

Charity no. 1161520

Bourne Christian Centre
Report and Unaudited Financial
Statements
31 March 2021

Bourne Christian Centre

Reference and administrative details

For the year ended 31 March 2021

Charity number	1161520
Registered office and operational address	Bourne Chapel Waters Road Kingswood Bristol BS15 8BE
Trustees	The trustees who served during the year and up to the date of this report were as follows: C Cox (Appointed 25 January 2021) P Cullimore (Resigned 29 December 2020) S Edwards (Appointed 29 December 2020) R Finlayson S Lee M Southall D Wellington
Leadership team	The leaders who held office during the year are: Francesca and Paul Meager Mark and Vicky Payton Jon and Julia Pike Mark and Karen Southall Jon Steer Paul and Esther Tiley
Bankers	CAF Bank Ltd PO Box 289 West Malling Kent ME19 4TA
Independent examiner	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD

Bourne Christian Centre

Report of the trustees

For the year ended 31 March 2021

The trustees present their report along with the financial statements of the charity for the year ended 31 March 2021. The financial statements comply with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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).

The income of the charity is below the threshold for a statutory audit to be required. The trustees have therefore opted to have the accounts independently examined fulfilling the requirements of the Charity Commission.

OBJECTIVES AND ACTIVITIES

Objectives

The objectives of the trust are to proclaim and further the Gospel of God concerning his Son Jesus Christ our Lord, the preaching and teaching of the Christian faith and the relief of people in need, hardship or distress.

When planning the activities to outwork our objectives the trustees have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

Vision

The church has a strong and committed congregation and as a group we are keen to find God and outwork his vision for this church:

Rooted in Christ, Growing in love

The leadership see us outworking this through being a 'deep and wide' church. We need to get deep as a church in the spirit, the word and love, with a hunger to receive new gifts, to grow in our gifting and to enable others to do the same. Wide is about more than our church, it is about reaching out into the community. Increasingly we want to be a church that:

proclaims good news to the poor, binds up the broken hearted, proclaims freedom to the captives and release from the darkness for the prisoners, proclaims the year of the Lord's favour and the day of the vengeance of our God, comforts all who mourn and provides for those who grieve in Zion.

Isaiah 61:1

There are three areas that we are focusing on to outwork this vision – celebrating family, engaging community and making Jesus known.

An important part of outworking our vision is for us to take our place in the body of Christ in Bristol, which we are achieving through our relationship with Rob Scott-Cook and the Woodlands Group of Churches.

The leadership regularly discuss issues with Rob Scott-Cook and appreciate the wisdom and insight he brings.

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Pastoral Care and Outreach

People who come to the church regularly are invited to join a home group and the leaders of these groups develop a close relationship with their members, this personal contact enables people to grow in their relationship with God and to deal with problems they are encountering. Where further help is needed to support individuals the leadership of the church become involved.

The church is involved in outreach through talking to shoppers at Kings Chase Shopping Centre on a Saturday morning, as well as through the meetings and groups we run.

Grants are paid at the discretion of the trustees, these grants are for the furtherance of the gospel or for the poor, for an analysis see note 6 in the accounts.

The church is committed to reaching as many of the local community as possible and this is achieved through advertising our services and other activities at the church and meeting people at the shopping centre.

Gathered Church

Meetings where the church gathers are a useful forum to preach the gospel, to help people grow in their relationship with God and are a fundamental part of the Church. The church holds the following meetings:

- Sunday Morning Church meeting, which includes separate groups for children and youth;
- Prayer and bible study meetings during the week;
- Home groups at various locations throughout the week; and
- Youth groups during the week, in addition to Bourne Youth Club this runs twice a month at the leader's home:

The church also runs a number of groups for the local community:

- Silver Singers, runs on the first Wednesday of the month for a coffee followed by an hour of singing songs from the 50's, 60's and 70's;
- Bourne Community Club, runs twice a month with activities, games, tea and cakes and a chance to chat;
- Bourne Youth Club, runs twice a month for youth in school years 6-9; and
- Messy Play, a group for toddlers and their carers running weekly during school term time;

We also host a branch of the East Bristol Foodbank from our offices, staffed by volunteers from the churches in Kingswood. Foodbank is a project seeded by the Trussell Trust and it provides emergency food for local people in crisis.

Incredible Kids, who were previously using our premises to run play sessions for families with a child with a disability or additional need to reduce inequality and social isolation, were able to find other dedicated premises during the year. The rental for these sessions has ceased although we continue to offer them some storage space until they are able to fully move their equipment out to the new venue.

Bourne Family Project

Our mission is to express Christ's compassion and love to those in crisis through providing professional counselling and children's therapy so everyone who comes to us can believe in their inner strength, build resilience and reach their full potential.

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For the year ended 31 March 2021

We welcome families and individuals from across Bristol and South Gloucestershire via self-referrals, or through other organisations and services such as GP's, schools and nurseries. Whatever your reason for seeking our support, our team of qualified and student therapists help people to:

- Navigate difficult challenges in life;
- Process traumatic experiences or overwhelming emotions;
- Increase their sense of worth and confidence;
- Understand their own path to wellbeing;
- Feel empowered to make positive changes;
- Have hope for the future; and
- Develop their and their child's communication skills.

The Children's Creative Therapy Team works with children of all ages. We use art, movement, drama, puppets, dolls house, sand tray, role-play toys, storytelling and clay to help children develop a trusting therapeutic relationship with their therapist, allowing the child to feel safe enough to express their feelings. This is a way for troubled children to process their traumatic experiences, either through talking, or the metaphor of play, helping to make painful memories less intense and increasing resilience.

The Adult Counselling Team works with individuals. Without prejudice or passing judgement we welcome all adults to the Bourne Family Project, providing a safe and confidential space to work through worries, difficulties or traumatic life experiences. We work in a person-centred way, carefully listening to each person's story, empowering individuals to explore ways to wellbeing, become more self-aware, find the strength to make positive life changes, develop resilience, and have hope for the future.

A qualified speech and language therapist is employed one day a week to deliver one-to-one speech and language therapy and run practical group courses and information sessions. This work is aimed at pre-school children.

