

WOOLWICH COMMUNITY CHURCH

Annual Report and Financial Statements

of the Trustees of the Church

For the year ended 31 May 2021

Chair of Trustees
Debo Oluwatuminu

Bank:
Barclays Bank, Welling

Independent Examiner:
Ms. Sue Peach

Charity Number:
1157291

WOOLWICH COMMUNITY CHURCH
(REG. CHARITY TO 1157291)

TRUSTEES ANNUAL REPORT

FOR THE PERIOD 1ST JUNE 2020 TO 31ST MAY 2021

Woolwich Community Church

The Church is a registered charity which operates principally in the Woolwich area of South East London within the Borough of Royal Greenwich. Its main area of outreach is on the Woolwich Common Estate, and our membership is principally drawn from the SE18 area.

The Church is a Charitable Incorporated Organisation and is registered with the Charity Commissioners. The Church's governing document is its Constitution. WCC is affiliated with the Pioneer Churches who are a member of the Evangelical Alliance.

Woolwich Community Church's principal registered address as a Charity is 112 Ancona Road, Plumsted, SE18 1AD

The Aims of Woolwich Community Church

The aims and objectives of the Church are as set out in our Constitution - namely: -

- The advancement of the Christian faith for the public benefit as set out in the Basis of Faith statement of the Evangelical Alliance UK.
- Seek new followers and converts
- Provide a place of Christian worship
- Raise awareness and understanding of Christian belief and practice through instruction, and the study of the bible.
- Undertake Missionary and outreach work in the local community and further afield including overseas - particularly amongst people affected by poverty or natural disaster.

Management of the Church Trustees

The Church has an active Board of Trustees who provide the overall management of the Charity in terms of governance, financial oversight, review of decision making and risk management. The Trustees have a broad range of skills and experience, which include those of legal, financial, human resources, planning and administration.

The Church has the following Trustees:-

Debo Oluwatuminu	Chair of Trustees
Tania Smith	Trustee
Neena Samuel	Trustee and Secretary to the Trustees
Petruta Nila	Trustee and Finance Officer
Shan Rogbeer	Trustee

The Charity can have up to 10 Trustees. New Trustees are appointed by the Board of Trustees. Each Trustee is appointed for a specific time period.

The Trustees generally meet quarterly unless there are urgent matters requiring to meet sooner. In line with the Church's constitution, some Trustee decisions are agreed using electronic communication i.e. email.

The Trustees will also approve documents and policies that impact on the operation and governance of the charity including Child and Adult Protection (Safeguarding), Health and Safety, Covid-19 safety measures, Reserves policy and annual budget framework.

Church Leadership Team

The Leadership Team (TLT) provides spiritual ministry, strategic and operational leadership of the Church. The Leadership Team (TLT) consists of the Pastor of the Church and other senior members of the congregation. From time-to-time, other church members come to the LST meetings for individual items for discussion.

Where We Meet

The Church uses Woolwich Common Community Centre as its main place for work, church services and meetings. We enjoy a good working relationship with the Centre management. The Centre management is looking to refurbish the building in partnership with Greenwich Council, but the process has been very slow, and we have been awaiting further developments for some time.

The Church also uses other buildings and Churches as needed for outreach and services. Some meetings, such as House Group and prayer meetings, are held in the homes of congregation members.

The Church is growing and developing and has been considering moving to another larger facility. The Building Finding Group have been active in seeking the views of church members on their visions and uses for the new building, developing business and project plans and researching various options. This continues to be a major piece of work and commitment for the Church and the Trustees are keen to ensure that the project can be managed within the resources available.

Since the pandemic in March 2020, and because of Covid-19, the Church has followed and implemented all the new updates from UK Government's Public Health information and continues to use ZOOM for both teaching and worshipping. Online presence is being created by dedicated volunteers. Furthermore, on-going support is offered online to the local community where people are getting in touch through contact form. WCC continues to adapt to Covid-19 lockdown. This has been successful where all members of the congregation were able to access the on-line services every Sunday from 10.30 till 12.00. In addition, WCC has purchased new equipment to provide online presence for church members and the local community.

