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**JUBILEE CHURCH MAIDSTONE**

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**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2023**

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## JUBILEE CHURCH MAIDSTONE

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### CONTENTS

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|  | Page    |
|--|---------|
| Reference and administrative details of the charity, its Trustees and advisers | 1       |
| Trustees' report   | 2 - 8   |
| Independent examiner's report  | 9 - 10  |
| Statement of financial activities  | 11      |
| Balance sheet  | 12      |
| Notes to the financial statements  | 13 - 24 |

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## JUBILEE CHURCH MAIDSTONE

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### REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2023

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|                                   |  |
|-----------------------------------|--|
| <b>Trustees</b>                   | Dan Maudhub, Trustee (appointed 5 July 2016, resigned 6 December 2022)<br>Darren Eagles, Trustee (appointed 5 July 2016)<br>Andy Faulkner, Trustee (appointed 1 April 2019)<br>Paul Darling, Trustee (appointed 6 December 2022) |
| <b>Charity registered number</b>  | 1168027  |
| <b>Principal office</b>           | 28 Harrow Way<br>Maidstone<br>Kent<br>ME14 5TU   |
| <b>Principal operating office</b> | Willington Court<br>1 Willington Street<br>Maidstone<br>Kent<br>ME15 8JW   |

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## JUBILEE CHURCH MAIDSTONE

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### TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2023

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The Trustees present their annual report together with the financial statements of the charity for the 1 April 2022 to 31 March 2023.

#### Objectives and activities

##### ● Policies and objectives

Our vision is simply to be people who are

- \* **Conformed to Christ**
- \* **Compelled by love**
- \* **Changing our world**

*Our mission is to reach and influence the world by making disciples, strengthening churches and empowering people to lead and impact in every sphere of life.*

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

##### ● Strategies for achieving objectives

The Jubilee Equip for Life consists of various training modules such as Foundational Doctrines, Financial Freedom, Church Government, Practical Ministry Training and a Leadership Training. The courses presented are designed to grow every believer in their faith, prepare them for good works of service, develop their leadership skills and release them to fulfil their specific destiny. We aim to equip everyone in Jubilee Church for the building up of the local body, helping other churches, planting new churches, and to go on mission, both locally and internationally. The Jubilee Church leadership is also actively planning for training and education courses that can benefit local communities.

##### ● Activities undertaken to achieve objectives

Fun, family, making memories and walking on a life journey together are at the heart of Jubilee Church.

Meeting Together:

**Sunday Celebration** means meeting together in a large group, with corporate worship and an opportunity to explore the bigger picture.

**Home Groups** meeting one evening each week provide a smaller family-feel environment allowing discussion and closer friendship. We love to enjoy the richness and variety of our extended family and spend time together at various events, ranging from Church weekends away, to men's or women's groups, informal social gatherings, to picnics and beach days.

If you can't make it one afternoon, we broadcast live online around the world and have free vodcasts and podcasts of the talks and sermons.

##### ● Volunteers

The Trustees would like to thank all the volunteers for all their time, effort and financial resources that they have generously given to make this another successful year.

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## JUBILEE CHURCH MAIDSTONE

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### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

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#### Achievements and performance

##### ● Review of activities

##### Jubilee Church Celebrations

We have continued to see visitors on many Sundays throughout the year and continue to meet on afternoons at the Vine Church building in Boughton Lane, Loose. We have continued leadership meetings and the meeting of various smaller church groups in the Jubilee Resource Hub and Jubilee Offices.

##### Resources/Training Material

Jubilee Church's resources/training material continued to be available for individuals, churches and ministries, with the development of additional devotional study guides.

##### Habitation - Youth

Habitation's year round programme for young people aged between 11-18 years old continues to provide support and care for many teenagers. Meeting regularly throughout the school year, the youth groups provide a safe and fun environment for the young people. Young people have questions about the direction of their life and how they will achieve their dreams and aspirations. Habitation aims to give them skills necessary to succeed in their aspirations.

##### POD - Children

POD is the children's programme for children aged between 4 and 11 years old. It comprises two age groups: Sprout and Thrive. The aim of POD is for children to build and develop good friendships and to explore knowing God through prayer, friendship and reading the Bible. It also creates opportunities for children to live out their growing faith in a practical way.

Seedlings, a programme we previously ran for children of four and under, has not restarted yet.

