
JUBILEE COMMUNITY CHURCH (EG) CIO
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2022



JUBILEE COMMUNITY CHURCH (EG) CIO

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr M E Harvey H Baptist N Down M J Berry C M Payne P F Trathen-Harris
Charity number	1153068
Principal address	Jubilee Community Centre Charlwoods Road East Grinstead West Sussex RH19 2HL
Auditor	Richard Place Dobson Services Limited 1-7 Station Road Crawley West Sussex RH10 1HT
Bankers	Lloyds TSB Bank Limited Commerical Banking Division 25 Gresham Street London EC2V 7HN
Solicitors	ASB Law Innovis House. 108 High Street Crawley West Sussex RH10 1AS



JUBILEE COMMUNITY CHURCH (EG) CIO

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JUBILEE COMMUNITY CHURCH (EG) CIO

TRUSTEES REPORT

FOR THE YEAR ENDED 31 AUGUST 2022

The trustees present their annual report and financial statements for the year ended 31 August 2022.

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 Charities Act 2011 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

When approving the charity's objectives the trustees are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the charity.

The trustees believe that by further advancement of the Christian faith and by supporting chosen Christian or charitable institutions or work, the charity can provide a benefit to the public by:

- providing facilities for public worship and religious and secular education for both its members and the community;
- promoting the Christian faith in the UK and overseas, through services and other activities by its members, to the benefit of individuals and society as a whole; and
- providing relief for the poor and needy and help and comfort for the sick and aged.

The Charity's Primary Objects are:

To further the advancement of the Christian faith in the United Kingdom and overseas by

- Promoting religious or secular education to advance the Christian faith;
- Providing support to the community through the relief of the poor and needy, and the help and comfort of the sick and aged;
- Encouraging overseas activity designed to spread the Christian faith;
- Providing or assisting in the provision of facilities in the interests of social welfare for recreation or other leisure time, occupation of individuals in EG and the surrounding area 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;
- Furthering such charitable purposes for the benefit of the inhabitants of EG and the surrounding area and also the UK and globally as the trustees or members see fit from time to time.

Principal Activities

- The management of all activities relating to the day to day operation of Jubilee Community Church, East Grinstead through both paid staff and volunteers
- The donation of funds to related Christian bodies and individuals both in the local community and in other nations to further the objects of the charity

Donations by the charity are made at the discretion of the elders in consultation with the trustees. These donations are usually based on relationship / affiliation rather than being made to unrelated third parties.

The charity is dependent upon a number of factors outside its control, which may adversely affect the achievement of its objectives:

- Contributions to the charity are all made on a voluntary basis. The CIO recovers tax through the gift aid scheme wherever possible. Total level of donations and the ability to recover tax may change over time.
- Income is also derived from room hire and leases, which is clearly dependent upon local demand for such facilities.
- Our overseas activities and youth ministry are in turn dependent upon sufficient funding being received by the charity, and would need to be prioritised if income was restricted.

JUBILEE COMMUNITY CHURCH (EG) CIO

TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

Achievements and performance

Activities

Attendance and membership at Jubilee Community Church during the last 12 months have continued to be strong. We see in excess of 400 people (of whom 300 are adults) regularly participating in church activities and contributing to the life of the church. Alongside Christian discipleship and training, we actively encourage involvement in one of the many teams across the church and are pleased to see around 48% of our adult membership engaged in this way.

One aim is to reach out to families within the community with whom we would otherwise have no contact. To that end we have continued to run weekly parent and baby group with other family events to supplement our Sunday work. We also continue our work amongst the town's youth, through Sunday and mid-week meetings, trips, summer camps and weekly open youth groups. We continue to see particular growth in events focused on the needs of our older members and those in the community. These activities are all enhanced by the availability of the centre facilities.

Our initiative, the Jubilee Hub, which was established in 2018 continues to flourish. The Jubilee Hub is aimed specifically at those who struggle to connect with community. The Hub provides a fantastic opportunity for friendship building and support, especially for those adults with additional needs. We have also worked hard at our inclusion policy across the church.

We continue to encourage volunteering in broader community activities through our 'Jubilee Initiatives' which includes Fegans who is now part of Spurgeons, and Foodbank.

We also devote resources to the spread of the Christian gospel overseas, primarily working with church partners in other nations to assist with further church planting, the development of leaders and compassionate works amongst the poor.

As at the end of the current financial year, the Jubilee Community Centre will have been open for over ten years and continues to fulfil the vision for which it was developed. We see around 2,000 people using the centre on a weekly basis.

