

Charity No. : 1152176

**Church Lane Evangelical Church
(Charitable Incorporated Organisation)**

Financial Statements

**For the year ended
31st December 2021**

Church Lane Evangelical Church
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for the Year Ended 31st December 2021

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**Church Lane Evangelical Church
Report of the Trustees
for the year ended 31 December 2021**

REFERENCE AND ADMINISTRATIVE DETAILS

The church's charitable status is that of a Charitable Incorporated Organisation (CIO) No. 1152176.

The Trustees present their report with the financial statements of the charity for the year ended 31 December 2021.

The financial statements comply with the Charities Act 2011, the charity's governing document, 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 2016).

Charity Address:

Church Lane
Stafford
Staffordshire
ST16 2AW

Bankers:

Lloyds Bank
5 Market Square
Stafford
ST16 2JL

Solicitors:

Hand Morgan Owen
17 Martin Street
Stafford
ST16 2LF

Trustees:

A Medway Chair
A Cook
S Kapfunde

Elders (Managing Trustees) who served during the year:

A Cook Chair
A Medway Church Secretary
S Harrison Pastor
S Kapfunde
J Morris
A Summers
J Wickens (on sabbatical)

The property in Church Lane is held by the CIO.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charitable status of the Church is that of a Charitable Incorporated Organisation (CIO). This is governed in accordance with its constitution dated 24 May 2013 using the foundation model.

The trustees of the CIO have delegated the day to day running of the organisation to the Elders, who meet on a monthly basis. The current Elders include some of the trustees.

Risk Management

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide assurance against fraud and error.

Church Lane Evangelical Church
Report of the Trustees (continued)
for the year ended 31 December 2021

OBJECTIVES AND ACTIVITIES

The objects of the church, in accordance with Biblical principles and practice, and as the Trustees see fit, are to advance evangelical Christianity in a manner consistent with the Christian Scriptures. These objects may be pursued anywhere in the United Kingdom or the world at the discretion of the Trustees.

These objects are achieved by providing religious activities and by helping to relieve poverty and need. While these activities are for everyone, the church looks to support the most vulnerable in our community and focuses some activities on children and young people, and on older people. The Church also looks to support other Christian organisations which make specific contributions in advancing evangelical Christianity.

The church provides services of open public worship and seeks to use its buildings in ways which benefit the community at large. The trustees consider that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

ACHIEVEMENTS AND PERFORMANCE

Church life became adaptable in 2021, with a dependence on the rules and guidance in place at any given time, to set the parameters for what could be done, and what mitigations were needed to keep activities safe.

The church continued to employ a full-time pastor, a part-time administrator and a part-time cleaner.

The Church continued to make use of Zoom for Sunday morning services and a few other weekly activities to give people and young people opportunity to spend time together online. There were also weekly and monthly prayer and worship meetings on Zoom.

From May, with the first phase of building work completed, and an easing of Covid, people started to attend church in limited group sizes, with good distancing.

The church website, www.clec.org.uk, was kept up-to-date to explain changes for activities and how people could access them. Recordings of church service talks are uploaded on to a church YouTube channel, linked from the webpage. The church Privacy Notice and Safeguarding Policy are published on the website.

The church established its own Covid roadmap, designed to enable activity to return in line with government guidance and good practice. The Acorns Toddler made a small start in June, and in September the Active group for older people and the Resonate youth group started meeting in the premises again.

The year started with the first phase of refurbishment works in the hall being completed. This was achieved when a ramp was put in place to enable access to the raised hall floor. The church then had another tremendous response from the church membership to raise sufficient funds to allow for the refurbishment of the kitchen to go ahead, which was completed in 2021.

Church Lane provided a proportion of its funds from weekly collections for Christian organisations and individual missionary workers – including Tear Fund, Arab World Ministries and The Bible Society.

The Church also supports inter-church initiatives in the town - Love Stafford, YouthNet, House of Bread and Stafford Street Pastors.

The Trustees are very grateful for the work of the other Elders and the church members, who all serve and give of their time and resources to support one another and be a Christian witness in their communities.

