for the management of the risks faced by the charity. Risks are identified, assessed and controls established throughout the year. A formal review of the charity's risk management process is undertaken regularly.

The most serious risk facing the charity would be the Synod failing to achieve its strategic and charitable objectives, either through resources being put into programmes which do not meet those objectives or through failure of Trustees and other Committees to consider the charity's objectives when making decisions. To manage and mitigate this risk, the Trustees, who are normally also (though not exclusively) elders, meet regularly to consider and review matters both temporal and spiritual, and, in so doing, are reminded of the objectives which they must constantly keep in mind. Also, having Convenors of Committees give an account of their Committee's decisions to the Church Meeting,

There is not a Business Continuity Plan, but a monthly statement of accounts is produced and made available to all church members, and is reviewed by the Elders (See above).

Among the key risk controls used by the charity are:

- a financial policy subject to periodic review (an updated version is currently under consultation);
- clear financial authorisation and approval levels (also under consultation)
- detailed summary accounts produced for scrutiny by Trust Directors and Elders at every meeting during the year;

The church operates a 'Safeguarding' policy with two members appointed to oversee all such matters reporting to the eldership as appropriate.

Through the risk management process established for the charity, the Trustees are satisfied that the major risks identified 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.

• Aims and Objectives

- The advancement of the Christian religion especially by the means of, and in accordance with, principles of the United Reformed Church as set out for the time being in 'The Manual'. The aims of the charity are, inter alia, regular worship, teaching, outreach and mission by the provision of pastoral, educational and mission, technical and financial support. It is also to share the vision of the URC's General Assembly with the local churches.

HADLEIGH UNITED REFORMED CHURCH, THE GREAT MEETING

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1. *Ensuring delivery of the Trust's aims and public benefit*

The Trustees review the aims, objectives and proposed future activities on a regular basis. The Trustees follow the general guidance issued by the Charity Commission on public benefit when doing so.

• Pastoral Support

There is a member appointed to work with others to provide spiritual, pastoral and care and challenge to Members and Adherents. The church buildings being extensively hired by the local community, informal links can be established with those hirers, where conversations about possible pastoral needs might be discussed (e.g. there is a local dementia support group that meets regularly in the church premises, when from time to time a member of the congregation meets informally with one of the leaders)

• Educational and Mission Support

A young people's co-ordinator has been appointed to ensure the best use is made of training and support resources are made available to the leaders.

Where feasible and appropriate, encouragement to mission and outreach activities to be undertaken in Hadleigh and local or villages.

• Technical Support

Libraries of books and pamphlets, visual aids are widely available. There is an honorary IT technician who is responsible for the maintenance of all aspects of the church's electronic equipment.

• Financial Support

The Church's principal source of funds is from the Weekly Givings by members. This is enhanced from the lettings and rents of the church's premises.

Capital works may be supported by application to Synod and other bodies for financial assistance.

• Achievements and Performance

1. Spiritual:

- a. Church Services have continued every week in the Church and online on the website, through the YouTube Channel and there is also a distribution of a written copy of the service for those who are unable to attend Church and do not have access to the website.
- b. We meet for worship weekly, despite not having a stipendiary minister for our Church since July 2023, including for the special Festivals of Easter, Christmas and Harvest when we invite friends to celebrate with us.
- c. Weekly prayer service in the Church, including a service of healing prayer offered once a month.

HADLEIGH UNITED REFORMED CHURCH, THE GREAT MEETING

**Minister, Vacancy
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- d. Monthly Messy Church sessions – discontinued June 2023 when our minister left.
- e. Quarterly Cafe Church services.

2. Outreach and community engagement:

- a. Blythwood Care Shoebox appeal continues with a fund raising event once a year and ongoing activities to cover and fill the shoeboxes. Over 150 were filled in 2023.
- b. We are continuing to support the Hadleigh Food Bank, known as Just Food, allowing them to rent a room on our campus for a peppercorn rent as part of commitment to supporting those in need of food parcels
- c. We also support FIND (Families in Need) project, based in Ipswich, supporting them with harvest gifts and Christmas gifts. We also have a box at the back of the Church for donations, which are taken to Ipswich monthly.
- d. December 2023 – a Nativity festival was held in the Church, with 22 different Nativity Scenes displayed with donations towards FIND. The Church was open during the Town Lighting Up Event, when people could view the Nativity Scenes, write a prayer, children's craft activities, a quiz about the Nativity Scenes and refreshments offered at the back of the Church.
- e. Support for Memories Café held weekly to support those living with dementia and their carers, including a short traditional Carol Service in December.
- f. Support for Lunch clubs on the first and third Wednesday of the month for retired people in Hadleigh organised by the ACC.
- g. Encouraged diversification of worship and events using such support systems as multi-media, web-based communications, Facebook and an advert in the Hadleigh Community News each month.
- h. A stronger network of support and pastoral care for all user groups of our premises, including providing a Link Person for each group that meets on our premises.
- i. Since July 2022 we have been sending a representative to the Hadleigh Community Forum which meets monthly.
- j. Produce a weekly news sheet and a monthly newsletter, which is available on our website as well as a hard copy, so that people know

HADLEIGH UNITED REFORMED CHURCH, THE GREAT MEETING

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what is happening in our Church and to bring items of interest to the Church family and wider community.

