



# Emmanuel Church (Bramcote)

## Combined Trustees and Directors Report

### 06 April 2021 – 05 April 2022

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## Introduction

Emmanuel Church (Bramcote) is a Registered Charity in England and Wales (1157080) and is registered as a company limited by guarantee in England and Wales (08898983). It is governed by its memorandum and articles of association. The charity also uses the name Emmanuel Church Bramcote.

Registered Charity and Company Office: 10 Crummock Close, Bramcote, Nottingham, NG9 3BG.

**The Directors:** Richard Adam, Edward Bowerman, Philip Carter, Alec Cobbett\*, Brian Davies, Richard Hopkins, Paul Jenkins\*, Brian Kruger, Alexander Slowey

**The Members:** Richard Adam, Edward Bowerman, Richard Hopkins, Paul Jenkins\*, Brian Kruger, Alexander Slowey

\*New Members and Directors are appointed by the current Members. Paul Jenkins become a Member and Director in June 2021. Alec Cobbett became a Director in March 2022.

The Directors normally meet five times per year, and the meetings are fully recorded with agendas and minutes. A sub group consisting of the Directors, but excluding those who are also paid members of staff, sets pay and remuneration, using the Teachers Pay Scale as a guide. The Directors are assisted in the day to day care and running of the Church by a body of Elders comprising the Members of the company, which meets roughly fortnightly. Induction to the role of Director and training are provided on a personal basis as appropriate.

The Directors ensure that policies and procedures are regularly updated and reviewed. Legal advice is sought when necessary. A register of Directors' interests is held to ensure that we are aware of conflicts of interest and manage them appropriately. This is updated regularly. The trustees have a clear procedure that if there is a potential conflict of interest on any matter, the trustee with the potential conflict of interest is asked to leave the room and take no part in the debate or decision. The Church had three paid employees during the period of this report, of whom two were also Directors: Richard Adam and Richard Hopkins. We are heavily dependent in all our activities on help voluntarily given by members of the congregation, including a full time member of staff employed on a voluntary basis.

The company is affiliated to three organisations: The Fellowship of Independent Evangelical Churches (FIEC), the Midlands Gospel Partnership (MGP), and the Evangelical Alliance (EA). These affiliations have no impact on the operating policies adopted by the company.

## Objectives and activities

Our charitable purposes:

- to advance the Christian faith in accordance with the Statement of Faith;
- to relieve sickness and financial hardship and to promote and preserve good health by the provision of funds, goods, or services of any kind including through the provision of counselling and support;
- to advance education.

Our key objectives for this financial year have been:

- to continue to make weekly online church services available to advance the Christian faith in Bramcote, including the period when it was not possible to run services in-person.



- to continue online meetings and activities to advance the Christian faith in Bramcote, including activities for children and young people, until it was possible to run these in-person.
- to restart in-person weekly services to advance the Christian faith, ensuring these services are safe and compliant with whichever COVID guidelines were then in place.
- to manage the transition from online to in-person activities in such a way as to enable all church members to be involved and feel safe.
- to provide regular online events to which unbelievers can be invited to hear about the Christian faith.
- to raise, through prayerful reliance on God and regular reports to the congregation, sufficient funds to cover our activities for this financial year.
- to continue the 'hardship fund' and use it to help those within the congregation who are particularly affected by the pandemic or other financial pressures.
- to use a minimum of ten percent of our non-trading income to support partner organisations in advancing the Christian Faith in Bramcote, the UK and around the world.

The Directors have had regard to the Charity Commission guidance on public benefit in planning the activities of the charity during the year 21-22. This report notes identifiable benefits to the public in line with these purposes.

The year began in the midst of a third national lockdown in response to the COVID 19 pandemic, with restrictions just beginning to be relaxed. This meant our activities had to be held online, though we were able to hold a small number of services in-person at Beeston Free Church.

Weekly services, seeking to advance the Christian faith through teaching, singing and prayer were pre-recorded and made available on our website, with fortnightly Zoom services offered as an alternative option. From June 2021 we were able to start services at Bramcote College again. These were held outdoors until October (barring one wet Sunday in August) to reduce the risk of COVID spreading, and to make it possible for those who were more vulnerable or nervous to attend and feel safe. Indoor services began in October 2021, with attendees being asked to book in advance and wear face masks whilst singing and moving around the building. We ensured adequate ventilation by keeping the fire doors open. We removed these restrictions in March 2022, whilst keeping a measure of social distancing at the back of the hall for those feeling more vulnerable or nervous. By the end of the year we had reintroduced refreshments after the service, and services were beginning to feel more 'normal' again. We are delighted that with these measures the vast majority of our congregation have returned to meeting in-person again. We are also pleased to have seen new people attending on Sunday mornings and joining the church.

