



Trustees' Annual Report for the period

From **1 April 2021**
Period end date

Period start date To **31 March 2022**

Charity name: The Church of God in Hayes

Charity registration number: 1162316

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The advancement of the Christian faith and the advancement of other charitable purposes as the Trustees shall decide all as an expression of the Statement of Faith in the Trust Model
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Sunday Church Services There are 31 church members on the role who attend the Sunday Breaking of Bread [church communion service], enhanced by visitors from other Churches of God from time to time.</p> <p>Other Sunday meetings including Bible talks, prayer times, praise events and family services resumed in person from September 2021. In the first part of the year we continued to share recorded messages as Government guidance continued to advise shortened gatherings and other restrictions such as communal singing.</p> <p>Some of our Sunday services were livestreamed to include those not able to attend due to Covid risks.</p> <p>Throughout the year, Zoom prayer or discussions times have been held 1-2 times a week. Our in-person bible study finally resumed in March 2022 as Covid risks reduced.</p> <p>Youth Work [Public Benefit]</p>

		<p>The church has a strong youth work ethos and has very capable youth leaders and workers to engage in it.</p> <p>Our Sunday club resumed in April 2021 in person, once permitted by Government guidance.</p> <p>A new Sunday group for teenagers commenced in June 2021 with the first meetings over the summer held outdoors in line with Government guidance.</p> <p>Whilst we were still unable to run our Friday Youth Clubs in person, we instead took the opportunity to giveaway 50 themed goodie bags to young people in the community. In May the theme was gardening, July a summer theme and December a Christmas theme. The goodie bags contained sweets, toys, crafts and appropriate Christian literature for the age group.</p> <p>We held special events at Christmas and other celebrations some of which were also livestreamed.</p> <p>We have provided two all day hybrid study events for our network of churches which were much appreciated as people could finally meet in less restricted ways during the second half of the year.</p> <p>Charity Events [Public Benefit]</p> <p>A total of four charity coffee mornings were held. In the early part of the year these were takeaway only due to Government restrictions but have now resumed "eat in" options as well as takeaway/delivery.</p> <p>We held two craft nights in the period for Christmas and Easter. Attendees made seasonal crafts to take home with them in return for a donation to charity.</p> <p>We organised and hosted a charity quiz by Zoom.</p>
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		<p>The church has collected and donated items for the new Hayes Community Foodbank.</p> <p>Summer Camp [Public Benefit] We were delighted to be able to run part of our normal summer camp this year with a week long camp for older teens and young adults (40 attended). We organised a fun day out for campers and workers who would normally attend our youth camp as this could not be held in 2021 due to Covid risks. (45 attended).</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>Statement of Public Benefit All Trustees are aware of the Charities Acts public benefit requirements so that the purposes and activities of the church are geared to meeting those requirements as well as the spiritual needs of the public as an expression of the Statement of Faith in the Trust Model.</p> <p>The neighbouring community may benefit from the promotion of the Christian faith and the promotion of church fellowship to all. No detriment is envisaged and no personal benefits are envisaged, in particular none of the Trustees receives any private benefit.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
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Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Christian Advances The church has responded positively to the restrictions of Covid and found new ways to bring people together, offer encouragement, teaching & prayer and now the return of a wider range of in person activities. There have been no new members added to the church membership this year.</p> <p>Our youth work for primary and pre-school children has been a joy to enable youngsters to meet, sing and learn together in a way they were not able to in 2020/21 due to Covid restrictions.</p> <p>Our new group for teenagers has developed some interest although we have not been able to run the amount of groups we enjoyed pre-pandemic.</p> <p>South East Youth Camp is an annual focus for all the South East Churches of God to culminate youth work for the year in each summer which partially resumed this year.</p> <p>Charitable Advances This year has seen a significant increase in the amount of money raised for charities as more events could be run with Covid restrictions easing later in the year.</p> <p>In addition to the sums reported we raised an estimated £325 through the online quiz where funds were collected directly by the benefiting charity.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	General Expenses, Need, Youth/Outreach & Transport and Hall Maintenance are considered by the Trustees and
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		<p>acknowledged by all donors as an age-long practice in the Church as all part of <i>Unrestricted Funds</i> that may, in the event of extreme expense, be used for the same purpose. For management purposes they are kept separate and reviewed as though they were separate.</p> <p>The Trustees encourage contributions from church members to a Hall Maintenance Fund that is the first line of call for general maintenance and improvement costs with a view to a planned maintenance of the property asset.</p> <p>The church minibus was stolen in June 2021 and a sum of £12,510 was received through an insurance claim. Given the change in our transport needs post-pandemic, trustees have agreed to use this across a wider range of youth and outreach activities and will hire vehicles to meet any transport needs as they arise.</p> <p>Restricted Funds covering Gifts (to individuals, third party funds and charities) are so categorised due to the nature of donor instructions (i.e. donors specify an allocation to those particular 'funds'), making them "restricted".</p> <p>The Restricted Fund for South East Youth Camp carried a balance of £21,545. Expenditure was lower as only one week of camp was run. Trustees advised regular donors of a reduction in financial need for 2021/22 and a reduction in donations was observed.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	It is Trustees' policy to maintain a balance on unrestricted funds (if possible) and restricted SEYC funds, which equates to approximately 50% of unrestricted payments and SEYC restricted funds, to cover emergency situations that may arise from time to time.
Amount of reserves held	Para 1.22	<p>The cash balance of Unrestricted Funds is £45,068 and exceeds this target by around £38,000. This has been boosted by the insurance claim for the stolen minibus.</p> <p>The cash balance of Restricted SEYC Funds is 21,545 and exceeds target by around £10,000.</p> <p>The Trustees will review this policy annually at the AGM.</p>
Reasons for holding zero reserves	Para 1.22	n/a

