

**ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31ST DECEMBER 2020**

**ROXETH COMMUNITY CHURCH  
(CHARITABLE INCORPORATED ORGANISATION)**

**CHARITABLE REGISTRATION NUMBER: 1173339**

**ROXETH COMMUNITY CHURCH**  
**(CHARITABLE INCORPORATED ORGANISATION)**

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**ROXETH COMMUNITY CHURCH**  
**(CHARITABLE INCORPORATED ORGANISATION)**

**LEGAL AND ADMINISTRATIVE INFORMATION**

|                                       |   |
|---------------------------------------|---|
| <b>CHARITY NUMBER</b>                 | 1173339   |
| <b>DATE OF REGISTRATION</b>           | 8th June 2017   |
| <b>START OF FINANCIAL YEAR</b>        | 1st January 2020  |
| <b>END OF FINANCIAL YEAR</b>          | 31st December 2020  |
| <b>TRUSTEES AT 31ST DECEMBER 2019</b> | Dr. John Gravett<br>Mr. David Herbert<br>Mrs. Elizabeth Bowden<br>Mr. Christopher Soundararaj<br>Mrs. Susan Turner<br>Mr. Mark Knight   |
| <b>LEGAL STATUS</b>                   | Charitable Incorporated Organisation  |
| <b>GOVERNING INSTRUMENT</b>           | Constitution as incorporated 8th June 2017  |
| <b>OBJECTS</b>                        | The objects of the CIO are, for the public benefit :-<br><br>1. The advancement of the Christian Faith in such ways as the charity trustees may from time to time decide<br><br>2. The relief of those in need by reason of financial hardship ill-health, unemployment and such other economic or social disadvantage. |
| <b>CORRESPONDENCE ADDRESS</b>         | Roxeth Community Church<br>Coles Crescent<br>South Harrow<br>HA2 0TN  |
| <b>PRIMARY BANKERS</b>                | CAF Bank<br>25 Kings Hill Ave<br>Kings Hill<br>West Malling<br>ME19 4JQ   |
| <b>INDEPENDENT EXAMINER</b>           | Derek Taylor-Mew<br>123 Park Lane<br>Harrow<br>Middlesex<br>HA2 8NN   |

**ROXETH COMMUNITY CHURCH  
(CHARITABLE INCORPORATED ORGANISATION)**

**INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS**

Report to the trustees/members of Roxeth Community Church on the accounts for the year ended 31st December 2020 set out on pages 7 to 16.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

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

It is my responsibility to:

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

**BASIS OF INDEPENDENT EXAMINER'S STATEMENT**

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

**INDEPENDENT EXAMINER'S STATEMENT**

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

have not been met; or

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

*Derek*

Derek Taylor-Mew  
123 Park Lane  
Harrow  
Middlesex HA2 8NN

Date 20 September 2021

# **ROXETH COMMUNITY CHURCH**

## **(CHARITABLE INCORPORATED ORGANISATION)**

### **TRUSTEES REPORT FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

#### **SUMMARY OF CHURCH ACTIVITIES DURING THE YEAR**

##### **Introduction**

2020 has been a year dominated by the COVID pandemic. Roxeth has faced unprecedented demand for adaptation and creativity in continuing as a worshipping and connected community. The church numbers about 120 people and reaches about another 100 people during the week. Volunteers still play a central role in the life of the church. Their involvement has become one of the key COVID-related changes. Lockdown meant moving many of our ministries online and volunteers played a key role in making that happen technically and through contribution. We have a salaried team of two part time senior leaders, a part time children's and families worker, a full time youth worker (until May), a part time administrator and a part time operations manager. We have six trustees and a five-person Leadership team. The Trustees meet four times a year while the Leadership Team meet three times a month throughout the year.

##### **Achievements throughout the year**

Roxeth is fortunate to have an excellent worship band and they have risen to the challenges of online, pre-recorded services. We have seen all of the musicians and singers contribute to the worshipping life of the church in this way.

##### **Relationship with other churches.**

Our relationship with other churches has stayed strong and we collaborated with three local churches in making and distributing food parcels across the borough when Roxeth acted as a Food Hub for Harrow Council from April to June. Over a three month period over 500 deliveries were made. Our senior leader also met with two other ministers to pray on a weekly basis.