Sprout is provided for children in Reception to Year 3 and Thrive is for those in Year 4 to Year 6. Due to the small size of the group over the last year, we have stayed together as one group. We aim to have a variety of activities that would engage both the younger and older children in the group. We then break into small groups based on age (Reception and Year 1; Year 2 and 3; Years 4, 5 and 6) to run activities linked to the teaching they have just heard. The leadership team for Sprout and Thrive consisted of seven small group leaders, two part time leaders, five adult helpers and three teenage helpers. We currently have five leaders and eight teenage helpers. Our teenagers have shown great interest in helping their younger generation learn and grow in faith. Teenagers are given the opportunity to plan activities and games alongside adults. This has grown into a space where the helpers can grow in leadership and confidence, creativity and communication skills as they not only help, but lead with the support of adult leaders.

During Sunday meetings, children stay with the adults in the celebration for the first part of the morning before moving to the children's rooms for the second part.

Throughout the year we had an average of 30 children attending weekly and several visitors throughout the year. An average of 5-15 attend weekly (attendance remains unpredictable, with only a small group of children attending regularly). Many of our children have graduated to join Habitation and returned to support as helpers.

POD Nativity In December 2022, the Sprout and Thrive children presented a Christmas Nativity to the church with some children had acting and speaking roles.

POD Curriculum The new curriculum in Sprout and Thrive has been really helpful to the leaders as all the activities and teaching are provided. We only need to make adjustments according to the individual needs

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## JUBILEE CHURCH MAIDSTONE

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### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

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#### **Achievements and performance (continued)**

of our groups/children. The children have enjoyed the different themes, and the teaching and activity ideas have been engaging. We do not make use of a set curriculum, but rather try to include themes that closely match the theme of Jubilee as a larger body. We aim to teach on topics being taught in celebration on a level and in a way the children can engage with. Therefore, the POD team's aim is to take the children on the same journey as the adults, in a way they can understand. We believe that we are One body under One head and our precious children form part of that too. It has been very beneficial to leaders and helpers to seek God for the message on His heart and express their personal gifts in the planning process.

#### **Future plans:**

- To grow and develop our current team of leaders and helpers so that they can take on different responsibilities across the programme.
- Increase opportunities for the children to serve or engage in the Sunday afternoon Celebrations with the adults.
- Curriculum centered around the 'Made In The Image of God' will undergo continuous development. We have looked extensively at IDENTITY and WORSHIP, following discussions and research by Neil Pattison and the OPS Team. It is important for us to raise up a generation secure in their identity and who know the truth in a world of diverse opinions and philosophy.
- To seek opportunities to provide equipping and training for Teenage helpers to grow in life, communication and leadership skills.

#### Jubilee Family Weekend Away

Following the success of the weekend away at Ashburnham Place in Summer 2022 planning has started on a follow-up event at Ashburnham in June 2024. Booking has opened we are looking forward to our time with Dave & Carol Cape, the leaders of the Acts Life Cluster

#### The Vine Church Building

The Trustees would like to thank the trustees of the Vine Church for allowing us to continue to use their building and facilities throughout the year on Sunday afternoons at Boughton Lane, Loose.

#### Home Groups

Within Jubilee Church, home groups allow a weekly connection of members within a small group format. They can form closer friendships, care for each other's needs and enjoy life together. The home groups are grouped pastorally into two Clusters allowing pastoral oversight of the Church members. Home groups generally meet weekly or fortnightly on a Thursday evening, but also meet at other times to facilitate discipleship, deeper friendships, discussion of specific subjects, and encouragement between members. Group meet in homes across the Maidstone area including some of the surrounding villages.

The home groups and their leaders are served by a Cluster Oversight Team of three couples who provide help, support and encouragement, and carry out visits from time to time

#### Worship Team

The worship team's aim is to lead the church in honouring Jesus in times of sung praise and worship. The Worship Team seeks to encourage the church members to enrich their relationship with God and help the church express their love for Him through music. The team meets once a week on a Monday evening to practise, to learn new songs, to help the team to connect and also to encourage and pray for one another.

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## JUBILEE CHURCH MAIDSTONE

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### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

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#### **Achievements and performance (continued)**

##### Media Team

The media team provides technical support to the church by providing sound and visual media support at Sunday Celebration and also events during the year. The team also broadcasts Sunday Celebrations live to those who are unable to attend on Sunday as well as producing podcasts and overseeing the website.

##### Equipped for Life Centre

The Equipped for Life Centre team have focused on developing the community programme for 2023/24. They will be providing a wide range of courses for the local community and schools covering parenting (Summer Term), bereavement, marriage enrichment and Alpha (November 2023).

##### Ceremonial Services

Throughout the year, Jubilee Church holds weddings, water baptisms, child dedications and funerals. These are mostly for people who are part of Jubilee Church but are available to non-members too.