Details of fund materially in deficit	Para 1.24	None of the Cash Funds at Year End are in deficit. However, the Accounts show balances that vary from the start of the year to the end that are reviewed annually for adequacy. All church <i>Restricted Funds</i> were disbursed in full.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>CIO Accounts overall</p> <p>Receipts and donations to the funds are mainly from church members, either weekly via the collection box or direct via Direct Debit mandates in conjunction with Gift Aid Declaration & Donor Allocation Forms.</p> <p>Receipts are supplemented by funds raised from visiting public for specific charitable causes.</p> <p>Fees are charged to those attending the South East Youth Camp.</p> <p>Total Receipts on <i>Unrestricted Funds</i> was £17,810 (excl. insurance claim of £12,510) and the Total Receipts on <i>Restricted Funds</i> was £29,218 all as detailed in the Financial Statements. Increases though fund raising and South East Youth camp reflect an increase in activities since 2020/21 when Covid restrict activities more severely.</p> <p>Expenditure falls under General Expenses, Need, Youth/Outreach & Transport and Hall Maintenance (all <i>Unrestricted Funds</i>) – furthering the objectives of the charity on a day to day basis – and various currently <i>Restricted Funds</i> which are focused on the various strands of activity and costs of the charity in pursuing its overall objectives.</p> <p>Church expenditure from un-restricted funds is at a similar level to last year.</p> <p>Restricted Funds</p> <p><i>Gifts from donors to Church Restricted Funds [see above]</i> are simply disbursed to the stated funds. They cover gifts to Missionaries operating in North America, India, Myanmar, Philippines, and Africa as well Outreach funding Christian work in those countries. One Fund specifically covers Relief support operations in those countries.</p> <p><i>Sources of Funds for SE Churches of God to SE Youth Camp</i></p>
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		<p>It is the Trustee's and Camp Council policy to use best endeavours to cover all annual running costs by the levy of fees for attendance at each annual camp. This is supplemented by general gifts received from individuals and from the South East Churches of God regular donations that covers for minor deficit on fees versus costs and gives additional funds for equipment renewal and their storage cost. Appeals are made to South East Churches of God in advance when uncertainty is forecasted by regular financial risk assessment and if necessary appeal is made to central funds in the event of severe unexpected expenditure.</p> <p>Assets As noted under the Statement of Assets and Liabilities, Trustees' policy is to expense asset expenditure in the year in which it was incurred. Therefore, equipment such as IT or other Fixtures and Fittings is not reported as an asset in the accounts.</p> <p>The Trustees consider that all assets retained for the Charity's own use are held as Unrestricted.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	<p>The Charity's Risk Management Policy is reviewed annually and the individual components for part of the Business Meeting Reviews.</p> <p>Apart from safeguarding risks that are managed via the protocols that are in place, financial risks by virtue of reduction of donors is remote at this stage. If there were to be a major reduction in donors the annual running cost is containable for a medium period to put counter measures in place.</p>
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	CIO Foundation Model [Updated 16.02.2021]
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Persons can be appointed as Trustees who are Elders or Deacons of The Church of God in Hayes by the biblical protocol approved by the Churches of God.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>Church activities</p> <p>The day to day management of activities of the Church is carried out by Trustees/Elders in conjunction with appointed Deacons and committees in which other church members participate. The Elders and Deacons hold meetings approximately every 4 months to consider matters affecting the running of the church and consider general financial undertakings, the updating on a yearly basis of all Regulatory documents, reports from committees [Property Committee, Events Committee, Youth Workers and ad hoc] and risks; the minutes of which are formally adopted at the Trustees meeting. The Elders hold meetings on a bi-monthly basis to review spiritual matters and pastoral care and any interim issues. The Elders consider appointments of Deacons and in conjunction with South East England District/Diocese of Elders of the Churches of God the appointment of Elders. Management accounts are produced on a regular basis by the treasurer that are reviewed by the Elders and Deacons at their meetings.</p> <p>There is a church members' business meeting once a year at which the accounts for the year are reviewed by all members of the church together with all the activities and the voluntary jobs list.</p>

