

**ARCHANGEL MICHAEL & ST. MINA**

**COPTIC ORTHODOX CHURCH**

**SAWNSEA**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**YEAR ENDED 31 March 2022**

**ARCHANGEL MICHAEL & ST. MINA  
COPTIC ORTHODOX CHURCH  
SAWNSEA**

NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31st March 2022

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**ARCHANGEL MICHAEL & ST. MINA  
COPTIC ORTHODOX CHURCH  
SAWNSEA**

**Charity Information**

**For the Year Ended 31st March 2021**

**TRUSTEES**

1. His Grace Bishop Anthony
2. Dr. Saad Roufail
3. Dr. Ashraf Mikhail
4. Dr. Adel Demian
5. Dr. Raed Roman
6. Ms. Sue Williams
7. Mr Tamer Guirguis
8. Dr Josephine Attia

**SECRETARY Dr. Josephine Attia (Started 22/10/2021)**

**TREASURER Dr. Ashraf Mikhail**

**CHARITY NUMBER 1174444**

**BANKERS NATWEST**

**ARCHANGEL MICHAEL & ST. MINA  
COPTIC ORTHODOX CHURCH  
SAWNSEA**

**TRUSTEES REPORT FOR THE PERIOD ENDED 31st March 2022**

The trustees present their report and accounts for the period ended 31st March 2022

**Trustees**

Appointment of Trustees is governed by the Trust Deed of the charity.

The Board of Trustees is authorized to appoint new trustees when needed.

**Investment Powers**

The Trust Deed authorizes the trustees to make and hold investments using the general funds of the charity

**Constitution, Objects and Policies**

Trust Deed constitutes the Charitable Trust, and its objects are to provide worship for believers of the Coptic Orthodox Faith. The policy of the Charitable Trust continues to be the provision of additional finance in order that its objects stated above might be further achieved.

Policies reviewed/ updated during the period ending 31/3/2022:

- Complaints handling
- Conflicting interests
- Risk management
- Safeguarding vulnerable beneficiaries
- Volunteer management

Vulnerable beneficiaries' officer roles and responsibilities reviewed.

Current interim Safety Officer: A Mikhail

The trustees are in process of identifying and appointing a permanent Child Safety Officer who ideally should be a congregation member, not a trustee.

**Development, Activities and Achievements**

The trustees consider that the performance of the charity this period has been most satisfactory. The trust would not be able to provide such a wide service to our beneficiaries without the continued support of a small number of willing members.

**Serving Local Community:**

The Charity adopts an open door policy, welcoming all members of the public who may be interested in knowing about the origin/ethos of our ancient faith. Given the current hardship facing the local community, the trustees are committed in providing support to the most needy in our society. The trustees agreed to provide regular contributions to the local food bank. Such contribution will be in the form of tangible assets to the food bank or direct monetary support.

**Performance of fundraising activities against objectives:**

During the year, the church has collected funds from the congregation to pay for its running expenses and donate to some poor families in the community.

# **ARCHANGEL MICHAEL & ST. MINA**

## **COPTIC ORTHODOX CHURCH**

### **SAWNSEA**

#### **Restricted donation:**

A donation was received by the charity for the sole purpose of purchasing a church/ property to be the base/centre of the charity. The charity board agreed to recognise the amount deposited for this purpose as a restricted fund until a property is purchased.

#### **The charity's expenditure**

The expenditure during the year was incurred in providing a rented place of worship, as well as hiring a living accommodation for the visiting priest, paying for travel expenses the provision of Sunday schools to teach the children the faith of the church and to provide help to the needy in the Community. The current income almost matches the monthly expenses. It is hoped, once a permanent church building is established, a fund raising activities will be initiated to ensure the sustained activities of the charity.

#### **Financial Review**

The account report was reviewed by the trustees. The financial position of the charity is considered satisfactory. It is hoped the financial status will improve in the next year as the charity activities continue to expand.

#### **Future Developments**

Currently, the church conducts its activities by renting local churches. We are grateful to the support provided by local Christian organisations which were always welcoming to allow us to use their churches/ premises. The church hopes, and is planning to, purchase a building in West Wales area to enable the charity to continue to provide services on Sundays and other days of the week. Negotiation with local Christian organisations to purchase a redundant church are still ongoing.

A local church in West of Swansea has been identified, negotiations with the current holder (local Christian organisation) are still in the early stages.

