

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2023

MELROSE CHRISTIAN FELLOWSHIP

CHARITY REGISTRATION NUMBER 1163494

Independent Examiners Ltd
Unit 2
The Broadbridge Business Centre
Delling Lane
Bosham
PO18 8NF

MELROSE CHRISTIAN FELLOWSHIP
CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2023

	Page
Legal and Administrative Information	3
Trustees' Report	4 to 5
Independent Examiner's Report on the Accounts	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Accounts	9 to 15

MELROSE CHRISTIAN FELLOWSHIP

LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NUMBER	1163494
START OF FINANCIAL YEAR	01 April 2022
END OF FINANCIAL YEAR	31 March 2023
TRUSTEES AT 31 MARCH 2023	Mrs Miriam Elliot Pastor Philip Keeble Ms Belinda Walker Mrs Josephine Magana
	Appointed 4th December 2021 Resigned 12th June 2022

The existing trustees appoint any new trustees following the provisions laid out in the Charity's governing instrument.

LEGAL STATUS Charitable Incorporated Organisation

GOVERNING INSTRUMENT CIO Foundation Registered 9th September 2015

OBJECTS

a) To advance the Christian faith in accordance with the Statement of Faith in the schedule hereto attached in such ways and in such parts of Basingstoke, the United Kingdom and the World as the trustees may from time to time think fit;

b) To relieve sickness and financial hardship and to promote and preserve good health by the provision of funds, goods or services of any kind, including through the provision of support in such parts of Basingstoke, the United Kingdom or the World as the trustees from time to time may think fit.

CORRESPONDENCE ADDRESS 123 Stratfield Road
Basingstoke
RG21 5RT

PRIMARY BANKERS Barclays Bank Plc
Basingstoke
RG21 7QA

INDEPENDENT EXAMINER Donna Leppitt
Independent Examiners Ltd
Unit 2
The Broadridge Business Centre
Delling Lane
Bosham
PO18 8NF

MELROSE CHRISTIAN FELLOWSHIP

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2023

**123 Stratfield Road, Basingstoke Hampshire RG21 5Rt
Place of worship: Melrose Hall, Abbey Road, Popley, Basingstoke RG24 9ES**

The trustees of Melrose Christian Fellowship present their report with the financial statements of the charity for the year ended 31st March 2023.

Melrose Christian Fellowship is a registered Charitable Incorporated Organisation number 1163494

New Trustees of Melrose Christian Fellowship are elected by Members at the AGM on a one member one vote basis or are appointed by the existing board.

The constitution provides for a minimum of three trustees to a maximum of nine trustees of which no more than three can be non members. All trustees give up their time freely and trustee remuneration is paid although Pastor Philip Keeble receives a salary as Pastor.

The following Trustees have served throughout the accounting period, except where indicated:

Pastor Philip Keeble (Chairman)
Miriam Elliot
Belinda Walker

Governing document: Constitution 9th September 2015

The Charity employs one Senior Pastor, one Personal Assistant, one Assistant Pastor and one Administrator. The Senior Pastor reports to The Board of Trustees. No expenses have been reclaimed by any of the Trustees (Except for the Senior Pastor who is paid by the church in his capacity as Pastor but not as a Trustee.)

The general governance of the charity is the responsibility of the Trustees. However the day to day operation is delegated to Rhoda Morson, the church administrator who reports to the Trustees via the Chairman.

The aims and purposes of the charity are set out in the constitution.

Achievements and performance

2022/23 was an exciting time for the church members who through much prayer experienced a move of God with promises of an outpouring of His Spirit to come in 2024. A young prophetess was appointed and The Lord spoke through her of things that needed to be done by all of us (Which is still ongoing – including the setting up of a committee to implement a 5 year building fund project). Friday Club was re-organised with 2 weekly sessions of infant/junior school age (The mini session) and secondary school age (The midi session) and every other Friday for the older youth (The senior session. In addition there is a YABS (Youth and young adults Bible Study) on a Monday both on zoom and for those who can make it face to face study, with a meal, at the home of James and Rhoda Morson. 2022 also saw MCF continue its partnership with 3 other churches and Through Faith Mission (TFM) a national mission group. This is an ongoing and successful outreach.

Otherwise the fellowship has continued to undertake a wide range of activities to fulfil its objectives and continues its work with Community Food Link.

The church in addition to its youth outreach work undertakes womens and mens ministries.

The fellowship benefits from the work of many volunteers in carrying out its wide range of activities.

Donations are made to other charities such as Adopt a Child, United Christian Broadcasters, Jews 4 Jesus, Gideon Bible Society, Open Doors and CMI (Creation Ministries International.)

