

**KNOCKHOLT EVANGELICAL CHURCH**

**ANNUAL REPORT AND ACCOUNTS**

**For the year ended 31<sup>st</sup> March 2025**

## **KNOCKHOLT EVANGELICAL CHURCH**

### **LEGAL AND ADMINISTRATIVE DETAILS**

**For the year ended 31<sup>st</sup> March 2025**

<b>ADDRESS FOR CORRESPONDENCE</b>	Old London Road Knockholt Sevenoaks Kent TN14 7JR
<b>REGISTERED CHARITY</b>	1151564
<b>GOVERNING DOCUMENT</b>	Constitution which was adopted at a Special Church Meeting held on the 13 <sup>th</sup> June 2012. The Church became a registered charity on the 8 <sup>th</sup> April 2013.
<b>TRUSTEES</b>	Sarah Olatundun Akintunde Adrian Cox Peter John Distin David John Fullagar Guy James Heasman Brian Thomas Stewart
<b>BANKERS</b>	Barclays Bank PLC Lewisham Branch
<b>INDEPENDENT EXAMINER</b>	Jaimee Young Stewardship 1 Lamb's Passage London, EC1Y 8AB
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## **KNOCKHOLT EVANGELICAL CHURCH**

### **REPORT OF THE TRUSTEES**

**For the year ended 31<sup>st</sup> March 2025**

The Trustees have pleasure in submitting the Report and Accounts for the year.

#### Objectives and activities

The objects of the Church are, for the benefit of the public, to advance the Christian faith in accordance with the Doctrinal Basis in such ways and in such parts of the United Kingdom or the world as the Trustees may from time to time think fit and to fulfil such other purposes which are exclusively charitable according to the law of England and Wales and are connected with the charitable work of the Church.

A great contribution is made by volunteers and we are grateful for the many hours spent undertaking various roles and responsibilities around the Church. Without this valuable contribution of time, energy and expertise we would not have accomplished so much.

#### Structure, Governance and Management

All Trustees must be Church members and be nominated by the Spiritual Leadership and Trustees. Trustees are appointed by a resolution passed by a 75% majority of the Church Members attending and voting at a properly convened Special Church Meeting. During the last year the Trustees met four times. The Designated Chair was Sarah Akintunde (until end April), Brian Stewart (May to end October) and Peter Distin (November to end March).

The day to day management (that is Pastoral Care and Spiritual direction) of the Church is undertaken by the Pastor (Sherwin Chase) and the Elders. The Trustees are responsible for the maintenance, repair, insurance and other financial aspects of the church building on behalf of the church. Unless there is any good reason why they should refuse to do so, they should act in accordance with the wishes of the church which would, in practice, provide the necessary finances. The Trustees are also liable to ensure that the church (that is the building) is used for worship in accordance with the terms of the trust deed and the doctrinal basis.

#### Achievements and Performance – at home and abroad

By the grace of God the work at KEC has flourished again this year, and the fellowship of Gods people has been greatly blessed.

We continued to hold our morning and evening services throughout the year with communion most weeks either AM or PM. The services were conducted by our Pastor and Elders, with regular on-going support from members of the congregation. We are particularly grateful for the many people who serve week by week in many ways including preparing flowers, refreshments, serving and preparing communion, opening services, and clearing up after all our meetings. We would also like to thank all who are involved in the music ministry every week - our singers, musicians and worship leaders. We are grateful to all who have faithfully contributed in these ways over the past year.

Our 'Good Company' group has welcomed many new mums, carers and their little children from the village and surrounding area over the last year. Good Company provides a much needed social meeting place for the mums and carers with refreshments, and a safe happy environment for the children to enjoy a wide selection of toys and group activities with singing and a Christian thought for the day. We are grateful to Trish and Ali for leading this work every Thursday during term time and for all the preparation and commitment that this involves.

The Sunday School spent April and May learning about the Acts of the Apostles. Between June and November the children learned about the history of Israel from its settlement (Joshua) to God's promise to David concerning the continuation of his house. From Christmas to Easter the children looked at subjects covered in the Gospels – the King of God's Kingdom (Mark) and the Beatitudes. Each week the children were taught a simple Bible story and then participated in practical activities based on what they had learned.

