

Bishop's Stortford Vineyard Church

Report and Accounts

year ended 31 March 2021

stewardship[®]

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BISHOP'S STORTFORD VINEYARD CHURCH

FOR THE YEAR ENDED 31 MARCH 2021

COMPANY INFORMATION

Directors/Trustees	Randle Harrap Thomas Stokely (resigned 31 July 2020) Chris Goddard Gail Goddard Dr Suzanne Walton
Governing Document	Memorandum and Articles of Association
Company Registration Number	8428264
Charity Registration Number	1151817
Registered Office	8 Franklin Drive Elsenham Bishop's Stortford Hertfordshire CM22 6UG
Independent Examiner	Archie McDowall BA, CA Stewardship 1 Lamb's Passage LONDON EC1Y 8AB
Bankers	HSBC 18 North Street Bishop's Stortford Hertfordshire CM23 2LP

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BISHOP'S STORTFORD VINEYARD CHURCH

REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 MARCH 2021

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

Objects of the charity

The charity's objects are for the public benefit and are restricted to the following:

- a) To advance the Christian faith in accordance with the statement of beliefs in the schedule to the articles including but not by way of limitation through the planting of other Vineyard Churches in such ways and in such parts of Bishop's Stortford, the United Kingdom or the world as the Trustees from time to time may think fit;
- b) To further Christian education in such parts of Bishop's Stortford, the United Kingdom and the world as the Trustees may from time to time think fit;
- c) 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, training in life skills and support in such parts of Bishop's Stortford, the United Kingdom or the world as the Trustees from time to time may think fit;
- d) To provide or assist in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life.

Government

Bishop's Stortford Vineyard Church ("BSV") was established as a company limited by guarantee on 4th March 2013. Ultimate responsibility for the entity rests with the Trustees however day to day management is delegated to the Senior Pastor(s) and decisions and responsibility for all pastoral and leadership matters reside with them. There is also oversight from Vineyard UK (VCUKI) area leaders and their national leadership team.

The Board of Trustees ("Trustees") meets at least four times each year, with further meetings as required. The induction process for any newly appointed Trustee comprises an initial meeting with the Chairman where the powers and responsibilities of the Trustees are explained. They are also provided with a copy of the Vineyard Trustee manual.

In planning the activities the Directors have had regard to the guidance on public benefit issued by the Charity Commission.

Vision & Mission Statements

Our Vision is to be a community that lives out the message of Jesus and the Bible in such a way that all may grow to experience the love of God. Our Mission is to make Jesus known to those we encounter and equip them to follow Him.

Review of the Year

The church continued to meet online via Zoom during the COVID 19 pandemic. The congregation membership remained stable, and the Sunday meetings were well attended.

Small groups continued to play an important part of our life together. During the pandemic these meetings were held on Zoom. Two new groups were established. These groups were an important part of a support network for people during challenging times, fostering relationships and encouraging prayer.

The children's church closed over this period that we were not meeting in person. At the beginning of the pandemic an attempt was made to engage with the children via recorded content. This did not work well for the children and was therefore not continued.

Pastoral care continued, mainly via phone and Zoom, but also in person when the weather was good and it was permitted.

Our mission involvement also came to a standstill over the last 12 months. Attempts were made to pursue opening a Debt Center in Bishop's Stortford, however Christians Against Poverty, with whom we would be working, found that there was not sufficient call for a Debt Center in the area. An online course of Money Management was run.

Money was donated to support several charities in this past year.

We continue to be a family focused congregation and organize special events in line with the Christian Calendar to foster reflection, and a greater sense of community. The pastors attended that national conference which was held online this year.

The spiritual life of the congregation is vital if it is to achieve its mission and vision. We are constantly mindful of the fact that we exist to bring the Good News of God's love and grace to a world in need. The congregation has been reminded again this past year that everyone needs to be involved in reaching out and touching the lives of people in their own sphere of influence. This means speaking about their faith and in practical and concrete ways, expressing God's care by serving those in need.

