

Oakhall Church, Caterham

Charity Regd. 1156069

OAKHALL CHURCH, CATERHAM

Charitable Incorporated Organisation

Known as Oakhall Church

Registered with the Charity Commissioners

No. 1156069

ANNUAL REPORT AND ACCOUNTS

YEAR ENDING 31 MARCH 2021

OAKHALL CHURCH CATERHAM

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Oakhall Church, Caterham

Charity Regd. 1156069

Administrative Details of the Charity, its Trustees and Advisers

Name of Charitable Incorporated Organisation

Oakhall Church, Caterham

Registered with the Charity Commissioners No. 1156069

Principal Address

Oakhall Church, 181 Chaldon Road, Caterham, Surrey, CR3 5PL

Trustees

C.R. Andrewartha

D.P. Downs

P.D. Bowker

I. W. Mayo

J.M. Hardy

P. C. F. Thompson

The Elders (below) assist the Trustees in the day-to-day management of the Charity:

C. R. Andrewartha

D.P. Downs

D. Hubbard (from February 2021)

D. W. Hughes (died Jan 2021)

A. Mayo

I. W. Mayo

J. K. Mills

G. Norman

P. Vellacott

Secretary to the Elders and Trustees:

P. Wolstenholme, 47 Pampisford Road, Purley, Surrey, CR8 2NJ

Oakhall Church, Caterham

Charity Regd. 1156069

Auditor

Roger Lugg & Co., 12-14 High Street, Caterham, Surrey, CR3 5UA

Solicitors

Lawson Lewis Blakers, 11 Hyde Gardens, Eastbourne, East Sussex BN21 4PP

Lewis and Dick, 443 Kingston Road, Ewell, Surrey, KT19 0DG

Bankers

HSBC PLC, 54 Woodcote Road, Wallington, Surrey, SM6 0NJ

ICICI Bank UK PLC, One Thomas More Square, London, E1W 1YN

Report of the Trustees

The Trustees present their report and financial statements for the year ended 31 March 2021. They confirm that they have complied with their duty given in section 17(5) of the 2011 Charities Act to have due regard to the guidance on public benefit published by the Charity Commission.

Objectives and Activities

Oakhall Church is a thriving church family based in Caterham, Surrey. Our ethos is that of a Gospel-minded church that is Bible-centered with a family-hearted nature. We express this practically through the provision of church services and a variety of activities across a spectrum of age groups, from crèche to an old people's group. Our report illustrates how we contribute towards meeting the needs of our local community and beyond.

Achievements and Performance

Our motto for the year 2020.... was:

"As for us, we cannot help speaking about what we have seen and heard" Acts 4:20

Our vision as a church remains that of reaching out, building up, and sending out. As in the past, we have provided many opportunities for people to meet together for Christian worship, Bible teaching, prayer and fellowship. However, soon into this year, it became clear that most of these opportunities would need to be digital in nature, rather than face-to-face. Our intention has continued to be that of reaching out to people of all ages to share the good news of Jesus, seeking to bring them into a personal and saving relationship with Him. Whilst the medium we have used is different, our Gospel motivation remains unchanged.

In common with other churches in England, our activities over this period have been determined by legal restrictions and Government guidelines intended to limit the spread of COVID-19. The necessity for social distancing, use of face coverings, hygiene measures, and the avoidance of singing in places of worship have all shaped the type of church ministries we have been able to provide and the way in which they have been done. We have needed to adapt to frequent changes in Government guidelines and regulations. We are so grateful to our office team and our many volunteers. They have worked unstintingly through these testing times, responding to where pastoral needs have been great, adapting flexibly and facing up to new digital challenges. We are very grateful for their contributions. No staff were furloughed nor were any applications made for Government funding.

From mid-March 2020, it was not possible to meet for public worship in our church building. However, arrangements were quickly made for pre-recorded and on-line services to be made available from 23 March on YouTube and Zoom.

The daily briefing from the Prime Minister provided an opportunity for an on-line daily talk entitled “Listen to the Prime Minister and Talk to the King”. This summarized the briefing, provided a Christian message, and ended with prayer for our Government and nation.

At the start of shutdown, our “Maple Room” was converted into an impromptu studio. From there, recordings of songs led by some of our office team were made available for use in our Sunday services.

Responding to the greater number of pastoral needs within our church family, a weekly bulletin was produced to highlight the needs of those needing prayer and practical support. Advice was provided on “Practical help in accessing Govt. funds”. Our church building became the base for Caterham on the Hill Food Bank fulfilling a valuable function for those in need within the community.

