



## **Manor Park Evangelical Church**

### **Trustees' Annual Report and Accounts for the year ended 31 March 2021**

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Registered Charity No. 1154885

**Manor Park Evangelical Church  
Report of the Managing Trustees  
For the Year ended 31 March 2021**

The Managing Trustees present their report together with the financial statements of the Charity for the year ended 31 March 2021

**1. Legal and administrative information**

**Church address**

C/o 2 Vernon Park Road  
Worcester  
WR2 4NF

**Governing documents**

Church Constitution (November 2009) revised in May 2013. The Church was registered with the Charity Commission on 5 December 2013, registered Charity number 1154885. The Church is affiliated to the Fellowship of Independent Evangelical Churches (FIEC, registered Charity number 263354).

**Managing Trustees**

Roy Summers – Pastor, salaried  
Mike Loveridge – Assistant Pastor, salaried  
Steve Mitchell – Elder (Chair)  
Mike Wilson – Elder (Treasurer)  
Brendan Scanlon – Elder  
John Coleman – Elder

**Independent Examiner**

Alison Bevins MICB BA(Hons)  
Ichthus Bookkeeping Limited  
30 Barley Crescent, Worcester, WR4 0HW  
Institute of Certified Bookkeepers Registered Practice 20015

**Principal Banker**

Barclays Bank Plc  
54 High Street  
Worcester  
WR1 2QQ

## **2. Structure, Governance and Management**

### **Trustees and membership**

The government of the Church is vested in a body of Elders (including Pastors) who are the Managing Trustees of the Charity and who are appointed by a two-thirds majority vote in a Church Members Meeting. Unsalaries Elders serve for three years and then are eligible for re-election, which is by a two-thirds majority vote in a Church Members Meeting.

Membership of the Church shall be open to such persons who profess the Christian faith in accordance with the Basis of Faith and have satisfied such other requirements as have been specified in the Church Rules.

The Elders meet on a regular basis to consider their spiritual oversight of the Church and their other responsibilities as trustees. When new Managing Trustees are appointed, they are provided with the information about the role of trustees and Charity law.

### **Remuneration of Managing Trustees**

The Church Constitution makes provision for certain Elders to be remunerated: (Paragraph 10) *"The Minister, any assistant Minister(s) and a church administrator of the Church appointed in accordance with the Church Rules may receive reasonable compensation for carrying out their duties as office holders and/or employees notwithstanding that they are or may be Managing Trustees of the Church."*

All Managing Trustees may receive reimbursement for reasonable and proper expenses incurred in carrying out their duties.

### **Responsibilities of Managing Trustees**

Charity law requires the Managing Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity. In preparing these accounts, they are required to: -

- Select suitable accounting policies and then apply them consistently.
- Make adjustments and estimates that are reasonable and prudent.
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Managing Trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the accounts comply with the Charities Acts. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The Managing Trustees confirm that the accounts comply with the current statutory requirements.

### **Risk management**

The Managing Trustees have identified and considered the major risks to which the Charity is exposed. They have put in place procedures to manage these risks and these include a robust child protection policy.

### **3. Objectives and Activities**

The objects of the Charity are the advancement of the Christian faith in accordance with its Basis of Faith primarily but not exclusively within Worcester and the surrounding neighbourhood and such other charitable activities as shall, in the opinion of the Managing Trustees further the work of the Church.

The Managing Trustees have had regard to the Charity Commission's public benefit guidance in considering our aims and activities during the year.

The Charity's key aims are the adding of new believers, engaging with the local community to present the claims of Jesus Christ and the building up of existing believers. These are delivered and supported by a wide range of activities run by the Church and are detailed on our website.

Regular worship services are held each Sunday where preaching and teaching of the Gospel of the Lord Jesus Christ takes place alongside worship, prayer and testimony. These services are fully open to the public and various ways of publicising these services takes place. Regular and systematic ministry of God's Word is undertaken, not only in Sunday services but also through home groups that meet weekly, various discipleship groups and youth events. These activities are held with the hope and expectation that new believers will come to a personal and living faith in Jesus Christ and that those who already believe will be built up and discipled. God-given gifts are encouraged to be put to use in serving God and one another, both in practical and spiritual ways. The Church strongly believes in planting new churches in other areas, as the Lord adds to the number of believers.

