

Trustees' Annual Report for the year ended 31st March 2021 **Grace Church Caversham (registered charity number: 1158041)**

Governing Document

Grace Church Caversham was registered as a Charitable Incorporated Organisation (CIO) in July 2014 and is governed by a constitution as of that date. The CIO is the successor charity to the Charity of Ann Burchett (charity registration number 233776).

Vision and Objects

As a church our vision is:

To see Jesus glorified in everything we do:

- In preaching the gospel and seeing lives transformed by God's Word and Spirit
- In serving the community and reaching out to all including the poor and marginalised
- In actively encouraging and promoting mission throughout the world to extend God's Kingdom.

This vision aligns with the objects of the CIO, which are set out in the constitution:

- i) To advance the Christian faith, in accordance with the church's Statement of Beliefs, in the local community and elsewhere; and to
- ii) To relieve persons who are in conditions of need or hardship or who are aged or sick and to relieve the distress caused thereby in the local community and elsewhere.
- iii) To demonstrate the love of God in the local community and elsewhere through social action.

Through the activities of the church as described below, the trustees consider that the church has provided a public benefit to the local community and beyond, and with respect to this the trustees have had regard to the Charity Commission's public benefit guidance, and in particular the specific guidance given to charities on the advancement of religion.

Overview of Activities

A congregation has been meeting at Grace Church Caversham (formerly known as Caversham Hill Chapel) since the 1820s. Grace Church Caversham has a congregation of around 100 people, and the key activities of the church, all of which are of public benefit are:

- Weekly Sunday morning worship and teaching services catering for all sections of the local community. These have continued through the COVID-19 pandemic on Zoom.
- The church groups that focus on meeting the needs of different sections of the public within the local community (e.g. Pop-In Café, Toddlers group, Buddies Senior Citizens support group) have been paused due to the COVID-19 pandemic.
- An open youth club (Sync) which runs on a fortnightly basis in term time for young people of secondary school age from the local community was also paused during the pandemic, but some socially distanced youth activities did take place when allowed.
- Provision of ongoing pastoral care and practical help for members of the church and more widely within the local community (e.g. support from a pastoral team throughout the pandemic focussing in particular on those isolated and providing practical support as necessary).
- Support for the work of various ministries and other charities whose objects are aligned with Grace Church Caversham's, and who are serving the public generally or particular sections of the public within the localities where they are based.

The employees of the church remain the senior pastor (who is also an Elder), the youth pastor, and the church administrator (who works as a part-time employee). Together the employees, the other elders and other members of the congregation have all continued to contribute to the various activities described above.

Church Partnerships

Grace Church Caversham continues to be a member of the Evangelical Alliance and is part of the Catalyst Network of Churches, part of Newfrontiers. Grace Church Caversham also participates in the Reading Churches Network (Transform Reading) and supports the local work of Churches Together in Caversham.

Financial Review

The underlying level of donations to the church has remained relatively consistent from the previous year with the majority of the church's income being donations from members of the congregation. The largest areas of church expenditure continue to be staff salaries and related costs and grants to mission partners.

The CIO aims to maintain at least £25,000 in General Reserves to meet any unexpected expenditure or to offset any irregularities in regular income. This represents approximately three months of normal church total expenditure.

Trustees

The trustees of Grace Church Caversham during the period were:

Mr. D. Steed (Elder, Chair)
Mr. K. Saynor (Elder)
Mr. N. King (Elder)
Mr. N. Barnett
Mrs. M. Clarke
Mr. J. Crozier (Treasurer)

According to the constitution, new trustees are appointed by the existing charity trustees.

Governance

Pastoral and spiritual leadership for the church is provided by the elders who meet on a weekly basis to discuss the direction of the church and other matters arising. The trustees provide oversight of the operation of the church and for all legal and financial matters. The trustees meet regularly throughout the year to review operations of the church and its financial position. During the year the trustees continued to review and update the policies and procedures put in place to govern the activities of the church. The church's risk assessment is included in the above reviews and any findings are addressed on an ongoing basis.

