

# HOPE VINEYARD CHURCH OXFORD

England & Wales · Charity number 1173765

## Details

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**Other names** HOPE VINEYARD, HOPE VINEYARD OXFORD

**Status** Registered

**Legal form** CIO

**Registered** 2017-07-11

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 58 Fern Hill Road  
Oxford  
OX4 2JP

**Phone** 07971828408

**Email** [josh.kay@hopeoxford.org](mailto:josh.kay@hopeoxford.org)

**Website** [www.hopeoxford.org](http://www.hopeoxford.org)

## Activities

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**Objects:** THE OBJECTS OF THE CIO ARE:(A) TO ADVANCE THE CHRISTIAN FAITH IN ACCORDANCE WITH THE STATEMENT OF FAITH IN THE SCHEDULE HERETO ATTACHED IN OXFORDSHIRE AND SUCH PARTS OF THE UNITED KINGDOM OR THE WORLD AND IN SUCH WAYS AS THE TRUSTEES MAY FROM TIME TO TIME THINK FIT;(B) TO RELIEVE PERSONS WHO ARE IN CONDITIONS OF NEED OR HARDSHIP BY REASON OF THEIR YOUTH, AGE, ILL-HEALTH, DISABILITY, FINANCIAL OR OTHER DISADVANTAGE AND TO RELIEVE THE DISTRESS CAUSED THEREBY IN OXFORDSHIRE AND SUCH OTHER PARTS OF THE UNITED KINGDOM OR THE WORLD AS THE TRUSTEES MAY FROM TIME TO TIME THINK FIT;(C) TO PROMOTE AND FULFIL SUCH OTHER CHARITABLE PURPOSES BENEFICIAL TO THE COMMUNITY IN OXFORDSHIRE AND SUCH OTHER PARTS OF THE UNITED KINGDOM OR THE WORLD AS THE TRUSTEES MAY FROM TIME TO TIME THINK FIT.

**Activities:** In general, the church will provide Christian worship, training and service and will develop events and networks that help contribute to community cohesion. They will provide support to those in need, often in partnership with local organisations and other charities.

## Classification

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- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Disability, Religious Activities, Other Charitable Purposes
- **Who:** The General Public/mankind

## Geography

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- Oxfordshire

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-08-31	£70,283	£85,941	-	-
2023-08-31	£64,973	£58,064	-	-
2022-08-31	£39,209	£42,047	-	-
2021-08-31	£94,668	£55,975	-	-
2020-08-31	£64,820	£33,961	-	-

## Trustees

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Name	Role	Appointed
JOSH KAY	Chair	2017-07-11
DAVID MARK JACKSON		2017-07-11
DONNA ANDREA BERNARD-CARLIN		2017-07-11
KATIE ELAM		2017-07-11

**HOPE VINEYARD CHURCH OXFORD**

England & Wales - Charity number 1173765

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# Accounts

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# Hope Vineyard Church

## Oxford

Report and Accounts  
Year ended 31 August 2024

Stewardship   
*Active generosity*

1 Lamb's Passage, London EC1Y 8AB  
[www.stewardship.org.uk](http://www.stewardship.org.uk)

**Hope Vineyard Church Oxford**  
**LEGAL & ADMINISTRATIVE DETAILS**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

ADDRESS FOR CORRESPONDENCE	58 Fern Hill Road Cowley Oxford OX4 2JP
GOVERNING DOCUMENT	CIO Constitution dated 11th July 2017
CHARITY REGISTRATION NUMBER	1173765
TRUSTEES RESPONSIBLE FOR MANAGING THE CHARITY	Joshua Justin Kay Donna Andrea Bernard-Carlin David Mark Jackson Katherine Harriet Elam
SENIOR PASTORS	Joshua Justin Kay Katie Alexandra Kay
INDEPENDENT EXAMINER	Sarah Crispin ACA Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>T</b> <b>o</b>	Period end date		
	01	Sept	2023		31	Aug	2024

## Section A Reference and administration details

<b>Charity name</b>	Hope Vineyard Church Oxford (CIO)
<b>Other names charity is known by</b>	Hope Vineyard, Hope Vineyard Oxford, Hope Oxford
<b>Registered charity number (if any)</b>	1173765
<b>Charity's principal address</b>	58 Fern Hill Road
	Cowley
	Oxford
	Oxfordshire
	<b>Postcode</b> OX4 2JP

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Joshua Justin Kay	Chair of Trustees		
2	Donna Andrea Bernard-Carlin			
3	David Mark Jackson			
4	Katherine Harriet Elam			

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

	Name	Dates acted if not for whole year
	n/a	

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Finance Specialist	Andy Nash	andy@enaidaccountancy.co.uk

### Name of chief executive or names of senior staff members (Optional information)

Joshua Justin Kay and Katie Alexandra Kay (Leaders of Hope Vineyard)
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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution (11/07/2017)
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointed by the Board of Trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Board of Trustees are responsible for all policies and procedures. Key policies such as the 'Safeguarding Everyone' Policy and the CIO's finance procedure, are reviewed regularly by the Board. To enable meaningful discussions about these key documents, the review of the majority of the policies and procedures has been delegated to the Leaders of Hope Vineyard, who are accountable to the Board.

Hope Vineyard is affiliated to Vineyard Churches UK and Ireland (VCUK&I) and a member of the Evangelical Alliance. With the introduction of GDPR, Hope Vineyard Oxford has been registered with the Information Commissioner's Office (ICO) since 18/05/2018.

Safeguarding and finance are recurring items on the agenda. In addition, the board has developed a yearly pattern for the quarterly meetings with a different focus to enable greater depth of conversation and consideration of risk.

As a matter of note, within Oxford there are currently two Vineyard Churches from VCUKI (<https://www.vineyardchurches.org.uk>); Hope Vineyard Oxford, which was established in 2017, and Oxford Vineyard Church, which began in the 1990s.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The objects of the CIO for Hope Vineyard Church Oxford are:

- To advance the Christian faith in accordance with the Statement of Faith (VCUK&I) in Oxfordshire and such parts of the United Kingdom or the world and in such ways as the Trustees may from time to time think fit;
- To relieve persons who are in conditions of need or hardship by reason of their youth, age, ill-health, disability, financial or other disadvantage and to relieve the distress caused thereby in Oxfordshire and such other parts of the United Kingdom or the world as the Trustees may from time to time think fit;
- To promote and fulfil such other charitable purposes beneficial to the community in Oxfordshire and such other parts of the United Kingdom or the world as the trustees may from time to time think fit.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

#### **Appointment of the Board of Trustees:**

The Board of Trustees, which first met on 18<sup>th</sup> April 2017, encompasses specialist experience in; the charitable sector, safeguarding, pastoral ministry and business innovation. Given specialist finance experience was not within the skill mix, an adviser to the board was sought.

Within the constitution, it is stated that it is the duty of each of the charity trustees to:

- a. to exercise his or her powers and to perform his or her functions in his or her capacity as a trustee of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO; and
- b. to exercise, in the performance of those functions, such care and skill as is reasonable in the circumstances having regard in particular to:
  - i.any special knowledge or experience that he or she has or holds himself or herself out as having; and,
  - ii.if he or she acts as a charity trustee of the CIO in the course of a business or profession, to any special knowledge or experience that it is reasonable to expect of a person acting in the course of that kind of business or profession.

#### **Summary of Activities:**

The financial year, September 2023 to the end of August 2024, has been a year when Hope Vineyard has continued to grow in both our community impact and the numbers of people involved with different activities.

In planning the activities the Trustees have applied the guidance on public benefit issued by the Charity Commission.

This year we have continued to operate from the premises we lease in Templars Square Shopping Centre, Cowley, Oxford. We are thankful to the management team and landlord who continue to support our work.

#### **Core community:**

- **Sunday Mornings at Hope:** We meet once a week as a whole church community. In our Sunday Services, we have looked at subjects such as living simply as a spiritual practice, and books of the Bible, such as Lamentations. Children of primary school age meet for their own programme of activities during the services. Sunday Breakfasts are now once a month with free food for everyone and activities linked to a topical theme.
- **Simply Worship** continued monthly on a Sunday evening.
- Weekly **Tuesday Morning Prayer** and **'Life Groups'** have also continued. These are smaller groups of people meeting during the week to get to know each other better and practice living like Jesus, together. Life Groups expanded from one to two groups this year with the new group held on a Saturday to allow more people, including families with children, to attend.
- **Youth.** Our young people continue to meet twice a month with a variety of games, snacks and a short time of focus to engage with and talk about a relevant topic of their choice that tackles life's bigger and sometimes smaller questions. This is happening on a Sunday during the service.
- **Students.** Funmi, our student's pioneer, continued to experiment with creative ways to help young adults at university engage with God and faith. She stepped down from her role in January 2024 to pursue new career opportunities.
- We organised a 12 hour-long **prayer space** in January. People could book hour-long slots and use a range of creative mediums to pray for Oxford and the nations.
- **Vision Sunday** was held on 12th May. Alongside sharing key information on finances and activities we shared our focus for the

year being on living in a way that makes space for opportunities to connect with God and others around us.

- We hosted our first **'Weekend Together'** in June 2023. As a church family we spent the weekend together, socialising, playing, eating, worshipping and praying.
- We ran the second year of the Vineyard Churches **Essentials Course** for aspiring leaders. We met monthly until July 2024 when the course ended to watch content and discuss the theme for the session.
- We started **Sunday Lunches** to allow us more time together as a community.

#### **Wider Community Impact:**

- **'Small Steps'**, our children's clothes and equipment resource, serves families from the local area and further afield with items that have been generously donated. It has continued to grow responding to the referrals received, and there have been new volunteers who support the project, often on a weekly basis. The staff team has remained in place with a Small Steps Assistant role, Referrals Coordinator and Hope Projects Lead. Small Steps has also seen shop sales increase over the year. These sales contribute towards funding the running costs of the project.
- **Christmas Present Appeal:** We hosted the Salvation Army's Christmas Present Appeal from our venue. It was a privilege to invite the community to respond, and hundreds of new presents and wrapping paper were given through local professionals/ support workers, to parents who otherwise would have struggled to give their children gifts at Christmas time.
- We organised our third **Christmas Carol Service in the middle of Templars Square Shopping Centre** where passersby were invited to sing Carols, enter the Christmas jumper competition, eat mince pies and engage in the Christmas story.
- **The Passion Play on Palm Sunday** was a collaboration with 3 other churches and saw us welcome over 100 people to Hope Oxford, for a theatre production by the LAMPS company <https://lampscollective.com/the-passion>. It was a moving portrayal of Jesus' road to the cross.
- **Easter Egg Hunt-** We hosted this free event for local families in the shopping centre. Over 250 Easter eggs given away. On Easter Sunday we gathered for an all age gathering, which was shared with our extended church family at Oxford Vineyard Church.
- **Bags of Fun baby and toddler group.** This continued once a month offering a story and song time, snack and plenty of toys for preschool aged children. We also introduced a new all age/family friendly volunteering slot each week.
- We held a **Gift day** on **14th July**, and raised money for Hope Projects, a missionary family's ministry in Oxford, and two initiatives in South-East Asia, (The 'Joy Centre' and 'Community Care Myanmar'). Both of these projects provide life changing care and support to marginalised people groups.

#### **Other activities/ Areas:**

**Engaging in VCUK&I Conferences:** A small number of people from Hope attended national VCUKI conferences and events this year.

**Engaging in Local Church Network:** Josh Kay continues to meet regularly with local church leaders in Cowley and Oxford.

**Regional Roles:** Katie Kay (Lead Senior Pastor) continues her role supporting the VCUKI Multiply Team within the South Central Region. Josh Kay (Lead Senior Pastor) continues to be involved in the conversation about racial diversity as a trans-local leader within the Vineyard Movement.

**Governance:** Hope Vineyard Trustees Nights continued quarterly. Josh and Katie continued attending gatherings with the South Central Region of Vineyard Senior Pastors, for oversight and connection. Additionally, they attend the Vineyard Senior Pastors Zoom Evening, receive monthly updates from VCUKI and spiritual direction.

### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Employment & Volunteers:** At year end August 2024, Employed staff were as follows:

Josh Kay (Lead Senior Pastor overseeing Hope Projects - 7 hours pw)  
Katie Kay (Lead Senior Pastor overseeing Bible Teaching - 7 hours pw)  
Julie Stephenson (Children and Families Lead- 3.5 hours pw)  
Julie Stephenson (Hope Projects Lead - 14 hours pw),  
Charlotte Pearson-Miles (Referrals Coordinator - 7 hours pw)  
Kimberley O`callaghan (Small Steps Assistant - 16 hours pw, Term time)  
Finance/Bookkeeping had been outsourced  
([www.enaidaccountancy.co.uk](http://www.enaidaccountancy.co.uk))  
Administration outsourced to JWB Virtual Administration

The number of regular volunteers increased to around 35, who are volunteering on a monthly basis. Many more volunteers engage in the various activities and community projects including those listed above.

The 'General Giving' Fund of Hope Vineyard has continued to be funded through the generosity of individual donors, and specific funds continue to exist to manage projects. For instance, the Hope Projects Team (including Small Steps) is funded through restricted funding, which includes specific donations to Small Steps through grants and customers who chose to buy pre-loved clothes to support this project.

We are grateful to all who volunteer and partner with us through grants/ fundraising/ generously giving to enable Hope Vineyard to better provide for those within the community of Hope and also enabling us to also reach out to others.

**Summary of the main achievements of the charity during the year**

**Summary of Achievements:**

More details are available on the website <https://hopeoxford.org/> and photos of activities can be seen on instagram <https://www.instagram.com/hopeoxford>. Achievements are listed in relation to the objects of the charity:

**1) To advance the Christian faith**

- The 'summary of activities' demonstrate the more regular and more creative ways that Jesus' love have been shared; practically in meeting physical needs, emotionally in providing a network of support, and also spiritually through Sunday gatherings, and other core community activities.

Hope Vineyard is a well connected church family that really cares for each other and the wider community, practically demonstrating Jesus' teachings and love in action.

