

TRINITY MINISTRIES BRADFORD

(A company limited by guarantee)

**Annual Report and Financial Statements
For the year ended 30th September 2020**

**Charity Number 1160708
Company Number 09216364**

TRINITY MINISTRIES BRADFORD

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30th September 2020

The trustees, who are also directors for the purpose of company law, present their report and accounts for the year ended 30th September 2020 which have been prepared in accordance with Accounting and reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1st January 2015) and in accordance with the special provisions of Part VII of the Companies Act relating to Small Entities.

Reference and Administrative Information

Charity Name	Trinity Ministries Bradford
Charity No	1160708
Company No	09216364

Registered Office and operational address	30 Avondale Crescent Shipley West Yorkshire BD18 4QS
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Trustees and Management Committee

During the year ended 30th September 2020 the following served as Directors and Charity Trustees

Adrian Watts	Chairman
Geoff Gobbett	
Jonathan Clifton	

An employee, Thomas Swinney, although not a Director or Trustee, served as Treasurer during the period and was a member of the Management Committee.

Independent Examiner	David Elkin FCA, 23 Soper Grove, Basingstoke, Hants, RG21 5PU
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Banker	CAF Bank plc, 25 Kings Hill Avenue, West Malling, Kent, ME19 4JQ
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The Charity does not have any other formal advisors, legal or otherwise. However, where it is considered appropriate, such advice would be sought.

Aims and Objectives

The trustees have had due regard to the charity Commission guidance on public benefit in deciding what activities the charity should undertake.

The aims of the Charity are, for the public benefit, to advance the Christian faith in accordance with the statement of beliefs of Fellowship of Independent Evangelical Churches, in West Yorkshire and in such other parts of the United Kingdom or the world as the Trustees may from time to time think fit and to fulfill such other purposes which are exclusively charitable according to the law of England and Wales and are connected to the charitable work of the Charity.

Achievement and performance

Trinity Ministries Bradford continues to operate in Bradford through Trinity Church Bradford. Trinity Church meets every Sunday at 10.30am in the Midland Hotel. The Midland Hotel is situated in the centre of Bradford and is easily accessible by excellent transport links across Bradford. There is also a weekly

TRINITY MINISTRIES BRADFORD

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30th September 2020

midweek meeting for Bible study and prayer and an in-house training course that runs on Sunday afternoons during term time. Trinity Church also runs occasional events and courses including Quiz Nights, an introduction to the Bible course called *The God who makes Himself known* and the Marriage Course. In December 2019, Trinity Church Bradford hosted a Carols by Candlelight event in Victoria Hall, Saltaire, which has excellent links with the local community. For the first time, the large Main Hall was used and there were around 120 guests.

2020 has been a notable year in the life of the nation and Trinity church with the Coronavirus pandemic. This had a significant effect on the normal operations of Trinity Church Bradford. The virus began to emerge in the UK in January 2020 and by late March, the country was locked down, and the government closed all places of public worship. From late March, our Sunday service moved to a live broadcast on the Trinity Church Bradford YouTube Channel. This included a live question time for people to ask questions about the sermon and was followed by a Zoom coffee and chat for regulars. Our midweek week Bible study and prayer time *Growth Group* and our in-house training course *Equipped to Serve* all moved over to Zoom. To help provide a level of stability for church members during the pandemic, both *Growth Group* and *Equipped to Serve* continued to run through-out the various school holidays.

These online services were accessible to all members of the church and in some case, for example couples with children, this meant that both parents were able to attend the studies, whereas previously only one parent was able to attend while the other looked after the children at home.

As well as being a church for a number of students at Bradford University, Trinity Church Bradford also supports Bradford University Christian Union (CU) in a number of ways. Trinity Church provides speakers on a regular basis at CU meetings and events. Trinity Church also runs an annual four day intensive Bible conference called Trinity Bible Week. The conference runs each year the week before Fresher's week and is open to all students, regardless of what church they go to. Due to the pandemic, Trinity Bible Week 2019 was run on Zoom.

Trinity Church is continuing to produce resources to equip members of the church to share the message of Christianity with others. The apologetics book *Reflection: Made to be like him* and the introduction to the Bible course *The God who makes himself known*, both published in house and printed locally at Bradford University, have been used by members of the church family throughout the year. Furthermore, Trinity Church Sunday school continues to run during our Sunday morning service to provide age appropriate teaching to the growing number of children in the church.

Mr. Thomas Swinney and Mr. Adrian Watts are the pastors of Trinity Church Bradford and receive salaries from Trinity Ministries Bradford.

Financial Review

The financial statements show the transactions for Trinity Church Bradford for the year ended 30th September 2020. Income for the year was £41,211 (2019 £41,973). Expenditure for the year was £35,667 (2019 £39,182).