We have links with the local health centres and schools enabling us to reach as wide a section of the local community as possible. A small charge is made for our services, but we take into account an individual's circumstances to ensure that an inability to pay does not exclude any beneficiaries.

Bristol Homeless Outreach

Bristol Homeless Outreach is a group from the church who have a heart to serve homeless people in Bristol and Kingswood. We go out once a month to spend time with the homeless, giving support in the form of signposting and a sandwich and hot drink as well as much needed basics like socks and thermals but mainly a caring ear and whenever possible a prayer.

Depending on the time of year we carry:

- Blankets and sleeping bags;
- Hats, gloves, scarves and coats;
- Basic clothing;
- Flasks of hot water for soup, tea and coffee;
- Cold drinks;
- Snacks; and
- Information for signposting and gospels.

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We encourage those we meet to seek relevant help from established organisations such as 'Night Stop' for the under 25's, The Methodist Day Centre and Crisis Centre Ministries who run Spring of Hope (women's night shelter) and Wild Goose Café and to present themselves as homeless to the Housing Offices to access help.

We pray first and then split into groups of between three and five people, aiming to have at least one man in each group. These groups do a circular walk around the Centre of Bristol. There is also a prayer team who regularly support the project by being there in prayer for the team and those they meet.

Bourne Relief

Bourne Relief was established as the fundraising section of the church, with the aim of supporting and enabling those in need wherever they are. The charities we supported were:

- Gifts of Love International in Guatemala; and
- Iris Ministries and individuals in Mozambique.

Gifts of Love International was launched in 2007 by an American couple, Don and Barb Kassebaum, who bought a 26-acre plot of land in Brito, Guatemala, on which to build an orphanage. They currently have three houses, where 72 orphaned and street children live with Christian house parents. There is also a school and church on the site and they are looking to build a fourth house. The children are sent to Brito by the courts and so do not necessarily stay there long term, often they come for a short period until a suitable long term home is found. Their ultimate goal is be able to house 150 children.

In August 2017 the Meager family, who are part of our church, went to Mozambique to serve in the Iris Ministries base in Pemba. Iris Ministries support children and widows on the base including a school, a nursery and a feeding programme. The Meager's helped in the school teaching English and also befriended a number of local boys who they supported to join the school and helped them settle in. On their return in July 2018, they continued to support the local boys and plan to return every summer to help Iris Ministries to build solid houses for the boys' families. The first of these houses was built in July 2019. Plans were made to for a team of volunteers to visit Mozambique to support further house building, but due to Covid-19 these plans have had to be suspended and alternative means of building the houses considered.

The fundraising is done by means of regular donations, sponsored and social events.

Grant Making Policy

Grants are paid to individuals and charities at the discretion of the trustees and in line with the charity's grant making policy. These grants are for the furtherance of the gospel or for the poor.

Volunteers

The trustees are very grateful for the volunteers who work within the church. We currently have 55 people who help on a voluntary basis and without them the church would not function. The volunteers are involved in every area of the church, particularly:

- Running the various Sunday and midweek meetings;
- Outreach into the community; and
- General maintenance of the buildings.

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For the year ended 31 March 2021

ACHIEVEMENTS AND PERFORMANCE

The Church

Our meetings have continued online during the majority of the year with our Sunday morning meetings being well attended.

On the first Sunday of the month we usually hold a more informal service in the Lower Hall with space for discussion and breakfast. This is an opportunity for those who are looking into Christianity to ask questions and find out a little more about our faith. We have also used the meetings as an interface between the groups we run and the church. During the year these were suspended due to the Covid-19 pandemic and government guidelines.

All church meetings and groups were stopped mid- March due to the Covid-19 outbreak. Church members are keeping in touch with each other by WhatsApp and Zoom and we started streaming a Sunday Morning Worship meeting from 23 March.

A significant number of those attending the groups that regularly use the Lower Hall (Silver Singers, Community Club, Messy Play, Bourne Youth Club and Incredible Kids) are not part of our church. Group leaders maintained remote contact with their attendees where possible during the Covid-19 lockdown period.

The church does not operate a formal membership structure but seeks to support all those who come to our meetings.

Children's and Youth Work

During the Sunday morning meeting there are five classes for children and youth covering the ages from one to eighteen. These classes use age-appropriate material to help those who attend to understand more about the Christian faith and to build their relationship with God.

Fortnightly youth meetings take place in the homes of church members for youth at secondary school. Whilst the attendance is small, we see the work as very important and have been developing it with the youth following a bible study. These were conducted over Zoom and were a value connection point during the pandemic, for the youth that attended during the year.

The Bourne Youth Club for children in school years 6-9 runs on the first and third Friday of each month, with approximately half of those attending having no other links with our church. Each session includes games, a talk and some food. It is well supported by volunteers who come and cook the children some food and build relationships with them. These groups have been suspended until government rules allow for them to restart.

Bourne Family Project

Activities

The main focus for our services continues to be adult counselling, children's creative therapies and speech and language therapy.

Bourne Family Project has undergone many changes this year. We have a new manager in September. A new position of Counselling and Creative Therapy Lead started and was filled in November. Several of our students have finished their training and we have been replacing them. A new adult counsellor also joined the team.

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Counselling

Our individual counselling service offers one to one weekly counselling to adults (over 18). Sessions run three days and one evening a week. Wednesday morning sessions used to offer a creche but with Covid-19 it was stopped. This service will not be resuming. Referral reasons have included family separation, depression (including post-natal), bereavement, anxiety, domestic abuse, sexual and emotional abuse, trauma, anger, recent diagnosis including illness, ADHD and Autism.

Our counselling team comprises of two qualified paid counsellors, plus 2 volunteers and 3 students. At the close of the year our team of 6 counsellors delivered a combined average of 25 one to one sessions per week. The average number of sessions per client is between 16 and 26 weeks.

Our adult referrals are low. We have received 24 new referrals (compared to 44 the previous year) and our waiting list at the end of the year held 17 cases. This equates to a three to four month wait. Referrals have continued to be received from a variety of sources including GPs, health visitors and other supporting agencies. Our largest referral base is self-referral but also includes schools and children's centres.