To help with the transition back to meeting in-person, we have made a significant investment in equipment and training to enable us to livestream our services online. This means that going forward, our normal weekly in-person services will be accessible to others who are not physically present, both regular members who happen to be unable to attend, and those outside the church who would like to see what our services are like.

The return to in-person services also allowed us to celebrate the Lord's Supper again, a key aspect of advancing the Christian faith in our services that we had been unable to practice during the national lockdowns.



Our nine midweek 'Connect groups' also continued to meet online to begin with, each group deciding independently when to start meeting in-person once that was allowed, or whether to attempt hybrid meetings with some people in-person and some online. All groups continued to meet and see good attendance, allowing them to continue to meet their aim of helping advance the Christian faith and to provide counselling and support to those in the church community and beyond.

We also continued to hold regular online prayer meetings, Church Members' meetings, and monthly meetings for both men and women in the church. Having noted that these meetings are easier to attend online, we held off moving back to in-person meetings this year, though that is something we will be looking to do in future.

We were also able to restart our weekly group 'Pebbles Plus' aimed at preschool children and their carers, providing a place for fun for the children, friendship and support for carers, and a chance to hear something about the Christian faith through the bible stories.

Efforts to reach out to the community online continued as well. We held two virtual quizzes aimed at the general public and each involving an introductory talk to Christianity. Our three carol services were advertised online and through leaflets delivered in the local area, and two of them were livestreamed to enable as many as possible to participate. We had a Christmas trail in the area, aimed at families, and we planned an outdoor community carols service at the college, which unfortunately had to be cancelled at the last minute due to bad weather. Our Good Friday and Easter services were also publicised in the local area. Despite these events, we recognise that we have lost ground in our attempts to reach beyond our regular members. We began to address this by arranging a number of evangelism training events for church members, and hope to have more outreach events in the coming year.

Our children and youth work continued online initially alongside our services, but transitioned back to meeting in-person over the course of the year. This was greatly helped by the appointment in January 2021 of a new Youth and Children's Coordinator.

We continued to support the work of the Midlands Gospel Partnership and the Midlands Ministry Training Course which seeks to provide practical training for biblical ministry. We supported this both financially and through releasing staff members to teach on the course. This year the course moved from meeting online to meeting in-person again.

We continued our support of a local charity, Crossteach, both financially and with staff and volunteer time. Crossteach teaches about the Christian faith in schools, through lessons, assemblies and lunchtime clubs.

We have also provided financial support to charities and individuals working in Argentina, Germany, South Sudan, Nottingham, Oxford and Wigan seeking to advance the Christian faith. We are pleased that we have once again been able to meet our objective of giving 10% of our non-trading income to such partners. To reduce any risk of fraud, all gifts to those working overseas are made via charities based in the UK. We also support these individuals through regular contact and prayer.

Following the Russian invasion of Ukraine in February 2022, we have been considering what we as a church can do to help refugees fleeing the violence. As well as prayer, we have made a gift to help churches in Ukraine and Poland who are helping refugees. We are also aware of a number of church members who have expressed a desire to host refugees in their houses, and we are considering how we can support them in this.

This has been a year of trying to get back to normal in-person meetings after a period of having to meet online. We are so thankful to God for enabling us to do this, for adding new members to our congregation, and for enabling us to continue to share the good news about Jesus through our events and activities.



# Financial Review

## General Funds:

### Income:

This increased by 11%.

The total amount of donations without conditions received from Directors during the year amounted to £43,565. They were no donations received from the Directors with conditions.

### Expenditure:

This was increased by 40%. This mainly reflects the increased activities of the church post-pandemic and employing 3 staff for the whole financial year. Staff salaries remains our biggest expense. None of the employees earned more than £60,000 during this financial year.

The two ministers were both Directors of the company, and in addition to their salaries totaling £74,659, received employer pension contributions of £8,959 and were reimbursed £4,548 for their expenses.