**2) To relieve persons who are in conditions of need or hardship by reason of their youth, age, ill-health, disability, financial or other disadvantage and to relieve the distress caused thereby**

- Hope Vineyard continues to step into opportunities and the generosity from within and the wider community has facilitated various community projects, including:
  - Small Steps - providing children's clothes and equipment
  - Partnering with The 'Salvation Army's' Christmas Present Appeal - providing presents/wrapping paper for families experiencing financial hardship.
  - Bags of Fun - baby and toddler group, providing community and support for those parents/carers to foster community.
  - Parties/Events where an active community invitation is made, for 4 events over the year, celebrating Autumn, Christmas, Easter, and the Summer season.
- Additionally, it remains to be true that each of us that calls Hope Vineyard our spiritual home, has the opportunity to put into practice the example of Jesus, as we reach out to those around us in our personal lives; in our neighbourhoods, and spheres of influence.

**3) To promote and fulfil such other charitable purposes beneficial to the community in Oxfordshire and such other parts of the United Kingdom or the world as the trustees may from time to time see fit.**

As a Vineyard Church, we continue to make a 5% contribution of our general income to support the work of Vineyard Churches UK and Ireland (VCUKI). In addition, we have given a one-off gift at the annual Vineyard Conference.

Outside the Vineyard network, we have continued our small but regular donations to Love the One charity, whose work is in India (<http://www.lovetheone.org/>).

Locally in Oxfordshire, we have contributed to Hope Projects, including Small Steps, providing both administrative support and oversight. Additionally, a separate restricted fund exists for Hope Projects, which impacts those outside of Hope Vineyard Oxford.

At the end of the financial year, 22% of general giving (including gift aid), a total of £10,994, has been designated for activities outside of Hope. A significant proportion of this money has been spent during the year, and once the full VCUKI 5% contribution has been made, then the remainder will be allocated. This year we anticipate supporting specific appeals as when they appear, and also utilising some of this fund to support the growth of Hope Projects, Small Steps, and other community projects.

More pictures and details of events can be found through the following link: <https://www.instagram.com/hopeoxford/>

## Section E Financial review

**Brief statement of the charity's policy on reserves**

The Board of Trustees have agreed that 3 months running costs reserves should consistently be set aside for the security of the charity. The current general reserves of £27,325 are more than sufficient to cover this.

**Details of any funds materially in deficit**

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Those who call Hope Vineyard their community or home, are invited to join in by regularly using their time and finances to support the work of the church/charity.

In this 12 month period, the charity has been funded by total income of £70,283 of which £49,974 related to general/unrestricted donations.

## Section F Other optional information

For more information about VCUKI, please see <https://www.vineyardchurches.org.uk/>

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)   
Josh Kay (May 19, 2025 17:33 GMT+1)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF

### Hope Vineyard Church Oxford

I report to the trustees on my examination of the accounts of Hope Vineyard Church Oxford ('the charity') for the year ended 31 August 2024 on pages 11-14 following.

#### **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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*Sarah Crispin*

Sarah Crispin (May 20, 2025 09:25 GMT+1)

Sarah Crispin ACA  
Stewardship  
1 Lamb's Passage  
LONDON  
EC1Y 8AB

Date: May 20, 2025

**Hope Vineyard Church Oxford**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

	Notes	Unrestricted Funds			2024 £	2023 £
		General Funds £	Designated Funds £	Restricted Funds £		
<b>Income receipts</b>						
Donations		38,817	-	2,924	41,741	47,749
Gift aid receipts		11,157	-	-	11,157	10,302
Government grants		-	-	400	400	-
Other grants		-	-	4,644	4,644	-
Small steps takings		-	-	12,341	12,341	6,922
<b>Total receipts</b>		<u>49,974</u>	<u>-</u>	<u>20,309</u>	<u>70,283</u>	<u>64,973</u>
<b>Payments</b>						
Payments in relation to charitable activities undertaken directly	2	42,211	14,225	16,635	73,072	55,294
Grants paid in relation to charitable activities undertaken by others	3	-	3,585	9,284	12,869	2,769
<b>Total payments</b>		<u>42,211</u>	<u>17,811</u>	<u>25,919</u>	<u>85,941</u>	<u>58,064</u>
Net of receipts / (payments) before		7,763	(17,811)	(5,610)	(15,658)	6,909
Transfers between funds	5	(11,000)	10,994	6	-	-
<b>Net movement in funds</b>		<u>(3,237)</u>	<u>(6,816)</u>	<u>(5,604)</u>	<u>(15,658)</u>	<u>6,909</u>
Cash funds as at last year end		30,562	28,731	17,432	76,725	69,816
<b>Cash funds at this year end</b>	A	<u>27,325</u>	<u>21,915</u>	<u>11,827</u>	<u>61,067</u>	<u>76,725</u>

The notes on pages 13 - 14 form part of these accounts.

**Hope Vineyard Church Oxford**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

	<u>Unrestricted Funds</u>		Restricted funds £	2024 £	2023 £
	General funds £	Designated funds £			
<b>A Cash funds</b>					
Cash at bank with immediate access	27,265	21,915	11,827	61,007	76,665
Petty cash	60	-	-	60	60
	<u>27,325</u>	<u>21,915</u>	<u>11,827</u>	<u>61,067</u>	<u>76,725</u>
<b>B Other monetary assets</b>					
Gift aid due to charity	10,343	-	-	10,343	10,851
Other debtors	-	-	-	-	-
	<u>10,343</u>	<u>-</u>	<u>-</u>	<u>10,343</u>	<u>10,851</u>
<b>C Liabilities</b>					
<b>Falling due within one year</b>					
Trade creditors	527	-	-	527	213
Taxes due	249	-	-	249	330
Fee for Independent Examination	1,062	-	-	1,062	1,050
Accrued expenses	54	-	-	54	9,338
	<u>1,892</u>	<u>-</u>	<u>-</u>	<u>1,892</u>	<u>10,931</u>

**D Assets retained for charity's own use**

	Fund to which asset belongs	Cost £
Music and PA equipment	General	1,659
Computers and IT	General	1,695
Furniture	General	7,428
		<u>10,781</u>

**E Guarantees and secured debts**

The charity has not given any guarantees and has not provided its assets as security for any liabilities.

The accounts were approved by the trustees and signed on their behalf by:

Josh Kay  
Josh Kay (May 19, 2025 17:33 GMT+1)

Joshua Justin Kay

Date: May 19, 2025

The notes on pages 13 - 14 form part of these accounts.

**Hope Vineyard Church Oxford**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

**1 Accounting policies**

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

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. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	<u>Unrestricted Funds</u>			Total 2024 £	Total 2023 £
	General funds £	Designated funds £	Restricted Funds £		
<b>2 Payments in relation to charitable activities undertaken directly</b>					
<b>Ministry expenses</b>					
Encounter Jesus (Sundays)	5,291	-	-	5,291	3,442
Be Transformed (Life Groups)	333	-	-	333	944
Transform the World (Reaching out to those in Need)	-	771	744	1,514	1,943
Other ministry expenses	1,529	832	69	2,430	1,934
Volunteer expenses	66	-	-	66	450
Leadership expenses	2,604	-	-	2,604	1,736
Property costs	1,572	-	-	1,572	1,897
<b>Support &amp; admin costs</b>					
Staff costs	21,052	12,622	15,736	49,411	33,636
Small equipment costs	274	-	-	274	311
Licences & Subscriptions	1,980	-	-	1,980	2,071
Communications	-	-	-	-	756
Other support & admin costs	2,264	-	86	2,351	1,418
Insurance	664	-	-	664	664
Legal & Professional fees	3,634	-	-	3,634	3,262
Bank Charges	948	-	-	948	832
	<u>42,211</u>	<u>14,225</u>	<u>16,635</u>	<u>73,071</u>	<u>55,294</u>
<b>3 Grants paid in relation to charitable activities undertaken by others</b>					
Grants for:					
UK Mission	-	3,585	9,284	12,869	2,769
	<u>-</u>	<u>3,585</u>	<u>9,284</u>	<u>12,869</u>	<u>2,769</u>
<b>4 Transactions with related parties</b>					

During 2023/24, Joshua Kay served as a Senior Pastor and was paid £8,578 (2023: £5,933) for serving in that capacity, not for serving as a trustee. His spouse Katie Kay also served as a Senior Pastor and was paid £6,445 (2023: £5,933). Joshua and Katie also had travel costs reimbursed for a trip to Israel & Palestine £3913.14. All these payments are permitted by the charity's governing document.

## 5 Movement of funds

	Balance at 31 Aug 2023 £	Receipts £	Payments £	Transfers £	Balance at 31 Aug 2024 £
General funds	30,562	49,974	(42,211)	(11,000)	27,325
Designated funds					
Giving Fund	15,615	-	(5,188)	10,994	21,421
Designated Grants Fund	13,116	-	(12,622)	-	494
	<u>28,731</u>	<u>-</u>	<u>(17,811)</u>	<u>10,994</u>	<u>21,915</u>
Restricted funds					
New Things Fund	3,663	50	-	-	3,713
Small Steps	4,312	13,741	(14,537)	-	3,516
Giving Back	9,284	-	(9,284)	-	-
Grant for Racial Integration	-	3,644	(2,098)	-	1,546
Giving Day	-	2,874	-	(954)	1,920
Hope Projects	-	-	-	960	960
Other restricted donations	172	-	-	-	172
	<u>17,432</u>	<u>20,309</u>	<u>(25,919)</u>	<u>6</u>	<u>11,827</u>
Total funds	<u>76,725</u>	<u>70,283</u>	<u>(85,941)</u>	<u>-</u>	<u>61,067</u>

### Designated Funds

The Giving Fund represents 22% of unrestricted donations and gift aid received during the year, which is recognised by the transfer from General Funds shown above. The Trustees are committed to spending this on activities which do not benefit Hope Vineyard Church directly.

The Designated Grants Fund is money received from unrestricted grants due to Covid 19, which the trustees have set aside to be spent on valuable projects/causes.

### Restricted Funds

The New Things Fund was the result of a gift day in July 2020 and is to be used to equip and refurbish a new venue in Templars Square Shopping Centre. Small Steps project is a childrens' clothes and equipment resource based in the Templars Square Shopping Centre.

The Giving Back initiative was funding received to support the provision of hot meals to ICU staff during the second COVID lockdown - the balance brought forward is due to the church currently awaiting receipts for expenses to allow those costs to be reimbursed.

Giving Day Fund is for funds given towards Hope Projects, mission in Oxford and two projects in south East Asia

The Hopes Project Fund is to support the various projects carried out by Hope in the local community.

The Racial Integration Grant was funds received from Vineyard UK&I to support leading racial integration work across the country

Other restricted donations represents small one-off gifts for specific events/causes.

**HOPE VINEYARD CHURCH OXFORD**

England & Wales - Charity number 1173765

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# Accounts

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# Hope Vineyard Church

## Oxford

Report and Accounts  
Year ended 31 August 2023

Stewardship   
*Active generosity*

1 Lamb's Passage, London EC1Y 8AB  
[www.stewardship.org.uk](http://www.stewardship.org.uk)

**Hope Vineyard Church Oxford**  
**LEGAL & ADMINISTRATIVE DETAILS**  
**FOR THE YEAR ENDED 31 AUGUST 2023**

ADDRESS FOR CORRESPONDENCE	58 Fern Hill Road Cowley Oxford OX4 2JP
GOVERNING DOCUMENT	CIO Constitution dated 11th July 2017
CHARITY REGISTRATION NUMBER	1173765
TRUSTEES RESPONSIBLE FOR MANAGING THE CHARITY	Joshua Justin Kay Nigel David Smith ( <i>resigned 17 September 2022</i> ) Donna Andrea Bernard-Carlin David Mark Jackson Katherine Harriet Elam
SENIOR PASTORS	Joshua Justin Kay Katie Alexandra Kay
INDEPENDENT EXAMINER	Sarah Crispin ACA Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

**INDEX**

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Page 11	Receipts and Payments Account
Page 12	Statement of Assets & Liabilities
Pages 13-14	Notes to the Accounts



## Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>T</b> o	Period end date		
	01	Sept	2022		31	Aug	2023

### Section A Reference and administration details

<b>Charity name</b>	Hope Vineyard Church Oxford (CIO)
<b>Other names charity is known by</b>	Hope Vineyard, Hope Vineyard Oxford, Hope Oxford
<b>Registered charity number (if any)</b>	1173765
<b>Charity's principal address</b>	58 Fern Hill Road
	Cowley
	Oxford
	Oxfordshire
	<b>Postcode</b> OX4 2JP

#### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Joshua Justin Kay	Chair of Trustees		
2	Donna Andrea Bernard-Carlin			
3	David Mark Jackson			
4	Katherine Harriet Elam			
5	Nigel David Smith		17 September 2022	

#### Names of the trustees for the charity, if any, (for example, any custodian trustees)

	Name	Dates acted if not for whole year
	n/a	

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Finance Specialist	Andy Nash	andy@andynashac.com

#### Name of chief executive or names of senior staff members (Optional information)

Joshua Justin Kay and Katie Alexandra Kay  
(Leaders of Hope Vineyard)

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution (11/07/2017)
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointed by the Board of Trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Board of Trustees are responsible for all policies and procedures. Key policies such as the 'Safeguarding Everyone' Policy and the CIO's finance procedure, are reviewed regularly by the Board. To enable meaningful discussions about these key documents, the review of the majority of the policies and procedures has been delegated to the Leaders of Hope Vineyard, who are accountable to the Board.

Hope Vineyard is affiliated to Vineyard Churches UK and Ireland (VCUK&I) and a member of the Evangelical Alliance. With the introduction of GDPR, Hope Vineyard Oxford has been registered with the Information Commissioner's Office (ICO) since 18/05/2018.

Safeguarding and finance are recurring items on the agenda. In addition, the board has developed a yearly pattern for the quarterly meetings with a different focus to enable greater depth of conversation and consideration of risk.

