

# Grace Church Sydenham

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)

**GRACE CHURCH SYDENHAM**  
**YEAR ENDED 31 AUGUST 2022**  
**LEGAL AND ADMINISTRATIVE DETAILS**

ADDRESS FOR CORRESPONDENCE	5 Burghill Road London SE26 4HJ
GOVERNING DOCUMENT	CIO constitution dated 30 August 2017
CHARITY REGISTRATION NUMBER	1174422
TRUSTEES	Rev Timothy Iles Dr Richard Proctor Mr Matthew Wagstaff (resigned 20 July 2022) Mrs Helena Talbot-Rice (appointed 1 September 2022)
BANKERS	Charities Aid Foundation 25 Kings Hill Avenue West Malling ME19 4JQ
INDEPENDENT EXAMINER	Ajay Rajani FCIE Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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## **Grace Church Sydenham**

### **Report of the Trustees**

**Year ended 31 August 2022**

The Trustees have pleasure in submitting the Report and Accounts for the year.

#### **Objects of the charity**

The objects of the charity are, for the public benefit, the advancement of the Christian faith in such ways as the Trustees may from time to time decide.

#### **Government**

The policy and operating decisions of the charity rest with the Trustees who meet regularly to monitor the activities of the charity.

Every Trustee must be appointed by a resolution passed at a properly convened meeting of the Trustees. In selecting individuals for appointment as Charity Trustees, the Charity Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the charity. All Charity Trustees must subscribe and adhere to, in belief and lifestyle, the Statement of Faith.

During the past year there has been a change in trustees. Matthew Wagstaff has stepped down and Helena Talbot-Rice has been appointed in his place. Helena brings her experience as part of the management of a local hospice and she has a masters degree in Charity Management. We are delighted she has joined the team.

#### **Review of activities**

The main activities undertaken for the public benefit are teaching from the Bible, the worship of God and the encouragement of the Church at regular Sunday services, weekday small group Bible studies and prayer meetings and other Christian ministry. The mission statement of the church is "to proclaim and live out the good news of Jesus Christ to the glory of God".

We believe the good news of Jesus, as revealed in the Bible, transforms lives and we hold out this good news to all. We have appointed a new part-time Children's and Youth Worker who started in August 2022. He will have specific responsibility for overseeing the work with youth and children. Our group for teenagers (Teens On A Sunday Time - TOAST) has continued to meet throughout the year on a Sunday afternoon. This is attended by children from the church and their friends. They also enjoyed a weekend camping trip over the summer. During the Sunday service, to which all are welcome, we run age appropriate activities for children up to 13 years old. Children gather in crèche or Sunday Club part way through the meeting while the teenagers and adults are hearing God speak through the explanation of Bible teaching in the main meeting.

Adults have the opportunity for further Bible study and pastoral support in small groups that meet during the week in and around Sydenham. Many also take up the offer of meeting in pairs for mutual support and encouragement, Bible reading and prayer during the week. This provides, among other things, a knowledge of each other's struggles and the opportunity for spiritual and practical support.

The Christians Against Poverty Job Club has continued, running three Job Club courses this year. These have been attended by a small number of clients, but have been well received and we are aware of one person who has found work following the course.

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

## **Safeguarding**

An essential part of the way we fulfil our mission statement is our commitment to safeguarding, ensuring that we provide a healthy, safe and spiritually nurturing environment for everyone who engages with our church community.

Nicola Collett-White is the Designated Safeguarding Lead and Helena Talbot-Rice is the Safeguarding Trustee. We have a Safeguarding Policy and Procedure which is reviewed annually.

In the year under review we:

- Rewrote the Safeguarding Policy in line with the latest statutory guidance and to acknowledge our move from using the safeguarding services of Thirty One: Eight to those of Christian Safeguarding Services.
- Appointed a Children's and Youth worker who completed all necessary safeguarding checks (including DBS) before commencement of the role.
- We had no significant safeguarding concerns or near misses related to our activity which required reporting to regulators.
- In the year ahead we will be writing a risk assessment for the care of an adult member of our church community with care and support needs for whom a small team provide practical help.
- Essential Awareness of Safeguarding Children and Adults training (provided by Christian Safeguarding Services) will be undertaken by those whose training needs updating.

## **Achievements**

In September 2021 we ran a joint church weekend away with our partner churches Grace Church Brockley and New Life Church Catford. This was well attended and provided an opportunity for us to support and pray for one another as we learned from Paul's letter to the Philippian church about Joyful Contentment. We hope to be able to have similar events in the future.

As in previous years, there has been training for lay members in leading Bible study groups and some of the men in the congregation have prepared talks for our congregation and our partner church Grace Church Brockley (GCB).

The church remains small in number, but thankful to God for His ongoing provision. We have employed a second worker, maintained the regular activities of the church, grown the youth work and continued to have regular visitors join us on a Sunday morning.

## **Financial Review and Reserves Policy**

During the year income was £88,333 (2021: £83,836) including some generous one off gifts. Expenditure was £73,989 (2021: £65,696), including £1,966 (2021: £1,687) of restricted funds relating to CAP expenditure. Net receipts were £14,344 (2021: £18,139).

Hence unrestricted cash increased to £86,571 from £70,261 the previous year end. Restricted funds of £2,047 are held for the CAP job club.