##### Inter Church Meetings

A number of the Jubilee Church leaders attend the Maidstone Church Leaders Breakfasts held each month at different locations around the town. From time to time we join with other churches to meet together, run events for the town, or take part in community support work.

##### Restoring Hands

We support Restoring Hands, a registered UK Charity, financially, in contribution of resources, and pastorally. Restoring Hands' management team and the majority of their volunteers are part of Jubilee Church. Some of their charitable objectives are similar to our own in helping people in need of relief and we therefore, want to support their work in the community of Maidstone and surrounding areas where we can. A major activity of Restoring Hands this year was the Starkids campaign, providing Christmas gifts to children locally in Maidstone, and internationally in Reni (Ukraine), and the provision of Christmas hampers to families in the Maidstone area.

A team of volunteers operated from an office in Jubilee Resource Hub and met regularly with the Jubilee Church leaders to coordinate the work into the Maidstone communities.

##### Jubilee Primary School

Jubilee Church supports Jubilee Primary School (JPS), a free school based in Maidstone in a number of ways including providing three of the Trust Members and a number of the Governors. We provide volunteers who run weekly assemblies, and help with school trips. Jubilee Church also provides pastoral support for the senior staff. This is also available for families whose children attend JPS, if required

##### Acts Life Cluster

Although a separate charity, Jubilee Church donates a monthly contribution to facilitate the continued training and equipping of churches in the UK, in addition to churches in Jamaica, South Africa and Sri Lanka. Jubilee Church provides experienced leaders who travel on invitation to these local and international churches.

##### Jubilee Resource Hub

The charity continues to operate from the Jubilee Resource Hub Charity Centre in Maidstone where charities can work together to aid transformation and regeneration of local communities in the Maidstone area, with an aim to bring significant change and improvement to the lives of others. Having the charities housed on one site

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## JUBILEE CHURCH MAIDSTONE

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### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

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#### **Achievements and performance (continued)**

not only enables them to share valuable knowledge and experience but to coordinate their practical outworking creating a far greater impact into our immediate community. They are also able to share resources such as utilities, parking, reception, meeting rooms, photocopying and printing to help keep their running costs as low as possible.

#### Parkwood Community Centre

The Charity is working closely with the Trustees of the Jubilee Resource Hub (Charity No.1115331) on the development of the new community facility being built at Parkwood. Jubilee Church expects to use the main auditorium of the new build and facilities for Sunday Celebrations, activities for children and young-people as well as community outreach. The Charity has financially supported the development of the new facility from excess funds during the year in accordance with reserves policy.

#### ● **Fundraising activities and income generation**

As part of the vision of Jubilee Church to train and be a resource to other churches, various books, and online resources were produced, some of which generated income.

#### **Financial review**

##### ● **Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

##### ● **Reserves policy**

The Trustees closely monitor the level of free reserves available to ensure there is sufficient financial flexibility in place. The Trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately three months of unrestricted charitable expenditure. At the year end, the unrestricted funds equated to five months of unrestricted charitable expenditure, excluding discretionary grants.

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to support the current level of expenditure and to continue in operational existence for the foreseeable future.

##### ● **Principal funding**

The primary source of income remains tithes and offerings from the local congregation.

#### **Structure, governance and management**

##### ● **Constitution**

Jubilee Church Maidstone became a registered charity (number 1168027) on 5 July 2016 and is constituted under a Charitable Incorporated Organisation - Foundation whose only voting members are its charity trustees.

The principal object of the charity is (a) the advancement of the Christian faith, (b) the relief of persons who are



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## JUBILEE CHURCH MAIDSTONE

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### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

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#### **Structure, governance and management (continued)**

in conditions of need, hardship or distress or who are aged or sick, (c) the advancement of education on the basis of Christian principles; principally in the vicinity of Kent, but extending to national and international where deemed necessary by the trustees.

There have been no changes in the objectives since the last annual report.

#### **• Methods of appointment or election of Trustees**

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Charitable Incorporated Organisation - Foundation.

During the year, there was a change of Trustees following the resignation of Mr Dan Maudhub. The Trustees thank Mr Maudhub for his contribution during the year to the operation of the Charity. Mr Paul Darling was appointed from December 2022, from outside of the Jubilee Eldership, to broaden the Trustee membership.

#### **• Organisational structure and decision-making policies**

The Trustees are responsible for the governance and oversight of the Charity working closely with the Jubilee Church Eldership. The Trustees meet regularly throughout the year to review progress, make strategic decisions as to the operation of the Charity in line with its policies and objectives and also to ensure robust governance of the Charity's resources. Trustees are drawn from the Jubilee Eldership and wider leadership of Jubilee Church.

