

CHRIST CHURCH COTTINGHAM

FINANCIAL STATEMENT

31st DECEMBER 2021

Charitable Incorporated Organisation Number 1174283

Christ Church Cottingham
Financial Statement
31st December 2021

| Contents | Page |
|--|-------------|
| Trustees and professional advisers | 1 |
| Trustee's Annual Report | 2 |
| Independent examiner's reports to the Trustees | 5 |
| Receipts and Payments Account | 6 |
| Statement of Assets and Liabilities | 7 |

Christ Church Cottingham
Financial Statement
31st December 2021

Trustees and professional advisers

| | |
|-------------------------|--|
| Registered charity name | Christ Church Cottingham |
| Charity number | 1175283 |
| Principal office | 31A Endyke Lane Cottingham East Yorkshire HU16 4QD |
| Trustees | S W Tones T Jackson M.Longbottom S.A.Redfern |
| Independent Examiner | Chris Wright & Co Ltd Chartered Accountants 217 Hallgate Cottingham HU16 4BG |
| Banker | HSBC Hull HU1 2HX |

Christ Church Cottingham
Trustees Annual Report
31st December 2021

The Managing Trustees present their report and unaudited financial statements for the period 1st January 2021 to 31 December 2021.

Objectives and Activities

Charitable Objectives

The Christ Church Constitution states that "Christ Church Cottingham exists for the advancement of the Christian faith in accordance with the Basis of Faith primarily but not exclusively within Cottingham and the surrounding neighbourhood".

Christ Church Mission Statement: To celebrate God, to connect with each other and contribute our gifts to the work of the ministry. Celebrate Connect Contribute.

Christ Church Vision Statement: To create environments for people to meet and grow in relationship with Jesus Christ.

The Managing Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and Performance

The Managing Trustees would like to thank all members and volunteers for their support this year.

Our key theme and teaching theme for the year has been "Perfectly Us (recovering from 2020)"

In line with much of the nation's life, 2021 was still affected by the aftermath of the Coronavirus pandemic and the lockdown periods. We felt this was a period of rebuilding the core of our ministry and fellowship as a church.

Christ Church continues to stream and record Sunday morning services and a Thursday Connect Group.

Pastor Scott and Giovanna have continued to offer pastoral care and support to the church and community as far as has been possible. Manna Meals continued as and when required.

Moving forward in 2022 we can say with confidence that we will soon be able to begin some new initiatives and seek other opportunities to engage with the wider community alongside resuming our usual activities as a church.

Principal Funding Sources

Christ Church benefits from the generous gifts of its members and regular attendees for much of its income. £64,380 of its general fund income came through donations and government grants (HMRC JRS) into the bank account.

Those taxpayers giving regularly enabled Christ Church to claim £3160 in gift aid.

One-off donations to the building fund totalled £1010

Expenditure in 2021 supported key objectives

As with most organisations, Christ Church's main expenditure was on staff salaries with £42,858 being spent on wages for Pastor Scott Tones (full time), Giovanna Tones (16 hrs/week) and Graham Slight, cleaner/gardener (4 hrs/week).

Reserves policy

The Managing Trustees seek to maintain a level of free reserves (that is funds not tied up in fixed assets and restricted funds) that will enable the church to sustain its operation over a period when the income generation may be curtailed temporarily or permanently. The Managing Trustees consider the most appropriate level to be 4 months expenditure on charitable objectives and management of the organisation. The reserves policy will be reviewed on an annual basis.

Risk Review

The Managing Trustees continue to review all risks and where necessary introduce policies and procedures. Annual fire safety checks are conducted and any advice given is acted upon as required. Signed on behalf

Christ Church Cottingham
Trustees Annual Report
31st December 2021

PAT testing is carried out regularly, in line with health & safety recommendations, on all electrical equipment for church and church office. All adults working or assisting with children undertake DBS checks. Christ Church Managing Trustees are committed to, and fully support The Safeguarding Policy covering the care of Children and Young People and Vulnerable Adults and the church subscribes to the advisory service Thirtyone:eight. Christ Church has appointed an Events Photographer to ensure that the taking and publication of photographs complies with Safeguarding and GDPR requirements. The Managing Trustees give the Events Photographer permission and relevant training to take the photographs at specific events.