We currently do not have any couples counselling. This is not something we are looking to provide in the immediate future but will monitor depending on demand. Neither of our current counsellors are trained in couples counselling.

Monitoring forms and verbal feedback continue to show that our counselling service provides a valuable and tangible difference to our clients.

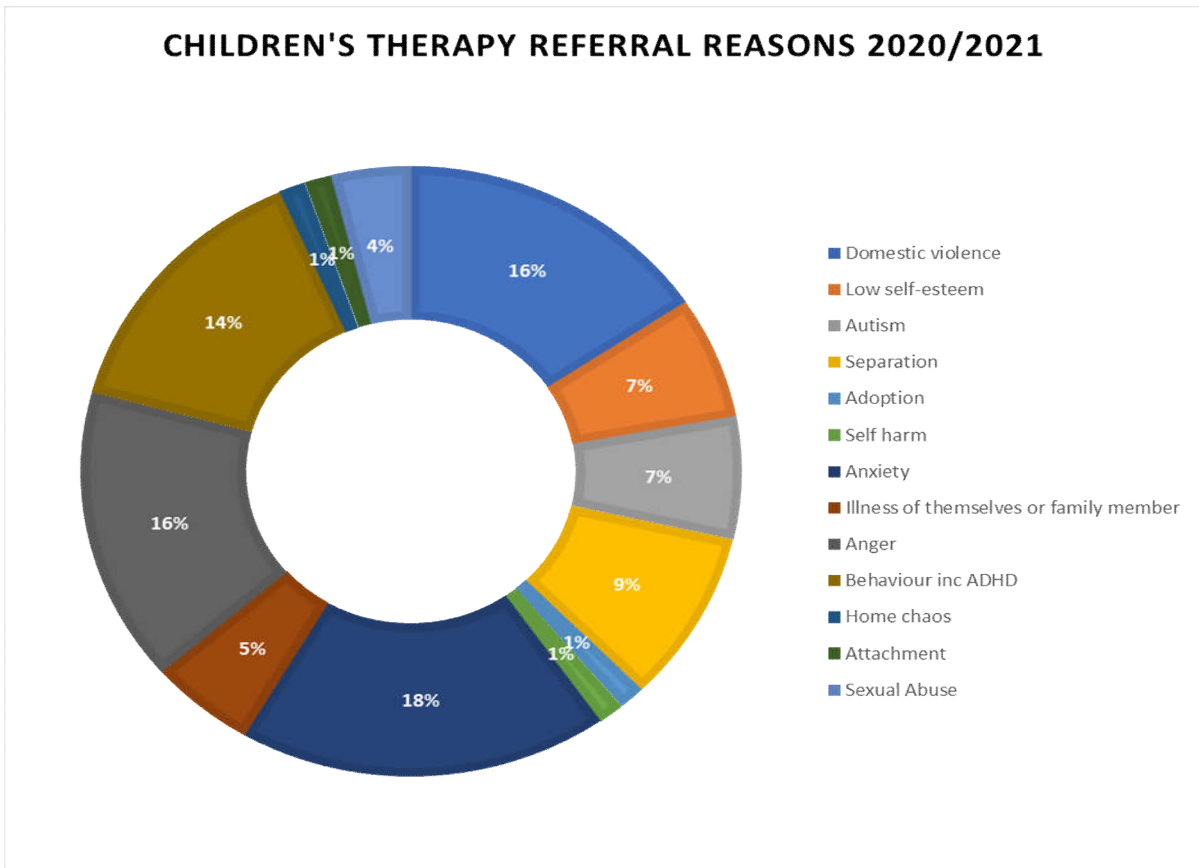
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Creative Therapies Service

Our creative therapy service continues to offer one to one weekly therapy to children aged between 4 and 16. This service is primarily funded by Children in Need. Weekly sessions last for 50 minutes and run four days a week, including after school slots. Each therapist also conducts reviews with parents/carers every 6 – 8 weeks. Reasons for referrals:



Referrals come from a variety of places including schools, social workers, health visitors, other agencies and parents.

At the close of the year, our team of three qualified therapists, one volunteer and 4 students supported 65 children which was only 6 clients less than the year before despite the pandemic. The initial contract is for 16 weeks but this often gets extended by 10 more weeks and the average client receives 26 weeks of therapy with some receiving many more.

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We have received 68 new referrals this year. At the close of the year, waiting times increased from 18 months to two years with 130 children on the waiting list. We do not want to close our waiting list and have made some adjustments to be put in place by the end of July to counteract this:

- More 'in house' communication regarding the circumstances allowing whether to extend the sessions.
- Creating a bank of resources and other services in the local area that we can signpost people during initial contact once the referral has been received.
- Provide monthly newsletters to everyone on our waiting list that tackle different issues and provide guidance that may help progress to be made before they receive their 1:1 sessions.
- Offer group sessions for some children on the waiting list. Again, it may not remove them from the list but it is something they can start to work through before the 1:1 sessions. Students sometimes need to run group sessions as part of their training.
- Offer sessions in school for those children referred to us via schools.
- Apply for grants to pay for an additional therapist for a year.
- We may reduce session times from 50 minutes to 40 minutes as Play Therapy UK recommends. This will allow time to add another session per day for the therapists.

We have not been able to run any courses or support groups this year because of Covid.

The Lead therapist role responsible for monitoring and allocating cases has worked hard to keep therapist slots full and will complete more triaging over the coming year for everyone on our waiting list and for new referrals.

Feedback from creative therapy, gained through 'strengths and difficulties questionnaire' scores and internal questionnaires, shows the service continues to provide crucial and effective support for the children we see and their families. For example, 100% of families said they were satisfied with this service and would recommend us to others. and 87% said all or most of their therapeutic goals had been met.

Speech and Language Therapy

This year saw the successful continuation of our speech and language therapy service which was launched in January 2019. A qualified speech and language therapist is employed one day a week to deliver to 1:1 speech and language therapy sessions to children aged under 5. Usually, she would deliver a four-week group course and two general workshops (Creating Communicators) for both parents and early years professionals to educate and support in language and communication development. During the pandemic this was unable to happen. Current funding was extended to ensure the therapist was employed up to the summer. We are currently applying for a new grant for the therapist to run outdoor group communication skills sessions for small groups of Early Years children and their parents.

