



# **PENYCAE NEIGHBORHOOD** **Church of the Nazarene**

Registered Charity No. 1166548

**Board of Trustees'**  
**Report and Financial**  
**Statements For the**  
**Year Ended**  
**30 September 2020**

**BELONG**

**GROW**

**SERVE**

**PRAISE**

Penycae Neighborhood Church of The Nazarene  
Board of Trustees' Report and Financial Statements  
For the Year Ended 30 September 2020

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## Penycae Neighborhood Church of The Nazarene Report of the Board of Trustees for the Year Ended 30 September 2020

The Board of Trustees presents its report and financial statements for the period ended 30 September 2020.

### Reference and Administrative Information

Charity name:	Penycae Neighborhood Church of The Nazarene
Charity Registration Number:	The Charity (hereafter referred to as the church) has historically been an Excepted Charity, but due to changes in legislation registered as a Charitable Incorporated Organisation on 14 April 2016. The registered Charity Number is 1166548.
Principal Address:	Stryt Issa Pen-y-cae Wrexham LL14 2PN

### Board of Trustees

<u>Mr Keefe Owen (Chairperson)</u>	(Appointed 01/01/18)
Miss Janet Dean (Treasurer)	(Reappointed 24/03/19 & resigned 29/03/20)
Mrs Sharon Davies (Secretary)	(Reappointed 24/03/19 & resigned 29/03/20)
<u>Mrs Yvonne Girvan (NMI)</u>	(Reappointed 29/03/20)
<u>Mr David Davies</u>	(Reappointed 29/03/20)
Mrs Barbara Richards	(Reappointed 24/03/19 & resigned 29/03/20)
<u>Mr Chris Rowlands</u>	(Reappointed 29/03/20)
<u>Mrs Bethan Rowlands (Child work)</u>	(Reappointed 29/03/20)
<u>Mr Mark Padley (Secretary)</u>	(Appointed 29/03/20)
Mr Shaun Evans	(Appointed 29/03/20 & resigned 11/11/20)
Mrs Katy Jones	(Appointed 29/03/20 & resigned 20/07/20)
<u>Mr Huw Jones (NYI)</u>	(Appointed 29/03/20)
<u>Mrs Chris Drakeley</u>	(Appointed 29/03/20)
Mr Billy Lincoln	(Appointed 29/03/20 & resigned 09/09/20)
Mrs June Lincoln	(Appointed 29/03/20 & resigned 09/09/20)

The Chairperson is ex officio by virtue of their office as Pastor of Penycae Neighborhood Church of The Nazarene and the NYI, NMI and Children's Ministry representatives are also ex officio by virtue of their office within the Church.

### Custodian/Holding Trustee

Church of The Nazarene British Isles South District (A Charitable Company Limited by Guarantee) acts as custodian/holding trustee in respect of all Freehold Property owned by Penycae Neighborhood Church of The Nazarene.

**Penycae Neighborhood Church of The Nazarene**  
**Report of the Board of Trustees for the Year Ended 30 September 2020**

**Principal Staff**

Keefe Owen was appointed Pastor of the church on 1 January 2018.

**Website**     [www.nazarene.co.uk](http://www.nazarene.co.uk)

**Bankers**

HSBC 17-19 Regent Street Wrexham LL11 1RN  
NatWest 33 Lord Street Wrexham LL11 1LP

**Independent Examiner**

David Day 49 Upper Albert Road, Sheffield, S8 9HT



# **Penycae Neighborhood Church of The Nazarene Report of the Board of Trustees for the Year Ended 30 September 2020**

## **Structure, Governance and management**

### **Structure and Organisation**

The charitable organisation was set up on 9 May 1982 with excepted charitable status under a model trust deed dated 16 February 1953 and became a Charitable Incorporated Organisation on 14 April 2016.

### **Trustee Appointments**

The Pastor of the church is ex-officio the chairperson of the Board of Trustees and their position is reviewed two years after appointment and then every four years after that.

The remaining Trustees are appointed annually by the members of Penycae Neighborhood Church of The Nazarene at the annual general meeting held in February each year.

### **Governance and Wider Network**

The Board of Trustees meets regularly, normally on a monthly basis to consider the work and management of the church and assess and plan the financial and other aspects of the work and direction of the charity.