##### **Community**

Many of our community focused ministries stopped with the restrictions of Lockdown in late March, including Toddlers, First Tuesday monthly drop and Gladiators men's fitness group. After the initial hiatus, we adapted Pilates and Pilate Gold, moving them online.

We hosted a large Food Hub for 13 weeks from April to June – working with Harrow Council and a group of local charities – to serve those most affected by Lockdown and shielding measures. It was a large, collaborative undertaking, drawing in large numbers of volunteers.

##### **Students**

London School of Theology assigned a placement student to the church for practical experience of church life.

##### **Youth Work**

Our Full Time Youth worker left us in May and the senior leaders assumed responsibility for the youth work. Youth ministry moved online as weekly meetings on Zoom.

### Children's work

The Children's work was significantly affected by COVID restrictions and we had to rethink the Sunday online services to better include children. Each week included all age elements to meet the spiritual needs of this age group. Later in the year, online social events began mid-week.

### The Premises

During August, with funding from the London Marathon Trust, we installed acoustic panels in the main church hall. This materially improved the acoustic performance of the space after years of high levels of echo and reverberation. In October the P.A. cupboard was rebuilt making it safer to access and larger. Our dedicated creche room was also redecorated.

### Pastoral Care

COVID has presented new challenges in providing pastoral care and to mitigate the Leadership Team began, early in the pandemic, posting written morning devotionals on a church WhatsApp group, evening devotionals via YouTube and they drew up an action plan early in the pandemic to ensure pastoral provision was maintained across the congregation.

## Trustees Responsibilities

The Charities Act 2011 require the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the CIO and of the surplus of the CIO for that period. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the CIO will continue in existence.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the CIO. They are also responsible for safeguarding the assets of the CIO and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on ..... 14<sup>th</sup> October 2021 .....

Signed on behalf by Trustee..... E.A. Bowden .....

Print Name:

Elizabeth Ann Bowden

**ROXETH COMMUNITY CHURCH**  
(CHARITABLE INCORPORATED ORGANISATION)

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

|                                      | Notes     | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | <b>TOTAL<br/>2020<br/>£</b> | <b>TOTAL<br/>2019<br/>£</b> |
|--------------------------------------|-----------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| <b>INCOME</b>                        |           |                            |                          |                             |                             |
| <b>Income from Generated Funds</b>   |           |                            |                          |                             |                             |
| Donations and legacies               | <b>2a</b> | 88,055                     | 3,433                    | 91,488                      | 89,154                      |
| Activities for Generating Funds      | <b>2b</b> | 23,146                     | 0                        | 23,146                      | 24,971                      |
| Investment Income                    | <b>2c</b> | 0                          | 0                        | 0                           | 60                          |
| Charitable Activities                | <b>2d</b> | 0                          | 0                        | 0                           | 430                         |
| <b>TOTAL INCOMING RESOURCES</b>      |           | <b>111,201</b>             | <b>3,433</b>             | <b>114,634</b>              | <b>114,615</b>              |
| <b>RESOURCES EXPENSED</b>            |           |                            |                          |                             |                             |
| <b>Costs of Generating Funds</b>     |           |                            |                          |                             |                             |
| Expenditure on charitable activities | <b>3a</b> | 108,083                    | 6,026                    | 114,109                     | 133,915                     |
| Governance Costs                     | <b>3b</b> | 117                        | 0                        | 117                         | 913                         |
| <b>TOTAL EXPENSES</b>                |           | <b>108,200</b>             | <b>6,026</b>             | <b>114,226</b>              | <b>134,828</b>              |
| <b>NET INCOMING/ (OUTGOING)</b>      |           | <b>3,001</b>               | <b>(2,593)</b>           | <b>408</b>                  | <b>(20,213)</b>             |
| Total Funds Brought Forward          |           | 750,826                    | 6,678                    | 757,504                     | 777,717                     |
| <b>TOTAL FUNDS CARRIED FORWARD</b>   |           | <b>753,827</b>             | <b>4,085</b>             | <b>757,912</b>              | <b>757,504</b>              |

Movements on all reserves and all recognised gains and losses are shown above. All of the CIO's operations are classed as continuing.