- k. Begin to investigate how we can achieve the Bronze Certificate as an Eco Church.

3. Pastoral

- a. The wide network of pastoral ministry has continued to be a vital part of who we are and what we do and even more so since the end of March 2020. Our Church family was divided into groups and a leader for each group was encouraged to speak to the folks in their group once a week. This Pastoral Support has continued, especially supporting those who are housebound or in a care home. The Pastoral Team has met regularly to consider how we can best support the Church family and also those who meet on our premises.
- b. This network has been especially important since July 2023 when we have been without a stipendiary minister.

4. The wider Church

- Some of our church members continue to lead and be heavily involved in the Open the Book team, now known as The Hadleigh Story Tellers, who go into two primary schools in Hadleigh and lead an assembly, telling a Bible story through drama.
- We take part in Churches Together in Hadleigh, sending two representatives to the monthly meeting. We join with the other Churches to support The Week of Prayer for Christian Unity. We hosted the Good Friday service of Witness and refreshments afterwards. We support the joint Christian Aid events including hosting a Christian Aid Soup Lunch and a joint afternoon Christian Aid service.
- In terms of the URC, we continue to play our part in the South Suffolk Area Partnership meetings via Zoom and send two representatives to the Eastern Synod, which meets on a Saturday twice a year. In July 2023 two members from our Church attended the General Assembly of the URC at Swanick in Derbyshire.

5. Administration

- a. We continue to monitor our Safeguarding Policy and Data Privacy Policy. Both of these documents are available on the website.
- b. Our part-time administrator continues with the principal roles of managing the lettings of our premises, ensuring the church is ready for morning worship, managing our office, being a day-to-day church ambassador to the local community.

HADLEIGH UNITED REFORMED CHURCH, THE GREAT MEETING

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- c. Our new web site (produced 2018) continues to prove most helpful, making us generally more accessible to the community at large. We also have a Facebook Account which publicises our activities to the local community.

6. Future Plans

- a. We have produced an Action Plan which we have been working on since October 2021 – see attached.
- b. Continue with quarterly Cafe Church when resources permit and investigate setting up a Messy Church/ Forest Church as a joint project with the other Churches in Hadleigh.
- c. Continue with a quarterly service at Monks Eleigh Chapel.
- d. Make links with growing Churches.
- e. Plan an outreach group.
- f. Continue to support the local Hadleigh Foodbank in addition to Ipswich's FIND
- g. Maintain profiling of Commitment for Life plus two other charities selected at the Christmas Church meeting and raise the profile of these through our newsletter.
- h. Continue to plan to build an Administrator's Office in the Church so that the Administrator has a proper office to enable them to fulfil their duties. This includes seeking Listed Building Permission.
- i. The alterations to the area around the pulpit and dais have been put on hold. (Ideally this should be referred to the CM as they had approved the changes and approved their implementation). The Listed buildings approval, having now exhausted its authorisation period, the Elders and congregation shall have to consider how best to proceed.

• Resources

Finance is provided for Local administration, training, away-days and weekends. Considerable works have been funded to improve and fit-out our premises.

• Financial Review

The Church funds are split into Restricted, Designated and Unrestricted funds. Descriptions of the restrictions are held in the Church Annual accounts.

Details are Included in Inspector's report filed separately.

• Future Plans

HADLEIGH UNITED REFORMED CHURCH, THE GREAT MEETING

**Minister, Vacancy
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Signed on behalf of the Trustees

Mr Ronnie Howson

Secretary to the Trustees.

30 August 2023

• INDEPENDENT Examiner's REPORT

Filed separately.

HADLEIGH UNITED REFORMED CHURCH

FINANCIAL STATEMENTS

TO

31-Dec-23

Charity number 1151084

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TREASURER'S STATEMENT

I have prepared the financial statements on pages 1 to 7 for the year ended 31 December 2023

Signed

Date

HADLEIGH UNITED REFORMED CHURCH

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2022

INDEPENDENT EXAMINER'S REPORT

Respective responsibilities and Basis of the Report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2023.

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 (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.