Conclusion

Since starting her new role, the manager has worked to monitor and assess current practises and procedures in order to refine and improve them as necessary. Our new website was launched in March and Facebook and Instagram are regularly updated to engage the community around us.

Supporting therapy students, as always, has been an important part of what we do, and we are proud to have helped 8 students in their training.

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As we go into the coming year, we are focusing on becoming sustainable. Our funding with BBC Children in Need will end in March 2022. We will apply again but they have capped their funding allowance, so we need to find other ways to generate income as well as grants. Future plans include:

- We are starting a business club that local businesses can join for a year for £300. For this fee they get quarterly newsletters, they are on our website as funders, they can use our logo and we will give them a certificate saying how they are helping to fund a therapist for a year.
- We are increasing the fees for the sessions and making it clearer to our clients that they are expected to pay for our services, but they will not be excluded if they cannot.
- The Project manager is reviewing the client fees monthly to see whether we are getting in what we expect, what is our shortfall, etc and making changes to payment procedures.
- We are planning to provide a quick response package to local schools who may not want to put a child on our waiting list. The charges to the school will ensure this service is self-funded with some additional income to go towards the project.
- We want to provide Forest School sessions for the wider community that we charge for. The charges would cover staff wages, insurance, hire of the forest school area and petrol. Any additional income would come back into the project.

Bourne Relief

Expenditure in Bourne Relief is comprised of general bank charges.

The money raised is used for specific projects undertaken by the charities we support and is therefore distributed as the need arises, although it is not our intention to build up reserves. The distribution in the year is as follows:

	£
Gifts of Love International	2,020
IRIS Pemba	4,328

In the current year fundraising events took place to finance a trip back to Mozambique for the summer and helped to build the first of the block houses. The scheduled visit in July 2020 was cancelled due to Covid-19 and we found a local contact who helped us to fund the building of three houses for the families we support. We are now discussing with Iris Ministries to see if they can build another house with the money we have collected.

We also helped the children who returned to school by supporting their school fees and equipment.

Bristol Homeless Outreach

We rely on our truly wonderful volunteers to team up and spend time talking to our friends who live on the streets of Bristol. Every month we find people from a variety of walks of life who are battling with living on the streets. Some because of bad choices but a vast majority have struggled with violent relationships, abuse, mental health problems, physical disability, poor health. We seek to bring them encouragement, a hot cup of something, some basics such as toothbrushes, hats, etc. and when needed signposting to organisations who offer help. We pray before we go out as well as offering to pray with street people when welcomed to do so. Our prayer team is our greatest resource as we seek out to bless others. This group was suspended due to the covid restrictions, and we are currently reviewing how and when it will restart.

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FINANCIAL REVIEW

Principal Funding Sources and Expenditure

Unrestricted Funds

The unrestricted church income mainly comes from donations made by church members. This is used to support the pastoral work and to meet the costs of holding the various church meetings.

Fee income from users of the Bourne Family Project is included in unrestricted income and transferred to a designated fund to support the costs of the project.

To help with routine maintenance and also to support the planned renovation of the buildings we have a designated fund for maintenance, with income transferred from unrestricted funds. Unused funds are carried forward to enable us to undertake larger maintenance and renovation works.

Restricted Funds

Restricted Collections

During the year there have been a number of occasions where church members have been asked to support, or have offered to support, particular projects and so the income for these has been included as restricted collections. The main restricted collections that church members have contributed to are:

- Building fund – the buildings are in need of redevelopment to make them more inclusive and accessible and initial thoughts on this have been developed;
- Ministries and Outreach Lead – a new role has been created to support the leaders and trustees with the ministries and outreach of the church. When this was considered it was felt that the role needed more hours than we were able to support out of unrestricted funds and so church members were asked to make donations to support this role. These are used to cover part of the salary for the role;
- Overseas mission – for church members who go overseas on mission trips;
- Hampers – at Christmas the church members donated funds to provide hampers to our clients in the Bourne Family Project; and
- Poor fund – donations to support the poor within the church and community.

During the year major repair work was undertaken on part of the chapel roof, funds for this were taken from the maintenance and building funds.

As well as these collections church members contribute to Bristol Homeless Outreach, Bourne Family Project and Bourne Relief.

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Bourne Family Project

The project was awarded a further three-year grant from Children in Need in March 2019 and a grant from the Quartet Foundation for a speech and language therapist in 2019. During the year further grants were received from:

- Aviva - for additional hours of creative therapies;
- Aviva – for additional hours for adult counselling;
- Charities Aid Foundation – to help with additional costs due to Covid; and
- Children in Need booster grant – to help with additional costs due to Covid.

	£	%
Grants	48,107	68%
Fundraising and donations	4,305	6%
Fees and other income	5,899	8%
Coronavirus Job Retention Scheme	3,562	5%
	61,873	87%
Funding from church	9,000	13%
Total income	70,873	100%

Bourne Relief

The income received is all through donations and sponsorship and the project has no operating costs.

While the project makes regular grants there is no on-going commitment and so there are no issues over sustainability.

Gifts of Love are saving to build another house on their Brito site and we have kept some funds for this project which will be transferred when they are ready to start work.

Covid-19

The coronavirus has had a big impact on the services we are able to offer and we have been looking at ways to continue to support our beneficiaries at this time. The main impacts on the charity are as follows:

Gathered Church

We are unable to meet and so have been streaming Sunday worship sessions on a weekly basis. Groups within the church are keeping in touch for example through WhatsApp and Zoom.

The foodbank continues to operate, with measures in place to keep social distancing, and are providing food to an increased number of clients.

We are grateful to our members who are continuing to financially support the church and with the costs reductions that have been made our unrestricted reserves have increased over the year. The trustees are regularly reviewing the financial results, costs and forecasts to ensure we take the necessary action when it is needed.

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Our rental income has reduced however this has previously been used for maintenance projects and so does not have an impact on our day-to-day expenditure. Where appropriate the income that is continuing will be allocated to our general reserves.

Bourne Family Project

After the initial lockdown, we were able to keep our services open. By reducing the number of toys and resources in a room, providing each child with an individual bag of colouring pens, playdough, toys etc and by having thorough cleaning between clients, we have made sure we are a Covid safe environment.

