

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31ST DECEMBER 2023

ROXETH COMMUNITY CHURCH

(CHARITABLE INCORPORATED ORGANISATION)

CHARITABLE REGISTRATION NUMBER: 1173339

ROXETH COMMUNITY CHURCH
(CHARITABLE INCORPORATED ORGANISATION)
ANNUAL REPORT AND FINANCIAL
FOR THE YEAR ENDED
31ST DECEMBER 2023

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ROXETH COMMUNITY CHURCH
(CHARITABLE INCORPORATED ORGANISATION)

Legal and administrative information

Charity Number	1173339
Date of Registration	8 th June 2017
Start of Financial Year	1 st January 2023
End of Financial Year	31 st December 2023
Trustees	Mrs Elizabeth Bowden Mr Luke Dockwray (appointed 28 th April 2024) Dr John Gravett Mr David Herbert Mr Mark Knight Mr John Mburu (appointed 28 th April 2024) Mr Christopher Soundararaj Mrs Susan Turner
Legal Status	Charitable Incorporated Organisation (CIO)
Governing Document	Constitution as incorporated 8 th June 2017
Correspondence Address	Roxeth Community Church Coles Crescent Harrow HA2 0TN
Independent Examiner	Mr Derek Taylor-Mew 123 Park Lane Harrow HA2 8NN
Primary Bankers	CAF Bank 25 Kings Hill Ave Kings Hill West Malling ME19 4JQ
Objects	<p>The objects of the Charity are, for the public benefit:</p> <ol style="list-style-type: none">1. The advancement of the Christian faith in such ways as the Charity Trustees from time to time decide; and2. The relief of those in need by reason of financial hardship, ill-health, unemployment and such other economic or social disadvantage.

ROXETH COMMUNITY CHURCH
(CHARITABLE INCORPORATED ORGANISATION)
TRUSTEES REPORT
FOR THE YEAR ENDED 31ST DECEMBER 2023

SUMMARY OF CHURCH ACTIVITIES DURING THE YEAR

Summary of the Charity's Objectives

The objects of the Charity are for the public benefit: -

1. The advancement of the Christian faith in such ways as the Charity Trustees from time to time decide; and
2. The relief of those in need by reason of financial hardship, ill-health, unemployment and such other economic or social disadvantage.

Summary of the Charity's main activities

In keeping with our objectives we advance the Christian faith in a variety of ways:

Weekly Sunday services – Christian worship, teaching, community take place in the church building. These are public events, open to all. In addition, we run two weekday small groups for Bible study, prayer and mutual support. Again, these are free to attend and open to all. We have a Pastoral Care Team that visit the elderly, sick and lonely. We run special youth and children's events throughout the year to advance the Christian faith which include social and educational aspects. We offer a free community-facing event (Messy Church) three times a year. We take our High School aged young people away on a residential holiday (called Satellites, run by Youthscape), which gathers thousands of young people from around the UK for recreation, Christian worship and teaching. The Church Leadership and Trustees are cognisant of financial need in the group and subsidise places for families unable to meet the cost of the event. This enables young people to have a holiday each year at no cost to them or their families.

In addition to advancing the Christian faith, we host and run a series of community-focused ministries and projects which look to relieve financial hardship, unemployment, ill-health and other economic and social disadvantage. These include two subsidised Ladies Pilates Groups. To facilitate these, we have partnered with Abundant Fitness, a Pilates provider, to offer low-cost Pilates classes to any women in our local community to improve physical fitness and alleviate social isolation. Classes are significantly cheaper than the 'market rate' so that those on lower incomes can still afford to come (£5/6 per class).

We also run a free weekly men's fitness group (Gladiators), a free Pilates class (Pilates Gold) for seniors and those with mobility problems. This class is very popular and attracts up to forty-five people a week. We secured external funding for Pilates Gold and have been able to offer the classes free of charge as a result.

Throughout the year we have run a small food bank, offering free food parcels for those on low incomes.

During school term-time we run a weekly Toddlers group attracting around 40 children along with their carers each week. We have set the weekly entry fee at £2.50/child to enable poorer members of the community to attend. It is open to all, with numbers capped at about 40 children. We operate a first-come first serve waiting list when we are at capacity.

We allow a local Genealogical Group free use of the building on a monthly basis and allow free use of the building to a local Horticultural Group for their annual show.

