



Registered charity number 1162884

Emmanuel Church Marlborough

Trustees' Annual Report for year ending 31 August 2022

Reference and administration details

Charity name EMMANUEL CHURCH MARLBOROUGH

Registered Charity No. 1162884

Charity's principal address Emmanuel Church, New Road, Marlborough, SN8 1AH

Names of the charity trustees who manage the charity

<u>Trustee name</u>	<u>Office</u>	<u>Dates acted if not for the whole year</u>
Mr Reuben Mann	Chairman	
Mr Bruce Evans		
Mr Graham Hilton		
Mr Michael Prest		
Mr Peter Keighley	Treasurer	
Mrs Caroline Iliffe	Secretary	Became a Trustee on 3/2/2022
Mrs Valerie Nelson-Piercy	Secretary	Ceased being a Trustee on 3/2/2022

Structure, governance and management

Governing Document

Emmanuel Church Marlborough ('the Church') is constituted as a Charitable Incorporated Organisation registered with the Charity Commission in July 2015 under charity number 1162884. It is governed by a constitution document adopted on 28 July 2015 and modified on 11 November 2017. The constitution document was modified as planned from the outset to establish the Church as a local church, with its own leadership, responsible to its own membership. This was at the initiative of the first Trustees, for reasons both of practical sustainability and Biblical principle.

The trustees are those who are appointed to the offices of Elder (including Pastor), Church Secretary and Treasurer in accordance with the Church Handbook.

Induction and training of trustees

Whenever a new trustee is appointed they shall be provided with a copy of:

- a) The latest annual report and accounts of the Church;
- b) The Constitution
- c) Any other documentation relevant to the Church

Organisational Structure

During this period the charity trustees have been responsible for the general control and management of the charity. They have met formally three times, which is in excess of the requirement to meet at least twice in each 12 month period specified in the Constitution.

The trustees include Reuben Mann who is one of four elders who are responsible for spiritual oversight of the fellowship in accordance with the Constitution. Reuben Mann serves as full-time pastor of the fellowship. The other elders are Bruce Evans, Graham Hilton and Michael Prest.

Consideration of Risks

Three main areas of risk have been identified, and the procedures put in place to mitigate these are as follows.

- 1) The charity closely monitors and manages its finances to ensure that funds are available for ongoing support of its objectives.
- 2) Appropriate insurance is in place to protect the charity from unexpected events.
- 3) DBS checks are made for all those who work with children or other vulnerable groups as part of the church's activities to avoid safe-guarding issues arising.

Objectives and Activities

Aims

The Aims of the charity are set out in the charity's constitution document and are summarised as follows:

- (1) the advancement of the Christian faith in accordance with the Basis of Faith primarily, but not exclusively, within Marlborough and the surrounding neighbourhood; and
- (2) such other charitable purposes, as shall in the opinion of the members of the Church put into practice the Christian faith in accordance with the Basis of Faith, provided that the advancement of such purposes must be undertaken in a manner that is consistent with the Doctrinal Distinctives and Ethical Statements.

Strategies

In support of our Aims, our strategies are:

- (1) To reach out to people in Marlborough & the wider region with the good news of Jesus, enabling anyone regardless of age, race or religion to learn more about the Christian faith as taught in the Bible;
- (2) To build up the fellowship through Bible teaching in the context of prayerful mutual care so that we are equipped for active gracious involvement in the wider community, praying for opportunities to speak of Christ;
- (3) To support the spread of this good news globally.

In pursuing these strategies, the trustees have had regard to the guidance issued by the Charity Commission on public benefit and consider these to be of benefit to both Christians within the church and to the wider community as a whole.

Emmanuel Church Marlborough

Activities and Achievements

Our activities are free of charge and open to all (unless stated otherwise). These have included:

Sunday services

We have run a church service every Sunday. Our church services have been attended regularly by people from Marlborough and the wider community up to a 10 mile radius. The number of people attending has fluctuated between about 70 and 100 depending on the time of year. These include both Christians and non-Christians who enjoy the friendship and support of the church community. Our services are publicly advertised. Visitors often remark how welcoming the church is.

Our services are in person at Emmanuel Church (formerly Christchurch) on New Road in Marlborough. We also livestream our services for those who are unable to attend in person.

Sunday School & Youth Group

Our church services normally include a crèche and two Sunday School groups for children up to the top of primary school. These are well staffed by volunteers and well attended as young families normally form a high proportion of people attending.

After our church service, once a fortnight, we run a friendly Bible study group for young people in Key Stage 3.