The notes on pages 9 to 16 form part of these financial statements.

**ROXETH COMMUNITY CHURCH**  
(CHARITABLE INCORPORATED ORGANISATION)

**BALANCE SHEET**  
**AS AT 31ST DECEMBER 2020**

|  |       | Unrestricted<br>Funds | Restricted<br>Funds | 31-Dec-20<br>Total    | 31-Dec-19<br>Total    |
|--|-------|-----------------------|---------------------|-----------------------|-----------------------|
|  | Notes | £                     | £                   | £                     | £                     |
| <b>Fixed Assets</b>                                  |       |                       |                     |                       |                       |
| Tangible assets                                      | 4     | 706,434               | 0                   | 706,434               | 701,757               |
| <b>Total Fixed Assets</b>                            |       | <u>706,434</u>        | <u>0</u>            | <u>706,434</u>        | <u>701,757</u>        |
| <b>Current Assets</b>                                |       |                       |                     |                       |                       |
| Cash at bank and in hand                             | 5     | 26,187                | 4,085               | 30,272                | 33,712                |
| Debtors & Prepayments                                | 6     | 28,938                | 0                   | 28,938                | 29,065                |
| <b>Total Current Assets</b>                          |       | <u>55,125</u>         | <u>4,085</u>        | <u>59,210</u>         | <u>62,777</u>         |
| Creditors: amounts falling due within one year       | 7     | 7,732                 | 0                   | 7,732                 | 7,030                 |
| <b>NET CURRENT ASSETS</b>                            |       | <u>47,393</u>         | <u>4,085</u>        | <u>51,478</u>         | <u>55,747</u>         |
| Creditors: amounts falling due in more than one year | 8     | 0                     | 0                   | 0                     | 0                     |
| <b>NET ASSETS</b>                                    |       | <u><u>753,827</u></u> | <u><u>4,085</u></u> | <u><u>757,912</u></u> | <u><u>757,504</u></u> |

**Represented by:**

**Funds of the CIO**

|                    |   |                       |                     |                       |                       |
|--------------------|---|-----------------------|---------------------|-----------------------|-----------------------|
| General Funds      |   | 753,827               | 0                   | 753,827               | 750,826               |
| Restricted Funds   | 9 | 0                     | 4,085               | 4,085                 | 6,678                 |
| <b>Total Funds</b> |   | <u><u>753,827</u></u> | <u><u>4,085</u></u> | <u><u>757,912</u></u> | <u><u>757,504</u></u> |

Approved by the Trustees on ..... 14<sup>th</sup> October 2021

Signed on their behalf by Trustee ..... E E Bowden

Print name:

Mrs. Elizabeth Bowden



# **ROXETH COMMUNITY CHURCH**

## **(CHARITABLE INCORPORATED ORGANISATION)**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2020**

#### **1. ACCOUNTING POLICIES**

##### **Basis of Preparation**

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

The CIO meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

##### **Assessment of Going Concern**

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

##### **Changes in Accounting policies and previous accounts**

There has been no change to the accounting policies (variation rules and methods of accounting) since last year, and no changes to the previous accounts.

##### **Incoming Resources**

##### ***Recognition of Incoming Resources***

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

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

##### **Offsetting**

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

##### **Grants and Donations**

Grants and Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

##### **Tax reclaims on Donations and Gifts**

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

##### **Contractual Income and Performance Related Grants**

This is only included in the SoFA once the CIO has provided the related goods or services or met the performance related conditions

##### **Gifts in Kind**

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

##### **Legacies**

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

##### **Government Grants**

The CIO claimed and received government grants in the reporting period for the Coronavirus Job Retention Scheme.

##### **Donated Services and Facilities**

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

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

##### **Volunteer Help**

The value of any voluntary help received is not included in the accounts but is explained in the Trustees' Report.

**ROXETH COMMUNITY CHURCH**  
**(CHARITABLE INCORPORATED ORGANISATION)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

**1. ACCOUNTING POLICIES (continued)**

**Income from interest, royalties and dividends**

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

**Expenditure and liabilities**

The CIO has opted to prepare its accounts using natural categories

**Liability recognition**

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

**Governance and Support Costs**

Support costs represent the cost of central functions, for example governance costs, payroll administration, information technology. Governance costs are those support costs which relate to public accountability of the charity and its compliance with regulation and good practice.