#### **• Related party relationships**

Darren Eagles is trustee of Jubilee Church Maidstone and also serves as trustee for Acts Life Cluster (charity registration no 1098683), Jubilee Family Life Centre (charity no 1099579) and Willington Court Ltd (charity no 1105335). Appropriate conflict of interest policies have been implemented and details of transactions between related parties has been disclosed in the notes. The ability for these charities to work together has been mutually beneficial and the Trustees are expecting further significant mutual benefit for the future.

Darren Eagles is a trustee of the charity and also provides design and artwork services to the charity on a reduced fee basis.

#### **• Financial risk management**

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks. This includes a regular/annual review of all risks to which the charity is exposed and the establishment of policies and procedures to mitigate the risk, including the sourcing of a comprehensive insurance policy.

The Trustees commissioned in February 2023, a detailed review of the Internal Financial Control arrangements of the Charity in accordance with Charities Commission Guidance (CC8). This was partially completed at the end of the reporting period. Minor improvements were identified but no material issues were found. The balance of the review will be completed during the next reporting period.

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## JUBILEE CHURCH MAIDSTONE

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### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

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#### Plans for future periods

Jubilee Church offices and small meeting rooms continued to be rented from the Jubilee Resource Hub (charity registration no 1115331) based in Ashford Road, Maidstone.

Jubilee Resource Hub continue to go through the process of planning and renovating property on a site in Parkwood, Maidstone. This site will house a new large seated auditorium that can be used for events, meetings and conferences; a conference facility to provide meeting and lecture space; offices and community space for various charities to help facilitate local charitable objectives. It is intended that Jubilee Church will move into this new facility in 2025.

#### Members' liability

If the charity is wound up, the members of the charity have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

#### Statement of Trustees' responsibilities

The Trustees 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).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial which give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Charitable Incorporated Organisation - Foundation. 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.

Approved by order of the members of the board of Trustees on 10 November 2023 and signed on their behalf by:

**Paul Darling**

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## JUBILEE CHURCH MAIDSTONE

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### INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2023

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#### Independent examiner's report to the Trustees of Jubilee Church Maidstone ('the charity')

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 March 2023.

#### Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Institute of Chartered Accountants of Scotland, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared the accounts 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 2011 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.

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

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**JUBILEE CHURCH MAIDSTONE**

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**INDEPENDENT EXAMINER'S REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2023**

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Signed:

Dated: 10 November 2023

Kim Lee

ICAS

12 Barton Drive, Boughton Monchelsea, Kent, ME17 4SU

**JUBILEE CHURCH MAIDSTONE**

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

|                                    | Note | Unrestricted<br>funds<br>2023<br>£ | Total<br>funds<br>2023<br>£ | Total<br>funds<br>2022<br>£ |
|------------------------------------|------|------------------------------------|-----------------------------|-----------------------------|
| <b>Income from:</b>                |      |                                    |                             |                             |
| Donations and legacies             | 3    | 298,217                            | 298,217                     | 339,442                     |
| Charitable activities              | 4    | 2,629                              | 2,629                       | 75                          |
| Other trading activities           | 5    | 6,188                              | 6,188                       | 4,766                       |
| Investments                        | 6    | 1,030                              | 1,030                       | 186                         |
| <b>Total income</b>                |      | <b>308,064</b>                     | <b>308,064</b>              | <b>344,469</b>              |
| <b>Expenditure on:</b>             |      |                                    |                             |                             |
| Raising funds                      |      | 35                                 | 35                          | -                           |
| Charitable activities              | 8    | 394,117                            | 394,117                     | 318,186                     |
| <b>Total expenditure</b>           |      | <b>394,152</b>                     | <b>394,152</b>              | <b>318,186</b>              |
| <b>Net movement in funds</b>       |      | <b>(86,088)</b>                    | <b>(86,088)</b>             | <b>26,283</b>               |
| <b>Reconciliation of funds:</b>    |      |                                    |                             |                             |
| Total funds brought forward        |      | 160,986                            | 160,986                     | 134,703                     |
| Net movement in funds              |      | (86,088)                           | (86,088)                    | 26,283                      |
| <b>Total funds carried forward</b> |      | <b>74,898</b>                      | <b>74,898</b>               | <b>160,986</b>              |

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

The notes on pages 13 to 24 form part of these financial statements.