Staffing & Volunteers

The charity employs 19 staff, including three of the church's senior leadership team, one 0-18s co-ordinators, a centre manager, caretaker, finance manager, two church administrators and two part time receptionists to assist with the running of the community centre.

The church is also heavily dependent on volunteers who freely give their time to enable many of the charitable activities and church ministries to take place. However, we remain delighted at the large number of individuals who do support the charity in this manner.

JUBILEE COMMUNITY CHURCH (EG) CIO

TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

Financial review

The charity received total income of £648,193 during the year ended 31 August 2022. This compares to £558,141 during the previous year.

Income included £56,079 tax refunded on giving under the Gift Aid Scheme and lease and rental income of £137,656 from the Jubilee Community Centre. Grants received this year included £410 government grants for support during the coronavirus pandemic. The vast majority of the remaining income was received from members of Jubilee Community Church on a voluntary basis.

Of the total revenue expenditure of £582,044, £267,581 (46%) related to staff costs, £79,084 (13%) was granted to individuals or organisations external to Jubilee Community Church in pursuit of the objects of the charity, and the remaining 41% covered training and conference costs, building maintenance and other church administrative costs.

The charity made a surplus of £66,149 in the year, compared to a surplus of £100,272 in the previous year.

Net current assets at 31st August 2022 were £230,103 (2021: £260,324).

Reserves brought forward from 2021 totalled £2,863,516. These increased to £2,929,665 by 31st August 2022 of which the majority was restricted Building Funds tied up in the Jubilee Community Centre.

The reserves are divided between Restricted funds totalling £2,226,947 and Unrestricted funds totalling £702,718, of which £304,935 are General funds and £397,783 are Designated funds (primarily the Building Designated Fund), which is used for the maintenance and general running costs of the building throughout the year. The General Fund balance is managed to ensure that the charity holds the six months' operating expenses as required under the Trustees' risk management policy. At 31st August 2022, the General funds represented 6 months unrestricted operating expenses.

Plans for future periods

Our core objective remains to focus on activities that enable the spread of the Christian gospel through local church communities, both in the UK and overseas. We hope to see our membership and attendance grow further during the course of the next 12 months, with our focus on reaching all ages.

We will also continue to invest in the Jubilee Community Centre, in order to maximise the benefit to the local community, maximise our income and accelerate our debt repayment if income permits.

Structure, governance and management

The trustees who served during the year and up to the date of signature of the financial statements were:

Mr M E Harvey

H Baptist

I M Watt

(Resigned 28 November 2022)

N Down

M J Berry

C M Payne

P F Trathen-Harris



JUBILEE COMMUNITY CHURCH (EG) CIO

TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

The charity was registered on 25 July 2013 and is governed by its constitution dated 25th July 2013 and amended on 5th January 2014.

The governing document provides for a minimum of three trustees, who must be members of Jubilee Community Church, East Grinstead, to administer and manage the charity constituted as a charitable incorporated organisation (CIO).

At every annual general meeting of the members of the CIO, subsequent to the first AGM, one-third of the charity trustees shall retire from office. They can then be reappointed or new trustees appointed.

The body of trustees works very closely with the senior leadership of Jubilee Community Church. Whilst upholding their legal responsibilities, the trustees look to the church leadership team for overall vision and direction.

Jubilee Community Church is affiliated to the 'New Ground' family of churches and the senior leadership of the church looks to certain other leaders in this wider community for personal and spiritual insight, as well as taking advice on governance structures and issues.

The trustees operate a child protection and vulnerable persons' policy and perform routine risk assessments for all church activities. Health and safety consideration is given to staff and the public environments in which the church operates.

New trustees undergo a period of induction to brief them on their legal obligations under charity law, the charity's objectives and activities and the charity's recent financial performance. During the induction they meet other trustees, key employees and church leaders.

Risk Management

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The trustees have a risk management strategy that comprises:

- an annual review of the risks that the CIO might face;
- the establishment of systems & procedures to mitigate those risks identified in the plan; and
- the implementation of procedures designed to minimise any potential impact on the CIO should those risks materialise.

A key element in the management of financial risk is the setting of a reserves policy and its regular review by the trustees. As a consequence of the purchase of the church building, the CIO has entered into a commercial loan agreement to fund the purchase and the trustees will not hold extensive cash reserves in current and deposit accounts that might otherwise offset borrowing. The CIO will, however, retain sufficient funds to cover three months' operating expenses.

The trustees have taken the approach to preserve cash where possible and considered sensible to do so, whilst also balancing the church's aims and objectives to be generous where appropriate and provide for the poor.