**Church Lane Evangelical Church
Report of the Trustees (continued)
for the year ended 31 December 2021**

The Trustees are Alan Medway (Chair), Andrew Cook, and Shingi Kapfunde.

FINANCIAL REVIEW

The general fund income and expenditure have been evenly matched over the course of this year. Lower running costs associated with the building being empty for Covid reasons has reduced some normal expenditure, however the cost of providing online services and activities on Zoom has increased other expenditure.

It is the church's policy to tithe our general fund income at the end of the year towards missionary projects chosen and prayed about during the year. A total of £6,500 was sent.

The church's policy on holding financial reserves is to enable a sound financial base for future years. As all the income is voluntary, there is no certainty of income levels from year to year. Included within the current reserves are designated funds for both a salary reserve of £8,500 (in order to ensure salaries could be paid for at least 3 months), and a strategic reserve of £15,000. These amounts are reviewed from time to time.

The building refurbishment project continued into 2021 with the hall being completed in March. Donations continued to be received that enabled us to continue with Phase 2 of the project to refit the kitchen in May/June. During 2021 £33,729 including Gift Aid tax was received towards the building project. Overall the building project during 2020 and 2021 received donations income inclusive of Gift Aid Tax of £77,974. In addition to this we successfully claimed Listing Building grants of £28,389 towards the VAT costs on eligible expenditure. The overall costs of the project were £181,470, resulting in using £75,107 of our reserves. We thank every one of you who contributed towards this project either with donations, prayer, time or skills. The project didn't go without it's problems but we are sure you will all agree what a lovely building we now have to serve the local community.

It is the church's policy to invest the funds in a bank account up to the Financial Services Compensation Scheme current limit of £85,000 in any one institution. Due to our building refurbishment project our cash reserves are now well below this limit.

Signed on behalf of the Trustees



A Medway - Chair

Date 03/05/22

Independent Examiner's Report to the Members of Church Lane Evangelical Church

I report on the accounts of the church for the year ended 31 December 2021, which are set out on pages 5 to 15.

Respective responsibilities of trustees and examiner

The church's trustees, are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year (under s144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- * examine the accounts under s145 of the 2011 Act,
- * to follow the procedures laid down in the General Directions given by the Charity Commission (under s145(5)(b) of the 2011 Act), and
- * to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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:

(1) which gives me reasonable cause to believe that in any material respect the requirements

- * to keep accounting records in accordance with s130 of the 2011 Act, and
- * to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 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.



Mr T Herriott ACA BA
Tim Herriott Enterprises
15 Briarsleigh
Stafford
Staffordshire
ST17 4QP

Date: 20/5/22

Church Lane Evangelical Church
Statement of Financial Activities
for the Year Ended 31st December 2021

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Note	£	£	£	£
Income from:				
Donations and legacies	64,186	33,729	97,915	105,252
Charitable activities	1,882	-	1,882	2,194
Investments	5	-	5	204
Total Income	66,073	33,729	99,802	107,650
Expenditure on:				
Charitable Activities	65,772	84,134	149,906	130,713
Other	776	-	776	1,034
Total Expenditure	66,548	84,134	150,682	131,748
Net Incoming Resources	(475)	(50,406)	(50,880)	(24,098)
Fund Balances brought forward at 1st January 2021	1,089,626	-	1,089,626	1,113,724
Transfers between Funds	(50,406)	50,406	-	-
Fund Balances carried forward at 31st December 2021	1,038,746	-	1,038,746	1,089,626

Church Lane Evangelical Church
Balance Sheet
as at 31st December 2021

		<u>2021</u>		<u>2020</u>	
		£	£	£	£
	<u>Note</u>				
Fixed Assets					
Tangible Fixed Assets	4		995,992		995,992
Current Assets					
Debtors	5	2,997		16,264	
Cash at bank and in hand	6	51,135		101,498	
		<u>54,132</u>		<u>117,762</u>	
Creditors Due Within One Year	7	<u>11,378</u>		<u>24,128</u>	
Net Current Assets			42,754		93,634
	10		<u>1,038,746</u>		<u>1,089,626</u>
Accumulated Funds					
Unrestricted Funds	8		1,038,746		1,089,626
Restricted Funds	9		-		-
Balance at 31st December 2021			<u>1,038,746</u>		<u>1,089,626</u>