Giving was very similar to the previous year. Expenditure was down by approximately £3,500. This included a reduction of £2,158 in the cost of room rental for services from March-2020 when it was not possible to meet for services. Both employees, Mr. Swinney and Mr. Watts, accepted a smaller proportion of their salaried than in previous years. As in previous years, both have waived their right to any further claim on unpaid salaries.

TRINITY MINISTRIES BRADFORD
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30th September 2020

The trustees have approved the attached financial statements which show a true and fair view of the financial activity for the year ended 30th September 2019 and the state of affairs at 30th September 2019.

Reserves Policy

TMB reserves at 30th September 2020, excluding fixed assets, represented 3-month's expenditure (2019 1-months expenditure). This is approaching the present target level of reserves being in region of 3 – 4 months expenditure. Both Mr. Swinney and Mr Watts intend to continue to accept less than their full salaries to facilitate maintaining expenditure in line with income and holding reasonable levels of reserves. The trustees are confident that Trinity Ministries Bradford can continue to progress successfully within the funds available.

Risk Management

The trustees are experienced in Christian Ministry and are aware of the major risks to which the Charity is exposed and have established systems to mitigate these risks.

Structure, Governance and Management

The organisation is a charitable company limited by guarantee, incorporated on 12th September 2014 and registered as a charity on 2nd March 2015. The company was established under a Memorandum of Association which established the objectives and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are required to be elected annually at the Annual General Meeting.

Members of the Management Committee are experienced in Christian ministry and give their time voluntarily, although in his role as a paid co-pastor Mr. Adrian Watts, a trustee, received a salary. Similarly, in his role as a paid co-pastor, Mr. Thomas Swinney, a member of the management committee but not a trustee, received a salary.

Responsibilities of the Management Committee

The Management Committee is responsible for preparation of the financial statements and the maintenance of the accounting records and the required policies to enable them to be prepared accurately.

The Management Committee have decided that the company is exempt from audit. Mr David Elkin FCA, was requested to complete an independent examination of the Charity. The accounts have been prepared on the historic cost and accruals basis and include the accounting policies on page 7, and accurately set out the financial activities of the Charity.

Approved by the Management Committee on 23/06/2021 and signed on its behalf by:



Mr. Adrian Watts (Director)

Independent Examiner's Report to the Trustees of Trinity Ministries Bradford
Charity No 1139071

I report on the accounts of the company for the year ended 30th September 2020, which are set out on pages 5 to 10.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 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 independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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.



David Elkin FCA
23 Soper Grove
Basingstoke
Hants, RG21 5PU

TRINITY MINISTRIES BRADFORD

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 30th September 2020

		2020	2019
	Notes	TOTAL FUNDS	TOTAL FUNDS
INCOMING RESOURCES			
Incoming Resources from Donors	2a	40,574	40,971
Other Voluntary Incoming Resources	2b	0	0
Income from Charitable and Ancillary Trading	2c	637	1,002
		<u>41,211</u>	<u>41,973</u>
RESOURCES EXPENDED			
Charitable Activities	3a	35,567	39,069
Governance Costs	3b	100	113
		<u>35,667</u>	<u>39,182</u>
NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES		5,544	2,791
DEPRECIATION	5	73	73
NET MOVEMENT IN FUNDS		<u>5,471</u>	<u>2,718</u>
BROUGHT FORWARD 1st October 2019		3,944	1,226
CARRIED FORWARD 30th September 2017		<u><u>9,415</u></u>	<u><u>3,944</u></u>

TRINITY MINISTRIES BRADFORD
BALANCE SHEET AS AT 31ST DECEMBER 2020

		2020	2019
	Notes	£	£
FIXED ASSETS			
Tangible Fixed Assets	5	438	511
		438	511
CURRENT ASSETS			
Debtors	6	3,790	973
Stock of Books		14	185
Cash in Bank and In Hand		<u>5,272</u>	<u>2,376</u>
		9,077	3,533
LIABILITIES			
Amounts falling due within one year	7	(100)	(100)
NET CURRENT ASSETS		8,977	3,433
LIABILITIES			
Falling due in more than one year	7	0	0
TOTAL NET ASSETS		<u>9,415</u>	<u>3,944</u>
CHARITY FUNDS			
Trinity Church	9	9,415	3,944
		<u>9,415</u>	<u>3,944</u>

The notes on pages 7 to 10 form part of these accounts

For the year ending 30th September 2015 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective 1st January 2015).

The accounts were approved by the trustees on the 23rd June 2021 and signed on their behalf by:

A.J. Watts

Adrian Watts (Director)

TRINITY MINISTRIES BRADFORD

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30th September 2020

1. ACCOUNTING POLICIES

(a) Basis of Accounting

The financial statements have been prepared using the historical cost convention and accruals basis and are in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for smaller entities (the FRSSE) (effective 1st January 2015) and in accordance with the special provisions of Part 7 of the Companies Act 2006 relating to small entities.

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

(b) Fund Accounting

Unrestricted funds are available to use at the discretion of the trustees in furtherance of the charities objectives.

Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(c) Incoming Funds

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable certainty. The following specific policies apply:

Voluntary income by means of donations or gifts is included on receipt. Gift Aid recoverable on voluntary income is included when the voluntary income is recognized.

Grants and legacies to the Charity are accounted for as soon as the Charity is notified of its legal entitlement to the amount due.

Interest and investment income is included when receivable

(d) Resources Used

Expenditure is recognised on an accruals basis as a liability is incurred, including the cost of unrecoverable VAT.

Charitable expenditure includes the costs incurred by the charity in delivering of its activities to and services to its beneficiaries. These include costs directly attributable to its activities and services, costs to support them and costs associated with meeting the statutory and constitutional requirements of the Charity, including the strategic management of the charity.

Donated services are included at the value to the charity where this value can be quantified. The value of services provided by volunteers has not been included in these accounts.

The number of financial transactions is small and the Management Committee time on strategic review is small in relation to total time so no specific management cost has been allocated to governance.

(e) Fixed Assets

Fixed assets are stated at cost less accumulated depreciation. Amounts over £250 are capitalised. Depreciation is calculated to write-off the asset over and estimated life of 4 years. Church bibles with an anticipated long life are depreciated over 10 years

(f) Current Assets

Amounts owing to the Charity, including income tax, are shown as debtors. Where appropriate a provision for amounts that may prove uncollectable is deducted.

TRINITY MINISTRIES BRADFORD

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30th September 2020

2 INCOMING RESOURCES

	2020	2019
	TOTAL	TOTAL
2a Incoming resources from Donors		
With Gift Aid	25,736	25,100
Income Tax Recovered on Gift Aid	6,710	6,276
Collections and Sundry Donations	8,128	9,595
	<u>40,574</u>	<u>40,971</u>
2b Income from Investments		
Interest on Bank Accounts	0	0
	<u>0</u>	<u>0</u>
2b Income from Charitable and Ancillary Trading		
Meals and Events	391	359
Sale of Books	245	644
	<u>637</u>	<u>1,002</u>
TOTAL INCOMING RESOURCES	<u>41,211</u>	<u>41,973</u>

3 RESOURCES USED

3a Charitable Activities Directly Relating to the Work of the Church

Payroll	29,506	31,367
Outreach	205	
Meals and Events	623	357
Carols by Candlelight	597	429
Services & Music	117	179
Rental of Rooms for Services	2,560	4,718
Office Expenses	172	70
Equipment	0	231
Phone & Internet	293	150
Insurance	313	309
Bank Charges	60	60
Visiting Speakers	0	400
Cost of Books	220	625
Publicity	900	174

TOTAL RESOURCES USED	<u>35,567</u>	<u>39,069</u>
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3b Governance Costs

Other		13
Independent Examiner's Expenses	100	100
	<u>100</u>	<u>113</u>

TOTAL RESOURCES USED	<u>35,667</u>	<u>39,182</u>
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TRINITY MINISTRIES BRADFORD

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30st September 2020

4 TRUSTEE AND EMPLOYEE INFORMATION

Trustee Information

Mr Adrian Watts, a trustee, is employed as a full-time pastor under the authority to pay a trustee which is contained in the articles of association. During the year he was paid £15,708 (2019 £9,333)

Employee Information

No employees received emoluments in excess of £60,000 during the year (2019 - Nil)

	2020	2019
Number of employees	2	2
Salaries	29,506	31,367
National Insurance - after deduction of employers allowance	0	0
	29,506	31,367

Both employees, Mr. Swinney and Mr. Watts declined to accept their full salary for the year and have waived their right to any further claim on this amount.

5 FIXED ASSETS

Actual Cost

	Musical Instruments	PA, AV & Computer Equipment	Church Bibles	TOTAL
As at 1st October 2019	3,547	1,600	730	5,877
Additions	0	0	0	0
As at 30st September 2020	3,547	1,600	730	5,877

Accumulated Depreciation

As at 1st October 2019	3,547	1,600	219	5,366
Charge for the year	0	0	73	73
As at 30th September 2020	3,547	1,600	292	5,439

Net Value

As at 30th September 2020	0	0		438
As at 30th September 2019	0	0		511

6 DEBTORS

	2020	2019
Income Tax Recoverable	3,580	363
Other Debtors and Prepayments	210	610
	3790	973

TRINITY MINISTRIES BRADFORD

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30st September 2020

8 LIABILITIES

	2020	2019
Falling due within one year		
Income Tax and other associated costs	0	0
Other Creditors	100	100
	100	100
Falling due after one year	0	0

8 TAXATION

As a Charity, Trinity Ministries Bradford is exempt from tax on income and gains falling with section 505 of the Taxes Act 1988 or section 256 of the Taxation on Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

9 FUND DETAILS

The general fund is held for the use of the trustees for the promotion of the objects of the Charity.

10 RELATED PARTIES

The Charity does not have any related parties

11 CONTROLLING PARTIES

The Charity is controlled by the trustees