#### **Statement of Trustees Responsibilities**

The trustees are required under the constitution of the charity to prepare financial Statements for each financial year, which give a true and fair view of the state of affairs of the charity and of its results for that period. In preparing those financial statements: -

#### **the trustees are required to:**

- (a) Select suitable accounting policies and apply them consistently.
- (b) Make judgments and estimated that are reasonable and prudent.
- (c) Prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charity will continue in business.
- (d) The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **Approval**

The trustees approved this report on 20/11/2022 and signed on their behalf

Dr Josephine Attia  
Charity Secretary

**ARCHANGEL MICHAEL & ST. MINA  
COPTIC ORTHODOX CHURCH  
SAWNSEA**

**Statement of Financial Activities for the period Ended 31th March 2022**

	Note.	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2022	2022	2022	2021
<b>INCOMING RESOURCES</b>		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Membership contribution		23059	0	23,059	17915
Collection & Church Boxes		1370	0	1,370	617
Sales/Donation		6250	0	6,250	255921
<b>Total Incoming Resources</b>		<b>30,679</b>	<b>0</b>	<b>30,679</b>	<b>274,453</b>
<b>RESOURCES EXPENDED</b>					
<b>Charitable expenditure</b>					
Management and administration of the charity	1	23,988	0	23,988	23,702
<b>Total Resources Used</b>		<b>23,988</b>	<b>0</b>	<b>23,988</b>	<b>23,702</b>
<b>Net Movement in Funds for the period</b>		<b>6,691</b>	<b>0</b>	<b>6,691</b>	<b>250,750</b>
 Balance Brought Forward at 31th March 2021		 285,944	 0	 285,944	 35,194
<b>Total Funds C/F at 31th March 2022</b>		<b>292,636</b>	<b>0</b>	<b>292,636</b>	<b>285,944</b>

**ARCHANGEL MICHAEL & St. MINA  
COPTIC ORTHODOX CHURCH  
SAWNSEA**

**BALANCE SHEET AS AT 31st March 2021**

**BALANCE SHEET AS AT 31st March 2022**

	Note	2022 £	2021 £
<b>Fixed Assets</b>			
Tangible Assets	2	7500	1500
Free hold Property		0	0
<b>CURRENT ASSETS</b>			
Cash at Banks and in Hand		285,136	284,444
<b>Total Assets</b>		<b>292,636</b>	<b>285,944</b>
<b>CURRENT LIABILITIES</b>			
Trade Creditors			
Long Term Liabilities			
Loan		0	0
<b>Total Current Liabilities</b>		<b>0</b>	<b>0</b>
<b>NET ASSETS</b>		<b>292,636</b>	<b>285,944</b>
<b>Funds</b>			
Unrestricted & Restricted Funds		292,636	285,944
<b>Total Funds</b>		<b>292,636</b>	<b>285,944</b>

This financial statements were approved and authorised for issue on **20/11/2022** And signed on behalf of the Trustees by



Ashraf Mikhail

**ARCHANGEL MICHAEL & ST. MINA**  
**COPTIC ORTHODOX CHURCH**  
**SAWNSEA**

**NOTED TO THE ACCOUNTS FOR THE PERIOD ENDED 31ST MARCH 2022**

**1. Charitable Expenditure**

	2022		2021
	£		£
<b>Management &amp; Administration of Charity</b>			
<b>Priest Accommodation, Salaries &amp; Expenses</b>			
Property Rent	5,088		4800
Electricity, Water & Council Tax	1728		1545
Utility Bill	537		433
Clergy Living expense	8400		8400
Travelling Expense	1,569		877
Motor Exp	937		718
Depreciation	0	18,259	500
<b>Church Expenses</b>			17,272
Church Rental	3,480		1,265
Charitable Activities	936		5015
Other Expenses	1,313	5,729	150
			6,430
<b>Net Movement in Funds</b>		<u>23,988</u>	<u>23,702</u>

**ARCHANGEL MICHAEL & ST. MINA**  
**COPTIC ORTHODOX CHURCH**  
**SAWNSEA**  
**Year ended 31st March 2022**

**Accounting Policies**

**Basis of Preparation of Accounts**

- The accounts are prepared under the historical cost convention and include the results of the charity's operations.
- The accounts have been prepared accordance with the Statement of Recommended Practice for Charity Accounts
- The charity has taken advantage of the exemption to produce a cash flow statement on the ground that it qualifies as a small charity

**Fixed Assets**

No fixed assets. The Charity is still looking for a church to purchase.

**Income**

Voluntary income and donation are accounted for as received by the charity and from Gift aid tax recovered.

**Management and Administration Expenditure**

Expenditure on management and administration of the charity includes all expenditure not directly related to the charitable activity.

Members of the church council who served during this period are stated below.

Dr Josephine Attia Secretary

Dr. Ashraf Mikhail Treasurer

Dr. Saad Roufail

Dr. Adel Demian

Dr. Raed Roman

Dr. Raed Roman

Ms. Sue Williams

Mr Tamer Guirguis

Accountant



Mahir Tawfig  
FMAAT