Where there is no work for staff they have been placed on furlough and 80% of their salary refunded through the Job Retention Scheme.

We take everyone's temperature when they enter the building, clients sign a self-declaration form before entering, masks are worn unless exempt, we clean touch points and the waiting room frequently, hand gel is readily available, staff take lateral flow tests. The Risk Assessment form has been reviewed in November, January and March and all staff and volunteers informed of changes.

When restrictions are lifted, we still plan to keep a reduced number of toys in the room for a while, we will still clean between clients and people can wear masks if they wish (in line with government guidelines). Lateral flow testing will also continue.

Policy on Reserves

The trustees have examined the requirement for free reserves and consider that a level of three to six months general expenditure would be adequate. At the year end this would be between £21,515 and £43,031 compared to free reserves of £41,331 which equates to 5.8 months.

The charity is also building up a designated maintenance fund so that we should have funds available for routine maintenance and to cover any major work that may be required.

The accounts have been prepared on the assumption that the charity is able to continue as a going concern. The charity holds unrestricted, general reserves of £41,331 and designated reserves held in net current assets, that can be drawn down if necessary, of £11,038 without impacting restricted funds. The cash balance is £95,910. Covid 19 has not had an impact on our income or on-going expenditure. The trustees therefore consider that the charity has sufficient unrestricted reserves and cash flow to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

THANK YOU

We are very appreciative of the grant funders that have supported us this year and would like to thank:

- Children in Need who fund our Creative Therapy provision and have awarded us additional funds to help with the impact of Covid;
- Aviva Community Fund who support both our Counselling and Creative Therapy provision;
- Quartet Foundation who fund our Speech and Language provision;
- The Charities aid Foundation whose grant helped with additional costs due to covid; and
- Asda, Barcan Kirby Solicitors and St Johns Parochial Church who kindly donated to the Bourne Family Project.

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A special thanks go to the family and friends of Ros Hick and Carl Briggs who donated in their memory to the Bourne Family Project.

We would also like to thank the church members for their support and all the work they do to outwork the church vision. They support us in a variety of ways; including:

- Practical ways through volunteering;
- Through prayer for all our ministries;
- Financial giving to support both the general work of the church and specific ministries; and
- Fundraising to support our ministries.

STRUCTURE GOVERNANCE AND MANAGEMENT

Bourne Christian Centre is a registered charity and uses the names of Bourne Christian Centre, Bourne Family Project, Bourne Relief and Bristol Homeless Outreach for the various parts of its work.

Governance

New trustees are appointed by the existing trustees, to bring the appropriate balance of experience and skills. Induction training is provided by the existing trustees, and further training is provided as appropriate.

Trustees

The trustees and leaders who held office during the year, or currently hold office are set out on page 1 of the accounts.

All the trustees held office throughout the year, except where stated, and no remuneration has been paid to any trustee.

Governing Document

The charity is a Charitable Incorporated Organisation, governed by a constitution dated 23 February 2015 and is a registered charity, registered in England and Wales.

Involvement with Other Charities

Rob Scott-Cook of Woodlands Group of Churches provides the Leaders of the church with support and spiritual oversight, through the building of relationship and communication.

The church has also continued its links with Gifts of Love in Guatemala with financial support for the orphanages.

Risk Management

The trustees review the major risks the charity faces on a regular basis and have identified the following risks:

Financial sustainability – the trustees believe that maintaining the reserves at the agreed level, combined with our forecasting and monthly scrutiny of management accounts, will provide sufficient resources in the event of adverse conditions. For more details of the reserves policy see note on page 13.

Safeguarding – the church undertakes a significant amount of work with children and young people and ensuring their safety in our care is paramount. The church safeguarding procedure and policy is based on Churches Child Protection Advisory Service template and is reviewed regularly.

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Health and Safety – the trustees continue to review our policies and procedures.

A thorough risk review is planned throughout 2021 where we will look to reconsider our points of risk and ensure appropriate mitigations are in place where required to safeguard the sustainability and assets of the trust.

STATEMENT OF RESPONSIBILITIES OF THE TRUSTEES

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

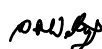
The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity have no liability to contribute to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Independent examiners

Godfrey Wilson Limited were re-appointed as independent examiners to the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 18 October 2021 and signed on their behalf by



David Wellington, Trustee

Independent examiner's report

To the trustees of

Bourne Christian Centre

I report to the trustees on my examination of the accounts of Bourne Christian Centre (the CIO) for the year ended 31 March 2021, which are set out on pages 17 to 33.

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 carried out under section 145 of the 2011 Act and 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 CIO as required by section 130 of the Act; or
- (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.

Alison Godfrey

Date: 20 October 2021

Alison Godfrey FCA

Member of the ICAEW

For and on behalf of:

Godfrey Wilson Limited

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

Bourne Christian Centre

Statement of financial activities

For the year ended 31 March 2021

	Note	Restricted £	Unrestricted £	2021 Total £	2020 Total £
Income from:					
Donations and gifts	3	31,679	82,389	114,068	89,117
Charitable activities	4	48,107	14,549	62,656	65,805
Investments		<u>4</u>	<u>27</u>	<u>31</u>	<u>90</u>
Total income		<u>79,790</u>	<u>96,965</u>	<u>176,755</u>	<u>155,012</u>
Expenditure on:					
Raising funds		-	-	-	420
Charitable activities:					
Gathered Church		22,750	72,683	95,433	66,389
Pastoral and Outreach		502	1,099	1,601	5,915
Bourne Family Project		46,237	26,972	73,209	68,836
Overseas mission		<u>6,353</u>	<u>64</u>	<u>6,417</u>	<u>7,901</u>
Total expenditure	5	<u>75,842</u>	<u>100,818</u>	<u>176,660</u>	<u>149,461</u>
Net income / (expenditure) and net movement in funds	7	3,948	(3,853)	95	5,551
Reconciliation of funds:					
Total funds brought forward		<u>41,184</u>	<u>413,414</u>	<u>454,598</u>	<u>449,047</u>
Total funds carried forward		<u><u>45,132</u></u>	<u><u>409,561</u></u>	<u><u>454,693</u></u>	<u><u>454,598</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 14 to the accounts.