Signed by the Independent Examiner:

Mark Wallace CTA FCA

Walter Wright

89 High Street

Hadleigh

HADLEIGH UNITED REFORMED CHURCH

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2023

| | Note | Unrestricted Funds | | Restricted | TOTAL | Unrestricted Funds | | Restricted | TOTAL |
|--|------|--------------------|------------|------------|--------|--------------------|------------|------------|----------|
| | | General | Designated | Funds | 2022 | General | Designated | Funds | 2023 |
| | | £ | £ | £ | £ | £ | £ | £ | £ |
| INCOMING RESOURCES | | | | | | | | | |
| Incoming resources from generated funds: | | | | | | | | | |
| Voluntary income | 2 | 47,845 | 367 | 680 | 48,892 | 31,729 | 335 | 180 | 32,244 |
| Activities for generating funds | 3 | 28,161 | - | - | 28,161 | 41,813 | - | - | 41,813 |
| Investment income | 4 | 14 | - | - | 14 | 140 | - | - | 140 |
| Incoming resources from charitable activity | | 76,020 | 367 | 680 | 77,067 | 73,682 | 335 | 180 | 74,197 |
| Other incoming resources | | - | - | - | - | - | - | - | - |
| Total incoming resources | | 76,020 | 367 | 680 | 77,067 | 73,682 | 335 | 180 | 74,197 |
| RESOURCES EXPENDED | | | | | | | | | |
| Ministerial Costs | 5 | 31,393 | - | - | 31,393 | 33,461 | - | - | 33,461 |
| Admin, Outreach and Communications | | 2,060 | - | - | 2,060 | 2,430 | - | - | 2,430 |
| Charitable activities | | 34,144 | - | 497 | 34,641 | 40,639 | 530 | 363 | 41,532 |
| Total resources expended | | 67,597 | - | 497 | 68,094 | 76,530 | 530 | 363 | 77,422 |
| Net incoming/(outgoing) resources before transfers | | 8,423 | 367 | 183 | 8,973 | (2,848) | (195) | (183) | (3,225) |
| Gross transfers between funds | | | | | - | | | | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | 8,423 | 367 | 183 | 8,973 | (2,848) | (195) | (183) | (3,225) |
| Gains/(losses) on investment assets | | - | - | - | - | - | - | - | - |
| Net movement in funds | | 8,423 | 367 | 183 | 8,973 | (2,848) | (195) | (183) | (3,225) |
| Total funds b/fwd 1 January | | 24,545 | 14,035 | - | 38,580 | 32,968 | 14,402 | 183 | 47,552 |
| Total funds c/fwd 31 December | | 32,968 | 14,402 | 183 | 47,553 | £ 30,120 | £ 14,207 | £ - | £ 44,327 |

HADLEIGH UNITED REFORMED CHURCH

BALANCE SHEET AS AT 31 DECEMBER 2023

| | Note | Unrestricted Funds General £ | Designated £ | Restricted Funds £ | TOTAL 2022 £ | Unrestricted Funds General £ | Designated £ | Restricted Funds £ | TOTAL 2023 £ |
|---------------------------------------|-------------------|------------------------------------|-----------------|--------------------------|--------------------|------------------------------------|-----------------|--------------------------|--------------------|
| FIXED ASSETS | 6 | - | - | - | - | - | - | - | - |
| CURRENT ASSETS | | | | | | | | | |
| Debtors | 7 | 7,274 | - | - | 7,274 | 7,024 | - | - | 7,024 |
| Bank and cash balances | 8 | 27,511 | 14,035 | 183 | 41,729 | 24,284 | 14,207 | - | 38,491 |
| | | 34,785 | 14,035 | 183 | 49,003 | 31,308 | 14,207 | - | 45,515 |
| CURRENT LIABILITIES | | | | | | | | | |
| Creditors payable within one year | 9 | 1,450 | - | - | 1,450 | 506 | - | - | 506 |
| NET CURRENT ASSETS | | 33,335 | 14,035 | 183 | 47,553 | 30,802 | 14,207 | - | 45,009 |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | 33,335 | 14,035 | 183 | 47,553 | - | 30,802 | 14,207 | 45,009 |
| Creditors payable after one year | | - | - | - | - | - | - | - | - |
| TOTAL NET ASSETS | | 33,335 | 14,035 | 183 | 47,553 | 30,802 | 14,207 | - | 45,009 |
| THE FUNDS OF THE CHARITY | | | | | | | | | |
| Unrestricted income funds: | | | | | | | | | |
| General | | 32,968 | - | - | 32,968 | 30,802 | - | - | 30,802 |
| Designated | | - | 14,402 | - | 14,402 | - | 14,207 | - | 14,207 |
| Total | | 32,968 | 14,402 | - | 47,370 | 30,802 | 14,207 | - | 45,009 |
| Restricted income funds: | | - | - | 183 | 183 | - | - | - | - |
| | | 32,968 | 14,402 | 183 | 47,553 | 30,802 | 14,207 | - | 45,009 |

APPROVED by the Church Meeting held on:

and signed on its behalf by the chair:

The notes on pages 3 to 7 form part of these financial statements

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2023**

1 ACCOUNTING POLICIES

1a Basis of Accounting

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005) issued by the Charity Commission, and the United Reformed Church guidance. The accruals basis of accounting has been adopted, and the principal accounting policies set out below are applied consistently.