Financial Review

Net income for the year was £15,223 (2019/20: net expenditure £2,229). The majority of BSV's income comprised regular donations from BSV's congregation via standing order or direct salary giving, together with gift aid received in relation to those donations. Total income for the year was £117,571 (2019/20: £104,652).

Total expenditure for 2020/21 was £102,348 (2019/20: £106,881).

Reserves Policy

The Trustees' Policy on Reserves and Investments is to minimise the level of reserves held in order to make maximum use of available funds to further the aims of the charity and to use low risk investment, which maintains ready access to the reserves. The Trustees have the powers to invest funds as they see fit.

The Trustees consider that the free reserves are equivalent to the net current assets of Unrestricted Funds. This excludes fixed assets, which are needed for the continuing use of the charity and are generally illiquid. They consider that the free reserves should be broadly equivalent to three months' budgeted operating expenditure, which is approximately £30,000 for 2020/21. At 31 March 2021, after accounting for the net expenditure incurred in 2020/21, free reserves were £75,333.

Directors' Responsibilities

Charity law requires us as Directors to prepare financial statements for each accounting year which give a true and fair view of the state of the charity and of its income and expenditure for the year.

1. Select suitable accounting policies and apply them consistently.
2. Make judgements and estimates that are reasonable and prudent.
3. State whether the applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts.
4. Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in business.

We are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable us to ensure that the financial statements comply with the Companies Act 2006.

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

Approval

This report was approved by the Directors on 28 November 2021 and signed on their behalf by:

Randle Harrap

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
BISHOP'S STORTFORD VINEYARD CHURCH
(‘the Company’)**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2020 on pages 7 to 13 following, which have been prepared on the basis of the accounting policies set out on page 9.

Responsibilities and basis of report

As the charity’s trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 (‘the 2006 Act’).

Having satisfied myself that the accounts of the Company 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 your charity’s accounts as carried out under section 145 of the Charities Act 2011 (‘the 2011 Act’). In carrying out my examination I have followed the 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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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 accounts to be reached.

Archie McDowall BA, CA

6 December 2021

For and on behalf of:

Stewardship

1 Lamb's Passage

London

BISHOP'S STORTFORD VINEYARD CHURCH
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

Summary Income and Expenditure Account

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
INCOME AND ENDOWMENTS FROM					
Donations and Legacies	2	117,571	-	117,571	104,652
Total income and endowments		117,571	-	117,571	104,652
EXPENDITURE ON					
Charitable activities	3	102,348	-	102,348	106,881
Total expenditure		102,348	-	102,348	106,881
Net Movement in Funds		15,223	-	15,223	(2,229)
Total funds brought forward		60,110	-	60,110	62,339
Total funds carried forward		75,333	-	75,333	60,110

Movements on reserves and all recognised gains and losses are shown above.

The notes on page 9-13 form part of these accounts.

BISHOP'S STORTFORD VINEYARD CHURCH

BALANCE SHEET

AS AT 31 MARCH 2021

	Note	Unrestricted Funds £	Restricted Funds £	2021 £	2020 £
FIXED ASSETS					
Tangible assets	5	-	-	-	-
		-	-	-	-
CURRENT ASSETS					
Debtors	6	2,869	-	2,869	6,977
Cash at bank	7	76,619	-	76,619	57,662
		79,488	-	79,488	64,639
CURRENT LIABILITIES					
Liabilities falling due within one year	8	4,155	-	4,155	4,529
Net Current Assets		75,333	-	75,333	60,110
NET ASSETS		75,333	-	75,333	60,110
FUND BALANCES					
Unrestricted funds	9				
General Funds		75,333	-	75,333	60,110
		75,333	-	75,333	60,110

For the year ended 31 March 2021, the company was entitled to the exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

Responsibilities of directors/trustees:

- The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act - however, in accordance with Section 145 of the Charities Act 2011 the accounts have been examined by an independent examiner whose report forms part of this document.*
- The directors/trustees acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.*

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

Approved by the Directors and signed on their behalf on 28 November 2021 by:

Randle Harrap

Company number: 8428264 Charity number: 1151817

The notes on page 9-13 form part of these accounts.