Children's groups and events

We run *Little Friends*, a toddler group meets weekly on Thursday mornings for any parents and carers wishing to bring their toddlers to a session of play, singing and a short Bible story.

We run *Sparklers*, a monthly children's club on Monday afternoons for any children in Key Stage 1, with games, snacks and a Bible story.

We run *Explorers*, a weekly children's club on Friday evenings for children in Key Stage 2, with games and a short Bible talk. There is a 50p charge for snacks.

We run *Friday Nights*, a weekly youth club on Friday evenings for young people in Key Stage 3, with a range of social indoor and outdoor activities and a short Bible talk.

We ran a four-day long Holiday Club for primary age children in August 2022. This event included games, craft, food and age-appropriate teaching from the Bible. We requested a donation of £5 in total per family for the Holiday Club towards costs. The Holiday Club was heavily publicised and well attended with many guests from the wider community.

Emmanuel Church Marlborough

Home groups

We have three evening mid-week meetings in homes, one in Marlborough, one in Pewsey and one in Ogbourne St George. These groups meet weekly to build friendship, to pray for one another and to study the Bible together. Once a month the groups meet centrally together to focus on prayer and planning.

Ladies' Bible Study

We have a ladies' Bible study which meets fortnightly in a home on Friday mornings. This is an opportunity to pray for one another, to study the Bible and to encourage one another as Christian women.

Men's and Women's Socials

We have held a number of social meals, some for women and some for men, in homes, in restaurants and in the church building. These have been a chance to build friendship within the church and to invite others who have shown an interest in coming to our church. On each occasion there is a short Bible talk or personal Christian testimony.

Enquirers course

In January 2022, we ran a series of 3 multi-media based discussion evenings called Hope Explored for people interested in finding out about Christianity.

Christmas Events

We held a number of different initiatives to celebrate Christmas and to share the Christmas message with the wider community.

The first was an evening of carol singing in Waitrose during the 'turning on of the lights' on the High Street. The second was a Car Park Carol Service with the kind permission of a local supermarket. This was organised like a drive-in carol service and attendees were encouraged to decorate their cars with a Christmas theme. An activity pack with mince pies was provided for families to enjoy as they watched an open-air nativity and sang carols in their cars. This event proved so popular in the local community that we had to run it twice to accommodate all the cars. Finally, we held a more traditional carol service in the church building.

Queen's Jubilee

We celebrated Queen Elizabeth II's Jubilee by inviting the wider community to afternoon tea at the Marlborough Recreation Ground ('Rec'). This included live music, food & drink, fête style stalls, a dog-show and a talk about the Queen and her Christian faith.

Emmanuel Church Marlborough

Pastoral care

Our four elders, including our full-time pastor, oversee our spiritual care of the fellowship and of others with whom we're associated. This includes regular pastoral visits and mentoring where the opportunity is given for personal Bible study and prayer. Our deacons, Caroline Iliffe and Peter Keighley, also have responsibility for oversight of practical care within the fellowship.

Ministry Staff

In addition to having a full-time pastor, the church has recruited two part-time members of ministry staff (a Children's & Youth Worker and a Ministry Trainee). They joined us at the end of August 2021 and are also training in Christian ministry.

Other community involvement

We encourage our fellowship to be active in contributing to the life of the wider community. For example, several members volunteer in local schools by taking assemblies and running Christian groups, others are school governors and trustees of local pre-schools. One is a trustee of a local bookshop, yet others volunteer with all sorts of charities.

Contribution by the fellowship

While the church does employ a Pastor it would not be possible to accomplish all of this without the hard work and service of all the fellowship who give so much time and effort voluntarily in support of our Aims.

Financial review

Reserves

The trustees have reviewed the reserves of the charity. Our funds on 31 August 2022 are approximately sufficient to cover 5 months' operating costs of the church, excluding further giving.

Principal sources of funds

The charity's main sources of income have been:

- Donations from regular attendees
- A grant of £19750 from the Training Fund of the FIEC (Fellowship of Independent Evangelical Churches) to assist with the employment of our Children's & Youth Worker
- Support raised by our Children's & Youth Worker and our Ministry Trainee from personal supporters and Christian trusts.

Emmanuel Church Marlborough

Investment Policy and Objectives

The charity has no long-term investments. Our cash reserves are held in a current account and a deposit account.

The church purchased, in August 2022, an apartment in Marlborough initially to house our Children's & Youth Worker. To help achieve this, we took out a mortgage for £85,000.

Future plans

We intend to continue to pursue our aims and objectives through activities similar to and in addition to what we have already been doing, as funds allow.