As a matter of note, within Oxford there are currently two Vineyard Churches from VCUKI (<https://www.vineyardchurches.org.uk>); Hope Vineyard Oxford, which was established in 2017, and Oxford Vineyard Church, which began in the 1990s.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The objects of the CIO for Hope Vineyard Church Oxford are:

- To advance the Christian faith in accordance with the Statement of Faith (VCUK&I) in Oxfordshire and such parts of the United Kingdom or the world and in such ways as the Trustees may from time to time think fit;
- To relieve persons who are in conditions of need or hardship by reason of their youth, age, ill-health, disability, financial or other disadvantage and to relieve the distress caused thereby in Oxfordshire and such other parts of the United Kingdom or the world as the Trustees may from time to time think fit;
- To promote and fulfil such other charitable purposes beneficial to the community in Oxfordshire and such other parts of the United Kingdom or the world as the trustees may from time to time think fit.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

#### **Appointment of the Board of Trustees:**

The Board of Trustees, which first met on 18<sup>th</sup> April 2017, encompasses specialist experience in; the charitable sector, safeguarding, pastoral ministry and business innovation. Given specialist finance experience was not within the skill mix, an adviser to the board was sought. Within the constitution, it is stated that it is the duty of each of the charity trustees to:

- (a) to exercise his or her powers and to perform his or her functions in his or her capacity as a trustee of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO; and
- (b) to exercise, in the performance of those functions, such care and skill as is reasonable in the circumstances having regard in particular to:
  - (i) any special knowledge or experience that he or she has or holds himself or herself out as having; and,
  - (ii) if he or she acts as a charity trustee of the CIO in the course of a business or profession, to any special knowledge or experience that it is reasonable to expect of a person acting in the course of that kind of business or profession.

#### **Summary of Activities:**

Beginning of the new financial year September 2022 to the end of August 2023 has been a year when Hope Vineyard has continued to grow in both our community impact and the numbers of people involved with different activities.

This year we have continued to operate from the premises we lease in Templars Square Shopping Centre, Cowley, Oxford. We are thankful to the management team and landlord who continue to support our work.

#### **Core community:**

- **Sunday Mornings at Hope:** We continue to meet once a week as a whole church community. In our twice monthly Sunday Services, we have looked at subjects such as prayer, the importance of rest, and books of the Bible, such as Daniel. Children of primary school age meet for their own programme of activities during the services. Sunday Breakfasts have continued twice a month with activities linked to a topical theme, and free food for all ages. During this year we had the privilege of **dedicating** two young children.
- **Simply Worship** has continued on a Sunday evening once a month.
- Weekly **Tuesday Morning Prayer** and **'Life Groups'** have also continued, which are smaller groups of people meeting during the week to get to know each other better and practice living like Jesus, together.
- **Youth.** Our young people continue to meet twice a month with a variety of games, snacks and a short time of focus to engage with and talk about a relevant topic of their choice that tackles life's bigger and sometimes smaller questions.
- **Students.** Funmi, our student's pioneer, has continued to experiment with creative ways to help young adults at university engage with God and faith.

#### **Wider Community Impact:**

- **'Small Steps'**, our children's clothes and equipment resource, was launched in Autumn 2020: It serves families from the local area and further afield with items that have been generously donated. It has continued to grow responding to the referrals received, and there have been new volunteers who support the project, often on a weekly basis. The staff team has increased with a new Small Steps Assistant role and Referrals Coordinator. Small Steps has

also seen shop sales increase over the year. These sales contribute towards funding the running costs of the project.

- **Christmas Present Appeal:** For the third year running, we hosted the Salvation Army's Christmas Present Appeal from our venue. It was a privilege to invite the community to respond, and thousands of new presents and wrapping paper were given through local professionals/support workers, to parents, who otherwise would have struggled to give their children gifts at Christmas time.
- We organised our **second Christmas Carol Service in the middle of Templars Square Shopping Centre** where passersby were invited to sing Carols, enter the Christmas jumper competition, eat mince pies and engage in the Christmas story..
- **Easter Egg Hunt-** We hosted this free event for local families in the shopping centre. Over 200 Easter eggs given away. On Easter Sunday we gathered for an all age gathering, which was shared with our extended church family at Oxford Vineyard Church.
- **Summer Party-** this was another free community event and lots of mainly children and parents/carers enjoyed face painting, a bouncy castle, snacks and crafts.
- **Bags of Fun baby and toddler group.** This in many ways is part of our core-community, and we also invite newcomers to have fun and make friends. We continue to run this from Hope Oxford, in Templars Square, on the first Wednesday of the month with a growing number of families joining in with the story, snacks and songs, and finding a place to belong.

#### **Other activities/ Areas:**

**Engaging in VCUK&I Conferences:** A small number of people from Hope attended national VCUKI conferences and events this year.

**Engaging in Local Church Network:** Josh Kay continues to meet regularly with local church leaders in Cowley and Oxford.

**Regional Roles:** Katie Kay (Senior Pastor) continues her role supporting the VCUKI Multiply Team within the South Central Region. Josh Kay continues to be involved in the conversation about racial diversity as a trans-local leader within the Vineyard Movement.

**Governance:** Hope Vineyard Trustees Nights continued quarterly (Oct 22, Jan 23, Apr 23, Jul 23). Josh and Katie continued attending gatherings with the South Central Region of Vineyard Senior Pastors, for oversight and connection. Additionally, Vineyard Pastors Zoom Evening, for VCUKI senior pastors, monthly updates, spiritual direction, and mentoring enable Josh and Katie to support the leadership within the available resources at Hope Vineyard in their part-time hours.

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Employment & Volunteers:** At year end August 2023, Employed staff were as follows:  
Josh Kay (Lead Senior Pastor overseeing Hope Projects - 7 hours pw)  
Katie Kay (Lead Senior Pastor overseeing Bible Teaching - 7 hours pw)  
Funmi Akinola (Students Pioneer 3.75 hours pw)  
Julie Stephenson (Children and Families Lead- 3.5 hours pw)  
Julie Stephenson (Hope Projects Lead - 14 hours pw),  
Charlotte Pearson-Miles (Referrals Coordinator - 7 hours pw)  
Kimberley O`callaghan (Small Steps Assistant - 16 hours pw, Term time)  
Finance/Bookkeeping had been outsourced ([www.andynashac.com](http://www.andynashac.com))

There was a vacancy in the Children's and Families pastoral role until December 2022 when Julie Stephenson began in her role. There continued to be a vacancy in Administration, which has been covered by Josh and Katie Kay in a voluntary capacity.

The number of regular volunteers remains at around 25 volunteers, who are volunteering on a monthly basis. Many more volunteers engage in the various activities and community projects including those listed above.

The 'General Giving' Fund of Hope Vineyard has continued to be funded through the generosity of individual donors, and specific funds continue to exist to manage projects. For instance, the Hope Projects Team (including Small Steps) is funded through restricted funding, which includes specific donations to Small Steps through grants and customers who chose to buy pre-loved clothes to support this project.

We are grateful to all who volunteer and partner with us through grants/ fundraising/ generously giving to enable Hope Vineyard to better provide for those within the community of Hope, and also enabling us to also reach out to others.

**Summary of the main achievements of the charity during the year**

**Summary of Achievements:**

More details are available on the website <https://hopeoxford.org/> and photos of activities can be seen on instagram <https://www.instagram.com/hopeoxford>. Achievements are listed in relation to the objects of the charity:

**1) To advance the Christian faith**

- The 'summary of activities' demonstrate the more regular and more creative ways that Jesus' love have been shared; practically in meeting physical needs, emotionally in providing a network of support, and also spiritually through Sunday gatherings, and other core community activities.

Hope Vineyard is a well connected church family that really cares for each other and the wider community, practically demonstrating Jesus' teachings and love in action.

**2) To relieve persons who are in conditions of need or hardship by reason of their youth, age, ill-health, disability, financial or other disadvantage and to relieve the distress caused thereby**

- Hope Vineyard continues to step into opportunities and the generosity from within and the wider community has facilitated various community projects, including:
  - Small Steps - providing children's clothes and equipment
  - Partnering with The 'Salvation Army's' Christmas Present Appeal - providing presents/wrapping paper for families experiencing financial hardship.
  - Bags of Fun - baby and toddler group, providing community and support for those parents/carers to foster community.
  - Parties/Events where an active community invitation is made, for 4 events over the year, celebrating Autumn, Christmas, Easter, and the Summer season.
- Additionally, it remains to be true that each of us that calls Hope Vineyard our spiritual home, has the opportunity to put into practice the example of Jesus, as we reach out to those around us in our personal lives; in our neighbourhoods, and spheres of influence.

**3) To promote and fulfil such other charitable purposes beneficial to the community in Oxfordshire and such other parts of the United Kingdom or the world as the trustees may from time to time see fit.**

As a Vineyard Church, we continue to make a 5% contribution of our general income to support the work of Vineyard Churches UK and Ireland (VCUKI). In addition, we have given a one-off gift at the annual Vineyard Conference.

Outside the Vineyard network, we have continued our small but regular donations to Love the One charity, whose work is in India (<http://www.lovetheone.org/>).

Locally in Oxfordshire, we have contributed to Hope Projects, including Small Steps, providing both administrative support and oversight. Additionally, a separate restricted fund exists for Hope Projects, which impacts those outside of Hope Vineyard Oxford.

At the end of the financial year, 22% of general giving (including gift aid), a total of £12,657, has been designated for activities outside of Hope. A significant proportion of this money has been spent during the year, and once the full VCUKI 5% contribution has been made, then the remainder will be allocated. This year we anticipate supporting specific appeals as when they appear, and also utilising some of this fund to support the growth of Hope Projects, Small Steps, and other community projects.

More pictures and details of events can be found through the following link: <https://www.instagram.com/hopeoxford/>

## Section E Financial review

**Brief statement of the charity's policy on reserves**

The Board of Trustees have agreed that 3 months running costs reserves should consistently be set aside for the security of the charity. The current general reserves of £30,099 are more than sufficient to cover this.

**Details of any funds materially in deficit**

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Those who call Hope Vineyard their community or home, are invited to join in by regularly using their time and finances to support the work of the church/charity.

In this 12 month period, the charity has been funded by total income of £64,973 of which £47,449 related to general/unrestricted donations.

**Restricted Funds:**  
Following the end of the year, the £9,284 restricted to the Giving Back initiative was paid out to the relevant individual following receipt of the relevant details to enable this to happen.

## Section F Other optional information

For more information about VCUKI, please see <https://www.vineyardchurches.org.uk/>

# Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)   
Josh Kay (Jun 17, 2024 21:34 GMT+1)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF

### Hope Vineyard Church Oxford

I report to the trustees on my examination of the accounts of Hope Vineyard Church Oxford ('the charity') for the year ended 31 August 2023 on pages 11-14 following.

#### **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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

  
Sarah Crispin (Jun 18, 2024 08:33 GMT+1)

Sarah Crispin ACA  
Stewardship  
1 Lamb's Passage  
LONDON  
EC1Y 8AB

Date: Jun 18, 2024

**Hope Vineyard Church Oxford**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31 AUGUST 2023**

	Notes	Unrestricted Funds			2023 £	2022 £
		General Funds £	Designated Funds £	Restricted Funds £		
<b>Income receipts</b>						
Donations		47,449	-	300	47,749	33,353
Gift aid receipts		10,082	-	220	10,302	-
Small steps takings		-	-	6,922	6,922	5,856
<b>Total receipts</b>		<u>57,531</u>	<u>-</u>	<u>7,442</u>	<u>64,973</u>	<u>39,209</u>
<b>Payments</b>						
Payments in relation to charitable activities undertaken directly	2	36,544	9,169	9,582	55,294	39,364
Grants paid in relation to charitable activities undertaken by others	3	-	2,769	-	2,769	2,683
<b>Total payments</b>		<u>36,544</u>	<u>11,938</u>	<u>9,582</u>	<u>58,064</u>	<u>42,047</u>
Net of receipts / (payments) before		20,987	(11,938)	(2,140)	6,909	(2,838)
Transfers between funds	5	(12,657)	12,657	-	-	-
<b>Net movement in funds</b>		<u>8,330</u>	<u>719</u>	<u>(2,140)</u>	<u>6,909</u>	<u>(2,838)</u>
Cash funds as at last year end		21,769	28,475	19,572	69,816	72,654
<b>Cash funds at this year end</b>	A	<u>30,099</u>	<u>29,194</u>	<u>17,432</u>	<u>76,725</u>	<u>69,816</u>

The notes on pages 13 - 14 form part of these accounts.

**Hope Vineyard Church Oxford**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**FOR THE YEAR ENDED 31 AUGUST 2023**

	<u>Unrestricted Funds</u>		Restricted funds	2023	2022
	General funds	Designated funds			
	£	£	£	£	£
<b>A Cash funds</b>					
Cash at bank with immediate access	30,502	28,731	17,432	76,665	69,816
Petty cash	60	-	-	60	-
	<u>30,562</u>	<u>28,731</u>	<u>17,432</u>	<u>76,725</u>	<u>69,816</u>
<b>B Other monetary assets</b>					
Gift aid due to charity	10,731	-	120	10,851	10,188
Other debtors	-	-	-	-	622
	<u>10,731</u>	<u>-</u>	<u>120</u>	<u>10,851</u>	<u>10,810</u>
<b>C Liabilities</b>					
<b>Falling due within one year</b>					
Trade creditors	213	-	-	213	2,210
Taxes due	330	-	-	330	-
Fee for Independent Examination	1,050	-	-	1,050	960
Accrued expenses	9,338	-	-	9,338	9,284
	<u>10,931</u>	<u>-</u>	<u>-</u>	<u>10,931</u>	<u>12,454</u>

**D Assets retained for charity's own use**

	Fund to which asset belongs	Cost £
Music and PA equipment	General	1,659
Computers and IT	General	1,695
Furniture	General	7,428
		<u>10,781</u>

**E Guarantees and secured debts**

The charity has not given any guarantees and has not provided its assets as security for any liabilities.

The accounts were approved by the trustees and signed on their behalf by:

Josh Kay  
Josh Kay (Jun 17, 2024 21:34 GMT+1)  
 -----  
 Joshua Justin Kay  
 Date: Jun 17, 2024

The notes on pages 13 - 14 form part of these accounts.

