



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1 st	Month January	Year 2022		Day 31 st	Month December	Year 2022

Section A Reference and administration details

Charity name	UNITY CHURCH ORPINGTON		
Other names charity is known by			
Registered charity number (if any)	1151334		
Charity's principal address	RYE CRESCENT		
	ORPINGTON		
	Postcode	BR5 4NH	

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	PETER PRICE	Director		Unity Church Members
2	LYDIA TAYLOR-DOWN	Director	1.1.2022 – 1.9.2022	Unity Church Members
3	NEIL MALTMAN	Director		Unity Church Members
4	PETER BELL	CHAIR of Directors		Unity Church Members
5	MASSIMO MASSARO	Director	27.3.2022 – 31.12.2022	Unity Church Members

Name of chief executive or names of senior staff members (Optional information)

Peter Bell

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Articles of Association
How the charity is constituted (eg. trust, association, company)	Charitable Company
Trustee selection methods (eg. appointed by, elected by)	Elected by Members

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Unity Church is mission initiative commenced June 2012, supported by two partner churches, Christ Church (Orpington) and Hope Church (Bromley & Orpington). The church building is owned by the Diocese of Rochester and is in the parish of All Saints. The Church operates under a Mission Order from the Bishop of Rochester.

The church is affiliated to the Regions Beyond group of churches. Church leaders from the group will meet on occasions during the year to encourage, support and pray for each other.

David Bell is employed as minister of Unity Church and responsible for day to day running.

A significant number of volunteer members of the church lead, sustain and develop ministries and activities of the church.

The Trustee Directors are responsible to ensure the charity complies with all applicable regulations. They are also responsible for monitoring risk and a Risk Register has been compiled and is reviewed at least annually. All major insurable risks are covered by a bespoke church insurance policy including building, contents and liability sections.

Summary of the objects of the charity set out in its governing document

To advance the Christian faith for the benefit of the public in Orpington, Kent and in such other parts of the United Kingdom or the world as the Trustees of the charity may from time to time think fit in accordance with the Statement of Beliefs.

In furtherance of these objects the charity operates a church in the local area offering a range of activities and pastoral support to both church members and the wider community. When considering the aims, objectives and activities run by the charity, the trustees have considered the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

Regular activities undertaken by Unity Church include:

* Weekly services of worship, open to all. Children, and youth groups on Sundays.

*Small Groups to explore the Bible, discuss various topics and pray together met in the church.

*Twice weekly community food share distribution took place from outside the premises to 25 to 45 people representing 30 to 60 households consisting of 80 to 160 householders for each distribution.

*Community Garden providing a space for the community to be engaged in gardening skills, growing vegetables that are given to the community. It is also a place to meet and chat with each other.

*Men Utd groups to engage with men from the church and community. Monthly social events at the church have been run for approx. 18 men.

*The Alpha course offering friendship and opportunity to explore and develop Christian faith have been run twice during the year.

*Tuesday morning online prayer meetings held online.

*Monthly prayer meetings in the church (Engine Room)

*Occasional activities undertaken in conjunction with other Orpington churches.

*Job Club, under the auspices of Christians Against Poverty, and with financial and personnel support from other Orpington churches. This gives help to those who are out of work to write CV's and learn interview techniques. One to one coaching is provided.

* Life Skills course, under the auspices of Christians Against Poverty, helping people to know how to plan and budget better.

*Get Active sessions for adults and youth have been held separately over an 8 week course to help with physical health, nutrition and well being. Approx 12 adults have attended.

The church provided facilities and support for local community groups:

*Conditioned Fitness, personal trainer sessions during various days in the week.

*Ad-hoc use of premises for children's parties for those connected with the church.

The hire fees are kept at a very reasonable rate for the good of the community.

*We ran a Bonfire and BBQ event in November.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Summary of the main achievements of the charity during the year

Church's work and ministries.

During the year we have maintained a steady increase in the numbers of people attending the church, both on Sundays and for our weekly events.

We have seen more people from the community engaging with our weekly ministries and have been able to help and care for many in need in the area.

We have continued to seek new areas in which we can impact upon the community to provide both practical and spiritual help.

Policy reviews and updates.

During the year, we reviewed/produced:

- Equal Opportunities policy reviewed Feb 2022
- Whistleblowing policy reviewed Feb 2022
- Ministerial review completed Feb 2022
- Fire evacuation routes plan reviewed May 2022
- Working at Height policy reviewed May 2022
- Bank business card policy reviewed August 2022
- PAT Testing carried out August 2022
- Anti-Bribery Policy reviewed Oct 2022
- Health and Safety Policy reviewed Oct 2022
- Risk Register reviewed and updated Oct 2022
- Safeguarding policy and procedures reviewed and updated Oct 2022
- Internal Financial Controls Recording reviewed and updated Nov 2022
- GDPR Personal Data usage reviewed Dec 2022
- Fire Risk Assessment reviewed and updated Dec 2022

Building and grounds Improvements:

*We replaced some of the roof felt on the church building and installed leave guards on the downpipes.

