

South Bank Sanctuary Church of the Nazarene

Charity number 1161121

Annual Report and Financial Statements for the year ended 30 September 2024



CHURCH OF
THE NAZARENE
SOUTH LEEDS

WYCAS

COMMUNITY ACCOUNTING
WEST YORKSHIRE

South Bank Sanctuary Church of the Nazarene

Annual Report and Financial Statements
for the year ended 30 September 2024

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Prepared by West Yorkshire Community Accountancy Service CIO

South Bank Sanctuary Church of the Nazarene

Trustees' report for the year ended 30 September 2024

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Jenna Jones	Chair of trustees	
Geoff Alker	Treasurer	
David Montgomery	Secretary	Resigned March 2024
Karen Alker	Missions Leader	
Carole Rayner		
Alison Montgomery		
Afomia Tsegai		
Samuel Lynam		Appointed 11 February 2024

Charity number	1161121	Registered in England and Wales
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Registered and principal address	Bankers
2 Hunslet Hall Road	Virgin Money
Beeston	1 The Penny Hill Centre
Leeds	Church Street
LS11 6TT	Hunslet
	Leeds
	LS10 2AP

Independent examiner

Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The CIO is governed by a constitution adopted as amended on 16 March 2023. The governing document is based on the Manual of the Global Church of the Nazarene where UK law permits.

The church/CIO is a member of the Church of the Nazarene British Isles South District (a charitable company limited by guarantee, company no. 7028764; charity no. 1133336) which in turn is a member of the Global Church of the Nazarene which has its headquarters in Lenexa, USA.

Method of recruitment and appointment of trustees

The Pastor of the church is ex-officio chairperson of the Board of Charity Trustees and his/her position is reviewed after two years and then every four years after that.

The remaining trustees are elected annually or every two years by the members of South Leeds Church of the Nazarene at the annual general meeting held in February each year.

South Bank Sanctuary Church of the Nazarene

Trustees' report (continued) for the year ended 30 September 2024

Objectives and activities

The charity's objects

The objects of the CIO are the advancement of the Christian faith as part of the Church of the Nazarene inc and the district principally but not exclusively in Northern England.

The charity's main activities

This year we offered teaching around the Christian faith and a place for worship. We have also organised bible studies.

We have run a youth ministry for local children.

We provide a foodbank and have provided food all year to those in need.

We provide a men's fellowship which provides conversation and support to men.

We provided a craft café which is a free drop in place for creative work and a place to meet for coffee.

We provide a community garden which is worked on by volunteers in the community.

We rent our premises to local community groups

We run a charity shop.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular advancement of the Christian faith and to serve and enhance the local community.

Achievements and performance

We have conducted worship services, bible studies, and prayer meetings weekly.

The charity shop has been an opportunity to train local people in order that they can seek employment having had work experience.

The Café provides a safe environment where people can come and receive low cost meals and drinks. It is also a warm space over the winter. The leaders signpost individuals to other agencies for support.

We run a men's breakfast, supporting men in the community with friendship, assistance, and a chance to talk.

We rent our premises to the local community.

We run a food pantry charging £3 for 15 items and approximately 70 people a week receive support through this.

Financial review

The net expenditure for the year was £18,293, including net expenditure of £16,701 on unrestricted funds and net expenditure of £1,592 on restricted funds.

South Bank Sanctuary Church of the Nazarene

Trustees' report (continued) for the year ended 30 September 2024

Reserves policy

The church will implement the following:

We should maintain sufficient reserves to meet foreseeable commitments;

We must not operate a policy of progressive increase of reserves for no identifiable purpose;

The purpose of retaining reserves is to enable the smooth running of the charity and to enable an orderly winding up should the charity need to close.

The current reserves are designed to cover 3 to 6 months operating costs.

The reserves should be reviewed annually to determine the resources the church has or can make available to spend on the purposes of the church, once it has met its commitments and covered its other planned expenditure.

The charity's free reserves, excluding fixed assets, at the year end were £44,172.

Approved by the board of trustees on 26/07/2027

Jenna Jones (Trustee)

South Bank Sanctuary Church of the Nazarene

Independent examiner's report to the trustees of South Bank Sanctuary Church of the Nazarene

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 30 September 2024, which are set out on pages 6 to 13.

Responsibilities and basis of report

As the charity trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts as carried out under section 145 of 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 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 130 of the Charities Act;
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 accounts to be reached.