WCC continues to provide pre-recorded On-line Services every Sunday. Also, several Zoom groups are being established within the church for all members of the congregation.

Church Membership

The Church aims to provide a completely open and welcoming environment to newcomers and visitors to all of our activities. The Church is locally based, and the majority of the congregation live in the general area.

Since the pandemic, numbers vary from week to week - the average attendance each Sunday morning being around 50 out of a total membership of around 90. We have considerable turnover of membership due to the nature of the area, and this makes the greeting of new people important and we are often saying goodbye to old friends.

Life gatherings – During the pandemic, members of the congregation, have been asking when house groups will be starting up again. As WCC has now developed into a **HYBRID CHURCH**, we are no longer limited to meet in a physical place. Those who have been joining us online -only will also be able to be part of one of these groups; and anyone who would prefer not to meet in person can join in as well.

Our Church is charismatic and evangelical, and our services are lively. The members are from a very wide ethnic mix typical of this area, and there is a wide age range from babies through to people of 80 and over.

Website and emails

Church members' details are held in compliance with General Data Protection Regulation 2018 (GDPR) requirements.

Pioneer

Although Woolwich Community Church is a wholly independent organisation, we have continued to develop our links with the Pioneer Church Network and to come under their overall umbrella. The Pioneer network is a Federation of Churches which provides a relational network that connects, inspires, and equips Churches in the UK. Linking with the Pioneer Network provides us with far greater resources and support. We have known many of the Pioneer leadership team for many years, since the days when we were part of Ichthus Christian Fellowship, and we believe that this linkage is beneficial to our work in WCC.

Main Activities During the Year

As with all public meetings the Church made considerable changes to the way its activities to meet COVID Regulations during the year 2020 to 2021. Woolwich Community Church holds a range of activities. These include regular Sunday morning services, larger celebrations, house groups, children and youth work, bible studies, training days and prayer meetings. Some of our meetings draw people from different churches. Because of Covid-19, pre-recorded online Services were taking place every Sunday and WCC was able to continue with most activities, using On-line resources. Where possible a mix of reduced numbers meetings and on-line services was held with after service fellowship by way of Zoom.

In addition, the Leadership Team meets and maintains relationships with Greenwich Evangelical Leaders. Recently, WCC has joined iNet which is a small church based mission charity

Some members of the Church undertake prison visits and also provide ongoing contact and support to those men when they are released. In some cases, ongoing pastoral contact and support may continue for several years.

WCC supports the Greenwich churches foodbank through collecting food. Although foodbank activities were significantly curtailed during the reporting year due to COVID restrictions.

Some of our members also help with Greenwich Night Shelter for street sleepers during the winter months, and one of our members takes a very active role in its organisation. Again the night shelter activities were curtailed due to COVID restrictions.

In June 2020, a group of 25 women from WCC (Gathering of Eagles) met at Ashburnham; the meeting followed Covid regulations.

In addition, there were forums on Race issues and Racism - BLENDING OF TRIBES discussion -with both WCC Leaders and members of the congregation using ZOOM.

The Church holds Training Days for the congregation and any members of the public who wish to attend. Separately, the Church has Training Days for the Leadership.

in September 2020 there was a 'Gathering of Champions – Men's Day Away' held at Ashburnham.

Throughout the year, Woolwich Community Church has engaged in a number of activities. The Dream School on Saturday 12th and 19th September, from 10am to 12noon, on zoom, was a success.

In September 2020, the Men's Group was named as the 'Ministry of Transformation'; this group is meeting on ZOOM, every Sunday, from 16.00.

WCC started Live streaming 11th October 20, which involves creating a Risk assessment for the Centre. This was in place with implementing policies and procedures.

For the Black History Month, there was a forum called 'Blending of Tribes', via Zoom, on 25th October 2020. This event was making room for healing from trauma of racism. Members of the congregation shared stories in a safe environment, and non- white members were able to make practical suggestions to white people how they can change behaviour.

