

**NEWHAM DEANEY CIO**  
(A Charitable Incorporated Organisation)

**REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

**Charity Registration Number: 1167754**  
**Company Number: CE007584**

**NEWHAM DEANERY CIO**  
**REPORT AND FINANCIAL STATEMENTS**  
**YEAR ENDED 31 DECEMBER 2021**

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| <b>Contents</b>                          | <b>Page</b> |
|--|-------------|
| Reference and administrative information | 1           |
| Trustees' report                         | 2 - 4       |
| Independent Examiners report             | 5           |
| Statement of financial activities        | 6           |
| Balance sheet                            | 7           |
| Notes to the financial statements        | 8           |

**NEWHAM DEANERY CIO**

**REFERENCE & ADMINISTRATIVE INFORMATION**

**YEAR ENDED 31 DECEMBER 2021**

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|                 |  |
|-----------------|--|
| <b>Trustees</b> | Rev Peter Ngugi (Chairman)<br>Ilona Petraskiene<br>John Johnson<br>Christine Helen Bowden (Appointed 14 July 2022) |
|-----------------|--|

|                       |               |
|-----------------------|---------------|
| <b>Centre Manager</b> | Sammy Litondo |
|-----------------------|---------------|

|                |   |
|----------------|---|
| <b>Bankers</b> | National Westminster Bank Plc<br>15 Mary Rose Mall<br>Beckton<br>E6 5ZZ |
|----------------|---|

|                             |   |
|-----------------------------|---|
| <b>Independent Examiner</b> | Da-Silva and Associates<br>14 Farm Close<br>Essex<br>RM10 9TX |
|-----------------------------|---|

|                   |   |
|-------------------|---|
| <b>Solicitors</b> | Birketts<br>Brierly Place<br>New London Road<br>Chelmsford<br>CM2 0AP |
|-------------------|---|

|                          |   |
|--------------------------|---|
| <b>Registered Office</b> | St Marks Church & Community Centre<br>218 Tollgate Road<br>London<br>E6 5YA |
|--------------------------|---|

## **NEWHAM DEANERY CIO**

### **TRUSTEES' REPORT**

**YEAR ENDED 31 DECEMBER 2021**

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The trustees, who are also directors for the purposes of company law, present the annual report and financial statements of the organisation for the year ended 31 December 2021 which have been prepared in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities (revised 2019) and the Companies Act 2006.

#### **OBJECTIVES AND ACTIVITIES**

The objects of the CIO is to develop the use of Church and Community buildings held by parishes in the Deanery of Newham for the benefit of the wider Newham community and advancing the mission and ministry of the Church of England in the Newham area.

These objects are achieved through the provision of community centre services and engagement with the wider community of Newham.

Newham Deanery CIO manages St Mark's Church and Community Centre following an agreement with The Chelmsford Diocesan Board of Finance. This enables the CIO to spend its income on service provision to its beneficiaries.

#### **STRUCTURE GOVERNANCE AND MANAGEMENT**

Newham Deanery CIO is a Foundational CIO with a registered charity (number 1167754) and a company (number CE007584). The governing document of the charity is the constitution adopted on registration on 21st June 2016.

There are between 3 and 9 trustees at any one time. The Area Dean acts as an ex officio member. One of trustees is nominated by The Bishop of Barking. Trustees are appointed through invitation and recommendation, which includes an interview with the Chair and at least one other Trustee before they are confirmed by the Board.

There is an induction process for new trustees, which includes an induction pack, introductory sessions with the Centre Manager and visits to the centre.

The trustees meet at least 6 times a year and are updated on significant regulatory and sector developments. The day to day management of the charity is delegated to the Centre Manager who consults regularly with the Chairman and reports to the trustees at each of their meetings.

#### **ACHIEVEMENTS AND PERFORMANCE**

Newham Deanery CIO makes a positive contribution in the communities in providing space where these communities can carry their social activities effectively.

The CIO aims at all times to provide services that are competitive and comparable with other community charities in the area.

This annual report includes the Covid-19 pandemic period where the centre closed for some periods.