BISHOP'S STORTFORD VINEYARD CHURCH

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting Policies

The accounts have been prepared on the going concern basis, as there are no material uncertainties about the charity's ability to continue. Based on the adequacy of the charity's reserves as at the balance sheet date, along with their knowledge of the charity's ability to meet bills, payments and other liabilities as they fall due, the directors have a reasonable expectation that the charity has sufficient resources to continue in operational existence for the foreseeable future.

The accounts have been prepared under the historic cost convention, in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014; and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102). The following are the accounting policies which have been applied in dealing with material items:-

a) Donated and grant income:

Donated income and grants receivable are taken into account when received by the charity. Income received in circumstances where a claim for repayment of tax has been or will be made to HM Revenue & Customs is grossed up for the tax recoverable. Any amount of tax reclaimed from HM Revenue & Customs but not yet received is shown within the charity's debtors.

b) Funds:

Unrestricted funds are donations and other income received or generated for the objects of the charity without specified purpose and are available for purposes as directed by the trustees. Restricted funds are amounts received where the donor has specified the purpose for which it should be used.

c) Fixed assets and depreciation:

Fixed assets acquired for use by the charity are capitalised and depreciated over their estimated useful life unless they cost less than £500 when they are written off on purchase. A full year's depreciation is charged in the year of acquisition.

Depreciation periods are as follows:

Equipment	4 years
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d) Taxation

The company is a registered charity and is exempt from taxation under the Income & Corporation Taxes Acts.

e) Cashflow statement

The company has taken advantage of the exemption provided by the Financial Reporting Standard 1 and has not prepared a Cash Flow Statement for the year.

2 Donations and Legacies

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
a Voluntary Income				
General donations	78,953	-	78,953	86,462
Tax recoverable	16,232	-	16,232	18,190
	<u>95,185</u>	<u>-</u>	<u>95,185</u>	<u>104,652</u>
b Government Grants				
Job Retention Scheme grants	22,386	-	22,386	-
	<u>22,386</u>	<u>-</u>	<u>22,386</u>	<u>-</u>
Combined charitable income	<u>117,571</u>	<u>-</u>	<u>117,571</u>	<u>106,881</u>

BISHOP'S STORTFORD VINEYARD CHURCH

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021

3 Charitable activities

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
a Direct Charitable Costs				
Ministries	412	-	412	428
Staff Costs	85,708	-	85,708	85,486
Hospitality	36	-	36	1,138
Rent	-	-	-	3,050
Depreciation	-	-	-	-
Membership and subscription fees	489	-	489	777
Giving (note 3c)	9,519	-	9,519	10,465
	<u>96,163</u>	<u>-</u>	<u>96,163</u>	<u>101,345</u>
b Support & Administration	£	£	£	£
Office Supplies	626	-	626	673
Telecoms	1,130	-	1,130	244
Consumables	638	-	638	705
Technology & Utilities	124	-	124	358
Insurance	1,871	-	1,871	1,793
Professional fees	1,731	-	1,731	1,730
Bank charges	64	-	64	32
	<u>6,184</u>	<u>-</u>	<u>6,184</u>	<u>5,536</u>
Combined charitable activity cost	<u>102,348</u>	<u>-</u>	<u>102,348</u>	<u>106,881</u>

c Giving

Giving is accrued at 10% of income received. Principal payments made during the year were to the following for the purpose of UK and overseas mission (all institutions):

	2021 £	2020 £
Christians Against Poverty	1,008	1,008
Hope Works	1,500	-
Southend Vineyard	-	5,000
The Dust Project	-	1,500
Unseen Pursuit	-	2,000
Vineyard Churches UK & Ireland	6,000	6,000
Grants to institutions for less than £1,000 each	1,400	-
	<u>9,908</u>	<u>15,508</u>

BISHOP'S STORTFORD VINEYARD CHURCH

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021

The fee payable to the independent examiner for examining the accounts was £984 (2020: £960); in addition the charity paid £90 (2020: £90) to Stewardship for consultancy services.

