

Trustees' Annual Report for the period

| | | | | | | | |
|------|-------------------|-------|------|----|------------------|-------|------|
| From | Period start date | | | To | Period end date | | |
| | 1st | April | 2022 | | 31 st | March | 2023 |

Section A Reference and administration details

Charity name **Saffron Walden Community Church**

Other names charity is known by formerly Gold Street Chapel

Registered charity number (if any) 1176353

Charity's principal address Saffron Walden Community Church

Castle Street

Saffron Walden

Postcode CB10 1BD

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 | Barry James Land | Chair & Secretary | | |
| 2 | Peter Jonathan Graves | | | |
| 3 | Paul Anthony John Martin | | | |
| 4 | Siobhan Rouse | | | |
| 5 | | | | |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |

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

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution) Constitution

How the charity is constituted
(eg. trust, association, company)

Charitable Incorporated Organisation

Trustee selection methods
(eg. appointed by, elected by)

New trustees are appointed by existing 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 trustees delegate the day-to-day running of the church to the pastor and the leadership team, who are primarily responsible for the spiritual wellbeing of the church, and the operation of the various church policies and practices.

The trustees and leadership team are assisted by a Support Team who are appointed by the members of the church. The Support Team are responsible for maintaining the fabric of the building, finance and admin.

One in particular is the Finance Co-ordinator responsible for keeping accurate accounts of all transactions and for preparing the accounts for the end of year Independent Examination and for presentation at the church AGM and quarterly business meetings, which are open to the public. There is regular oversight of accounting records and processes by the trustees.

The church employs three staff members: the pastor, the ministry leader and, from August 2022, a church administrator. All three staff members were offered entry into a pension scheme but all three have opted out.

The trustees ensure that the charity is being run satisfactorily by those delegated to do so, including compliance with the Child Protection Policy, Risk Management Policy and Data Protection Policy, all of which are reviewed annually, and that the charity is operating for the public benefit.

Section C

Objectives and activities

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

For the public benefit, to advance the Christian faith in Saffron Walden, Essex and such other parts of the UK and the world as the charity trustees may from time to time decide.

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)

We act for the public benefit in enabling all people to live out their Christian faith as part of our church and town communities through:

- regular worship services
- teaching related to evangelical Christianity for children and adults
- regular coffee morning, Toddlers Group, and well-being groups, and
- working with other churches and with Saffron Walden Churches Together

In particular, we promote and support - local mission activities:

- Alpha courses, or similar
- Various styles of Sunday services
- Children's and youth activities
- Social events
- Teaching church members to promote Christianity where they live and work
- Celebration of Christian festivals
- Support for Stort Valley Schools Trust

And international mission activities:

- Latin Link
- Wycliffe Bible Translators
- TEAR Fund

We strive to advance citizenship and community development through:

- Pastoral care, primarily to those who attend church but also extended to those outside the church
- Support for Stort Valley Schools Trust
- Part of Saffron Walden Street Pastors

When planning activities for the year, the pastor, leadership team and trustees have regard to the Commission's guidance on charities for the advancement of religion.

All the above activities are open to all sections of the general public.

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.

As resources and opportunity permit we attempt to help those in need through:

- TEAR Fund (a third world development and aid agency),
- Emergency aid for others in great need.

The pastor, the ministry leader and the church administrator have been the only paid employees of the church so much of our activities are provided by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Worship

- Sunday Morning services and occasional Evening Prayer and Praise services. The Sunday Morning services continued to be made available on line.
- All are welcome to join us in our services in the building and on-line.

Mid-week meetings

- Midweek small groups have continued.

Pastoral Care

- Pastoral care continues through the small groups and directly by the Pastoral Care Team with issues passed on to the Leadership Team when appropriate. The wider community benefits from our pastoral care as appropriate through WWW (see below).

Pop-In Coffee Morning

- This particularly helps those of the wider community who may be lonely or in need of a chat. Payment is by voluntary gift only.

Walden Wellbeing Walk-In

- This initiative has continued providing counselling for those in the community with emotional and mental health issues, staffed by qualified mental health practitioners and volunteers. This is open to the general public.

Mother and Toddler Group

- Continues throughout the year..

Market Square Outreach

- Last year's new initiative continued on Saturday mornings offering to listen and support any with issues who wished to share, particularly offering prayer support.

Ecumenical Relationships

- The church continues to be an active member of Churches Together in Saffron Walden. We are also members of the Evangelical Alliance. We have also continued to support three overseas missionary societies and to one UK missionary society.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year (cont.)

Street Pastors

- The church continues a deep involvement with Street Pastors that was launched in 2013. They continued to patrol the streets every Friday evening between 8pm and 1.30am when licensed premises were open. They are there to help the evening community to have an enjoyable, and as far as possible, a safe experience of the town.
- This initiative continues to have the support of the local police and the various licenced premises of the town.

Alpha Courses

- The church successfully ran a number of Alpha Courses during the year teaching the basics of Christianity to a range of interested people.

Church Building

- The church building has continued to be used for the benefit of the community providing accommodation as a Polling Station.