We have an NHS Roving Nursing Team run a free consultation and medical check drop in service throughout the year on a termly basis.

Summary of the Charity's main achievements against its objectives

In terms of advancing the Christian faith, the church has grown in attendance in the last year. Through our various activities we have provided Christian teaching to around 150 people, drawn from different age groups, ethnicities, and cultural backgrounds and spiritually supported the elderly, sick and lonely through our ministries.

Through our community-facing ministries we have provided health benefits (physical, social, emotional and mental) to around 350 people (through Toddlers, Pilates, Pilates Gold, Messy Church, Gladiators) throughout the year.

Trustees and Charity Commission guidance

The trustees have had regard to the guidance issued by the Charity Commission in determining how the church's activities deliver public benefit in relation to its objects.

Policy on grant making

We, as an organisation, do not make grants.

Contribution made by volunteers

Roxeth has a large and committed group of volunteers. We have had a very small number of paid staff (1 full time, 2 part time (a third part-time member of staff joined half way through 2023), and these are augmented by around fifty volunteers who carry out the ministries and activities provided by the charity. This spans both our Sunday services of worship and teaching, as well as our Monday to Friday community-focused projects and ministries.

Financial Review

The church's expenditure of £129k in 2023 exceeded the income of £121k by £8k. This was significantly less than budgeted for due to not as much being spent on property maintenance as planned and income exceeding the prudent budget.

Consequently, cash balances decreased by £7k during the year to £95k with fixed assets decreasing by £1k due to the depreciation charge for the year.

The Trustees have agreed to aim to hold free unrestricted reserves (i.e. total reserves less those invested in fixed assets) equivalent to 3 month's routine expenditure, less committed giving. At the end of 2023, this target equates to £19k compared to actual free unrestricted reserves of £72k.

The church is planning to spend £34k on major property repairs and improvements in 2024 and £15k per annum after that and also to appoint a part time Community Worker on an initial 1-year contract in 2024.

The Charity's principal sources of funds

The church is primarily self-funded – that is, contributions made by the congregation make up most of its income. We have, in the time frame considered here, received 'ring-fenced' external funding from The Sisters of the Holy Cross Charitable Trust to pay for the running of Pilates Gold. This enables the church to offer the classes for free.

Governance Structure

The church is governed by a Board of Trustees who have legal oversight and ensure that its Charitable objects are carried out. The spiritual and daily running of the church is overseen by a Core Leadership Team, led by the Senior Leader. Across the church, a variety of volunteer leaders oversee various ministries under the oversight of the Core Leadership Team.

Trustee selection and induction

The Board of Trustees and Core Leadership Team identify suitable candidates from the congregation and those known to the church outside of the congregation. We ask the existing Trustees and Core Leadership Team to consider these candidates. If they are all happy, we contact the candidates and invite them to join the Board.

All new Trustees are provided with, and expected to read, a copy of the Constitution and a copy of the most recent Annual Report and Financial Statements.

The Trustees' Report was approved by the Board of Trustees on 5th September 2024.


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Mrs Elizabeth Bowden (Chair)

Report of the Independent Examiner to the Trustees of Roxeth Community Church

I report on the financial statements of the Charity for the year ended 31 December 2023.

This report is made solely to the Trustees, as a body, in accordance with Section 145 of the Charities Act 2011 and regulations made under Section 154 of that Act. My work has been undertaken so that I might state to the 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 Trustees as a body, for my work or for this report.

Respective responsibilities of the Trustees and Independent Examiner

The Trustees are responsible for the preparation of financial statements. The Trustees consider that an audit is not required for this year under Section 144(2) of the Charities Act 2011 and that an Independent Examination is needed.

It is my responsibility to:

- Examine those financial statements under Section 145 of the Charities Act 2011.
- Follow the procedures laid down in the General Directions given by the Charity Commission under Section 145(5)(b) of the Charities Act 2011.
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with General Directions given by the Charity Commission.