**Hope Vineyard Church Oxford**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 AUGUST 2023**

**1 Accounting policies**

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

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. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	<u>Unrestricted Funds</u>				
	General funds £	Designated funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b>2 Payments in relation to charitable activities undertaken directly</b>					
<b>Ministry expenses</b>					
Encounter Jesus (Sundays)	3,442	-	-	3,442	3,127
Be Transformed (Life Groups)	944	-	-	944	283
Transform the World (Reaching out to those in Need)	463	-	1,480	1,943	3,376
Other ministry expenses	1,934	-	-	1,934	1,356
Volunteer expenses	450	-	-	450	114
Leadership expenses	1,736	-	-	1,736	914
Property costs	1,897	-	-	1,897	(2,379)
<b>Support &amp; admin costs</b>					
Staff costs	16,368	9,169	8,099	33,636	26,816
Small equipment costs	308	-	3	311	109
Licences & Subscriptions	2,071	-	-	2,071	1,188
Communications	756	-	-	756	1,266
Other support & admin costs	1,418	-	-	1,418	205
Insurance	664	-	-	664	217
Legal & Professional fees	3,262	-	-	3,262	1,860
Bank Charges	832	-	-	832	912
	<u>36,544</u>	<u>9,169</u>	<u>9,582</u>	<u>55,294</u>	<u>39,364</u>
<b>3 Grants paid in relation to charitable activities undertaken by others</b>					
Grants for:					
UK Mission	-	2,769	-	2,769	1,596
	<u>-</u>	<u>2,769</u>	<u>-</u>	<u>2,769</u>	<u>2,683</u>
<b>4 Transactions with related parties</b>					

During 2022/23, Joshua Kay served as a Senior Pastor and was paid £5,933 (2022: £5,866) for serving in that capacity, not for serving as a trustee. His spouse Katie Kay also served as a Senior Pastor and was paid £5,933 (2022: £5,932). All these payments are permitted by the charity's governing document.

## 5 Movement of funds

	Balance at 31 Aug 2022 £	Receipts £	Payments £	Transfers £	Balance at 31 Aug 2023 £
General funds	21,769	57,531	(36,544)	(12,657)	30,099
Designated funds					
Giving Fund	6,190	-	(3,232)	12,657	15,615
Designated Grants Fund	22,285	-	(9,169)	-	13,116
	<u>28,475</u>	<u>-</u>	<u>(12,401)</u>	<u>12,657</u>	<u>28,731</u>
Restricted funds					
New Things Fund	3,329	338	(3)	-	3,663
Small Steps	6,287	7,105	(9,079)	-	4,312
Giving Back	9,284	-	-	-	9,284
Covid 19 Fund	86	-	-	(86)	-
Grant for student activity	500	-	(500)	-	-
Other restricted donations	87	-	-	86	172
	<u>19,572</u>	<u>7,442</u>	<u>(9,582)</u>	<u>-</u>	<u>17,432</u>
Total funds	<u>69,816</u>	<u>64,973</u>	<u>(58,526)</u>	<u>-</u>	<u>76,262</u>

### Designated Funds

The Giving Fund represents 22% of unrestricted donations and gift aid received during the year, which is recognised by the transfer from General Funds shown above. The Trustees are committed to spending this on activities which do not benefit Hope Vineyard Church directly.

The Designated Grants Fund is money received from unrestricted grants due to Covid 19, which the trustees have set aside to be spent on valuable projects/causes.

### Restricted Funds

The New Things Fund was the result of a gift day in July 2020 and is to be used to equip and refurbish a new venue in Templars Square Shopping Centre. Small Steps project is a childrens' clothes and equipment resource based in the Templars Square Shopping Centre.

The Giving Back initiative was funding received to support the provision of hot meals to ICU staff during the second COVID lockdown - the balance brought forward is due to the church currently awaiting receipts for expenses to allow those costs to be reimbursed.

The Covid 19 Fund was set up in 2020 to relieve hardship for people in need as a result of Covid 19; health, financial, psychological or other direct effects.

The Grant for student activity was received following an application. It was hindered by Covid-19 restrictions but was spent in September 2022.

Other restricted donations represents small one-off gifts for specific events/causes.

**HOPE VINEYARD CHURCH OXFORD**

England & Wales - Charity number 1173765

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# Accounts

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# Hope Vineyard Church Oxford

Report and Accounts

Year ended 31 August 2022

Stewardship   
*Active generosity*

1 Lamb's Passage, London EC1Y 8AB  
[www.stewardship.org.uk](http://www.stewardship.org.uk)

**Hope Vineyard Church Oxford**  
**LEGAL & ADMINISTRATIVE DETAILS**  
**FOR THE YEAR ENDED 31 AUGUST 2022**

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TRUSTEES RESPONSIBLE FOR MANAGING THE CHARITY	Joshua Justin Kay Nigel David Smith ( <i>resigned 17 September 2022</i> ) Donna Andrea Bernard-Carlin David Mark Jackson Katherine Harriet Elam
SENIOR PASTORS	Joshua Justin Kay Katie Alexandra Kay
INDEPENDENT EXAMINER	Sarah Crispin ACA Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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## Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>T</b> o	Period end date		
	01	Sept	2021		31	Aug	2022

### Section A Reference and administration details

<b>Charity name</b>	Hope Vineyard Church Oxford (CIO)
<b>Other names charity is known by</b>	Hope Vineyard, Hope Vineyard Oxford, Hope Oxford
<b>Registered charity number (if any)</b>	1173765
<b>Charity's principal address</b>	58 Fern Hill Road
	Cowley
	Oxford
	Oxfordshire
	<b>Postcode</b> OX4 2JP

#### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Joshua Justin Kay	Chair of Trustees		
2	Nigel David Smith	Nominated Trustee	Resigned 17 September 2022	
3	Donna Andrea Bernard-Carlin			
4	David Mark Jackson			
5	Katherine Harriet Elam			
6				

#### Names of the trustees for the charity, if any, (for example, any custodian trustees)

	Name	Dates acted if not for whole year
	n/a	

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Finance Specialist	Andy Nash	andy@andynashac.com

#### Name of chief executive or names of senior staff members (Optional information)

Joshua Justin Kay and Katie Alexandra Kay (Leaders of Hope Vineyard)
---

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution (11/07/2017)
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointed by the Board of Trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Board of Trustees are responsible for all policies and procedures. Key policies such as the 'Safeguarding Everyone' Policy and the CIO's finance procedure, are reviewed regularly by the Board. To enable meaningful discussions about these key documents, the review of the majority of the policies and procedures has been delegated to the Leaders of Hope Vineyard, who are accountable to the Board.

Hope Vineyard is affiliated to Vineyard Churches UK and Ireland (VCUK&I) and a member of the Evangelical Alliance. With the introduction of GDPR, Hope Vineyard Oxford has been registered with the Information Commissioner's Office (ICO) since 18/05/2018.

Safeguarding and finance are recurring items on the agenda. In addition, the board has developed a yearly pattern for the quarterly meetings with a different focus to enable greater depth of conversation and consideration of risk.

As a matter of note, within Oxford there are currently two Vineyard Churches from VCUKI (<https://www.vineyardchurches.org.uk>); Hope Vineyard Oxford, which was established in 2017, and Oxford Vineyard Church, which began in the 1990s.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The objects of the CIO for Hope Vineyard Church Oxford are:

- To advance the Christian faith in accordance with the Statement of Faith (VCUK&I) in Oxfordshire and such parts of the United Kingdom or the world and in such ways as the Trustees may from time to time think fit;
- To relieve persons who are in conditions of need or hardship by reason of their youth, age, ill-health, disability, financial or other disadvantage and to relieve the distress caused thereby in Oxfordshire and such other parts of the United Kingdom or the world as the Trustees may from time to time think fit;
- To promote and fulfil such other charitable purposes beneficial to the community in Oxfordshire and such other parts of the United Kingdom or the world as the trustees may from time to time think fit.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Appointment of the Board of Trustees:**

The Board of Trustees, which first met on 18<sup>th</sup> April 2017, encompasses specialist experience in; the 3<sup>rd</sup> Sector, Law, Safeguarding, Pastoral Ministry and Business Innovation. Given specialist finance experience was not within the skill mix, an adviser to the board was sought. Within the constitution, it is stated that it is the duty of each of the charity trustees to:

- (a) to exercise his or her powers and to perform his or her functions in his or her capacity as a trustee of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO; and
- (b) to exercise, in the performance of those functions, such care and skill as is reasonable in the circumstances having regard in particular to:
  - (i) any special knowledge or experience that he or she has or holds himself or herself out as having; and,
  - (ii) if he or she acts as a charity trustee of the CIO in the course of a business or profession, to any special knowledge or experience that it is reasonable to expect of a person acting in the course of that kind of business or profession.

**Summary of Activities:**

2021-2022 has presented challenges but there have been many highlights and things have continued to grow steadily.

In April 2022 we moved location within Templars Square Shopping Centre to a space that better suits us, and is a good size and layout for the activities and gatherings, with potential for the future. The move was necessary, as there was commercial interest in the previous venue, thus we requested to move in advance of being given notice on our lease. This is our 3<sup>rd</sup> venue in 2 years at Templars Square. We are thankful to the management team and landlord who both worked with us to make this possible, and we were able to collaborate to redecorate and upgrade the electrics in the venue.

- **Sunday Mornings at Hope:** We continue to meet once a week as a whole church community. We have looked at subjects such as racial diversity and justice, and books of the Bible, headed into the summer with a series on Ezra and Nehemiah. Sunday Breakfasts launched in September 2021 with activities for all ages, which was a development as previously they had been focused on children and their families.
- **Simply Worship** has continued throughout on a Sunday evening once a month.
- Weekly **Tuesday Morning Prayer** and **'Life Groups'** have also continued, which are smaller groups of people meeting during the week to get to know each other better and practice living like Jesus, together.
- **Youth.** Our young people continue to meet twice a month with a variety of games, snacks and a short time of focus to engage with and talk about a relevant topic of their choice that tackles life's bigger and sometimes smaller questions.
- In this time, we have **baptised** 3 people who had decided to follow the way of life modelled by Jesus for the rest of their lives, and we had the privilege of **dedication/ infant baptism service** for 2 more.
- The **Alpha course** is a course for people exploring faith in God and we ran this for the second time.
- For **Students**, Funmi, our student's pioneer, has continued to experiment with creative ways to help young adults engage with God and faith.

- **Wider Community Impact:**

- **'Small Steps'**, our children's clothes and equipment resource was launched in Autumn 2020: It serves families from the local area and further afield with items that have been generously donated. It has continued to grow steadily responding to the referrals received, and there have been new volunteers, including a team of interns from 'One Collective', who came for a few months and made a valuable contribution.
- **Christmas Present Appeal:** For the second year running, we hosted the Salvation Army's Christmas Present Appeal from our venue. It was a privilege to invite the community to respond, and thousands of new presents and wrapping paper were given through local professionals/support workers, to parents, who otherwise would have struggled to give their children presents.
- We organised our **first ever Christmas Carol Service in the middle of Templars Square Shopping Centre** where passersby were invited to sing Carols, enter the Christmas jumper competition, eat mince pies and engage in the Christmas story complete with nativity.
- **Easter Egg Hunt-** After being unable to run many events over the lockdown period, we were able to host this in the shopping centre. Lots of children and their families came along and enjoyed themselves with over 200 Easter Eggs given away. On Easter Sunday we gathered for an all age gathering, which was shared with our extended church family at Oxford Vineyard Church who joined us for the celebration.
- **Summer Party, July 2022-** this was another free community event and lots of mainly children and parents/carers enjoyed face painting, bouncy castle, snacks and crafts.
- We provided volunteering opportunities for 6 **interns from One Collective (from the US)** who were in Oxford for 6 weeks. We were grateful for their valuable contribution in getting involved on team on Sunday mornings, with 'Small Steps' (Children's Clothes and Equipment Resource) and with the Summer Party.
- **Bags of Fun baby and toddler group** this continued to run from Hope Oxford, in Templars Square on the first Wednesday of the month with a growing number of carers, dads, and mums joining in with the story, snacks and songs, and finding a place to belong.
- **Ukraine response** following the invasion into Ukraine in February 2022 we prayed for all involved on both sides of the conflict, and responded by sending money to send to a few charity based projects working in Ukraine.

**Other activities/ Areas:**

**Engaging in VCUK&I Conferences:** Vineyard National Conference 2022, where Josh Kay (Senior Pastor) was invited to speak as part of a panel discussion about racial diversity within the church.

**Engaging in Local Church Network:** Josh Kay was also invited to speak at Renew Oxford, a conference for local churches in June 2022.

**Regional Roles:** Katie Kay (Senior Pastor) went to the Vineyard churches Multiply conference in that same month, and continues her role

supporting the Multiply Team (previously called the Church Planting Team), within the South Central Region.

**Governance:** Hope Vineyard Trustees Nights continued quarterly (Oct 21, Jan 22, Apr 22, Jul 22). Josh and Katie continued attending gatherings with the South Central Region of Vineyard Senior Pastors, for oversight and connection. Additionally, Vineyard Pastors Zoom Evening, for VCUKI senior pastors, monthly updates, spiritual direction, and mentoring enable Josh and Katie to support the leadership within the available resources at Hope Vineyard in their part-time hours.

### Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Employment & Volunteers:** At year end August 2022, Employed staff were as follows: Josh Kay (Lead Senior Pastor overseeing Hope Projects - 7.5 hours pw)  
Katie Kay (Lead Senior Pastor overseeing Bible Teaching - 7.5 hours pw)  
Funmi Akinola (Students Pioneer 3.75 hours pw)  
Lola Chapman (Small Steps Coordinator - 15 hours pw),  
Finance/Bookkeeping had been outsourced ([www.andynashac.com](http://www.andynashac.com))

In comparison to year end August 2021, there were vacancies in Children's and Families and Administration, which had been covered by Josh and Katie Kay in a voluntary capacity.

The number of regular volunteers remains at about 20 volunteers, who are volunteering on a monthly basis. Many more volunteers engage in the various activities and community projects including those listed above.

The 'General Giving' Fund of Hope Vineyard has continued to be funded through the generosity of individual donors, and specific funds continue to exist to manage projects. For instance, the Small Steps coordinator is funded through this fund, which includes specific donations to Small Steps through grants and customers who chose to buy pre-loved clothes to support others with finance, health or other needs to access this resource freely.