WCC Leaders had an away week-end at Ashburnham on 31st October 2020.

For the month November and December, the weekly online Discipleship course started. The 'Refreshing Waters' had their first meeting on 28th November, via ZOOM. This was held every other Saturday for everyone to have fellowship and to be able to encourage each other.

WCC started the new year 2021 with a Sunday Services only to be attended by the live streaming team.

The Women's Pioneer conference was attended by some WCC leaders online. Also, the 'Gathering of Eagles' was attended by 48 women online.

WCC had a number of discussions on 'Safeguarding', during Covid and after Covid, as well as Covid – Vaccine/ Fall-Outs after Lockdown.

The Pioneer Annual Conference in March 2021 was a success with 18 people participating on Zoom. This was followed by the Sunday Service, on 7th March, for all Pioneer congregations to join in.

Furthermore, Dave Alcindor has joined the Leadership Team.

WCC has had numerous discussions, with both the Trustees and the Leadership Team, about the option of having a part-time employment for a youth/children/family worker. Discussion is on-going.

Also, WCC has purchased new computers and other IT equipment's for live streaming. This has enabled the church to provide online church for the future.

Gift to Prison Ministry – WCC decided that we would like to support the ministry on a permanent basis. We will give £50 per month and will review in the next budget

Ashburnham Appeal – WCC responded to the appeal for £1000 to support the ongoing ministry of Ashburnham Trust which has been a great blessing for WCC for many years

After the end of lockdown and slow return to the Centre WCC was able to invite up to 30 people to attend(including team). All restrictions with social distancing, wearing masks, were implemented. There was no congregational singing, no hugging, and no refreshments

In May 2021, 22 people from WCC attended the Missional Toolkit training provided by REACH ministry online. Also, WCC has signed up with WELCOM CHURCHES network to welcome people from Hong Kong who want to find a church. We may also get referrals for refugees or asylum seekers from other countries.

The Church maintains a **Pastoral Fund** which is available as gifts to church members and non-members who are experiencing financial hardship. During the lockdown, WCC Financial support was offered to those suffering hardships. These gifts are on a strictly confidential basis and the decision is made by the Leadership Team. As the gifts from the Pastoral Fund need to be made on a confidential basis, it is possible that these may include Trustees – however, the Trustees themselves do not decide on which loans/gifts are to be made. The Pastoral Fund is a Restricted Fund and is accounted for separately within the Church's accounts.

Employees

The Church has a full-time paid pastor (Kelly Cotterell) and a part time administrator (Verena Foster) who was appointed in July 2019. All staff are managed by Pastor Kelly.

Workplace Pension

The Church had to provide a Workplace Pension for its employees, as from 1st August 2017, in compliance with the Workplace Pensions regulations. The options were laid out in a report to the Trustees who then selected NEST to be the Pension Provider. NEST is used by many charities and similar organisations.

The rest of the Church's work is undertaken by members on a volunteer basis who provide everything from welcoming and stewardship, worship leading, maintaining the website, setting up and maintaining the P.A. systems and sound desk, making teas and coffees, children and youth work, service administration, leading services and meeting, finance and setting up and down everything every Sunday. The Church could not function without them and the Leadership Team and Trustees are very grateful for all their work.

Financial Review

The Church had a financial surplus of **£13,040** within the year, which is lower than previous year, but a healthy balance given that COVID-19 pandemic affecting this financial year. The surplus of **£13,040** for the year together with the balances brought forward from the previous year of **£142,474** means that the Church carried forward a bank balance of **£155,514** into the new year.

The Church's main source of funds is from its congregation members with occasional gifts from others. Many members give a regular gift using the principle of tithing (1/10 of their income). Members are encouraged to use the Gift Aid scheme for their giving which will allow the Church to reclaim tax paid on that gift income from HMRC. A Gift Aid claim was made during the reporting year.

The church's income primarily comes from gifts from members and is mainly used to provide salaries for employees and rent and hall hire charges. Further details are provided within the accounts.