**JUBILEE CHURCH MAIDSTONE**

**BALANCE SHEET  
AS AT 31 MARCH 2023**

|   | Note | 2023<br>£            | 2022<br>£             |
|---|------|----------------------|-----------------------|
| <b>Fixed assets</b>                                     |      |                      |                       |
| Tangible assets   | 13   | 148                  | 700                   |
|   |      | <u>148</u>           | <u>700</u>            |
| <b>Current assets</b>                                   |      |                      |                       |
| Debtors   | 14   | 42,745               | 48,223                |
| Cash at bank and in hand                                |      | 74,367               | 166,965               |
|   |      | <u>117,112</u>       | <u>215,188</u>        |
| Creditors: amounts falling due within one year          | 15   | (11,619)             | (14,409)              |
| <b>Net current assets</b>                               |      | <u>105,493</u>       | <u>200,779</u>        |
| <b>Total assets less current liabilities</b>            |      | <u>105,641</u>       | <u>201,479</u>        |
| Creditors: amounts falling due after more than one year | 16   | (30,743)             | (40,493)              |
| <b>Net assets excluding pension asset</b>               |      | <u>74,898</u>        | <u>160,986</u>        |
| <b>Total net assets</b>                                 |      | <u><u>74,898</u></u> | <u><u>160,986</u></u> |
| <b>Charity funds</b>                                    |      |                      |                       |
| Restricted funds  | 18   | -                    | -                     |
| Unrestricted funds                                      | 18   | 74,898               | 160,986               |
| <b>Total funds</b>                                      |      | <u><u>74,898</u></u> | <u><u>160,986</u></u> |

The financial statements were approved and authorised for issue by the Trustees on 10 November 2023 and signed on their behalf by:

**Paul Darling**

The notes on pages 13 to 24 form part of these financial statements.

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## JUBILEE CHURCH MAIDSTONE

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

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#### 1. General information

Jubilee Church Maidstone was setup and registered with the Charity Commission for England and Wales on 5 July 2016 (charity number 1168027) as a Charitable Incorporated Organisation (CIO) using the Foundation Model constitution whose only voting members are its charity trustees. The registered address is 28 Harrow Way, Maidstone, Kent, ME14 5TU (previously 9 Ashford Road, Maidstone, Kent, ME14 5BJ).

#### 2. Accounting policies

##### 2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Jubilee Church Maidstone 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.

##### 2.2 Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

##### 2.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those

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## JUBILEE CHURCH MAIDSTONE

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

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#### 2. Accounting policies (continued)

##### 2.3 Expenditure (continued)

activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

##### 2.4 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

##### 2.5 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 institution with whom the funds are deposited.

##### 2.6 Tangible fixed assets and depreciation

Tangible fixed assets costing £250 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following bases:

|                     |                     |
|---------------------|---------------------|
| Plant and machinery | - 25% Straight line |
| Computer equipment  | - 25% Straight line |

##### 2.7 Debtors

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



**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

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**2. Accounting policies (continued)**

**2.8 Cash at bank and in hand**

Cash at bank and 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.

**2.9 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

**2.10 Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.11 Pensions**

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

**2.12 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Investment income, gains and losses are allocated to the appropriate fund.

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**JUBILEE CHURCH MAIDSTONE**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

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**3. Income from donations and legacies**

|                           | <b>Unrestricted<br/>funds<br/>2023<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> | <i>Total<br/>funds<br/>2022<br/>£</i> |
|---------------------------|--|---------------------------------------|---------------------------------------|
| <b>Government grants</b>  |  |                                       |                                       |
| Gift Aid income           | 41,843                                       | <b>41,843</b>                         | 48,154                                |
| Employment allowance      | 2,832  | <b>2,832</b>                          | 2,371                                 |
| Bounce Back loan interest | -  | -                                     | 1,250                                 |
| <b>Subtotal</b>           | <hr/> 44,675                                 | <hr/> <b>44,675</b>                   | <hr/> 51,775                          |
| Donations                 | <hr/> 253,542                                | <hr/> <b>253,542</b>                  | <hr/> 287,667                         |
| <b>Subtotal</b>           | <hr/> 253,542                                | <hr/> <b>253,542</b>                  | <hr/> 287,667                         |
|                           | <hr/>  | <hr/>                                 | <hr/>                                 |
|                           | <hr/> 298,217                                | <hr/> <b>298,217</b>                  | <hr/> 339,442                         |
|                           | <hr/> <hr/>                                  | <hr/> <hr/> <b></b>                   | <hr/> <hr/>                           |