From 15 June 2020, Government rules were relaxed to permit private prayer in places of worship. The church building was opened during each day, compliant with Government guidelines, until end-July for prayer and reflection based on Bible verses and attractive visual elements to guide prayer.

From 4 July 2020, the Government permitted churches to be re-opened for public worship. A thorough process of risk assessment started in July 2020 and has been reviewed regularly throughout this period to inform the way in which church ministries should be run safely. Because of the high infection rate prevalent in the community, reinstatement of in-person services were delayed until we met for two outdoor morning services at Otford Manor in September 2020 and subsequently at 181 Chaldon Road from 27 September 2020. We continued until 18 October 2020, arranging two services each Sunday morning at 0930 and 1100, so as to enable as many people as possible to meet within the requisite social distancing regulations.

On 5 November 2020, places of worship were closed by the Government, with a small number of exceptions. This continued until 6 December 2020, when in-person services resumed.

This year’s Christmas experience was different. An advent walk billed “Now for some Good News” was arranged in the vicinity of the church neighbourhood. A variety of houses were decorated with Christmas themes and people were encouraged to use the app to connect with different Christmas carols. A Nativity Service, young people’s carol service and Carols by Candlelight were all arranged (although it was not possible to enjoy our customary Christmas choir).

Early January 2021 marked the beginning of a new national lockdown but this time places of worship remained open. On 10 January 2021, in the face of a rapid rise in the infection rate, the church elders decided to close the building for in-person Sunday worship and revert to a wholly on-line presence. This situation continued until the end of this reporting period, in March 2021.

Throughout this year we have aimed to maintain as many as possible of our usual activities in an on-line format:

- Youth work- from end-June
- Holiday Bible Club- at end-July
- A CAP (Christians Against Poverty) course in the summer
- A safeguarding seminar for those involved in ministries amongst children and young people
- A Light Party in October-to provide a Christian alternative to Halloween for children and their parents
- Christmas pudding preparation time for women with a short message on Jesus
- Two “virtual” Café events featuring the life stories of individuals, providing opportunities to hear about Jesus Christ in a relaxed setting.
- Christianity Explored sessions to explore the personal implications of being a Christian and to help in growing spiritually
- Around 13 small groups have been meeting regularly on-line for Bible study, prayer, fellowship and pastoral support
- A “Bacon, Butties and Bible” Saturday morning series, providing men with opportunities to get together and read the Bible together
- A number of devotional series were provided on-line

In this way, we have continued with a wide range of activities to serve all age groups of the Church from pre-school children to those of senior age. Together these complement the vital preaching and teaching programme provided in our Sunday services and the opportunities we have to come together in prayer.

Despite the pandemic, we are thankful that giving to Oakhall Church has continued to meet our needs. We have also been able to provide financial and prayer support for Christian missionary outreach across the world. This includes relief and support aid in countries such as Thailand and to a Bible school in Serbia which equips leaders for Christian ministry in the Balkans. The Harvest Sunday offering was split between our local Food Bank for any food given, the work of London City Mission, Reach Across outreach to Yemen and the work of Their Voice, a Caterham charity providing care for those suffering from human trafficking and modern slavery. Our Christmas Day 2020 offering was again sent to help the relief work of Operation Mobilisation in Syria.

The year was marked with sadness and joys within our leadership. After many years of faithful service, one of our much-loved and long-standing elders, David Hughes, was called into the Lord’s presence in January 2021. We had the joy of welcoming Charis Larner and Daniel Hubbard to the key roles of children’s worker and elder respectively during this year.

Sadly, the pandemic has brought with it anxiety, mental and physical ill-health and sadness and loss to many. In this, we are no different from those in our communities who

have been through similar experiences. We have grieved with those who have lost loved ones, seeking to bring the comfort of God's love and heart of compassion to them. We have sought to reach out to those whose lives have been affected by the pandemic with the Good News of Jesus.

Throughout what has been a testing year, and in anticipation of our 2021 motto for the year, we have been able to say with confidence:

'Yet this I call to mind and therefore I have hope: Because of the Lord's great love we are not consumed, for his compassions never fail. They are new every morning; great is your faithfulness. I say to myself, "The Lord is my portion; therefore I will wait for him." The Lord is good to those whose hope is in him, to the one who seeks him'
Lamentations 3: 21-24

Plans for future periods

The Elders and Trustees give thanks for our experience of God's presence in the face of the unprecedented situation we have faced over the past year. We continue to depend upon God and acknowledge His faithfulness through another year.

