

# Community Vineyard Manchester

Report and Accounts

Year ended 30 September 2020

Stewardship   
*Active generosity*

1 Lamb's Passage, London EC1Y 8AB  
[www.stewardship.org.uk](http://www.stewardship.org.uk)

**COMMUNITY VINEYARD MANCHESTER**  
**LEGAL AND ADMINISTRATIVE DETAILS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

ADDRESS FOR CORRESPONDENCE	16 The Downs Sandy Lane Prestwich Manchester M25 9RB
GOVERNING DOCUMENT	CIO Constitution dated June 2015
CHARITY REGISTRATION NUMBER	1162063
TRUSTEES RESPONSIBLE FOR MANAGING THE CHARITY	Hayley Butcher Denham Howard Ross Payne Rachel Topham (appointed 24Mar2020) Martha Urwin (resigned 24Mar2020)
BANKERS	Barclays Bank UK PLC
INDEPENDENT EXAMINER	Jaimée Young Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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**COMMUNITY VINEYARD MANCHESTER**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

The Trustees have pleasure in submitting the Report and Accounts for the year ended 30 September 2020.

**Objects of the charity**

The charity, which is a church, is governed by a constitution and is constituted as a charitable incorporated organisation. The charity's principal objects, as set out in its governing document, are to demonstrate the Christian faith in action by acting as a church to advance the Christian faith in Manchester and other parts of the world as the trustees see fit.

**Our history**

Community Vineyard Manchester began in November 2013 when Julie and Ross Payne, Children's Pastor and Assistant Pastor respectively at Woking Vineyard, responded to a call of God and, following the approval of Vineyard UKIR, announced their intentions to move to Manchester and plant a new Vineyard church.

In August 2014 Julie and Ross moved their home to Prestwich in Greater Manchester and in September 2014 opened their home for the first Community Vineyard Manchester (CVM) Sunday celebration which was attended by 5 adults and 2 children.

In February 2015 CVM's growth outstripped the confines of Julie and Ross's home and CVM's Sunday celebrations moved to the Phoenix Centre in St. Mary's Park, which is a youth outreach centre overseen by the Prestwich Methodist Youth Association. This remains our venue for our Sunday gatherings and has provided the physical infrastructure as our growth has continued in Kidzone (1-10), Youthzone (11-16), and Adultzone (16+), Kidzone and Youthzone being facilitated by DBS checked and safeguard trained adults.

**Summary of the charity's main activities and achievements**

Looking back over the past year we have witnessed:

1. Continued physical growth in attendance across all CVM events was witnessed, from Sunday Celebrations, weekly Small Groups, to community outreach and service events (until Covid-19 migrated our gatherings on-line).
2. CVM's Crafts and Carols Christmas celebration was held at St. Monica's RC High School with over £100 raised for Barnabus Manchester.
3. CVM continued to grow its asset base with items to facilitate its outreach, specifically in seeing the Kidstuff warehouse kit out completed to aid sorting, distribution and storage. CVM equally invested in a suite of modern A/V equipment to see our on-line gatherings hosted and streamed.
4. Teams from CVM attended Vineyard UK/IR's National Leaders Conference (12).
5. Kidstuff continued to see growth in its referral volume from an increasingly diverse set of referring parties across the charitable, faith and social service sectors. Its migration to a new storage venue allowed us to continue socially distanced donations and referrals in line with the Government Covid 19-secure guidelines. We equally continued to take steps to provide for more efficient storage through the purchase of additional racking and plastic IKEA crates.
6. CVM pivoted its gatherings on-line a week prior to the eventual first lockdown. We have since hosted a variety of on-line events, including weekly streams for both children and adults. Finally, this year has been yet another year of growth and blessing, blessings we looked to give away to the amazing Communities that surrounded us despite navigating to national lockdowns.

In planning the activities the Trustees have applied the guidance on public benefit issued by the Charity Commission.

### **Financial review**

During the year income increased by £8,000, to £55,200, and expenditure increased by £5,400, to £52,500. As a result the cash held by the charity increased by £2,700, to £4,800, of which all is unrestricted and can be used for any charitable purpose.

### **Reserves policy**

The trustees have determined that the charity should aim to hold unrestricted cash of no less than £3,000 (which equates to about just under one months' of unrestricted expenditure) so that the charity could continue to operate should income and / or expenditure vary adversely. At the year end, the charity held unrestricted cash of £4,800 and the charity is complying with its reserves policy.

### **Governance**

Responsibility for setting policy and for making operating decisions rest with the trustees who meet regularly to monitor the activities of the charity. New trustees are recruited and appointed by the existing trustees, by a majority vote.

### **Responsibilities of trustees**

Charity law requires us as Trustees to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

### **Approval**

This report was approved by the trustees and signed on their behalf by:

Ross Payne

Date: 7th June 2021

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE TRUSTEES OF**  
**COMMUNITY VINEYARD MANCHESTER**

I report to the trustees on my examination of the accounts of Community Vineyard Manchester ('the charity') for the year ended 30 September 2020 on pages 5 to 7 following.