Address

The address of Grace Church Caversham is:
119 Peppard Road
Emmer Green
Reading
RG4 8TR

Bankers

Barclays Bank
4 Church Road
Caversham
Reading
RG4 7AE

Independent Examiner

Mr. R. Smyth
4 Chatsworth Close
Caversham Park Village
RG4 6RS

Signed on behalf of the charity's trustees:



Mr. D. Steed (Chair of Trustees)

16th January 2022

GRACE CHURCH CAVERSHAM

(registered charity number 1158041)

Financial Accounts

**Year ended
31 March 2021**

GRACE CHURCH CAVERSHAM

Receipts and Payments Account For the financial year ended 31 March 2021

Notes	Unrestricted funds	Designated funds	Restricted funds	Total FY21	Total FY20
	£	£	£	£	£
Receipts					
Donations and tax refunds	76,049	-	11,758	87,806	93,182
Investment income	11,183	13,044	-	24,227	21,665
Grants	6,055	-	-	6,055	777
	93,287	13,044	11,758	118,088	115,624
Income from sales of assets	-	-	-	0	0
Total Receipts	93,287	13,044	11,758	118,088	115,624
Payments					
Reaching the Community	7,220	-	9,700	16,920	7,367
Church costs	6,770	-	-	6,770	12,092
Mission grants	15,416	-	2,394	17,810	19,784
Staff costs	79,532	-	-	79,532	79,589
Facilities	4,726	1,894	-	6,621	18,133
	113,664	1,894	12,094	127,653	136,974
Asset purchases	0	-	-	0	0
Paying down liabilities	-	-	-	0	0
Total Payments	113,664	1,894	12,094	127,653	136,974
Net Receipts	(20,378)	11,150	(337)	(9,565)	(21,350)
Transfers between funds	10,800	(10,800)	-	0	0
Net movement in funds	(9,578)	350	(337)	(9,565)	(21,350)
Total cash funds b/f (at 1 April 2020)	45,020	45,860	1,740	92,620	113,970
Total cash funds c/f (at 31 March 2021)	35,442	46,210	1,403	83,055	92,620

The notes on pages 3 to 5 form an integral part of these accounts.

These accounts were approved by the Trustees and signed on their behalf by John Crozier (Treasurer)
Date: 4th December 2021

John Crozier

GRACE CHURCH CAVERSHAM

Statement of Assets and Liabilities As at 31 March 2021

	Notes	Unrestricted funds	Designated funds	Restricted funds	Total FY21	Total FY20
		£	£	£	£	£
Cash funds						
Bank and cash		22,051	33,106	(734)	54,422	72,817
Investment assets		-	13,104	-	13,104	10,860
Debtors		13,390	-	2,138	15,528	8,943
Total cash funds		35,441	46,210	1,403	83,055	92,619
Assets retained for the charity's own use						
Land and buildings		-	310,000	800,000	1,110,000	1,110,000
Computers and other equipment		7,908	-	-	7,908	7,908
Total assets retained for the charity's own use		7,908	310,000	800,000	1,117,908	1,117,908
Total assets		43,349	356,210	801,403	1,200,963	1,210,527
Liabilities		0	0	0	0	0
Total net assets		43,349	356,210	801,403	1,200,963	1,210,527

The notes on pages 3 to 5 form an integral part of these accounts.

These accounts were approved by the Trustees and signed on their behalf by John Crozier (Treasurer)
Date: 4th December 2021


John Crozier

GRACE CHURCH CAVERSHAM

Notes to the Accounts For the financial year ended 31 March 2021

1 Accounting Policies

a) Basis of Preparation

The accounts are prepared on a Receipts and Payments basis in accordance with the Charities Act 2011 and Charities SORP.

b) Donations, legacies and other income

Donations, legacies and other income is accounted for when received. Tax reclaims on donations are accounted for in the same period as the donations to which they relate.

c) Grants

Grace Church Caversham makes grants to other organisations whose charitable objects complement its work. They are accounted for in the period in which they are paid.

d) Assets

The church buildings are valued at their insurance value. The church manse at Fraser Avenue, Caversham, is valued as at its transfer value. Quoted investments are stated at market value.