The church is growing with new believers coming in through CFL TFM and Friday Club as well as others who have felt the call of God just to come.

Finally the church continues to reach out to its local community which provides it own challenges but also rewards.

MELROSE CHRISTIAN FELLOWSHIP
TRUSTEES' REPORT (Continued)
FOR THE YEAR ENDED 31ST MARCH 2023

Financial Review

Please refer to the financial statement prepared by Paul Davis the church accountant and as reviewed by Independent Examiners Limited.

Reserves Policy

For the year ending March 2023 the charity had free reserves (unrestricted funds) as indicated in the accounts attached. Restricted funds are as indicated in the accounts. The Trustees have a policy of reviewing the condition of the financial state if the bank balance falls close to £10,000. This so far, has never happened.

Risk Management

The Trustees have a duty to identify and review the risks to which the charity is exposed to and to ensure the appropriate controls are in place for reasonable assurance against fraud and error. The leadership team and Trustees do not perceive any major risks to the charity currently.

Future Plans

The income and finances of the charity continue to be healthy. Plans for expansion through TFM, CFL, Friday Club and other outreach events are in place for the coming year.

Public Benefit

The Trustees have paid due regard to the Charity Commission Guidance on Public Benefit and the constitution in deciding what activities the charity undertakes. All activities are focused on our charitable purposes.

Going concern

The Trustees have a reasonable expectation that the charity has adequate resources to continue in the foreseeable future. For this reason, they continue to adopt the going concern basis which can be found in the accounting policies.

P. S. Keeble

Pastor Philip Keeble. Chair. 13th October 2023

MELROSE CHRISTIAN FELLOWSHIP
TRUSTEES' REPORT (Continued)
FOR THE YEAR ENDED 31ST MARCH 2023

Responsibilities of Trustees

Charity law requires the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and resources expended for the period. In preparing those financial statements, the Board of Trustees should follow best practice and are required to;

- select suitable accounting policies and apply them consistently
- make judgments and estimates that are reasonable and prudent
- comply with applicable accounting standards subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The Board of Trustees is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:-

- the charity is operating efficiently and effectively
- all assets are safeguarded against unauthorised use or disposition and are properly applied
- proper records are maintained and financial information used within the charity or for publication is reliable
- the charity complies with relevant laws and regulations

The systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss.

Approved by the Trustees on 3/01/24

Signed on their behalf by Trustee 

Printed Name:

PHILIP KEERLE

MELROSE CHRISTIAN FELLOWSHIP
INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

Report to the trustees/ members of Melrose Christian Fellowship on the accounts for the year ended 31st March 2023.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Donna Leppitt
Independent Examiners Ltd
Unit 2
The Broadridge Business Centre
Delling Lane
Bosham
PO18 8NF



Date: 3rd January 2024

MELROSE CHRISTIAN FELLOWSHIP

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2023

		Funds £	Unrestricted	Restricted Funds £	Endowment Funds	Total 2022/23 £	Total 2021/22 £
INCOMING RESOURCES							
Donations & Legacies	3a	59,891	-	-	-	59,891	54,902
Investment Income	3b	189	-	-	-	189	148
Charitable Activities	3c	-	-	-	-	-	501
TOTAL INCOMING RESOURCES		60,080	-	-	-	60,080	55,551
RESOURCES EXPENDED							
Costs of Charitable Activities	4	66,343	-	-	-	66,343	54,645
TOTAL RESOURCES EXPENDED		66,343	-	-	-	66,343	54,645
NET INCOMING/(OUTGOING) RESOURCES		(6,263)	-	-	-	(6,263)	906
TRANSFERS BETWEEN FUNDS		-	-	-	-	-	-
NET MOVEMENT IN FUNDS		(6,263)	-	-	-	(6,263)	906
TOTAL FUNDS BROUGHT FORWARD		54,524	-	-	-	54,524	53,618
TOTAL FUNDS CARRIED FORWARD		48,261	-	-	-	48,261	54,524

All of the Charity's operations are classed as continuing operations.

MELROSE CHRISTIAN FELLOWSHIP

BALANCE SHEET AS AT 31 MARCH 2023

	Notes	Unrestricted Fund £	Restricted Fund £	Endowment Fund £	Total 31-Mar-23 £	Total 31-Mar-22 £
Fixed Assets						
Tangible Assets	2	1,007	-	-	1,007	3,886
Investment Assets	8	-	-	-	-	-
		1,007	-	-	1,007	3,886
Current Assets						
Debtors & Prepayments	10	9,444	-	-	9,444	9,493
Cash at bank and in hand	9	39,919	-	-	39,919	45,061
Total Current Assets		49,363	-	-	49,363	54,554
Creditors: due within one year	11	2,109	-	-	2,109	3,917
NET CURRENT ASSETS		47,254	-	-	47,254	50,638
TOTAL ASSETS less current liabilities		48,261	-	-	48,261	54,524
Creditors: due in more than one year	12	-	-	-	-	-
NET ASSETS		48,261	-	-	48,261	54,524
FUNDS OF THE CHARITY						
General Funds		48,261	-	-	48,261	54,524
Restricted Funds	5	-	-	-	-	-
TOTAL FUNDS		48,261	-	-	48,261	54,524

Approved by the Trustees on the.....3/1/24.....