Various outreach activities are also undertaken to serve the wider community by way of children's and youth groups, engaging with internationals, student support, production of a discipleship magazine, various outreach missions from time to time and providing support for those in need in numerous ways.

### **4. Review of the year**

For all of the year covered by this report the activities of the Church were very much limited by the Covid Pandemic and various periods of lockdown, during which we were not able to meet at the school or carry out any activities that required us to meet in person.

Instead the activities of the Church were carried out on line using various tools such as Zoom and YouTube, including Sunday morning services, Weekly Home group meetings, Prayer meetings, Weekly socials, Business meetings, Teaching seminars and Youth Group. These all proceeded as per the previous Church timetable.

Manor Park Church continued to be based at Dines Green Primary School, led by a team of Elders and Deacons ending the year with a formal membership of just over 90 and a Sunday morning congregation of around 120, although at times over 200 were watching the service on YouTube. The Church has successfully maintained these numbers through the whole period.

This work was led by two full time Pastors, Roy Summers (Lead Pastor) and Mike Loveridge (Assistant Pastor) who carried out the main work of running services, preaching and teaching, ministry to the congregation and engagement with the local community.

Our Church Administrator Russ Young (originally appointed in May 2017) continued through the year to assist the Pastor and Trustees with administration jobs on a one day per week basis.

Because of the pandemic, outreach activities were limited through the year. We maintained contact with local community, especially families known to us, through the periodic and personal distribution of 'Bags of Hope' containing useful or entertaining items and literature. We are hoping that this will keep contacts open for when our families outreach is able to resume.

## **5. Financial review**

The general fund income for the year of £126,330 was sufficient to cover the general fund expenditure of £121,707 leaving a surplus of £4,623. The total cash balances at the year-end were £65,775.

Monthly income was steadily maintained through into 2021 and the increase in cash balance for the coming year is forecast to be £4,500

## **6. Policy for distributing gifts**

The Managing Trustees have a policy that a sum of circa £12,000 from the general fund is budgeted for missionary support and other charitable giving. The decisions as to which individuals and organisations are to be supported by this sum require the approval of the Managing Trustees and this is reviewed regularly.

## **7. Plans for future periods**

The Elders will continue to seek God's plans for the future development of the Church and intend to continue to remain true to Scripture and its teachings in any future work that is undertaken.

## **8. Independent Examiner**

The Managing Trustees have voted to appoint Alison Bevins as our independent examiner for 2020/21

This report was approved by the Managing Trustees on 10 January 2022 and signed on their behalf by:

Mike Wilson, Trustee

**Receipts and Payments Accounts**  
**for the year ended 31 March 2021**

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|   |           |                  |           |           |           |          |
|---|-----------|------------------|-----------|-----------|-----------|----------|
| <b>Manor Park Evangelical Church</b>                        |           |                  |           |           |           |          |
| <b>Notes to the Receipts and Payments Accounts</b>          |           |                  |           |           |           |          |
| <b>for the year ended 31 March 2021</b>                     |           |                  |           |           |           |          |
| <b>1 Accounting Policies</b>                                |           |                  |           |           |           |          |
| The Accounts are prepared on a receipts and payments basis. |           |                  |           |           |           |          |
| <b>2 Restricted funds - Receipts &amp; Payments</b>         |           |                  |           |           |           |          |
|   |           | 2020/21          | 2020/21   |           | 2019/20   | 2019/20  |
|   |           | Receipts         | Payments  |           | Receipts  | Payments |
| Purpose of gift received:                                   |           | £                | £         |           | £         | £        |
| Warndon Church Plant  |           | -                | -         |           | -         | -        |
| Full Time Worker  |           | -                | -         |           | -         | -        |
| FIEC Grant  |           | -                | -         |           | -         | -        |
|   |           | -                | -         |           | -         | -        |
| The Good Soil Trust   |           | -                | -         |           | -         | 615      |
| Destiny Rescue  |           | -                | -         |           | -         | -        |
| Asst Pastor Relocation Fund                                 |           | -                | -         |           | -         | -        |
| Morning Star  |           | -                | -         |           | -         | -        |
| Compassion UK re Idalis                                     |           | -                | -         |           | -         | 885      |
| Gaines Christian Youth Centre                               |           | -                | -         |           | -         | 312      |
| Cedar Tree Worcester  |           | -                | -         |           | -         | -        |
| Individuals (-) (2020: 0)                                   |           | -                | -         |           | -         | -        |
|   |           | -                | -         |           | -         | 1,812    |
|   |           | -                | -         |           | -         | 1,812    |
| Total   |           | -                | -         |           | -         | 1,812    |
|   |           |                  | 2020/21   |           | 2019/20   |          |
|   |           |                  | £         |           | £         |          |
| <b>3 Gifts made (from general fund)</b>                     |           |                  |           |           |           |          |
| The Good Soil Trust   |           |                  | -         |           | 2,000     |          |
| Morning Star  |           |                  | 1,300     |           | 1,300     |          |
| Gaines  |           |                  | 500       |           | -         |          |
| Open Doors  |           |                  | 500       |           | 300       |          |
| Barnabas Fund   |           |                  | 100       |           | 400       |          |
| Slavic Gospel Association                                   |           |                  | 250       |           | -         |          |
| Ukraine   |           |                  | 250       |           | -         |          |
| Cedar Tree Trust  |           |                  | 250       |           | 300       |          |
| OMF   |           |                  | -         |           | 250       |          |
| Destiny Rescue  |           |                  | 2,000     |           | 600       |          |
| Community Church Warndon                                    |           |                  | 15,000    |           | 10,841    |          |
| Individuals (5) (2020: 5)                                   |           |                  | 5,562     |           | 9,419     |          |
| Total   |           |                  | 25,712    |           | 25,410    |          |
| <b>4 Movement in cash balances</b>                          | 01-Apr-20 | Increase         | 31-Mar-21 |           |           |          |
|   | £         | £                | £         |           |           |          |
| Bank deposit account  | 16,310    | 7                | 16,317    |           |           |          |
| CAF 90 Day Deposit A/c 2                                    | 28,603    | 49               | 28,652    |           |           |          |
| Bank current account  | 16,239    | 4,567            | 20,806    |           |           |          |
| Total cash  | 61,152    | 4,623            | 65,775    |           |           |          |
| <b>5 Movement in funds</b>                                  |           |                  |           |           |           |          |
|   | General   | Restricted Funds |           |           | Total     |          |
|   | Fund      | Church Plant     | FTW       | Other     | Funds     |          |
|   | £         | £                | £         | £         | £         |          |
| At 1 April 2020   | 61,152    | -                | -         | -         | 61,152    |          |
| Income  | 126,330   | -                | -         | -         | 126,330   |          |
| Expenditure   | (121,707) | -                | -         | -         | (121,707) |          |
| At 31 March 2021  | 65,775    | -                | -         | -         | 65,775    |          |
| <b>6 Debtors &amp; prepayments</b>                          |           |                  |           | 31-Mar-21 | 31-Mar-20 |          |
|   |           |                  |           | £         | £         |          |
| Gift Aid Claim for income in year                           |           |                  |           | 1,734     | 2,209     |          |
| Rent, insurance, subscriptions and licences prepaid         |           |                  |           | 1,428     | 1,694     |          |
|   |           |                  |           | 3,162     | 3,903     |          |
| <b>7 Creditors &amp; accruals</b>                           |           |                  |           | 31-Mar-21 | 31-Mar-20 |          |
|   |           |                  |           | £         | £         |          |
| Creditors   |           |                  |           | 2,863     | 3,530     |          |
| Received in advance   |           |                  |           | -         | -         |          |
|   |           |                  |           | 2,863     | 3,530     |          |

## **Independent Examiner's Report on the Accounts**

Report to the Trustees of Manor Park Evangelical Church on the Accounts for the year ended 31 March 2021 set out on pages 5 and 6.

### **Respective responsibilities of Trustees and Examiner**

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

It is my responsibility to:

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

### **Basis of independent examiner's statement**

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

### **Independent examiners 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 section 130 of the Charities Act;
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed

Date

Alison Bevins MICB BA(Hons)  
Ichthus Bookkeeping Limited  
30 Barley Crescent  
Worcester  
WR4 0HW