JUBILEE COMMUNITY CHURCH (EG) CIO

TRUSTEES REPORT (CONTINUED)

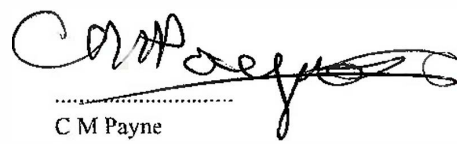
FOR THE YEAR ENDED 31 AUGUST 2022

The trustees report was approved by the Board of Trustees.



M J Berry
Trustee

Date: 22.05.23



C M Payne
Trustee



JUBILEE COMMUNITY CHURCH (EG) CIO

STATEMENT OF TRUSTEES RESPONSIBILITIES

FOR THE YEAR ENDED 31 AUGUST 2022

The trustees are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

JUBILEE COMMUNITY CHURCH (EG) CIO

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF JUBILEE COMMUNITY CHURCH (EG) CIO

Opinion

We have audited the financial statements of Jubilee Community Church (East Grinstead) the charitable incorporated organisation for the year ended 31 August 2022 which comprise of the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 August 2022 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

JUBILEE COMMUNITY CHURCH (EG) CIO

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF JUBILEE COMMUNITY CHURCH (EG) CIO

Responsibilities of trustees

As explained more fully in the statement of trustees responsibilities, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. The objectives of our audit are to obtain sufficient appropriate audit evidence regarding compliance with laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements, to perform audit procedures to help identify instances of non-compliance with other laws and regulations that may have a material effect on the financial statements, and to respond appropriately to identified or suspected non-compliance with laws and regulations identified during the audit.

In relation to fraud, the objectives of our audit are to identify and assess the risk of material misstatement of the financial statements due to fraud, to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatements due to fraud through designing and implementing appropriate responses and to respond appropriately to fraud or suspected fraud identified during the audit.

However it is the primary responsibility of management, with the oversight of those charged with governance, to ensure that the entity's operations are conducted in accordance with the provisions of laws and regulations and for the prevention and detection of fraud.

In identifying and assessing the risks of material misstatement in respect of irregularities, including fraud, the audit engagement team made enquiries of management, and those charged with governance, regarding the procedures relating to identifying, evaluating and complying with;

1. laws and regulations and whether they were aware of any instances of non-compliance;
2. detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
3. the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations;

As a result of these procedures we consider the most significant laws and regulations that have a direct impact on the financial statements are FRS 102, General Data Protection Regulations, Charities Act 2011, Charities Statement of Recommended Practice and employment law and regulations. We performed audit procedures to detect non-compliance, which may have a material impact on the financial statements. These included reviewing financial statement disclosures and evaluating advice received from external advisors. There were no significant laws and regulations we deemed as having an indirect impact on the financial statements.

1. Revenue recognition - this was tested substantively for rental and lease income, we performed proof in total testing over grant income
2. Management override of controls - we reviewed management accounts and large journals to discover any evidence of management override

JUBILEE COMMUNITY CHURCH (EG) CIO

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF JUBILEE COMMUNITY CHURCH (EG) CIO

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Other matters

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Richard Place Dobson Services Limited
Chartered Accountants
1 - 7 Station Road
Crawley
West Sussex
RH10 1HT

23/05/2023

Date

is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.



JUBILEE COMMUNITY CHURCH (EG) CIO

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2022

Current financial year

		Unrestricted funds general 2022 £	Unrestricted funds designated 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
	Notes					
<u>Income and endowments from:</u>						
Donations and grants	3	379,598	-	49,856	429,454	400,568
Charitable activities	4	-	156,403	-	156,403	109,930
Other trading activities	5	-	53,955	-	53,955	47,241
Other income	6	8,381	-	-	8,381	402
Total income		387,979	210,358	49,856	648,193	558,141
<u>Expenditure on:</u>						
Charitable activities	7	382,796	72,936	126,312	582,044	457,869
Net incoming/(outgoing) resources before transfers		5,183	137,422	(76,456)	66,149	100,272
Net incoming/(outgoing) resources before transfers		5,183	137,422	(76,456)	66,149	100,272
Gross transfers between funds		2,570	(2,570)	-	-	-
Net income/(expenditure) for the year/ Net movement in funds		7,753	134,852	(76,456)	66,149	100,272
Fund balances at 1 September 2021		297,182	262,931	2,303,403	2,863,516	2,763,244
Fund balances at 31 August 2022		304,935	397,783	2,226,947	2,929,665	2,863,516