The Financial statements were approved by the Trustees on 03/05/22 and were signed on its behalf by



A Medway - Chair

Church Lane Evangelical Church
Notes to the Financial Statements
for the Year Ended 31st December 2021

1. Accounting Policies

Basis of accounting

The financial statements have been prepared in accordance with 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 2016) - (Charities SORP (FRS 102)), Financial Reporting Standard 102 (FRS 102) and the Charities Act 2011.

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial statements have been prepared on a going concern basis. The Trustees are of the opinion that Church is able to meet its liabilities as they fall due and that the going concern basis is appropriate.

The accounts have been prepared under the historical cost convention as modified to include the freehold Grade II listed and adjacent buildings at a valuation.

Change in basis

There have been no changes to the accounting policies during the year.

Property

The property in Church Lane is held by the CIO.

Depreciation

Depreciation has been charged on a straight line basis as follows:

- Furniture & Fixtures - 10%
- Computer & PA Equipment - 25%

Depreciation has not been charged on freehold property as any depreciation is considered immaterial.

Expenditure under £5,000 is not normally capitalised.

Church Lane Evangelical Church
Notes to the Financial Statements (continued)
for the Year Ended 31st December 2021

Fund Accounting

Funds held by the Church are either:

- Unrestricted Funds -** funds which can be used in accordance with the Church's objects at the discretion of the Elders.
- Designated Funds -** funds set aside out of general funds for specific purposes.
- Restricted Funds -** funds that can only be used for particular purposes within the objects of the church. Restrictions arise when specified by the donor or when funds are raised for particular purposes.

Income

All income is recognised once the church has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is classified under the following activity headings:

Expenditure on charitable activities includes the costs of ministry, training, church activities, mission, administration, and property.

Other expenditure represents those items not classified as relating to charitable activities.

Inter-Church Group Consolidation

Where one church group donates to another, the income and expenditure is eliminated from each balance and is classed as a transfer to the other. (See notes 8 and 9).

Taxation

The church is exempt from tax on its charitable activities.

Pension costs

The church operates a defined contribution pension scheme. Since October 2016 we have had to also comply with the Auto Enrolment regulations set out by The Pensions Regulator. Contributions paid are charged to the Statement of Financial Activities in the period to which they relate.

Church Lane Evangelical Church
Notes to the Financial Statements (continued)
for the Year Ended 31st December 2021

2. Income from:	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
<u>Donations and legacies</u>				
- Gift Aided Collections	38,736	-	38,736	39,583
- Non-Gift Aided Collections	5,508	-	5,508	8,899
- Donations	6,100	28,660	34,760	36,720
- Gift Aid Tax refunds	10,436	5,069	15,504	19,050
- Legacies	3,406		3,406	1,000
	<u>64,186</u>	<u>33,729</u>	<u>97,914</u>	<u>105,252</u>
<u>Charitable activities</u>				
- Donations for use of hall	234	-	234	230
- Soul Survivor	561	-	561	240
- Day/Morning for Retired	375	-	375	413
- Youth Work	-	-	-	21
- Acorns	665	-	665	801
- Miscellaneous	47	-	47	489
	<u>1,882</u>	<u>-</u>	<u>1,882</u>	<u>2,194</u>
<u>Investments</u>				
- Gross Interest Received	<u>5</u>	<u>-</u>	<u>5</u>	<u>204</u>
Total Income	<u><u>66,073</u></u>	<u><u>33,729</u></u>	<u><u>99,802</u></u>	<u><u>107,650</u></u>

Church Lane Evangelical Church
Notes to the Financial Statements (continued)
for the Year Ended 31st December 2021