In 2022, the Methodist church building, which we had been hiring for Sunday services and midweek activities, was put up for sale on the open market. Wiltshire Council registered this building as an Asset of Community Value and this gained us 6 months in which to raise funds for a bid. Having obtained an independent valuation, Emmanuel Church Marlborough bid for and purchased this building in January 2023. The funds for this purchase were raised from:

- Donations by regular attendees
- Gifts by other interested individuals and trusts
- A personal loan from an individual in the church at an interest rate of 2.3%

Declaration

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

Signed on behalf of the charity's trustees by:

M. S. Prest

Michael Prest

Trustee

Date 30/6/23

C. Iliffe

Caroline Iliffe

Secretary

Date 30.6.23

Independent examiner's report to the trustees of Emmanuel Church Marlborough

I report to the trustees on my examination of the accounts of Emmanuel Church Marlborough for the year ended 31 August 2022, which are attached to this report.

Responsibilities and basis of report

As the charity trustees of Emmanuel Church Marlborough 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 Emmanuel Church Marlborough'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 Emmanuel Church Marlborough as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



Heather Locke, FCA
3 Lipman Way
Malmesbury
SN16 9FH

30 June 2023



Receipts and payments accounts

For the period
from

01/09/2021

To

31/08/2022

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					
Direct Gifts from individuals (notes 5 & 8)	75,642	20,330	-	95,972	64,797
Gifts from individuals via CAF / Stewardship	3,000	-	-	3,000	6,068
Gifts from supporting organisations (notes 5 & 8)	-	34,850	-	34,850	3,250
Gifts for specific purposes (note 4)	520	-	-	520	610
Gift aid on gifts from individuals	-	-	-	-	-
Sundry income (note 6)	1,693	-	-	1,693	10
Interest received	121	-	-	121	182
Income from events (notes 1 and 6)	3,186	-	-	3,186	-
Sub total (Gross income for AR)	84,163	55,180	-	139,343	74,917
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	84,163	55,180	-	139,343	74,917
A3 Payments					
Pastor stipend (note 2)	34,920	-	-	34,920	34,224
Pastor pension (note 2)	3,432	-	-	3,432	3,320
Pastor expenses (note 2)	1,556	-	-	1,556	648
Other staff costs (incl. expenses/housing) (note 5)	11,970	42,890	-	54,860	8,665
Hire of premises for services and activities	7,955	-	-	7,955	4,590
Supplies and services	3,481	-	-	3,481	4,313
Outreach, website and publicity	1,230	-	-	1,230	1,418
Legal and other similar fees (note 5)	11,039	1,500	-	12,539	-
Sundry Costs	2,402	-	-	2,402	726
Costs of events (notes 1 & 6)	3,498	-	-	3,498	500
Missionary Giving - Church	1,434	-	-	1,434	5,114
Missionary Giving - From church members (note 4)	-	-	-	-	430
Sub total	82,917	44,390	-	127,307	63,948
A4 Asset and investment purchases, (see table)					
Purchases of equipment	558	-	-	558	817
Purchase flat incl. mortgage payments (note 7)	85,445	-	-	85,445	-
Sub total	86,004	-	-	86,004	817
Total payments	168,920	44,390	-	213,310	64,765
Net of receipts/(payments)	- 84,758	10,790	-	- 73,968	10,152
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	123,443	8,685	-	132,128	121,976
Cash funds this year end	38,686	19,475	-	58,161	132,128

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	Barclays Community Account	22,667	19,475	-
	Kingdom Deposit Account	16,019	-	-
	Cash	-	-	-
	Total cash funds	38,686	19,475	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Gift aid to be claimed (note 3)	49,625	2,691	-
	Holiday Club income from August 2022 (note 6)	150	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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	Equipment	Unrestricted	6,606	-
	Apartment (note 7)	Unrestricted	170,000	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Mortgage on Apartment (note 7)	Unrestricted	84,109	Monthly to Aug 2047
	Refund overpaid gift	Unrestricted	1,350	Aug 2022
	Missionary gift re 21/22	Unrestricted	2,626	Oct 2021
	Employer pension contributions	Unrestricted	497	Sept 2022 & prior

Signed by two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
M. S. Prest	MICHAEL PREST	30/6/23
C. Iliffe	CAROLINE ILIFFE	30.6.23

Notes to the accounts

Note 1

Income from events in the current year included £2,406 for the church's March 2022 weekend away. There was no such income in the prior year.

The cost of the March 2022 weekend away, including the speaker and the children's work team, was £2,910, of which £2,410 is recorded in the current year's accounts and the initial deposit of £500 was recorded in the prior year accounts.