The Youth group met in the upper room and had a weekly program of worship, Bible studies, quizzes and personal testimonies from members of our congregation and some guest speakers. A youth BBQ was also held in August at Adrian and Trish's home. We appreciate very much the faithful ministry of Sue, Diana, Nikki, Stephanie, Merril, Alex, John and a number of others from our congregation week by week.

Following our Easter services, we held a church walk in the Shoreham area on Bank Holiday Monday. The walk was followed by a tea at Sher & Ali's home. In August a garden party was organised and held at Dave and Sandra's home where members from our church and friends from other churches in the Orpington area met together.

The bi-annual Knockholt Carnival was held in July, and as on previous occasions the church ran the refreshments tent with seating for about 60+ people. Many hundreds of people came to our Tea Tent throughout the day, and refreshments were served by teams from our church. Christian literature was also provided on the tables. Sales proceeds of £718 were given in their entirety to La Finca together with a top up of £82 from general funds.

In August we celebrated the Christian wedding service of Cole and Sarah at the church. The celebration after the service was also held at the Church. This was a very happy occasion and was attended by many church friends and family. Sarah and Cole gave a gift to the church which we used to buy a bench for use outside of the church.

During the year we were privileged to have ministry by the former Superintendent of AOG Ghana; a speaker from 'Jesus for Europe'; and from Malcolm. The Pastor from Eynsford preached the message at the baptism service at KEC for Sam. We also had several 'Sharing Meetings' throughout the year where members gave thanks to the Lord for answered prayers, testimonies, and other blessings in their lives. Our Pastor was also privileged to speak at Darenth Valley Community Church.

The Harvest Supper in October took the form of a special India Evening attended by members of KEC with friends from other churches. This was a fundraising event, and a sum of £595 was raised for the completion of a church building project for the "India Church Fund". The church building was completed and the inauguration service was held in January.

Our Christmas program began with carol singing at a childcare centre fundraising fete at Dartford led by a group from KEC. We also held our very blessed Nativity service, with many of the children and parents taking part with music, readings, costumes and scenery; and this was followed a week later by a very moving Carol Service by candlelight, and a few days later our Christmas Day service. All these services were well attended with a number of visitors and friends. The year was concluded with an evening of games and food, with thanksgiving as we saw in New Year in at our Pastors house.

It was a great blessing to begin the New Year with our annual week of prayer, committing the year to the Lord. The meetings were spread over four evenings at the church, plus one morning meeting in a home. All these were well attended with most of our members in attendance. The monthly church prayer meetings and 'suffering church' meeting have continued throughout the year.

In January the Church gave £36 to the Bible a Month Club which we have been supporting for a number of years. In March a gift of £300 was given to Open Doors for their "Top 10 Fund" which supports those Christians around the world who are suffering most through persecution. A gift of £200 was given to the Christian Institute and £250 given to Prayer for Israel.

For all the many things we have achieved, and the blessings we have enjoyed, we give thanks and praise to the Lord Jesus and our Father in Heaven for all His grace and favour. Amen

The Trustees have due regard to the public benefit guidance published by the Charity Commission.

### Financial Review

The bank balance was £18,888 at the 1<sup>st</sup> April 2024 and £28,659 at the 31<sup>st</sup> March 2025.

Offerings were 4% higher than last year. The amount of tax which can be claimed from HMRC on gifts received in the year ended 31<sup>st</sup> March 2025 is £12,396 which includes £173 claimed under the Gift Aid Small Donations Scheme.

The Trustees made employer contributions of 12% eligible salary (pastor) into the Peoples Pension Scheme. The level of employer's contributions is considered as part of the pay review held each April.

We had a few problems with the heating during the year which resulted in a repair to the pressure release valve (£114); a new pump (£420) for the boiler and the gas heater in the church was serviced (£240). Other work carried out was the annual service of the central heating system (£228); the annual inspection of the fire equipment (£259); replacement traffic mirrors (£63); front paving and repointing and anti-pigeon mesh fitted. Preservative was applied to the fence, gas meter housing and gates.

The Trustees set up quarterly finance updates to monitor performance against budget. Income was 17% higher than budget (£9,290) whilst costs were 2% higher than budget (£1,202). The overall impact was a net increase of £9,771 in the Church's free reserves.

