

# Hardwick Evangelical Church

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## Trustees' report 1 April 2020 to 31 March 2021

### Reference and Administrative details

|                             |  |
|-----------------------------|--|
| Charity name                | Hardwick Christian Fellowship  |
| Other name the charity uses | Hardwick Evangelical Church  |
| Registered charity number   | 1163049  |
| Charity's principal address | Unit 17, Broadway House, 149-151 St. Neots Road<br>Hardwick, CAMBRIDGE, CB23 7QJ |
| Email address               |  |
|                             | HardwickEvangelical@gmail.com  |
| Website                     | HardwickEvangelicalChurch.co.uk  |

### Structure, Governance and Management

The charity is a Charitable Incorporated Organisation governed by constitution.

Every appointed charity trustee must be appointed for a term of three years by a resolution passed at a general meeting of the members of the CIO

### Names of the charity trustees who manage the charity

|   | Trustee name         | Office (if any) | Dates acted if not for whole year                               |
|---|----------------------|-----------------|---|
| 1 | Dr S Gaze            | Co-minister     | To 31 March 2021  |
| 2 | Mrs E Instone-Brewer | Secretary       |   |
| 3 | Mr D Sage            | Treasurer       | To 31 March 2021  |
| 4 | Mrs S Thomson        | Treasurer       | Elected trustee to 31 March 2021<br>Treasurer from 1 April 2021 |
| 5 | Mrs K Gaze           | Minister        | From 1 April 2021   |

### Objectives of the charity

The objectives of the charity are the advancement of the Christian Faith and other charitable work focusing mainly on Hardwick and nearby villages, to the public benefit as defined in guidance issued by the Charity Commission.

### Summary of the main activities of the charity

The church undertook the following activities and encouraged ordinary people to live out the faith as part of a local church through:

- Sunday morning worship and teaching services\*
- Meetings in homes for study, discussion and prayer\*
- Links with pre-schools, primary schools and secondary schools\*
- Links with various community initiatives in the village of Hardwick\*
- Various collaborations with other local churches\*

\* During the Covid-19 pandemic services and meetings have been conducted via the internet. Any face-to-face meetings and activities only occurred under strict adherence to Covid-19 guidelines.

## Details of the charity's activities

### Financial review

At the end of the financial year 2020-2021, the net current assets on 31st March 2021 were £177,212.

Receipts in the financial year 2020-2021 were £98,425 and payments were £56,867. Full accounts have been prepared and submitted.

Receipts consisted of charitable giving from members and others who attend the church. This year we saw a significant increase in gift aid due to the receipt of a substantial financial gift in the previous year. The charity also received a £10,000 business grant due to the Covid19 pandemic.

Payments included the salaries of two part-time ministers.

The charity seeks to maintain a minimum reserve of six months' salaries and related costs and committed expenditure for rental of the office.

The trustees have no concerns regarding the charity as an ongoing concern.

### Leadership Team

The Leadership Team is responsible for discerning the spiritual direction of the church and facilitating growth and development in Christ of church members and the wider community. The Leadership Team comprises the Minister and two lay members. In addition the Trustee Team comprises the Minister (ex officio), secretary, and treasure, and an elected trustee.

### Sunday morning services

We continued with services online this year as Covid-19 restrictions remained largely in place throughout the year. We have met most Sunday mornings 10.30-12noon for worship, fellowship and teaching. There have been 20-25 devices tuning in to the services, and it has been encouraging to have new people join us regularly on Sunday mornings during this period. Various people have contributed to services, and there has been a dedicated tech team helping livestream the services via Zoom, YouTube and Facebook. Recordings of the services are available online via the website.

We continued to have communion regularly, usually on the 1<sup>st</sup> and 3<sup>rd</sup> Sundays of the month, albeit in our own homes.

We also held two in-person services in 2020 when restrictions allowed: thank you to the Covid Team, who did a thorough risk assessment and made sure everything was in place for us to meet.

### Weekday Groups

Weekday groups have continued to meet online during the year.

### Preaching

Preaching during the year April 2020 to March 2021 began with a series on prayer, an examination of aspects of the pandemic on church life, Psalms, Mark's gospel, discipleship, 1 & 2 Timothy and Titus. Recordings of talks can be found on the church website as part of the online services.

## The Living Room

Over the past year, the Living Room has been invaluable in allowing us to stream our Sunday services on Zoom and other social media. Having superfast broadband has allowed this to run smoothly and has also meant the room has been used by other groups. We look forward now to being able to use the room for a variety of other groups, as restrictions ease.

