

BANBURY COMMUNITY CHURCH

Accounts – 31st March 2022

BANBURY COMMUNITY CHURCH

Charity number: 1166594

Accounts – 31st March 2022

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**REPORT OF THE TRUSTEES
for the year ended 31st March 2022**

The Trustees are pleased to present their annual report and financial statements of the charity for the year ended 31st March 2022.

The Financial Statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and complies with the Charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice (second edition) and Financial Reporting Standard FRS 102.

Reference and Administration Details

The charity's name is Banbury Community Church.

Charity Registration Number: 1166594

Principal Office: The Cottage
The Mill Arts Centre
Spiceball Park Road
Banbury
OX16 5QE

Trustees

The Trustees and officers who served during the year and since the year end were as follows:

Mrs Jill Brown
Dr Richard Teare
Mr Steve Travis
Mrs Rachel Wilcock

Objects and Activities

The objects of the charity are:

- The advancement of the Christian faith in the UK and overseas.
- The advancement of religious and other education.
- The relief of those in need by reason of age, poor, sick and disabled.
- Such other charitable purposes as the charity Trustees see fit.

When assessing our activities and achievements, the Trustees have considered the Charity Commission guidance on public benefit, and in particular, the guidance for charities on the advancement of religion.

The Trustees are satisfied that our activities are in furtherance of the objects of the charity and are for the public benefit.

Achievements and Performance

The financial year began with the UK still affected by various Government lockdown measures due to the continuing covid-19 global pandemic. These restrictions were gradually relaxed, finally ending during summer 2021, with the church's activities returning to normal as the year progressed. The church responded to covid-19 in a number of ways during the year, always adhering to Government guidelines:

- Sunday services continued to be conducted via Zoom, usually simultaneously broadcast via the church's Facebook feed. This enabled the maximum level of participation and provided access for those unable to use Zoom. Digital meeting rooms were used to facilitate informal communication and fellowship at the end of each service, providing regular contact during the times of lockdown.

REPORT OF THE TRUSTEES
for the year ended 31st March 2022 (Continued)

Achievements and Performance (continued)

- The church's work with children and young people also continued online, with separate Zoom events and activities on Sundays and at other times during the week.
- The church provided the facility and covered the cost for the Life Groups that normally meet in homes during the week to utilise Zoom for gatherings. As with the Sunday services this was driven by the desire to offer as much support and engagement as possible, particularly for those living alone or feeling vulnerable.
- The church's Pastoral Care Team sought and co-ordinated volunteers that offered to assist anyone that was self-isolating either through potential infection or shielding. This generally involved fetching shopping, but also included some doorstep visits whilst observing social distancing rules. Resources and information were also collated in order to signpost people to local services, including those offering support that was practical or related to mental health and wellbeing issues.
- As the restrictions on church services and larger social gatherings relaxed the Trustees and Leaders mapped a return to in-person services and activities in accordance with changing Government guidance. They strived to balance the preferences of those that were keener to return to physically meeting and those more comfortable with continued social distancing and use of face masks etc.
- During the year there was a change of overall Church Leader (or Pastor). Kenn Baird had signalled his intention to move to a role elsewhere, which he did in March 2021, having first put in place an Interim Leadership Team to oversee the church and work with the Trustees to lead the recruitment of a successor.
- In September 2021 Simon Lawton joined as the new Church Leader, after a suitable process of recruitment and discernment.
- This six-month gap resulted in a significant underspend from the General Fund as this is the most senior employee post and one of only two full-time salaried roles.

The church continued to undertake a number of activities serving the local community, gradually returning to full levels of operation as the prevailing Government guidelines allowed:

- The Faithworks Furniture Project (Faithworks) – this serves Banbury and the surrounding villages through the restoration, repair and provision of donated furniture, soft furnishings and home appliances. Beneficiaries are primarily referred by a range of statutory and charity agencies, particularly those working to support people that were previously homeless. It is overseen by an employed part-time Project Team Leader, who has focused successfully on deepening relationships with the local authority, social housing providers and other partners. The project would not be viable without a team of dedicated volunteers, who between them contributed 908 hours during the year.