3. Expenditure on:	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
<u>Charitable Activities</u>				
Ministry				
- Gross Salary	32,885	-	32,885	32,480
- National Insurance	-	-	-	110
- Pension	799	-	799	788
- Ministerial Allowances	362	-	362	134
- Travel	177	-	177	90
- Telephone	269	-	269	263
Other Ministry/Training				
- Visiting Speakers	100	-	100	135
- Training & Resources	336	-	336	878
- Resonate	514	-	514	462
- Soul Survivor	-	-	-	801
Church Activities				
- Communion Expenses	144	-	144	45
- Day/Morning for Retired	349	-	349	363
- Youth Work	-	-	-	7
- Acorns	944	-	944	607
Administration				
- Gross Salary	6,534	-	6,534	7,103
- Office Running expenses	274	-	274	606
- Telephone	353	-	353	316
Mission				
- Missionaries/Societies	6,500	-	6,500	6,100
	50,538	-	50,538	51,288

Church Lane Evangelical Church
Notes to the Financial Statements (continued)
for the Year Ended 31st December 2021

	<u>Unrestricted Funds</u> £	<u>Restricted Funds</u> £	<u>Total 2021</u> £	<u>Total 2020</u> £
<u>Charitable Activities Continued</u>				
brought forward	50,538	-	50,538	51,288
Property				
- Light & Heat	3,195	-	3,195	2,856
- Insurance	1,900	-	1,900	1,850
- Building Maintenance	-	84,134	84,134	68,946
- Equipment Maintenance	247	-	247	78
- Repairs & Renewals	204	-	204	461
- Cleaning & Other Expenses	1,835	-	1,835	780
- Minor Fixtures & Equipment	4,427	-	4,427	199
- Depreciation	-	-	-	417
Sundries				
- Refreshments & Catering	528	-	528	233
- Copyright Licence	334	-	334	461
- Computer/Tech Expenses	2,257	-	2,257	2,352
- Subscriptions	308	-	308	272
- Sundries	-	-	-	521
Total Charitable Activities	<u>65,772</u>	<u>84,134</u>	<u>149,906</u>	<u>130,713</u>
 <u>Other</u>				
- Bank Charges	151	-	151	174
- Legal & Professional Fees	-	-	-	240
- Independent Examination	625	-	625	620
Total Other	<u>776</u>	<u>-</u>	<u>776</u>	<u>1,034</u>
 Total Expenditure	<u>66,548</u>	<u>84,134</u>	<u>150,682</u>	<u>131,748</u>

Church Lane Evangelical Church
Notes to the Financial Statements (continued)
for the Year Ended 31st December 2021

4. Tangible Fixed Assets

	<u>Freehold Property</u>	<u>Furniture & Fixtures</u>	<u>Computer & PA Equipment</u>	<u>Total</u>
		£	£	
Cost or Valuation				
At 1st January 2021	995,992	19,335	10,471	1,025,798
Additions	-	-	-	-
At 31st December 2021	<u>995,992</u>	<u>19,335</u>	<u>10,471</u>	<u>1,025,798</u>
Depreciation				
At 1st January 2021	-	19,335	10,471	29,806
Charge for the year	-	-	-	-
At 31st December 2021	<u>-</u>	<u>19,335</u>	<u>10,471</u>	<u>29,806</u>
Net Book Value				
At 31st December 2021	<u>995,992</u>	<u>-</u>	<u>-</u>	<u>995,992</u>
At 31st December 2020	<u>995,992</u>	<u>-</u>	<u>-</u>	<u>995,992</u>

5. Debtors

	<u>2021</u>	<u>2020</u>
	£	£
Accrued Income - Gift Aid Tax	2,240	6,443
Other Debtors	-	9,277
Prepayments	757	544
	<u>2,997</u>	<u>16,264</u>

Church Lane Evangelical Church
Notes to the Financial Statements (continued)
for the Year Ended 31st December 2021

6. Cash at bank and in hand

	2021	2020
	£	£
Lloyds Bank Plc Current Account	2,804	3,360
Lloyds Bank Plc Deposit Account	46,291	94,246
Day/Morning For Retired Account	786	1,760
Acorns Account	1,221	2,100
Youth Club Float	15	15
Cash Floats	18	18
	<u>51,135</u>	<u>101,497</u>