## Community events

At Christmas time, we once again built a **Life-Size Nativity scene** outside Hardwick School, together with others from the community who helped with the construction and maintenance. We were unable to have Christmas Carols at the Nativity scene on Christmas Eve; instead we organised groups of up to 6 people go carol singing down pre-arranged streets and people joined in from their doorsteps and driveways. The minister also arranged, and produced a “virtual” recording and video of ‘Good Christians all rejoice’, with musicians and singers from Hardwick, which was shared on Facebook and YouTube.

We also did an **Advent Window Trail** in partnership with St Mary’s Church with Christmas scenes displayed in various windows around Hardwick. Alongside this, 50 Advent resource boxes containing themed craft activities and a copy of the Jesus Storybook Bible were distributed to families in the village.

At Easter we set up a pop-up **Easter Garden** on the corner outside the school – a place to “Come to me all you who are weary and burdened ... and you will find rest for your souls”, and collaborated with St Mary’s Church to deliver an **Easter Trail**.

As appropriate, the Minister and other church members liaise with other agencies locally and nationally to seek the best pastoral, spiritual and physical health possible for those we serve.

The church continues to be represented at Community Association meetings.

## Churches working together for Hardwick

Since the start of Hardwick Evangelical Church, we have sought to be in good relationship with the congregation and leadership of St Mary’s Church, Hardwick, recognising that some of what we do is done more effectively as two distinct churches but there are also areas where it is more effective to work together.

In the past year the rector and the minister have continued to facilitate **Village Prayers** on Weds mornings on Zoom.

In collaboration with WCCYM, we also presented “It’s Your Move” booklets to Year 6 students in the Hardwick campus of our local primary school.

## Working together for nearby villages

Through WCCYM (West Cambridge Christian Youth Ministries) and the annual Joint Church Service, we have many links with churches and Christians in nearby villages, across denominations. A lot of these contacts are centred around youth work but there are other very useful conversations that emerge from the relationships that are built.

As part of the Eastern Baptist Association (EBA), we have additional links with local Baptist Ministers who meet up every 2-3 months for prayer and support.

On behalf of the EBA, we are administering a grant to support in liaison with South Cambridgeshire District Council and the developers of Bourn Airfield and Cambourne West on behalf of local



churches across denominations with regards to preparing the way for Christian witness and presence in that development.

## Online presence

For some years now, the church has had a website, YouTube channel and a Facebook page. Over the past 18 months since the Covid pandemic lockdown in March 2020, these have been even more important means of communicating more widely than with our usual congregation. During this time, all our services on Zoom have been livestreamed to YouTube (until just before Easter 2021) or Facebook (since Easter 2021), and are available to watch “on demand” on YouTube. The online “marriage course” made available by the Alpha Course was also well received.

Special videos and events have been shared on Facebook and YouTube, with the “unscripted Nativity” video having more than 4,000 views on Facebook. We remain a church rooted and active in our local community but have been privileged to connect with and encourage people around the world.

## Young Church

As we have been unable to meet in person for the majority of this year the church has sent out session plans for families in church to complete together at home. Some of the resources have been produced in-house and we have also made use of the free resources provided by ‘Together at Home.’

As well as providing suggested activities for the children we have been trying to help maintain a sense of church community in a variety of ways. We have created a few video sessions featuring some of the Young Church leaders, some members of the wider church family have made video recordings of stories from The Jesus Storybook Bible and some have written letters to the children. Families have also been encouraged to send photos of the things they have been up to at home and to spend time praying for each other as well as looking for practical ways to serve and show love to each other.

Throughout December we worked in partnership with St Mary’s Church to produce ‘Hardwick Advent Windows’ and our Advent resource boxes. Boxes were delivered to 50 families in the village containing activities to complete for each day of Advent as well as a Jesus Storybook Bible and other resources. These were well received and people enjoyed creating their own advent crafts to display in their windows as well as viewing the windows created by members of the two churches. Children from the village enjoyed coming to share their star creations at our life size nativity scene.

At Easter the children in our church were encouraged to share their faith with their friends by helping to create wooden spoon characters to create a mini Easter garden scene near the school. The scene was changed throughout the week with a simple telling of the Easter story. Families in the village were also invited to explore the Easter story further through an interactive Easter Trail which was organised together with St Mary’s Church.

It has been great to see the children playing an active role in some of our church services through helping with leading worship, doing bible readings and taking part in our sharing service. The children also lead the church in prayer when they took part in a children’s day of prayer for our nation. Some families have also been on prayer walks around the village.

