



Manor Park Evangelical Church

Trustees' Annual Report and Accounts for the year ended 31 March 2022

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**Manor Park Evangelical Church
Report of the Managing Trustees
For the Year ended 31 March 2022**

The Managing Trustees present their report together with the financial statements of the Charity for the year ended 31 March 2022

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 (until 31 December 2021) – Trainee Pastor, salaried
Steve Mitchell – Elder (Chair)
Mike Wilson – Elder (Treasurer)
Brendan Scanlon – Elder
John Coleman – Elder

Independent Examiner

Ian Jarvis (FCA MBA)
Vertis Accounting Limited
The Guesten, 15 College Green, Worcester WR1 2LH

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 disciplined. 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 some of the year covered by this report the activities of the Church were 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.

Following this, we successfully transitioned back into running meetings and events normally on a face to face basis

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 70 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 (Trainee Pastor) who carried out the main work of running services, preaching and teaching, ministry to the congregation and engagement with the local community.

Mike Loveridge completed his training period and left the church at the end of 2021 and we appointed a replacement new Trainee Pastor Peter Oram to start in April 2022

In January 2022 we appointed one of our existing members Nathan Gray as a part time paid Intern, to support specific ministries of the church such as music, youth and student outreach

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 part time 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.

5. Financial review

The general fund income for the year of £125,263 was sufficient to cover the general fund expenditure of £114,894 leaving a surplus of £10,369. The total cash balances at the year-end were £76,144

Monthly income was steadily maintained through into 2022 and the increase in cash balance for the coming year is forecast to be £13,758

6. Policy for distributing gifts

The Managing Trustees have a policy that a sum of 10% of income received (~£13,000) 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 Ian Jarvis, Vertis Accounting Limited, as our independent examiner for 2021/22

This report was approved by the Managing Trustees on 14 November 2023 and signed on their behalf by:

Mike Wilson, Trustee

Manor Park Evangelical Church									
Receipts and Payments Accounts									
for the year ended 31 March 2022									

				Note	General Fund				
2020/21					2021/22				
£					£				
	<u>Receipts:</u>								
17,775	Offerings				18,167				
86,229	Offerings subject to Gift Aid				81,873				
20,539	Tax recovered under Gift Aid				20,347				
124,543	Total offerings			2	120,387				
-	FIEC grant				-				
1,426	Church Activities				4,421				
305	Sundry income				439				
56	Interest receivable				16				
126,330	Total receipts				125,263				
	<u>Payments:</u>								
1,685	Rent				4,851				
4,714	Equipment & setting up				5,108				
83	Catering				629				
-	Worship				-				
2,955	Outreach				909				
-	Young church				519				
53	Explorers & 3D				172				
360	Youth work				558				
-	Holiday Bible Club				-				
-	Seniors				29				
287	Website				526				
80,788	Payroll				80,896				
-	Recruitment				-				
79	Bank charges				129				
2,179	FIEC affiliation fee				1,845				
-	Ministry (internal) and training				55				
-	Speakers' expenses				80				
106	Church Activities				3,626				
-	Welfare				309				
638	Administrative costs				1,028				
957	Licences, legal and professional				1,290				
280	Independent examiner's fee				260				
472	Insurance costs				510				
25,712	Gifts made			3 & 2	11,565				
360	Evangelism				-				
- 1	Other				-				
121,707	Total payments				114,894				
4,623	Excess of receipts over payments			4	10,369				
61,152	Cash funds at beginning of year				65,775				
65,775	Cash funds at end of year			5	76,144				

The Accounts were approved by the Managing Trustees on 14 November 2022 and signed on their behalf by:

Mike Wilson

Trustee

Manor Park Evangelical Church										
Notes to the Receipts and Payments Accounts										
for the year ended 31 March 2022										
1 Accounting Policies										
The Accounts are prepared on a receipts and payments basis.										
					2021/22		2020/21			
2 Gifts made (from general fund)					£		£			
Operation Mobilisation					1,200		-			
Morning Star					1,300		1,300			
Gaines					2,000		500			
Open Doors					500		500			
Barnabas Fund					63		100			
Birmingham City Mission					62		-			
Slavic Gospel Association					250		250			
UFM					250		250			
Cedar Tree Trust					250		250			
OMF					250		-			
Worcester University CU					250		-			
Destiny Rescue					-		2,000			
Community Church Warndon					-		15,000			
Individuals (3) (2021: 5)					5,190		5,562			
Total					11,565		25,712			
3 Movement in cash balances					01-Apr-21	Increase	31-Mar-22			
					£	£	£			
Bank deposit account					16,317	2	16,319			
CAF 90 Day Deposit A/c 2					28,652	18	28,670			
Bank current account					20,806	10,349	31,155			
Total cash					65,775	10,369	76,144			
4 Movement in funds										
					General					
					Fund					
					£					
At 1 April 2021					65,775					
Income					125,263					
Expenditure					(114,894)					
At 31 March 2022					76,144					
5 Debtors & prepayments							31-Mar-22	31-Mar-21		
							£	£		
Gift Aid Claim for income in year							1,659	1,695		
Rent, insurance, subscriptions and licences prepaid							1,246	1,428		
							2,905	3,123		
6 Creditors & accruals							31-Mar-22	31-Mar-21		
							£	£		
Creditors							1,919	2,863		
Received in advance							-	-		
							1,919	2,863		
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Independent Examiner's Report on the Accounts

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2022

Responsibilities and Basis Of Report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's Statement

The charity's gross income did not exceed £250,000. Therefore, an independent examination is appropriate. I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England & Wales.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed

Date

Ian Jarvis FCA MBA
Fellow of the Institute of Chartered Accountants in England & Wales