1b Fund Accounting

Unrestricted funds are available for use at the discretion of the church in furtherance of its charitable objectives. Restricted funds are subjected to restrictions on their expenditure imposed by the donor, or contained in the terms of a grant. Endowment funds are funds the capital of which must be maintained; normally only income arising from investment of the endowment may be used, either as restricted or unrestricted funds depending on the purpose and terms on which the endowment was established.

1c Tangible Fixed Assets

Freehold property: The Trustees of the church and manse buildings are the URC Eastern Province

Trust who hold them upon trust for purposes connected with Hadleigh URC. Expenditure incurred on the church and manse is written off in the year it is incurred.

1d Incoming Resources

All voluntary giving is included in the financial statements for the period in which it is received. Donations under Gift Aid plus the associated tax recovery are recognised as income when the donation is received. Legacies are accounted for when their receipt is certain and can be properly quantified. All other income is generally recognised when it is receivable.

1e Resources Expended

The URC Ministry & Mission Fund contribution is paid regularly and is included in the financial statements for the year to which it relates. Resources expended are recognised in the period to which they are incurred and include attributable VAT which cannot be recovered. They are allocated to the particular activity to which they relate. Governance costs represent direct expenditure on the governance of the church, including the production and independent scrutiny of these financial statements. As most of the management and activity of the church is carried out by volunteers, this intangible cost is not included in the financial statements as this voluntary contribution to the life of the church is incalculable.

1f Taxation

As part of the United Reformed Church, the church is an excepted charity within the meaning of the Taxes Acts. Accordingly it is potentially exempt from taxation in respect of income and capital gains received to the extent that such income or gains are applied to exclusively charitable purposes. No provision for taxation has been made in these financial statements.

1g Designated Funds

The designated fund is money received from another church which closed many years ago. The trustees have set aside the funds to be used for specific things relating to worship.

1h Restricted Funds

The restricted fund represents offerings which have been collected on behalf of other charities and then paid out.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES - continued
FOR THE YEAR ENDED 31 DECEMBER 2023

| | Unrestricted Funds | | Restricted | TOTAL | Unrestricted Funds | | Restricted | TOTAL |
|--|--------------------|------------|------------|---------------|--------------------|------------|------------|---------------|
| | General | Designated | Funds | 2022 | General | Designated | Funds | 2023 |
| | £ | £ | £ | £ | £ | £ | £ | £ |
| 2 VOLUNTARY INCOME | | | | | | | | |
| CAF | 100 | - | - | 100 | - | - | - | - |
| Cheques | 2,150 | - | - | 2,150 | 950 | - | - | 950 |
| Envelopes | 520 | - | - | 520 | 510 | - | - | 510 |
| Loose | 4,478 | - | - | 4,478 | 3,674 | - | - | 3,674 |
| SO Carrying Gift Aid | 16,185 | - | - | 16,185 | 14,691 | - | - | 14,691 |
| SO Not Carrying Gift Aid | 3,880 | - | - | 3,880 | 3,410 | - | - | 3,410 |
| Donations General | 347 | 367 | 183 | 896 | 2,807 | 335 | 180 | 3,322 |
| Funerals & Weddings | 230 | - | - | 230 | 330 | - | - | 330 |
| Gift Aid Refund Received from HMRC | 12,353 | - | - | 12,353 | 4,479 | - | - | 4,479 |
| Other Income | 7,423 | - | 497 | 7,920 | 877 | - | - | 877 |
| Grants | 180 | - | - | 180 | - | - | - | - |
| | <u>47,845</u> | <u>367</u> | <u>680</u> | <u>48,892</u> | <u>31,729</u> | <u>335</u> | <u>180</u> | <u>32,244</u> |
| 3 ACTIVITIES FOR GENERATING FUNDS | | | | | | | | |
| Church Lettings | 19,301 | - | - | 19,301 | 24,294 | - | - | 24,294 |
| Monks Eleigh Lettings | 235 | - | - | 235 | 269 | - | - | 269 |
| School House Rental Income | 8,625 | - | - | 8,625 | 17,250 | - | - | 17,250 |
| | <u>28,161</u> | <u>-</u> | <u>-</u> | <u>28,161</u> | <u>41,813</u> | <u>-</u> | <u>-</u> | <u>41,813</u> |
| 4 INVESTMENT INCOME | | | | | | | | |
| Bank Interest | 14 | - | - | 14 | 140 | - | - | 140 |
| | <u>14</u> | <u>-</u> | <u>-</u> | <u>14</u> | <u>140</u> | <u>-</u> | <u>-</u> | <u>140</u> |
| Totals | <u>76,020</u> | <u>367</u> | <u>680</u> | <u>77,067</u> | <u>73,682</u> | <u>335</u> | <u>180</u> | <u>74,197</u> |