As we look ahead we shall continue to explore opportunities to resume more normal church activities within Government guidelines. Whilst some of our plans have inevitably been placed on hold, we are continuing discussions with another local church to help support their future growth and gospel witness. In recent months, we have provided regular preaching support on Sundays and we hope to be able to expand our partnership by the provision of additional leadership support.

Financial Review (£)

	Income	Net Income /(Expenditure)	Year End Reserves	Free Reserves
General Funds	201,059	38,783	640,576	199,561
Designated Capital Reserve			60,000	
Serbia Outreach	138,243	(2,862)	11,870	
New Building Fund	2,124	2,124	7,353,227	
Mission Outreach and Other	248,957	18,535	69,693	

Income for General funds at £201,059, was just 2% lower than last year, with the lower cash donations being offset by a full 12 months of rental income of £33,200 vs 4 months of rent at £10,776 last year. Excluding last year's £370,000 revaluation of the Francis Road investment property, the net income of £38,783 was £11,828 higher than last year primarily due to lower running costs with lower levels of activity due to the Covid pandemic lockdown. Income for restricted funds of £389,324 was 40% up on last year's £277,509 and was largely distributed to worldwide missions leaving the year end reserves of £7,434,790 (which includes the new church building) down from £7,436,988 the previous year. The Free reserves of £199,561 have increased versus last year's £126,942 giving 14.8 months cover of general expenses, even after having transferred £60,000 to a designated reserve fund for major capital/maintenance expenditure.

The largest grants made were for Serbia outreach £141,106 (last year £142,133). Many of these gifts came from outside the church, designated for this specific use. Gifts were also made to a further 48 Christian organisations and full-time workers.

The Covid-19 pandemic has prevented the church meeting in the physical building leading to the loss of weekly cash gifts to the church. As a church we have gone on-line with many of our services and meetings so reaching new members of our community and others living further away, including other countries. We thank God for these new opportunities.

Principal funding sources

The principal funding sources are voluntary gifts made to the church. These are supplemented by the rental of the old Francis Road church building which has been leased out to a group for 10 years, using it to train special needs children.

Reserves policy

The normal policy of the Trustees is to use incoming resources promptly to meet the administrative costs of the Charity, to distribute to the poor and needy, and to proclaim the Christian gospel. The reserves policy applies to unrestricted funds but excludes reserves related to the purchase of fixed assets or other long- term commitments.

For restricted or designated funds, reserves may need to be accumulated to finance large one-off capital projects such as the new church building or other church facilities. In this case the reserves will relate directly to the planned project or programme.

The general policy is to ensure funds are available prior to committing to normal ongoing expenses, but not to build up large reserves for them. A range of 3 - 12 months cover of unrestricted expenditure is considered a target free reserve level. Excluding unrestricted receivables, the free reserves were 14.8 month's cover of unrestricted expenditure as at 31 March 2021 which is considered reasonable in the context of the uncertainty related to the pandemic and plans for a second phase of the new building.

Loans (for less than 10 years) may be utilized to finance capital projects, providing their repayment over the period of the loan may reasonably be expected.

The policy on deposits of surplus funds is to ensure they are safe, comply with charity regulations and our own ethical standards, while providing a competitive interest rate and the availability to meet our needs.

Grant-making policy

Grants are made to various Christian organisations and individuals who are known by the church to further the objectives of the Charity. The largest grants are made for outreach in Serbia, including the support of a Bible school in that country which is regularly visited to both encourage them and ensure the grants are used appropriately.

Other

There are no pension liabilities arising from obligations to a defined benefit pension scheme.

The Trustees believe there is no uncertainty about the ability of the Charity to continue as a going concern.

Structure, governance and management

Governing document and constitution

Oakhall Church, Caterham was registered with the Charity Commission as a Charitable Incorporated Organisation (CIO) with number 1156069 on 7th March 2014 with its own constitution and received all the property of the Charity of Robert Best in connection with Oakhall Mission (Reg. 252123) on 1st April 2014. These two charities were then merged on 2nd May 2014 to form the current Oakhall Church, Caterham CIO.

Objects of the charity

The Charity operates as Oakhall Church whose main purpose is the advancement of the Christian faith, in accordance with the Statement of Faith, in such parts of the United Kingdom and the world as the charity trustees may from time to time decide.

Governing Bodies

The Charity and its endowment is administered and managed by Trustees.

Recruitment and Training of Trustees

New Trustees are recommended by existing Trustees and ratified by the congregation. The Trustees are all competent persons, with long experience in the day-to-day management of the Charity and how it is intended to function. The Charities Commission web site and its guidance to trustees in operating a charity is utilised to keep current and new trustees up to date. The Treasurer also attends the Stewardship quarterly webinars on financial matters.