The church is a member of the Church of The Nazarene British Isles South District (a Charitable Company Limited by Guarantee) who in turn is a member of The International Church of The Nazarene Inc which has headquarters in Lenexa, Kansas, USA.

The charity, and the wider network it is a member of, are all governed by the Manual of the International Church of The Nazarene Inc which is subject to amendment on a quadrennial basis at the General Assembly of The International Church of The Nazarene Inc. The last General Assembly took place in June 2017. The next General Assembly has been delayed till June 2023 in response to the Covid-19 pandemic.

### **Risk Management**

The risk management strategy of the church is in a continual process of formulation in response to the changing circumstances that could impact upon the work of the church.

The Board of Trustees, in considering this important task, take direction from on-going discussions with members both internally and through meetings with the Church of The Nazarene British Isles South District and other advisers, adopting appropriate policies as required or as they become necessary to the ongoing work of the church.

### **Objectives and Activities**

#### **Charitable Object**

The object of the charity is the advancement of the Christian faith as part of the International Church of The Nazarene Inc.

What - Education, training and recreation

Who - Children, young people, elderly people, other defined groups and the general public

How - Provides buildings, facilities, services, advocacy, advice and information

## **Penycae Neighborhood Church of The Nazarene Report of the Board of Trustees for the Year Ended 30 September 2020**

### **Objectives and Activities (continued)**

#### **Public Benefit**

The Trustees have had due regard to the Charity Commission guidance on public benefit reporting in deciding what activities the charity should undertake. This report illustrates the activities undertaken to support the public benefit requirement.

#### **Review of the period**

The aims for the year included:

- Continuation of weekly Christian worship meetings and promotion of the Christian faith in accordance with the principles of the Church of The Nazarene (both online and in person as adherence to Covid-19 guidance has allowed).
- Work with children and young people to promote the Christian faith and provide local social benefit (both online and in person as adherence to Covid-19 guidance has allowed).
- Support of the Flying Start provision located in the church building. This supports children from referred families in the local neighborhood. The registered provider Janet Dean, is a member of the church and the church board support her as she manages the project.
- Weekly meetings for the more mature individuals in the Penycae area (this has taken a temporary break during the Covid-19 pandemic and has not yet restarted).
- Continuing to develop links with the local community, to enhance the involvement of the church with relevant local agencies on behalf of the local community.
- Continue to partner with and make the church building available to relevant local agencies seeking to benefit the local community, such agencies include but are not restricted to Wrexham County Borough Council, T.C.C. and local community forums.

Significant activities during the period include:

- Weekly worship services conducted by Pastor Keefe Owen with assistance and input from the pastoral and worship teams (this has taken place both online and in person as Covid-19 guidance has allowed).
- Youth meetings (during term time) for interaction in a safe environment to enable them to grow and develop both spiritually, socially and individually. This moved online during the pandemic, with occasional outdoor gatherings as the law allowed. These meetings would usually be weekly, but have been more sporadic during the pandemic.
- Weekly Wednesday meetings (Dimensions). This has taken a break since the start of the pandemic.
- Partnering with the Registered Person, Janet Dean, who provides early years education through the Flying Start initiative in the church building.
- Partnering with T.C.C. to explore social inclusion activities.
- Partnering with Given to Shine to provide food and care packages in the local community.
- Provision of the building as a polling station for the community.
- Visitation of both members and others in the local community in times of need or by request.
- Availability for weddings and funerals and other services of significance. Pastor Keefe Owen has undertaken a number of funeral services during the period.