MINISTRY & MISSION FUND

The church contributes to the central URC costs of training and providing ministers (including the centralised payment of stipends, pension contributions and other benefits for ministers), running the denomination, and **the wider mission of the national church.**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES - continued
FOR THE YEAR ENDED 31 DECEMBER 2023

| 5 CHARITABLE ACTIVITIES | Unrestricted Funds | | | | Restricted Funds | | | |
|--|--------------------|------------|------------|-----------|------------------|------------|------------|-----------|
| | General | Designated | Funds | TOTAL | General | Designated | Funds | TOTAL |
| | £ | £ | £ | 2022 £ | £ | £ | £ | 2023 £ |
| MINISTERIAL COSTS | | | | | | | | |
| Ministerial Expenses | 641 | - | - | 641 | 1,372 | - | - | 1,372 |
| Ministry and Mission Contributions | 30,752 | - | - | 30,752 | 32,088 | - | - | 32,088 |
| | 31,393 | - | - | 31,393 | 33,461 | - | - | 33,461 |
| ADMIN, OUTREACH AND COMMUNICATIONS | | | | | | | | |
| Pulpit Supply | 175 | - | - | 175 | 628 | - | - | 628 |
| Communications | 1,885 | - | - | 1,885 | 1,802 | - | - | 1,802 |
| | 2,060 | - | - | 2,060 | 2,430 | - | - | 2,430 |
| CHARITABLE ACTIVITIES | | | | | | | | |
| Insurance Excluding Manse | 4,740 | - | - | 4,740 | 5,044 | - | - | 5,044 |
| Insurance Manse | 511 | - | - | 511 | 684 | - | - | 684 |
| Buildings Maintenance and Alterations Excl. Manse | 1,744 | - | - | 1,744 | 4,396 | - | - | 4,396 |
| Buildings Maintenance and Alterations, Manse | 363 | - | - | 363 | 1,050 | - | - | 1,050 |
| Charity Payments | 4,797 | - | 497 | 5,294 | 2,038 | - | 363 | 2,400 |
| Caretaking , Cleaning and Salaries | 8,831 | - | - | 8,831 | 10,610 | - | - | 10,610 |
| Council Tax and Water Rates Excl Manse | 583 | - | - | 583 | 387 | - | - | 387 |
| Council Tax and Water Rates. Manse | 3,335 | - | - | 3,335 | 3,430 | - | - | 3,430 |
| Heating & Lighting | 5,393 | - | - | 5,393 | 8,590 | - | - | 8,590 |
| Misc Payments | 3,845 | - | - | 3,845 | 4,411 | 530 | - | 4,941 |
| | 34,144 | - | 497 | 34,641 | 40,639 | 530 | 363 | 41,532 |
| Total charitable activities | 67,597 | - | 497 | 68,094 | 76,530 | 530 | 363 | 77,422 |
| 6 TANGIBLE FIXED ASSETS | | | | | | | | |
| For the reasons stated in Accounting Policy note 1c, the church and manse buildings are not tangible fixed assets of the church. For insurance purposes the church buildings are insured by the church for £3,116,439, the manse £300,000 and the organ for £250,000. The church contents are insured for £20,000. | | | | | | | | |
| 7 DEBTORS | General | Designated | Restricted | 2022 | General | Designated | Restricted | 2023 |
| Church Lettings | 2,152 | - | - | 2,152 | 2,506 | - | - | 2,506 |
| Gift Aid | 5,122 | - | - | 5,122 | 4,518 | - | - | 4,518 |
| | 7,274 | - | - | 7,274 | 7,024 | - | - | 7,024 |
| 8 BANK BALANCES | | | | | | | | |
| Community Account | 26,805 | - | 183 | 26,988 | 23,609 | - | - | 23,609 |
| Business 10 Day notice | 706 | 14,035 | - | 14,741 | 674 | 14,207 | - | 14,882 |
| | 27,511 | 14,035 | 183 | 41,729 | 24,284 | 14,207 | - | 38,491 |
| 9 CURRENT LIABILITIES | | | | | | | | |
| Other creditors | 1,450 | - | - | 1,450 | 506 | - | - | 506 |
| | 1,450 | - | - | 1,450 | 506 | - | - | 506 |

HADLEIGH UNITED REFORMED CHURCH

FINANCIAL STATEMENTS

TO

31-Dec-23

Charity number 1151084

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| Trustees report | |
| Independent Examiner's Report | Below |
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TREASURER'S STATEMENT

I have prepared the financial statements on pages 1 to 7 for the year ended 31 December 2023

Signed

Date

HADLEIGH UNITED REFORMED CHURCH

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2022

INDEPENDENT EXAMINER'S REPORT

Respective responsibilities and Basis of the Report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2023.