Organisational structure

Decisions involving spiritual leadership of the Charity and its day-to-day management are delegated to the Elders of the church. Remuneration levels of paid team members are set by the Trustees with reference to comparable roles elsewhere.

Principal Risks and Uncertainties

The Trustees engage regularly in a process to identify the major risks facing the Charity. The highest risks concern the need to comply with an increasingly complex legal environment and to anticipate and respond to the opportunities and challenges of a growing church. Steps are being taken to either manage these risks or mitigate their likely impact.

Statement of Trustees Responsibilities

Charity law requires the Trustees to maintain proper accounting records and to prepare accounts in compliance with the current Statement of Recommended Practice (“SORP FRS 102”) for charities for each financial year. In preparing those accounts the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether the policies adopted are in accordance with applicable accounting standards, subject to any material departures disclosed and explained in the accounts, and
- Prepare the accounts on a going concern basis unless it is inappropriate to assume that the Charity will continue in operation.

The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Oakhall Church, Caterham

Charity Regd. 1156069

The Trustees confirm that the accounts are prepared in accordance with applicable accounting standards and follow the methods and principles in the Statement of Recommended Practice: Accounting by Charities FRS 102 and are in accordance with the Charities Act 2011. The income and assets of the trust are such that it requires a full audit.

Approved by the Trustees and signed on their behalf by:

Paul D. Bowker

Date:

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF OAKHALL CHURCH

Opinion

We have audited the financial statements of Oakhall Church, Caterham ('the charity') for the year ended 31 March 2021 which comprise 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 FRS 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 March 2021 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 audit. 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 audit 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 Trustee's annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. 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 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.

Responsibilities of the trustees

As explained more fully in the Trustees' Statement of Responsibilities on page 11, 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 they 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. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures can detect irregularities, including fraud, is detailed below.

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- we identified the laws and regulations applicable to the charity and focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charity, including data protection, anti-bribery, employment, environmental and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and the team remained alert to instances of noncompliance throughout the audit.

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;

- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias;

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims;

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

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.

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.

.....
Roger Lugg & Co Chartered Accountants
Statutory Auditor
 12-14 High Street
 Caterham
 Surrey
 CR3 5UA

Roger Lugg & Co 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.

Oakhall Church, Caterham
(Charity Regd 1156069)

Statement of Financial Activities
For the Year Ended 31st March 2021

SOFA Details 2020/ 2021

SOFA Details 2020/ 2021		UNRESTRICTED FUNDS		DESIGNATED	RESTRICTED FUNDS					TOTAL FUNDS	
		2021	2020	FUNDS 2021	2021				2020	2021	2020
	Notes	Total	Total		Mission Outreach & Other	New Building	Serbian Outreach	Total	Total		
	2										
Donations and Legacies	3	136,163.84	162,474	4,000.00	219,793.89	1,261.39	131,423.08	352,478.36	250,291	492,642.20	412,764
Rental Income	4	33,200.32	10,776							33,200.32	10,776
Income Tax Recovered	3	26,426.13	28,552	1,000.00	29,162.75	273.75	6,820.00	36,256.50	26,503	63,682.63	55,055
Interest and Other Income		5,268.60	2,416			588.77	-	588.77	715	5,857.37	3,130
Total Income		201,058.89	204,217	5,000.00	248,956.64	2,123.91	138,243.08	389,323.63	277,509	595,382.52	481,726
Expenditure											
Charitable Activities											
Grants	5	-	500		230,421.71	-	141,105.55	371,527.26	265,285	371,527.26	265,785
Ministry Support	6	111,169.66	108,040							111,169.66	108,040
Running costs	7	33,301.26	51,676		-		-			33,301.26	51,676
Governance Costs	8	4,438.34	5,702							4,438.34	5,702
General Depreciation	9	13,366.35	11,345							13,366.35	11,345
Total Charitable activities		162,275.61	177,262	0	230,421.71	0.00	141,105.55	371,527.26	265,285	533,802.87	442,548
Revaluation of Investment Assets	10	0.00	370,000							0.00	370,000
Net Income/(Expenditure)		38,783.28	396,955	5,000.00	18,534.93	2,123.91	(2,862.47)	17,796.37	12,224	61,579.65	409,179
Transfers	11	(40,005.70)	15,819	60,000.00	(5,957.95)	(14,036.35)		(19,994.30)	(15,819)	0.00	0
Net Movement in Funds		(1,222.42)	412,774	65,000.00	12,576.98	(11,912.44)	(2,862.47)	(2,197.93)	(3,595)	61,579.65	409,179
Reconciliation of Funds:											
Total funds Brought Forward		641,798.73	229,025	-	57,115.99	7,365,139.19	14,732.82	7,436,988.00	7,440,583	8,078,786.73	7,669,608
Total funds carried forward	17	640,576.31	641,799	65,000.00	69,692.97	7,353,226.75	11,870.35	7,434,790.07	7,436,988	8,140,366.38	8,078,787