7. Creditors Due Within One Year

	2021	2020
	£	£
Creditors for Goods and Services	815	20,602
Other Creditors	1,027	529
Social Security & Other Taxes	1,770	1,701
Accruals and Deferred Income	7,766	1,295
	<u>11,378</u>	<u>24,128</u>

Church Lane Evangelical Church
Notes to the Financial Statements (continued)
for the Year Ended 31st December 2021

8. Movement in Funds - Unrestricted Funds

	Balance at 01.01.21	Incoming Resources	Resources Expended	Transfers	Balance at 31.12.21
	£	£	£	£	£
General Fund	1,062,251	65,033	(65,256)	(50,406)	1,011,622
Designated - Salary Reserve	8,500	-	-	-	8,500
Designated - Strategic Reserve	15,000	-	-	-	15,000
Designated - Day/Morning for Retired Fund	1,760	375	(349)	-	1,786
Designated - Youth Work Fund	15	-	-	-	15
Designated - Acorns Fund	2,100	665	(944)	-	1,821
	<u>1,089,626</u>	<u>66,073</u>	<u>(66,548)</u>	<u>(50,406)</u>	<u>1,038,746</u>
Comparative year	Balance at 01.01.20	Incoming Resources	Resources Expended	Transfers	Balance at 31.12.20
	£	£	£	£	£
General Fund	1,081,502	62,170	(61,825)	(19,598)	1,062,251
Designated - Salary Reserve	8,500	-	-	-	8,500
Designated - Strategic Reserve	15,000	-	-	-	15,000
Designated - Day/Morning for Retired Fund	1,710	413	(363)	-	1,760
Designated - Youth Work Fund	1	21	(7)	-	15
Designated - Acorns Fund	1,905	801	(607)	-	2,100
	<u>1,108,621</u>	<u>63,405</u>	<u>(62,802)</u>	<u>(19,598)</u>	<u>1,089,626</u>

9. Movement in Funds - Restricted Funds

	Balance at 01.01.21	Incoming Resources	Resources Expended	Transfers	Balance at 31.12.21
	£	£	£	£	£
Building Fund	-	33,729	(84,134)	50,406	-
	<u>-</u>	<u>33,729</u>	<u>(84,134)</u>	<u>50,406</u>	<u>-</u>
Comparative year	Balance at 01.01.20	Incoming Resources	Resources Expended	Transfers	Balance at 31.12.20
	£	£	£	£	£
Youth Pastor Fund	5,103	-	-	(5,103)	-
Building Fund	-	44,245	(68,946)	24,701	-
	<u>5,103</u>	<u>44,245</u>	<u>(68,946)</u>	<u>19,598</u>	<u>-</u>

The nature of the restrictions on the use of the above funds are as follows:-

Building Fund - to fund the hall refurbishment work

All of the above funds were invested in a Lloyds Bank Account.

Church Lane Evangelical Church
Notes to the Financial Statements (continued)
for the Year Ended 31st December 2021

10. Analysis of Net Assets Between Funds

Y/e 31/12/21	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Tangible Fixed Assets	995,992	-	995,992
Current Assets	54,132	-	54,132
Creditors due within one year	(11,378)	-	(11,378)
Total Net Assets	1,038,746	-	1,038,746

Y/e 31/12/20	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Tangible Fixed Assets	995,992	-	995,992
Current Assets	117,762	-	117,762
Creditors due within one year	(24,128)	-	(24,128)
Total Net Assets	1,089,626	-	1,089,626

11. Emoluments of Employees

	2021	2020
	£	£
Salary & Wages	40,577	40,222
Social Security costs	-	110
Pension Costs	799	788
	41,376	41,120

The employers social security costs were covered by the Employment Allowance.

The average monthly number of employees during the year were as follows:-

	2021	2020
Pastor	1	1
Administration	1	1.5
Cleaner	1	0
	3	2.5

There were no employees whose emoluments exceeded £60,000 either this year or last year.

12. Trustees and other Related Parties

There were no expenses claimed related to being a trustee.