#### **FINANCIAL REVIEW**

The net income for the year is £16,188 (2020: Net expenditure £17,804).

Newham Deanery CIO reviews its finances on a regular basis, in the current year, income increased by 12%.

**NEWHAM DEANERY CIO**

**TRUSTEES' REPORT (continued)**

**YEAR ENDED 31 DECEMBER 2021**

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**Reserve Policy**

Reserves are required in the event of possible emergencies and in order to ensure unexpected contingencies are adequately funded.

It is the policy of the CIO is to retain sufficient funds at a level enough to cover regular operational costs and the remainder of the reserve is expended on the objectives of the charity or retained for future plans.

At 31 December 2021 the CIO held total funds of £32,756 (2020 - £16,568) which is represented as unrestricted Fund. Other than bank deposits the CIO does not hold investments.

**PUBLIC BENEFIT STATEMENT**

The trustees confirm that they have complied with the duty in Section 17 of The Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission in determining the activities undertaken by the charity.

Delivery of public benefit is achieved through direct provision of services through the CIO's work in providing community building facilities to various individuals and groups in Newham.

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of the Newham Deanery CIO for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting standards have been followed, 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 charitable company will continue in business

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time of the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

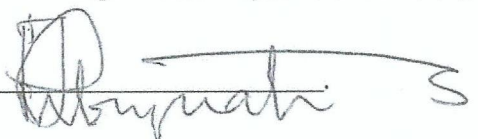
In so far as we are aware:

- There is no relevant audit information of which the charitable company's auditor is unaware; and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

In preparing the Trustees Report, the Trustees' have taken advantage of the exemption available to small companies and have not prepared a strategic report.

Approved by the Board and signed on their behalf on

28/10/2022



**Rev Peter Ngugi**  
Chairman

I report to the trustees on my examination of the accounts of Newham Deanery CIO (the Charity) for the year ended 31 December 2021.

### **Responsibilities and basis of report**

The trustees of the organisation are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act). They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an Independent Examination is needed.

I report in respect of my examination of the charity's account 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 aspect:

- accounting records were not kept in respect of the Charity as required by section 130 of the Act or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of the 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 proper understanding of the accounts to be reached.



**EILEEN DA-SILVA**  
**Da-Silva and Associates**  
**14 Farm Close**  
**Essex**  
**RM10 9TX**

28 October 2022

NEWHAM DEANERY CIO

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 DECEMBER 2021

|   |              | Unrestricted<br>Funds<br>Total<br>2021<br>£ | Unrestricted<br>Funds<br>Total<br>2020<br>£ |
|---|--------------|---|---|
| <b>Income</b>                               | <b>Notes</b> |   |   |
| <b>Income from donations and legacies</b>   |              | <b>75</b>                                   | <b>-</b>                                    |
| <b>Income from charitable activities</b>    |              |   |   |
| Grant                                       |              | <b>3,976</b>                                | 25,000                                      |
| Rents and facility hire                     |              | <b>189,106</b>                              | 113,853                                     |
| <b>Other income</b>                         | <b>3</b>     | <b>20,696</b>                               | 51,949                                      |
| <b>Total income</b>                         |              | <b>213,853</b>                              | 190,802                                     |
| <b>Expenditure</b>                          |              |   |   |
| <b>Expenditure on charitable activities</b> |              |   |   |
| Community Buildings                         |              | <b>(197,665)</b>                            | (208,606)                                   |
| <b>Total expenditure</b>                    | <b>4</b>     | <b>(197,665)</b>                            | (208,606)                                   |
| <b>Net income/(expenditure)</b>             |              | <b>16,188</b>                               | (17,804)                                    |
| Fund balances as at 1 January 2021          |              | <b>16,568</b>                               | 34,372                                      |
| <b>FUND BALANCES AT 31 DECEMBER 2021</b>    |              | <b>32,756</b>                               | 16,568                                      |

The accompanying notes form an integral part of these financial statements. All activities are continuing and there are no recognised gains and losses other than as shown above.



