

**Charity Registration No. 1156523**

**Company Registration No. 08819716 (England and Wales)**

**IMMANUEL CHURCH BRENTWOOD**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2022**  
**PAGES FOR FILING WITH REGISTRAR**

# IMMANUEL CHURCH BRENTWOOD

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Miss A J Drummond Mrs L E E Fenn Mrs D J Gilderson Rev A J Grey Mr D R A Parsons Dr M R Smithers Mr W R Trump Mr G L Wright
<b>Secretary</b>	Mr D R A Parsons
<b>Charity number</b>	1156523
<b>Company number</b>	08819716
<b>Registered office</b>	The Bays Ashwells Road Pilgrims Hatch Brentwood Essex CM15 9SE
<b>Independent examiner</b>	Francis James & Partners LLP 1386 London Road Leigh on Sea Essex England SS9 2UJ
<b>Bankers</b>	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent England ME19 4JQ

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# IMMANUEL CHURCH BRENTWOOD

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# **IMMANUEL CHURCH BRENTWOOD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**

### **FOR THE YEAR ENDED 31 DECEMBER 2022**

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The trustees present their annual report and financial statements for the year ended 31 December 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles, the Companies Act 2006 and "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 (FRS 102)" (effective 1 January 2019).

#### **Objectives and Activities**

##### **Objectives and aims**

The objects of the church are the advancement of the Christian faith (as more particularly described in the Memorandum and Articles of Association Article 3.1) for the benefit of the public, in particular but not exclusively by: (i) The advancement of Christ's Kingdom by the faithful teaching of the scriptures at Immanuel Church Brentwood and by the recruitment education training and sending of gospel ministers and others around the United Kingdom and abroad to establish and renew Christian churches and ministries related thereto; (ii) The support of any person or persons experiencing need hardship or physical or mental distress; and (iii) The support of Christians who are engaged full-time in the missionary work of proclaiming the gospel and in bringing others to believe in Jesus Christ and to live in accordance with his teaching.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Church Government**

Immanuel Church Brentwood is an independent reformed evangelical church. Its doctrinal standard is the Westminster Confession of Faith. It is governed by its Elders and Trustees, assisted by an external Council of Reference.

#### **Volunteers**

During the year the activities were dependant upon the volunteer hours received. It has been calculated that this equates to approximately 50 volunteers giving between 1 and 5 hours per week.

#### **Achievements and Performance**

##### **Charitable activities**

These are fully detailed in the annual report.

#### **Financial Review**

##### **Reserves policy**

The Church policy is to hold reserves equal to approximately three months fixed overheads.

Details of financial performance are outlined in the annual report.

#### **Structure, Governance and Management**

##### **Governing document**

The charity is a company limited by guarantee. The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

##### **Recruitment and appointment of new trustees**

Trustees are elected by the members of the Church electoral roll at the annual general meeting.

# IMMANUEL CHURCH BRENTWOOD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

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The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Miss A J Drummond

Mrs L E E Fenn

Mrs D J Gilderson

Mr J R Green

(Resigned 11 January 2022)

Rev A J Grey

Mr D R A Parsons

Dr M R Smithers

Mr W R Trump

Mr G L Wright

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

### Organisational structure

Trustees are either ex officio or elected by the annual church meeting in accordance with the Memorandum and Articles of Association. During the year the following served as members of the Board of trustees:

#### Minister in charge:

Revd A J Grey

#### Elders:

Mr G L Wright (Associate Minister)

Dr M R Smithers

Mr J R Green

Mr W R Trump

#### Trustees:

Mrs L E E Fenn

Mr D R A Parsons (Treasurer)

Mrs D J Gilderson

Miss A J Drummond

### Induction and training of new trustees

Trustees are provided with a copy of the Charity Commission guidance "Charity Trustee - what's involved."

# **IMMANUEL CHURCH BRENTWOOD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022**

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The trustees' report was approved by the Board of Trustees.