The church holds appropriate insurance including cover for public liability, employer's liability, personal accident as well as assets owned by the church.

In 2021 the income of the church was impacted by the loss of Sunday morning offerings due to Coronavirus restrictions. There was also some expenditure on equipment for recording and livestreaming of services. An insurance claim for these losses was made and we received just over £8000 which will be reflected in our 2022 accounts.

The bulk of income has continued to be through regular donations received direct into the bank account and the church has a good level of financial reserves, we expect the church to remain financially viable and in a position to move forward with its activities and mission in 2022.

Structure, Governance and Management

The charity was established through the Christ Church Declaration of Trust and Christ Church Constitution approved by the members on 16 October 2016. Christ Church Cottingham became a Charitable Incorporated Organisation registered with the Charities Commission on 16th August 2017.

The Pastor heads up the church and is answerable to the members for all activities both spiritual and financial within the church. The pastor is supported by a group of elected Managing Trustees selected for their spiritual maturity and spiritual gifts to represent the church membership. Decisions made at the Managing Trustees' meetings are acted upon and, if necessary, presented to the membership at regular meetings. If the decisions made are of a business nature then they are presented to the membership at a church business meeting held as required.

Due to Coronavirus restrictions recovery process, it was not possible to hold the 2021 Annual General Meeting on the usual date. We envisage the AGM for the year 2022 being much earlier in the year.

Managing Trustees

The Trustees who served during the period were:

Rev S Tones, Pastor (Appointed 16 August 2017)

Rev T Jackson (Appointed 14 May 2018)

Mr M Longbottom (Appointed November 2020 after completion of probationary year)

Mr S Redfern (Appointed November 2020 after completion of probationary year)

Appointment of Managing Trustees

Christ Church Managing Trustees are appointed by special resolution at a business meeting where 40% or a minimum of 20 of the members are present, of which a majority are in favour of the nomination.

Managing Trustees stand for 3 years, whereupon they either agree and are proposed to stand again for another 3 year period (normally), or retire. These details are laid out in the Constitution and Handbook. Managing Trustees usually serve a probationary year prior to election to their initial 3 year term.

Area of Responsibility

The Managing Trustees are responsible for the operation of the church as a CIO and its day to day running in accordance with the constitution. This includes management of funds for the everyday running of the church.

Christ Church Cottingham
Trustees Annual Report
31st December 2021

The role of Treasurer continued to be fulfilled by the Finance Team of Tim Jackson and Giovanna Tones, who take responsibility for financial procedures and processes and the production of monthly management accounts and budgets for the Managing Trustees. Jane Honey agreed to join the Finance Team in October 2020.

Plans for the Future


Our aim is to complete the toilet updates in 2022 and we have the entrance ramp for all access including wheelchairs. We are excited to have the Children's ministry room which is in process of sorting out the foundation laying and finishing the building permission to have it in use. Much of this work has been delayed by lack of supply of building materials due to the pandemic. As soon as we have the materials we will go ahead with these changes

Our programs and activities will go from strength to strength as we continue to fulfil our mission here at Christ Church Cottingham.

Christ Church Cottingham is a member of the Evangelical Alliance (registered 10th May 2019, membership number 151216).

The Managing Trustees have complied with the duty in Section 17(5) of the Charities Act 2011 to have due regard to the public benefit guidance as published by the Charities Commission.

Approved by the trustees on 15th September 2022 and signed on behalf of managing Trustees

A handwritten signature in black ink, appearing to read 'Scott Tones', written over a horizontal line.

Rev Scott Tones

Christ Church Cottingham
Independent Examiners Report to the Trustees
of Christ Church Cottingham
31st December 2021

We report on the accounts of the Charity for the year ended 31st December 2021, which are set out on pages 5 to 6.

Respective responsibilities of management committee and examiners

As the charities management committee, you are responsible for the preparation of the accounts; you consider that the audit requirement of Section 144 (2) of the Charities Act 2011 (the Act) does not apply. It is our responsibility to state, on the procedures specified in the General Directions given by the Charity Commissioners under Section 145 (5) (b) of the 2011 Act, whether particular matters have come to our attention.