At the start of June our children and families were finally able to begin meeting together in person. We have met together outside in a public place straight after the church Zoom service. Families have

brought a picnic and we have spent time praying, reading the bible, singing and doing various other fun activities together.

## Youth work

This last year has been a quieter one for specific events organised through our church. Since March 2020, we organised a series of online youth gatherings on Zoom for young people linked to our church, with time to chat and play games, and a short time of testimony or discussion based on a Bible passage or theme linked to the Christian faith. There are plans to go into Hardwick Primary school in July, jointly with a representative from St Mary's Church, to do a session to help the Yr 6 students with their transition to Yr 7, giving out the Scripture Union 'It's Your Move' booklets as a gift from the churches.

Our partnership with WCCYM has meant that there has been regular youth work activities for young people to get involved in (which most young people linked to our church have done, for varying activities).

We are very grateful to the volunteers from our church.

## Safeguarding

Eight people from our church have undertaken the EBA Safeguarding training during June, which involved an excellent video resource from the EBA covering the essential aspects of Safeguarding (children and young people, and adults at risk too). DBS checks are kept up to date through Thirtyone:eight (previously known as CCPAS – Churches Child Protection Advisory Service).

## Mission giving

Our current Mission Links are: WCCYM, Rehoboth, Kathryn Thompson, Central African Mission international, The Lisa Kent Memorial School, GENR8 and the Christian Motorcyclists Association. Once a year, we send a donation to each of our charities.

## Declarations

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

Signed on behalf of the charity's trustees:

|           |                 |                     |
|-----------|-----------------|---------------------|
| Signature |                 |                     |
| Full name | Susie Thomson   | Enid Instone-Brewer |
| Position  | Treasurer       | Secretary           |
| Date      | 9 November 2021 | 9 November 2021     |



