



ELMWOOD CHURCH

TRUSTEES ANNUAL REPORT AND ACCOUNTS
YEAR ENDED 31 MARCH 2023

ELMWOOD CHURCH

Trustees Report for the year ended 31 March 2023

References and Administrative Details

Charity registration number 1156256

Registered Address:

Elmwood Church
240 Eccles Old Road,
Salford
M6 8AG

Trustees

The following were Trustees during the year

Angela Hopper (Chair)
Richard Bryce
Richard Haworth (retired 20 June 2022)
David McCormick
Paul Sanders
Nicholas Stead

Leadership Team

Chris Mellor (Chair)
Jill Baker
Jim Budd
David Dadzie (appointed 23 January 2023)
Lisa Kwanashie
David McCormick (retired 20 June 2022)
Mindy Reeves

Bankers

HSBC
2-4 St Ann's Square
Manchester
M2 7HD

Independent Examiners

Dunhams
Chartered Accountants
11 Warwick Road
Manchester
M16 0QQ

Trustees Report for year ended 31 March 2023

The Trustees present their report along with the financial statements of the Charity for the year ended 31st March 2023. The financial statements have been prepared in accordance with the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16th July 2014

Structure, Governance and Management

Governing Document

Elmwood Church is a Charitable Incorporated Organisation registered with the Charity Commission on 18th March 2014. It acquired the assets and liabilities of a previous unregistered charity of the same name on 1st April 2014 and began its activities on that date.

Organisational Structure

The Trustees are legally responsible for the affairs of the church as set out in the church constitution and are accountable to the Charity Commission. They provide oversight in all matters of church life, particularly ensuring the church functions in accordance with the Constitution, Statement of Faith and Members Handbook. Areas of accountability include, but are not limited to, agreeing the mission and vision, financial oversight, employment of staff, health and safety matters, safeguarding of children and vulnerable adults and all other areas of legal compliance

The Trustees delegate responsibility for the spiritual ministry and day-to-day running of the church to the Leadership Team. These are outlined in Elmwood's Members Handbook and include the day-to-day financial management.

Members of the church are accepted in accordance with the Constitution and the guidelines of the Members Handbook. Members meetings take place at least 4 times a year, including an Annual General Meeting, which are open to members and non-members. The members' meeting is the primary place for the Trustees and Leadership Team to bring important issues and strategic decisions for discussion with the members.

Appointment of Trustees

The Trustees are appointed from those who are church members and who have the characteristics of a good church leader, are active in the church and have the necessary spiritual and practical experience. Nominations for Trustees are brought to members meetings for approval by members only, in accordance with the Constitution and Members Handbook.

Risk Management

All major insurable risks are subject to normal church and employers' insurance. Contractual risks are reviewed before being entered into to assess that they could not significantly impact upon the Church's ability to fulfil its objectives. Risk Assessments are undertaken by staff and volunteers responsible for the area of authority involved. The Trustees undertake an annual review of all areas of risk.

Safeguarding

Appropriate DBS checks are made for all those who work with children or adults at risk and a safeguarding team is in place, along with relevant policies. There was one event of significance which required reporting.

Objectives and Activities

The Objects of the charity are to advance the Christian faith in accordance with the Statement of Faith in such ways and in such parts of the United Kingdom or the world as the Trustees from time to time may think fit. We aim to do this to by growing deeper in devotion, closer in community and further in fruitfulness.

For the period 1st April 2022 – 31st March 2023 the Objects of the charity have been achieved by the following:

Worship and Services

In-person worship, prayer and bible teaching on Sundays is back to pre-pandemic. Live Streaming via You Tube of the sermon only has continued for those not yet able to come to chat and for the wider on-line audience that has built up from the UK and beyond.

We have noticed an increase in new people coming on Sundays, especially families. The Children's group regularly have 25 – 30 children and the Youth Group has 30 plus members.

Discipleship

Life Groups are meeting in-person to study the bible, pray together and encourage one another in the Christian faith. There are opportunities for people to access their Life Group virtually via Zoom as well.

Prayer

Regular corporate prayer events have been held once a month – both in-person and a Zoom group, to which all are welcome. Prayer support is available for those who request it.

Pastoral Care

Pastoral support is provided through the Staff Team, Volunteers and Life Groups.

Children & Young People

Elmwood church caters for all ages from 0 – 18 years. Activities during Sunday Morning Service provide Christian teaching for children and young people from 3 – 18 years. Mid-week there are activities open to the local community including a thriving Toddler Group, a Mums and Baby group and clubs for Junior School children and Senior School young people. Elmwood Church employs an Early Years Manager and a Youth Worker to oversee this work.