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

JUBILEE COMMUNITY CHURCH (EG) CIO

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2022

Prior financial year

		Unrestricted funds general 2021 £	Unrestricted funds designated 2021 £	Restricted funds 2021 £	Total 2021 £
	Notes				
<u>Income and endowments from:</u>					
Donations and grants	3	391,309	-	9,259	400,568
Charitable activities	4	-	109,930	-	109,930
Other trading activities	5	-	25,907	21,334	47,241
Other income	6	402	-	-	402
Total income		391,711	135,837	30,593	558,141
<u>Expenditure on:</u>					
Charitable activities	7	310,116	84,830	62,923	457,869
Net incoming/(outgoing) resources before transfers		81,595	51,007	(32,330)	100,272
Gross transfers between funds		1,500	(68,499)	66,999	-
Net income/(expenditure) for the year/ Net movement in funds		83,095	(17,492)	34,669	100,272
Fund balances at 1 September 2020		214,087	280,423	2,268,734	2,763,244
Fund balances at 31 August 2021		297,182	262,931	2,303,403	2,863,516




JUBILEE COMMUNITY CHURCH (EG) CIO

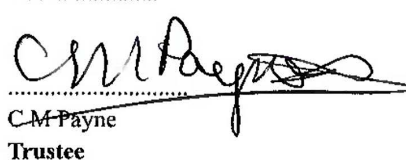
BALANCE SHEET

AS AT 31 AUGUST 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	12		3,101,984		3,083,087
Current assets					
Debtors	13	54,143		55,930	
Cash at bank and in hand		313,426		321,301	
		367,569		377,231	
Creditors: amounts falling due within one year	14	(137,466)		(116,907)	
Net current assets			230,103		260,324
Total assets less current liabilities			3,332,087		3,343,411
Creditors: amounts falling due after more than one year	15		(402,422)		(479,895)
Net assets			2,929,665		2,863,516
Income funds					
Restricted funds	17		2,226,947		2,303,403
<u>Unrestricted funds</u>					
Designated funds	18	397,783		262,931	
General unrestricted funds		304,935		297,182	
			702,718		560,113
			2,929,665		2,863,516

The financial statements were approved by the Trustees on 22.05.23


M J Berry
Trustee


C M Payne
Trustee

JUBILEE COMMUNITY CHURCH (EG) CIO

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 AUGUST 2022

	Notes	2022 £	£	2021 £	£
Cash flows from operating activities					
Cash generated from operations	21		137,991		147,046
Investing activities					
Purchase of tangible fixed assets		(69,813)		(61,518)	
Net cash used in investing activities			(69,813)		(61,518)
Financing activities					
Repayment of bank loans		(76,053)		(68,499)	
Net cash used in financing activities			(76,053)		(68,499)
Net (decrease)/increase in cash and cash equivalents			(7,875)		17,029
Cash and cash equivalents at beginning of year			321,301		304,272
Cash and cash equivalents at end of year			<u>313,426</u>		<u>321,301</u>



JUBILEE COMMUNITY CHURCH (EG) CIO

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2022

1 Accounting policies

Charity information

Jubilee Community Church (East Grinstead) is a Charitable Incorporated Organisation, registered with the Charity Commission for England and Wales (number 1153068), principal address as set out on page 2. The charity constitutes a public benefit entity as defined by FRS102.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charitable Incorporated Organisation (CIO) association constitution, the Charities Act 2011, 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 CIO is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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

The financial statements have been prepared under the historical cost convention in accordance with applicable UK accounting standards and follow the recommendations in Statement of Recommended Practice: Accounting and Reporting by Charities (SORP FRS102) effective 1st January 2019.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the CIO 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 arise from offerings, donations and other income generated for the objects of the charity without further specified purpose and available as general funds.

Restricted funds are to be used for the specific purposes as laid down by the donor and may not be used for any other purpose. The primary restricted fund held by the CIO is the Building Fund which is used as follows:

- To make improvements to the land and buildings at Jubilee Community Centre;
- To repay loans (and associated interest) used to finance the Jubilee Community Centre;
- To make repairs and other refurbishments required to make the Jubilee Community Centre fit for use by the church;

but not for the following:

- Routine maintenance arising from use of the Jubilee Community Centre
- Utilities.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

JUBILEE COMMUNITY CHURCH (EG) CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

1 Accounting policies

(Continued)

1.4 Income

Voluntary income received by way of donations, legacies and other gifts is included in full in the Statement of Financial Activities when received. Voluntary income received by way of grants is included in the Statement of Financial Activities when there is evidence of entitlement to the grant, receipt is probable, and its amount can be measured reliably.

Income from leases and short-term room hire is recognised over the period of the lease/hire.

Gift Aid is recognised as income in the same period as the donations to which it relates.

Other trading activities include things such as sales from the café, drinks sold at reception, income from the hub etc.