*We reduced the size of the boundary hedge

*We removed and reduced some boundary trees

*We replaced the roof on one of the portacabins

Section E

Financial review

Brief statement of the charity's policy on reserves

The reserves policy of the charity is to maintain a minimum of two months expenditure on salaries, running and maintenance costs, which would amount to approximately £11,500. Unrestricted reserves on the General Fund amounted to £43,438 at the end of the year.

Details of any funds materially in deficit

NONE

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Charity's principal source of funding comes from regular giving and donations from members and the offerings taking at Sunday services.

This is supplemented by income from lettings.

During the year, we also received a grant towards the Get Active project and some individual grants for specific ministries.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s) *PABell.*

Full name(s) Peter Alan Bell

Position (e.g. Secretary, Chair, etc) Chair

Date 9th March 2023

Statement of Financial Activities

Accounting period 01/01/22 to 31/12/22

Unity Church, Orpington

Charity Number: 1151334

	Unrestricted	Restricted	Total	Total 2021
	£	£	£	£
Incoming resources				
Donations and Grants (1)	62241	3349	65590	52774
Tax Refund	14875	0	14875	13654
Lettings	4305	0	4305	3280
Job Club	0	245	245	400
Life Skills	0	290	290	250
Other	52	0	52	158
Building Fund	31	0	31	13046
Get Active	0	0	0	6000
Community Garden	0	0	0	1312
Community Fridge	0	0	0	14
Bank Interest	146	0	146	12
Total incoming resources	81650	3884	85534	90900
Resources Expended				
Salaries, pension contribution & NI	43545	0	43545	41186
Cleaner	2860	0	2860	1303
Running expenses (2)	6435	0	6435	6077
Grounds	2183	0	2183	2036
Window Cleaning	240	0	240	215
Building maintenance	4995	5961	10956	17912
Equipment purchased	176	0	176	741
Equipment repairs	12	0	12	0
Church Leader expenses	1338	0	1338	530
Children's Work	63	0	63	134
Youth (Pulse)	812	100	912	0
Gas	886	0	886	364
Electricity	1426	0	1426	949
Job Club	0	578	578	636
Life Skills	213	290	503	408
Donations to charitable causes (3)	5610	2322	7932	5180
Miscellaneous cash expenditure	0	0	0	7
Get Active	0	2380	2380	1001
Training	100	0	100	0
Community Garden	0	370	370	1158
Community Fridge	271	0	271	410
Other Ministry (Outreach)	1755	928	2683	1596

Total resources expended	72920	12929	85849	81843
Net incoming resources	8730	(9045)	(315)	9057
Total funds brought forward	34708	13332	48040	38983
Total funds carried forward (4)	43438	4287	47725	48040

Balance Sheet

Current Assets

Cash at bank and in hand	47725
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Total Assets	47725
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Represented by

General Fund	41606
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Building Repair Fund	6119
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Total Funds	47725
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Notes to accounts

1. Donations and grants include:

-offerings	£4141 (£613 of which is restricted)
-regular gifts	£51374
-grants	None this year

2. Running expenses include waste disposal, boiler maintenance and inspection/replacement of fire protection equipment. Gas and electricity costs are recorded separately.

3. Donations to charitable causes includes £2800 to Regions Beyond, £1200 to Release International, £840 to Starfish Malawi and £570 to Bromley CAP Partnership.

4. Restricted funds of £4287, to be carried forward into 2023, to be used as follows :-

£1642 for Job Club, £25 for Community Garden, £2620 for Get Active.

5. A payment of £600 was received on 26/01/22 from the Jack Petchey Foundation (for the youth) but this grant was subsequently returned to them on 08/04/22 as Unity Church were no longer running any youth programmes. These 2 payments were ignored in compiling this SOFA.

Basis of preparation

These accounts have been prepared on an historic cost basis in accordance with the Financial Reporting Standards for Small Enterprises in Charity Commission Statement of Recommended Practice.

Accounting Policies

- Incoming resources are included in the SoFA when received.
- Grants and donations are included in the SoFA when the charity has unconditional entitlement to the resources.
- Incoming resources from tax reclaims are included in the SoFA at the time of receipt by the charity.
- Any capitalised expenditure is depreciated over 4 years.

Trustee expenses

No expenses were paid to trustees.

Staff Costs

Gross wages, salaries and benefits in kind	£39600
Employer's National Insurance costs	£0
(after deduction of Employment Allowance totalling £4000)	
Pension costs	£3960

Employees

Minister (full-time)

Defined contribution Pension Scheme

10% of the Minister's salary was paid to Legal and General.



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Unity Church Orpington

On accounts for the year
ended

31 December 2022

Charity no
(if any)

1151334

Set out on pages

Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent
examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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

Signed:

T Wardley

Date:

11/2/2023

Name:

TANYA WARDLEY

Relevant professional
qualification(s) or body

Association of Accounting Technicians

Address:

13 RINGMER WAY

BROMLEY

BR1 2TY