**Employee benefits**

Short term benefits including holiday pay are recognised as an expense in the period in which the service is received.

**Redundancy cost**

The CIO made no redundancy payments during the reporting period.

**Deferred Income**

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

**Creditors**

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

**Unrestricted Funds**

These funds can be used for the general objectives of the CIO as set out in the trustees report. The movements of the unrestricted funds are given in the Statement of Financial Activities.

**Restricted Funds**

These funds are where the donor has specified a purpose for the donation made. These restrictions often arise as a result of the regular appeals for special offerings made at the Sunday fellowship meetings.

**Designated Funds**

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

**Pensions**

Pension contributions are charged to the Statement of Financial Activities as they become payable.

**Taxation**

The CIO is exempt from tax on its charitable activities.

**Fixed assets**

Fixed Assets are capitalised if they can be used for more than one year and cost at least £2,000. They are valued at cost or, if gifted, at the value to the CIO on receipt.

**Amortisation**

No amortisation is charged to freehold property as the property is maintained to such a standard that the estimated residual value is not less than cost.

**Land & Buildings**

Land and Buildings have been valued and included within the accounts at cost value in accordance with FRS 102 - Previous revaluation as deemed cost.

**Depreciation Expense**

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

|                        |     |
|------------------------|-----|
| Equipment              | 25% |
| Building modifications | 10% |

**ROXETH COMMUNITY CHURCH**  
**(CHARITABLE INCORPORATED ORGANISATION)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

**2. INCOME FROM:**

|   | <b>Note</b> | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>TOTAL<br/>2020<br/>£</b> | <b>TOTAL<br/>2019<br/>£</b> |
|---|-------------|-------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| <b>a) Donations and Legacies</b>          |             |                                     |                                   |                             |                             |
| Voluntary Donations                       | 9           | 73,506                              | 3,433                             | 76,939                      | 72,999                      |
| Gift Aid Tax Recovered                    |             | 14,549                              | 0                                 | 14,549                      | 16,155                      |
|   |             | <b>88,055</b>                       | <b>3,433</b>                      | <b>91,488</b>               | <b>89,154</b>               |
| <b>b) Activities for Generating Funds</b> |             |                                     |                                   |                             |                             |
| Rental Income                             |             | 10,525                              | 0                                 | 10,525                      | 10,569                      |
| Community events                          |             | 1,064                               | 0                                 | 1,064                       | 14,402                      |
| Government and other Grants               |             | 11,557                              | 0                                 | 11,557                      | 0                           |
|   |             | <b>23,146</b>                       | <b>0</b>                          | <b>23,146</b>               | <b>24,971</b>               |
| <b>c) Investment Income</b>               |             |                                     |                                   |                             |                             |
| Interest received                         |             | 0                                   | 0                                 | 0                           | 60                          |
|   |             | <b>0</b>                            | <b>0</b>                          | <b>0</b>                    | <b>60</b>                   |
| <b>d) Charitable Activities</b>           |             |                                     |                                   |                             |                             |
| Missionary Income                         |             | 0                                   | 0                                 | 0                           | 430                         |
| Other income not categorised              |             | 0                                   | 0                                 | 0                           | 0                           |
|   |             | <b>0</b>                            | <b>0</b>                          | <b>0</b>                    | <b>430</b>                  |

