

## **Chairman's Report to the Forest Gate Church Charity AGM**

**May 22<sup>nd</sup>, 2024**

Firstly, I'd like to thank you all for coming to our Annual General Meeting.

Forest Gate Church was registered as a company on November 28<sup>th</sup>, 2012 and then became a registered Charity in March 8<sup>th</sup>, 2013.

Our stated objectives are:

- To advance the Christian faith for the benefit of the public in accordance with the statement of beliefs in such ways and in such parts of England and Wales or the world as the directors from time to time may think fit.
- To advance education in such ways and in such parts of England and Wales or the world as the directors from time to time may think fit.
- To relieve sickness and financial hardship and to promote and preserve good health by the provision of funds, goods or services of any kind, including through the provision of counselling and support in such parts of England and Wales or the world as the directors from time to time may think fit.

We have a legal requirement to have charity members and directors, and we must hold an AGM every year where new members can be welcomed, and where directors can be appointed by the membership. The AGM is also a useful forum to recap on how the church is functioning versus its stated objectives.

This is my first year as chairman of the directors, following the retirement of Bill Hewis from the directors at last year's AGM. I just want to say a huge "Thank You" to Bill for all he did as a director and as chairman.

### **Directors**

The basic role of directors is to ensure the charity continues to work towards its stated objectives, as listed above. We must ensure that the charity remains solvent and is run efficiently and effectively. To these ends we work closely with the senior leaders, Louise and John, and we are very grateful for the work they continue to do for God's kingdom in this place.

### **Finance**

Melanie submits a financial report to every directors' meeting and she will shortly present to this meeting an overall report for the financial year that ended in 2023.

You will see from her report that our finances are stable and sound, and I'd like us all to thank Mel for all the work she does as treasurer for the church – not only is she very

efficient and diligent, but she also responds so quickly to all our requests for which I'm extremely grateful.

## **Personnel**

The current directors are Steve Jones, Margaret Hewis, Hayley Bird (secretary), Sara Gibson, Sandra Jones and myself (chairman).

All directors serve for a 3 year term and may then be re-elected for a further term. Steve and Margaret have both served extended terms as directors and will be stepping down from the directorship at this AGM. I'd like us all to extend our sincere thanks to them both for their faithful and excellent work.

We have received applications from Duncan and Linda Murray and Dan McShee to become members, and from Linda and Duncan to become directors of the charity, for which I'm very grateful, and we'll vote on their applications later in the meeting.

This concludes my report to the AGM – all other matters will now follow as per the published agenda.

A handwritten signature in blue ink that reads "Keith Jones". The signature is written in a cursive style, with the first name "Keith" and the last name "Jones" clearly legible. A large, circular flourish is drawn around the end of the signature.

## **Keith Jones**

Forest Gate Church Chairman

**Charity registration number 1151147**

**Company registration number 08310740 (England and Wales)**

**FOREST GATE CHURCH**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 NOVEMBER 2023**

# FOREST GATE CHURCH

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Mr K Jones	
	Mrs H R Bird	(Appointed 19 April 2023)
	Mrs S B Gibson	(Appointed 19 April 2023)
	Mrs S L Jones	(Appointed 24 May 2023)
<b>Secretary</b>	Mr K Jones	
<b>Charity number</b>	1151147	
<b>Company number</b>	08310740	
<b>Registered office</b>	Youth and Community Building New Road Mitcheldean Gloucestershire United Kingdom GL17 0BX	
<b>Independent examiner</b>	Edward Richards Thorne & Co 1 St Mary's Street Ross-on-Wye Herefordshire England HR9 5HT	

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# FOREST GATE CHURCH

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# FOREST GATE CHURCH

## CHAIRMAN'S REPORT

**FOR THE YEAR ENDED 30 NOVEMBER 2023**

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### Chairman's Report to the Forest Gate Church Charity AGM

**May 22nd, 2024**

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A handwritten signature in blue ink that reads "Keith Jones". The signature is written in a cursive style with a large, looping "K" and "J".

# FOREST GATE CHURCH

## CHAIRMAN'S REPORT (CONTINUED)

*FOR THE YEAR ENDED 30 NOVEMBER 2023*

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.....  
Keith Jones  
**Chairman**

# FOREST GATE CHURCH

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

### FOR THE YEAR ENDED 30 NOVEMBER 2023

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The trustees present their annual report and financial statements for the year ended 30 November 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

#### **Objectives and activities**

To advance the Christian Faith for the benefit of the public in accordance with the statement of beliefs in such ways and in such parts of England and Wales or the World as the directors may from time to time think fit. To advance education in such ways and in such parts of England and Wales or the World as the directors from time to time may think fit. To relieve sickness and financial hardship and to promote and preserve good health by the provision of funds, goods or services of any kind including through the provision of counselling and support in such parts of England and Wales or the World as the directors from time to time think fit.