The Church has a current account with Barclays Bank. In view of the very low returns available on deposit accounts currently - around 0.5% - the Church does not yet have any funds in a deposit or investment account. This will be reviewed if interest rates increase.

The Church's insurances are provided via Kingdom Bank and these have been renewed for 2020/2021.

The Church has an agreed Reserves policy based on an assessment of the main risks to its financial stability. The assessment allows for risks due to a reduction in giving by Church Members, unexpected expenditure, and temporary cash flow issues. The policy also allows for the Church's position of renting property, rather than owning, which reduces the risk of unexpected high levels of property and maintenance related expenditure.

The policy effectively allows for a reserve to cover one month's gift income from members, plus an amount (£1,000) for unexpected expenditure which could not be deferred. The policy will be reviewed as required and the required balance compared to the free actual funds available.

If the Church goes ahead with acquiring a new property that reserves policy will have to be reviewed.

Declaration

The Trustees declare that they have approved the Trustee's report above.

Signed on behalf of the charity's trustees

Signature 

Electronic Signature

Full name: Tania Smith

Position: Chair of Trustees (from October 2021)

Date: 28 March 2022

WOOLWICH COMMUNITY CHURCH					Prev Year 2019/20	Prev Year 2018/19
RECEIPTS & PAYMENTS ACCOUNT FOR THE FINANCIAL YEAR ENDED 31ST MAY 2021						
	Notes	Unrestricted funds	Restricted Funds	Total	Total	Total
Receipts		£	£	£	£	£
Gift Aid Giving	2 (i)	74,485		74,485	67,753	71,051
Non Gift Aid Giving	2 (i)	3,373		3,373	8,349	12,531
Gift Aid Tax Refund - GASDS		2,000		2,000	17,876	21,282
Ashburnham weekend inc.	3	4,558		4,558	2,844	-
Transfers to Missions	2 (ii)	-		-	(122)	(730)
Transfers to Pastoral Fund (G/Aid)	2 (ii)	-		-	(128)	(1,623)
Transfers to Building fund (G/Aid)	2 (ii)	-		-	(2,607)	(2,096)
Pastoral Fund inc.	2 (ii)		5,645	5,645	3,608	1,623
Prison Ministry Fund inc.	2 (ii)		50	50	692	730
Building Fund inc.	2 (ii)		962	962	6,766	16,811
Missions inc.			440	440		
Misc inc.		(148)		(148)	695	1,356
TOTAL RECEIPTS		84,269	7,096	91,365	105,726	120,935
Payments						
People Costs	5	50,590		50,590	48,809	37,367
Media		5,157		5,157	1,870	453
Affiliation Subscriptions		3,039		3,039	3,100	
Admin		552		552	5,817	1,257
Property	6	5,174		5,174	12,891	14,976
Children & Youth		30		30	637	3,221
Ashburnham weekend	3	2,693		2,693	2,556	1,500
Training		1,090		1,090	1,408	3,407
Misc		1,676		1,676	848	1,642
Pastoral Fund	2 (ii)		3,674	3,674	4,430	290
Prison Ministry Fund	2 (ii)		354	354	636	447
Missions		3,857	440	4,297		
TOTAL PAYMENTS		73,858	4,467	78,325	85,582	69,480
NET RECEIPTS		10,411	2,629	13,040	20,143	51,456
Balances Brought Forward		116,899	25,575	142,474	122,331	70,874
Balances Carried Forward 31 May		127,311	28,203	155,514	142,474	122,331
Page 1		The notes on pages 1-4 form part of these accounts				