**ROXETH COMMUNITY CHURCH**  
(CHARITABLE INCORPORATED ORGANISATION)

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

**3. EXPENDITURE ON:**

|                                 | <b>Note</b> | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Restricted<br/>Funds<br/>£</b> | <b>TOTAL<br/>2020<br/>£</b> | <b>TOTAL<br/>2019<br/>£</b> |
|---------------------------------|-------------|-------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| <b>a) Charitable Activities</b> |             |                                     |                                   |                             |                             |
| Administration salaries         | 10          | 15,953                              | 0                                 | 15,953                      | 15,716                      |
| Bank charges                    |             | 60                                  | 0                                 | 60                          | 50                          |
| Building Maintenance & Services |             | 12,635                              | 0                                 | 12,635                      | 15,851                      |
| Church Utilities                |             | 8,977                               | 0                                 | 8,977                       | 5,597                       |
| Cleaning Costs                  |             | 3,609                               | 0                                 | 3,609                       | 3,109                       |
| Depreciation Expense            |             | 2,655                               | 0                                 | 2,655                       | 2,939                       |
| Fellowship Fund                 |             | 277                                 | 0                                 | 277                         | 1,137                       |
| Missionary Giving               |             | 6,000                               | 0                                 | 6,000                       | 6,566                       |
| Outreach Expenses               |             | 1,445                               | 0                                 | 1,445                       | 1,945                       |
| Pastoral Expenses               |             | 649                                 | 0                                 | 649                         | 178                         |
| Photocopier costs               |             | 516                                 | 0                                 | 516                         | 799                         |
| Recruitment costs               |             | 0                                   | 0                                 | 0                           | 28                          |
| Salaries & Employer's NI        | 9,10        | 50,699                              | 3,433                             | 54,132                      | 60,108                      |
| Social & Community Events       | 9           | 1,818                               | 2,593                             | 4,411                       | 11,946                      |
| Stationery & Postage            |             | 428                                 | 0                                 | 428                         | 724                         |
| Subscriptions & Licences        |             | 1,538                               | 0                                 | 1,538                       | 1,087                       |
| Training & Development          |             | 78                                  | 0                                 | 78                          | 962                         |
| Travel and Speakers Expenses    |             | 29                                  | 0                                 | 29                          | 1,000                       |
| Youth Work Expenses             |             | 717                                 | 0                                 | 717                         | 4,173                       |
|                                 |             | <b>108,083</b>                      | <b>6,026</b>                      | <b>114,109</b>              | <b>133,915</b>              |
| <b>b) Governance Costs</b>      |             |                                     |                                   |                             |                             |
| Child Protection                |             | 117                                 | 0                                 | 117                         | 201                         |
| Independent Examiner's Fee      | 9           | 0                                   | 0                                 | 0                           | 620                         |
| Legal & Professional fees       |             | 0                                   | 0                                 | 0                           | 92                          |
|                                 |             | <b>117</b>                          | <b>0</b>                          | <b>117</b>                  | <b>913</b>                  |

**ROXETH COMMUNITY CHURCH**  
(CHARITABLE INCORPORATED ORGANISATION)

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

| <b>4. TANGIBLE FIXED ASSETS</b> |           | Land &<br>Buildings<br>£ | Building<br>improvements<br>£ | Equipment<br>£ | Total<br>£     |
|---------------------------------|-----------|--------------------------|-------------------------------|----------------|----------------|
| Cost                            | 01-Jan-20 | 684,689                  | 16,221                        | 9,772          | 710,682        |
| Additions                       |           | 0                        | 7,332                         | 0              | 7,332          |
| Cost Value at                   | 31-Dec-20 | <u>684,689</u>           | <u>23,553</u>                 | <u>9,772</u>   | <u>718,014</u> |
| Depreciation                    | 01-Jan-20 | 0                        | 3,848                         | 5,077          | 8,925          |
| Charge for year                 |           |                          | 1,481                         | 1,174          | 2,655          |
| Depreciation at                 | 31-Dec-20 | <u>0</u>                 | <u>5,329</u>                  | <u>6,251</u>   | <u>11,580</u>  |
| Net Book Value                  | 01-Jan-20 | 684,689                  | 12,373                        | 4,695          | 701,757        |
| Net Book Value                  | 31-Dec-20 | <u>684,689</u>           | <u>18,224</u>                 | <u>3,521</u>   | <u>706,434</u> |

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

31st December 2020 : None

31st December 2019 : None

**5. CASH AT BANK AND IN HAND**

|              | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>31-Dec-20<br>£ | Total<br>31-Dec-19<br>£ |
|--------------|----------------------------|--------------------------|-------------------------|-------------------------|
| Cash at Bank | 26,187                     | 4,085                    | 30,272                  | 33,712                  |
|              | <u>26,187</u>              | <u>4,085</u>             | <u>30,272</u>           | <u>33,712</u>           |