## **Penycae Neighborhood Church of The Nazarene**

### **Report of the Board of Trustees for the Year Ended 30 September 2020**

Achievements during the period include:

- Continued spiritual growth and personal development for members, attenders and friends of Penycae Church of the Nazarene.
- During most of the COVID-19 pandemic the church building has been shut and weekly meetings have taken place online. This has taken place on a variety of online platforms including Zoom, Facebook Live and YouTube. The format and frequency of these meetings has varied over the course of the pandemic, but has included weekly Sunday worship services, Zoom socials, Bible studies, quiz and games nights, youth meetings, prayer meetings and pastoral meetings. We have recently started accepting bookings for the services to allow a limited number of members to attend the services in the building each week. These services are still streamed live on Youtube.
- Pastoral care work has continued throughout the pandemic, through socially distanced visits, phone calls and video link up as appropriate to the situation.
- Continued development of the social and educational opportunities and interaction with the local community through and with organisations that we partner with.
- During the Covid-19 pandemic, The Flying Start provision, under the management of the registered provider, Janet Dean (a church member), continued to employ staff to enable the setting to be used for any Frontline worker children. This provision took place within the church building.
- The charities trustees adopted twelve new policies to further the charities accountability, compliance and professionalism in key areas.

#### **Volunteers**

The work planned, activities undertaken and achievements attained would not have been possible without the active involvement and hard work of all of the members and friends of the charity without whom the substantial work of the charity could not be realised. The Board of Trustees is grateful for the work and support of all the members and friends of Penycae Neighborhood Church of The Nazarene.

#### **Financial Review**

##### **Reserves**

The charity does not have a policy on reserves as the expenditure and work of the charity is reliant upon the ongoing support, tithes and offerings of the members and friends received at the weekly meetings. The Board of Trustees reviews on a monthly basis the anticipated income and expenditure for the next two to three months in order to ensure the ongoing work of the charity.

##### **Financial Review of the Year**

The charity has continued throughout the period to meet and tailor the expenditure it incurs to the income received through rent for use of the building and through the offerings and donations received. COVID-19 has affected how funds have been received by the members and friends. The trustees do not foresee a major impact in the funds received but there has been a reduction in the income. The trustees have encouraged those that can to pay direct to the charity by standing order while cash is counted once a month by two trustees maintaining social distancing.

The receipts and payment account shows that there was a net increase in cash funds during the year of £2,226, which combined with a reduction in the liabilities and mortgage on the manse of £3,100, gives an overall increase in funds of £5,326, as detailed by the assets and liabilities in the financial statements. £48,342 of the unrestricted funds are set aside in designated funds leaving £7,889 of general funds available as cash in hand and at the bank.

**Plans for Future Periods**

A committee was set up to guide the church back to holding services in the building as well as continuing its new online presence. We look forward to increasing our in-person provision as circumstances and Covid-19 guidelines permit.

The trustees are currently taking part in a risk management review to assess the impact of reregistering the Flying Start provision with Care Inspectorate Wales (CIW) as a ministry of the church under the charities existing charity number. The provision is currently registered with CIW under the Registered Person, Janet Dean. Janet Dean, who is a former charity trustee and member of the church has been managing the provision, but wishes to step down from this role from September 2021. The decision whether or not to Reregister the provision as part of the charity could have far reaching implications for staff currently employed by Penrycae Flying Start, the finances of the church and the workload of the trustees, including the pastor. It also needs to be determined if the charity has the professional knowledge and capacity to take on the provision effectively. The risk management review is currently ongoing.

We continue to plan for the future through prayer, planning and strategy meetings, however in the end we accept that we rely on our Father God to enable, encourage and guide us into the future that He has planned.

**Declaration**

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

Signed on behalf of the charity's trustees on 28<sup>th</sup> July 2021.

Pastor K Owen (Chairperson)

Mr D Davies (Trustee)



**Penycae Neighborhood Church of The Nazarene  
Independent Examiners Report to the Trustees for the Year Ended 30 September 2020**

I report to the trustees on my examination of the accounts of the above charity for the year ended 30 September 2019, which are set out on pages 8 to 12.

**Respective responsibilities of trustees and examiner**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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

Independent Examiner

David Mark Day MAAT, MATT  
49 Upper Albert Road, Sheffield, S8 9HT

Date 29 July 2021

**Penycae Neighborhood Church of The Nazarene**  
**Receipts & Payments Account**  
**For the Year Ended 30 September 2020**