Basis of Independent Examiner's report

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

In connection with our examination, no matter has come to our attention:

- 1) which gives us reasonable cause to believe that in any material respect the requirements
 - * to keep accounting records in accordance with Section 130 of the Charity Act:
 - and
 - * to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave been met;
- 2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Chris Wright & Co Ltd
Chartered Accountants
217 Hallgate
Cottingham
HU16 4BG

Chris Wright & Co Ltd

Date 17/12/22

Christ Church Cottingham
Statement of receipts and payments
For the year ended 31st December 2021

| | <u>2021</u> | | <u>2020</u> | |
|-------------------------------------|-------------------|--------------------|-------------------|--------------------|
| | General Fund £ | Building Fund £ | General Fund £ | Building Fund £ |
| Receipts | | | | |
| Donations and gifts | 45,336 | 960 | 53,091 | 880 |
| Rental Income | 0 | | 2,493 | |
| Fundraising | 0 | | | |
| Other general income | 0 | | | |
| Bank interest | 3 | 0 | 53 | 17 |
| Covid Job retention scheme | 22,510 | | 5,605 | |
| Transfer from Old Charity | 0 | | 0 | |
| Total receipts | 67,849 | 960 | 61,242 | 897 |
| Payments | | | | |
| Staff costs | 42,342 | | 43,091 | |
| Staff general expenses | 432 | | 326 | |
| Church Utilities and running costs | 4,263 | | 2,376 | |
| Insurance | 1,022 | | 877 | |
| Repairs | 2,245 | | 1,909 | |
| Outreach | 169 | | 1,693 | |
| Mission and FIEC | 0 | | 1,185 | |
| Young People activities | 0 | | 90 | |
| Activities cost | 2,557 | | 0 | |
| Money gift | 200 | | 0 | |
| Church house costs | 3 | | 5,816 | |
| Church house renovations | 0 | | 17,598 | |
| Legal fees | 0 | | 530 | |
| Accountancy charges | 744 | | 450 | |
| Mortgage repayment -Capital | 5,988 | | 4,179 | |
| Mortgage repayment - interest | 3,789 | | 4,193 | |
| Capital items | 0 | | 120 | 3,900 |
| Total payments | 63,754 | 0 | 84,433 | 3,900 |
| Net receipts/payments for the year | 4,095 | 960 | -23,191 | -3,003 |
| Fund balances brought forward | 20,972 | 5018 | 47,166 | 8021 |
| Fund balance carried forward | £25,067 | £5,978 | £20,972 | £5,018 |

Christ Church Cottingham
Statement of assets and liabilities at
31st December 2021

| | | Unrestricted funds £ | Building fund £ | |
|---|---------------------------------|-------------------------|--------------------|-------------------|
| <u>Cash funds</u> | | | | |
| Building account | | | 4,445 | |
| Current account | | 2,801 | | |
| Saving account | | 21,982 | | |
| | | <u>24,783</u> | <u>4,445</u> | |
| <u>Other monetary assets</u> | | | | |
| Gift Aid | | 5,348 | | |
| | Fund to which asset belongs | | | |
| <u>Assets retained for the charity 's own use</u> | | Cost £ | | Valuation £ |
| Church Building and Land | Unrestricted | 179,522 |) | |
| Church House | Unrestricted | 150,000 |) | £685,000 |
| Development Land | Unrestricted | 22,425 |) | |
| Furniture, Music and PA equipment | Unrestricted | 41,805 | | Fully depreciated |
| Portacabin etc | Unrestricted | <u>4,120</u> | | <u>£1,895</u> |
| <u>Liabilities</u> | Fund to which liability relates | <u>Amount due</u> | | |
| HSBC Mortgage | Unrestricted | 71,388 | | |
| PAYE and NIC | Unrestricted | 570 | | |
| Independent Examiner Fees | Unrestricted | 620 | | |
| NEST pension contribution | Unrestricted | 103 | | |
| Utility Bills and general items | Unrestricted | <u>900</u> | | |
| | | <u>£73,581</u> | | |

Approved by the board of trustees on 16th November 2022
and signed on their behalf by

Rev Scott Tones

Rev Tim Jackson