Although the Project's activities were severely curtailed, the church had decided not to furlough the Team Leader because it was acknowledged that given the economic uncertainties an increase in demand was likely so there was the desire to be able to respond as quickly as possible. Faithworks was thus able to return quickly to full-scale operation as the Government restrictions permitted. During the year Faithworks registered 169 new clients (176 previous year), providing 1,840 items (1,820 previous year).

- Support for a project providing meals, toiletries and small personal items for local homeless people.
- Involvement in the operation of Banbury Food Bank in partnership with other churches in the town.

REPORT OF THE TRUSTEES
for the year ended 31st March 2022 (Continued)

Achievements and Performance (continued)

- The Hill Sports and Community Centre - having been officially reopened in a brand-new building on 27th January 2020, 'The Hill' was subject to a number of periods of closure or restricted opening during the year due to covid-19. The Hill is operated by BCC working with a range of partners to serve all sections of the community within and around the Bretch Hill area. Core values for its day-to-day operation are:
 - Offering hospitality and building community
 - Enabling development of a stronger sense of identity
 - Wellbeing (whole life – physical/mental/emotional/spiritual)
 - Connecting people

From summer 2021 onwards the full range of activities was able to gradually re-start and by March 2022 it was operating fully as intended. The various restrictions resulted in an increase in the restricted funds held for The Hill of £30,999 over the year. The main funder, The National Lottery Community Fund, is content for this spending to be carried forward into the next year, with a revised budget for the remaining 3 years now agreed with them.

The church reaped the benefits of having kept the full-time Community Development Manager working throughout the pandemic, with a large number of partnerships in place and plans underway to implement as soon as Government restrictions allowed.

Particular highlights during the year included:

- ❖ Establishing a weekly breakfast club for men (who are often reticent to access services).
- ❖ Celebrating Christmas without lockdown through the 3-day Winter Wishes event, attended by 320 people in December.
- ❖ Launching monthly lunch clubs for elders.
- ❖ Hosting a range of providers of 1-1 in-depth work with young people that are excluded or at risk of exclusion from school. These services range from therapeutic use of musical instruments to professional counselling services.
- ❖ Oxford United in the Community continued the Premier League Kicks Programme for around 20 young people every Friday evening.
- ❖ Senior Youth Club ran Thursday evenings for around 30 teenagers.
- ❖ A repeat of the previous winter's successful soup making and delivery to 43 older people weekly.

Plans for the Future

- Post-covid-19 and with a new Pastor on board the church is increasing its activities and programmes, with an increased focus on discipleship and evangelism, as well as programmes focused on children and young people.
- Having developed a range of skills in broadcasting services live, then returned to in-person Sunday services, which are still broadcast via Zoom, a complete update and overhaul of the church's audio systems is underway, moving to lighter weight digital technology.
- Recognising some of the challenges faced by members of the church and wider community as a result of covid-19 the church will be intentional about increasing the opportunities for people to meet for fellowship, reducing social isolation and addressing feelings of anxiety that have impacted negatively on mental health.
- We are seeing an increase in complexity of the needs of some people accessing The Hill and Faithworks, plus local statutory resources being thinly stretched. As a result, the Trustees have agreed to create a second paid post within Faithworks to enable a greater level of service and increase overall organisational resilience.

BANBURY COMMUNITY CHURCH
REPORT OF THE TRUSTEES
for the year ended 31st March 2022 (Continued)

4.

Financial Review

The total income for the year was £237,678 (2021: £223,675) and total expenditure was £193,624 (2021: £142,145) leaving a surplus of £44,054 for the year.

The closing funds for the church were unrestricted and designated £119,783 with restricted funds of £125,277.

Risk Assessment

The Charity Trustees regularly consider and formulate strategies to mitigate the financial operational risk against the church.

Reserves Policy

The reserves policy is to hold a minimum of three months average unrestricted expenditure in readily available cash and bank accounts, this would be in the region of £35,000. Total funds currently held are just over £238,000.