1.5 Expenditure

Liabilities are recognised as expenditure as soon as:

- there is a legal or constructive obligation committing the charity to that expenditure.
- it is probable that settlement will be required, and
- the amount of the obligation can be measured reliably.

Support and governance costs, which include staff costs and legal and statutory costs incurred in running the Charity, are allocated to each charitable activity based on time spent on each activity. No support or governance costs are allocated to Ministry gifts.

1.6 Tangible fixed assets

Freehold land and buildings are recognised at historic cost in the accounts. Cost includes the purchase price and related expenditure, together with the cost of the initial redevelopment of and subsequent improvements to the land and buildings.

Land is not depreciated. Buildings are depreciated, in order that the difference between their cost and estimated residual value is charged to the SOFA evenly over the estimated useful life of 40 years.

The residual value is estimated to be the current open market value, which is less than the historic cost. In the trustees' judgement, the historic cost fairly represents the value of the land and buildings as a church and a community centre, whereas the market value represents the value of the land and buildings when they are no longer useful for this purpose.

All other assets with an acquisition cost exceeding £500 are capitalised at their original cost.

Donated assets are included in fixed assets at valuation at the date received, where the valuation exceeds £500. There were no additions for this year.

Depreciation is provided on equipment and furniture only at rates to write off the cost of each asset over its estimated useful life using the rates set out below.

Freehold land and buildings	40 years
Building fixtures	10.0% p.a.
Music equipment	12.5% p.a.
Fixtures and fittings	25.0% p.a.
Computers	33.3% p.a.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 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.



JUBILEE COMMUNITY CHURCH (EG) CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

1 Accounting policies

(Continued)

1.9 Financial instruments

A financial instrument is a contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. This includes loans on commercial terms as described below. In addition, **cash at bank and in hand** is initially recorded and subsequently measured at face value, **trade debtors and trade creditors** are initially recorded at the transaction value, and subsequently measured at transaction value less payments on account, and in the case of trade debtors less any provision for impairment.

1.10 Taxation

The charity is exempt from corporation tax on its charitable activities.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.12 Employee benefits

Employee benefits are recognised in the period to which they relate.

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.

1.13 VAT

VAT is partially recoverable on building costs including the development and running of the Jubilee Community Centre. The recoverable VAT is calculated on a building usage basis as income generated from the leasing and rental of the building is vatable. The irrecoverable VAT is included within management and administration expenses in the Statement of Financial Activities.

1.14 Gifts and donations payable

Gifts and donations are payable to other charities and good causes with which the charity is affiliated. The amount donated is at the discretion of the Church Elders and is recorded in the Statement of Financial Activities when paid.

1.15 Beneficial loans

From time to time, the charity makes loans at below-market interest rates. These loans are made in order to further the charity's objectives rather than to make a financial return. Similarly, the charity sometimes receives loans at below-market interest rates. These loans are made in order to further the lender's charitable purposes rather than to make a financial return. Therefore all of these loans are valued at the amount paid or received by the charity, less any repayments, plus interest (if any) accrued on the loan, and further adjusted downwards if necessary for any impairment.

Loans on commercial terms are recorded in the balance sheet at the amount originally borrowed. Interest payable on such loans is charged to the SOFA based on the period to which it relates.

JUBILEE COMMUNITY CHURCH (EG) CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

2 Critical accounting estimates and judgements

The preparation of financial statements requires the use of accounting estimates and assumptions by the trustees. It also requires trustees to exercise their judgement in the process of applying the accounting policies.

In the judgement of the trustees, the freehold land and buildings are held primarily for operational use by the charity. At present not all of the property has been developed to the charity's requirements, and the undeveloped section is leased to a 3rd party. However, this is a short term measure pending the availability of funding for redevelopment, and this section of the property does not constitute an investment property.

The trustees' estimates of the useful life and residual value of the freehold land and buildings are discussed below.

The trustees do not consider that there are any key assumptions concerning the future, or any other key sources of estimation uncertainty, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

3 Donations and grants

	Unrestricted funds general 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £
Regular donations and legacies	379,188	49,856	429,044	389,475	9,259	398,734
Grants	410	-	410	1,834	-	1,834
	<u>379,598</u>	<u>49,856</u>	<u>429,454</u>	<u>391,309</u>	<u>9,259</u>	<u>400,568</u>

4 Charitable activities

	Charitable Activities Income 2022 £	Charitable Activities Income 2021 £
Income from charitable activities	<u>156,403</u>	<u>109,930</u>



JUBILEE COMMUNITY CHURCH (EG) CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