That examination includes a review of the accounting records kept by the Charity and a comparison of the financial statements prepared with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from you as 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 financial statements 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 2011, and
 - To prepare financial statements which accord with the accounting records and comply with the accounting requirements of the Charities Act 2011,have not been met; or
- 2: To which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



Derek Taylor-Mew BSc FMAAT
123 Park Lane
Harrow
Middlesex HA2 8NN
Dated 6 August 2024

ROXETH COMMUNITY CHURCH
(CHARITABLE INCORPORATED ORGANISATION)

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2023

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
INCOME					
Income and endowments from:					
Donations and legacies	2a	102,123	3,369	105,492	118,799
Charitable Activities	2b	10,771	3,583	14,354	18,791
Other trading activities	2c	1,275	0	1,275	1,480
Investments	2d	130	0	130	57
TOTAL INCOME		114,299	6,952	121,251	139,127
EXPENDITURE					
Expenditure on:					
Charitable activities	3	120,391	8,447	128,838	125,934
TOTAL EXPENSES		120,391	8,447	128,838	125,934
NET INCOME/(EXPENDITURE)		(6,092)	(1,495)	(7,587)	13,193
TRANSFERS BETWEEN FUNDS	9	(312)	312	0	0
Reconciliation of funds:					
Total Funds Brought Forward		777,296	16,788	794,084	780,891
TOTAL FUNDS CARRIED FORWARD		770,892	15,605	786,497	794,084

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 15 form part of these financial statements.

ROXETH COMMUNITY CHURCH
(CHARITABLE INCORPORATED ORGANISATION)

BALANCE SHEET
AS AT 31ST DECEMBER 2023

	Notes	Unrestricted Funds £	Restricted Funds £	31-Dec-23 Total £	31-Dec-22 Total £
Fixed Assets					
Tangible assets	4	698,018	0	698,018	699,446
Total Fixed Assets		<u>698,018</u>	<u>0</u>	<u>698,018</u>	<u>699,446</u>
Current Assets					
Cash at bank and in hand	5	62,132	15,605	77,737	85,080
Debtors & Prepayments	6	17,377	0	17,377	16,900
				0	
Total Current Assets		<u>79,509</u>	<u>15,605</u>	<u>95,114</u>	<u>101,980</u>
Creditors: amounts falling due within one year	7	6,635	0	6,635	7,342
NET CURRENT ASSETS		<u>72,874</u>	<u>15,605</u>	<u>88,479</u>	<u>94,638</u>
Creditors: amounts falling due in more than one year	8	0	0	0	0
NET ASSETS		<u>770,892</u>	<u>15,605</u>	<u>786,497</u>	<u>794,084</u>
Represented by:					
Funds of the CIO					
General Funds		770,892	0	770,892	777,296
Restricted Funds	9	0	15,605	15,605	16,788
Total Funds		<u>770,892</u>	<u>15,605</u>	<u>786,497</u>	<u>794,084</u>

Approved by the Trustees on 5th September 2024

Signed on their behalf by Trustee 

Print name:

Elizabeth Ann Bowden (Chair)

ROXETH COMMUNITY CHURCH
(CHARITABLE INCORPORATED ORGANISATION)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2023

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.

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 2023

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 2023

2. INCOME FROM:

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
a) Donations and Legacies					
Voluntary Donations	9	83,910	3,369	87,279	97,986
Gift Aid Tax Recovered		18,213	0	18,213	20,813
		102,123	3,369	105,492	118,799
b) Charitable Activities					
Rental Income		10,200	0	10,200	10,200
Community activities	9	571	3,583	4,154	8,591
		10,771	3,583	14,354	18,791
c) Other trading activities					
Hire of Premises		1,275	0	1,275	1,480
d) Investments					
Interest income		130	0	130	57
TOTAL INCOME		114,299	6,952	121,251	139,127

3. EXPENDITURE ON:

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
Charitable Activities					
Administration		24,115	-	24,115	24,246
Children's work		16,011	241	16,252	15,591
Property costs		34,870	-	34,870	25,944
Ministry costs		36,549	480	37,029	40,846
Missionary giving		6,190	932	7,122	7,210
Community activities		995	-	995	897
Pilates		-	4,827	4,827	8,711
Food bank		-	1,396	1,396	1,475
Youth work		1,661	571	2,232	1,014
		120,391	8,447	128,838	125,934

ROXETH COMMUNITY CHURCH
(CHARITABLE INCORPORATED ORGANISATION)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2023

4. TANGIBLE FIXED ASSETS		Land & Buildings £	Building improvements £	Equipment £	Total £
Cost	01-Jan-23	684,689	23,553	9,772	718,014
Additions		0	0	0	0
Cost Value at	31-Dec-23	684,689	23,553	9,772	718,014
Depreciation	01-Jan-23	0	8,796	9,772	18,568
Charge for year		0	1,428	0	1,428
Depreciation at	31-Dec-23	0	10,224	9,772	19,996
Net Book Value	01-Jan-23	684,689	14,757	0	699,446
Net Book Value	31-Dec-23	684,689	13,329	0	698,018