Investment Policy

The current investment policy of the charity is to hold any funds that are not required in the short term for day to day working capital, in an interest-bearing account with Stewardship.

Grant Making Policy

Throughout the existence of the church, it has sought to support causes and projects both locally and internationally. This is in response to both national and international appeals, knowledge of needy situations and relationships with other charities and individuals. Grant making is fulfilled through a combination of direct grants to other organisations and individuals and through the work of the church staff team and members of congregation.

Structure, Governance and Management

The Charity is led by the Leadership and the Trustees.

Leaders

The role of the Leaders is summarized as follows:

- Spiritual care and oversight of the church
- Vision and direction (with bias towards spiritual direction)

Responsibilities of the Leaders are:

- Oversight of pastoral care, especially prayer for the sick
- Be visible in the life of the church, setting agenda and direction
- Establishing/guarding core values and purpose of the church
- Shared responsibility for teaching
- Alongside the Trustees, identify and confirm the appointment of the new people added to the Trustee's team
- Provide supervision of staff and volunteers

Trustees

Role summarised as follows:

- Legal responsibilities
- Accountable for compliance of the law
- Finance and Assets – Godly stewardship of resources and setting of budgets
- Human resource appointment and legal responsibilities relating to staff
- With the leaders identify, formally appoint and nurture new people to be added to the Trustee team

Approved by the trustees on 14th December 2022 and signed on its behalf by:

S Travis

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Chair of Trustees

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report to the trustees on my examination of the accounts of Banbury Community Church for the year ended 31st March 2022.

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 charity'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 the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

A P Williams FCCA CTA
A J Carter & Co
Chartered Accountants

22b High Street
Witney
Oxon
OX28 6RB

5th January 2023

STATEMENT OF FINANCIAL ACTIVITIES*(including an income and expenditure account)***for the year ended 31st March 2022**

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
		£	£	£	£
Income from:					
Donations and legacies	3	78,394	50	78,444	83,355
Investments	4	268	-	268	43
Other income	5	-	6,832	6,832	4,570
Grants		-	152,134	152,134	135,707
Total incoming resources		78,662	159,016	237,678	223,675
Expenditure on:					
Raising funds		-	3,868	3,868	3,100
Charitable activities	6	66,048	123,708	189,756	139,045
Total expenditure		66,048	127,576	193,624	142,145
Net income/(expenditure) and net movement in funds for the year		12,614	31,440	44,054	81,530
Transfer between funds		-	-	-	-
Net movement in funds		12,614	31,440	44,054	81,530
Reconciliation of funds					
Total funds brought forward		107,169	93,837	201,006	119,476
Total funds carried forward		£119,783	£125,277	£245,060	£201,006

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derives from continuing activities.

The notes on pages 8 to 14 form part of these financial statements

BALANCE SHEET
as at 31st March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	11	10,913	6,491
Total fixed assets		<u>10,913</u>	<u>6,491</u>
Current assets			
Debtors	12	3,452	5,352
Cash at bank and in hand		<u>238,416</u>	<u>193,850</u>
Total current assets		241,868	199,202
Liabilities			
Creditors falling due within one year	13	<u>7,721</u>	<u>4,687</u>
Net current assets		<u>234,147</u>	<u>194,515</u>
Total assets less current liabilities		245,060	201,006
Total net assets	14	<u><u>£245,060</u></u>	<u><u>£201,006</u></u>
The funds of the Charity			
Restricted income funds	15	<u>125,277</u>	<u>93,837</u>
Unrestricted income funds	15	<u>119,783</u>	<u>107,169</u>
Revaluation reserve		<u>-</u>	<u>-</u>
Total unrestricted funds		<u>119,783</u>	<u>107,169</u>
Total charity funds		<u><u>£245,060</u></u>	<u><u>£201,006</u></u>

These accounts were approved by the trustees and authorised for issue on: 14th December 2022 and are signed on their behalf by:

S Travis

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Trustee

The notes on pages 8 to 14 form part of these financial statements

NOTES TO THE ACCOUNTS
for the year ended 31st March 2022

1. Accounting Policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of Preparation

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

b) Public Benefit Entity

Banbury Community Church meets the definition of a public benefit entity under FRS102.

c) Going Concern

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

d) Income Recognition Policies

Items of income are recognised and included in the accounts when all of the following criteria are met:

- The charity has entitlement to the funds;
- any performance conditions attached to the items of income have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

Income received in advance of a specific performance or provision of other specified service is deferred until the criteria for income recognition are met.

e) Interest Receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the bank.

f) Fund Accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the Charity. Designated funds are unrestricted funds of the Charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for the particular areas of the Charity's work or for specific projects being undertaken by the Charity.

g) Expenditure and Irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

NOTES TO THE ACCOUNTS
for the year ended 31st March 2022 (continued)

h) **Tangible Fixed Assets**

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on the straight line basis as follows:

Asset Category	Annual Rate
Church equipment	Over 3 years

i) **Debtors**

Trade and other debtors are recognised at the settlement amounts due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

j) **Cash at Bank and in Hand**

Cash at bank and cash in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

k) **Pension costs and other post-retirement benefits**

The Charity operates a defined contribution pension scheme. Contributions payable to the charities pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

l) **Creditors and Provisions**

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2. **Legal Status of the Charity**

The Banbury Community Church is a charitable incorporated organisation registered with the Charity Commission in England & Wales. The charity registration number is 1166594.

3. **Income from donations**

	2022	2021
	£	£
Donations	69,159	71,937
Gift Aid	9,285	11,418
	<u>£78,444</u>	<u>£83,355</u>

Of the £78,444 received in 2022 (2021: £83,355) £50 was restricted funds (2021: £100) and £78,394 (2021: £83,255) unrestricted funds.

4. **Investment income**

	2022	2021
	£	£
Interest Received	268	43
	<u>£268</u>	<u>£43</u>

NOTES TO THE ACCOUNTS
for the year ended 31st March 2022 (continued)

5. Other income

	2022	2021
	£	£
Rental income	6,832	2,450
Fundraising	-	55
Job retention scheme grants	-	2,065
	<u>£6,832</u>	<u>£4,570</u>

Of the £6,832 received in 2022 (2021: £4,570) £6,832 was restricted funds (2021: £2,450) and £nil (2021: £2,120) unrestricted funds.

6. Analysis of expenditure on charitable activities

	2022	2021
	Total	Total
	£	£
Charitable Projects	12,818	4,446
Tithe Grants	7,615	8,373
Administration and Support Costs		
Staff Salaries	96,405	84,764
Employers NIC	817	1,405
Employers Pension Contributions	1,750	1,948
Staff Training	294	360
Staff Events	201	38
Gifts	712	1,230
Guest Speaker	-	-
Hospitality and Refreshments	1,566	297
Leadership Costs	1,108	2,038
Resources	2,556	1,312
Travel and Subsistence	8,727	3,550
Rent and Occupancy Costs	35,580	12,557
Insurance	2,369	2,289
Telephone and Office Expenses	2,604	3,687
Professional fees	3,450	1,474
Subscriptions	2,641	3,699
Bank Charges	227	178
Sundry Expenses	-	295
Sale of assets	(390)	-
Depreciation	7,770	4,205
Governance Costs	936	900
Total	<u>£189,756</u>	<u>£139,045</u>

Of the £189,756 expenditure in 2022 (2021: £139,045), £66,048 was charged to unrestricted funds (2021: £67,775) and £123,708 to restricted funds (2021: £71,270).

NOTES TO THE ACCOUNTS
for the year ended 31st March 2022 (continued)

7. Net income/(expenditure) for the year

	2022	2021
	£	£
<i>This is stated after charging:</i>		
Depreciation	7,770	4,205
Independent examiner's fee	<u>936</u>	<u>900</u>

8. Analysis of staff costs and trustee remuneration and expenses

	2022	2021
	£	£
Salaries and wages	96,405	84,764
Social security costs	817	1,405
Pension costs	<u>1,750</u>	<u>1,948</u>
	<u>£98,972</u>	<u>£88,117</u>

No employees had emoluments in excess of £60,000 (2021: Nil).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2021: £Nil) neither were they reimbursed expenses during the year (2021: £Nil). No charity trustee received payment for professional or other services supplied to the charity (2021: £Nil).