We are grateful to all who volunteer and partner with us through grants/ fundraising/ generously giving to enable Hope Vineyard to better provide for those within the community of Hope, and also enabling us to also reach out to others.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

#### Summary of Achievements:

More details are available on the website <https://hopeoxford.org/> and photos of activities can be seen on instagram <https://www.instagram.com/hopeoxford>. Achievements are listed in relation to the objects of the charity:

#### 1) *To advance the Christian faith*

- The '**summary of activities**' demonstrate the more regular and more creative ways that Jesus' love have been shared; practically in meeting physical needs, emotionally in providing a network of support, and also spiritually through Sunday gatherings, Life Groups and also running an Alpha Course, which is an introduction to the Christian faith, and we welcomed 5 people through Baptism/Dedication into the wider Christian family.

What has been stated in the last year remains to be true. Hope Vineyard is a well connected church family that really cares for each other and the wider community, practically demonstrating Jesus' teachings and love in action.

**2) To relieve persons who are in conditions of need or hardship by reason of their youth, age, ill-health, disability, financial or other disadvantage and to relieve the distress caused thereby**

- Hope Vineyard continues to step into opportunities and the generosity from within and the wider community has facilitated various community projects, including:
  - Small Steps - providing children's clothes and equipment
  - Partnering with The 'Salvation Army's' Christmas Present Appeal - providing presents/wrapping paper for families experiencing financial hardship.
  - Bags of Fun - baby and toddler group, providing community and support for those parents/carers to foster community.
  - Partnering by helping resource charities responding in Ukraine
  - Parties/Events where an active community invitation is made, for 4 events over the year, celebrating Autumn, Christmas, Easter, and the Summer.
- Additionally, it remains to be true that each of us that calls Hope Vineyard our spiritual home, has the opportunity to put into practice the example of Jesus, as we reach out to those around us in our personal lives; in our neighbourhoods, and spheres of influence.

**3) To promote and fulfil such other charitable purposes beneficial to the community in Oxfordshire and such other parts of the United Kingdom or the world as the trustees may from time to time see fit.**

As a Vineyard Church, we continue to make a 5% contribution of our general income to support the work of Vineyard Churches UK and Ireland (VCUKI). In addition, we have given a one-off gift at the annual Vineyard Conference.

Outside the Vineyard network, we have continued our small but regular donations to Love the One charity, whose work is in India (<http://www.lovetheone.org/>).

Locally in Oxfordshire, we have contributed to Small Steps, providing both administrative support and oversight. Additionally, a separate restricted fund exists for Small Steps which impacts those outside of Hope Vineyard Oxford.

At the end of the financial year, 22% which is designated for activities outside of Hope has been totalled at £6,890. A significant proportion of this money has been spent during the year, and once the full VCUKI 5% contribution has been made, then the remainder will be allocated. This year we anticipate supporting specific appeals as when they appear and also utilising some of this fund to support the growth of the Small Steps initiative and other community projects.

More pictures and details of events can be found through the following link: <https://www.instagram.com/hopeoxford/>

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

The Board of Trustees have agreed that 3 months running costs reserves should consistently be set aside for the security of the charity.

**Details of any funds materially in deficit**

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Those who call Hope Vineyard their community or home, are invited to join in by regularly using their time and finances to support the work of the church/charity.

In this 12 month period, the charity has been funded by these donations, which total £39,209

## Section F

## Other optional information

For more information about VCUKI, please see <https://www.vineyardchurches.org.uk/>

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

**Signed on behalf of the charity's trustees**

**Signature(s)**

*Joshua Kay*  
Joshua Kay (Jun 7, 2023 09:17 GMT+1)

**Full name(s)**

Joshua Justin Kay

**Position (eg Secretary, Chair, etc)**

Chair of Trustees

**Date**

7 June

2023

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF

### Hope Vineyard Church Oxford

I report to the trustees on my examination of the accounts of Hope Vineyard Church Oxford ('the charity') for the year ended 31 August 2022 on pages 10-13 following.

#### **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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*SCRISPIN*

[SCRISPIN \(Jun 7, 2023 14:17 GMT+1\)](#)

Sarah Crispin ACA  
Stewardship  
1 Lamb's Passage  
LONDON  
EC1Y 8AB

Date: 7 June 2023

**Hope Vineyard Church Oxford**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31 AUGUST 2022**

	Notes	<u>Unrestricted Funds</u>		Restricted Funds £	2022 £	2021 £
		General Funds £	Designated Funds £			
<b>Income receipts</b>						
Donations		31,320	-	2,033	33,353	58,917
Gift aid receipts		-	-	-	-	12,596
Government grants		-	-	-	-	22,285
Small steps takings		-	-	5,856	5,856	870
		<u>31,320</u>	<u>-</u>	<u>7,889</u>	<u>39,209</u>	<u>94,668</u>
<b>Total receipts</b>		<u><u>31,320</u></u>	<u><u>-</u></u>	<u><u>7,889</u></u>	<u><u>39,209</u></u>	<u><u>94,668</u></u>
<b>Payments</b>						
Payments in relation to charitable activities undertaken directly	2	23,213	822	15,328	39,364	53,151
Grants paid in relation to charitable activities undertaken by others	3	-	2,683	-	2,683	2,824
		<u>23,213</u>	<u>3,505</u>	<u>15,329</u>	<u>42,047</u>	<u>55,975</u>
<b>Total payments</b>		<u><u>23,213</u></u>	<u><u>3,505</u></u>	<u><u>15,329</u></u>	<u><u>42,047</u></u>	<u><u>55,975</u></u>
Net of receipts / (payments) before		8,107	(3,505)	(7,439)	(2,838)	38,693
Transfers between funds	5	(6,890)	6,890	-	-	-
<b>Net movement in funds</b>		<u>1,216</u>	<u>3,386</u>	<u>(7,439)</u>	<u>(2,838)</u>	<u>38,693</u>
Cash funds as at last year end		20,553	25,090	27,011	72,654	33,961
<b>Cash funds at this year end</b>	A	<u><u>21,769</u></u>	<u><u>28,475</u></u>	<u><u>19,572</u></u>	<u><u>69,816</u></u>	<u><u>72,654</u></u>

The notes on pages 12 - 13 form part of these accounts.

**Hope Vineyard Church Oxford**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**FOR THE YEAR ENDED 31 AUGUST 2022**

Notes	Unrestricted Funds		Restricted funds £	2022 £	2021 £
	General funds £	Designated funds £			
<b>A Cash funds</b>					
Cash at bank with immediate access	21,769	28,475	19,572	69,816	72,654
Notice deposits	-	-	-	-	-
Petty cash	-	-	-	-	-
	<u>21,769</u>	<u>28,475</u>	<u>19,572</u>	<u>69,816</u>	<u>72,654</u>
<b>B Other monetary assets</b>					
Gift aid due to charity	9,968	-	220	10,188	2,863
Other debtors	622	-	-	622	831
	<u>10,590</u>	<u>-</u>	<u>220</u>	<u>10,810</u>	<u>3,694</u>
<b>C Liabilities</b>					
<b>Falling due within one year</b>					
Trade creditors	2,210	-	-	2,210	-
Fee for Independent Examination	960	-	-	960	900
Accrued expenses	-	-	9,284	9,284	9,284
	<u>3,170</u>	<u>-</u>	<u>9,284</u>	<u>12,454</u>	<u>10,184</u>
<b>Total</b>	<u>3,170</u>	<u>-</u>	<u>9,284</u>	<u>12,454</u>	<u>10,184</u>

**D Assets retained for charity's own use**

	Fund to which asset belongs	Cost £
Music and PA equipment	General	1,659
Computers and IT	General	1,695
Furniture	General	7,428
		<u>10,781</u>

**E Guarantees and secured debts**

The charity has not given any guarantees and has not provided its assets as security for any liabilities.

The accounts were approved by the trustees and signed on their behalf by:

*Joshua Kay*  
Joshua Kay (Jun 7, 2023 09:17 GMT+1)

-----  
 Joshua Justin Kay

Date: 7 June 2023

The notes on pages 12 - 13 form part of these accounts.

Hope Vineyard Church Oxford

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2022

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

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. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	Unrestricted Funds		Restricted	Total	Total
	General	Designated	Funds	2022	2021
	funds	funds	Funds	2022	2021
	£	£	£	£	£
<b>2 Payments in relation to charitable activities undertaken directly</b>					
<b>Ministry expenses</b>					
Encounter Jesus (Sundays)	3,127	-	-	3,127	1,808
Be Transformed (Life Groups)	283	-	-	283	61
Transform the World (Reaching out to those in Need)	-	822	2,554	3,376	4,005
Other ministry expenses	1,356	-	-	1,356	1,110
Volunteer expenses	114	-	-	114	360
Leadership expenses	914	-	-	914	453
Property costs	(4,194)	-	1,814	(2,379)	10,045
<b>Support &amp; admin costs</b>					
Staff costs	16,312	-	10,504	26,816	28,522
Small equipment costs	109	-	-	109	111
Licences & Subscriptions	1,188	-	-	1,188	3,421
Communications	840	-	426	1,266	814
Other support & admin costs	175	-	30	205	1,769
Insurance	217	-	-	217	639
Legal & Professional fees	1,860	-	-	1,860	-
Bank Charges	912	-	-	912	33
	<u>23,213</u>	<u>822</u>	<u>15,328</u>	<u>39,363</u>	<u>53,151</u>
<b>3 Grants paid in relation to charitable activities undertaken by others</b>					
Grants for:					
UK Mission	-	1,596	-	1,596	1,739
Relief of poverty	-	1,087	-	1,087	1,085
	<u>-</u>	<u>2,683</u>	<u>-</u>	<u>2,683</u>	<u>2,824</u>
<b>4 Transactions with related parties</b>					

During 2022, Joshua Kay served as a Senior Pastor and was paid £5,866 (2021: £6,852) for serving in that capacity, not for serving as a trustee. His spouse Katie Kay also served as a Senior Pastor and was paid £5,932 (2021: £7,591). All these payments are permitted by the charity's governing document.

## 5 Movement of funds

	Balance at 31 Aug 2021 £	Receipts £	Payments £	Transfers £	Balance at 31 Aug 2022 £
General funds	20,553	31,320	(23,213)	(6,890)	21,769
Designated funds					
Giving Fund	2,805	-	(3,505)	6,890	6,190
Designated Grants Fund	22,285	-	-	-	22,285
	<u>25,090</u>	<u>-</u>	<u>(3,505)</u>	<u>6,890</u>	<u>28,475</u>
Restricted funds					
Foodboxes Fund	-	-	-	-	-
New Things Fund	5,229	370	(2,270)	-	3,329
Small Steps	11,825	7,520	(13,058)	-	6,287
Giving Back	9,284	-	-	-	9,284
Covid 19 Fund	86	-	-	-	86
Grant for student activity	500	-	-	-	500
Other restricted donations	87	-	-	-	87
	<u>27,011</u>	<u>7,889</u>	<u>(15,328)</u>	<u>-</u>	<u>19,572</u>
Total funds	<u>72,653</u>	<u>39,209</u>	<u>(42,046)</u>	<u>-</u>	<u>69,816</u>

### Designated Funds

The Giving Fund represents 22% of unrestricted donations received during the year, which is recognised by the transfer from General Funds shown above. The Trustees are committed to spending this on activities which do not benefit Hope Vineyard Church directly.

The Designated Grants Fund is money received from unrestricted grants due to Covid 19, which the trustees have set aside to be spent on valuable project/cause

### Restricted Funds

The New Things Fund was the result of a gift day in July 2020 and is to be used to equip and refurbish a new venue in Templars Square Shopping Centre

Small Steps project is a childrens' clothes and equipment resource based in the Templars Square Shopping Centre.

The Giving Back initiative was funding received to support the provision of hot meals to ICU staff during the second COVID lockdown - the balance brought forward is due to the church currently awaiting receipts for expenses to allow those costs to be reimbursed.

The Covid 19 Fund was set up in 2020 to relieve hardship for people in need as a result of Covid 19; health, financial, psychological or other direct effects.

The Grant for student activity was received following an application. It was hindered by Covid-19 restrictions but was spent in September 2022.

Other restricted donations represents small one-off gifts for specific events/causes.

**HOPE VINEYARD CHURCH OXFORD**

England & Wales - Charity number 1173765

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# Accounts

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# Hope Vineyard Church Oxford

Report and Accounts

Year ended 31 August 2021

Stewardship   
*Active generosity*

1 Lamb's Passage, London EC1Y 8AB  
[www.stewardship.org.uk](http://www.stewardship.org.uk)

**Hope Vineyard Church Oxford**  
**LEGAL & ADMINISTRATIVE DETAILS**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

ADDRESS FOR CORRESPONDENCE	58 Fern Hill Road Cowley Oxford OX4 2JP
GOVERNING DOCUMENT	CIO Constitution dated 11th July 2017
CHARITY REGISTRATION NUMBER	1173765
TRUSTEES RESPONSIBLE FOR MANAGING THE CHARITY	Joshua Justin Kay Nigel David Smith Donna Andrea Bernard-Carlin David Mark Jackson Katherine Harriet Elam
SENIOR PASTORS	Joshua Justin Kay Katie Alexandra Kay
INDEPENDENT EXAMINER	Lourens du Plessis ACA CA(SA) Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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## Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>T</b> <b>o</b>	Period end date		
	01	Sept	2020		31	Aug	2021

### Section A Reference and administration details

<b>Charity name</b>	Hope Vineyard Church Oxford (CIO)		
<b>Other names charity is known by</b>	Hope Vineyard, Hope Vineyard Oxford, Hope Oxford		
<b>Registered charity number (if any)</b>	1173765		
<b>Charity's principal address</b>	58 Fern Hill Road		
	Cowley		
	Oxford		
	Oxfordshire		
	<b>Postcode</b>	OX4 2JP	

#### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Joshua Justin Kay	Chair of Trustees		
2	Nigel David Smith	Nominated Trustee		
3	Donna Andrea Bernard-Carlin			
4	David Mark Jackson			
5	Katherine Harriet Elam			
6				

#### Names of the trustees for the charity, if any, (for example, any custodian trustees)

	Name	Dates acted if not for whole year
	n/a	

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Finance Specialist	Robert Anthony Laycock	rob.laycock@gmail.com

#### Name of chief executive or names of senior staff members (Optional information)

Joshua Justin Kay and Katie Alexandra Kay (Leaders of Hope Vineyard)
---

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution (11/07/2017)
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointed by the Board of Trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Board of Trustees are responsible for all policies and procedures. Key policies such as the 'Safeguarding Everyone' Policy and the CIO's finance procedure, are reviewed regularly by the Board. To enable meaningful discussions about these key documents, the review of the majority of the policies and procedures has been delegated to the Leaders of Hope Vineyard, who are accountable to the Board.