Outreach & Community.

The church regularly runs courses for anyone who wants to find out more about the Christian faith. The church has a café one morning a week, which is open to everyone and is well attended by the local community. This has become a vital link for the community post-pandemic. The church has continued to demonstrate Love-Where-U-Live -through regular litter picking in the local area. The premises is also being used regularly for a Dementia Café twice a month and for an indoor bowls group on Fridays.

Warm Spaces was introduced in November 2022 – 1st April 2023 twice a week for the local community in light of the energy increase. It became clear that the bigger need was for people to have somewhere to go to meet others and combat loneliness. In view of this Café has been extended on Fridays

Missions - UK & World

Elmwood Church supports a number of Christian organisations active in the UK and abroad.

Activities for the community

Elmwood Activities	Frequency	Age	Numbers
Mums and Baby Group	Tuesday mornings term-time	0-1	8/10
Toddlers	Wednesday mornings term-time	1-4	55
Junction	Friday evenings term-time	7-11	20
n:counter	Friday evenings term-time	11-14	20
Cafe	Weekly term-time	All	45

The Trustees have read the Charity Commission guidance on public benefit and is satisfied that the activities outlined above clearly demonstrate that the charity is providing a benefit to the public.

Achievement and Performance

Summary of main achievements in the year **April 2022 – March 2023**

The Senior Leader, along with the Leadership Team and Trustees, have continued to develop the vision for Elmwood to grow: Deeper in Devotion, Closer in Community and Further in Fruitfulness. The Staff Team has grown as part of the vision.

Growing Deeper in Devotion

Values

Elmwood Leadership have identified six key Values which describe how we want to be as a church in fulfilling our Vision: Spirit Led, Courageous, Compassionate, Connected, Empowering, Joyful

Services

In-person services have resumed, and the majority of fellowship have returned. Getting more and more people attending each week with new people coming along.

Worship

Plan to appoint a part-time Worship Team Leader to develop the music team. (Part-time appointment made 1st May 2023)

Prayer

Monthly prayer meetings online and a weekly Prayer Email to encourage prayer

Pastoral

Plan to appoint part-time Assistant Pastor (appointment made 30/5/2023)

Closer in Community

Membership

New people have started to come, and membership is steadily increasing.

Life Groups

There are twelve groups that meet regularly together but more leaders and groups are needed.

Children and Young People

Mums and Babies Group and Toddlers is running regularly during term time and is proving very popular. The mid-week children's club re-started in September 2022 but had to be put on hold following an incident. (New Kids Club launched 5/5/2023).

The Youth Group went on a weekend away Feb 2023. Joined in with Festival Manchester @ Wythenshawe in July 2022. Friday youth club running regularly in term time with 15 – 20 young people. Youth & Children's Pastor moved to another post. Part-time Youth Worker employed.

Support

A Hardship Fund is in place to help individuals in need as many faced job cuts and changes plus energy crisis.

Further in Fruitfulness

- 20% of the budget was distributed to mission and local charities.
- Warm Spaces set up 1 November 2022 – 1st April 2023 twice a week including lunch, games, chat and hot drinks.
- Friday Morning Café continues to grow and is well attended by all ages from the local area.
- Using building to support local groups – Dementia Café, IT group, indoor bowling.
- Developing links with Lancaster House – a local not-for-profit organisation providing support and housing for homeless young men – and supporting where able.
- Supporting Early Essentials – a charity which provides starter packs for vulnerable mums and babies.

Financial Review

The principal source of funding is regular gifts to the church, mainly received from members and regular worshippers. The gifts have proved sufficient to pay the salaries of the church's employees, maintain the church owned building, pay service/utility bills, and support various activities undertaken by the church and support mission work.

Total income for the year was £241,280 (2022 - £235,875) and total expenditure was £242,445 (2022 - £250,361).

Reserves at 31st March 2023 amounted to £2,776,798 (2022- £2,777,963) of which £11,044 (2022 - £9,176) is restricted and £3,694 is designated (2022 – £12,145)

Reserves Policy

The Trustees policy is to retain minimum cash-backed unrestricted reserves sufficient to meet the foreseeable needs of the Church. This is estimated to be around £30,000. At 31 March 2023, the charity had total unrestricted funds of £2,765,754 (2022 - £2,768,787) of which £55,426 (2022 - £56,032) was in cash or cash equivalents. This included £3,694 (2022 - £12,145) of designated funds.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ELMWOOD CHURCH

Independent examiner's report to the trustees of Elmwood Church

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

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 charity's accounts carried out under section 145 of the 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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

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

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do 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.