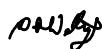
Bourne Christian Centre

Balance sheet

As at 31 March 2021

	Note	£	2021 £	2020 £
Fixed assets				
Tangible assets	10		357,192	364,512
Current assets				
Debtors	11	6,619		6,751
Cash at bank and in hand		<u>95,910</u>		<u>87,874</u>
		102,529		94,625
Liabilities				
Creditors: amounts falling due within 1 year	12	<u>(5,028)</u>		<u>(4,539)</u>
Net current assets			<u>97,501</u>	<u>90,086</u>
Net assets	13		<u><u>454,693</u></u>	<u><u>454,598</u></u>
Funds	14			
Restricted funds			45,132	41,184
Unrestricted funds				
Designated funds			368,230	381,243
General funds			<u>41,331</u>	<u>32,171</u>
Total charity funds			<u><u>454,693</u></u>	<u><u>454,598</u></u>

Approved by the trustees on 18 October 2021 and signed on their behalf by



David Wellington, Trustee

Bourne Christian Centre

Notes to the financial statements

For the year ended 31 March 2021

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Bourne Christian Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern. The charity holds unrestricted, general reserves of £41,331 and designated reserves held in net current assets, that can be drawn down if necessary, of £11,038 without impacting restricted funds. The cash balance is £95,910. Covid 19 has not had an impact on our income or on-going expenditure. The trustees therefore consider that the charity has sufficient unrestricted reserves and cash flow to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

Bourne Christian Centre

Notes to the financial statements

For the year ended 31 March 2021

1. Accounting policies (continued)

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Expenditure is analysed as follows:

Raising Funds

This is costs incurred by Bourne Relief and includes office costs and expenses for fund raising events.

Overseas Mission

This includes the distribution of sponsorship and donations made to Bourne Relief for overseas projects.

Pastoral and Outreach Costs

This includes expenses for the pastoral team, outreach and grants made by the church to support charities and individuals including those working overseas.

Gathered Church

This includes the cost of running the meetings to proclaim the gospel, including the Sunday morning meeting, mid-week meetings for youth etc. and costs of the Bourne Chapel and items necessary to hold meetings.

Bourne Family Project

This is the cost of the work we do to support families including counselling, children's creative therapies and group work.

Support Costs

These are costs incurred to support the activities within the church and includes salaries, insurance and banking, and governance costs. Support costs are allocated to activities based on the proportion of direct activity costs.

Governance Costs

This includes costs incurred in respect of constitutional and statutory matters including the independent examination costs.

Bourne Christian Centre

Notes to the financial statements

For the year ended 31 March 2021

1. Accounting policies (continued)

h) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities on the following basis, which is an estimate of resources used in each activity:

	2021	2020
Raising funds	0.0%	0.0%
Gathered Church	59.8%	64.4%
Pastoral and Outreach	1.9%	7.1%
Bourne Family Project	38.1%	28.3%
Overseas Mission	0.3%	0.2%

i) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Freehold buildings	2% straight line
Fixtures and fittings:	
PA equipment	10% straight line
Other	25% straight line

Items of equipment are capitalised where the purchase price exceeds £500.

j) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

k) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

l) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

m) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

Bourne Christian Centre

Notes to the financial statements

For the year ended 31 March 2021

1. Accounting policies (continued)

n) Pension costs

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

o) Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are the depreciation rates as described above.

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	2020 Total £
Income from:			
Donations and gifts	22,580	66,537	89,117
Charitable activities	39,788	26,017	65,805
Investments	13	77	90
	<u>62,381</u>	<u>92,631</u>	<u>155,012</u>
Total income	<u>62,381</u>	<u>92,631</u>	<u>155,012</u>
Expenditure on:			
Raising funds	420	-	420
Charitable activities:			
Gathered Church	5,007	61,382	66,389
Pastoral and Outreach	494	5,421	5,915
Bourne Family Project	42,153	26,683	68,836
Overseas mission	7,836	65	7,901
	<u>55,910</u>	<u>93,551</u>	<u>149,461</u>
Total expenditure	<u>55,910</u>	<u>93,551</u>	<u>149,461</u>
Net movement in funds	<u>6,471</u>	<u>(920)</u>	<u>5,551</u>

Bourne Christian Centre

Notes to the financial statements

For the year ended 31 March 2021

3. Income from donations and gifts

	Restricted £	Unrestricted £	2021 Total £
Gathered Church	19,540	78,827	98,367
Bourne Family Project	4,305	3,562	7,867
Overseas Mission	7,834	-	7,834
Total income from donations and gifts	31,679	82,389	114,068

Included within the amounts above are government grants received under the Coronavirus Job Retention Scheme of £5,470. There are no unfulfilled conditions or contingencies attaching to these grants.

Prior period comparative:

	Restricted £	Unrestricted £	2020 Total £
Gathered Church	14,562	66,537	81,099
Bourne Family Project	2,313	-	2,313
Overseas Mission	5,705	-	5,705
Total income from donations and gifts	22,580	66,537	89,117

4. Income from charitable activities

	Restricted £	Unrestricted £	2021 Total £
Gathered Church:			
Room hire and rent	-	8,650	8,650
Bourne Family Project:			
Grants	48,107	-	48,107
Fees	-	5,899	5,899
Total income from charitable activities	48,107	14,549	62,656

Bourne Christian Centre

Notes to the financial statements

For the year ended 31 March 2021

4. Income from charitable activities (continued)

Prior period comparative:	Restricted	Unrestricted	2020
	£	£	Total
			£
Gathered Church:			
Room hire and rent	-	13,870	13,870
Other income	-	2,205	2,205
Bourne Family Project:			
Grants	37,073	-	37,073
Fees	-	9,942	9,942
Fundraising	2,715	-	2,715
	<u>39,788</u>	<u>26,017</u>	<u>65,805</u>
Total income from charitable activities	39,788	26,017	65,805

Bourne Christian Centre

Notes to the financial statements

For the year ended 31 March 2021

5. Total expenditure

	Raising funds £	Gathered Church £	Pastoral and Outreach £	Bourne Family Project £	Overseas Mission £	Support and governance costs £	2021 Total £
Staff costs (note 8)	-	14,607	-	58,141	-	11,580	84,328
Grants payable (note 6)	-	-	-	-	6,348	-	6,348
Premises costs	-	44,809	-	-	-	5,611	50,420
General expenses	-	5,078	1,088	4,587	-	4,360	15,113
Insurance	-	-	-	-	-	2,949	2,949
Accountancy	-	-	-	-	-	1,980	1,980
Legal and professional	-	-	-	-	-	766	766
Depreciation	-	14,643	-	113	-	-	14,756
Sub-total	-	79,137	1,088	62,841	6,348	27,246	176,660
Allocation of support and governance costs	-	16,296	513	10,368	69	(27,246)	-
Total expenditure	-	95,433	1,601	73,209	6,417	-	176,660

Total governance costs were £1,980 (2020: £1,920).