WOOLWICH COMMUNITY CHURCH					Prev Year 2019/20	Prev Year 2018/19	Prev Year 2017/18
STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST MAY 2021							
	Notes	Unrestricted funds	Restricted Funds	Total	Total	Total	Total
ASSETS							
Cash Funds		£	£	£	£	£	£
Cash Balances (Petty Cash)		-	-	-	200	200	200
Bank Current Account		127,311	28,203	155,514	142,274	122,131	70,674
Total Cash Funds		127,311	28,203	155,514	142,474	122,331	70,874
Other monetary assets							
Estimated gift aid tax refund due	8	18,963	906	19,868	1,263	1,542	1,444
Total Monetary Assets		18,963	906	19,868	1,263	1,542	1,444
LIABILITIES							
Property	9	426	-	426	250	1,000	992
Amounts due to HMRC	10	675	-	675	667	702	625
Pension	11	-	-	-	-	-	125
Total Liabilities		1,101	-	1,101	917	1,702	1,742
Approved by Woolwich Community Church and signed on its behalf by							
Page 2		The notes on pages 1 to 4 form part of these accounts					

WOOLWICH COMMUNITY CHURCH

NOTES TO FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST MAY 2021

1 ACCOUNTING POLICIES

The Financial Statements have been prepared in accordance with the Charities Act 2011 and on the Receipts and Payments basis.

2 ANALYSIS OF FUND MOVEMENTS FOR THE YEAR

- (i) **UNRESTRICTED FUNDS** may be used by the Church for any of its ordinary purposes. The movements in the fund are shown in the Receipts and Payments Account
- (ii) **RESTRICTED FUNDS** represent donations and gifts received for a specific purpose. The funds may only be spent on the specific purpose for which they were given. Any balance remaining unspent must be carried forward as a balance on that fund and cannot be absorbed into General Funds. Receipts include Gift Aid on specific giving for the Pastoral Fund and, Prison Ministry and the Building Fund as per below.

FUND NAME	PURPOSE	Bal B/f	Receipts	Payments	Bal 31st May
Building Fund	Identifying and acquiring a new building for the Church	£24,726	£962	£0	£25,687
Prison Ministry	Resources for prison ministry	£339	£50	£354	£36
Pastoral Fund	Relief of financial hardship	£511	£5,645	£3,674	£2,481
		£25,575	£6,656	£4,027	£28,204

3 Analysis of Receipts and Payments Items

These are shown in the Receipts and Payments Account on Page 1. **Ashburnham** is various retreats (for women, men and mixed groups) at Ashburnham Christian Centre.

5 PEOPLE COSTS - consists of:-

Paid Employees	
Gross salaries and wages	£47,999
Employer's National Insurance costs (small employer scheme)	£0
	£47,999
Visiting preachers	£700
Volunteers expenses	£0
Total People Costs	£50,590
Average number of employees	2.0

6 PROPERTY COSTS - Consist of costs for:-

Woolwich Common Community Centre hire charge	£5,134
Other - studio hire	£40
	£5,174

Page 3

- Payments to Trustees** - No expenses were paid to Trustees, however as the Church Leadership Team make confidential payments from the Pastoral Fund it is possible that such payments may include those to a Trustee.

8 Gift Aid tax refund due for 2021

9 Hire charge due for use of Woolwich Common Community Centre for May 2021

10 Amount due to HMRC for payroll deductions but not yet paid over. No employer's NI cost is shown due to the credit for small employers.

The Church has started a workplace pension for its employees with **NEST**. The Church complies with the
11 Pensions Regulator's requirements for employer's contribution. No outstanding liability for YE 2020/2021 and YE 2019/2020.

WOOLWICH COMMUNITY CHURCH

Annual Report and Financial Statements

of the Trustees of the Church

For the year ended 31 May 2021

Chair of Trustees

DEBO OLUWATUMINU

Church Leader

Pastor Kelly Cotterell

Bank:

Barclays Bank, Welling

Independent Examiner:

Ms. Sue Peach

Charity Number:

1157291

Independent Examiner's Report to the Trustees of Woolwich Community Church

I report on the accounts of the church for the year ended 31 May 2021, which are set out on pages 1 to 4.

Respective responsibilities of the Church's Trustees and examiner

The Church's Trustees are responsible for the preparation of the accounts. 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. It is my responsibility to

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

Basis of 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 Church 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 no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

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
- to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.



Ms. Sue Peach

Independent Examiner

Relevant Professional Qualification: CPFA

Address

4 Kirk Lane

Plumstead

SE18 3AD

Date: 24th February 2022