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Mr A Edwards ACA ACCA
Institute of Chartered Accountants in England and Wales
Dunhams Chartered Accountants
11 Warwick Road
Old Trafford
Manchester
M16 0QQ

21 June 2023

ELMWOOD CHURCH

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2023

	NOTE	UNRESTRICTED FUNDS	RESTRICTED FUNDS	TOTAL FUNDS 2023	TOTAL FUNDS 2022
		£	£	£	£
INCOME AND ENDOWMENTS FROM:					
Donations and legacies	2	217,231	9,095	226,326	224,765
Charitable activities	3	<u>14,954</u>	<u>0</u>	<u>14,954</u>	<u>9,274</u>
Grants	4	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,836</u>
Total incoming resources		232,185	9,095	241,280	235,875
EXPENDITURE ON:					
Charitable activities	5	234,588	7,227	241,815	249,731
Other	6	<u>630</u>	<u>0</u>	<u>630</u>	<u>630</u>
Total resources expended		<u>235,218</u>	<u>7,227</u>	<u>242,445</u>	<u>250,361</u>
Net income (expenditure)		(3,033)	1,868	(1,165)	(14,486)
RECONCILIATION OF FUNDS					
Total funds					
at 31 March 2022		<u>2,768,787</u>	<u>9,176</u>	<u>2,777,963</u>	
Total funds					
at 31 March 2023		<u>2,765,754</u>	<u>11,044</u>	<u>2,776,798</u>	

The notes on pages 10 to 14 form part of these accounts.


There were no recognised gains and losses other than those included in the income and expenditure account

ELMWOOD CHURCH

BALANCE SHEET AT AS 31ST MARCH 2023

	NOTE	UNRESTRICTED FUNDS	RESTRICTED FUNDS	TOTAL FUNDS 2023	TOTAL FUNDS 2022
		£	£	£	£
FIXED ASSETS					
Tangible assets	11	2,710,328	0	2,710,328	2,712,908
CURRENT ASSETS					
Debtors	9	11,564	0	11,564	8,696
Cash at bank and in hand		<u>51,295</u>	<u>11,044</u>	<u>62,339</u>	<u>65,084</u>
		62,859	11,044	73,903	73,780
Creditors:					
Amounts falling due within one year	10	<u>(7,433)</u>	<u>0</u>	<u>(7,433)</u>	<u>(8,725)</u>
NET CURRENT ASSETS		55,426	11,044	66,470	65,055
NET ASSETS		<u>2,765,754</u>	<u>11,044</u>	<u>2,776,798</u>	<u>2,777,963</u>
FUNDS					
Unrestricted		2,765,754		2,765,754	2,768,787
Restricted	12		<u>11,044</u>	<u>11,044</u>	<u>9,176</u>
TOTAL FUNDS		<u>2,765,754</u>	<u>11,044</u>	<u>2,776,798</u>	<u>2,777,963</u>

Approved by the Trustees and signed on their behalf by:



 David McCormick



 Angela Hopper

ELMWOOD CHURCH

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

Accounting Policies

The principal accounting policies are summarized below. The accounting policies have been applied consistently throughout the year and the preceding period.

Basis of Accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts 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 on 16 July 2014

The presentational currency is pound sterling, and the accounts are rounded to the nearest pound.

Recognition of income

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

Income from investments is included in the year in which it is received.

Tax reclaims on donations received.

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Resources expended

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Charitable expenditure

Comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

1. Tangible Fixed Assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation.

Depreciation is provided at rates calculated to write off the cost residual value of each asset over its expected useful life, as follows:

Fixtures, Fittings & Equipment - 20% reducing balance

2. Donations and Legacies

	Unrestricted	Restricted	Total 2023	Total 2022
Donations - gift aided	121,750	4,201	125,951	138,671
Donations - not gift aided	64,549	4,000	68,549	48,687
Gift Aid tax recovered	30,932	824	31,756	34,115
Legacy	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,292</u>
	<u>217,231</u>	<u>9,095</u>	<u>226,326</u>	<u>224,765</u>