Bourne Christian Centre

Notes to the financial statements

For the year ended 31 March 2021

5. Total expenditure

Prior period comparative

	Raising funds £	Gathered Church £	Pastoral and Outreach £	Bourne Family Project £	Overseas Mission £	Support and governance costs £	2020 Total £
Staff costs (note 8)	-	2,889	-	55,611	-	12,106	70,606
Grants payable (note 6)	-	-	1,500	-	7,836	-	9,336
Event costs	420	-	-	-	-	-	420
Premises costs	-	24,234	-	-	-	5,376	29,610
General expenses	-	8,926	2,486	5,449	-	4,538	21,399
Insurance	-	-	-	-	-	2,810	2,810
Accountancy	-	-	-	-	-	1,780	1,780
Legal and professional	-	-	-	-	-	497	497
Depreciation	-	12,890	-	113	-	-	13,003
Sub-total	420	48,939	3,986	61,173	7,836	27,107	149,461
Allocation of support and governance costs	-	17,450	1,929	7,663	65	(27,107)	-
Total expenditure	<u>420</u>	<u>66,389</u>	<u>5,915</u>	<u>68,836</u>	<u>7,901</u>	<u>-</u>	<u>149,461</u>

Bourne Christian Centre

Notes to the financial statements

For the year ended 31 March 2021

6. Grants payable

	2021 £	2020 £
<i>Grants to organisations:</i>		
Overseas mission:		
IRIS Pemba	4,328	5,796
Gifts of Love International	2,020	2,040
Pastoral and outreach:		
Crofts End Church	-	1,500
	<u>6,348</u>	<u>9,336</u>

7. Net movement in funds

This is stated after charging:

	2021 £	2020 £
Depreciation	14,756	13,003
Operating lease payments	2,839	1,266
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	Nil	Nil
Independent examiner's remuneration:		
▪ Independent examination (including VAT)	1,980	1,920
▪ (Over) / under accrued in prior year	-	(140)

8. Staff costs and numbers

Staff costs were as follows:

	2021 £	2020 £
Salaries and wages	82,288	69,037
Pension costs	<u>2,040</u>	<u>1,569</u>
	<u>84,328</u>	<u>70,606</u>

No employee earned more than £60,000 during the year.

The key management personnel of the charitable company comprise the trustees and the leadership team. All key management personnel work in a voluntary capacity.

Bourne Christian Centre

Notes to the financial statements

For the year ended 31 March 2021

8. Staff costs and numbers (continued)

	2021 No.	2020 No.
Family support	6	6
Gathered Church	2	2
Support	2	2
	<u>2</u>	<u>2</u>
Average head count	<u>10</u>	<u>10</u>

9. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

10. Tangible fixed assets

	Freehold land and buildings £	Fixtures and fittings £	Total £
Cost			
At 1 April 2020	518,251	83,073	601,324
Additions in year	-	7,436	7,436
	<u>518,251</u>	<u>90,509</u>	<u>608,760</u>
At 31 March 2021			
Depreciation			
At 1 April 2020	160,504	76,308	236,812
Charge for the year	8,381	6,375	14,756
	<u>168,885</u>	<u>82,683</u>	<u>251,568</u>
At 31 March 2021			
Net book value			
At 31 March 2021	<u>349,366</u>	<u>7,826</u>	<u>357,192</u>
At 31 March 2020	<u>357,747</u>	<u>6,765</u>	<u>364,512</u>

Bourne Christian Centre

Notes to the financial statements

For the year ended 31 March 2021

11. Debtors

	2021	2020
	£	£
Prepayments	1,460	1,007
Other debtors	100	1,150
Income tax recoverable	1,511	1,060
Accrued income	3,548	3,534
	6,619	6,751

12. Creditors : amounts due within 1 year

	2021	2020
	£	£
Accruals	4,262	3,730
Other taxation and social security	766	809
	5,028	4,539

13. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	357,192	-	357,192
Current assets	45,132	11,038	46,359	102,529
Current liabilities	-	-	(5,028)	(5,028)
Net assets at 31 March 2021	45,132	368,230	41,331	454,693

	Restricted funds £	Designated funds £	General funds £	Total funds £
Prior year comparative				
Tangible fixed assets	-	364,512	-	364,512
Current assets	42,054	16,731	35,840	94,625
Current liabilities	(870)	-	(3,669)	(4,539)
Net assets at 31 March 2020	41,184	381,243	32,171	454,598