| HARDWICK CHRISTIAN FELLOWSHIP<br>HARDWICK EVANGELICAL CHURCH<br>Financial Year 2020 - 2021 |   | Current<br>Account | Shawbrook<br>Fixed Yield<br>Savings<br>Account | Hampshire<br>Trust Bank | Kingdom Bank | United Trust<br>Bank | Total Funds |
|--|---|--------------------|--|-------------------------|--------------|----------------------|-------------|
| 1  | Receipts  |                    |  |                         |              |                      |             |
| 2  | Gift Aid: Tax Refund 19-20                            | 35,311             |  |                         |              |                      | 35,311      |
| 3  | Gifts: Regular Giving                                 | 33,720             |  |                         |              |                      | 33,720      |
| 4  | Gifts: Youth Work                                     | 252                |  |                         |              |                      | 252         |
| 5  | Higher Interest A/cs                                  | 1,815              |  |                         |              |                      | 1,815       |
| 6  | Advent Windows, Christmas Cards & Nativity Scene      | 183                |  |                         |              |                      | 183         |
| 7  | On-line Shopping                                      | 33                 |  |                         |              |                      | 33          |
| 8  | Bibles  | 310                |  |                         |              |                      | 310         |
| 9  | Bursary   | 1,000              |  |                         |              |                      | 1,000       |
| 10   | Caxton Baptist Church                                 | 10,325             |  |                         |              |                      | 10,325      |
| 11   | Christmas Hampers                                     | 428                |  |                         |              |                      | 428         |
| 12   | Easter  | 60                 |  |                         |              |                      | 60          |
| 13   | Eastern Baptist Association - New Housing Development | 3,000              |  |                         |              |                      | 3,000       |
| 14   | South Cambridgeshire Council - Business Grant         | 10,000             |  |                         |              |                      | 10,000      |
| 15   | WCCYM   | 277                |  |                         |              |                      | 277         |
| 16   | Hardwick Network                                      | 1,351              |  |                         |              |                      | 1,351       |
| 17   | Office  | 40                 |  |                         |              |                      | 40          |
| 18   | Other   | 70                 |  |                         |              |                      | 70          |
| 19   | Welfare   | 250                |  |                         |              |                      | 250         |
| 20   | TOTAL RECEIPTS  | 98,425             | 0  | 0                       | 0            | 0                    | 98,425      |
| 21   | Payments  |                    |  |                         |              |                      |             |
| 22   | Salary: Co-Ministers (Incl. Employer's costs)         | 21,860             |  |                         |              |                      | 21,860      |
| 23   | Pension: Co-Ministers                                 | 2,559              |  |                         |              |                      | 2,559       |
| 24   | Expenses: Co-Ministers                                | 178                |  |                         |              |                      | 178         |
| 25   | Expenses: Pastoral                                    | 146                |  |                         |              |                      | 146         |
| 26   | Fees: Insurance & Affiliation                         | 1,222              |  |                         |              |                      | 1,222       |
| 27   | Office  | 13,239             |  |                         |              |                      | 13,239      |
| 28   | Resources: General                                    | 179                |  |                         |              |                      | 179         |
| 29   | Resources: Young Church                               | 258                |  |                         |              |                      | 258         |
| 30   | Resources: Youth Work                                 | 179                |  |                         |              |                      | 179         |
| 31   | Training: General                                     | 40                 |  |                         |              |                      | 40          |
| 32   | Accommodation: Church Meetings (Food/Refresh)         | 889                |  |                         |              |                      | 889         |
| 33   | Accommodation: Children's Work                        | 75                 |  |                         |              |                      | 75          |
| 34   | Eastern Baptist Assoc: Cluster Groups and Annual Gift | 150                |  |                         |              |                      | 150         |
| 35   | Equipment   | 45                 |  |                         |              |                      | 45          |
| 36   | Speaker   | 50                 |  |                         |              |                      | 50          |
| 37   | Welfare   | 507                |  |                         |              |                      | 507         |
| 38   | Christmas Cards and Nativity Scene                    | 232                |  |                         |              |                      | 232         |
| 39   | Special Outreach                                      | 450                |  |                         |              |                      | 450         |
| 40   | Village Schools                                       | 70                 |  |                         |              |                      | 70          |
| 41   | Missionary & Mission Donations                        | 10,000             |  |                         |              |                      | 10,000      |
| 42   | Bibles  | 390                |  |                         |              |                      | 390         |
| 43   | Bursary   | 1,000              |  |                         |              |                      | 1,000       |
| 44   | Christmas Hampers                                     | 532                |  |                         |              |                      | 532         |
| 45   | Eastern Baptist Association - New Housing Development | 300                |  |                         |              |                      | 300         |
| 46   | Hardwick Network                                      | 1,351              |  |                         |              |                      | 1,351       |
| 47   | Recruitment - Children & Families Worker/Youth Worker | 370                |  |                         |              |                      | 370         |
| 48   | South Cambridgeshire Council - Business Grant part    | 596                |  |                         |              |                      | 596         |
| 49   | TOTAL PAYMENTS  | 56,867             | 0  | 0                       | 0            | 0                    | 56,867      |
| 50   | Net Operating income / (expenditure)                  | 41,558             | 0  | 0                       | 0            | 0                    | 41,558      |
| 51   | Transfers   | 12,172             | 12,172   |                         |              |                      | 0           |
| 52   | Transfers   | 25,000             |  | 25,000                  |              |                      | 0           |
| 53   | Net movement of funds                                 | 28,730             | 12,172   | 25,000                  |              |                      | 41,558      |
| 54   | Opening Balance                                       | 23,491             | 12,002   | 0                       | 25,161       | 75,000               | 135,654     |
| 55   | Closing Balance                                       | 50,406             | 0  | 25,000                  | 25,377       | 76,429               | 177,212     |
| 56   | Movement in Funds                                     | 26,915             | 12,002   | 25,000                  | 216          | 1,429                | 41,558      |





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

HARDWICK CHRISTIAN FELLOWSHIP / HARDWICK EVANGELICAL CHURCH

On accounts for the year  
ended

31<sup>ST</sup> March 2021

Charity no  
(if any)

1163049

Set out on pages

1

Insert number of pages. The page number of additional sheets.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

Responsibilities and  
basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below~~ \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

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

Signed:

Date:

20/06/2021

Name:

MARTIN LEE

Relevant professional  
qualification(s) or body

ACMA

(if any):

Address:

44 ANSON ROAD, UPPER CAURURNE,  
CAMBRIDGE, CB23 6DQ

## Section B

### Disclosure

Only complete if the examiner needs to highlight material 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.