Mr D R A Parsons  
**Trustee**

13 March 2023

**IMMANUEL CHURCH BRENTWOOD**  
**INDEPENDENT EXAMINER'S REPORT**  
**TO THE TRUSTEES OF IMMANUEL CHURCH BRENTWOOD**

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I report to the trustees on my examination of the financial statements of Immanuel Church Brentwood (the charity) for the year ended 31 December 2022.

**Responsibilities and basis of report**

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

**Francis James & Partners LLP**

1386 London Road  
Leigh on Sea  
Essex  
SS9 2UJ  
England

Dated: 17 March 2023

# IMMANUEL CHURCH BRENTWOOD

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2022

		Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
	Notes						
<b>Income from:</b>							
Donations and legacies	2	243,893	9,780	253,673	347,089	900	347,989
Charitable activities	3	46	-	46	644	-	644
Investments	4	534	-	534	469	-	469
<b>Total income</b>		<u>244,473</u>	<u>9,780</u>	<u>254,253</u>	<u>348,202</u>	<u>900</u>	<u>349,102</u>
<b>Expenditure on:</b>							
Charitable activities	5	<u>206,379</u>	<u>9,780</u>	<u>216,159</u>	<u>213,897</u>	<u>7,483</u>	<u>221,380</u>
<b>Net income for the year/ Net movement in funds</b>		38,094	-	38,094	134,305	(6,583)	127,722
Fund balances at 1 January 2022		<u>563,482</u>	<u>-</u>	<u>563,482</u>	<u>429,177</u>	<u>6,583</u>	<u>435,760</u>
<b>Fund balances at 31 December 2022</b>		<u><u>601,576</u></u>	<u><u>-</u></u>	<u><u>601,576</u></u>	<u><u>563,482</u></u>	<u><u>-</u></u>	<u><u>563,482</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.



# IMMANUEL CHURCH BRENTWOOD

## BALANCE SHEET AS AT 31 DECEMBER 2022

	Notes	2022 £	£	2021 £	£
<b>Fixed assets</b>					
Tangible assets	9		737,860		709,937
<b>Current assets</b>					
Debtors	10	7,449		3,818	
Cash at bank and in hand		138,629		138,387	
		<u>146,078</u>		<u>142,205</u>	
<b>Creditors: amounts falling due within one year</b>	12	<u>(21,701)</u>		<u>(18,865)</u>	
Net current assets			124,377		123,340
<b>Total assets less current liabilities</b>			862,237		833,277
<b>Creditors: amounts falling due after more than one year</b>	13		(260,661)		(269,795)
<b>Net assets</b>			<u>601,576</u>		<u>563,482</u>
<b>Income funds</b>					
Unrestricted funds			601,576		563,482
			<u>601,576</u>		<u>563,482</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 13 March 2023

Mr D R A Parsons  
Trustee

Company registration number 08819716

# IMMANUEL CHURCH BRENTWOOD

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 DECEMBER 2022

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#### **1 Accounting policies**

##### **Charity information**

Immanuel Church Brentwood is a private company limited by guarantee incorporated in England and Wales. The registered office is The Bays Ashwells Road, Pilgrims Hatch, Brentwood, Essex, CM15 9SE.

##### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's Memorandum and Articles, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

##### **1.2 Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

##### **1.4 Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# IMMANUEL CHURCH BRENTWOOD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

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### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings

None

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

##### *Basic financial liabilities*

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### *Derecognition of financial liabilities*

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

# IMMANUEL CHURCH BRENTWOOD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

### 2 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022 £	2022 £	2022 £	2021 £	2021 £	2021 £
Donations and gifts	243,893	9,780	253,673	347,089	900	347,989

