



## **Manor Park Evangelical Church**

### **Trustees' Annual Report and Accounts for the year ended 31 March 2023**

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**Manor Park Evangelical Church  
Report of the Managing Trustees  
For the Year ended 31 March 2023**

The Managing Trustees present their report together with the financial statements of the Charity for the year ended 31 March 2023

**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  
Steve Mitchell – Elder (Chair)  
Mike Wilson – Elder (Treasurer)  
Brendan Scanlon – Elder  
John Coleman – Elder

**Independent Examiner**

Ian Jarvis (FCS MBA)  
Vertis Accounting Limited,  
Independence House, 16 Queen Street, Worcester, WR1 2PL

**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**

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.

This work was led by two full time Pastors, Roy Summers (Lead Pastor) and Peter Oram (Trainee Pastor, appointed 1<sup>st</sup> May 2022) who carried out the main work of running services, preaching and teaching, ministry to the congregation and engagement with the local community.

On 1st January 2023 we also appointed our part time paid intern Nathan Gray to become a full time second Trainee Pastor 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.

Outreach activities continued to be a key focus for the church. We ran a Holiday Bible Club in the summer holidays for the local children, to supplement our weekly outreach to children in the form of Explorers (primary age children) and Trailblazers (secondary age) as well as our Sunday evening meetings for church-based youth. Various other activities were also run through the year, with quizzes, Christianity Explored courses and guest services. A new weekly ministry to the elderly was started, based at a neighbouring residential home.

#### **5. Financial review**

The general fund income for the year of £153,180, including a training grant of £24,000 from the Federation of Independent Evangelical Churches, was sufficient to cover the general fund expenditure of £138,771 leaving a surplus of £14,409. The total cash balances at the year-end were £90,553.

Monthly income was steadily maintained through into 2023 but because of employing a second Trainee Pastor a decrease in cash balance of £39,000 is forecast for the coming year to be. A specific decision was made to use some of our cash reserves for this purpose, and we have also applied for another training grant.

#### **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 2022/23

This report was approved by the Managing Trustees on xxx and signed on their behalf by:

Mike Wilson, Trustee

<b>Manor Park Evangelical Church</b>			
<b>Receipts and Payments Accounts</b>			
<b>for the year ended 31 March 2023</b>			

		Note	General Fund 2022/23 £
<b>2021/22</b>			
<b>£</b>			<b>£</b>
	<u>Receipts:</u>		
18,167	Offerings		27,872
81,873	Offerings subject to Gift Aid		78,236
20,347	Tax recovered under Gift Aid		19,723
120,387	Total offerings	2	125,831
-	FIEC grant		-
4,421	Church Activities		3,187
439	Sundry income		24,011
16	Interest receivable		151
125,263	Total receipts		153,180
	<u>Payments:</u>		
4,851	Rent		6,920
5,108	Equipment & setting up		9,850
629	Catering		551
909	Outreach		864
519	Young church		649
172	Explorers & 3D		631
558	Youth work		133
	Students		612
-	Holiday Bible Club		498
29	Seniors		321
526	Website		279
80,896	Payroll		97,838
129	Bank charges		155
1,845	FIEC affiliation fee		1,980
55	Ministry (internal) and training		1,960
80	Speakers' expenses		160
3,626	Church Activities		3,930
309	Welfare		-
1,028	Administrative costs		1,182
1,290	Licences, legal and professional		1,132
260	Independent examiner's fee		120
510	Insurance costs		516
11,565	Gifts made	3 & 2	8,490
114,894	Total payments		138,771
10,369	Excess of receipts over payments	4	14,409
65,775	Cash funds at beginning of year		76,144
76,144	Cash funds at end of year	5	90,553
		Barclays Deposit	16354
		Barclays Current	45413
		CAF Deposit	28786
			90553
The Accounts were approved by the Managing Trustees on signed on their behalf by:			
	Trustee		

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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 2023</b>								
<b>1 Accounting Policies</b>								
The Accounts are prepared on a receipts and payments basis.								
					2022/23		2021/22	
<b>2 Gifts made (from general fund)</b>					£		£	
Operation Mobilisation					1,200		1,200	
Morning Star					1,300		1,300	
Gaines					-		2,000	
Open Doors					-		500	
Barnabas Fund							63	
Birmingham City Mission							62	
Slavic Gospel Association					250		250	
UFM					-		250	
Cedar Tree Trust					250		250	
OMF					-		250	
Worcester University CU					-		250	
Gilgal High School					1,000		-	
Individuals (3) (2022: 3)					4,490		5,190	
Total					8,490		11,565	
<b>3 Movement in cash balances</b>					01-Apr-22	Increase	31-Mar-23	
					£	£	£	
Bank deposit account					16,319	35	16,354	
CAF 90 Day Deposit A/c 2					28,670	116	28,786	
Bank current account					31,155	14,258	45,413	
Total cash					76,144	14,409	90,553	
<b>4 Movement in funds</b>								
					General			
					Fund			
					£			
At 1 April 2022					76,144			
Income					153,180			
Expenditure					(138,771)			
At 31 March 2023					90,553			



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

**Independent examiner's  
report on the accounts**

**Section A**

**Independent Examiner's Report**

Report to the trustees/  
members of

MANOR PARK EVANGELICAL CHURCH

On accounts for the year  
ended

31 MARCH 2023

Charity no  
(if any)

1154885

Set out on pages

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

**Responsibilities and  
basis of report**

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

**Independent  
examiner's statement**

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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

5/1/24

Name:

IAN JARVIS

Relevant professional  
qualification(s) or body  
(if any):

INSTITUTE OF CHARTERED ACCOUNTANTS  
IN ENGLAND & WALES

Address:

INDEPENDENCE HOUSE  
QUEEN STREET  
WORCESTER WR1 2PL



Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Nothing to report.