	Note	Unrestricted Funds Year Ended 30-09- 2020	Unrestricted Funds Year Ended 30-09- 2019
<b>Receipts</b>			
Tithes & Offerings		14,157	15,125
Gift Aid Tax Received		2,676	2,928
Rents Received		19,360	13,194
Gifts to Church		230	1,728
Event Income		16	450
Other Income	1	364	1,130
Flying Start Setting	2	47,737	34,671
		<u>84,540</u>	<u>69,226</u>
<b>Expenditure</b>			
Pastor's Salary		11,600	11,550
Pastor's Pension		696	636
Pastor - Mileage & Other Expenses		0	1,364
Manse Rent, Council Tax & Water Rates		3,858	3,060
Investment Property - Council Tax & Water Rates		174	1,767
Investment Property - Agents fees & expenses		1,327	0
Investment Property - Share of rent paid to District		932	0
Investment Property - Mortgage payments	3	4,763	4,763
Church - Water Rates and Light & Heat		2,642	3,139
Church Internet & Phone		674	627
Events Expenses		492	1,699
Cleaning, Paper Towels, Soap etc		183	199
Repairs	4	1,648	2,831
Website & Licenses		586	541
Flying Start	2	48,180	34,798
Church & Manse Insurance		1,070	981
Gifts Paid Out to Individuals & Charities		272	1,939
Miscellaneous	5	975	1,404
District & NMI Budgets		2,242	1,980
		<u>82,314</u>	<u>73,278</u>
<b>Excess Expenditure Over Income for the Year</b>		<u>2,226</u>	<u>-4,052</u>
<b>Balance Brought Forward</b>		<u>12,768</u>	<u>16,820</u>
<b>Balance Carried Forward</b>		<u>14,994</u>	<u>12,768</u>

**Penycae Neighborhood Church of The Nazarene**  
**Assets and Liabilities as at 30 September 2020**

		2020	2019
<b>Cash Funds</b>			
HSBC bank account		10,157	7,488
NatWest Bank Account		14,878	15,321
Cash Balance		<u>7</u>	<u>7</u>
Total Funds Held		25,042	22,816
<b>Freehold Investment Property</b>			
50% Share in Investment Property at Cost			
192 Ffordd Llannerch		<u>60,445</u>	<u>60,445</u>
Total Assets		85,487	83,261
<b>Current Liabilities</b>			
Child Sponsorship		0	0
<b>Long Term Liabilities</b>			
Mortgage with Vernon Building Society	3	<u>29,256</u>	<u>32,356</u>
Total Liabilities		29,256	32,356
<b>Net Assets</b>		<u>56,231</u>	<u>50,905</u>
<b>Represented By:</b>			
<b>Unrestricted Funds</b>			
General Fund	6 & 7	7,889	5,038
Designated Funds			
- ICE Fund	6 & 7	2,089	2,281
- Flying Start	6 & 7	14,878	15,321
- Mountain Bike Fund	6 & 7	28	28
- Youth & Children Fund	6 & 7	158	148
- Capital Fund	6 & 7	<u>31,189</u>	<u>28,089</u>
		56,231	50,905

The Church also owns the church buildings, fixtures, fittings and contents situated at Stryt Issa, Pen-y-cae, Wrexham, LL14 2PN, for which original cost details are not available.

The Mortgage with Vernon Building Society is secured on the property, 192 Ffordd Llannerch, Pen-y-cae, Wrexham, LL14 2NG and has 7 years 6 months to run. This property operated as the manse for Pastor Tracey until she left in December 2017. The property has been undergoing repairs and has been rented out during the year. It has not been possible to obtain a market valuation for this investment property because of the Covid-19 restrictions but this will be dealt with when the 2021 accounts are prepared. The property is owned 50:50 with the Church of The Nazarene British Isles South District (a Charitable Company Limited by Guarantee).



**Penycae Neighborhood Church of The Nazarene**  
**Notes to Accounts for the Year Ended 30 September 2020**

**Note 1**

	<b>2020</b>	<b>2019</b>
<b>Summary of Other Income</b>		
Council Tax & Utility Refunds	234	487
Collected for Toilet Twinning Charity	0	281
Collected for Alzheimers Charity	0	216
Missionary	130	70
Gifts for Children & Youth	0	0
Collected for European Womens Shelter Charity	0	76
Sundry	0	0
<b>Total</b>	<b>364</b>	<b>1,130</b>