**4. Income from charitable activities**

|                   | <b>Unrestricted<br/>funds<br/>2023<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> | <i>Total<br/>funds<br/>2022<br/>£</i> |
|-------------------|--|---------------------------------------|---------------------------------------|
| Events            | 940  | <b>940</b>                            | 55                                    |
| Church            | 1,689  | <b>1,689</b>                          | 20                                    |
| <b>Total 2023</b> | <hr/> 2,629                                  | <hr/> <b>2,629</b>                    | <hr/> 75                              |
|                   | <hr/> <hr/>                                  | <hr/> <hr/> <b></b>                   | <hr/> <hr/>                           |

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**JUBILEE CHURCH MAIDSTONE**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

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**5. Income from other trading activities**

**Income from non charitable trading activities**

|                     | <b>Unrestricted<br/>funds<br/>2023<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> | <i>Total<br/>funds<br/>2022<br/>£</i> |
|---------------------|--|---------------------------------------|---------------------------------------|
| Hiring income       | 1,147  | <b>1,147</b>                          | (47)                                  |
| Staff cost recovery | 5,041  | <b>5,041</b>                          | 4,813                                 |
|                     | <u>6,188</u>                                 | <u><b>6,188</b></u>                   | <u>4,766</u>                          |

**6. Investment income**

|                                | <b>Unrestricted<br/>funds<br/>2023<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> | <i>Total<br/>funds<br/>2022<br/>£</i> |
|--------------------------------|--|---------------------------------------|---------------------------------------|
| Investment income - local cash | 1,030  | <b>1,030</b>                          | 186                                   |
|                                | <u>1,030</u>                                 | <u><b>1,030</b></u>                   | <u>186</u>                            |

**7. Analysis of grants**

|                 | <b>Grants to<br/>Institutions<br/>2023<br/>£</b> | <b>Grants to<br/>Individuals<br/>2023<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> |
|-----------------|--|---|---------------------------------------|
| Local charities | 216,856  | -   | <b>216,856</b>                        |
| Church          | -  | 3,180   | <b>3,180</b>                          |
|                 | <u>216,856</u>                                   | <u>3,180</u>                                    | <u><b>220,036</b></u>                 |

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## JUBILEE CHURCH MAIDSTONE

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

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#### 7. Analysis of grants (continued)

|                 | <i>Grants to<br/>Institutions<br/>2022<br/>£</i> | <i>Grants to<br/>Individuals<br/>2022<br/>£</i> | <i>Total<br/>funds<br/>2022<br/>£</i> |
|-----------------|--|---|---------------------------------------|
| Local charities | 153,682  | -   | 153,682                               |
| Church          | -  | 2,666   | 2,666                                 |
|                 | <u>153,682</u>                                   | <u>2,666</u>                                    | <u>156,348</u>                        |

The charity has made the following material grants to institutions during the year:

|  | <b>2023<br/>£</b>     | <b>2022<br/>£</b> |
|--|-----------------------|-------------------|
| <b>Name of institution</b>                         |                       |                   |
| Jubilee Resource Hub (charity no 1115331)          | <b>182,750</b>        | 116,117           |
| Acts Life Cluster (charity no 1098683)             | <b>28,486</b>         | 33,265            |
| Saturation Trust (charity no 1136361)              | -                     | 200               |
| Willington Court Ltd (charity no 1105335)          | <b>3,000</b>          | 3,000             |
| Jubilee Events (charity no 326223)                 | <b>420</b>            | -                 |
| Jubilee Family Life Centre (charity no 1099579)    | <b>550</b>            | 500               |
| Jubilee Enterprise Foundation (charity no 1149028) | <b>600</b>            | 600               |
| Jubilee Training Centre (charity no 1164915)       | <b>550</b>            | -                 |
| Maidstone Family Church                            | <b>250</b>            | -                 |
| Compassion Togo                                    | <b>250</b>            | -                 |
|  | <u><b>216,856</b></u> | <u>153,682</u>    |
|  | <u><b>216,856</b></u> | <u>153,682</u>    |

With the vision to build an auditorium in Parkwood, any surpluses in unrestricted funds, after settings aside sufficient reserves, have been allocated and transferred to the Parkwood building project as a grant to Jubilee Resource Hub.

The donation to Acts Life Cluster is in keeping with biblical principles that we as Jubilee Church Maidstone donate our tithe being 10% of our regular unrestricted income and, since we encourage church members to practise tithing in a systematic and planned way, it is right that as a corporate body, Jubilee Church Maidstone should do the same.

The donation to Willington Court Ltd was for the use and maintenance of the Woodlands which were used during the year.