The non-staff Directors did not receive any remuneration, nor receive any expenses apart from being reimbursed for purchases they made for the charity.

We are pleased to have been able to meet our aim of giving 10% of our non-trading income to support partners in Bramcote and around the world who share our objectives.

### Balance:

These led to a surplus of £14,706. This meant that our total general funds were £89,846. This equates to 6.4 months of our normal expenditure. This is now just above the upper limit of our reserves policy of aiming to have between 2 – 6 months' of running cost in the church's bank account. The directors are reviewing this to ensure that we are maximizing the use of the church's resources.

## Restricted Funds:

Our building fund was not used in this financial year. The donors to this fund are happy that it is kept by us for the future.

We opened a hardship fund at the beginning of the pandemic. In this financial year it had an income of £8,805 (including Gift Aid). No grants were made in this financial year, although some have been made just after the finish of the financial year.

Signed by

  
EDWARD BOWERMAN

On behalf of the Trustees and Directors

Date approved: 23 JANUARY 2023

**EMMANUEL CHURCH (BRAMCOTE)**

**FINANCIAL STATEMENTS**

**6 APRIL 2021 to 5 APRIL 2022**

STATEMENT OF FINANCIAL ACTIVITIES

	2022 Unrestricted £	2022 Restricted £	2022 Total £	2021 Total £
INCOMING RESOURCES (See page 7)				
Donations & gifts	178055	8805	186860	171180
Investment income	8		8	12
Income from church activities	4259		4259	168
<b>TOTAL</b>	<u>182322</u>	<u>8805</u>	<u>191127</u>	<u>171360</u>
RESOURCES EXPENDED (See page 8)				
Church activities	167421	0	167421	123807
Governance costs	195		195	195
<b>TOTAL</b>	<u>167616</u>	<u>0</u>	<u>167616</u>	<u>124002</u>
TRANSFERS				
NET INCOMING RESOURCES	14706	8805	23511	47358
Brought forward	75151	20709	95860	48502
<b>Carried forward</b>	<u>89857</u>	<u>29514</u>	<u>119371</u>	<u>95860</u>

The attached notes form an integral part of these financial statements.

EMMANUEL CHURCH (BRAMCOTE)

FINANCIAL STATEMENTS

6 APRIL 2021 to 5 APRIL 2022

BALANCE SHEET

	Note	2022	2021 £
FIXED ASSETS			
CURRENT ASSETS			
Debtors	4	10740	8999
Bank and cash balances		114320	91046
		125060	100045
CURRENT LIABILITIES			
Creditors due within one year	5	5689	4185
NET CURRENT ASSETS		119371	95860
Total assets less current liabilities		119371	95860
Creditors due after one year			
NET ASSETS		119371	95860
FUNDS OF THE CHARITY			
Unrestricted use income fund		89857	75151
Restricted use income fund (Building fund)		10000	10000
Restricted use income fund (Hardship fund)		19514	10709
		119371	95860

The attached notes form an integral part of these statements.

For the year ended 5 April 2022 the company was entitled to exemption under S477 Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its accounts for the period in accord with S 476 Companies Act. The Directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

Approved by the Trustees/Directors on  
and signed on their behalf

*EJ Bowerman*  
EDWARD BOWERMAN  
1 JANUARY 2023

**EMMANUEL CHURCH (BRAMCOTE)**

**FINANCIAL STATEMENTS**

**6 APRIL 2021 to 5 APRIL 2022**

**ACCOUNTING POLICIES**

**ACCOUNTING CONVENTION**

The accounts have been prepared on the historic cost basis, in accordance with the appropriate Accounting Standards.

**DEPRECIATION**

The historic policy has been to write off the cost of fixtures, fittings and equipment in the year of acquisition.

**FUNDS**

Restricted use income funds are to be used for projects designated by donors.

The Unrestricted use income fund allows the Church to budget for anticipated commitments and short term emergency needs.

**RESERVES POLICY**

Emmanuel Church (Bramcote) aims to have financial reserves of between two to six times our current average monthly expenditure. The Directors/Trustees regularly review the financial health of the church at each of their managing trustees meetings.

