

Minutes of 60th Annual General Meeting of the Trustees of Southcote Family Church, held on Sunday 11th June 2023, following the morning service.

Present: Graham Edge, Linda Edge, Barry Young, Helmut Haines, Pete Cole and Judi Charters.

Apologies: Norman Lindsey

Judi read from Romans 12:3-8 and spoke of us using the skills and abilities God has given us to serve each other. When we cease to utilise one skill after some time, maybe other skills come to the fore? Judi then prayed for the business aspects of the meeting and for Norman who was unable to be present today.

Appointment of Chair and Secretary: Norman was proposed for Chair by Graham and seconded by Pete. All agreed. Judi was proposed by Pete and seconded by Graham, with all agreeing. Therefore, positions of Chair and Secretary remain as they are.

Minutes of last AGM: agreed as a true record.

Matters arising from last meeting, not covered elsewhere: the position of Pastor has been filled by Henry Ohakah who began fulltime employment at the church on 1st May. The issue of the building work going on in the garden of the house next door to the church was amicably resolved. The £5,000 being held in our account for Southcote Alive has now been removed.

Financial Report: Graham began his report by relating his experience of how he had reached the decision to relinquish his position as Treasurer. He stressed that he is very willing to assist the new Treasurer in any way required. Graham Allen has agreed to take over the role. Judi thanked Graham on behalf of the Trustees for his steadfast, hard work over the last 30 years as Treasurer. Linda was also thanked for assisting Graham with banking the weekly offerings. Graham reported that, as the written report shows, the church is in a very good position financially. However, as there is now a Pastor salary each month, there needs to be some caution. Looking at the present situation with regards to monthly and weekly offerings from the fellowship, as well as Gift Aid claims, the church can sustain for three years. We are therefore reliant on more people joining us, which of course is very much part of Henry's plans for the future. We were unsuccessful in securing funding help from the JW Laing Trust for Henry's salary, due probably to our current healthy balance. Following advice, the church is on a 3 year fixed term Energy scheme, so sadly the fall in energy

prices will not be of any advantage to us. David Marrot from Kennet Valley Free Church (KVFC) is willing to assist with a Corporation Tax Return that has been requested. Graham, along with Carol Cole, has tried to set up the online NEST Government Pension Scheme for Henry and is awaiting confirmation on this.

Leadership Report, including Pastor's Report: both reports had been circulated prior to the meeting and questions were invited. Barry asked the meaning of a Hybrid church – we think a mix of in-person and online work. Judi will clarify with Henry. We are all very pleased that Graham Cooke, co-Pastor at Kennet Valley Free Church, has agreed to provide Henry with support from outside our church. Judi reported that Henry appears to be settling into his new role well and is getting to know the congregation as much as he can before presenting his plans for the future.

Use of the church building post-covid: since coming out of lock-down our building has resumed being used by Age UK and Aglow on a regular basis. Requests have recently begun to come in from community and other sources for the hire of the hall. The hire of the hall will continue to be discussed by the LT/LST, deciding on how much to charge, who will take responsibility for checking the building, and also ensuring that insurance cover for those using the hall is up to date.

AOB: Barry questioned whether or not our CIO has rules regarding having to have the Treasurer as a Trustee. Judi will check.

Date of next meeting:

Next Policy Review meeting – Sunday 15th January 2024 following morning service.

Next AGM – Sunday 9th June 2024 following morning service.

Southcote Family Church

(Registered Charity No 1156292)

**Charitable Incorporated Organisation
(UTR Reference 2685924383)**

Annual Report and Financial Statements For the year ended 31 March 2023

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Report of the Trustees	1
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1. Establishment and Purpose

Southcote Christian Mission (now known as Southcote Family Church) was constituted by a Trust Deed dated 20th March 2014 as an independent Christian Mission with special emphasis on social work and to advance the Christian faith in Southcote, Reading.

2. Trustees and Officers

During the year the following served as trustees:-

Norman Lindsey (chairman)

Judith Charters (secretary)

Graham Edge

Linda Edge

Barry Young

Peter Cole

Helmut Haines

The number of trustees may not be fewer than three - there is no maximum number.

3. Address

The principal address of the charity is
57 Burghfield Road, READING RG30 3NE

4. Object and Main Activity

The charity's main objects for the public benefit are to advance the Christian faith in Southcote, Reading and in such parts of the United Kingdom as the charity trustees may from time to time think fit.

5. Public Benefit

In planning the activities for the year and the future, the Trustees confirm that they have complied with the duty (set out in Section 17 (5) of the Charities Act 2011) to have due regard to public benefit guidance published by the Charity Commission.