9. Staff numbers

The average monthly number of employees during the year was as follows:

2022	2021
Number	Number
<u>6</u>	<u>5</u>

10. Corporation tax

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

11. Tangible fixed assets

	Church Equipment £	Total £
Cost:		
As at 1 April 2021	64,513	64,513
Additions	12,192	12,192
Disposals	-	-
As at 31 March 2022	<u>76,705</u>	<u>76,705</u>
Depreciation:		
As at 1 April 2021	58,022	58,022
Charge for year	7,770	7,770
On disposals	-	-
As at 31 March 2022	<u>65,792</u>	<u>65,792</u>
Net book value:		
As at 31 March 2022	<u>£10,913</u>	<u>£10,913</u>
As at 31 March 2021	<u>£6,491</u>	<u>£6,491</u>

NOTES TO THE ACCOUNTS
for the year ended 31st March 2022 (continued)

12. Debtors

	2022	2021
	£	£
Gift Aid	2,127	5,352
Other debtors	1,325	-
	<u>£3,452</u>	<u>£5,352</u>

13. Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade Creditors	5,503	1,179
Accruals	936	900
Taxation and social security costs	-	942
Other	1,282	1,666
	<u>£7,721</u>	<u>£4,687</u>

14. Analysis of net assets between funds

	General Fund £	Designated Funds £	Restricted Funds £	Total £
Tangible fixed assets	7,773	-	3,140	10,913
Cash at bank and in hand	56,102	60,177	122,137	238,416
Other net current assets/(liabilities)	(4,269)	-	-	(4,269)
Total	<u>£59,606</u>	<u>£60,177</u>	<u>£125,277</u>	<u>£245,060</u>

15. Analysis of charitable funds**Analysis of movements in restricted funds**

	Balance 01.04.2021 £	Incoming resources £	Resources expended £	Transfers £	Funds 31.03.2022 £
The Hill	76,845	123,766	(92,767)	10,000	117,844
Faithworks	6,992	35,250	(34,809)	-	7,433
No Place Like Home	-	-	-	-	-
The Hill New Building	10,000	-	-	(10,000)	-
Total	<u>£93,837</u>	<u>£159,016</u>	<u>£(127,576)</u>	<u>£-</u>	<u>£125,277</u>

NOTES TO THE ACCOUNTS
for the year ended 31st March 2022 (continued)

15. Analysis of charitable funds (continued)

Analysis of movements in unrestricted funds

	Balance	Incomin g resource	Resources		Funds
	01.04.2021	s	expended	Transfers	31.03.2022
	£	£	£	£	£
General fund	46,992	78,662	(66,048)	-	59,606
Designated Funds					
Building Fund	5,000	-	-	-	5,000
Close Down Fund	35,000	-	-	-	35,000
Tithe/Missions Fund	2,048	-	-	-	2,048
Vision Fund	18,129	-	-	-	18,129
Total	£107,169	£78,662	£(66,048)	£-	£119,783

Name of unrestricted fund	Description, nature and purposes of the fund
General fund	The 'free reserves' after allowing for all designated funds.
Building Fund	Ring-fenced for if the charity ever acquires its own building
Close Down Fund	To provide for closing-down costs such as redundancy payments should the church ever cease to operate. Set at three months expenditure currently comprising £35,000.
Tithe/Missions Fund	The Tithe Fund is our giving/donations from the church (to local work or work abroad).
Vision Fund	Is available to support the development of the church. It can only be used to cover operating costs when deemed essential.

16. Lease agreements

A twenty-one year lease was undertaken for The Hill Sport and Community Centre, Dover Avenue, Banbury, on 15th January 2020. This is leased to Banbury Community Church at a peppercorn rent with a repair and maintenance agreement in place with the landlord, Cherwell District Council.