The Trustees aim to hold unrestricted cash of no less than £19,000, which equates to about three months' budgeted costs, to help ensure that the charity could continue to operate should income and / or expenditure vary unexpectedly. The Trustees are holding additional cash reserves to help meet the cost of employing the new Children's and Youth worker and the trustees expect the charity to use some of the excess over the coming year.

### **Trustees' Responsibilities**

Charity law requires Trustees to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

### **Approval**

This report was approved by the Trustees and signed on their behalf by:

*Helena Talbot-Rice*

.....  
Helena Talbot-Rice

Date: 21 February 2023

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE TRUSTEES OF**  
**GRACE CHURCH SYDENHAM**

I report to the trustees on my examination of the accounts of Grace Church Sydenham (the charity) for the year ended 31 August 2022 on pages 6 to 8 following.

**Responsibilities and basis of report**

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 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 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 respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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

*Ajay Rajani*

Ajay Rajani FCIE  
Stewardship  
1 Lamb's Passage  
London  
EC1Y 8AB

Date: 24 March 2023

**GRACE CHURCH SYDENHAM**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**YEAR ENDED 31 AUGUST 2022**

	Notes	Unrestricted Funds £	Restricted Funds £	2022 £	2021 £
<b><i>Income receipts</i></b>					
Donations and grants		71,391	-	71,391	67,117
Gift Aid		16,818	-	16,818	16,562
Interest		74	-	74	156
Other income		50	-	50	1
<b><i>Total receipts</i></b>		<b><u>88,333</u></b>	<b><u>-</u></b>	<b><u>88,333</u></b>	<b><u>83,836</u></b>
<b><i>Payments</i></b>					
Payments in relation to charitable activities undertaken directly	2	70,523	1,966	72,489	64,796
Grants paid in relation to charitable activities undertaken by others	3	1,500	-	1,500	900
<b><i>Total payments</i></b>		<b><u>72,023</u></b>	<b><u>1,966</u></b>	<b><u>73,989</u></b>	<b><u>65,696</u></b>
<b><i>Net receipts</i></b>		<b><u>16,310</u></b>	<b><u>(1,966)</u></b>	<b><u>14,344</u></b>	<b><u>18,139</u></b>
Cash funds at last year end		70,261	4,013	74,274	56,135
<b><i>Cash funds at this year end</i></b>	A	<b><u>86,571</u></b>	<b><u>2,047</u></b>	<b><u>88,618</u></b>	<b><u>74,274</u></b>

The notes on page 8 form part of these accounts.

**GRACE CHURCH SYDENHAM**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**YEAR ENDED 31 AUGUST 2022**

	Unrestricted funds £	Restricted funds £	2022 £	2021 £
<b>A Cash funds</b>				
Held at bank	86,543	2,047	88,590	74,224
Cash in hand	28	-	28	50
	<u>86,571</u>	<u>2,047</u>	<u>88,618</u>	<u>74,274</u>
<b>B Other monetary assets</b>				
Gift aid due to charity	<u>1,983</u>	<u>-</u>	<u>1,983</u>	<u>1,252</u>
<b>C Liabilities</b>				
Independent examination fee for preparing and examining the accounts	888	-	888	864
Venue rent payable	-	-	-	1,000
Pension contributions	-	-	-	262
Other amounts payable	89	-	89	-
	<u>888</u>	<u>-</u>	<u>977</u>	<u>2,126</u>
<b>D Assets retained for charity's own use</b>				
Computers and IT equipment (at cost)	<u>528</u>	<u>462</u>	<u>990</u>	<u>990</u>

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 Helena Talbot-Rice  
 Mrs Helena Talbot-Rice  
 Trustee

date  
 21 February 2023

The notes on page 8 form part of these accounts.



**GRACE CHURCH SYDENHAM**  
**NOTES TO THE ACCOUNTS**  
**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.

Unrestricted funds are funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. 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 2022 £	Total 2021 £
<b>2 Payments in relation to charitable activities undertaken directly</b>				
Employment costs (note 4)	53,201	-	53,201	51,429
Venue hire	10,650	-	10,650	4,760
Licences and subscriptions	1,938	-	1,938	1,913
Minister's expenses	1,115	-	1,115	667
Safeguarding	148	-	148	903
Other ministry expenses	682	-	682	352
Equipment	72	-	72	528
Insurance	320	-	320	317
Events	286	-	286	150
Accounts preparation and examination	864	-	864	780
Payroll fees	473	-	473	459
Christians Against Poverty Job Club	-	1,966	1,966	1,687
Other costs	775	-	775	851
	<u>70,523</u>	<u>1,966</u>	<u>72,489</u>	<u>64,796</u>

**3 Grants paid in relation to charitable activities undertaken by others**

Individual mission partners	750	-	750	450
Institutions	750	-	750	450
	<u>1,500</u>	<u>-</u>	<u>1,500</u>	<u>900</u>

**4 Transactions with related parties**

During the year the charity paid employment benefits totalling £50,499 to Rev T Isles, who is a trustee. Rev Isles is paid for serving as church Minister and is not remunerated for serving as a trustee; this is permitted by the charity's governing document.

**5 Movement on restricted funds**

	Balance at 1.9.21 £	Receipts £	Payments £	Balance at 31.8.22 £
Christians Against Poverty fund	<u>4,013</u>	<u>-</u>	<u>(1,966)</u>	<u>2,047</u>

The Christians Against Poverty restricted fund holds donations received towards the Job Club operated in partnership with Christians Against Poverty.