**Oakhall Church, Caterham
(Charity Regd 1156069)**

**BALANCE SHEET
As at 31st March 2021**

	<u>Notes</u>	<u>2021</u> £	<u>2020</u> £
TANGIBLE FIXED ASSETS	12	7,253,219.07	7,264,078
Investment Fixed Assets	10	370,000.00	370,000
Long term Debtors	4	4,852.91	6,697
CURRENT ASSETS			
Current debtors & prepayments	13	64,976.59	158,190
Cash at bank and in hand	14	469,090.99	301,686
Total Current Assets		<u>534,067.58</u>	<u>459,876</u>
Creditors: amounts falling due within one year	15	8,241.17	8,485
Deferred Revenue	15	6,023.67	5,873
NET CURRENT ASSETS/(LIABILITIES)		<u>519,802.74</u>	<u>445,517</u>
Long term liabilities	16	7,508.34	7,505
	17	<u>£ 8,140,366.38</u>	<u>£ 8,078,787</u>
Restricted Funds			
Building Fund		7,353,226.75	7,365,139
Mission Outreach Funds		69,692.97	57,116
Serbian Outreach Fund		<u>11,870.35</u>	<u>14,733</u>
Total Restricted Funds		<u>7,434,790.07</u>	<u>7,436,988</u>
Unrestricted Funds			
General Church Funds		270,576.31	314,573
Revaluation Reserve		370,000.00	370,000
Designated funds		65,000.00	0
Total Charity Funds		<u>£ 8,140,366.38</u>	<u>£ 8,078,787</u>

The notes on pages 19 - 26 form part of these accounts.

The financial statements on pages 16-26 were approved and authorised for issue by the trustees and signed on their behalf by Paul Bowker.

Signed :

Date :

OAKHALL CHURCH, CATERHAM
(Charity registered no. 1156069)

Statement of Cash Flows

For the Year Ended 31st March 2021

	2021 Total		2020 Total
	£		£
Cash flows from Operating Activities	138,316.41		77,395
Cash flows from Investing Activities			
Rents from Investment assets	33,200.32		10,776
Purchase of Property, Plant and Equipment	(5,957.95)		(45,756)
Net Cash Flows from Investing Activities	27,242.37		(34,980)
Cash Flows from Financing Activities			
Repayments of borrowings	0.00		0
Lease long term transactions	1,846.71		809
Net cash provided by financing Activity	1,846.71		809
Change in cash and cash equivalents in reporting period	167,405.49		43,224
Cash and cash equivalents at beginning of period	301,685.50		258,461
Cash and cash equivalents at end of period	469,090.99		301,686
Reconciliation check		0.00	(0.00)

	2021 Total All Funds		2020 Total All Funds
	£		£
Net Income/(Expenditure)	61,579.65		409,179
Adjustments for :			
Depreciation Charges	16,816.84		14,851
(Gains)/Losses on Investments	0.00		(370,000)
Rent from Investment assets	(33,200.32)		(10,776)
(Increase)/decrease in debtors/prepayments	93,213.78		26,505
Increase/(decrease) in creditors/def Revenue	(93.54)		7,637
Net cash provided by (used in) operating activities	138,316.41		77,395

Oakhall Church, Caterham
(Charity Regd 1156069)

NOTES TO THE ACCOUNTS

For the Year Ended 31st March 2021

1. Accounting Policies

The financial statements have been prepared under the historical cost convention with the exception of the revaluation of certain assets.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act.

The financial statements have been prepared to give a 'true and fair' view and 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 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 issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Oakhall Church constitutes a public benefit entity as defined by FRS 102.

The principal accounting policies are as follows:

A) Restricted funds are used for the purposes specified by the donor. The expenditure is made without deduction for Church running costs. Funds are allocated upon receipt and paid to the beneficiaries at regular intervals.

B) Designated funds are unrestricted funds that have been set aside by the trustees for a particular purpose

C) The principal Unrestricted funds accounting policies are :

1. Revenue Recognition : Income is recognised when an increase in future economic benefits related to an increase in assets or decrease in liabilities has arisen that can be measured reliably related to the period being reported on.
2. Deferred Income : This is income which is not recognised in the SOFA due to there being no entitlement to it at the balance sheet date. It is disclosed in the balance sheet as a liability.
3. Pension Contributions : Oakhall Church provides a Defined Pension Contribution scheme for its employees. Oakhall Church and its employees contribute to the retirement scheme operated by a separate legal entity to which the church has no liability to pay further contributions if the entity has insufficient assets to pay the employees for their service in the current or prior periods. No defined benefit Pension scheme is operated.