**6. DEBTORS AND PREPAYMENTS**

|                          | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>31-Dec-20<br>£ | Total<br>31-Dec-19<br>£ |
|--------------------------|----------------------------|--------------------------|-------------------------|-------------------------|
| Sundry Debtors           | 479                        | 0                        | 479                     | 65                      |
| Gift Aid Tax Recoverable | 28,459                     | 0                        | 28,459                  | 29,000                  |
|                          | <u>28,938</u>              | <u>0</u>                 | <u>28,938</u>           | <u>29,065</u>           |

**7. CREDITORS: Amounts falling due within one year**

|                            | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>31-Dec-20<br>£ | Total<br>31-Dec-19<br>£ |
|----------------------------|----------------------------|--------------------------|-------------------------|-------------------------|
| Deferred Income            | 6,605                      | 0                        | 6,605                   | 5,333                   |
| Sundry Creditors           | 1,127                      | 0                        | 1,127                   | 1,077                   |
| Independent Examiner's Fee | 0                          | 0                        | 0                       | 620                     |
|                            | <u>7,732</u>               | <u>0</u>                 | <u>7,732</u>            | <u>7,030</u>            |

**8. CREDITORS: Amounts falling due within one year**

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

**ROXETH COMMUNITY CHURCH**  
(CHARITABLE INCORPORATED ORGANISATION)

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

**9. RESTRICTED FUNDS**

**CURRENT FINANCIAL YEAR**

|  | Balance<br>01-Jan-20<br>£ | Income<br>£  | Expenditure<br>£ | Balance<br>31-Dec-20<br>£ |
|--|---------------------------|--------------|------------------|---------------------------|
| Mongolia Recycling Project                     | 3,443                     | 0            | 0                | 3,443                     |
| Sisters of the Holy Cross Youth Worker Support | 0                         | 3,433        | 3,433            | 0                         |
| Pilates Gold                                   | 3,235                     | 0            | 2,593            | 642                       |
|  | <b>6,678</b>              | <b>3,433</b> | <b>6,026</b>     | <b>4,085</b>              |

**PREVIOUS FINANCIAL YEAR**

|  | Balance<br>01-Jan-19<br>£ | Income<br>£   | Expenditure<br>£ | Balance<br>31-Dec-19<br>£ |
|--|---------------------------|---------------|------------------|---------------------------|
| Mongolia Recycling Project                     | 3,443                     |               |                  | 3,443                     |
| Sisters of the Holy Cross Youth Worker Support |                           | 10,667        | 10,667           | 0                         |
| Pilates Gold                                   |                           | 4,340         | 1,105            | 3,235                     |
|  | <b>3,443</b>              | <b>15,007</b> | <b>11,772</b>    | <b>6,678</b>              |

**10. STAFF COSTS AND NUMBERS**

|                                     | 31-Dec-20<br>£ | 31-Dec-19<br>£ |
|-------------------------------------|----------------|----------------|
| Gross Wages and Salaries            | 66,187         | 72,357         |
| Employer's National Insurance Costs | 1,473          | 715            |
| Pension contributions               | 2,425          | 2,752          |
|                                     | <b>70,085</b>  | <b>75,824</b>  |

Number of employees engaged in each of the following activities:

|                       | 31-Dec-20<br>TOTAL | 31-Dec-19<br>TOTAL |
|-----------------------|--------------------|--------------------|
| Charitable Activities | 5                  | 5                  |
|                       | <b>5</b>           | <b>5</b>           |

No employees received emoluments in excess of £60,000 (2019: None)

The key management personnel of the CIO comprise the Trustees and Church Leaders. The total employee benefits (including employer national insurance and employer pension contributions) of the key management personnel of the CIO was £30,150 (2019: £29,777)

## **11. PAYMENTS TO TRUSTEES AND RELATED PARTY TRANSACTIONS**

During the financial year Trustee Mr D. Herbert received £18,979 (2019: £18,530) in salary related payments in furthering the CIO's objects.

During the financial year Mrs C. Herbert (Spouse of Trustee Mr D. Herbert) received £9,490 (2019: £9,265) in salary related payments in furthering the CIO's objects.

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

Trustees donated an aggregate amount of £7567 to the CIO during this financial year (2019: £8937). There were no conditions attached to these donations.

## **12. RISK ASSESSMENT**

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

## **13. RESERVES POLICY**

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

## **14. PUBLIC BENEFIT**

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