Hope Vineyard is affiliated to Vineyard Churches UK and Ireland (VCUK&I) and a member of the Evangelical Alliance. With the introduction of GDPR, Hope Vineyard Oxford has been registered with the Information Commissioner's Office (ICO) since 18/05/2018.

Safeguarding and finance are recurring items on the agenda. In addition, the board has developed a yearly pattern for the quarterly meetings with a different focus to enable greater depth of conversation and consideration of risk.

As a matter of note, within Oxford there are currently two Vineyard Churches; Hope Vineyard Oxford, which was established in 2017, and Oxford Vineyard Church, which began in the 1990s.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The objects of the CIO for Hope Vineyard Church Oxford are:

- To advance the Christian faith in accordance with the Statement of Faith (VCUK&I) in Oxfordshire and such parts of the United Kingdom or the world and in such ways as the Trustees may from time to time think fit;
- To relieve persons who are in conditions of need or hardship by reason of their youth, age, ill-health, disability, financial or other disadvantage and to relieve the distress caused thereby in Oxfordshire and such other parts of the United Kingdom or the world as the Trustees may from time to time think fit;
- To promote and fulfil such other charitable purposes beneficial to the community in Oxfordshire and such other parts of the United Kingdom or the world as the trustees may from time to time think fit.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Appointment of the Board of Trustees:**

The Board of Trustees, which first met on 18<sup>th</sup> April 2017, encompasses specialist experience in; the 3<sup>rd</sup> Sector, Law, Safeguarding, Pastoral Ministry and Business Innovation. Given specialist finance experience was not within the skill mix, an adviser to the board was sought. Within the constitution, it is stated that it is the duty of each of the charity trustees to:

- (a) to exercise his or her powers and to perform his or her functions in his or her capacity as a trustee of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO; and
- (b) to exercise, in the performance of those functions, such care and skill as is reasonable in the circumstances having regard in particular to:
  - (i) any special knowledge or experience that he or she has or holds himself or herself out as having; and,
  - (ii) if he or she acts as a charity trustee of the CIO in the course of a business or profession, to any special knowledge or experience that it is reasonable to expect of a person acting in the course of that kind of business or profession.

**Summary of Activities: (Photos at end of TAR)**

2020-2021 presented the challenges of moving in and out of lockdown, which significantly complicates running a church and charity that works through people contact. In addition, we moved venues at short notice in April 2021, between two retail units within Templars Square Shopping Centre. However, looking back, it has been a year where significant steps forward were made.

- **Sunday Mornings at Hope:** Having become familiar with on-line gatherings, we met back in person shortly before Christmas and following the second lockdown at the beginning of 2021, we have been meeting in person since May of that year each week. The format involves 'Sunday Services' twice a month, 'Sunday Club' twice a month, in person which has paved the way for the all age 'Sunday Breakfasts' which were launched just after the end of this financial year in September 2021.
- **Simply Worship** was launched on Sunday 1st November. This has been repeated monthly, changing with the different Covid restrictions, from indoor without singing, to a safe area outdoors on the top of a car park with singing, to an indoor worship event with face coverings.
- Weekly **Tuesday Morning Prayer** has continued, and the supportive smaller communities called 'pods' which were devised in lockdown, have returned to being '**Life Groups**', which meet on a Wednesday, largely connecting virtually on 'Zoom' during this period. Friendships formed here enabled people to meet 1:1 or exercise together outdoors, during periods of greater restriction and more recently have enabled larger groups to gather.
- A few trips out of Oxford have been organised, with our young people heading for a **beach road trip in July 2021**. A few of us gathered at a festival called '**David's Tent**', which allows campers to engage with a schedule of 72 hours of worship and prayer.
- **Wider Community Impact:**
  - '**Small Steps**', our children's clothes and equipment resource was launched in Autumn 2020: Starting with raising publicity and funds through the Bike Ride, which was covered by the local press. It serves families from the local area and further afield with items that have been generously donated.  
<https://www.oxfordmail.co.uk/news/18720946.church-cyclists-raise-funds-clothes-bank/>
  - **Christmas Present Appeal:** We hosted the Salvation Army's Christmas Present Appeal from our venue. It was a privilege to invite the

community to respond, and thousands of new presents and wrapping paper were given through local professionals/support workers, to parents, who could give their children presents.

- **Giving Back initiative:** Thanks to an inspirational volunteer and her family, we were able to partner with Oxford Hospitals Charity Trust, and provide 4000 + hot meals to ICU staff during the second lockdown early in 2021. Two local restaurants, who had opened their kitchens during lockdown, were paid to provide meals.

**Other activities:**

- **Trustees Nights:** Quarterly (Oct 20, Jan 21, Apr 21, Jul 21)
- **Engaging in VCUK&I Conferences:** Cause to Live for 2020. and Vineyard National Conference 2021, where Josh Kay, was invited to present a well attended seminar entitled “Compassion: Mobilising the community for God’s purposes”.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

At Hope Vineyard’s fourth Year End in August 2021, the employed staff had increased to 4 part-time employees covering administration, students, children’s and families, teaching, and Hope Vineyard’s community projects. The WTE for all four combined part-time posts was 0.8.

The Small Steps coordinator was employed 0.6 FTE. This is funded through specific donations to Small Steps, and also through funds raised through opening Small Steps as a preloved children’s clothing shop 2 days per week. This enables the provision of free clothes and equipment to families who are referred or self refer because of financial, health or other needs.

The number of regular volunteers remain the same with about 20 volunteering on a monthly basis. Many more volunteers engage in the various activities and community projects including those listed above.

The ‘General Giving’ Fund of Hope Vineyard has continued to be funded through the generosity of individual donors. Specific funds have been resourced through grants and individual donors and have been allocated accordingly for a variety of community projects and to resource activities in this period and in the future.

**Summary of the main achievements of the charity during the year**

**Summary of Achievements:**

More details are available on the website <https://hopeoxford.org/> and photos of activities can be seen on instagram <https://www.instagram.com/hopeoxford>. Achievements are listed in relation to the objects of the charity:

**1) To advance the Christian faith**

- The 'summary of activities' demonstrate the ways that we provide opportunities for people to 'Encounter Jesus', on Sundays, 'Be Transformed' through the support of Life Groups, and 'Transform the World' through generously giving finances and time to enable Hope Vineyard to reach out and serve our local community and further afield. Within **Sunday Services** we engaged with themes from the Bible, looking at a series on the book of Genesis, and another on the Gospel of Mark. This year we also looked at the spiritual practice of 'silence and solitude', as well as a series entitled 'earth care'.
- We ran our first '**Alpha Course**' and two regulars have become part of the Hope community during this time. Alpha is an introductory course to explain the Christian faith and share what it means to follow Jesus.

What has been stated in the last year remains to be true. Hope Vineyard is a well connected church family that really cares for each other and the wider community, practically demonstrating Jesus' teachings and love in action.

**2) To relieve persons who are in conditions of need or hardship by reason of their youth, age, ill-health, disability, financial or other disadvantage and to relieve the distress caused thereby**

- This year, we have impacted the lives of multiple thousands of people through the three initiatives mentioned in the 'wider community impact'. This is notable given the core community is probably around 50 adults and children during this period.
- We have continued to run events at Templars Square Shopping Centre and online, to benefit children and carers through 'Bags of Fun', our monthly baby and toddler group. Additionally we have run one off events to draw the wider community together, which have been well received by both those that have attended, and also the shopping centre management team with whom we have developed a strong partnership.
- Additionally, each of us that calls Hope Vineyard our spiritual home, has been inspired to reach out to those around us in our personal lives; in our neighbourhoods, and spheres of influence.

**3) To promote and fulfil such other charitable purposes beneficial to the community in Oxfordshire and such other parts of the United Kingdom or the world as the trustees may from time to time see fit.**

As a Vineyard Church, we make a 5% contribution of our general income to support the work of Vineyard Churches UK and Ireland (VCUKI). In addition, we have given a one-off gift at the annual Vineyard Conference.

Outside the Vineyard network, we have continued our small but regular donations to Love the One charity, whose work is in India (<http://www.lovetheone.org/>).

Locally in Oxfordshire, we have contributed to Small Steps, providing both administrative support and oversight. Additionally, a separate restricted fund has been set up for Small Steps which impacts those outside of Hope Vineyard Oxford. Another community project, 'Giving Back', also falls into this category and has been mentioned previously in this report.

At the end of the financial year, 22% of general funds totalling £6,780, are designated for activities benefitting those not currently part of Hope including supporting other charities both home and abroad. A significant proportion of this money has been spent during the year, and once the full VCUKI 5% contribution has been made, then the remainder will be allocated. This year we anticipate supporting the PEFA DANDORA AJENTOS FC, which is a grassroots football team, based in the slums of Nairobi, Kenya. It has built a good reputation supporting young men who have few opportunities and may otherwise be caught up in criminal activity. These men are offered mentoring and the teaching of life skills alongside sport. A number of the young people have since been offered business opportunities as a result.

More pictures and details of events can be found through the following link: <https://www.instagram.com/hopeoxford/>

## Section E Financial review

**Brief statement of the charity's policy on reserves**

The Board of Trustees have agreed that 3 months running costs reserves should consistently be set aside for the security of the charity.

**Details of any funds materially in deficit**

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Those who call Hope Vineyard their community or home, are invited to join in by regularly using their time and finances to support the work of the church/charity.

In this 12 month period, the charity has been funded by these donations, which total £37,192.

Additionally, a Covid-19 grant was given amounting to £22,285, which was not restricted. However, rather than being added to income to cover general costs, it has been set aside by the trustees to be used for a specific purpose or purposes in the future as the board sees fit.

**Comments on money invested in employment costs:** This financial year has seen a significant increase in money spent on staffing, as noted previously.

- From Sept 2020, ½ day admin, ½ day finance
- From Oct 2020: Josh and Katie Kay (Lead Senior Pastors) who had been volunteering until that point were both employed for 1 day a

week for specific elements of their role. Josh's employed time was attributed to community projects, and Katie to teaching.

- From Jan 2020, staffing was increased with ½ day for children and families role, and ½ day for the students role.

Thus the total planned FTE during 2020-2021 financial year from general funds was 4 days per week. This represents over 50% of the income, which is an accepted standard for a church & charity. However, given that the previous 3 years were significantly less than this, and the bank balance had built up during that time, the Board of Trustees were able to make this investment using 12 month contracts.

**Restricted Funds:**  
 In a similar way to the previous financial year, significant income has been raised outside of General Giving. This included 'Giving Back' (the hospital meals initiative), 'Small Steps' (the children's clothes and equipment resource), and some 'Restricted Donations' carried over from the previous year (for specific initiatives/projects) and also from 'New Things' although a small proportion was received in this financial year as ongoing pledges.

All income is documented within the accounts submitted with additional comments.

**Section F Other optional information**

For more information about VCUKI, please see <https://www.vineyardchurches.org.uk/>

**Section G Declaration**

The trustees declare that they have approved the trustees' report above.

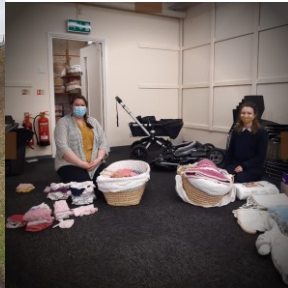
Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

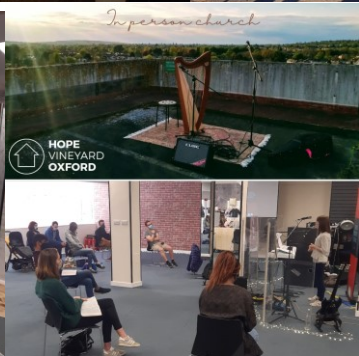


The Salvation Army. Serving families in need across Oxford and beyond. Looking for new, unwrapped toys and gifts for all ages up to 18 years.

# Christmas PRESENT appeal

HOPE WINEYARD OXFORD

Donate toys at HopeOxford, 16-17 The Square, Templars Square, OX4 3UZ on Thursday 3rd - Saturday 5th and Monday 7th - Saturday 12th December, 10am-4pm. Support at <https://justgiving.com/fundraising/oxfordsa>





## **INDEPENDENT EXAMINER'S REPORT**

### **TO THE TRUSTEES OF**

#### **Hope Vineyard Church Oxford**

I report to the trustees on my examination of the accounts of Hope Vineyard Church Oxford ('the charity') for the year ended 31 August 2021 on pages 12-15 following.

#### **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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Lourens du Plessis ACA CA(SA)  
Stewardship  
1 Lamb's Passage  
LONDON  
EC1Y 8AB

Date: 26 May 2022

**Hope Vineyard Church Oxford**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

	Notes	<u>Unrestricted Funds</u>			2021 £	2020 £
		General Funds £	Designated Funds £	Restricted Funds £		
<b>Income receipts</b>						
Donations		30,818	-	28,099	58,917	55,999
Gift aid receipts		6,374	-	6,222	12,596	8,821
Government grants		-	22,285	-	22,285	-
Small steps takings		-	-	870	870	-
		<u>37,192</u>	<u>22,285</u>	<u>35,191</u>	<u>94,668</u>	<u>64,820</u>
<b>Total receipts</b>		<u>37,192</u>	<u>22,285</u>	<u>35,191</u>	<u>94,668</u>	<u>64,820</u>
<b>Payments</b>						
Payments in relation to charitable activities undertaken directly	2	30,925	2,794	19,432	53,151	18,285
Grants paid in relation to charitable activities undertaken by others	3	-	1,739	1,085	2,824	23,085
<b>Total payments</b>		<u>30,925</u>	<u>4,533</u>	<u>20,517</u>	<u>55,975</u>	<u>41,370</u>
Net of receipts / (payments) before		6,267	17,752	14,674	38,693	23,450
Transfers between funds	5	(6,780)	6,780	-	-	-
<b>Net movement in funds</b>		<u>(513)</u>	<u>24,532</u>	<u>14,674</u>	<u>38,693</u>	<u>23,450</u>
Cash funds as at last year end		21,066	558	12,337	33,961	10,511
<b>Cash funds at this year end</b>	A	<u>20,553</u>	<u>25,090</u>	<u>27,011</u>	<u>72,654</u>	<u>33,961</u>

The notes on pages 14 - 15 form part of these accounts.