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 (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.

Signed by the Independent Examiner:

Mark Wallace CTA FCA

Walter Wright

89 High Street

Hadleigh

HADLEIGH UNITED REFORMED CHURCH

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2023

| | Note | Unrestricted Funds | | Restricted | TOTAL | Unrestricted Funds | | Restricted | TOTAL |
|--|-------------------|--------------------|------------|------------|--------|--------------------|------------|------------|----------|
| | | General | Designated | Funds | 2022 | General | Designated | Funds | 2023 |
| | | £ | £ | £ | £ | £ | £ | £ | £ |
| INCOMING RESOURCES | | | | | | | | | |
| Incoming resources from generated funds: | | | | | | | | | |
| Voluntary income | 2 | 47,845 | 367 | 680 | 48,892 | 31,729 | 335 | 180 | 32,244 |
| Activities for generating funds | 3 | 28,161 | - | - | 28,161 | 41,813 | - | - | 41,813 |
| Investment income | 4 | 14 | - | - | 14 | 140 | - | - | 140 |
| Incoming resources from charitable activity | | 76,020 | 367 | 680 | 77,067 | 73,682 | 335 | 180 | 74,197 |
| Other incoming resources | | - | - | - | - | - | - | - | - |
| Total incoming resources | | 76,020 | 367 | 680 | 77,067 | 73,682 | 335 | 180 | 74,197 |
| RESOURCES EXPENDED | | | | | | | | | |
| Ministerial Costs | 5 | 31,393 | - | - | 31,393 | 33,461 | - | - | 33,461 |
| Admin, Outreach and Communications | | 2,060 | - | - | 2,060 | 2,430 | - | - | 2,430 |
| Charitable activities | | 34,144 | - | 497 | 34,641 | 40,639 | 530 | 363 | 41,532 |
| Total resources expended | | 67,597 | - | 497 | 68,094 | 76,530 | 530 | 363 | 77,422 |
| Net incoming/(outgoing) resources before transfers | | 8,423 | 367 | 183 | 8,973 | (2,848) | (195) | (183) | (3,225) |
| Gross transfers between funds | | | | | - | | | | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | 8,423 | 367 | 183 | 8,973 | (2,848) | (195) | (183) | (3,225) |
| Gains/(losses) on investment assets | | - | - | - | - | - | - | - | - |
| Net movement in funds | | 8,423 | 367 | 183 | 8,973 | (2,848) | (195) | (183) | (3,225) |
| Total funds b/fwd 1 January | | 24,545 | 14,035 | - | 38,580 | 32,968 | 14,402 | 183 | 47,552 |
| Total funds c/fwd 31 December | | 32,968 | 14,402 | 183 | 47,553 | £ 30,120 | £ 14,207 | £ - | £ 44,327 |

HADLEIGH UNITED REFORMED CHURCH

BALANCE SHEET AS AT 31 DECEMBER 2023

| | Note | Unrestricted Funds General £ | Designated £ | Restricted Funds £ | TOTAL 2022 £ | Unrestricted Funds General £ | Designated £ | Restricted Funds £ | TOTAL 2023 £ |
|---------------------------------------|-------------------|------------------------------------|-----------------|--------------------------|--------------------|------------------------------------|-----------------|--------------------------|--------------------|
| FIXED ASSETS | 6 | - | - | - | - | - | - | - | - |
| CURRENT ASSETS | | | | | | | | | |
| Debtors | 7 | 7,274 | - | - | 7,274 | 7,024 | - | - | 7,024 |
| Bank and cash balances | 8 | 27,511 | 14,035 | 183 | 41,729 | 24,284 | 14,207 | - | 38,491 |
| | | 34,785 | 14,035 | 183 | 49,003 | 31,308 | 14,207 | - | 45,515 |
| CURRENT LIABILITIES | | | | | | | | | |
| Creditors payable within one year | 9 | 1,450 | - | - | 1,450 | 506 | - | - | 506 |
| NET CURRENT ASSETS | | 33,335 | 14,035 | 183 | 47,553 | 30,802 | 14,207 | - | 45,009 |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | 33,335 | 14,035 | 183 | 47,553 | - | 30,802 | 14,207 | 45,009 |
| Creditors payable after one year | | - | - | - | - | - | - | - | - |
| TOTAL NET ASSETS | | 33,335 | 14,035 | 183 | 47,553 | 30,802 | 14,207 | - | 45,009 |
| THE FUNDS OF THE CHARITY | | | | | | | | | |
| Unrestricted income funds: | | | | | | | | | |
| General | | 32,968 | - | - | 32,968 | 30,802 | - | - | 30,802 |
| Designated | | - | 14,402 | - | 14,402 | - | 14,207 | - | 14,207 |
| Total | | 32,968 | 14,402 | - | 47,370 | 30,802 | 14,207 | - | 45,009 |
| Restricted income funds: | | - | - | 183 | 183 | - | - | - | - |
| | | 32,968 | 14,402 | 183 | 47,553 | 30,802 | 14,207 | - | 45,009 |

APPROVED by the Church Meeting held on:

and signed on its behalf by the chair:

The notes on pages 3 to 7 form part of these financial statements

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2023**

1 ACCOUNTING POLICIES

1a Basis of Accounting

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005) issued by the Charity Commission, and the United Reformed Church guidance. The accruals basis of accounting has been adopted, and the principal accounting policies set out below are applied consistently.