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4. Fixed assets for the use of Oakhall Church are subject to the Capitalisation policy (requiring a minimum item value of £500) and are carried at cost less accumulated depreciation and impairment losses.

5. Fixed Investment Assets : This is property held by Oakhall Church for investment purposes and not for the regular use by the church. It is valued at Fair Market value, and will be revalued where the change is material. The building in Francis Road, historically used by the church, was reclassified as investment property in November 2019 when it was leased out to a third party.

6. The depreciation policy is to use straight line depreciation of the historic cost of the asset less the current residual value over the useful life of the asset. For the building, we estimate the residual value to be equal to the initial cost of the building, hence the rate of depreciation is zero. There is no depreciation on construction in progress or land.

Depreciation rates are :

Audio-visual equipment	10 - 25% per year
Other Furnishings	5 - 25% per year

7. Support Costs : The policy is not to allocate any of the supporting administrative costs to the restricted funds activities including all the grants made.

8. Financial Instruments : A) Normal policy is to measure all transactions at cost
B) One exception is the index linked loan to J Mills which by agreement is related to the Land Registry Surrey Semi-detached house index. C) Foreign currency transactions are translated at market rates at inception.

Note : Some reported totals may not foot due to roundings.

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2. A) Restricted Funds

Mission Outreach and Other : When gifts are received for named individuals, organisations or restricted church activity they are attributed to this fund as follows:

	<u>2021</u>			<u>2020</u>
	Income	Spending/ Transfers	Ending Balance	Ending Balance
Mission Outreach	236,756.77	219,316.76	45,972.02	28,532.01
Capital Spending Programme	0.00	5,957.95	5,350.48	11,308.43
Special Outreach Project	0.00	0.00	12,425.00	12,425.00
Discretionary Fund	12,199.87	11,104.95	5,945.47	4,850.55
Total	<u>248,956.64</u>	<u>236,379.66</u>	<u>69,692.97</u>	<u>57,115.99</u>

Building Fund : This fund was to finance the construction and furnishing of the new church. Handover of the new building was completed in November 2018, after which there is an estimated 36 month period to address any snagging issues.

Serbian Outreach : This fund is primarily to support a Bible School and its graduates and supply humanitarian aid to those in need in Serbia and surrounding countries.

B) Designated Funds

	<u>2021</u>			<u>2020</u>
	Income	Spending/ Transfers	Ending Balance	Ending Balance
Training fund	5,000.00	0.00	5,000.00	0.00
<u>Reserve Transferred in</u> Major Maintenance/Capital fund		60,000.00	60,000.00	0.00

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3 Income

An amount of £xxxx for recoverable Income tax not received by the year end, but relating to gift aid donations made during the year is included in income. This is detailed by fund in Note 13 for Current debtors. Gifts are received from people outside Oakhall Church and passed on to church supported beneficiaries without any deduction for administration costs. The amounts are included in the Mission Outreach fund.

No legacies were received in 2020-21 or 2019-20.

	<u>2021</u>	<u>2020</u>
Aggregate income received from Trustees and connected persons	253,211.83	135,268

4 Rental Income/Operating Lease Commitments

The Francis Road facilities have been leased out for 10 years but with a break clause after 5 years

The initial five year period is at a £30,000 per year rent, with an agreed 3 month free rental while the refurbishment of the facilities was completed.

The cost of the 3 months free rental of £7,500, and the legal costs of setting up the lease agreement of £ 1,718.40 are being amortised over the minimum lease period of 60 months, so the net rental per month is £ 2,346.36 starting from the beginning of the lease on 18 November 2019.