5 Other trading activities

	Unrestricted funds designated 2022 £	Unrestricted funds designated 2021 £	Restricted funds 2021 £	Total 2021 £
Other trading activities	53,955	25,907	21,334	47,241

6 Other income

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Other income	7,730	25
Investment income	651	377
	8,381	402

JUBILEE COMMUNITY CHURCH (EG) CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

7 Charitable activities

	Church Ministry	Youth Projects	Gifts	Building	Jubilee Community Church Cafe	Total 2022	Total 2021
	2022 £	2022 £	2022 £	2022 £	2022 £	£	£
Staff costs	64,426	55,052	-	92,171	-	211,649	179,434
Depreciation and impairment	-	-	-	50,916	-	50,916	49,038
Photocopy, printing and publishing	-	132	-	45	-	177	3,210
Supplies and stationary	1,444	-	-	1,255	-	2,699	2,526
Speakers	790	-	-	-	-	790	450
Conferences and training	1,834	-	-	-	-	1,834	1,226
Special events	10,533	19,823	-	-	1,695	32,051	4,169
Small equipment	1,821	-	-	4,100	-	5,921	1,441
Telephone and computer costs	9,976	-	-	2,105	-	12,081	11,056
Travel and refreshments	3,651	-	-	-	-	3,651	792
Ministry gifts	-	-	65,153	-	-	65,153	25,318
Charitable giving	-	-	4,531	-	-	4,531	12,798
Direct New Ground Gifts	-	-	10,000	-	-	10,000	6,800
Utilities	-	-	-	29,161	-	29,161	33,879
Premises hire	11,507	-	-	11,360	-	22,867	-
	<u>105,982</u>	<u>75,007</u>	<u>79,684</u>	<u>191,113</u>	<u>1,695</u>	<u>453,481</u>	<u>332,137</u>
Share of support costs (see note 8)	44,877	28,264	-	48,027	698	121,866	110,639
Share of governance costs (see note 8)	3,027	1,887	-	1,736	47	6,697	15,093
	<u>153,886</u>	<u>105,158</u>	<u>79,684</u>	<u>240,876</u>	<u>2,440</u>	<u>582,044</u>	<u>457,869</u>

Analysis by fund



Jubilee Community Church

JUBILEE COMMUNITY CHURCH (EG) CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

7 Charitable activities

(Continued)

For the year ended 31 August 2021

	Church Ministry £	Youth Projects £	Gifts £	Building £	Total 2021 £
Staff costs	55,862	48,278	-	75,294	179,434
Depreciation and impairment	-	-	-	49,038	49,038
Photocopy, printing and publishing	3,025	15	-	170	3,210
Supplies and stationary	1,718	794	-	14	2,526
Speakers	450	-	-	-	450
Conferences and training	1,226	-	-	-	1,226
Special events	2,710	1,459	-	-	4,169
Small equipment	80	675	-	686	1,441
Telephone and computer costs	10,229	86	-	741	11,056
Travel and refreshments	495	297	-	-	792
Ministry gifts	-	-	25,318	-	25,318
Charitable giving	-	-	12,798	-	12,798
Direct New Ground Gifts	-	-	6,800	-	6,800
Utilities	-	-	-	33,879	33,879
	<u>75,795</u>	<u>51,604</u>	<u>44,916</u>	<u>159,822</u>	<u>332,137</u>
Share of support costs (see note 8)	9,119	1,906	-	99,614	110,639
Share of governance costs (see note 8)	13,246	347	-	1,500	15,093
	<u>98,160</u>	<u>53,857</u>	<u>44,916</u>	<u>260,936</u>	<u>457,869</u>
Analysis by fund					
Unrestricted funds - general	98,160	53,857	44,916	113,183	310,116
Unrestricted funds - designated	-	-	-	84,830	84,830
Restricted funds	-	-	-	62,923	62,923
	<u>98,160</u>	<u>53,857</u>	<u>44,916</u>	<u>260,936</u>	<u>457,869</u>



JUBILEE COMMUNITY CHURCH (EG) CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

8 Support costs

	Support costs	Governance costs	2022	Support costs	Governance costs	2021
	£	£	£	£	£	£
Staff costs	55,932	-	55,932	47,043	-	47,043
Bank charges	2,902	-	2,902	2,350	-	2,350
Mortgage and bank loan interest	15,128	-	15,128	11,095	-	11,095
Insurance	10,078	-	10,078	8,766	-	8,766
Interest	353	-	353	-	-	-
Sundry expenses	577	-	577	1,311	-	1,311
Bad debt	-	-	-	500	-	500
Building maintenance	36,896	-	36,896	39,574	-	39,574
Audit fees	-	5,900	5,900	-	7,000	7,000
Accountancy	-	737	737	-	4,138	4,138
Legal and professional	-	60	60	-	3,955	3,955
	<u>121,866</u>	<u>6,697</u>	<u>128,563</u>	<u>110,639</u>	<u>15,093</u>	<u>125,732</u>
Analysed between						
Charitable activities	<u>121,866</u>	<u>6,697</u>	<u>128,563</u>	<u>110,639</u>	<u>15,093</u>	<u>125,732</u>

Governance costs includes payments to the auditors of £5,900 (2021 - £7,000) for audit fees.