3. Income from charitable activities

	Unrestricted	Restricted	Total 2023	Total 2022
Early Years Groups	5,304	0	5,304	4,467
Events & use of facilities	4,535	0	4,535	2,145
Other income	<u>5,115</u>	<u>0</u>	<u>5,115</u>	<u>2,662</u>
	<u>14,954</u>	<u>0</u>	<u>14,954</u>	<u>9,274</u>

4. Grants

	Unrestricted	Restricted	Total 2023	Total 2022
HMRC – CJRS	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,836</u>
	0	0	0	1,836

5. Charitable activities costs

	Unrestricted	Restricted	Total 2023	Total 2022
Insurance, light & heat	12,413		12,413	12,137
Catering & cleaning	5,418		5,418	3,660
Repairs & renewals	33,313		33,313	16,514
Premises costs	1,397		1,397	3,149
Salaries & staff costs	107,241		107,241	126,609
Youth & children's work	9,942		9,942	10,599
Speakers expenses	1,310		1,310	1,090
IT costs	3,207		3,207	0

Miscellaneous	1,821	4,949	6,770	5,218
Rebranding	107		107	5,615
Events	6,014		6,014	3,150
Music and worship	1,157		1,157	1,774
Telephone, office and stationery	4,536		4,536	5,012
Training	686		686	4,440
Donations to mission organisations	43,446	2,278	45,724	47,537
Depreciation	<u>2,580</u>		<u>2,580</u>	<u>3,228</u>
Total	<u>234,588</u>	<u>7,227</u>	<u>241,815</u>	<u>249,731</u>

6. Support costs

	Unrestricted	Restricted	Total 2023	Total 2022
Independent examination	<u>630</u>	<u>0</u>	<u>630</u>	<u>630</u>
	<u>630</u>	<u>0</u>	<u>630</u>	<u>630</u>

7. Staff costs

	2023	2022
Salaries and wages	99,168	113,667
Social Security costs	7,592	8,850
Employers NIC rebate	(5,000)	(4,000)
Pension contributions	4,310	5,466
Death in Service	103	143
Reimbursed expenses	<u>1,068</u>	<u>2,483</u>
	<u>107,241</u>	<u>126,609</u>

No employee received remuneration which would amount to more than £60,000 in any one year.

The average number of employees during the year was:

Pastoral	1	1
Youth & Children' work	2	2
Administration & building maintenance	<u>4</u>	<u>4</u>

7

7

8. Transaction with Trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (2022 – nil)

No trustee expenses have been incurred (2022 – nil)

9. Debtors

	2023	2022
Gift Aid tax recoverable	3,026	3,704
Prepayments	8,228	4,909
Other debtors	310	<u>83</u>
	<u>11,564</u>	<u>8,696</u>

10. Creditors

Accruals	4,801	6,493
Tax and Social Security	1,678	2,232
Other creditors	<u>954</u>	<u>0</u>
	<u>7,433</u>	<u>8,725</u>

11. Tangible Fixed Assets

	Freehold Property	Fixtures, Fittings & Equipment	Total
Cost at 1 April 2022	2,700,000	50,742	2,750,742
Additions	0	0	0
Disposals	0	0	0
Cost at 31 March 2023	<u>2,700,000</u>	<u>50,742</u>	<u>2,750,742</u>
Depreciation at 1 April 2022	0	37,834	34,606
Charged for the year	<u>0</u>	<u>2,580</u>	<u>2,580</u>
Total at 31 March 2023	<u>0</u>	<u>40,414</u>	<u>40,414</u>
Net Book Value			
at 1 April 2022	<u>2,700,000</u>	<u>12,908</u>	<u>2,712,908</u>
at 31 March 2023	<u>2,700,000</u>	<u>10,328</u>	<u>2,710,328</u>

12. Restricted Funds

	Brought forward	Incoming	Outgoing	Carried forward
Mission support	3,466	1,750	2,277	2,939
Sound & Music	668	0	0	668
Building	1,000	0	0	1,000
Hardship	3,012	4,845	2,190	5,667
Internal Ministries	<u>1,030</u>	<u>2,500</u>	<u>2,760</u>	<u>770</u>
	<u>9,176</u>	<u>9,095</u>	<u>7,227</u>	<u>11,044</u>

Name of restricted fund	Description, nature and purpose of the funds
Mission support	Support of individuals and organisations working in the UK and elsewhere to further Christian Faith and to support the needs of others
Sound & Music	Provision of sound and vision equipment for Elmwood Church
Building	Improvements to the building
Hardship	Provision of assistance both to the fellowship and to the wider community
Internal Ministries	Support of internal ministries of Elmwood Church