



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1 April 2022  
Period end date

Period start date To 31 March 2023

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><b>Sunday Church Services</b></p> <p>There are 33 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 have included Bible talks, prayer times, praise events and family services.</p> <p><b>Mid-week</b> bible study meetings are run in parallel for a physical house group and an online group. On other occasions online prayer meetings are held.</p> <p><b>Youth Work</b> [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>Sunday Club for pre-school, primary and secondary children is held most weeks for singing, craft and bible stories.</p> <p>We started a new family orientated event using material from the Messy Church brand. This has been much welcomed by</p>

		<p>children and parents alike, who have enjoyed a wider range of activities and enjoying church together as a family.</p> <p>We held special events at Christmas which attracted a good number of visitors.</p> <p><b>Charity Events [Public Benefit]</b></p> <p>A total of five charity coffee mornings were held over the year. This welcomed many visitors to the church. Funds were raised for several different charities.</p> <p>The church has collected and donated items for the Hayes Community Foodbank.</p> <p><b>Summer Camp [Public Benefit]</b> We were delighted to be able to return to running both our summer camps this year. A 5-night camp for children (58 attended) and a 6-night camp for older teens and young adults (40 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><b>Statement of Public Benefit</b> 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. 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 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	
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>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. We were delighted to send good numbers of children, young people and adults to both weeks of camp.</p> <p><b>Charitable Advances</b> We have been able to hold all our charity fund raising events in person this year and have expanded the range of causes we have collected for to meet additional needs such as wars in Ukraine and natural disasters in Turkey.</p>

### 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	<p>General Expenses, Need, Youth/Outreach &amp; Transport and Hall Maintenance are considered by the Trustees and 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>Trustees consider all these funds to have health balances and have given advice to donors of potential collections managed within restricted funds where greater needs are seen at this time recognising high inflation and other global economic impacts.</p> <p>With a healthy balance in the youth work fund, trustees have provided additional support to South East Youth camp and funded delegates to an International event for young people.</p> <p><b>Restricted Funds</b> 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 <b>Restricted Fund</b> for South East Youth Camp carried a balance of £27,535. Expenditure was lower than in previous years following the change of venue which saw both weeks of camp run from the same site which is owned by another church who participate in the camp.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>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.</p>
Amount of reserves held	Para 1.22	<p><b>The cash balance</b> of Unrestricted Funds is £46,577 and exceeds this target by around £38,000.</p> <p>The cash balance of Restricted SEYC Funds is 27,535 and exceeds target by around £20,000.</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 and are either at or above their starting balance. The youth work fund has reduced by around 10% as trustees have actively sought to utilise this money for new purposes. The majority of <i>Restricted Funds</i> were disbursed in full with around £300 given for payments scheduled to be made in October 2023.
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><b>CIO Accounts overall</b></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 &amp; 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><b>Total Receipts on <i>Unrestricted Funds</i></b> was £18,372 and the Total Receipts on <i>Restricted Funds</i> was £44,510 all as detailed in the Financial Statements. Increases though fund raising and South East Youth camp reflect an increase in activities including returning to running two weeks of camp.</p> <p>Expenditure falls under General Expenses, Need, Youth/Outreach &amp; 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 up slightly compared to last year due to decoration of the church building and more generous support from the youth fund.</p> <p><b>Restricted Funds</b>  <i>Gifts from donors to Church Restricted Funds [see above]</i> are simply disbursed to the stated funds. They cover gifts to</p>
--	-----------	--

		<p>Missionaries operating in North America, India, Myanmar, Philippines, and Africa as well as Outreach - funding Christian work in those countries. One Fund specifically covers Relief support operations in those countries.</p> <p><b>Sources of Funds for SE Churches of God to SE Youth Camp</b></p> <p>It is the Trustees' 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 cover 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><b>Assets</b></p> <p>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><b>Church activities</b></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, Youth Workers and ad hoc] and risks; the minutes of which are formally adopted at the Trustees meeting.</p> <p>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.</p> <p>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</p>



		<p>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><b>South East Youth Camp Activities</b></p> <p>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 <b>Restricted Funds</b> 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><b>Regulatory Documents</b></p> <p>The Church and South East Youth Camp updates annually Regulatory Documents including Health &amp; 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
-----------------------------	--

### 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	Chairperson		
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 10.07.2023





CHARITY COMMISSION  
FOR ENGLAND AND WALES

THE CHURCH OF GOD IN HAYES

1162316

## Receipts and payments accounts

CC16a

For the period  
from

1.4.22

To

31.03.23

### 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 £
<b>A1 Receipts</b>					
DONATIONS	14,728	18,190	-	32,918	30,173
MINIBUS INSURANCE CLAIM	-	-	-	-	12,510
FUND RAISING ACTIVITIES	-	2,061	-	2,061	3,235
TAX RECOVERED 2021/22	3,644	3,615	-	7,259	6,432
SOUTH EAST YOUTH CAMP	-	20,644	-	20,644	7,188
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<i>Sub total (Gross income for AR)</i>	18,372	44,510	-	62,882	59,538
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<i>Sub total</i>	-	-	-	-	-
<b>Total receipts</b>	18,372	44,510	-	62,882	59,538
<b>A3 Payments</b>					
GENERAL EXPENSES	9,284	-	-	9,284	10,333
NEED FUND	10	-	-	10	-
YOUTH WORK & TRANSPORT	4,565	-	-	4,565	2,773
HALL MAINTENANCE & IT EQUIPMENT	3,002	-	-	3,002	928
DISBURSED TO CHARITIES	-	2,061	-	2,061	3,235
DISBURSED TO MISSIONARIES	-	11,365	-	11,365	10,100
TO FELLOWSHIP FUNDS	-	9,980	-	9,980	8,370
DONATION TO DEC (TURKEY)	-	160	-	160	-
NOTTINGHAM HALL APPEAL	-	-	-	-	325
SOUTH EAST YOUTH CAMP	-	14,654	-	14,654	7,809
<i>Sub total</i>	16,861	38,220	-	55,081	43,873
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<i>Sub total</i>	-	-	-	-	-
<b>Total payments</b>	16,861	38,220	-	55,081	43,873
<b>Net of receipts/(payments)</b>	1,511	6,290	-	7,801	15,665
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	45,068	21,545	-	66,613	50,948
<b>Cash funds this year end</b>	46,579	27,835	-	74,414	66,613



## 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)	46,579	300	-
	SOUTH EAST YOUTH CAMP		27,535	-
			-	-
	<b>Total cash funds</b> (agree balances with receipts and payments account(s))	<b>46,579</b>	<b>27,835</b>	<b>-</b>



	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			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Jonathan Stanley	10.07.2023
	Stephen Oxley	10.07.2023





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 2023

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 **31/03/2023**.

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:

Date:

30/06/2023

Name:

Emily Brooks

Relevant professional  
qualification(s) or body  
(if any):

AAT Associate Bookkeeping Membership

Address:

39 Blount Avenue

East Grinstead

West Sussex RH19 1JJ

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.**