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

31st December 2023 : None

31st December 2022 : None

5. CASH AT BANK AND IN HAND

	Unrestricted Funds £	Restricted Funds £	Total 31-Dec-23 £	Total 31-Dec-22 £
Cash at Bank	62,132	15,605	77,737	85,080
	62,132	15,605	77,737	85,080

6. DEBTORS AND PREPAYMENTS

	Unrestricted Funds £	Restricted Funds £	Total 31-Dec-23 £	Total 31-Dec-22 £
Gift Aid Tax Recoverable	17,377	0	17,377	16,900
	17,377	0	17,377	16,900

7. CREDITORS: Amounts falling due within one year

	Unrestricted Funds £	Restricted Funds £	Total 31-Dec-23 £	Total 31-Dec-22 £
Deferred Income	1,993	0	1,993	3,943
Sundry Creditors	4,642	0	4,642	3,355
	6,635	0	6,635	7,298

Deferred income in 2023 was £1,110 Pilates grants received in advance + £883 donations for Youth camp bursaries not used in the year.

In 2022 the total (£3,943) was all Pilates grants received in advance.

Movement in deferred income account:

	2023	2022
Balance at the start of the reporting period	3,943	16,091
Amounts added in current period	1,993	3,943
Amounts released to income from previous periods	(3,943)	(16,091)
Balance at the end of the reporting period	1,993	3,943

ROXETH COMMUNITY CHURCH
(CHARITABLE INCORPORATED ORGANISATION)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2023

8. CREDITORS: Amounts falling due within one year

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

9. RESTRICTED FUNDS

CURRENT FINANCIAL YEAR

	Balance 01-Jan-23 £	Income £	Expenditure £	Transfers £	Balance 31-Dec-23 £
Mongolia Recycling Project	3,443				3,443
Abundant Fitness Groups (Pilates)	1,346	3,583	4,827		102
Community Food Bank	-1	1,085	1,396	312	0
Future Development projects	12,000				12,000
Children's bibles	0	300	240		60
Fellowship Fund	0	480	480		0
Missionary Giving	0	933	933		0
Youth work / Camp	0	571	571		0
	16,788	6,952	8,447	312	15,605

PREVIOUS FINANCIAL YEAR

	Balance 01-Jan-22 £	Income £	Expenditure £	Transfers £	Balance 31-Dec-22 £
Mongolia Recycling Project	3,443	0	0		3,443
Sisters of the Holy Cross Youth Worker Support	0	8,557	8,557		0
Abundant Fitness Groups (Pilates)	545	8,591	7,790		1,346
Community Food Bank	400	529	930		-1
Future Development projects	12,000				12,000
	16,388	17,677	17,277	0	16,788

10. STAFF COSTS AND NUMBERS

	2023 £	2022 £
Gross Wages and Salaries	63,084	68,281
Employer's National Insurance Costs	0	0
Pension costs (defined contribution scheme)	2,462	2,487
	65,546	70,768

The CIO paid no Employer's National Insurance in either year due to the charge being covered by the government's employment allowance.

Average number of employees engaged in each of the following activities:

	2023 TOTAL	2022 TOTAL
Charitable Activities	3.5	4.4
	3.5	4.4

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000 (2022 None)

The key management personnel of the CIO comprise the Trustees and Senior Church Leader. The total employee benefits (including employer national insurance and employer pension contributions) of the key management personnel of the CIO was £32,547 (2022 £32,032).

ROXETH COMMUNITY CHURCH
(CHARITABLE INCORPORATED ORGANISATION)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2023

11. PENSIONS	2023	2022
Amount of contributions recognised in the SOFA as an expense	£2,462	£2,487

These cost have been allocated between activities (see Note 3) based on the members of staff that the costs relate to.

12. PAYMENTS TO TRUSTEES AND RELATED PARTY TRANSACTIONS

During the financial year the charity paid Mr D. Herbert, one of the Trustees, £30,997 remuneration and £1,550 pension contributions (2022 £30,619 remuneration and £1,412 pension contributions) for his role as the church's Senior Leader. Mr Herbert is the only trustee to whom retirement benefits are accruing under a defined contribution pension scheme.

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.