2 Donations and tax refunds

	Unrestricted funds	Designated funds	Restricted funds	Total	Total
				FY21	FY20
Donations	62,658	-	9,620	72,278	77,859
Tax refunds	13,390	-	2,138	15,528	15,323
Total	76,049	0	11,758	87,806	93,182

3 Investment income

	Unrestricted funds	Designated funds	Restricted funds	Total	Total
				FY21	FY20
Bank interest	-	-	-	0	18
Income from other investments	363	2,244	-	2,627	47
Rental income	10,800	10,800	-	21,600	21,600
Total	11,163	13,044	0	24,227	21,665

4 Mission grants paid in furtherance of the charity's objects

	Unrestricted funds	Designated funds	Restricted funds	Total	Total
				FY21	FY20
Operation Mobilisation	9,996	-	-	9,996	9,996
People International	4,200	-	-	4,200	4,200
Hannah George	0	-	0	0	2,000
Newfrontiers/Catalyst Network of Churches	500	-	-	500	500
Aggregated other grants less than £1,000	720	-	2,394	3,114	3,088
Total	15,416	0	2,394	17,810	19,784

5 Staff costs and trustee expenses

	Unrestricted funds	Designated funds	Restricted funds	Total FY21	Total FY20
Salaries	70,635	-	-	70,635	69,854
Social security costs	2,459	-	-	2,459	3,395
Pension costs	6,438	-	-	6,438	6,351
Total	79,532	0	0	79,532	79,600

The average number of employees during the year was 3 (FY20: 3 employees). No employee received emoluments in excess of £50,000 during the year (FY20: none). No sums were reimbursed to the trustees for their work as trustees (FY20: none).

6 Restricted Funds

The Contributions fund is used to track contributions towards church activities participated in by the contributors (e.g. church trips and events). The Reaching the Community fund is used to track donations specified for the support of work in the community in the UK and overseas. The Building fund is used to track donations specified for the proposed extension to the church buildings. The Welfare fund is used to track donations specified for the support of those in need.

Fund	Contributions Fund	Reaching the Community Fund	Building Fund	Welfare Fund	Total
Balance as at 1st April 2020	650	182	0	907	1,739
Incoming resources	0	1,710	0	10,113	11,823
Resources expended	0	(1,710)	0	(10,450)	(12,160)
Balance as at 31st March 2021	<u>650</u>	<u>182</u>	<u>0</u>	<u>577</u>	<u>1,403</u>

The balance of these funds is all held in Bank and Cash.

The Church Buildings fund is used to account for the main church buildings.

Fund	Church Buildings Fund
Balance as at 1st April 2020	800,000
Incoming resources	0
Resources expended	0
Balance as at 31st March 2021	<u>800,000</u>

The balance of this fund represents the value of the main church land and buildings.

7 Designated Funds

The General Reserve fund represents the reserves for the church for large or unexpected future expenditure items and the trustees are satisfied that a balance representing approximately three months expenditure is sufficient to be able to respond to unexpected changes in incoming resources and expenditure. The Property Fund represents income and expenditure related to the church manse.

Fund	General Reserves	Property Fund	Total
Balance as at 1st April 2020	35,860	320,000	355,860
Incoming resources	2,244	10,800	13,044
Resources expended	0	(12,694)	(12,694)
Balance as at 31st March 2021	38,104	318,106	356,210
Represented by:			
Bank and cash	25,000	8,106	33,106
Investment assets	13,104	-	13,104
Land and Buildings	-	310,000	310,000
Liabilities	-	-	0
Balance as at 31st March 2021	38,104	318,106	356,210

8 Related Charities

As the successor charity to the Charity of Ann Burchett (charity registration number 233776), during FY16 the ongoing assets of the Charity of Ann Burchett were transferred to the CIO as per resolutions of the trustees. During FY16 the main church premises were held in trust by the FIEC as holding trustee. The church premises were transferred into the ownership of the CIO during FY17 and are reflected in the accounts as such.

Grace Church Caversham is in association with the Catalyst Network of Churches, Newfrontiers International, and is a member of the Evangelical Alliance.

9 Guarantees and Debts

The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at 31st March 2021, Grace Church Caversham did not have any outstanding guarantees to third parties or any debts secured on assets of the CIO.

Independent Examiner's Report to the Trustees of Grace Church Caversham

I report on the accounts of Grace Church Caversham for the year ended 31 March 2021, which are set out on pages 1 to 5.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

- examine the accounts (under section 145 of the Charities Act 2011);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act 2011); 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 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 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 aspect the requirements
 - to keep accounting records in accordance with section 130 of the Charities Act 2011; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 2011have 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.

Signed:  Date: 14th January 2022

Name: Roy Smyth
Address: 4 Chatsworth Close, Caversham Park Village, RG4 6RS