Simon Bostrom FCIE

28/07/2027

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

South Bank Sanctuary Church of the Nazarene
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 30 September 2024

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Income from:					
Grants	(2)	-	750	750	2,150
Offerings		19,288	-	19,288	17,001
Gift Aid		2,968	-	2,968	2,231
Shop takings		126,988	-	126,988	115,084
Rents received		8,700	-	8,700	10,580
Donations		11,600	-	11,600	2,806
Other income		16,470	-	16,470	5,554
Total income		186,014	750	186,764	155,406
Expenditure on:					
Staffing costs	(3)	85,608	-	85,608	73,846
Utilities		6,507	-	6,507	3,407
Events expenses		1,037	-	1,037	2,423
Church domestic costs		1,482	-	1,482	1,312
Repairs and maintenance		21,311	1,592	22,903	11,159
Licences		534	-	534	300
Activities expenditure		1,227	-	1,227	5,437
Insurances		2,241	-	2,241	2,072
Gifts and awards		1,967	-	1,967	1,325
Church and office supplies		1,352	-	1,352	967
Visiting speakers		2,136	-	2,136	1,059
Other admin costs		1,657	-	1,657	1,823
Phone and internet		542	-	542	813
District and NMI budgets		3,680	-	3,680	2,776
Shop expenses including rent		60,415	750	61,165	44,870
Independent examination		1,071	-	1,071	1,070
Equipment and materials		-	-	-	237
Staff and volunteer training		800	-	800	72
Donations to other organisations		662	-	662	1,776
Travel expenses		4,766	-	4,766	3,331
Refreshments		687	-	687	501
Advertising and publicity		195	-	195	919
Depreciation		2,838	-	2,838	2,839
Total expenditure		202,715	2,342	205,057	164,334
Net income / (expenditure)		(16,701)	(1,592)	(18,293)	(8,928)
Fund balances brought forward		704,912	1,592	706,504	715,432
Fund balances carried forward	(4)	688,211	-	688,211	706,504

All incoming resources and resources expended derive from continuing activities.

South Bank Sanctuary Church of the Nazarene

Balance sheet

as at 30 September 2024

		2024	2024	2024	2023
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(5)	644,039	-	644,039	646,877
Total fixed assets		<u>644,039</u>	<u>-</u>	<u>644,039</u>	<u>646,877</u>
Current assets					
Debtors and prepayments	(6)	3,943	-	3,943	2,754
Cash at bank and in hand	(7)	41,299	-	41,299	57,943
Total current assets		<u>45,242</u>	<u>-</u>	<u>45,242</u>	<u>60,697</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	1,070	-	1,070	1,070
Total current liabilities		<u>1,070</u>	<u>-</u>	<u>1,070</u>	<u>1,070</u>
Net current assets / (liabilities)		<u>44,172</u>	<u>-</u>	<u>44,172</u>	<u>59,627</u>
Net assets		<u>688,211</u>	<u>-</u>	<u>688,211</u>	<u>706,504</u>
Funds					
Unrestricted funds		688,211	-	688,211	704,912
Restricted funds		-	-	-	1,592
Total funds		<u>688,211</u>	<u>-</u>	<u>688,211</u>	<u>706,504</u>

The financial statements were approved by the board of trustees on 26/07/2027

Jenna Jones (Trustee)

South Bank Sanctuary Church of the Nazarene

Notes to the accounts

for the year ended 30 September 2024

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Donated goods for resale are valued at the amount actually realised upon their sale.

Donated assets, facilities or services are valued at their estimated value to the charity. This is the price that the charity estimates it would pay in the open market for equivalent items; or services and facilities of equivalent utility to the charity.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it

Tangible fixed assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Freehold land: nil

Freehold buildings: in line with residual value

Fixtures and fittings: over 5 years

Computer equipment: over 3 years

South Bank Sanctuary Church of the Nazarene

Notes to the accounts

for the year ended 30 September 2024

1 Accounting policies continued

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

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

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

South Bank Sanctuary Church of the Nazarene
Notes to the accounts continued
for the year ended 30 September 2024

2 Grants	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Hamara	-	750	750	400
Voluntary Action Leeds	-	-	-	1,750
	<u>-</u>	<u>750</u>	<u>750</u>	<u>2,150</u>

3 Staff costs and numbers	2024 £	2023 £
Gross salaries	81,200	70,045
Social security costs	4,929	4,214
Employment allowance	(4,929)	(4,214)
Pensions	3,122	2,877
Payroll administration charges	1,286	924
	<u>85,608</u>	<u>73,846</u>

The average number of employees during the year was 7.3, being an average of 2.8 full time equivalent (2023: 6.2, 2.4 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2024 £	2023 £
Costs of the scheme to the charity for the year	3,122	2,877
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Building fund	1,592	-	1,592	-	-
Hamara	-	750	750	-	-
	<u>1,592</u>	<u>750</u>	<u>2,342</u>	<u>-</u>	<u>-</u>

Fund name	Purpose of restriction
Building fund	Towards building works for the church and manse.
Hamara	Towards meeting the immediate needs and to help those who are struggling to afford energy and water bills, food, and other related essentials.