# JUBILEE CHURCH MAIDSTONE

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

### 8. Analysis of expenditure on charitable activities

#### Summary by fund type

|                 | Unrestricted<br>funds<br>2023<br>£ | Total<br>2023<br>£    | Total<br>2022<br>£ |
|-----------------|------------------------------------|-----------------------|--------------------|
| Local charities | 226,448                            | <b>226,448</b>        | 159,933            |
| Courses         | -                                  | -                     | 140                |
| Events          | 2,135                              | <b>2,135</b>          | 2,771              |
| Church          | 165,534                            | <b>165,534</b>        | 155,342            |
|                 | <u>394,117</u>                     | <u><b>394,117</b></u> | <u>318,186</u>     |

### 9. Analysis of expenditure by activities

|                 | Activities<br>undertaken<br>directly<br>2023<br>£ | Grant<br>funding of<br>activities<br>2023<br>£ | Support<br>costs<br>2023<br>£ | Total<br>funds<br>2023<br>£ |
|-----------------|---|--|-------------------------------|-----------------------------|
| Local charities | -   | 216,856  | 9,592                         | <b>226,448</b>              |
| Events          | 2,135   | -  | -                             | <b>2,135</b>                |
| Church          | 53,575  | 3,180  | 108,779                       | <b>165,534</b>              |
|                 | <u>55,710</u>                                     | <u>220,036</u>                                 | <u>118,371</u>                | <u><b>394,117</b></u>       |

|                 | Activities<br>undertaken<br>directly<br>2022<br>£ | Grant<br>funding of<br>activities<br>2022<br>£ | Support<br>costs<br>2022<br>£ | Total<br>funds<br>2022<br>£ |
|-----------------|---|--|-------------------------------|-----------------------------|
| Local charities | -   | 153,682  | 6,251                         | 159,933                     |
| Courses         | 140   | -  | -                             | 140                         |
| Events          | 2,771   | -  | -                             | 2,771                       |
| Church          | 49,905  | 2,666  | 102,771                       | 155,342                     |
|                 | <u>52,816</u>                                     | <u>156,348</u>                                 | <u>109,022</u>                | <u>318,186</u>              |

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## JUBILEE CHURCH MAIDSTONE

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

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#### 9. Analysis of expenditure by activities (continued)

#### 10. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £100 (2022 - £100).

#### 11. Staff costs

|  | 2023<br>£      | 2022<br>£      |
|--|----------------|----------------|
| Wages and salaries                                   | 103,357        | 102,519        |
| Social security costs                                | 2,832          | 2,371          |
| Contribution to defined contribution pension schemes | 845            | 750            |
|  | <u>107,034</u> | <u>105,640</u> |

The average number of persons employed by the charity during the year was as follows:

|             | 2023<br>No. | 2022<br>No. |
|-------------|-------------|-------------|
| Staff       | 4           | 5           |
| Contractors | 4           | 3           |
|             | <u>8</u>    | <u>8</u>    |

No employee received remuneration amounting to more than £60,000 in either year.

Wages and salaries include payments that have been made for contracted services.

#### 12. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2022 - £NIL).

During the year ended 31 March 2023, no Trustee expenses have been incurred (2022 - £NIL).

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**JUBILEE CHURCH MAIDSTONE**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

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**13. Tangible fixed assets**

|                          | Plant and<br>machinery<br>£ | Computer<br>equipment<br>£ | Total<br>£   |
|--------------------------|-----------------------------|----------------------------|--------------|
| <b>Cost or valuation</b> |                             |                            |              |
| At 1 April 2022          | 4,398                       | 3,753                      | 8,151        |
| At 31 March 2023         | <u>4,398</u>                | <u>3,753</u>               | <u>8,151</u> |
| <b>Depreciation</b>      |                             |                            |              |
| At 1 April 2022          | 4,398                       | 3,052                      | 7,450        |
| Charge for the year      | -                           | 552                        | 552          |
| At 31 March 2023         | <u>4,398</u>                | <u>3,604</u>               | <u>8,002</u> |
| <b>Net book value</b>    |                             |                            |              |
| At 31 March 2023         | <u>-</u>                    | <u>149</u>                 | <u>149</u>   |
| At 31 March 2022         | <u>-</u>                    | <u>700</u>                 | <u>700</u>   |

**14. Debtors**

|                                | 2023<br>£     | 2022<br>£     |
|--------------------------------|---------------|---------------|
| <b>Due within one year</b>     |               |               |
| Trade debtors                  | -             | 286           |
| Other debtors                  | -             | 70            |
| Prepayments and accrued income | 903           | 1,034         |
| Gift Aid recoverable           | 41,842        | 46,833        |
|                                | <u>42,745</u> | <u>48,223</u> |

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**JUBILEE CHURCH MAIDSTONE**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