Bourne Christian Centre

Notes to the financial statements

For the year ended 31 March 2021

14. Movements in funds

	At 1 April 2020 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2021 £
Restricted funds					
Restricted Church Funds:					
Building Fund	12,105	8,511	(14,431)	-	6,185
Bristol Homeless Outreach	2,449	62	(171)	-	2,340
Overseas Mission Fund	726	60	-	-	786
Poor Fund	-	1,444	(300)	-	1,144
Hampers	-	153	(153)	-	-
Ministries and Outreach leader	-	9,310	(7,186)	-	2,124
 Bourne Relief - Overseas Projects	 14,348	 7,838	 (6,418)	 -	 15,768
 Bourne Family Project:					
Donations and fundraising	6,360	4,305	(1,596)	-	9,069
Grant - Children in Need	1,071	33,193	(32,248)	-	2,016
Grant - Aviva creative therapy	-	4,993	(2,968)	-	2,025
Grant - Aviva adult counselling	-	1,772	-	-	1,772
Grant - Quartet Foundation	4,125	-	(2,222)	-	1,903
Grant - CAF	-	5,200	(5,200)	-	-
Grant - CiN Booster	-	2,949	(2,949)	-	-
Total restricted funds	41,184	79,790	(75,842)	-	45,132
 Unrestricted funds					
<i>Designated funds:</i>					
Fixed assets fund	364,512	-	(14,756)	7,436	357,192
Maintenance fund	16,731	8,650	(15,688)	-	9,693
Bourne Family Project	-	9,460	(17,115)	9,000	1,345
 <i>Total designated funds</i>	 381,243	 18,110	 (47,559)	 16,436	 368,230
 General funds	 32,171	 78,855	 (53,259)	 (16,436)	 41,331
Total unrestricted funds	413,414	96,965	(100,818)	-	409,561
Total funds	454,598	176,755	(176,660)	-	454,693

Purposes of restricted funds

Building Fund

Our buildings are in need of major renovation to make them more accessible and inclusive and we have started this by repairing a flat roof and part of the roof over the Chapel before moving on to adjustments to the buildings. A Building Fund has been created to finance this project.

Bourne Christian Centre

Notes to the financial statements

For the year ended 31 March 2021

14. Movements in funds (continued) **Purposes of restricted funds (continued)**

Bristol Homeless Outreach

Funds donated to support the work of Bristol Homeless Outreach. These funds will be used to purchase items for the homeless such as sandwiches and sleeping bags.

Overseas Mission Fund

The overseas mission fund includes donations towards the costs of individuals going overseas on mission work. This year the donations received were towards the costs of the Mozambique build team members for the trip scheduled for July 2020. This has now been postponed and funds will be held for the next build team visit.

Poor Fund

Funds donated to help support those in financial need in the church.

Hampers

At Christmas we collected donations to give hampers to give to clients of the Bourne Family Project.

Ministries and Outreach leader

During the year it was decided that we needed more office support for the Ministries and Outreach in the church and so a new paid role was created. Church members have made restricted donations which are used to support the cost of this role with the remainder funded from unrestricted funds.

Bourne Relief - Overseas Projects

Funds donated and fundraising to support projects in Mozambique and Guatemala. Grants are then made to the individuals and projects that are supported.

Bourne Family Project:

The Bourne Family Project supports families in the local area. The project receives donations and grants towards its work and these funds are kept separately and spent in accordance with the funders' specifications. The specific restricted funds within the Bourne Family Project are:

- Fundraising – donations and fundraising events specifically to support the project;
- Children in Need – grant to cover two children's creative therapist posts for three years from 1 March 2019;
- CAF (Charities Aid Foundation) – to cover additional costs due to Covid;
- Aviva Children's creative therapy– grant to support the children's creative therapy service by funding additional salaries;
- Aviva adult counselling – to support our adult counselling service by funding additional salaries, the post was filled in April 2021; and
- Quartet foundation – grant to cover a speech and language therapist. An initial grant was received for the calendar year 2019 and a second grant has been received for 2020. Due to Covid this service was suspended for a time and so has continued into 2021.

Purposes of designated funds

Fixed assets fund

The fixed assets are held in a designated fund with the cost of additions funded by a transfer from unrestricted funds.

Bourne Christian Centre

Notes to the financial statements

For the year ended 31 March 2021

14. Movements in funds (continued)

Purposes of designated funds (continued)

Maintenance fund

As well as the building work there is maintenance needed to the building and so the charity has a maintenance fund. This is funded through transfers of unrestricted income, any excess in the maintenance fund will be used for the renovation.

Bourne Family Project

The church transfers unrestricted income to cover some of the costs of Bourne Family Project, this includes fees paid by users of the project and a contribution from church funds.

Prior year comparative	At 1 April 2019 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2020 £
Restricted funds					
Restricted Church Funds:					
Building Fund	5,221	11,811	(4,927)	-	12,105
Bristol Homeless Outreach	2,563	171	(285)	-	2,449
Overseas Mission Fund	-	726	-	-	726
Poor Fund	-	200	(200)	-	-
Bourne Relief - Overseas Projects	13,522	9,147	(8,321)	-	14,348
Bourne Family Project:					
Donations and fundraising	9,329	3,253	(6,222)	-	6,360
Grant - Children in Need	446	32,451	(31,826)	-	1,071
Grant - Aviva	1,000	-	(1,000)	-	-
Grant - Quartet Foundation	2,632	4,622	(3,129)	-	4,125
Total restricted funds	34,713	62,381	(55,910)	-	41,184
Unrestricted funds					
<i>Designated funds:</i>					
Fixed assets fund	376,561	-	(13,003)	954	364,512
Maintenance fund	9,339	10,870	(3,478)	-	16,731
Bourne Family Project	-	9,942	(18,942)	9,000	-
<i>Total designated funds</i>	<i>385,900</i>	<i>20,812</i>	<i>(35,423)</i>	<i>9,954</i>	<i>381,243</i>
General funds	28,434	71,819	(58,128)	(9,954)	32,171
Total unrestricted funds	414,334	92,631	(93,551)	-	413,414
Total funds	449,047	155,012	(149,461)	-	454,598

Bourne Christian Centre

Notes to the financial statements

For the year ended 31 March 2021

15. Operating lease commitments

The charity had operating leases at the year end with total future minimum lease payments as follows:

	2021 £	2020 £
Amount falling due:		
Within 1 year	2,839	2,839
Within 1 - 5 years	<u>7,251</u>	<u>10,090</u>
	<u>10,090</u>	<u>12,929</u>

16. Capital commitments

The charity entered into a contract for roof repairs with Mitie Tilley Roofing Ltd in the prior year. The total contract value was £27,793 including VAT. The works were due to commence on 31 March 2020 but had been postponed due to the COVID-19 pandemic. The work commenced when restrictions were lifted and was completed within 3 weeks of the start date. All commitments were fulfilled.

17. Related party transactions

Trustees and connected persons donated, before gift aid, £17,605 (2020: £16,660) to the charity during the year. There were no other related party transactions.