### 3 Charitable activities

	2022 £	2021 £
Bookstall sales	46	644

### 4 Investments

	Unrestricted funds	Unrestricted funds
	2022 £	2021 £
Interest receivable	534	469

# IMMANUEL CHURCH BRENTWOOD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

### 5 Charitable activities

	Charitable Expenditure 2022 £	Charitable Expenditure 2021 £
Staff costs	104,595	110,264
Rent and accommodation	53,510	45,797
Church running costs	9,267	15,932
Church services and activities	15,626	17,854
Development fund	30,412	28,699
Legal fees	1,129	1,214
Independant examination	1,620	1,620
	<u>216,159</u>	<u>221,380</u>
	<u>216,159</u>	<u>221,380</u>
<b>Analysis by fund</b>		
Unrestricted funds	206,379	213,897
Restricted funds	9,780	7,483
	<u>216,159</u>	<u>221,380</u>

### 6 Trustees

#### Trustee expenses

Expenses totalling £662 ( 2021 : £793) were paid to trustees during the year.

#### Trustee remuneration

Remuneration paid to trustees wholly in the capacity as employees totalled £57,602 ( 2021 £55,549.)

No remuneration was paid to individuals in the capacity as trustees ( 2021: nil ).

### 7 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
	<u>4</u>	<u>5</u>
<b>Employment costs</b>	<b>2022 £</b>	<b>2021 £</b>
Wages and salaries	<u>104,595</u>	<u>110,264</u>

# IMMANUEL CHURCH BRENTWOOD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

### 7 Employees (Continued)

There were no employees whose annual remuneration was more than £60,000.

### 8 Movement in funds

	As at 01/01/2022	Net Movement in funds	Transfers between funds	As at 31/12/2022
<b>Unrestricted funds</b>				
General fund	£484,528	£37,494	(£37,000)	£485,022
Development fund	£65,737	-	£37,000	£102,737
Hardship fund	£13,217	£600	-	£13,817
	<u>£563,482</u>	<u>£38,094</u>	<u>-</u>	<u>£601,576</u>
<b>Restricted funds</b>				
Word alive	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total funds</b>	<u>£563,482</u>	<u>£38,094</u>	<u>-</u>	<u>£601,576</u>

	Incoming resources	Resources expended	Movement in funds
<b>Unrestricted funds</b>			
<b>General fund</b>	£243,874	(£206,380)	£37,494
Development fund	-	-	-
Hardship fund	£600	-	£600
	<u>£244,474</u>	<u>(£206,380)</u>	<u>£38,094</u>
<b>Restricted funds</b>			
Word alive	£9,780	(£9,780)	-
	<u>£9,780</u>	<u>(£9,780)</u>	<u>-</u>
<b>Total funds</b>	<u>£254,254</u>	<u>(£216,160)</u>	<u>£38,094</u>

# IMMANUEL CHURCH BRENTWOOD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

### 9 Tangible fixed assets

	Freehold land and buildings £
<b>Cost</b>	
At 1 January 2022	709,937
Additions	27,923
	<u>737,860</u>
At 31 December 2022	737,860
<b>Carrying amount</b>	
At 31 December 2022	737,860
	<u>709,937</u>
At 31 December 2021	709,937

No depreciation is provided in respect of the Freehold Property as in the opinion of the trustees the property is regularly maintained to a high standard and is unlikely to fall in value.

### 10 Debtors

	2022 £	2021 £
<b>Amounts falling due within one year:</b>		
Other debtors	7,449	3,818
	<u>7,449</u>	<u>3,818</u>

### 11 Loans and overdrafts

	2022 £	2021 £
Other loans	260,661	269,795
	<u>260,661</u>	<u>269,795</u>
Payable after one year	260,661	269,795
	<u>260,661</u>	<u>269,795</u>

### 12 Creditors: amounts falling due within one year

	2022 £	2021 £
Other creditors	21,701	18,865
	<u>21,701</u>	<u>18,865</u>

### 13 Creditors: amounts falling due after more than one year

	2022 £	2021 £
Borrowings	260,661	269,795
	<u>260,661</u>	<u>269,795</u>

# **IMMANUEL CHURCH BRENTWOOD**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022**

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### **14 Related party transactions**

There were no disclosable related party transactions during the year (2021 - none).