### Reserves Policy

The Trustees have adopted a policy of keeping a minimum of three months working capital in the bank account. This equates to a minimum balance of £13,222. The free cash reserves at the 31<sup>st</sup> March 2025 were £28,659.

## Trustees Responsibilities

Charity law requires the Trustees to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustees to ensure that the financial statements comply with the Charities Act 2011.

The Trustees also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

This report was approved by the Trustees and signed on their behalf by:

[David Fullagar](#)

David Fullagar

Trustee

Date: 14 October 2025

## **Independent Examiner's Report**

### **To the Trustees of**

### **Knockholt Evangelical Church**

I report to the trustees on my examination of the accounts of Knockholt Evangelical Church ('the charity') for the year ended 31 March 2025 on pages 7 to 11 following.

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

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity'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 2011 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

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

[Jaimee Young](#)

Jaimee Young  
Stewardship  
1 Lamb's Passage  
London  
EC1Y 8AB

Date: 16 October 2025

# KNOCKHOLT EVANGELICAL CHURCH

## RECEIPTS AND PAYMENTS ACCOUNT For the year ended 31<sup>st</sup> March 2025

	Notes	Unrestricted Funds	Restricted Funds	2025	2024
<b>Receipts</b>					
<i>Voluntary receipts</i>					
Grants and gifts received		£52,390	£995	£53,385	£54,148
Tax refunds under Gift Aid		£11,372	£0	£11,372	£10,617
	2	£63,762	£995	£64,757	£64,765
<i>Other receipts</i>					
Interest received		£344	£0	£344	£227
Other	3	£0	£718	£718	£0
Total Receipts		£64,106	£1,713	£65,819	£64,992
<b>Payments</b>					
<i>Payments in furtherance of the church's objectives</i>					
Direct costs	4	£53,295	£917	£54,212	£57,529
Grants paid	5	£1,118	£718	£1,836	£1,771
Total Payments		£54,413	£1,635	£56,048	£59,300
Net Receipts/(Payments) before transfers		£9,693	£78	£9,771	£5,692
Transfers between funds		£78	-£78	£0	£0
<b>Net Movement in Funds</b>		£9,771	£0	£9,771	£5,692
Cash funds as at last year end		£18,888	£0	£18,888	£13,196
<b>Cash funds at this year end</b>		£28,659	£0	£28,659	£18,888

*The notes on pages 9 to 11 form part of these accounts.*



# KNOCKHOLT EVANGELICAL CHURCH

## STATEMENT OF ASSETS AND LIABILITIES As at 31<sup>st</sup> March 2025

	Unrestricted Funds	Restricted Funds	2025	2024
<b>A. Cash Funds</b>				
Cash at bank with immediate access	£28,659	£0	£28,659	£18,888
	<u>£28,659</u>	<u>£0</u>	<u>£28,659</u>	<u>£18,888</u>
<b>B. Other Monetary Assets</b>				
Gift aid due to charity	£12,396	-£0	£12,396	£11,153
	<u>£12,396</u>	<u>-£0</u>	<u>£12,396</u>	<u>£11,153</u>
<b>C. Liabilities</b>				
Fee for Independent Examination	£756	£0	£756	£690
	<u>£756</u>	<u>£0</u>	<u>£756</u>	<u>£690</u>
<b>D. Assets retained for charity's own use</b>				
			Fund to which asset belongs	Current Value
Freehold Building			Unrestricted	£938,554
				<u>£938,554</u>

The Trustees have used insurance values as an approximation for current values.

The accounts were approved by the Trustees and signed on their behalf by:

David Fullagar

Peter Distin

David Fullagar

Peter Distin

Date: 14 October 2025

Date: 14 October 2025

*The notes on pages 9 to 11 form part of these accounts.*

# KNOCKHOLT EVANGELICAL CHURCH

## NOTES TO THE ACCOUNTS For the year ended 31<sup>st</sup> March 2025

### 1. Accounting Policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2025</b>	<b>Total 2024</b>
<b>2. Voluntary Income</b>				
Offerings	£52,390	£0	£52,390	£50,353
Donations	£0	£995	£995	£3,795
Offerings - Tax Refund	£11,161	£0	£11,161	£10,434
GASDS - Tax Refund	£211	£0	£211	£183
	<u>£63,762</u>	<u>£995</u>	<u>£64,757</u>	<u>£64,765</u>
<b>3. Other</b>				
Carnival Proceeds	£0	£718	£718	£0
	<u>£0</u>	<u>£718</u>	<u>£718</u>	<u>£0</u>