#### *Public benefit*

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

##### *Significant activities and achievements against objectives*

#### **Financial review**

##### *Reserves policy*

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

#### **Structure, governance and management**

The charity is a company limited by guarantee. The governing document of the charity is the company's Memorandum and Articles of Association. The business of the company is managed by a Council of Management. Members of the Council of Management are the trustees of the charity.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr K Jones	
Mrs P Britton	(Resigned 24 May 2023)
Mrs M Hewis	(Resigned 22 May 2024)
Mr S P Jones	(Resigned 22 May 2024)
Mr W W Hewis	(Resigned 24 May 2023)
Mrs H R Bird	(Appointed 19 April 2023)
Mrs S B Gibson	(Appointed 19 April 2023)
Mrs S L Jones	(Appointed 24 May 2023)



# FOREST GATE CHURCH

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 NOVEMBER 2023

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### *Recruitment and appointment of trustees*

Forest Gate Church recognises that an effective board of trustees is essential if the charity is to be effective in achieving its objects. Forest Gate Church is committed to be representative of the people with whom the charity works and have available to it all of the knowledge and skills required to run the charity. Individual trustees must have sufficient knowledge both of trusteeship in general and of the Charity's activities to enable them to carry out their role and to represent the Charity at meetings and other events.

Forest Gate Church operates an open recruitment process and the constitution allows any of our members to nominate candidates for trusteeship at the AGM. Trustees may also be co-opted.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

The trustees' report was approved by the Board of Trustees.

Mr K Jones

**Trustee**

14 November 2024

# FOREST GATE CHURCH

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FOREST GATE CHURCH

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I report to the trustees on my examination of the financial statements of Forest Gate Church (the charity) for the year ended 30 November 2023.

### **Responsibilities and basis of report**

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

**Edward Richards**

### **FCCA**

Thorne & Co  
1 St Mary's Street  
Ross-on-Wye  
Herefordshire  
HR9 5HT  
England

Dated: 14 November 2024

# FOREST GATE CHURCH

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 30 NOVEMBER 2023**

	Notes	Unrestricted funds 2023 £	Unrestricted funds 2022 £
<b>Income and endowments from:</b>			
Donations and legacies	3	55,219	52,827
Charitable activities	4	3,470	276
Investments	5	606	66
Other income	6	-	2,900
<b>Total income</b>		<u>59,295</u>	<u>56,069</u>
<b>Expenditure on:</b>			
Charitable activities	7	53,276	61,466
Other expenditure	12	232	639
<b>Total expenditure</b>		<u>53,508</u>	<u>62,105</u>
<b>Net income/(expenditure) and movement in funds</b>		5,787	(6,036)
<b>Reconciliation of funds:</b>			
Fund balances at 1 December 2022		<u>102,741</u>	<u>108,777</u>
<b>Fund balances at 30 November 2023</b>		<u>108,528</u>	<u>102,741</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# FOREST GATE CHURCH

## BALANCE SHEET

AS AT 30 NOVEMBER 2023

	Notes	2023 £	£	2022 £	£
<b>Current assets</b>					
Debtors	15	-		1	
Cash at bank and in hand		108,967		101,447	
		<u>108,967</u>		<u>101,448</u>	
<b>Creditors: amounts falling due within one year</b>	16	(439)		1,293	
		<u></u>		<u></u>	
<b>Net current assets</b>			108,528		102,741
			<u></u>		<u></u>
<b>The funds of the charity</b>					
Unrestricted funds	17		108,528		102,741
			<u>108,528</u>		<u>102,741</u>
			<u></u>		<u></u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 November 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on 14 November 2024

Mr K Jones  
Trustee

Company registration number 08310740 (England and Wales)

# FOREST GATE CHURCH

## STATEMENT OF CASH FLOWS

**FOR THE YEAR ENDED 30 NOVEMBER 2023**

	Notes	2023 £	£	2022 £	£
<b>Cash flows from operating activities</b>					
Cash generated from/(absorbed by) operations	19		6,914		(8,712)
<b>Investing activities</b>					
Proceeds from disposal of tangible fixed assets		-		2,900	
Investment income received		606		66	
<b>Net cash generated from investing activities</b>			606		2,966
<b>Net cash used in financing activities</b>			-		-
<b>Net increase/(decrease) in cash and cash equivalents</b>			7,520		(5,746)
Cash and cash equivalents at beginning of year			101,447		107,193
<b>Cash and cash equivalents at end of year</b>			108,967		101,447