South Bank Sanctuary Church of the Nazarene
Notes to the accounts continued
for the year ended 30 September 2024

5 Tangible assets	Computer equipment	Fixtures and fittings	Church	Manse	Total
<u>Cost</u>	£	£	£	£	£
At 1 October 2023	1,256	12,100	487,400	152,339	653,095
Additions	-	-	-	-	-
At 30 September 2024	<u>1,256</u>	<u>12,100</u>	<u>487,400</u>	<u>152,339</u>	<u>653,095</u>
<u>Depreciation</u>					
At 1 October 2023	838	5,380	-	-	6,218
Charge for year	<u>418</u>	<u>2,420</u>	<u>-</u>	<u>-</u>	<u>2,838</u>
At 30 September 2024	<u>1,256</u>	<u>7,800</u>	<u>-</u>	<u>-</u>	<u>9,056</u>
<u>Net book value</u>					
At 30 September 2024	<u>-</u>	<u>4,300</u>	<u>487,400</u>	<u>152,339</u>	<u>644,039</u>
At 30 September 2023	<u>418</u>	<u>6,720</u>	<u>487,400</u>	<u>152,339</u>	<u>646,877</u>

6 Debtors and prepayments	2024	2023
	£	£
Prepayments	1,733	1,373
Accrued income	<u>2,210</u>	<u>1,381</u>
	<u>3,943</u>	<u>2,754</u>

7 Cash at bank and in hand	2024	2023
	£	£
Cash at bank	36,131	50,591
Cash in hand	<u>5,168</u>	<u>7,352</u>
	<u>41,299</u>	<u>57,943</u>

8 Creditors and accruals	2024	2023
	£	£
Accruals	<u>1,070</u>	<u>1,070</u>
	<u>1,070</u>	<u>1,070</u>

South Bank Sanctuary Church of the Nazarene

Notes to the accounts continued

for the year ended 30 September 2024

9 Related party transactions

Trustee expenses

During the year 2 trustees were paid a total of £646 in respect of travel (previous year: 2 trustees and £2,673).

Trustee remuneration and benefits		2024	2023
		£	£
Trustee name			
Jenna Jones	Employed as Church Pastor	28,507	26,371
David Montgomery	Employed as Church Pastor	19,181	19,136
		<u>47,688</u>	<u>45,507</u>

Legal authority for the payment

The legal authority for the payment is via a provision within the charity's governing document, with the condition that employed trustees are the minority of the total trustee board.

Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £47,688 (previous year: £45,507).

10 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:	2024	2023
	£	£
Within one year	5,250	5,250
In the second to fifth years inclusive	875	6,125
Over five years from the balance sheet date	-	-
	<u>6,125</u>	<u>11,375</u>

South Bank Sanctuary Church of the Nazarene

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 30 September 2024

	2024 Unrestricted funds £	2023 Unrestricted funds £	2024 Restricted funds £	2023 Restricted funds £	2024 Total funds £	2023 Total funds £
Income						
Grants	-	-	750	2,150	750	2,150
Offerings	19,288	17,001	-	-	19,288	17,001
Gift Aid	2,968	2,231	-	-	2,968	2,231
Shop takings	126,988	115,084	-	-	126,988	115,084
Rents received	8,700	10,580	-	-	8,700	10,580
Donations	11,600	2,806	-	-	11,600	2,806
Other income	16,470	5,554	-	-	16,470	5,554
Total income	186,014	153,256	750	2,150	186,764	155,406
Expenditure						
Staffing costs	85,608	73,846	-	-	85,608	73,846
Utilities	6,507	1,657	-	1,750	6,507	3,407
Events expenses	1,037	2,423	-	-	1,037	2,423
Church domestic costs	1,482	1,312	-	-	1,482	1,312
Repairs and maintenance	21,311	11,159	1,592	-	22,903	11,159
Licences	534	300	-	-	534	300
Activities expenditure	1,227	5,037	-	400	1,227	5,437
Insurances	2,241	2,072	-	-	2,241	2,072
Gifts and awards	1,967	1,325	-	-	1,967	1,325
Church and office supplies	1,352	967	-	-	1,352	967
Visiting speakers	2,136	1,059	-	-	2,136	1,059
Other admin costs	1,657	1,823	-	-	1,657	1,823
Phone and internet	542	813	-	-	542	813
District and NMI budgets	3,680	2,776	-	-	3,680	2,776
Shop expenses including rent	60,415	44,870	750	-	61,165	44,870
Independent examination	1,071	1,070	-	-	1,071	1,070
Equipment and materials	-	237	-	-	-	237
Staff and volunteer training	800	72	-	-	800	72
Donations to other organisations	662	1,776	-	-	662	1,776
Travel expenses	4,766	3,331	-	-	4,766	3,331
Refreshments	687	501	-	-	687	501
Advertising and publicity	195	919	-	-	195	919
Depreciation	2,838	2,839	-	-	2,838	2,839
Total expenditure	202,715	162,184	2,342	2,150	205,057	164,334
Net income / (expenditure)	(16,701)	(8,928)	(1,592)	-	(18,293)	(8,928)
Fund balances brought forward	704,912	713,840	1,592	1,592	706,504	715,432
Fund balances carried forward	688,211	704,912	-	1,592	688,211	706,504