**Responsibilities and basis of report**

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

I report in respect of my examination of the charity'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 2011 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 accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Jaimée Young

Stewardship  
1 Lamb's Passage  
LONDON  
EC1Y 8AB

Date: 7th June 2021

**COMMUNITY VINEYARD MANCHESTER**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

	Notes	Unrestricted Funds		Restricted Funds	Total 2020	Total 2019
		General Funds	Designated Funds			
		£	£	£	£	£
<b>Income receipts</b>						
Donations		46,055	-	88	46,144	36,226
Gift aid receipts		8,295	-	-	8,295	7,935
Income from charitable activities		759	-	-	759	3,027
<b>Total receipts</b>		<b>55,110</b>	<b>-</b>	<b>88</b>	<b>55,198</b>	<b>47,189</b>
<b>Payments</b>						
Payments in relation to charitable activities undertaken directly	2	49,565	-	88	49,653	43,158
Grants paid in relation to charitable activities undertaken by others	3	2,869	-	-	2,869	3,930
<b>Total payments</b>		<b>52,434</b>	<b>-</b>	<b>88</b>	<b>52,522</b>	<b>47,088</b>
Net of receipts / (payments) before transfers		2,676	-	-	2,676	101
Transfers between funds	5	-	-	-	-	-
<b>Net movement in funds</b>		<b>2,676</b>	<b>-</b>	<b>-</b>	<b>2,676</b>	<b>101</b>
Cash funds as at last year end		2,086	-	-	2,086	1,986
<b>Cash funds at this year end</b>	<b>A</b>	<b>4,763</b>	<b>-</b>	<b>-</b>	<b>4,763</b>	<b>2,086</b>

The notes on page 7 form part of these accounts.

**COMMUNITY VINEYARD MANCHESTER**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

	<u>Unrestricted Funds</u>		Restricted funds	Total 2020	Total 2019
	General funds	Designated funds			
	£	£	£	£	£
<b>A Cash funds</b>					
Cash at bank with immediate access	4,763	-	-	4,763	2,086
	<u>4,763</u>	<u>-</u>	<u>-</u>	<u>4,763</u>	<u>2,086</u>
<b>B Other monetary assets</b>					
Gift aid due to charity	1,610	-	-	1,610	609
	<u>1,610</u>	<u>-</u>	<u>-</u>	<u>1,610</u>	<u>609</u>
<b>C Liabilities</b>					
<b>Falling due within one year:</b>					
Trade creditors	-	-	-	-	100
Rent due	-	-	-	-	600
Fee for Independent Examination	690	-	-	690	660
<b>Total</b>	<u>690</u>	<u>-</u>	<u>-</u>	<u>690</u>	<u>1,360</u>

<b>D Assets retained for charity's own use</b>	Value 2020	Value 2019
	£	£
Equipment	12,500	7,500
	<u>12,500</u>	<u>7,500</u>

Current values have been estimated by the trustees.

**E Guarantees and secured debts**

The charity has not given any guarantees and has not provided its assets as security for any liabilities.

The accounts were approved by the trustees and signed on their behalf

by Ross Payne date 7th June 2021

The notes on page 7 form part of these accounts.

**COMMUNITY VINEYARD MANCHESTER**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**1 Accounting policies**

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	<u>Unrestricted Funds</u>		Restricted Funds	Total 2020	Total 2019
	General funds	Designated funds			
	£	£	£	£	£
<b>2 Payments in relation to charitable activities undertaken directly</b>					
Rent	3,270	-	-	3,270	5,300
Church ministry expenses	9,247	-	-	9,247	15,627
Outreach activities - Kidstuff	9,639	-	-	9,639	6,441
Outreach activities - other	2,471	-	88	2,560	4,143
Work among the young	574	-	-	574	945
Promotion and communication	4,974	-	-	4,974	4,321
Website redesign	1,152	-	-	1,152	195
Administration and support (including equipment)	17,577	-	-	17,577	5,078
Governance	660	-	-	660	985
Other costs	-	-	-	-	123
	<u>49,565</u>	<u>-</u>	<u>88</u>	<u>49,653</u>	<u>43,158</u>

**3 Grants and gifts paid to others**

Organisations:					
Vineyard Churches UK	2,650	-	-	2,650	2,750
Organisations < £1,000	-	-	-	-	380
Individuals	219	-	-	219	800
	<u>2,869</u>	<u>-</u>	<u>-</u>	<u>2,869</u>	<u>3,930</u>

**4 Transactions with related parties**

No payments have been made to the trustees, or to anyone connected to them, except for the reimbursement of expenses incurred when they purchased goods and services for the charity.

No one is employed by the charity and all of its activities are undertaken by volunteers.

**5 Movement of funds**

	Balance at 30Sep2019	Receipts	Payments	Transfers	Balance at 30Sep2020
	£	£	£	£	£
General funds	2,086	55,110	(52,434)	-	4,763
	<u>2,086</u>	<u>55,110</u>	<u>(52,434)</u>	<u>-</u>	<u>4,763</u>
Restricted funds					
Covid fund	-	88	(88)	-	-
	<u>-</u>	<u>88</u>	<u>(88)</u>	<u>-</u>	<u>-</u>
Total funds	<u>2,086</u>	<u>55,198</u>	<u>(52,522)</u>	<u>-</u>	<u>4,763</u>

The Covid fund relates to donations given for the purpose of outreach during the pandemic.