# KNOCKHOLT EVANGELICAL CHURCH

## NOTES TO THE ACCOUNTS (continued) For the year ended 31<sup>st</sup> March 2025

	Unrestricted Funds	Restricted Funds	Total 2025	Total 2024
<b>4. Direct costs</b>				
Employment Costs (Note 6)	£41,539	£0	£41,539	£40,908
Audio Visual Media	£617	£0	£617	£729
Carnival Expenses	£196	£0	£196	£30
Children and Youth Work	£518	£0	£518	£690
Cleaning (Note 6)	£1,546	£0	£1,546	£1,437
Communionware	£73	£0	£73	£0
Independent Examination	£720	£0	£720	£690
Insurance	£1,088	£0	£1,088	£1,059
Light, Heat & Water	£2,293	£0	£2,293	£1,851
Minor Equipment	£253	£322	£575	£76
Mission	£0	£595	£595	£3,660
Printing, Postage and Stationery	£106	£0	£106	£227
Repairs & Maintenance	£1,502	£0	£1,502	£3,775
Socials	£278	£0	£278	£281
Speakers Gifts	£1,025	£0	£1,025	£750
Sundries	£808	£0	£808	£665
Telephone & Broadband	£613	£0	£613	£581
Website	£120	£0	£120	£120
	<b>£53,295</b>	<b>£917</b>	<b>£54,212</b>	<b>£57,529</b>

	Unrestricted Funds	Restricted Funds	Total 2025	Total 2024
<b>5. Grants Paid</b>				
Hardship	£0	£0	£0	£200
Institutions (see below)	£1,118	£718	£1,836	£1,571
	<b>£1,118</b>	<b>£718</b>	<b>£1,836</b>	<b>£1,771</b>

Bible a month	£36	£0	£36	£36
Christian Institute	£200	£0	£200	£0
Creation Ministries	£0	£0	£0	£500
Jesus for Europe	£250	£0	£250	£0
La Finca	£82	£718	£800	£0
Madeira Church	£0	£0	£0	£335
Open Doors	£300	£0	£300	£300
Prayer for Israel	£250	£0	£250	£0
Smile	£0	£0	£0	£400
	<b>£1,118</b>	<b>£718</b>	<b>£1,836</b>	<b>£1,571</b>

# KNOCKHOLT EVANGELICAL CHURCH

## NOTES TO THE ACCOUNTS (continued) For the year ended 31<sup>st</sup> March 2025

### 6. Employees

The costs below relate to the Pastor who was employed on a 4 days per week basis (2024 4 days per week). One person was employed on a part-time basis to clean (Refer to Note 4).

	2025	2024
Gross Salaries (inc Holiday pay)	£37,753	£37,752
Employers NIC	£0	£0
Other costs	£0	£0
Pension	£3,786	£3,156
<b>Total</b>	<b>£41,539</b>	<b>£40,908</b>

No amounts were paid or are payable to any trustee, or to any person connected to them, for their work as Trustees.

### 7. Funds

	Balance at 1.4.2024	Receipts	Payments	Transfers	Balance at 31.3.2025
<b><u>Unrestricted Funds</u></b>					
General Fund	£18,030	£64,106	-£52,911	-£566	£28,659
Designated Funds					
<i>Repairs and Maintenance</i>	£858	£0	-£1,502	£644	-£0
	£18,888	£64,106	-£54,413	£78	£28,659
<b><u>Restricted Funds</u></b>					
<i>Carnival</i>	£0	£718	-£718	£0	£0
<i>Equipment</i>	£0	£400	-£322	-£78	£0
<i>Evangelism and Mission</i>	£0	£595	-£595	£0	£0
	£0	£1,713	-£1,635	-£78	£0
<b>TOTAL</b>	<b>£18,888</b>	<b>£65,819</b>	<b>-£56,048</b>	<b>£0</b>	<b>£28,659</b>

The transfer of the remaining funds from the restricted equipment fund to the general fund was with permission from the donor.