**Note 2**

	<b>2020</b>	<b>2019</b>
<b>Flying Start</b>		
Grants Received from Wrexham County Concil	47,446	34,671
Other income and donations	291	0
<b>Total Income</b>	<b>47,737</b>	<b>34,671</b>
Wages, Pension Contributions & Training	37,592	24,119
Rent	8,460	8,775
Consumable Supplies	526	355
Events & Trips	0	90
Meals and Refreshments	367	336
Insurance & Professional Fees	892	951
Sundry	143	172
Setting Improvements	200	0
<b>Total Expenditure</b>	<b>48,180</b>	<b>34,798</b>

**Note 3**

	<b>2020</b>	<b>2019</b>
<b>Mortgage with Vernon Building Society</b>		
Balance Brought Forward	32,356	35,249
Interest Charged	1,663	1,870
	<b>34,019</b>	<b>37,119</b>
Repayments made	4,763	4,763
<b>Balance Carried Forward</b>	<b>29,256</b>	<b>32,356</b>

**Note 4**

	<b>2020</b>	<b>2019</b>
<b>Summary of Repairs</b>		
Boiler repair	305	0
New Toaster	0	288
Church Repairs	1,293	203
Manse Repairs	0	2,020
Fire Extinguisher Service	0	320
<b>Total</b>	<b>1,598</b>	<b>2,831</b>

**Penycae Neighborhood Church of The Nazarene**  
**Notes to Accounts for the Period Ended 30 September 2020**

**Note 5**

	2020	2019
<b>Miscellaneous</b>		
TV Licence	157	154
Travel, Accommodation & Meals at The Assembly	0	281
Support Cushions	87	0
Christian Resource Materials	23	12
Printing, Postage & Stationery	0	10
Computer Coverplan	132	132
TCC, CCPAS and Avow Membership Fees	449	565
Board Day Away Expenses	0	30
Fees re wages, Pensions & Gift Aid	116	116
Energy Rating Certificate & Landlords Registration	0	89
Sundry Expenses	11	15
<b>Total</b>	<b>975</b>	<b>1,404</b>

**Note 6**

<b>Movement in Funds</b>	<b>Balance 01/10/2019</b>	<b>Incoming Resources</b>	<b>Outgoing Resources</b>	<b>Transfers</b>	<b>Balance 30/09/2020</b>
General Fund	5,038	36,680	29,066	-4,763	7,889
Flying Start	15,321	47,737	48,180	0	14,878
Mountain Bike Guiding Fund	28	0	0	0	28
Youth & Children	148	10	0	0	158
ICE Fund	2,281	113	305	0	2,089
Capital Fund	28,089	0	1,663	4,763	31,189
	<b>50,905</b>	<b>84,540</b>	<b>79,214</b>	<b>0</b>	<b>56,231</b>

## **Penycae Neighborhood Church of The Nazarene**

### **Notes to Accounts for the Year Ended 30 September 2020**

#### **Note 7**

##### **Purpose of Funds**

##### **General Fund**

This is unrestricted funds for use to achieve the aims and objectives of the charity.

##### **Flying Start Fund**

This is an unrestricted fund designated to enter the monies received and expended on the management of the Flying Start setting in Penycae.

##### **ICE Fund**

This fund is money that has been raised or set aside to cover unexpected expenses that may arise.

##### **Mountain Bike Guiding Fund**

This is an unrestricted fund designated to enter the monies received and expended on the Mountain Bike Guiding Program.

##### **Youth & Children Fund**

This is an unrestricted fund designated to enter the monies received and expended on the youth programs.

##### **Capital Fund**

This is an unrestricted fund designated to hold the 50% freehold cost of the manse and enter the monies received and expended on the mortgage on this freehold.

#### **Note 8**

##### **Trustee Remuneration & Expenses**

During the period Keefe Owen, the Pastor, was paid remuneration of £11,600 (2019 £11,550), rent of £2,100 (2019 £1,275) (for use of his home as the church manse) and pension contributions of £696 (2019 £636). The Pastor and four other Trustees were reimbursed expenses totaling £0 (2019 £2,908) during the period.

Unrestricted donations (tithes & offerings) from trustees of £5,280 (2019 £5,780) was received during the year.

#### **Note 9**

##### **Related Party Transactions**

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year.