1b Fund Accounting

Unrestricted funds are available for use at the discretion of the church in furtherance of its charitable objectives. Restricted funds are subjected to restrictions on their expenditure imposed by the donor, or contained in the terms of a grant. Endowment funds are funds the capital of which must be maintained; normally only income arising from investment of the endowment may be used, either as restricted or unrestricted funds depending on the purpose and terms on which the endowment was established.

1c Tangible Fixed Assets

Freehold property: The Trustees of the church and manse buildings are the URC Eastern Province

Trust who hold them upon trust for purposes connected with Hadleigh URC. Expenditure incurred on the church and manse is written off in the year it is incurred.

1d Incoming Resources

All voluntary giving is included in the financial statements for the period in which it is received. Donations under Gift Aid plus the associated tax recovery are recognised as income when the donation is received. Legacies are accounted for when their receipt is certain and can be properly quantified. All other income is generally recognised when it is receivable.

1e Resources Expended

The URC Ministry & Mission Fund contribution is paid regularly and is included in the financial statements for the year to which it relates. Resources expended are recognised in the period to which they are incurred and include attributable VAT which cannot be recovered. They are allocated to the particular activity to which they relate. Governance costs represent direct expenditure on the governance of the church, including the production and independent scrutiny of these financial statements. As most of the management and activity of the church is carried out by volunteers, this intangible cost is not included in the financial statements as this voluntary contribution to the life of the church is incalculable.

1f Taxation

As part of the United Reformed Church, the church is an excepted charity within the meaning of the Taxes Acts. Accordingly it is potentially exempt from taxation in respect of income and capital gains received to the extent that such income or gains are applied to exclusively charitable purposes. No provision for taxation has been made in these financial statements.

1g Designated Funds

The designated fund is money received from another church which closed many years ago. The trustees have set aside the funds to be used for specific things relating to worship.

1h Restricted Funds

The restricted fund represents offerings which have been collected on behalf of other charities and then paid out.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES - continued
FOR THE YEAR ENDED 31 DECEMBER 2023

| | Unrestricted Funds | | Restricted | TOTAL | Unrestricted Funds | | Restricted | TOTAL |
|--|--------------------|------------|------------|---------------|--------------------|------------|------------|---------------|
| | General | Designated | Funds | 2022 | General | Designated | Funds | 2023 |
| | £ | £ | £ | £ | £ | £ | £ | £ |
| 2 VOLUNTARY INCOME | | | | | | | | |
| CAF | 100 | - | - | 100 | - | - | - | - |
| Cheques | 2,150 | - | - | 2,150 | 950 | - | - | 950 |
| Envelopes | 520 | - | - | 520 | 510 | - | - | 510 |
| Loose | 4,478 | - | - | 4,478 | 3,674 | - | - | 3,674 |
| SO Carrying Gift Aid | 16,185 | - | - | 16,185 | 14,691 | - | - | 14,691 |
| SO Not Carrying Gift Aid | 3,880 | - | - | 3,880 | 3,410 | - | - | 3,410 |
| Donations General | 347 | 367 | 183 | 896 | 2,807 | 335 | 180 | 3,322 |
| Funerals & Weddings | 230 | - | - | 230 | 330 | - | - | 330 |
| Gift Aid Refund Received from HMRC | 12,353 | - | - | 12,353 | 4,479 | - | - | 4,479 |
| Other Income | 7,423 | - | 497 | 7,920 | 877 | - | - | 877 |
| Grants | 180 | - | - | 180 | - | - | - | - |
| | <u>47,845</u> | <u>367</u> | <u>680</u> | <u>48,892</u> | <u>31,729</u> | <u>335</u> | <u>180</u> | <u>32,244</u> |
| 3 ACTIVITIES FOR GENERATING FUNDS | | | | | | | | |
| Church Lettings | 19,301 | - | - | 19,301 | 24,294 | - | - | 24,294 |
| Monks Eleigh Lettings | 235 | - | - | 235 | 269 | - | - | 269 |
| School House Rental Income | 8,625 | - | - | 8,625 | 17,250 | - | - | 17,250 |
| | <u>28,161</u> | <u>-</u> | <u>-</u> | <u>28,161</u> | <u>41,813</u> | <u>-</u> | <u>-</u> | <u>41,813</u> |
| 4 INVESTMENT INCOME | | | | | | | | |
| Bank Interest | 14 | - | - | 14 | 140 | - | - | 140 |
| | <u>14</u> | <u>-</u> | <u>-</u> | <u>14</u> | <u>140</u> | <u>-</u> | <u>-</u> | <u>140</u> |
| Totals | <u>76,020</u> | <u>367</u> | <u>680</u> | <u>77,067</u> | <u>73,682</u> | <u>335</u> | <u>180</u> | <u>74,197</u> |