4 Staff & Trustees

	2021	2020
	£	£
Gross wages, salaries & benefits in kind	83,022	81,820
Pensions	1,984	1,926
Training	82	413
Travel	620	1,327
Total staff costs	<u>85,708</u>	<u>85,486</u>

The charity had two employed staff during the year (2020: 2). Its activities are generally carried out by volunteers.

No staff received salaries at a rate of more than £60,000 per annum (2020: 0).

Chris Goddard, a trustee, received a salary of £38,250 (2020: £38,250). Gail Goddard, a trustee, also received a salary of £38,250 (2020: £38,250). Both Chris and Gail were paid for their roles as pastors, not trustees, as permitted by the governing document. No other payments were made to directors or any persons connected to them during this financial period.

The total amount of donations funded by trustees was £37,438 (2020: £56,656).

No other transactions have taken place with related parties during the year.

5 Tangible Fixed Assets

	Equipment & Fittings	Total
Cost	£	£
At 1 April 2020	3,752	3,752
Additions	-	-
Disposals	-	-
At 31 March 2021	<u>3,752</u>	<u>3,752</u>
Accumulated Depreciation		
At 1 April 2020	3,752	3,752
Charge for the year	-	-
Disposals	-	-
At 31 March 2021	<u>3,752</u>	<u>3,752</u>
Net book value		
At 31 March 2021	<u>-</u>	<u>-</u>
At 1 April 2020	<u>-</u>	<u>-</u>

BISHOP'S STORTFORD VINEYARD CHURCH

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021

	2021	2020
6 Debtors and Prepayments		
	£	£
Tax recoverable	2,869	6,977
	<u>2,869</u>	<u>6,977</u>
7 Cash at Bank and in Hand		
	£	£
Petty cash	-	-
Bank operating accounts	76,619	57,662
	<u>76,619</u>	<u>57,662</u>
8 Creditors: liabilities falling due within one year		
	£	£
Accruals	4,155	4,529
	<u>4,155</u>	<u>4,529</u>

9 Funds

The assets and liabilities represented by the various funds are as follows:

	Fixed assets £	Bank & cash balances £	Other net assets £	Total £
Unrestricted funds				
General Funds	-	76,619	(1,286)	75,333
	<u>-</u>	<u>76,619</u>	<u>(1,286)</u>	<u>75,333</u>

In the previous year, the assets and liabilities represented by the various funds were:

	Fixed assets £	Bank & cash balances £	Other net assets £	Total £
Unrestricted funds				
General Funds	-	57,662	2,448	60,110
	<u>-</u>	<u>57,662</u>	<u>2,448</u>	<u>60,110</u>

10 Events since the year end

There have not been any material events since the year end.

11 Members

Each member of the company commits to contribute if the charity is wound up an amount of £1.

BISHOP'S STORTFORD VINEYARD CHURCH
Detailed Statement of Financial Activities with Comparatives
FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted Funds - General		Restricted Funds		Total Funds	Total Funds
		2021	2020	2021	2020	2021	2020
	Note	£	£	£	£	£	£
INCOME AND ENDOWMENTS FROM							
Donations and legacies	2	117,571	104,652	-	-	117,571	104,652
Total income and endowments		117,571	104,652	-	-	117,571	104,652
EXPENDITURE ON							
Charitable activities	3	102,348	106,881	-	-	102,348	106,881
Total expenditure		102,348	106,881	-	-	102,348	106,881
Net movement in funds		15,224	(2,229)	-	-	15,224	(2,229)
Reconciliation of funds:							
Total funds brought forward		60,109	62,339	-	-	60,109	62,339
Total funds carried forward		75,333	60,109	-	-	75,333	60,110

Movements on reserves and all recognised gains and losses are shown above.