		<p>Receipts and Payments accounts are prepared annually and are subject to independent examination. Church members / donors are provided with a copy of the Receipts and Payments Accounts once signed off by Trustees at the AGM.</p> <p>South East Youth Camp Activities The day to day management of the South East Youth Camp is carried out by Trustees in conjunction with the Camp Council that must include three Charity Trustees. Other members of Camp Council are members from South East England Churches of God that are nominated by the Camp Council and approved by the South East England District/Diocese of Elders of the Churches of God.</p> <p>Camp Council meets on a regular basis to plan, organise, manage, and review each year's camp and to provide strategy revision as appropriate for adoption by Trustees in conjunction with South East England District/Diocese of Elders of the Churches of God.</p> <p>Management accounts are produced on a regular basis by the treasurer that are reviewed by Camp Council.</p> <p>Receipts and Payments accounts are prepared annually for incorporation into the CIO accounts under Restricted Funds and are subject to independent examination. A copy of this section of the accounts are given to South East England District/Diocese of Elders of the Churches of God.</p> <p>Regulatory Documents The Church and South East Youth Camp updates annually Regulatory Documents including Health & Safety, Safeguarding for Children, Adults and Adults at Risk and Management of Volunteers Policy. GDPR Policy, Privacy Notice, and Consent Notices are in operation.</p>
Relationship with any related parties	Para 1.51	See above relationship with South East England District/Diocese of Elders of the Churches of God.
Other		

Reference and Administrative details

Charity name	The Church of God in Hayes
Other name the charity uses	
Registered charity number	1162316

Charity's principal address	Assembly Hall 6 Georgian Close Hayes Bromley BR2 7RA
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Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	David Parker			
2	Jonathan Charles Stanley	Chairman		
3	Stephen Arnold Brooks			
4	Stephen James Oxley	Secretary		
5	Peter Hurley Doel			
6				
7				

Corporate trustees – names of the directors at the date the report was approved

Director name	N/a	

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
David Parker		
Jonathan Charles Stanley		
Stephen Arnold Brooks		
Stephen James Oxley		
Peter Hurley Doel		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets	n/a

from the charity's own
assets

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Treasurer	George Jappy Collington	c/o Assembly Hall, 6 Georgian Close, Hayes, Bromley BR2 7NQ

Name of chief executive or names of senior staff members (Optional information)

Exemptions from disclosure



Reason for non-disclosure of key personnel details

Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	JONATHAN CHARLES STANLEY	STEPHEN JAMES OXLEY
Position (eg Secretary, Chair, etc)	CHAIR	SECRETARY
Date	11.07.2022	



CHARITY COMMISSION
FOR ENGLAND AND WALES

THE CHURCH OF GOD IN HAYES

1162316

Receipts and payments accounts

CC16a

For the period
from

1.4.21

To

31.03.22

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
DONATIONS	15,778	14,395		30,173	27,941
MINIBUS INSURANCE CLAIM	12,510			12,510	0
FUND RAISING ACTIVITIES		3,235		3,235	1,985
TAX RECOVERED 2020/21	2,032	4,400		6,432	6,760
SOUTH EAST YOUTH CAMP	-	7,188		7,188	4,022
	-	-		-	-00
	-	-		-	-00
	-	-	-	-	-
Sub total (Gross income for AR)	30,320	29,218	-	59,538	40,708
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	30,320	29,218	-	59,538	40,708
A3 Payments					
GENERAL EXPENSES	10,333	-00	-00	10,333	9,575
NEED FUND	-			-00	-00
YOUTH WORK & TRANSPORT	2,773	-00	-00	2,773	2,347
HALL MAINTENANCE & IT EQUIPMENT	928	-00	-00	928	1,842
DISBURSED TO CHARITIES		3,235	-00	3,235	1,985
DISBURSED TO MISSIONARIES		10,100	-00	10,100	10,227
TO FELLOWSHIP FUNDS		8,695	-00	8,695	7,485
SOUTH EAST YOUTH CAMP		7,809	-00	7,809	896
	-	-	-	-	-
Sub total	14,034	29,839	-	43,873	34,357
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	14,034	29,839	-	43,873	34,357
Net of receipts/(payments)	16,286	- 621	-	15,665	6,351
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	28,782	22,166	-00	50,948	44,598
Cash funds this year end	45,068	21,545	-	66,613	50,949

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	CASH AT BANK (Excl. SE YOUTH CAMP)	45,068	-	-00
	SOUTH EAST YOUTH CAMP	-00	21,545	-00
		-00	-00	-00
	Total cash funds	45,068	21,545	-
	(agree balances with receipts and payments account(s))			

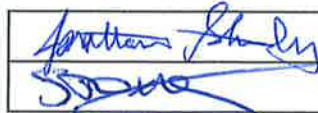

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Land, Buildings and Contents at Assembly Hall, Georgian Close, Hayes	Unrestricted	-	-
	Camping equipment	Restricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	None		-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	JONATHAN STANLEY	11/7/22
	STEPHEN OXLEY	11/7/22



Section A

Independent Examiner's Report

Report to the
trustees/ members
of

Charity Name

The Church of God in Hayes

On accounts for the
year ended

31 March 2022

Charity
no (if
any)

1162316

Set out on pages

2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2022**.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

E Brooks

Date:

07/07/2022

Name:

Emily Brooks

Relevant
professional

AAT Associate Bookkeeping Membership

**qualification(s) or
body (if any):**

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Address:

39 Blount Avenue
East Grinstead
West Sussex RH19 1JJ

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.