MINISTRY & MISSION FUND

The church contributes to the central URC costs of training and providing ministers (including the centralised payment of stipends, pension contributions and other benefits for ministers), running the denomination, and **the wider mission of the national church.**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES - continued
FOR THE YEAR ENDED 31 DECEMBER 2023

| 5 CHARITABLE ACTIVITIES | Unrestricted Funds | | | | Restricted Funds | | | |
|--|--------------------|------------|------------|-----------|------------------|------------|------------|-----------|
| | General | Designated | Funds | TOTAL | General | Designated | Funds | TOTAL |
| | £ | £ | £ | 2022 £ | £ | £ | £ | 2023 £ |
| MINISTERIAL COSTS | | | | | | | | |
| Ministerial Expenses | 641 | - | - | 641 | 1,372 | - | - | 1,372 |
| Ministry and Mission Contributions | 30,752 | - | - | 30,752 | 32,088 | - | - | 32,088 |
| | 31,393 | - | - | 31,393 | 33,461 | - | - | 33,461 |
| ADMIN, OUTREACH AND COMMUNICATIONS | | | | | | | | |
| Pulpit Supply | 175 | - | - | 175 | 628 | - | - | 628 |
| Communications | 1,885 | - | - | 1,885 | 1,802 | - | - | 1,802 |
| | 2,060 | - | - | 2,060 | 2,430 | - | - | 2,430 |
| CHARITABLE ACTIVITIES | | | | | | | | |
| Insurance Excluding Manse | 4,740 | - | - | 4,740 | 5,044 | - | - | 5,044 |
| Insurance Manse | 511 | - | - | 511 | 684 | - | - | 684 |
| Buildings Maintenance and Alterations Excl. Manse | 1,744 | - | - | 1,744 | 4,396 | - | - | 4,396 |
| Buildings Maintenance and Alterations, Manse | 363 | - | - | 363 | 1,050 | - | - | 1,050 |
| Charity Payments | 4,797 | - | 497 | 5,294 | 2,038 | - | 363 | 2,400 |
| Caretaking , Cleaning and Salaries | 8,831 | - | - | 8,831 | 10,610 | - | - | 10,610 |
| Council Tax and Water Rates Excl Manse | 583 | - | - | 583 | 387 | - | - | 387 |
| Council Tax and Water Rates. Manse | 3,335 | - | - | 3,335 | 3,430 | - | - | 3,430 |
| Heating & Lighting | 5,393 | - | - | 5,393 | 8,590 | - | - | 8,590 |
| Misc Payments | 3,845 | - | - | 3,845 | 4,411 | 530 | - | 4,941 |
| | 34,144 | - | 497 | 34,641 | 40,639 | 530 | 363 | 41,532 |
| Total charitable activities | 67,597 | - | 497 | 68,094 | 76,530 | 530 | 363 | 77,422 |
| 6 TANGIBLE FIXED ASSETS | | | | | | | | |
| For the reasons stated in Accounting Policy note 1c, the church and manse buildings are not tangible fixed assets of the church. For insurance purposes the church buildings are insured by the church for £3,116,439, the manse £300,000 and the organ for £250,000. The church contents are insured for £20,000. | | | | | | | | |
| 7 DEBTORS | General | Designated | Restricted | 2022 | General | Designated | Restricted | 2023 |
| Church Lettings | 2,152 | - | - | 2,152 | 2,506 | - | - | 2,506 |
| Gift Aid | 5,122 | - | - | 5,122 | 4,518 | - | - | 4,518 |
| | 7,274 | - | - | 7,274 | 7,024 | - | - | 7,024 |
| 8 BANK BALANCES | | | | | | | | |
| Community Account | 26,805 | - | 183 | 26,988 | 23,609 | - | - | 23,609 |
| Business 10 Day notice | 706 | 14,035 | - | 14,741 | 674 | 14,207 | - | 14,882 |
| | 27,511 | 14,035 | 183 | 41,729 | 24,284 | 14,207 | - | 38,491 |
| 9 CURRENT LIABILITIES | | | | | | | | |
| Other creditors | 1,450 | - | - | 1,450 | 506 | - | - | 506 |
| | 1,450 | - | - | 1,450 | 506 | - | - | 506 |