Note 2

Reuben Mann, who is a trustee, receives payments for his services as pastor to the church and the work that his wife undertakes enabling and supporting his ministry. These payments, none of which are in relation to Reuben's role as trustee, amounted to £34,910 in the year (£34,224 for the prior year).

The charity also contributed £3,432 (£3,320 for the prior year) towards a pension for him and paid mileage expenses at 45p per mile amounting to £566 (£266 for the prior year).

An additional £256 of pension contributions is due to be paid in 2022/23 and has been included in liabilities. This relates to a £60 underpayment from the current year and £196 from prior years.

The remaining £990 of expenses in the current year includes a contribution to his home office, based on 50% of the relevant bills together with any incremental costs, along with reimbursement for attendance at various conferences. The equivalent amounts in the prior year amounted to £382.

Note 3

This represents Gift Aid due to be claimed after the end of the year relating to gifts given prior to the end of the year by individuals who had valid Gift Aid forms in place prior to the date of approval of these accounts. Gift Aid due in relation to gifts to Restricted funds has been included in 'Restricted other monetary assets'.

No claims have yet been made related to gifts in the current financial year. Claims for the years ended 31 August 2019, 31 August 2020 and 31 August 2021 were made in January 2023 and as a result £34,579 of Gift Aid was received, together with £576 of interest.

Note 4

During the year, a number of church members made gifts in support of a specific missionary appeal. These gifts amounted to £520 and are included in 'Gifts for specific purposes'. Whilst these are included within Unrestricted funds, they represent funds designated for a particular purpose.

In the prior year £380 was received from church members for a similar appeal together with £80 of additional support for those charities. In addition a further £150 was donated to provide for local needs.

Note 5

Several gifts relating to the employment of staff have been received that have been classed as Restricted funds.

Support from both individuals and churches towards the cost of employing a Children's & Youth Worker and a Ministry Trainee was received, which in total resulted in £15,955 of restricted income during the year (£8,085 in the prior year). There was also a £19,750 grant received from FIEC towards the costs of the ministry & training of the Children's & Youth Worker for 2 years to August 2023.

Costs associated with the employment of these staff members incurred during the year exceeded the balance of associated Restricted funds and hence the excess costs have been deducted from Unrestricted funds.

In the prior year, a further £1,500 was received from individuals in relation to the costs of purchasing an apartment which is to be used to house the Children's & Youth worker, the purchase of which completed in August 2022. This restricted income amount was utilised during the year for the associated legal fees. See also note 7.

Notes to the accounts (continued)

Note 5 (continued)

Michael Prest, a trustee of the charity, received a rental amount of £650 per month from the church in relation to the provision of accommodation for the Ministry Trainee. During the year he received £7,800 (£650 in the prior year) which is included in 'Other staff costs (incl. expenses / housing)'.

Note 6

Income from regular groups, outreach events and the children's holiday club is included within Sundry Income and represents contributions from participants made towards the cost of running such events.

During the year such income amounted to £2,293 (including £780 for the Real Life event, which has instead been included in 'Income from events', and £190 from the prior year's holiday club). The equivalent amount of such income received in the prior year was £110. A further £150 related to the current year was received in September 2022, which is included in 'Other monetary assets'.

The costs of running and promoting these activities are included within either 'Supplies and services', 'Outreach, website & publicity' or 'Sundry costs' as appropriate however due to its size the £1,088 cost associated with the Real Life event has been included in 'Costs of events'.

Note 7

In August 2022, the church purchased an apartment for £170,000. This was funded with historic reserves of £85,000 together with a 25 year variable rate repayment mortgage for £85,000 from Reliance Bank. The apartment has been included in 'Assets retained for the charity's own use' and the balance on the associated mortgage is shown in 'Liabilities'.

In the prior year £1,500 of funds were donated to assist with this purchase. These were utilised towards the significant legal costs and other fees incurred during the current year.

Note 8

During 2022, the Christchurch building, where Sunday services were being held, was put up for sale by its owners. As a result Emmanuel Marlborough members and other organisations were approached to ask for pledges to donate or loan money to the charity to enable a bid to be made to purchase the property from the vendors.

Some of these pledges resulted in income being received in the current year, amounting to £19,475. These amounts have been included in Restricted funds and £1,000 of associated Gift Aid to be claimed is included in 'Restricted other monetary assets'. During October and November 2022, the remaining pledges were collected in, following acceptance of the charity's offer to purchase the church building, with final sale completion achieved during January 2023.