Signed on their behalf by Trustee..........

Print Name: PHILIP KEEBLE.....

MELROSE CHRISTIAN FELLOWSHIP

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

1. ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

Basis of preparation:

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) - (Charities SORP - FRS102) and the Charities Act 2011.

No material prior year error have been identified in the reporting period.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the CIO's ability to continue as a going concern.

The CIO has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

Material prior period errors

No material prior year error have been identified in the reporting period.

The CIO has opted to prepare its accounts using natural categories.

Recognition of Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Incoming Resources with Related expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SOFA.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Grants and Donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP).

Tax Reclaims on Donations and Gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Gifts in Kind

Gifts in kind for use by the CIO are included in the SoFA as income from donations when receivable.

Legacies

Legacies are included in the SOFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the CIO or have been met.

Government Grants

The CIO has not received government grants in the reporting period.

Donated Services and Facilities

Donated services and facilities are included in the SOFA when received at the value of the gift to the CIO provided the value of the gift can be measured reliably.

Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SOFA.

This page does not form part of the statutory financial statements

MELROSE CHRISTIAN FELLOWSHIP
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

1. ACCOUNTING POLICIES (continued)

Volunteer Help

The value of any voluntary help received is not included in the accounts but is described in the Trustees' annual report.

Income from interest, royalties and dividends

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

Expenditure and Liabilities

Liability Recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the CIO to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Governance Costs

Include costs of the preparation and examination of statutory accounts, the costs of the trustees meetings and cost of any legal advice to trustees on governance or constitutional matters.

Support Costs

Support costs are those that assist the work of the charity but do not directly represent charitable activities, including office costs and administrative payroll costs if any. They are incurred directly in support of expenditure on the objects of the charity and are all directly attributable to the general church operational activities.

Pensions

A pension scheme is available to eligible employees. No employees are currently enrolled in the scheme and no contributions were paid during the year.

Redundancy cost

The CIO made no redundancy payments during the reporting period.

Deferred income

No material item of deferred income has been included in the accounts.

Debtors

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the CIO. Subsequently, they are measured at the cash or other consideration expected to be received.

Creditors

The CIO has creditors which are measured at settlement amounts less any trade discounts.

Fund Accounting

Funds held by the charity are either:

1. Unrestricted funds

These are funds which can be used in accordance with the charity's objectives, at the discretion of the trustees.

2. Restricted funds

These are funds that can only be used for particular restricted purposes within the objects of the charity.

3. Designated funds

These funds are funds set aside by the trustees out of unrestricted general funds for specific purposes or projects.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Fixed Assets

Tangible fixed assets for use by the charity

These are capitalised if they can be used for more than one year and cost at least £500. They are valued at cost or, if gifted, at the value to the charity on receipt.

Depreciation Expense

Depreciation is calculated at a rate to write off the cost of tangible fixed assets on a straight line basis over their estimated useful lives. The rates applied per annum are as follows:

Fixtures and fittings	25%
Mini-bus	20%

There has been no change to the accounting policies (Variation rules and methods of accounting) since last year.

This page does not form part of the statutory financial statements

MELROSE CHRISTIAN FELLOWSHIP
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

2. TANGIBLE FIXED ASSETS

	Mini-bus	Fixtures and fittings	2022/23
Cost	£	£	£
At 1 April 2022	14,394	-	14,394
Additions	-	-	-
At 31 March 2023	<u>14,394</u>	<u>-</u>	<u>14,394</u>
Accumulated Depreciation			
At 1 April 2022	10,508	-	10,508
Charge for the Year	2,879	-	2,879
At 31 March 2023	<u>13,387</u>	<u>-</u>	<u>13,387</u>
Net Book Value			
At 31 March 2023	<u>1,007</u>	<u>-</u>	<u>1,007</u>
At 31 March 2022	<u>3,886</u>	<u>-</u>	<u>3,886</u>

The annual commitments under non-cancelling operating leases and capital commitments are as follows:

31st March 2022 : None
31st March 2023 : None

MELROSE CHRISTIAN FELLOWSHIP

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

3. INCOMING RESOURCES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds	Total 2022/23 £	Total 2021/22 £
a) Donations & Legacies						
Gift aid tax reclaimed	9,444	-	-	-	9,444	9,079
Other Giving	5,916	-	-	-	5,916	6,253
Tithes and offerings	42,371	-	-	-	42,371	39,570
Building fund(Tfr from Nationwide)	2,160	-	-	-	2,160	-
	59,891	-	-	-	59,891	54,902
b) Investment Income						
Interest Received	189	-	-	-	189	148
	189	-	-	-	189	148
c) Charitable Activities						
Events and Festivals	-	-	-	-	-	500
Other income	-	-	-	-	-	1
	-	-	-	-	-	501

MELROSE CHRISTIAN FELLOWSHIP

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

4. RESOURCES EXPENDED

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds	Total 2022/23 £	Total 2021/22 £
Charitable Activities:-						
Staff costs:						
Salaries and Wages	37,528	-	-	-	37,528	32,701
Church activities:						
Bad debts	-	-	-	-	-	750
Clergy and Staff Expenses	1,425	-	-	-	1,425	1,191
Depreciation	2,879	-	-	-	2,879	2,879
Events	3,290	-	-	-	3,290	-
Ministry and Donations/Gifts	3,303	-	-	-	3,303	3,255
Other Church Activities	5,544	-	-	-	5,544	1,312
Running Expenses - Church	-	-	-	-	-	2,673
Vehicles	3,100	-	-	-	3,100	2,320
Office and support costs:						
Accountancy and payroll	1,293	-	-	-	1,293	1,603
Premises costs:						
Rent and Rates	6,872	-	-	-	6,872	4,882
Governance costs:-						
Independent examination fees	616	-	-	-	616	586
Church Insurance	493	-	-	-	493	493
	66,343	-	-	-	66,343	54,645

MELROSE CHRISTIAN FELLOWSHIP

NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31ST MARCH 2023

5. RESTRICTED FUNDS

The Charity held no Restricted Funds during this or the previous financial period.

6. DESIGNATED FUNDS

The Charity held no Designated Funds during this or the previous financial period.

8. INVESTMENTS

The Charity held no investment assets during this or the previous financial period.

9. CASH AT BANK AND IN HAND

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds	Total 31-Mar-23 £	Total 31-Mar-22 £
Barclays Current Account	39,919	-	-	-	39,919	42,901
Nationwide Savings	-	-	-	-	-	2,160
	39,919	-	-	-	39,919	45,061

10. DEBTORS AND PREPAYMENTS

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds	Total 31-Mar-23 £	Total 31-Mar-22 £
Gift Aid Tax Recoverable	9,444	-	-	-	9,444	9,079
Prepayments	-	-	-	-	-	414
	9,444	-	-	-	9,444	9,493

11. CREDITORS AND ACCRUALS AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds	Total 31-Mar-23 £	Total 31-Mar-22 £
Salaries and Wages	-	-	-	-	-	542
Sundry Creditors-Amazon	-	-	-	-	-	1,225
Sundry Creditors-HMRC	-	-	-	-	-	453
Sundry Creditors-Other	1,493	-	-	-	1,493	1,111
Independent Examiner's Fee	616	-	-	-	616	586
	2,109	-	-	-	2,109	3,917

12. CREDITORS AND ACCRUALS AMOUNTS FALLING DUE IN MORE THAN ONE YEAR

The Charity held no long term liabilities during this or the previous financial period.

MELROSE CHRISTIAN FELLOWSHIP
NOTES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2023

13. STAFF COSTS AND NUMBERS

The Charity employed no members of staff during this or the previous financial period. (Hide this line if not applicable.)

	TOTAL 2022/23 £	TOTAL 2021/22 £
Gross Wages & Salaries	37,528	37,402
Employer's National Insurance Costs	1,045	1,011
Employer's Pension Contributions	-	-
	<u>38,573</u>	<u>38,414</u>

Average number of employees who were engaged in each of the following activities:

	TOTAL 2022/23	TOTAL 2021/22
Charitable Activities	4	4

The Charity operates a PAYE scheme to pay all employed members of staff and no employees received emoluments in excess of £60,000.
(2021/22- None)

14. TRUSTEES AND OTHER RELATED PARTIES

No payments were made to trustees or any persons connected with them during this financial period. No material transaction took place between the organisation and a trustee or any person connected with them.

(2021/22- None)

15. RISK ASSESSMENT

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

16. RESERVES POLICY

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The Trustees will endeavour not to set aside funds unnecessarily.

17. PUBLIC BENEFIT

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees' report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.