9 Trustees

No trustee received any remuneration for their duties as a trustee or for any other services provided to the CIO other than:

Mrs Hannah Baptist is employed as Head of Administration & Logistics. During the year ending 31st August 2022 she received salary payments and pension contributions totalling £26,643 (2021 - £13,419). Mrs Baptist's husband, Daniel Baptist, is also employed as Lead Pastor. During the year ending 31st August 2022 he received salary payments and pension contributions totalling £45,205 (2021 - £42,522).

Mrs Pauline Trathen-Harris is employed as Finance Manager/Administrator and during the year ending 31 August 2022 received salary payments and pension contributions totalling £15,460 (2021 - £14,867).

Mr Nathan Down's wife, Natalie Down, is employed as Pastoral and Communications Administrator. During the year ending 31 August 2022 she received salary payments and pension contributions totalling £11,888 (2021 - £23,591).

No trustee received any expenses.

10 Employees

The average monthly number of employees during the year was:

2022	2021
Number	Number
<u>19</u>	<u>15</u>

JUBILEE COMMUNITY CHURCH (EG) CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

10 Employees (Continued)

Employment costs	2022 £	2021 £
Wages and salaries	243,782	209,124
Social security costs	17,184	11,498
Other pension costs	6,615	5,855
	<u>267,581</u>	<u>226,477</u>

Key Management Personnel

The trustees consider three members of staff to be key management personnel. The total employment benefits of key management personnel were £109,799 (2021: £92,379).

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

11 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.



JUBILEE COMMUNITY CHURCH (EG) CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

12 Tangible fixed assets

	Freehold land and buildings	Building fixtures	Music equipment	Fixtures and fittings	Computers	Total
	£	£	£	£	£	£
Cost						
At 1 September 2021	3,188,203	229,839	70,361	59,567	32,167	3,580,137
Additions	9,478	35,372	-	23,518	1,445	69,813
At 31 August 2022	3,197,681	265,211	70,361	83,085	33,612	3,649,950
Depreciation and impairment						
At 1 September 2021	174,511	168,689	67,404	58,222	28,223	497,049
Depreciation charged in the year	30,396	14,690	2,032	1,345	2,454	50,917
At 31 August 2022	204,907	183,379	69,436	59,567	30,677	547,966
Carrying amount						
At 31 August 2022	2,992,774	81,832	925	23,518	2,935	3,101,984
At 31 August 2021	3,013,692	61,150	2,957	1,344	3,944	3,083,087

JUBILEE COMMUNITY CHURCH (EG) CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

13 Debtors

	2022	2021
	£	£
Amounts falling due within one year:		
Trade debtors	15,802	28,245
Other debtors	27,508	24,723
Prepayments and accrued income	10,833	2,962
	<u>54,143</u>	<u>55,930</u>

14 Creditors: amounts falling due within one year

	Notes	2022	2021
		£	£
Bank loans	16	77,468	76,048
Other taxation and social security		18,765	15,656
Trade creditors		21,182	7,582
Other creditors		10,041	4,000
Accruals and deferred income		10,010	13,621
		<u>137,466</u>	<u>116,907</u>

15 Creditors: amounts falling due after more than one year

	Notes	2022	2021
		£	£
Bank loans	16	402,422	479,895
		<u>402,422</u>	<u>479,895</u>

16 Loans and overdrafts

	2022	2021
	£	£
Bank loans	479,890	555,943
	<u>479,890</u>	<u>555,943</u>
Payable within one year	77,468	76,048
Payable after one year	402,422	479,895
	<u>479,890</u>	<u>555,943</u>

The terms of repayment for both the mortgage and loan are monthly instalments starting one month from the date the funds were borrowed, and the mortgage and bank loan are secured on the land and buildings at Unit 1, Charlwoods Road, East Grinstead (see note 5). Interest is payable at the Bank of England base rate plus 1.75%.