# Receipts and payments accounts

CC16a

|                     |            |    |            |
|---------------------|------------|----|------------|
| For the period from | 01/04/2020 | To | 31/03/2021 |
|---------------------|------------|----|------------|

## Section A Receipts and payments

|   | Unrestricted funds | Restricted funds | Endowment funds  | Total funds      | Last year        |
|---|--------------------|------------------|------------------|------------------|------------------|
|   | to the nearest £   | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ |
| <b>A1 Receipts</b>                            |                    |                  |                  |                  |                  |
| Gift Aid: Tax Refund 19-20                    | 35,311             | -                | -                | 35,311           | 8,970            |
| Gifts: Regular Giving                         | 33,720             | -                | -                | 33,720           | 33,334           |
| Gifts: Increased Giving                       | -                  | -                | -                | -                | 539              |
| Gifts: Youth Work                             | -                  | 252              | -                | 252              | 240              |
| Interest:                                     | 1,815              | -                | -                | 1,815            | 70               |
| Outreach: Community and Local Churches        | 183                | -                | -                | 183              | 479              |
| One-Off Gifts                                 | -                  | -                | -                | -                | 109,237          |
| On-line Shopping                              | 33                 | -                | -                | 33               | 68               |
| Welfare                                       | -                  | 250              | -                | 250              | 200              |
| Bursary                                       | -                  | 1,000            | -                | 1,000            | -                |
| Caxton Baptist Church                         | -                  | 10,325           | -                | 10,325           | -                |
| Eastern Baptist Association NHD Officer       | -                  | 3,000            | -                | 3,000            | -                |
| Hardwick Network                              | -                  | 1,351            | -                | 1,351            | -                |
| Office  | 40                 | -                | -                | 40               | -                |
| Outreach: Community and Local Churches        | -                  | 798              | -                | 798              | -                |
| South Cambridgeshire Council - Business Grant | 10,000             | -                | -                | 10,000           | -                |
| Other Receipts                                | 347                | -                | -                | 347              | 1,061            |
| <b>Total receipts</b>                         | <b>81,449</b>      | <b>16,976</b>    | <b>-</b>         | <b>98,425</b>    | <b>154,198</b>   |

|   |                |               |          |                |                |
|---|----------------|---------------|----------|----------------|----------------|
| <b>A2 Payments</b>                            |                |               |          |                |                |
| Salaries, Pensions & wages                    | 24,419         | -             | -        | 24,419         | 29,328         |
| Staff Expenses                                | 324            | -             | -        | 324            | 1,367          |
| Fees  | 1,222          | -             | -        | 1,222          | 1,150          |
| Office  | 13,239         | -             | -        | 13,239         | 4,176          |
| Resources                                     | 437            | 179           | -        | 616            | 576            |
| Training                                      | 40             | -             | -        | 40             | 218            |
| Accommodation                                 | 964            | -             | -        | 964            | 2,336          |
| Eastern Baptist Association NHD Officer       | 150            | 300           | -        | 450            | 268            |
| Equipment                                     | 45             | -             | -        | 45             | 769            |
| Speaker & Services                            | 50             | -             | -        | 50             | 765            |
| Welfare                                       | 257            | 250           | -        | 507            | 600            |
| Outreach: Community and Local Churches        | 803            | 871           | -        | 1,674          | 1,391          |
| Missionary & Mission Donations                | 10,000         | -             | -        | 10,000         | 5,050          |
| Bursary                                       | -              | 1,000         | -        | 1,000          | -              |
| Hardwick Network                              | -              | 1,351         | -        | 1,351          | -              |
| South Cambridgeshire Council - Business Grant | 596            | -             | -        | 596            | -              |
| Other Payments                                | 370            | -             | -        | 370            | 832            |
| <b>Total payments</b>                         | <b>52,916</b>  | <b>3,951</b>  | <b>-</b> | <b>56,867</b>  | <b>48,826</b>  |
| <b>Net of receipts/(payments)</b>             | <b>28,533</b>  | <b>13,025</b> | <b>-</b> | <b>41,558</b>  | <b>105,372</b> |
| <b>A3 Cash funds last year end</b>            | <b>135,654</b> | <b>-</b>      | <b>-</b> | <b>135,654</b> | <b>-</b>       |
| <b>Cash funds this year end</b>               | <b>164,187</b> | <b>13,025</b> | <b>-</b> | <b>177,212</b> | <b>105,372</b> |

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

| Categories           | Details  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|----------------------|--|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b> | <b>Current Account</b>                                 | 37,380                             | 13,025                           | -                               |
|                      | <b>Savings Account</b>                                 | 126,807                            | -                                | -                               |
|                      |  | -                                  | -                                | -                               |
|                      | <b>Total cash funds</b>                                | <b>164,187</b>                     | <b>13,025</b>                    | <b>-</b>                        |
|                      | (agree balances with receipts and payments account(s)) |                                    |                                  |                                 |