## BALANCE SHEET

AT 31 DECEMBER 2021

|   | Notes | £               | 2021 | £                    | £               | 2020 | £                    |
|---|-------|-----------------|------|----------------------|-----------------|------|----------------------|
| <b>FIXED ASSETS</b>                                   |       |                 |      |                      |                 |      |                      |
| Tangible assets                                       | 7     |                 |      | -                    |                 |      | 116                  |
| <b>CURRENT ASSETS</b>                                 |       |                 |      |                      |                 |      |                      |
| Stock   |       | 848             |      |                      | 848             |      |                      |
| Debtors   | 8     | 21,427          |      |                      | 10,386          |      |                      |
| Cash at bank and in hand                              |       | 69,686          |      |                      | 55,930          |      |                      |
|   |       | <u>91,961</u>   |      |                      | <u>67,164</u>   |      |                      |
| <b>CREDITORS: amounts falling due within one year</b> | 9     | <u>(59,205)</u> |      |                      | <u>(50,712)</u> |      |                      |
| <b>NET CURRENT ASSETS</b>                             |       |                 |      | <u>32,756</u>        |                 |      | <u>16,452</u>        |
| <b>NET ASSETS</b>                                     |       |                 |      | <u><u>32,756</u></u> |                 |      | <u><u>16,568</u></u> |
| Funds:  |       |                 |      |                      |                 |      |                      |
| Unrestricted Fund                                     | 11    |                 |      | <u>32,756</u>        |                 |      | <u>16,568</u>        |
| <b>TOTAL NET ASSETS AT 31 DECEMBER 2021</b>           | 12    |                 |      | <u><u>32,756</u></u> |                 |      | <u><u>16,568</u></u> |

The financial statements were approved on behalf of the Board of Trustees on

28/10/2022

Trustee



Trustee

The accompanying notes form an integral part of these financial statements.

**1. ACCOUNTING POLICIES**

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

**Accounting Basis**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2018) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Newham Deanery CIO meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s). These financial statements have been drawn up in the historical accounting basis.

The accounts are prepared in pounds sterling, rounded to the nearest pound.

**Preparation of accounts on a going concern basis**

The trustees consider there are no material uncertainties about the Charity's ability to continue as a going concern. The review of our financial position, reserves levels and future plans gives Trustees confidence the charity remains a going concern for the foreseeable future.

**Critical accounting judgements and estimates**

In preparing these financial statements, management has made judgements, estimates and assumptions that affect the application of the charities accounting policies and the reported assets, liabilities, income and expenditure and the disclosures made in the financial statements. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**Income recognition**

Income from rents and facility hire and café receipts are accounted for when receivable. Grants are accounted for when the charity becomes entitled to the funding and donations are accounted for when received.

**Expenditure**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category.

Governance costs are the costs associated with the governance arrangements relating to the general running of the charity, including costs of strategic planning for the longer term development of the CIO.

Irrecoverable VAT is charged as a cost in the statement of financial activity.

### **Fixed Assets**

Assets are depreciated, in equal annual instalments, over their economic lives at the following rates:

|                      |     |
|----------------------|-----|
| Electronic equipment | 25% |
|----------------------|-----|

### **Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments, including trade and other debtors and creditors are initially recognised at transaction value and subsequently measured at their settlement value.

### **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.

### **Debtors**

Trade and other debtors are recognised at the settlement amount. Prepayments are valued at the amount prepaid net of any trade discounts due.

### **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.

### **Foreign currency translation**

The charities functional and presentation currency is pound sterling. Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. All differences are recognised in the Statement of Financial Activities.

### **Pension scheme**

Newham Deanery CIO operates a defined contribution pension scheme for the benefit of its employees. The assets of the scheme are held independently from those of Newham Deanery CIO in an independently administered fund. The pensions costs charged in the financial statements represent the contributions payable during the year.

### **Fund accounting**

Funds held by the charity are unrestricted funds. These are general funds which can be used in accordance with the charitable objects at the discretion of the trustees.