JUBILEE COMMUNITY CHURCH (EG) CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

17 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 September 2020	Movement in funds			Transfers	Movement in funds			Balance at 1 September 2021	Movement in funds			Resources expended 31 August 2022	Balance at 31 August 2022
		£	Incoming resources	Resources expended		£	Incoming resources	Resources expended		£	Incoming resources	Resources expended		
Building	2,221,263		13,500	(42,362)	68,499				2,260,900			(77,025)		2,183,875
Changing Places	31,989		-	(4,176)	-				27,813			-		27,813
Jubilee Fund	11,831		-	-	-				11,831			-		11,831
Coronavirus JRS	-		15,114	(15,114)	-				-			-		-
Other	3,651		1,979	(1,271)	(1,500)				2,859		29,526	(28,957)		3,428
Christians Against Poverty (CAP)	-		-	-	-				-		20,330	(20,330)		-
	2,268,734		30,593	(62,923)	66,999				2,303,403		49,856	(126,312)		2,226,947

The Building Fund relates to monies donated specifically to support the purchase or improvement of the Jubilee Community Centre (restricted) or raised through rental or lease of the centre to third party hirers (unrestricted). Capital improvements and mortgage repayments are charged to the restricted fund. The unrestricted designated fund is used for running costs and related staff costs as well as mortgage repayments.

The Changing Places Fund - The Changing Places Consortium launched its campaign in 2006 on behalf of the over 1.4 of a million people who cannot use standard accessible toilets. This includes people with profound and multiple learning disabilities, motor neurone disease, multiple sclerosis, cerebral palsy, as well as older people. Jubilee Community Church (East Grinstead) started a campaign to raise grants and donations to provide a Changing Places Toilet within its facilities. This new facility was opened in October 2017.

The Jubilee Fund relates to a specific group of 3rd Party charities that we support on a regular basis. Transfers into this fund are made from the general fund or given specifically by members (in which case the funds are restricted).

The Coronavirus JRS fund relates to monies received from the government to help pay staff during the Covid-19 pandemic. This government scheme ended on 30 September 2021.

JUBILEE COMMUNITY CHURCH (EG) CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

18 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 September 2020 £	Movement in funds			Transfers	Movement in funds			Balance at 1 September 2021 £	Movement in funds			Balance at 31 August 2022 £
		Incoming resources £	Resources expended £			Incoming resources £	Resources expended £			Incoming resources £	Resources expended £		
Building	279,172	135,838	(84,830)		(68,499)	210,358	(75,506)		261,681	210,358	(75,506)		396,533
Jubilee Fund	1,250	-	-		-	-	-		1,250	-	-		1,250
	<u>280,422</u>	<u>135,838</u>	<u>(84,830)</u>		<u>(68,499)</u>	<u>210,358</u>	<u>(75,506)</u>		<u>262,931</u>	<u>210,358</u>	<u>(75,506)</u>		<u>397,783</u>

The purposes of the fund balances are explained within the movement on restricted funds note.

19 Analysis of net assets between funds

Fund balances at 31 August 2022 are represented by:

	Unrestricted funds 2022 £		Designated funds 2022 £		Restricted funds 2022 £		Total 2022 £		Unrestricted funds 2021 £		Designated funds 2021 £		Restricted funds 2021 £		Total 2021 £	
Tangible assets	27,378		446,696		2,627,910		3,101,984		8,245		237,719		2,837,123		3,083,087	
Current assets/(liabilities)	228,644	-	-		1,459		230,103		314,149		-		(53,825)		260,324	
Long term liabilities	48,913	(48,913)	(48,913)		(402,422)		(402,422)		(25,212)		25,212		(479,895)		(479,895)	
	<u>304,935</u>		<u>397,783</u>		<u>2,226,947</u>		<u>2,929,665</u>		<u>297,182</u>		<u>262,931</u>		<u>2,303,403</u>		<u>2,863,516</u>	



JUBILEE COMMUNITY CHURCH (EG) CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

20 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

21 Cash generated from operations

	2022 £	2021 £
Surplus for the year	66,149	100,272
Adjustments for:		
Depreciation and impairment of tangible fixed assets	50,916	49,038
Movements in working capital:		
Decrease/(increase) in debtors	1,787	(1,881)
Increase/(decrease) in creditors	19,139	(383)
Cash generated from operations	137,991	147,046

22 Analysis of changes in net (debt)/funds

	At 1 September 2021 £	Cash flows £	At 31 August 2022 £
Cash at bank and in hand	321,301	(7,875)	313,426
Loans falling due within one year	(76,048)	(1,420)	(77,468)
Loans falling due after more than one year	(479,895)	77,473	(402,422)
	(234,642)	68,178	(166,464)