# FOREST GATE CHURCH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 NOVEMBER 2023

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### 1 Accounting policies

#### Charity information

Forest Gate Church is a private company limited by guarantee incorporated in England and Wales. The registered office is Youth and Community Building, New Road, Mitcheldean, Gloucestershire, GL17 0BX, United Kingdom.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# FOREST GATE CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2023

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### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.7 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

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

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

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. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

# FOREST GATE CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2023

### 1 Accounting policies

(Continued)

#### 1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Income from donations and legacies

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Donations and gifts	4,720	5,320
Legacies	50,499	47,507
	<u>55,219</u>	<u>52,827</u>
<b>Donations and gifts</b>		
Gift Aid	4,720	5,320
	<u>4,720</u>	<u>5,320</u>
<b>Legacies</b>		
Covenants and collections	50,499	47,507
	<u>50,499</u>	<u>47,507</u>



# FOREST GATE CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 NOVEMBER 2023

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### 4 Income from charitable activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
<b>Charitable activities</b>		
Events	2,839	-
Charitable rental income	411	201
Gifts	220	75
	<u>3,470</u>	<u>276</u>

### 5 Income from investments

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Bank interest	606	66
	<u>606</u>	<u>66</u>

### 6 Other income

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Net gain on disposal of tangible fixed assets	-	2,900
	<u>-</u>	<u>2,900</u>

# FOREST GATE CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 NOVEMBER 2023

### 7 Expenditure on charitable activities

	Heading #ac982 2023 £	Heading #ac982 2022 £
<b>Direct costs</b>		
Insurance	1,024	983
Light and heat	2,173	2,204
Telephone	364	793
Stationery	934	5,202
Sundry expenses	(858)	1,951
Motor and travel	1,844	663
Repairs	4,862	3,558
Training	1,016	1,448
Accountancy	354	354
Wages	19,583	25,821
Sermon expenses	1,188	1,272
Banners	5,479	-
Speakers	600	700
Rates and water	185	167
	<u>38,748</u>	<u>45,116</u>
Grant funding of activities (see note 8)	14,528	16,350
	<u>53,276</u>	<u>61,466</u>
<b>Analysis by fund</b>		
Unrestricted funds	<u>53,276</u>	<u>61,466</u>

### 8 Grants payable

	Heading #ac982 2023 £	Heading #ac982 2022 £
Grants to institutions:		
Other	<u>14,528</u>	<u>16,350</u>
-		

### 9 Net movement in funds

	2023 £	2022 £
The net movement in funds is stated after charging/(crediting):		
Loss/(profit) on disposal of tangible fixed assets	<u>-</u>	<u>(2,900)</u>

# FOREST GATE CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 NOVEMBER 2023

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### 10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 11 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Worship Leaders	2	2

There were no employees whose annual remuneration was more than £60,000.

#### Remuneration of key management personnel

The remuneration of key management personnel was as follows:

### 12 Other expenditure

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Young people	232	639

### 13 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

### 14 Limited by Guarantee

The company is a private company limited by guarantee and consequently does not have share capital. Each of its members is liable to contribute an amount not exceeding £1 towards the assets of the company in the event of liquidation.

### 15 Debtors

	2023 £	2022 £
<b>Amounts falling due within one year:</b>		
Trade debtors	-	1

# FOREST GATE CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 NOVEMBER 2023

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

	2023 £	2022 £
Trade creditors	-	(2,683)
Accruals and deferred income	439	1,390
	<u>439</u>	<u>(1,293)</u>

### 17 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 December 2022 £	Incoming resources £	Resources expended £	At 30 November 2023 £
General funds	102,741	59,295	(53,508)	108,528
	<u>102,741</u>	<u>59,295</u>	<u>(53,508)</u>	<u>108,528</u>
<b>Previous year:</b>	<b>At 1 December 2021 £</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>At 30 November 2022 £</b>
General funds	108,777	56,069	(62,105)	102,741
	<u>108,777</u>	<u>56,069</u>	<u>(62,105)</u>	<u>102,741</u>

### 18 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

### 19 Cash generated from operations

	2023 £	2022 £
Surplus/(deficit) for the year	5,787	(6,036)
Adjustments for:		
Investment income recognised in statement of financial activities	(606)	(66)
Gain on disposal of tangible fixed assets	-	(2,900)
Movements in working capital:		
Decrease/(increase) in debtors	1	(1)
Increase in creditors	1,732	291
<b>Cash generated from/(absorbed by) operations</b>	<u>6,914</u>	<u>(8,712)</u>

# FOREST GATE CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 30 NOVEMBER 2023*

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### **20 Analysis of changes in net funds**

The charity had no material debt during the year.