**EMMANUEL CHURCH (BRAMCOTE)**

**FINANCIAL STATEMENTS**

**6 APRIL 2021 to 5 APRIL 2022**

NOTES TO THE ACCOUNTS

	2022	2021
	£	£
1 RESULT FOR THE PERIOD IS STATED AFTER CHARGING:		
Trustee's insurance	nil	nil
Auditor's remuneration - the accounts are not subject to an audit		
2 TRUSTEES REMUNERATION		
Trustees emoluments	nil	nil
There were no transactions during the period in which any trustee had a material interest		
There were no transactions with Trustees, relatives of Trustees or any other related parties that require disclosure.		
3 TANGIBLE FIXED ASSETS		
The Church has no capitalised Fixed Assets, the small items of equipment purchased have been written off in the year of acquisition.		
4 DEBTORS		
Debtors falling due within one year		
Prepayments and accrued income	<u>10740</u>	<u>8999</u>
Aggregate of debtors falling due in over one year	-	-



**EMMANUEL CHURCH (BRAMCOTE)**

**FINANCIAL STATEMENTS**

**6 APRIL 2021 to 5 APRIL 2022**

**5 CREDITORS DUE WITHIN ONE YEAR**

Accruals	<u>5689</u>	<u>4185</u>
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**6 PROVISIONS FOR LIABILITIES AND CHARGES**

No provisions are required

**7 CONTINGENT LIABILITIES**

The Trustees are not aware of any contingent liabilities

**EMMANUEL CHURCH (BRAMCOTE)**

**FINANCIAL STATEMENTS**

**6 APRIL 2021 to 5 APRIL 2022**

**INDEPENDENT EXAMINER'S REPORT  
TO THE TRUSTEES OF  
EMMANUEL CHURCH (BRAMCOTE)**

I report on the accounts for the Church for the year ended 5 April 2022, set out on pages 1 to 5

**Respective responsibilities of Trustee and Examiner**

As the Charity's Trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of S.144(2) Charities Act 2011 does not apply. It is my responsibility to state, on the basis of procedures specified by the Charity Commissioners under S 145 of the Act whether particular matters have come to my attention.

**Basis of Examiner's Statement**

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 in the accounts. The procedures undertaken do not provide all the evidence required in an audit, and I therefore do not express an audit opinion.

**Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

1) which gives me reasonable cause to believe that in any material respect the requirements

- a) to keep accounting records in accordance with S 130 of the Act; and
- b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Charities Act.

have not been met ; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Independent Examiner

**EMMANUEL CHURCH (BRAMCOTE)**

**FINANCIAL STATEMENTS**

**6 APRIL 2021 to 5 APRIL 2022**

This page does not form part of the statutory accounts

INCOMING RESOURCES	Unrestricted	Restricted	TOTAL FUNDS	
	£	£	2022	2021
			£	£
<u>Donations and gifts</u>				
Regular committed giving	138056		138056	118516
Gift Aid reclaimed	34253		34253	29328
Collections and One-off gifts	5746	8805	14551	23336
	<u>178055</u>	<u>8805</u>	<u>186860</u>	<u>171180</u>
<u>Investment income</u>				
Bank interest	<u>8</u>		<u>8</u>	<u>12</u>
<u>Income from church activities</u>				
Charitable trading	-		-	-
Non Charitable trading	4259		4259	168
	<u>4259</u>		<u>4259</u>	<u>168</u>
<b>TOTAL RESOURCES</b>	<u>182322</u>	<u>8805</u>	<u>191127</u>	<u>171360</u>

Detailed analysis of the comparative figures is given on page 9



**EMMANUEL CHURCH (BRAMCOTE)**

**FINANCIAL STATEMENTS**

**6 APRIL 2021 to 5 APRIL 2022**

This page does not form part of the statutory accounts

RESOURCES EXPENDED	Unrestricted	Restricted	TOTAL	FUNDS
	£	£	2022	2021
	£	£	£	£
<u>Church activities</u>				
Staff salaries & expenses	113375		113375	91889
Premises hire	8595		8595	0
Childrens' work	2254		2254	488
Mission & Outreach	1136		1136	1626
Mission support	18944		18944	16724
Capital	11437		11437	584
Food & hospitality	722		722	0
Licences & insurance	7197		7197	6789
Stationery & publicity	900		900	626
Training	2204		2204	60
Bookstall	200		200	276
Miscellaneous	457		457	336
Restricted donation			-	4409
	<u>167421</u>	<u>-</u>	<u>167421</u>	<u>123807</u>