**Hope Vineyard Church Oxford**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

	Unrestricted Funds			2021	2020
	General funds	Designated funds	Restricted funds		
Notes	£	£	£	£	£
<b>A Cash funds</b>					
Cash at bank with immediate access	20,553	25,090	27,011	72,654	33,961
	<u>20,553</u>	<u>25,090</u>	<u>27,011</u>	<u>72,654</u>	<u>33,961</u>
<b>B Other monetary assets</b>					
Gift aid due to charity	2,770	-	93	2,863	5,589
Other debtors	831	-	-	831	1,151
	<u>3,601</u>	<u>-</u>	<u>93</u>	<u>3,694</u>	<u>6,740</u>
<b>C Liabilities</b>					
<b>Falling due within one year</b>					
Fee for Independent Examination	900	-	-	900	960
Accrued expenses	-	-	9,284	9,284	-
	<u>900</u>	<u>-</u>	<u>9,284</u>	<u>10,184</u>	<u>960</u>
<b>Total</b>	<u>900</u>	<u>-</u>	<u>9,284</u>	<u>10,184</u>	<u>960</u>

**D Assets retained for charity's own use**

	Fund to which asset belongs	Cost £
Music and PA equipment	General	1,659
Computers and IT	General	1,695
Furniture	General	7,428
		<u>10,781</u>

**E Guarantees and secured debts**

The charity has not given any guarantees and has not provided its assets as security for any liabilities.

The accounts were approved by the trustees and signed on their behalf by:

*Joshua Kay*

Joshua Justin Kay

Date: 26 May 2022

The notes on pages 14 - 15 form part of these accounts.

Hope Vineyard Church Oxford

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2021

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

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. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	Unrestricted Funds		Restricted Funds	Total 2021	Total 2020
	General funds	Designated funds			
	£	£	£	£	£
<b>2 Payments in relation to charitable activities undertaken directly</b>					
<b>Ministry expenses</b>					
Encounter Jesus (Sundays)	1,808	-	-	1,808	3,798
Be Transformed (Life Groups)	61	-	-	61	262
Transform the World (Reaching out to those in Need)	-	2,794	1,211	4,005	4,278
Other ministry expenses	1,110	-	-	1,110	897
Volunteer expenses	360	-	-	360	473
Leadership expenses	453	-	-	453	2,374
Property costs	-	-	10,045	10,045	-
<b>Support &amp; admin costs</b>					
Staff costs	21,172	-	7,350	28,522	1,890
Small equipment costs	111	-	-	111	589
Licences & Subscriptions	3,421	-	-	3,421	1,280
Communications	343	-	471	814	685
Other support & admin costs	1,414	-	355	1,769	998
Insurance	639	-	-	639	730
Bank charges	33	-	-	33	32
	<u>30,925</u>	<u>2,794</u>	<u>19,432</u>	<u>53,151</u>	<u>18,285</u>
<b>3 Grants paid in relation to charitable activities undertaken by others</b>					
Grants for:					
UK Mission - contribution to Vineyard Churches UK & Ireland	-	1,739	-	1,739	1,609
Relief of poverty	-	-	1,085	1,085	21,476
	<u>-</u>	<u>1,739</u>	<u>1,085</u>	<u>2,824</u>	<u>23,085</u>
<b>4 Transactions with related parties</b>					

During 2021, Joshua Kay served as a Senior Pastor and was paid £6,852 (2020: £nil) for serving in that capacity, not for serving as a trustee. His spouse Katie Kay also served as a Senior Pastor and was paid £7,591 (2020: £nil). All these payments are permitted by the charity's governing document.

## 5 Movement of funds

	Balance at 31 Aug 2020 £	Receipts £	Payments £	Transfers £	Balance at 31 Aug 2021 £
General funds	21,065	37,192	(30,925)	(6,780)	20,553
Designated funds					
Giving Fund	558	-	(4,533)	6,780	2,805
Designated Grants Fund	-	22,285	-	-	22,285
	<u>558</u>	<u>22,285</u>	<u>(4,533)</u>	<u>6,780</u>	<u>25,090</u>
Restricted funds					
Foodboxes Fund	914	171	(1,085)	-	-
New Things Fund	10,751	5,350	(10,872)	-	5,229
Small Steps	-	20,386	(8,561)	-	11,825
Giving Back	-	9,284	-	-	9,284
Covid 19 Fund	86	-	-	-	86
Grant for student activity	500	-	-	-	500
Other restricted donations	87	-	-	-	87
	<u>12,337</u>	<u>35,191</u>	<u>(20,517)</u>	<u>-</u>	<u>27,011</u>
Total funds	<u>33,961</u>	<u>94,668</u>	<u>(55,975)</u>	<u>-</u>	<u>72,654</u>

### Designated Funds

The Giving Fund represents 22% of unrestricted donations received during the year, which is recognised by the transfer from General Funds shown above. The Trustees are committed to spending this on activities which do not benefit Hope Vineyard Church directly.

The Designated Grants Fund is money received from unrestricted grants due to Covid 19, which the trustees have set aside to be spent on valuable project/cause

### Restricted Funds

Foodboxes Fund is to provide food for families who had 'free school meals' a project in partnership with, and initiated by, Tyndale Community School. Money was collected to help fund Foodboxes, which provided a family of 4 meals for a week. This was largely reported in the 2019-2020 financial year, with this small excess balance being brought to £nil in this financial year.

The New Things Fund was the result of a gift day in July 2020 and is to be used to equip and refurbish a new venue in Templars Square Shopping Centre

Small Steps project is a childrens' clothes and equipment resource based in the Templars Square Shopping Centre.

The Giving Back initiative was a partnership with Oxford Hospitals Charity Trust to provide hot meals to ICU staff during the second lockdown early in 2021, and the invoices have been paid to restaurants, but expenses are yet to be claimed.

The Covid 19 Fund was set up in 2020 to relieve hardship for people in need as a result of Covid 19; health, financial, psychological or other direct effects.

The Grant for student activity was received following an application. It has been hindered by Covid-19 restrictions but will be spent on a 'pampering' idea to treat local students

Other restricted donations represents small one-off gifts for specific events/causes.

**HOPE VINEYARD CHURCH OXFORD**

England & Wales - Charity number 1173765

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# Accounts

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# Hope Vineyard Church Oxford

Report and Accounts

Year ended 31 August 2020

Stewardship   
*Active generosity*

1 Lamb's Passage, London EC1Y 8AB  
[www.stewardship.org.uk](http://www.stewardship.org.uk)

**Hope Vineyard Church Oxford**  
**LEGAL & ADMINISTRATIVE DETAILS**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

ADDRESS FOR CORRESPONDENCE	58 Fern Hill Road Cowley Oxford OX4 2JP
GOVERNING DOCUMENT	CIO Constitution dated 11th July 2017
CHARITY REGISTRATION NUMBER	1173765
TRUSTEES RESPONSIBLE FOR MANAGING THE CHARITY	Joshua Justin Kay Nigel David Smith Donna Andrea Bernard-Carlin David Mark Jackson Katherine Harriet Elam
INDEPENDENT EXAMINER	Lourens du Plessis ACA CA(SA) Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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Page 11	Receipts and Payments Account
Page 12	Statement of Assets & Liabilities
Pages 13-14	Notes to the Accounts



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	Sept	2019		31	Aug	2020



<b>Charity name</b>	Hope Vineyard Church Oxford (CIO)
<b>Other names charity is known by</b>	Hope Vineyard, Hope Vineyard Oxford, Hope Oxford
<b>Registered charity number (if any)</b>	1173765
<b>Charity's principal address</b>	58 Fern Hill Road
	Cowley
	Oxford
	Oxfordshire
	<b>Postcode</b>

**Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Joshua Justin Kay	Chair of Trustees		
2	Nigel David Smith	Nominated Trustee		
3	Donna Andrea Bernard-Carlin			
4	David Mark Jackson			
5	Katherine Harriet Elam			
6				

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

	Name	Dates acted if not for whole year
	n/a	

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
Finance Specialist	Robert Anthony Laycock	rob.laycock@gmail.com

**Name of chief executive or names of senior staff members (Optional information)**

Joshua Justin Kay and Katie Alexandra Kay (Leaders of Hope Vineyard)
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## Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution (11/07/2017)
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointed by the Board of Trustees

## Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Board of Trustees are responsible for all policies and procedures. Key policies such as the 'Safeguarding Everyone' Policy and the CIO's finance procedure, are reviewed regularly by the Board. To enable meaningful discussions about these key documents, the review of the majority of the policies and procedures has been delegated to the Leaders of Hope Vineyard, who are accountable to the Board.

Hope Vineyard is affiliated to Vineyard Churches UK and Ireland (VCUK&I) and a member of the Evangelical Alliance. With the introduction of GDPR, Hope Vineyard Oxford has been registered with the Information Commissioner's Office (ICO) since 18/05/2018.

Although Safeguarding and Finance are regular items on the agenda the board have developed a yearly pattern for the quarterly meetings with a different focus to enable greater depth of conversation and consideration of risk.

Within Oxford there are currently two Vineyard Churches, Hope Vineyard which was established in 2017, and Oxford Vineyard Church, which began in the 1990s.

## Summary of the objects of the charity set out in its governing document

The objects of the CIO are:

- To advance the Christian faith in accordance with the Statement of Faith (VCUK&I) in Oxfordshire and such parts of the United Kingdom or the world and in such ways as the Trustees may from time to time think fit;
- To relieve persons who are in conditions of need or hardship by reason of their youth, age, ill-health, disability, financial or other disadvantage and to relieve the distress caused thereby in Oxfordshire and such other parts of the United Kingdom or the world as the Trustees may from time to time think fit;
- To promote and fulfil such other charitable purposes beneficial to the community in Oxfordshire and such other parts of the United Kingdom or the world as the trustees may from time to time think fit.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Appointment of the Board of Trustees:**

The Board of Trustees, which first met on 18<sup>th</sup> April 2017, encompasses specialist experience in; the 3<sup>rd</sup> Sector, Law, Safeguarding, and Business Innovation. Given specialist finance experience was not within the skill mix, an adviser to the board was sought.

Within the constitution, it is stated that it is the duty of each of the charity trustee to:

- (a) to exercise his or her powers and to perform his or her functions in his or her capacity as a trustee of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO; and
- (b) to exercise, in the performance of those functions, such care and skill as is reasonable in the circumstances having regard in particular to:
  - (i) any special knowledge or experience that he or she has or holds himself or herself out as having; and,
  - (ii) if he or she acts as a charity trustee of the CIO in the course of a business or profession, to any special knowledge or experience that it is reasonable to expect of a person acting in the course of that kind of business or profession.

**In planning the activities the Trustees have applied the guidance on public benefit issued by the Charity Commission.**

**Summary of Activities:**

- **Breakfast Club** happens twice a month on the 2nd and 4th Sunday Morning of the month at FLOs nursery, in Florence Park. In March 2020, with the Coronavirus pandemic, Breakfast Club became an online community, using YouTube as a platform to share resources on Sundays.
  - **Sunday Night Church** happens in FLO's cafe twice a month, on the 1st and 3rd Sundays. In March 2020, with the Coronavirus pandemic, Church Online began on Sunday mornings, using YouTube as a platform to livestream Sunday gatherings and connect afterwards on Zoom.
  - **Regular prayer gatherings:** have continued, and at the end of this year were on Tuesday mornings on zoom.
  - **Bags of Fun:** Monthly toddler group started in October 2019, at Templars Square shopping centre
  - **Social/Party or Hope in Action Projects:** These continued regularly, with pictures of events on Instagram.
    - Barbecues,
    - Garden project at Petra (supported living for young adults)
    - Kids Craft events at Templars Square Shopping Centre
    - Last minute banquet **(See video in link below)**  
(<https://www.vineyardchurches.org.uk/resources/the-last-minute-banquet/>)
    - Kids 'shine' party,
    - Beer and Carols at a local pub (Cape of Good Hope)
    - Christmas gift bags for those sleeping rough or vulnerably housed,
- With the Coronavirus outbreak we adapted to bring virtual socials:
- Community quiz
  - Virtual bake off
  - Pizza party
  - Garden barbecues (under 6 people at each)
- The Hope community came together generously giving financially to those in need through:
- A Covid-19 appeal,
  - Through 'Foodboxes', an initiative to feed those in need connected with a local school. **(See video in link below)**  
(<https://www.vineyardchurches.org.uk/resources/forty-families-fed-in-oxford/>)

**Other activities:**

- **Trustees Nights:** Quarterly (Jan, April, July, October)
- **Engaging in VCUK&I Conferences:** Cause to Live for 2019. and National Leader's Conference 2020.

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

At Hope Vineyard's third Year End in August 2019, the employed staff remained the same with administration at 3.75 hours per week (0.1 WTE)

Hope Vineyard continued to have 4 volunteers regularly giving time in the week, and roughly 20 were volunteering on a monthly basis, but since the pandemic, the scope of activities has changed.

(Picture from left: Josh Kay, Ruth Gardiner, Funmi Akinola and Katie Kay)



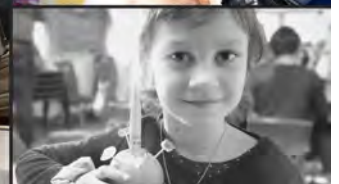
Hope Vineyard has continued to be funded as a charity by the generosity of individual donations.



