

Cardea Community Church Trustees' Annual Report for the Year Ended 31st March 2023

Introduction The Cardea Community Church Trustees present their annual report and financial statements for the year ended 31st March 2023. The trustees are responsible for preparing the report and the financial statements in accordance with charity law and the requirements of the Church constitution.

Structure, Governance, and Management The governance of the Church is overseen by three trustees who meet regularly throughout the year to ensure compliance with the governing documents, legal, and regulatory requirements. The trustees oversee the Church's activities, ensuring they align with the charitable objectives and values of the Church.

Achievements and Activities Throughout the year, Cardea Community Church continued its commitment to serving the community through various activities and regular worship services each Sunday. Highlights include regular Sunday worship services, which includes special activities for the children. A regular meeting each Thursday within a local community space. These meetings are open to the community, and we've seen a number of new members of the community join us throughout the year. We also ran two carol services at Christmas, one specifically aimed at children. We have arranged litter picks with local councillors involved and we have continued to run a Tots group during term time which is well attended within the community and has a regular waiting list.

Financial Review The financial statements, included, present a true and fair view of the Church's financial position. The Church's income mainly comprises of donations from regular attendees. Expenditure primarily supports the running of the Church including hall hire, staff costs, and outreach activities such as the Tots group.

Risk Management and Future Plans The trustees actively identify and manage risks that could impact the Church's operations. Looking ahead, plans include a youth group, aimed at furthering the Church's mission and expanding community engagement.

Conclusion The trustees express their gratitude to all who have supported the Church's work through donations, time, and dedication. The commitment of the congregation and supporters is invaluable and greatly appreciated.

Signed on behalf of the Trustees:

Trustee Name/Position: Ashley Godfrey – Treasurer

Date: 22/01/2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Cardea Community Church

No (if any)

Receipts and payments accounts

CC16a

For the period
from

Period start date
1st April 2022

To

Period end date
31st March 2023

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations	19,413	-	-	19,413	20,574
Stewardship	25,118	-	-	25,118	17,376
Impact Giving	-	-	-	-	1,000
Refund	-	-	-	-	72
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	44,531	-	-	44,531	39,022
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	44,531	-	-	44,531	39,022
A3 Payments					
Equipment	1,356	-	-	1,356	1,536
Membership Fees	1,101	-	-	1,101	1,523
Minister Salary	26,466	-	-	26,466	22,112
Mission	1,200	-	-	1,200	5,677
Food	540	-	-	540	610
Room Hire	5,105	-	-	5,105	2,635
Training	-	-	-	-	-
Advertising	1,103	-	-	1,103	605
Visiting Preachers	600	-	-	600	300
Independent Examiner	190	-	-	190	190
Zoom/Skype	174	-	-	174	173
	37,835	-	-	37,835	35,361
A4 Asset and investment purchases, (see table)					
Laptop purchased in previous year	-	-	-	-	2,785
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	37,835	-	-	37,835	38,146
Net of receipts/(payments)	6,696	-	-	6,696	876
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	17,921	-	-	17,921	-
Cash funds this year end	24,617	-	-	24,617	876

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Account	24,617	-	-
		-	-	-
		-	-	-
	Total cash funds	24,617	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Music Equipment	General	2,785	928
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	

Independent examiner's report on the accounts

Report to the Trustees of Cardea Community Church on accounts for the year ended 31st March 2023.

Respective responsibilities of Trustees and Examiner

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

It is my responsibility to:

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

Basis of Independent Examiner's Statement

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

Independent Statement

In connection with my examination, no matter has come to my attention examiner's statement

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date

Name:

Address

Appendix 1 - Analytical Overview

Section A- Income totalling £44,531 - all in unrestricted funds. Lloyds bank statements - 30-98-90 17403868, viewed to

evidence income. Largely from standing orders of individual givers and Stewardship giving. This represents an increase of £5,509 (114%), from £39,022 the previous year.

Expenditure totalling £37,835 – again all in unrestricted funds. Payments evidenced through the bank statement, with copies of receipts seen. This represents an increase of £2,474 (107%) from £35,161 the previous year.

The bank statement evidences a balance as at 31/03/23 of £24,617.20

Section B1 – Cash Funds detail a year-end balance of £24,617. All cash assets are held in the bank account

Section B4 – Assets retained for the charity's own use detail assets purchased in the previous financial year of £2,785.

This was a purchase of music equipment that is being depreciated on a 3 year straight line method and has been valued at £928 at the end of financial year.

Total depreciation at the end of the year is £1,857.



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Refund	-	-	-	-	72
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
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A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	44,531 1	-	-	44,531	39,022

A3 Payments

Equipment	1,356	-	-	1,356	1,536
Membership Fees	1,101	-	-	1,101	1,523
Minister Salary	26,466	-	-	26,466	22,112
Mission	1,200	-	-	1,200	5,677
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Training		-	-	-	-
Advertising	1,103			1,103	605
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	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	37,835	-	-	37,835	38,146
	5				
Net of receipts/(payments)	6,696	-	-	6,696	876
	6				
A5 Transfers between funds	-	-	-	-	-
	-				
A6 Cash funds last year end	17,921	-	-	17,921	-
	1				
Cash funds this year end	24,617	-	-	24,617	876
	7				

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
B1 Cash funds	Bank Account	24,617	-	-
		-	-	-
		-	-	-
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	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Music Equipment	General	2,785	928
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

Appendix 3

Financial records are recorded in an excel spreadsheet as a cashbook, recording every entry in and out individually. This in turn is allocated to each area of income and expenditure and reconciled.

Gift aid declarations were not viewed this year, these must be retained and it is good practice to ensure that these are kept up to date with old or deceased donors records being stored separately and then destroyed after a period of time.

Electronic records are kept for those payments made in respect of the charities activities, scanned copies of receipts and invoices have been provided.

Again this year the Charity Commission template has been followed, the accounts include details of designated, restricted, unrestricted and endowment funds, giving the opening balance, movement throughout the year and the closing balance.

Appendix 4

The church meets in premises rented (they meet in a local school as this allows them sufficient space to meet) on a twice weekly basis (Sundays and mid-week prayer meetings), there is no ongoing commitment as the premises are rented on a week-to-week basis.

This is around £75 per week, there are more than sufficient cash reserves available to meet that liability in the general fund. The church employs one pastor full-time, they have been blessed and have grown as a church, they have been able to give consideration to the commitment of his ongoing employment. The church has a reserves policy to maintain 3 months expenditure.

Appendix 5

Income

BACS credit £100.00 from '*GRIFFIN DEREK DEREK & ANGELA FP22181058941320*' dated 1st July. Included in spreadsheet as 'DG&AG'.

Bank Deposit £535.00 from '*MARCH*' dated 11th Nov. Included in spreadsheet as 'MARCH Cash at Bank.

BACS credit £100.00 from '*KARIN SCHMIDT TITHES00151989632BLLNSD 090128*' dated 1st Feb. Included in spreadsheet as 'KS'.

Expenditure

BACS payment to '*J JONES LIMITED CD 172004JUN22*'. £111.70 dated 6th June. Included in spreadsheet as 'J JONES LIMITED Church BBQ' under 'Refreshments/Food'. Scanned invoice and credit card receipt seen.

Standing Order to 'CCSA' for £65.00 dated 14th Oct. Included in spreadsheet as 'CCSA' under Room Hire.

Debit card payment to '*ZOOM.US 888-799-96 CD 172019FEB23*' £14.39 dated 20th Feb. Included in spreadsheet as 'ZOOM'.