Detailed analysis of the comparative figures is given on page 9

**EMMANUEL CHURCH (BRAMCOTE)**

**FINANCIAL STATEMENTS**

**6 APRIL 2021 to 5 APRIL 2022**

This page does not form part of the statutory accounts

Details of 2021 Incoming Resources and Expenditure

Incoming Resources	Unrestricted £	Restricted £	TOTAL 2021 £
<u>Donations and gifts</u>			
Regular committed giving	118516		118516
Gift Aid reclaimed	29328		29328
Collections and One-off gifts	15593	7743	23336
	<u>163437</u>	<u>7743</u>	<u>171180</u>
<u>Income from church activities</u>			
Charitable trading	0		0
Non Charitable trading	168		168
	<u>168</u>	<u></u>	<u>168</u>

Resources Expended	Unrestricted £	Restricted £	TOTAL 2021 £
<u>Church activities</u>			
Staff salaries & expenses	91889		91889
Premises hire	0		0
Childrens' work	488		488
Mission & Outreach	1626		1626
Mission support	16724		16724
Capital	584		584
Food & hospitality	0		0
Licences & insurance	6789		6789
Stationery & publicity	626		626
Training	60		60
Bookstall	276		276
Miscellaneous	336		336
Restricted donation		4409	4409
	<u>119398</u>	<u>4409</u>	<u>123807</u>

**EMMANUEL CHURCH (BRAMCOTE)**

**FINANCIAL STATEMENTS**

**6 APRIL 2021 to 5 APRIL 2022**

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Church activities	167421	0	167421	123807
Governance costs	195		195	195
<b>TOTAL</b>	<u>167616</u>	<u>0</u>	<u>167616</u>	<u>124002</u>
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NET INCOMING RESOURCES	14706	8805	23511	47358
Brought forward	75151	20709	95860	48502
<b>Carried forward</b>	<u>89857</u>	<u>29514</u>	<u>119371</u>	<u>95860</u>

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**FINANCIAL STATEMENTS**

**6 APRIL 2021 to 5 APRIL 2022**

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Approved by the Trustees/Directors on  
and signed on their behalf

*Edward Bowerman*  
EDWARD BOWERMAN  
1 JANUARY 2023

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**FINANCIAL STATEMENTS**

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**6 APRIL 2021 to 5 APRIL 2022**

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**EMMANUEL CHURCH (BRAMCOTE)**

**FINANCIAL STATEMENTS**

**6 APRIL 2021 to 5 APRIL 2022**

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**EMMANUEL CHURCH (BRAMCOTE)**

**FINANCIAL STATEMENTS**

**6 APRIL 2021 to 5 APRIL 2022**

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**EMMANUEL CHURCH (BRAMCOTE)**

**FINANCIAL STATEMENTS**

**6 APRIL 2021 to 5 APRIL 2022**

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**EMMANUEL CHURCH (BRAMCOTE)**

**FINANCIAL STATEMENTS**

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**EMMANUEL CHURCH (BRAMCOTE)**

**FINANCIAL STATEMENTS**

**6 APRIL 2021 to 5 APRIL 2022**

This page does not form part of the statutory accounts

Details of 2021 Incoming Resources and Expenditure

Incoming Resources	Unrestricted £	Restricted £	TOTAL 2021 £
<u>Donations and gifts</u>			
Regular committed giving	118516		118516
Gift Aid reclaimed	29328		29328
Collections and One-off gifts	15593	7743	23336
	<u>163437</u>	<u>7743</u>	<u>171180</u>
<u>Income from church activities</u>			
Charitable trading	0		0
Non Charitable trading	168		168
	<u>168</u>	<u></u>	<u>168</u>

Resources Expended	Unrestricted £	Restricted £	TOTAL 2021 £
<u>Church activities</u>			
Staff salaries & expenses	91889		91889
Premises hire	0		0
Childrens' work	488		488
Mission & Outreach	1626		1626
Mission support	16724		16724
Capital	584		584
Food & hospitality	0		0
Licences & insurance	6789		6789
Stationery & publicity	626		626
Training	60		60
Bookstall	276		276
Miscellaneous	336		336
Restricted donation		4409	4409
	<u>119398</u>	<u>4409</u>	<u>123807</u>