The unamortised part of the lease of £6,696.59 is reported as

Current debtors	£1,843.68
Long term debtors	£4,852.91

A deposit of £7,500 was made on 18 November 2019 by the lessee and is held in an interest bearing segregated account with HSBC, valued at £7,508

15 spaces in the carpark at 181 Chaldon Road were also rented out for £5,044 in 2020-21 (prior year £ 420)

5 Grants Analysis

				<u>2021</u>	<u>2020</u>
		Activity	Grant to	Grant to	
			Institutions	Individuals	Total Grants
					Total Grants
<u>Restricted giving</u>					
	Serbia Outreach	Bible school and individual missionaries support	82,117.86	58,987.69	141,105.55
	Chrestos	Thailand Bible school, Orphanage activity	42,225.63		42,225.63
	SIM - Ben Short- Ivory Coast	Christian Misssion in the Ivory Coast	41,267.50		41,267.50
	Emmanuel Church Bookshop Bethlehem	Christian Bookshop and Outreach in Bethlehem	15,741.60		15,741.60
	D. Malcolm -Turkey worker	Turkey Christian work		9,000.00	9,000.00
	Reach Across -Simon and Gemma Locke	Christian mission in Mali	7,193.44		7,193.44
	OM - Middle East	Christian relief in the Middle East	7,071.87		7,071.87
	Christian Institute	Promoting Christianity through legislation/education	6,334.38		6,334.38
	Barnabas Fund -Syria	Hope and aid for the persecuted church	5,000.00		5,000.00
	CSSM - Bible for China	Chinese Church support	5,000.00		5,000.00
	CVM -Christian Vision for Men	Christian Mission to Men	5,000.00		5,000.00
	Good News for Everyone (was Gideons UK)	Introducing Jesus Christ and distributing scriptures	5,000.00		5,000.00
	Open Doors	Serves Persecuted Christians around the world	5,000.00		5,000.00
	Urban Saints - Corporate	Christian Mission to young people	5,000.00		5,000.00
	Subtotal		231,952.28	67,987.69	299,939.97
	35 other gifts amounting to:		50,829.78	20,757.51	71,587.29
	Total		282,782.06	88,745.20	371,527.26

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6 Ministry Support	<u>2021</u>	<u>2020</u>
The Trust has 4 full time paid employees including the paid elder, family worker, youth worker and ministry assistant	111,169.66	108,040
None of the employees have emoluments greater than £60,000.		
Gross Salaries	70,976.85	68,276
Employer's National Insurance contributions (net after grant)	1,293.19	1,291
Employer's Defined contribution Pension payments	3,548.72	3,282
Direct accommodation costs for staff	<u>21,073.48</u>	<u>20,983</u>
Total staff costs	96,892.24	93,833
Speakers expenses	670.00	1,160
Charitable activity administration costs	13,607.42	13,047
The administration costs are related to the charitable activities and include 2 days per week of contracted administration services. In addition there are a large number of unpaid volunteers who help.		
 7 Church Running Costs	 <u>2021</u>	 <u>2020</u>
1 Insurance	4,351.55	5,943
2 Gas, Electricity and water	9,431.04	14,510
3 Cleaning	5,511.38	8,030
4 Maintenance	5,166.27	4,514
5 Printing and Publicity	966.60	4,929
6 Various Sections	1,182.22	1,722
7 Outreach, outreach materials, books	833.66	863
8 Training	433.90	1,794
9 Travel costs	32.40	384
10 Sound system, Music and CDs	631.24	728
11 Audio visual depreciation	3,450.49	3,506
12 Pastoral Expenses	305.39	583
13 Church refreshments	522.68	3,773
14 Miscellaneous	<u>482.44</u>	<u>397</u>
Total Running costs	33,301.26	51,676

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8 Governance Costs	2021	2020		
Governance Costs	<u>£4,438.34</u>	<u>£5,702</u>		
Includes costs of audit, £4,000 (prior year £4,000), legal, bank charges and disclosure and barring service checks. The Trustees do not receive any remuneration for their work as trustees, and have had no expenses paid to them.				
9 Depreciation	2021	2020		
General depreciation	13,366.35	11,345		
Audio depreciation (Included in running costs)	<u>3,450.49</u>	<u>3,506</u>		
Total	<u>16,816.84</u>	<u>14,851</u>		
10 Valuation of Investment Assets				
The Francis Road property was purchased in 1894 and as a building used by the church to fulfil its objectives was held at cost (equivalent to nil) as per accounting requirements. Upon signing of a lease in November 2019 it was reclassified as an investment property and revalued to fair market value. The professional valuation of the property for £370,000 was made in November 2018 by Rayners Commercial.	370,000.00	370,000.00		
11 Transfers	2021 Transfers			
	<u>Unrestricted Funds</u>	<u>Designated</u>	<u>New Building</u>	<u>Restricted Cap Spending</u>
New Building Furnishings Depreciation	14,036.35		(14,036.35)	
Designated Major maintenance fund	(60,000.00)	60,000.00		
Capital spending fund Fixed Assets	5,957.95			(5,957.95)
12 Fixed Assets	2021			2020
	<u>New Building</u>	<u>Other</u>	<u>Total</u>	<u>Total</u>
Gross Cost as at 1st April	7,102,794.13	181,460.09	7,284,254.22	7,238,498
Additions	0.00	5,957.95	5,957.95	45,756
Removals			0.00	0
Total Gross Cost as at 31st March	<u>7,102,794.13</u>	<u>187,418.04</u>	<u>7,290,212.17</u>	<u>7,284,254</u>
Depreciation as at 1st April	0.00	20,176.26	20,176.26	5,326
Depreciation		16,816.84	16,816.84	14,851
Depreciation retirements				
Depreciation as at 31st March	<u>0.00</u>	<u>36,993.10</u>	<u>36,993.10</u>	<u>20,176</u>
Net Fixed Assets at 31st March	<u>7,102,794.13</u>	<u>150,424.94</u>	<u>7,253,219.07</u>	<u>7,264,078</u>