6. Reserves

The Trustees do not seek to maintain a general reserve beyond the needs of providing a reasonable level of working capital, and if any significant accumulation of such funds were to occur, giving to charities would be increased accordingly.

7. Risk Assessment

The major source of income to the Trust is from church offerings and gifts. The Trustees consider that the greatest risk to the Trust's ability to continue its activities is reduced support from the local community and church membership.

The Trustees has an established Health and Safety policy relating to various aspects of the Mission's activities including accidents, fire safety, food hygiene, and safeguarding of children, young people and vulnerable adults involved with the Mission and its activities of which its staff and workers are reminded regularly.

Regarding the risk of losses arising from dishonest activities or negligence on the part of officers or trustees, the Trustees consider that internal check procedures already in place provide reasonable assurance.

This Report has been approved by the Trustees.

Signed ...*JL Charters*

date...29th May 2023

Judith Charters (Trustee & Secretary)

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Independent Examiner's Report to the Trustees of Southcote Family Church

I report to the Church's trustees on my examination of the financial statements of the Church for the year ended 31 March 2023 which are set out on pages 3 to 5.

Respective responsibilities of trustees and

The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the '2011 Act')) and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements (under section 145 of the Act);
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145 (5) (b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in, any material respect, the trustees have met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 386 of the 2006 Act); and
- accounts are prepared which agree with the accounting records

and comply with the accounting requirements of the Act; or (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the '2011 Act') and that an independent examination is needed.

R. J. Roper
Accountant
8 Dark Lane
Tilehurst
Reading
RG31 6RA

29th May 2023

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 March 2023

Unrestrictive funds	2023	2022
<u>Income</u>		
Offerings and Gifts	9,461	10,853
Giving under Gift Aid	24,520	19,940
Specific Gifts	16,080	---
Hire of Hall	1,405	----
Income Tax	4,995	3,873
	<u>£56,461</u>	<u>£ 34,666</u>
<u>Expenditure</u>		
<u>General Administration</u>		
Part Time Pastor	1,240	5,823
Pension	----	175
Visiting Speakers	984	1,390
Youth Work	5,000	----
Stationery / Printing / Licences	1,601	2,141
Pastoral Care	260	690
<u>Land & Building costs</u>		
Premises and Equipment	6,393	1,451
Utilities / Insurance / Cleaning	4,139	3,360
<u>Donations to Mission</u>		
Various Missions	4,505	4,905
Christmas Appeal	1,300	600
<u>Miscellaneous</u>		
Sundry Items	1,474	1,260
Catering & Flowers	<u>235</u>	<u>157</u>
	<u>£27,131</u>	<u>£ 21,952</u>
Surplus for the year	<u>£29,330</u>	<u>£ 12,714</u>

All of the Church's activities derived from continuing operations during the above two financial years.

All recognised gains and losses are included in the above statement of financial activities.

BALANCE SHEET AS AT 31st MARCH, 2023

Unrestrictive funds	2023	2022
<u>Current Assets</u>		
Bank Current Accounts	91,062	61,733
Cash in Hand	<u>38</u>	<u>37</u>
NET CURRENT ASSETS	91,100	61,770
NET ASSETS	£ <u>91,100</u>	£ <u>61,770</u>
FUNDS		
Unrestricted	£ <u>91,100</u>	£ <u>61,770</u>

The notes on page 5 form part of these financial statements

Audit exemption statement

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime within Part 15 of the Companies Act 2006.

For the year ended 31 March 2023 the Church, as a charitable company, was entitled to exemption from the requirements to have an audit under the provisions of sections 475 and 477 of the Companies Act 2006 relating to small companies

Directors' responsibilities

The members have not required the Church to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with section 476 of the Companies Act 2006. The trustees (as director) acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of the financial statements.

These financial statements were approved for issue by the trustees on 29 May 2023 and signed on their behalf by :

G Edge
Trustee and Treasurer

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st March 2023

ACCOUNTING POLICIES

1. Basis of preparation

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction values unless otherwise stated in the relevant accounting policies below or the notes to these financial statements.

2. Funds

The accounts include all transactions, assets and liabilities for which the Church is entitled in law.

3. Income recognition

Voluntary income by way of church collections, covenants from members, supporters donations and their related gift aid is included when receivable.

4. Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal obligation committing the Church to making a payment to a third party. All expenditure is accounted for on an accruals basis and includes irrecoverable VAT.

5. Current Assets

Cash at bank and in hand at 31st March 2023

6. Liabilities

There were no creditors at 31st March 2023

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