This Sunday... 12th July 2020

### Gift day 'New things'

16-17 The Square, Templars Square  
Shopping Centre, OX4 3UZ, Oxford



## Summary of the main achievements of the charity during the year

### Summary of Achievements:

More details are on the website <https://hopeoxford.org/> and photos of activities can be seen on instagram <https://www.instagram.com/hopeoxford>. Achievements are listed in relation to the objects of the Charity:

#### **1) To advance the Christian faith**

Since lockdown, it has been hard to keep a track of what has been happening with exact numbers, but we had two lifegroups at the beginning of the year and will start the in September 2020 with three. Initially in response to the lockdown, we placed people in 'pods' and were able to support each other in these smaller networks, adapt to all the changes. Through the lockdown, with Breakfast Club, we have lost contact with a number of families whom we used to see regularly. This has been as it has been hard to replicate the community feel that was 'front led'. It has been challenging for many parents / carers who are already taking a more active role in engaging children online with school, to continue this into weekends with online activities. However, a core community has been incredibly resourced through Online Breakfast Club and we have developed foundations for the future.

It has been tough for many with face to face community being such a preferred option for those who were previously involved. However, going online has given greater accessibility for those that couldn't attend in person and we hope to keep some of these online elements even when we're allowed to meet without restrictions in person.

The key is for Hope Vineyard to continue to be flexible to meet the government guidance and also local needs. Hope is well positioned as a connected community that really cares for each other and the wider community, practically demonstrating Jesus' teachings.

#### **2) To relieve persons who are in conditions of need or hardship by reason of their youth, age, ill-health, disability, financial or other disadvantage and to relieve the distress caused thereby**

From the 'socials/parties and hope in action projects' in the summary of activities section, the impact to the community can be seen.

In addition to the one off events, and projects, two partnerships have developed in the past year as we have focused on meeting needs locally:

- **Tyndale Community School:** The Foodboxes video explains the initiative. Rather than food vouchers, during the pandemic, a food box to feed a family of 4 for a week was packed, delivered by a team of volunteers. Hope Vineyard provided a number of regular volunteers and also managed the fundraising, which also enabled gift aid to contribute towards this charitable cause. Each week families were supported with foodboxes and after the school reopened, the funding secured has enabled the project to move towards a sustainable future. A local community larder has been set up to continue the provision for those 72 families that accessed this support, as well as many more within the local area.

- **Templars Square Shopping Centre:** As can be seen in previous Annual Reports, we have developed a partnership with Templars Square Shopping Centre, where we have enjoyed running free community activities, some of which are listed in the summary of activities section.

In this year, 2019-2020, we have secured a lease on a Unit in Templars Square Shopping Centre, and in spite of the challenges presented by lockdown, have developed a strategy to use it to provide clothes and

equipment free of charge for 0-10s in the heart of the community. This initiative will be called 'Small Steps' and the plan is to open in the Autumn of 2020. ([www.hopeoxford.org/smallsteps](http://www.hopeoxford.org/smallsteps)).

A gift day was scheduled for the 12th July 2020 and a target of £15000 set, with 10% of proceeds to be given to a charity abroad working with those in physical and material needs in India ([www.lovetheone.org](http://www.lovetheone.org)). When the donations and pledges were counted from friends and the small community that make up Hope Vineyard, a total of £16 646.15 was given, which after the 10% calculation, left almost exactly £15 000. This was taken as a confirmation that this initiative is part of God's plan to demonstrate love practically and meet the needs of the community.

**3) To promote and fulfil such other charitable purposes beneficial to the community in Oxfordshire and such other parts of the United Kingdom or the world as the trustees may from time to time see fit.**

From the 'socials/parties and hope in action projects' in the summary of activities section, the impact to the community can be seen.

Additionally we have welcomed a small number of new people to join Hope Vineyard, and those helping lead activities within Hope has increased from 11 to 15.

As previously mentioned, more pictures and details of events can be found through the following link: <https://www.instagram.com/hopeoxford/>

**Brief statement of the charity's policy on reserves**

The Board of Trustees have agreed that 3 months running costs (Currently this is approximately £5000) reserves should consistently be set aside for the security of the charity.

**Details of any funds materially in deficit**

None

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Those who call Hope Vineyard their community or home, are invited to join in by regularly using their time and finances to support the work of the church/charity.

In this 12 month period, the charity has been funded by these donations. However it should be noted that the managing the funds for foodboxes also registers on the accounts of Hope Vineyard for this year, and it has been our privilege to play our part in supporting Tyndale Community School to support 72 families through this challenging time.

**The following figures relate to the Foodboxes appeal:**

- Total donations made to Hope Vineyard for the Foodboxes appeal: £19,443
- Total gift aid claimed on donations: £2947
- Total income for Foodboxes: £22390
- Total amount transferred to Tyndale Community School: £21476.21,

- Amount transferred directly to Mercy in Action at end of appeal, which occurred after the year end: £1084.85

These figures comprise a part of the total amount raised for the Foodboxes appeal, as reported by Tyndale Community School. The total amount raised for the appeal comprises both donations that were made to Hope Vineyard, and grants that were given directly to Tyndale Community School. The total figure presented by Tyndale Community School was that expenditure was £15 000.21, and £27041.75 was raised in total. Thus Mercy in Action have been able to use the extra money raised, to begin a new Community Larder, called Action Pantry. This keeps our pledge to the donors that if additional funds were received, they would be used to provide food for those in need in the Oxford area.

**The figures below relate to other income (excluding Foodboxes fund).**

The expenditure within this period has primarily been for running costs of the charity and the regular activities in which Hope Vineyard engages.

Additionally, the Leadership and Board of Trustees have committed 22% of income in unrestricted donations being spent on activities that do not directly benefit Hope Vineyard (income from Foodboxes was excluded from these calculations as this is restricted income). Therefore, in the charity year 2019-2020 £5040.28 was spent on such activities, leaving a surplus of £558 to be given away following the 2019-2020 year of accounts. This is shown as a designated fund in the accounts.

Furthermore, in this charity year, Hope Vineyard also collected donations for a restricted COVID-19 fund. The money was given for the purpose of relieving hardship associated with COVID-19. The total raised, including gift aid, was £971.63 of which £886 was spent, leaving £85.63 to be used in 2020/2021. The money raised was spent on creating a media video to promote the Foodboxes appeal, and on donations to the Foodbox appeal, Oxford Hospitals Charity and Love the One charity.

Our accounts demonstrate that a proportion of expenditure includes payments to employ staff, but in this next year, decisions are being taken by Trustees extending those employed by the charity to increase the sustainability of the charity in the future.

Covid 19 and the pandemic has influenced the way we gather as a community and reach out to impact the lives of those around us. From a financial perspective, significant changes are not expected in the short term, as the ways of donations remain the same. However, the longer term effects of Covid are likely to affect income and there is a significant amount of detail unknown. However, the charity is flexible and has few fixed overheads, including salaries, thus we are planning for a number of eventualities including both virtual and in person strategies.

## Section F

## Other optional information

For more information about VCUK&I, see <https://www.vineyardchurches.org.uk/>

**The trustees declare that they have approved the trustees' report above.**

**Signed on behalf of the charity's trustees**

**Signature(s)**

--	--

**Full name(s)**

Joshua Justin Kay	
-------------------	--

**Position (eg Secretary, Chair, etc)**

Chair of Trustees	
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**Date**

30 July 2021
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## **INDEPENDENT EXAMINER'S REPORT**

### **TO THE TRUSTEES OF**

#### **Hope Vineyard Church Oxford**

I report to the trustees on my examination of the accounts of Hope Vineyard Church Oxford ('the charity') for the year ended 31 August 2020 on pages 11-14 following.

#### **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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Lourens du Plessis ACA CA(SA)  
Stewardship  
1 Lamb's Passage  
LONDON  
EC1Y 8AB

Date: 30 July 2021

**Hope Vineyard Church Oxford**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

	Notes	<u>Unrestricted Funds</u>		Restricted Funds	2020	2019
		General Funds	Designated Funds			
		£	£	£	£	£
<b>Income receipts</b>						
Donations		24,839	-	31,160	55,999	20,632
Gift aid receipts		5,688	-	3,133	8,821	-
		<u>30,527</u>	<u>-</u>	<u>34,293</u>	<u>64,820</u>	<u>20,632</u>
<b>Total receipts</b>		<u>30,527</u>	<u>-</u>	<u>34,293</u>	<u>64,820</u>	<u>20,632</u>
<b>Payments</b>						
Payments in relation to charitable activities undertaken directly	2	14,008	3,298	979	18,285	19,475
Grants paid in relation to charitable activities undertaken by others	3	-	1,609	21,476	23,085	1,330
<b>Total payments</b>		<u>14,008</u>	<u>4,907</u>	<u>22,455</u>	<u>41,370</u>	<u>20,805</u>
Net of receipts / (payments) before		16,519	-	11,838	23,450	-
Transfers between funds	5	-	5,465	-	-	-
<b>Net movement in funds</b>		<u>11,054</u>	<u>558</u>	<u>11,838</u>	<u>23,450</u>	<u>-</u>
Cash funds as at last year end		10,011	-	500	10,511	10,684
<b>Cash funds at this year end</b>	A	<u>21,065</u>	<u>558</u>	<u>12,338</u>	<u>33,961</u>	<u>10,511</u>

The notes on pages 13 - 14 form part of these accounts.

**Hope Vineyard Church Oxford**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**FOR THE YEAR ENDED 31 AUGUST 2020**

	Unrestricted Funds			2020 £	2019 £
	General funds £	Designated funds £	Restricted funds £		
<b>A Cash funds</b>					
Cash at bank with immediate access	21,065	558	12,338	33,961	10,511
Notice deposits	-	-	-	-	-
Petty cash	-	-	-	-	-
	<u>21,065</u>	<u>558</u>	<u>12,338</u>	<u>33,961</u>	<u>10,511</u>
<b>B Other monetary assets</b>					
Gift aid due to charity	2,723	-	2,866	5,589	-
Other debtors	1,151	-	-	1,151	-
	<u>3,874</u>	<u>-</u>	<u>2,866</u>	<u>6,740</u>	<u>-</u>
<b>C Liabilities</b>					
<b>Falling due within one year</b>					
Fee for Independent Examination	960	-	-	960	-
	<u>960</u>	<u>-</u>	<u>-</u>	<u>960</u>	<u>-</u>
<b>Total</b>	<u>960</u>	<u>-</u>	<u>-</u>	<u>960</u>	<u>-</u>

**D Assets retained for charity's own use**

	Fund to which asset belongs	Cost £
Music and PA equipment	General	1,144
Computers and IT	General	875
Furniture	General	280
		<u>2,299</u>

The accounts were approved by the trustees and signed on their behalf by:

Joshua Justin Kay

Date: 30 July 2021

The notes on pages 13 - 14 form part of these accounts.

Hope Vineyard Church Oxford

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2020

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

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. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	<u>Unrestricted Funds</u>			Total 2020 £	Total 2019 £
	General funds £	Designated funds £	Restricted Funds £		
<b>2 Payments in relation to charitable activities undertaken directly</b>					
<b>Ministry expenses</b>					
Encounter Jesus (Sundays)	3,798	-	-	3,798	4,281
Be Transformed (Life Groups)	262	-	-	262	156
Transform the World (Reaching out to those in Need)		3,298	979	4,278	3,215
Other ministry expenses	897	-	-	897	1,618
Volunteer expenses	473	-	-	473	1,190
Leadership expenses	2,374	-	-	2,374	1,786
<b>Support &amp; admin costs</b>					
Staff costs	1,890	-	-	1,890	1,890
Small equipment costs	589	-	-	589	1,267
Licences & Subscriptions	1,280	-	-	1,280	1,241
Communications	685	-	-	685	1,107
Office costs	998	-	-	998	1,406
Insurance	730	-	-	730	288
Bank charges	32	-	-	32	32
	<u>14,008</u>	<u>3,298</u>	<u>979</u>	<u>18,285</u>	<u>19,475</u>
<b>3 Grants paid in relation to charitable activities undertaken by others</b>					
Grants for:					
UK Mission - contribution to Vineyard Churches UK & Ireland		1,609		1,609	1,330
Relief of poverty			21,476	21,476	-
Education and training				-	-
	<u>-</u>	<u>1,609</u>	<u>21,476</u>	<u>23,085</u>	<u>1,330</u>
<b>4 Transactions with related parties</b>					

Joshua and Katie Kay served as volunteer church leaders and were reimbursed childcare expenses of £1,357 (2019: £1,104) for serving in that capacity, not for serving as trustees; these payments are permitted by the charity's governing document.

During the year, the Charity received donations totalling £4,300 from Trustees.

## 5 Movement of funds

	Balance at 31 Aug 2019 £	Receipts £	Payments £	Transfers £	Balance at 31 Aug 2020 £
General funds	10,011	30,527	(14,008)	(5,465)	21,065
Designated funds					
Giving Fund	-	-	(4,907)	5,465	558
	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>(4,907)</u>	<u>5,465</u>	<u>558</u>
Restricted funds					
Foodboxes Fund	-	22,390	(21,476)	-	914
New Things Fund	-	10,751	-	-	10,751
Covid 19 Fund	-	972	(886)	-	86
Grant for student activity	500	-	-	-	500
Other restricted donations	-	180	(93)	-	87
	<u>500</u>	<u>34,293</u>	<u>(22,455)</u>	<u>-</u>	<u>12,338</u>
Total funds	<u>10,511</u>	<u>64,820</u>	<u>(41,370)</u>	<u>-</u>	<u>33,961</u>

The Giving Fund represents 22% of unrestricted donations received during the year, which is recognised by the transfer from General Funds shown above. The Trustees are committed to spending this on activities which do not benefit Hope Vineyard Church directly.

Foodboxes Fund is to provide food for families who had 'free school meals' a project in partnership with, and initiated by, Tyndale Community School. Money was collected to help fund Foodboxes, which provided a family of 4 meals for a week.

The New Things Fund was the result of a gift day and is to be used to set up the new unit in the Templars Square Shopping Centre

The Covid 19 Fund was to relieve hardship for people in need as a result of Covid 19; health, financial, psychological or other direct effects.

The Grant for student activity was received following an application, and is to be spent on a 'pampering' idea to treat local students

Other restricted donations represents small one-off gifts for specific events/causes.