



## **Manor Park Evangelical Church**

### **Trustees' Annual Report and Accounts for the year ended 31 March 2024**

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**Manor Park Evangelical Church  
Report of the Managing Trustees  
For the Year ended 31 March 2024**

The Managing Trustees present their report together with the financial statements of the Charity for the year ended 31 March 2024

**1. Legal and administrative information**

**Church address**

C/o 4 Fountain Place  
Worcester  
WR1 3HW

**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 Wilson – Elder (Chair)  
Brendan Scanlon – Elder  
John Coleman – Elder  
Peter Jelfs – Treasurer  
Gwilym Batchelder - Elder

**Independent Examiner**

Ian Jarvis (FCA 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 the Lead Pastor) 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**

Manor Park Church continued to be based at Honeywell Primary School, Worcester, 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 140.

This work was led by 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 second full time 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 weekly ministry to the elderly was maintained, based at a neighbouring residential home.

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

The general fund income for the year of £130,500 was not quite sufficient to cover the general fund expenditure of £161,350 leaving a deficit of £30,850. However, this was as budgeted and total cash balances were sufficient to cover this. At the year-end these were £59,703.

While we continue to employ a second Trainee Pastor (until May 2025) a deficit of £20,000 per year is expected. A specific decision was made to use some of our cash reserves for this purpose.

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

The Managing Trustees have a policy that a sum of 10% of income received (~£13,000) is budgeted for mission 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 2023/24

This report was approved by the Managing Trustees on 14/10/24 and signed on their behalf by:

Mike Wilson, Trustee

Manor Park Evangelical Church						
Receipts and Payments Accounts						
for the year ended 31 March 2024						
				Note	General Fund	
2022/23					2023/24	
£					£	
	<u>Receipts:</u>					
27,872	Offerings				20,068	
78,236	Offerings subject to Gift Aid				80,119	
19,723	Tax recovered under Gift Aid				19,159	
125,831	Total offerings		2		119,346	
-	FIEC grant				6,000	
3,187	Church Activities				4,014	
24,011	Sundry income				551	
151	Interest receivable				589	
153,180	Total receipts				130,500	
	<u>Payments:</u>					
6,920	Rent				7,911	
9,850	Equipment & setting up				1,515	
551	Catering				311	
864	Outreach				2,469	
649	Young church				753	
631	Explorers & 3D				200	
133	Youth work				367	
612	Students				1,317	
498	Holiday Bible Club				455	
321	Seniors				169	
279	Website				327	
97,838	Payroll				115,487	
155	Bank charges				144	
1,980	FIEC affiliation fee				2,712	
1,960	Ministry (internal) and training				3,176	
160	Speakers' expenses				155	
3,930	Church Activities				4,320	
1,182	Administrative costs				1,208	
1,132	Licences, legal and professional				966	
120	Independent examiner's fee				120	
516	Insurance costs				540	
8,490	Gifts made		3 & 2		16,728	
138,771	Total payments				161,350	
14,409	Excess of receipts over payments		4		- 30,850	
76,144	Cash funds at beginning of year				90,553	
90,553	Cash funds at end of year		5		59,703	
The Accounts were approved by the Managing Trustees on 24th October 2024						
and signed on their behalf by:						
		Barclays Deposit			9539	
		Barclays Current			20974	
		CAF Deposit			29190	
					59703	
		Trustee				
	Mike Wilson					

**Notes to the Receipts and Payments Accounts  
for the year ended 31 March 2024**

The Accounts are prepared on a receipts and payments basis.

				2023/24		2022/23
<b>2 Gifts made (from general fund)</b>				£		£
Operation Mobilisation				1,200		1,200
Morning Star				1,300		1,300
Gaines				4,000		-
Open Doors				1,000		-
Slavic Gospel Association				250		250
Cedar Tree Trust				300		250
Worcester University CU				200		-
Gilgal High School				-		1,000
Individuals (3)	(2023: 3)			8,478		4,490
<b>Total</b>				<b>16,728</b>		<b>8,490</b>

## 01-Apr-23

Increase

31-Mar-24

			£	£	£
Bank deposit account			16,354	- 6,815	9,539
CAF 90 Day Deposit A/c 2			28,786	404	29,190
Bank current account			45,413	- 24,439	20,974
Total cash			90,553	- 30,850	59,703

General Fund	£
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At 1 April 2023		90,553
Income		130,500
Expenditure		(161,350)
At 31 March 2024		59,703



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Manor Park Evangelical Church

On accounts for the year  
ended

31 March 2024

Charity no  
(if any)

1154885

Set out on pages

(number to include the page numbers of appendix sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2024

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").

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.

Independent  
examiner's statement

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: 13 January 2025

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