**NEWHAM DEANERY CIO**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

**1. ACCOUNTING POLICIES (Continued)**

**Taxation**

The activities of the CIO, being a charity are exempt from income tax and corporation tax. The CIO is not registered for Value Added Tax.

Expenditure in these financial statements is therefore shown inclusive of Value Added Tax suffered.

**2. LEGAL STATUS**

Newham Deanery CIO is a Charitable Incorporated Organisation, limited by guarantee and has no share capital. The members have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities in the event of a winding up.

**3. OTHER INCOME**

|                 | 2021<br>£     | 2020<br>£     |
|-----------------|---------------|---------------|
| HMRC CJRS       | 20,696        | 44,545        |
| Insurance Claim | -             | 7,404         |
|                 | <u>20,696</u> | <u>51,949</u> |

**4. EXPENDITURE**

|   | Staff<br>Costs<br>£ | Support<br>Costs<br>£ | Total<br>2021<br>£ |
|---|---------------------|-----------------------|--------------------|
| <b>a) Analysis of total expenditure</b> |                     |                       |                    |
| <b>Charitable activities</b>            |                     |                       |                    |
| <b>Unrestricted funds</b>               |                     |                       |                    |
| Community buildings                     | 106,662             | 91,003                | 197,665            |
|   | <u>106,662</u>      | <u>91,003</u>         | <u>197,665</u>     |
| <b>Total expenditure 2021</b>           | <u>106,662</u>      | <u>91,003</u>         | <u>197,665</u>     |
| <b>Total expenditure 2020</b>           | <u>115,312</u>      | <u>93,294</u>         | <u>208,606</u>     |

| <b>b) Analysis of support costs</b> | Admin<br>Costs<br>£ | Property<br>Costs<br>£ | Travel<br>Costs<br>£ | Finance<br>Costs<br>£ | Depreciation<br>£ | Governance<br>£ | Total<br>£    |
|-------------------------------------|---------------------|------------------------|----------------------|-----------------------|-------------------|-----------------|---------------|
| <b>Charitable activities</b>        |                     |                        |                      |                       |                   |                 |               |
| <b>Unrestricted funds</b>           |                     |                        |                      |                       |                   |                 |               |
| Community buildings                 | 10,344              | 29,501                 | -                    | 21,070                | 116               | 29,972          | 91,003        |
|                                     | <u>10,344</u>       | <u>29,501</u>          | <u>-</u>             | <u>21,070</u>         | <u>116</u>        | <u>29,972</u>   | <u>91,003</u> |
| <b>Total support costs 2021</b>     | <u>10,344</u>       | <u>29,501</u>          | <u>-</u>             | <u>21,070</u>         | <u>116</u>        | <u>29,972</u>   | <u>91,003</u> |
| <b>Total support costs 2020</b>     | <u>13,351</u>       | <u>33,941</u>          | <u>-</u>             | <u>40,272</u>         | <u>116</u>        | <u>5,614</u>    | <u>93,294</u> |

NEWHAM DEANERY CIO

TRUSTEES' REPORT (continued)

YEAR ENDED 31 DECEMBER 2021

FINANCIAL STATEMENTS (continued)

|  |                |                |
|--|----------------|----------------|
| <b>4. EXPENDITURE (continued)</b>      | <b>2021</b>    | <b>2020</b>    |
|  | <b>£</b>       | <b>£</b>       |
| <b>c) Analysis of governance costs</b> |                |                |
| Legal and professional fees            | 26,972         | 2,614          |
| Independent Examiners fees             | 3,000          | 3,000          |
|  | <u>29,972</u>  | <u>5,614</u>   |
| <b>5. NET INCOME</b>                   | <b>2021</b>    | <b>2020</b>    |
|  | <b>£</b>       | <b>£</b>       |
| Net income is stated after charging:   |                |                |
| Depreciation                           | 116            | 116            |
| Independent Examiners fee              | 3,000          | 3,000          |
|  | <u>3,116</u>   | <u>3,116</u>   |
| <b>6. STAFF EMPLOYMENT</b>             | <b>2021</b>    | <b>2020</b>    |
|  | <b>£</b>       | <b>£</b>       |
| Salaries and wages                     | 94,846         | 106,159        |
| Social security costs                  | 636            | 2,015          |
| Pension costs                          | 2,182          | 2,504          |
| Other cost                             | 8,998          | 4,634          |
| Total Staff Costs                      | <u>106,662</u> | <u>115,312</u> |

No employee received employee benefits (excluding employer pension cost) exceeding £60,000 (2020: Nil).