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**15. Creditors: Amounts falling due within one year**

|                                    | <b>2023</b>          | <b>2022</b>   |
|------------------------------------|----------------------|---------------|
|                                    | <b>£</b>             | <b>£</b>      |
| Bank loans                         | <b>9,751</b>         | 9,507         |
| Payments received on account       | -                    | 189           |
| Trade creditors                    | <b>1,740</b>         | 4,713         |
| Other taxation and social security | <b>128</b>           | -             |
|                                    | <u><b>11,619</b></u> | <u>14,409</u> |

**16. Creditors: Amounts falling due after more than one year**

|            | <b>2023</b>          | <b>2022</b>   |
|------------|----------------------|---------------|
|            | <b>£</b>             | <b>£</b>      |
| Bank loans | <u><b>30,743</b></u> | <u>40,493</u> |

**17. Financial instruments**

|  | <b>2023</b>          | <b>2022</b>    |
|--|----------------------|----------------|
|  | <b>£</b>             | <b>£</b>       |
| <b>Financial assets</b>  |                      |                |
| Financial assets measured at fair value through income and expenditure | <u><b>74,366</b></u> | <u>166,966</u> |

Financial assets measured at fair value through income and expenditure comprise cash balances.

**18. Statement of funds**

**Statement of funds - current year**

|                           | <b>Balance at 1<br/>April 2022</b> | <b>Income</b>         | <b>Expenditure</b>      | <b>Balance at<br/>31 March<br/>2023</b> |
|---------------------------|------------------------------------|-----------------------|-------------------------|---|
|                           | <b>£</b>                           | <b>£</b>              | <b>£</b>                | <b>£</b>                                |
| <b>Unrestricted funds</b> |                                    |                       |                         |   |
| General Funds - all funds | <u><b>160,986</b></u>              | <u><b>308,064</b></u> | <u><b>(394,152)</b></u> | <u><b>74,898</b></u>                    |

**19. Summary of funds**



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**JUBILEE CHURCH MAIDSTONE**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

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**19. Summary of funds (continued)**

**Summary of funds - current year**

|               | Balance at 1<br>April 2022<br>£ | Income<br>£ | Expenditure<br>£ | Balance at<br>31 March<br>2023<br>£ |
|---------------|---------------------------------|-------------|------------------|-------------------------------------|
| General funds | 160,986                         | 308,064     | (394,152)        | 74,898                              |

**20. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

|                               | Unrestricted<br>funds<br>2023<br>£ | Total<br>funds<br>2023<br>£ |
|-------------------------------|------------------------------------|-----------------------------|
| Tangible fixed assets         | 148                                | 148                         |
| Current assets                | 117,112                            | 117,112                     |
| Creditors due within one year | (42,362)                           | (42,362)                    |
| <b>Total</b>                  | <b>74,898</b>                      | <b>74,898</b>               |

**21. Pension commitments**

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £845 (2022 - £750). Contributions totalling £ Nil (2022 - Nil) were payable to the fund at the balance sheet date and are included in creditors.

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## JUBILEE CHURCH MAIDSTONE

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

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#### 22. Related party transactions

|   | 2023<br>£     | 2022<br>£     |
|---|---------------|---------------|
| Inc Solutions - Darren Eagles                                 | 8,295         | 7,015         |
| Donation - Acts Life Cluster (charity no 1098683)             | 28,486        | 33,265        |
| Donation - Jubilee Family Life Centre (charity no 1099579)    | 550           | 500           |
| Donation - Willington Court Ltd (charity no 1105335)          | 3,000         | 3,000         |
| Donation - Jubilee Events (charity no 326223)                 | 420           | -             |
| Donation - Jubilee Training Centre (charity no 1164915)       | 550           | -             |
| Donation - Jubilee Enterprise Foundation (charity no 1149028) | 600           | -             |
|   | <u>41,901</u> | <u>43,780</u> |

Darren Eagles was remunerated £8,295 (2022: £7,015) for creative design work and other related materials.

Darren Eagles is a trustee of Jubilee Church Maidstone, Acts Life Cluster, Jubilee Family Life Centre, Jubilee Training Centre, Jubilee Events and Willington Court Limited.

Dan Maudhub was a trustee of Jubilee Church Maidstone until 6 Deember 2022 and also current trustee of Jubilee Enterprise Foundation.

The donation to Acts Life Cluster is in keeping with biblical principles that we as Jubilee Church Maidstone donate our tithe being 10% of our regular unrestricted income and, since we encourage church members to practise tithing in a systematic and planned way, it is right that as a corporate body, Jubilee Church Maidstone should do the same.

The donation to Willington Court Ltd was for the use and maintenance of the Woodlands which were used during the year.