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13	Current Debtors and Prepayments	2021			2020
	Current Debtors				
		Income Tax			
		Refund	Other	Total	
	Unrestricted Funds	8,340.38	37,979.23	46,319.61	121,531
	Designated funds	1,000.00		1,000.00	0
	Mission Outreach/Full Time Workers	2,653.75	-	2,653.75	4,495
	Building Fund	80.00	-	80.00	16,917
	Serbian Outreach	3,150.00	-	3,150.00	2,511
		14,224.13	37,979.23	52,203.36	145,454
	Prepayments for Church weekend/insurance			12,773.23	12,736
14	Cash at Bank and in hand.	2021			2020
	Petty Cash			276.77	428
	HSBC General Current account			23,112.70	17,489
	HSBC Serbia Current account			8,441.63	10,664
	HSBC Lease Deposit account			7,508.28	7,504
	ICICI savings account			428,748.03	264,596
	ICICI current account			1,003.58	1,004
				469,090.99	301,686
15	Current Creditors and Deferred Revenue	2021			2020
		Restricted	Unrestricted	Total	Total
	Audit fees		4,000.00	4,000.00	4,000
	Taxation and Social Security Costs		1,293.08	1,293.08	1,168
	Other creditors		2,948.09	2,948.09	3,318
	Creditors	0	8,241.17	8,241.17	8,485
	Deferred Revenue		6,023.67	6,023.67	5,873
	This relates to deposits made to the church for a church weekend away planned for later in 2021				
16	Long Term Liabilities	2021			2020
	Deposit on 10 year lease for Francis Road Building			7,508.34	7,505
17	Analysis of net assets between funds	2021			
		Unrestricted funds	Designated funds	Restricted funds	Total
	Fund balances at 31 March 2021				
	Tangible fixed assets	7,069.75		7,246,149.32	7,253,219.07
	Investment Fixed Assets	370,000.00			370,000.00
	Long term debtors	4,852.91			4,852.91
	Current assets	280,426.83	65,000.00	188,640.75	534,067.58
	Creditors and deferred Revenue	(14,264.84)			(14,264.84)
	Long term liabilities	(7,508.34)			(7,508.34)
	Total	640,576.31	65,000.00	7,434,790.07	8,140,366.38

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17 Analysis of net assets between funds (Continued)

	2020			
	Unrestricted funds	Designated funds	Restricted funds	<u>Total</u>
Fund balances at 31 March 2020				
Tangible fixed assets	3,892.29		7,260,185.67	7,264,077.96
Investment Fixed Assets	370,000.00			370,000.00
Long term debtors	6,696.59		-	6,696.59
Current assets	283,073.54		176,802.33	459,875.87
Creditors and deferred Revenue	(14,358.38)			(14,358.38)
Long term liabilities	(7,505.31)			(7,505.31)
Total	<u>641,798.73</u>	<u>0.00</u>	<u>7,436,988.00</u>	<u>8,078,786.73</u>

18 Church Buildings

Handover of the new church building at 181 Chaldon Road, was completed in November 2018, after which there is a period to address any snagging issues of about 36 months. The land and buildings have been capitalised at cost. The furnishings have been capitalised at cost and are depreciated over their expected life on a straight line basis. There is a contingent spending liability with Westridge of £56,570.60 dependent on satisfactory completion of various snagging issues. This will be capitalised when and if agreed.

The Francis Road property, previously used for church activities, was leased out to a third party in November 2019 and so is classified as an investment property.

19 Related Party Transactions

There were unrestricted donations from related parties in 2020-21 of £22,401.58 (vs £17,011 in 2019-20)
There were restricted donations from related parties in 2020-21 of £230,810.25 (vs £118,257 in 2019-20)
There were no material expenses with related parties in 2020-21 or 2019-20.