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

|   | 2021      |           | 2020        |             |
|---|-----------|-----------|-------------|-------------|
|   | Part Time | Full Time | Part Time   | Full Time   |
| Community work                              | 6         | -         | 6           | -           |
| Central Administration                      | -         | 1         | -           | 2           |
|   | <u>6</u>  | <u>1</u>  | <u>6</u>    | <u>2</u>    |
|   | <u>6</u>  | <u>1</u>  | <u>6</u>    | <u>2</u>    |
| Full time equivalents                       |           |           | <b>2021</b> | <b>2020</b> |
| The number of full time equivalent posts is |           |           | <u>3.9</u>  | <u>4.5</u>  |

NEWHAM DEANERY CIO

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 DECEMBER 2021

7. TANGIBLE FIXED ASSETS

|   | Office<br>Equipment<br>£ |
|---|--------------------------|
| <b>Cost or valuation</b>                            |                          |
| At 1 January 2021                                   | 465                      |
| Additions   | -                        |
|   | <u>465</u>               |
| At 31 December 2021                                 |                          |
| <b>Depreciation</b>                                 |                          |
| At 1 January 2021                                   | 349                      |
| Charge for year                                     | 116                      |
|   | <u>465</u>               |
| At 31 December 2021                                 |                          |
| <b>Net Book Value</b>                               |                          |
| At 31 December 2021                                 | -                        |
|   | <u><u>116</u></u>        |
| At 31 December 2020                                 |                          |
| <b>All assets are used for charitable purposes.</b> |                          |

8. DEBTORS

|                 | 2021<br>£            | 2020<br>£            |
|-----------------|----------------------|----------------------|
| Rent Receivable | 21,427               | 10,386               |
|                 | <u>21,427</u>        | <u>10,386</u>        |
|                 | <u><u>21,427</u></u> | <u><u>10,386</u></u> |

9. CREDITORS: due within one year

|                              | 2021<br>£            | 2020<br>£            |
|------------------------------|----------------------|----------------------|
| Trade creditors              | 15,497               | 10,214               |
| Taxation and Social Security | 11,479               | 6,034                |
| Other creditors and accruals | 32,229               | 34,464               |
|                              | <u>59,205</u>        | <u>50,712</u>        |
|                              | <u><u>59,205</u></u> | <u><u>50,712</u></u> |

**10. TRUSTEES' REMUNERATION**

No director has received any remuneration or reimbursement of expenses (2020: Nil).

**11. UNRESTRICTED FUNDS**

|              | Balance at<br>1 January<br>2021<br>£ | Income<br>£       | Expenditure<br>£  | Transfers<br>£    | Balance at<br>31 December<br>2021<br>£ |
|--------------|--------------------------------------|-------------------|-------------------|-------------------|--|
| General Fund | 16,568                               | 213,853           | (197,665)         | -                 | 32,756                                 |
|              | <u>          </u>                    | <u>          </u> | <u>          </u> | <u>          </u> | <u>          </u>                      |

**12. NET ASSETS BETWEEN FUNDS**  
Current year

|                     | Unrestricted<br>Fund<br>2021<br>£ | Unrestricted<br>Fund<br>2020<br>£ |
|---------------------|-----------------------------------|-----------------------------------|
| Fixed Assets        | -                                 | 116                               |
| Current Assets      | 91,961                            | 67,164                            |
| Current Liabilities | (59,205)                          | (50,712)                          |
| <b>Net Funds</b>    | <u>32,756</u>                     | <u>16,568</u>                     |

**13. RELATED PARTY TRANSACTIONS**

There were no related party transactions with individuals or trustees during the year (2020: Nil).