Section E

Financial review

Brief statement of the charity's policy on reserves

The income of the church, largely through voluntary donation, increased from last year, while the expenditure remained at a similar level. The charity finished the year with a cash balance of £201,078

The above figure includes a restricted reserve of £9,882 donated for the Vacation Bible School. This activity is no longer continuing and it was decided to disburse this sum to other similar activities with similar aims but this has not yet been finalised.

The church has a policy of maintaining a balance of £50,000 (or less if agreed by a church meeting) for the running of the charity.

It was also resolved during the year to pursue investment of church funds in accordance with an Investment Policy, adopted during the year so as to offset the loss of value in savings accounts through inflation.

Details of any funds materially in deficit

Further financial review details

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.

Our income comes from:

- gifts and donations from those attending the church or using its facilities
- investment income
- gifts from individuals.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

B J Land

P J Graves

Full name(s)

Barry James Land

Peter Jonathan Graves

Position

Chair & Secretary

Trustee

Date

16/10/2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Saffron Walden Community Church

1176353

Receipts and payments accounts

CC16a

For the period
from

01/04/2022

To

31/03/2023

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|---|--|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Donations | 117,573 | 10 | - | 117,583 | 99,662 |
| Rental Income | 540 | - | - | 540 | 420 |
| Gift Aid Tax Reclaims | 13,982 | - | - | 13,982 | 28,627 |
| Savings A/c Interest | 817 | - | - | 817 | 179 |
| Govt Grant in lieu of VAT | - | - | - | - | 1,442 |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total (Gross income for AR) | 132,912 | 10 | - | 132,922 | 130,330 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 132,912 | 10 | - | 132,922 | 130,330 |
| A3 Payments | | | | | |
| Employment | 56,750 | - | - | 56,750 | 50,691 |
| Worship | 882 | - | - | 882 | 624 |
| Youth | 980 | - | - | 980 | 994 |
| Community | 201 | - | - | 201 | 128 |
| Pastoral | 176 | - | - | 176 | 145 |
| Mission Support | 16,485 | - | - | 16,485 | 9,899 |
| Outreach | 723 | - | - | 723 | 1,314 |
| Social | 500 | - | - | 500 | - |
| Services | 16,034 | - | - | 16,034 | 10,717 |
| Subscriptions | 990 | - | - | 990 | 943 |
| Professional Fees | 600 | - | - | 600 | 644 |
| Refurbishment of building | 468 | - | - | 468 | 9,533 |
| Equipment purchases | 2,770 | - | - | 2,770 | 8,077 |
| | - | - | - | - | - |
| Sub total | 97,560 | - | - | 97,560 | 93,707 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 97,560 | - | - | 97,560 | 93,707 |
| Net of receipts/(payments) | 35,352 | 10 | - | 35,362 | 36,623 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 155,844 | 9,872 | - | 165,716 | 129,095 |
| Cash funds this year end | 191,196 | 9,882 | - | 201,078 | 165,718 |

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 | Lloyds Current A/c - SWCC | 101,338 | - | - |
| | Petty Cash | - | - | - |
| | Lloyds Current A/c - VBS | - | 9,882 | - |
| | Saffron Building Society Savings A/c | 89,848 | - | - |
| | Total cash funds | 191,186 | 9,882 | - |
| | (agree balances with receipts and payments account(s)) | Agreement Error | OK | OK |
| | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| B2 Other monetary assets | Gift Aid reclaimable for 22/23 | 12,679 | - | - |
| | Gift Aid reclaimable for 21/22 | 1,635 | - | - |
| | Gift Aid reclaimable for 22/23 | 600 | - | - |
| | Gift Aid reclaimable for 21/22 | 350 | - | - |
| | | - | - | - |
| | | - | - | - |
| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| B3 Investment assets | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| B4 Assets retained for the charity's own use | Church building in Castle Street | | 450,000 | - |
| | Laptops x 2 | | 940 | - |
| | Drum Kit (electronic) | | 2,300 | - |
| | Keyboard (Electric) | | 2,000 | - |
| | Sound system | | 16,000 | - |
| | Portable Baptistry | | 1,830 | - |
| | Photocopier | | 1,400 | - |
| | Staging for modular system | | 2,100 | |
| | Cooker | | 1,700 | |
| | Camera for recording services | | 2,700 | - |
| | Projectors x 3 | | 2,000 | - |
| | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| B5 Liabilities | Independent Examiner's fees | | 600 | |
| | Expenses & refund debit card | | 600 | |
| | | | | |
| | | | - | |
| | | | - | |
| CCXX R2 accounts (SS) | 2 | | | 25/10/2023 |

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

| Signature | Print Name | Date of approval |
|-------------------|------------|------------------|
| <i>B J Land</i> | B J Land | 16/10/2023 |
| <i>P J Graves</i> | P J Graves | 16/10/2023 |



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity name
Saffron Walden Community Church

**On accounts for the year
ended**

31 March 2023

**Charity no
(if any)**

1176353

Set out on pages

TAR and CC16a 1-2

(Remember to include the page numbers of additional sheets)

**Respective
responsibilities of
trustees and examiner**

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

The charity's trustees consider that an audit is not required for this year under section 144 of the 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 applicable Directions given by the Charity Commission (under section 145(5)(b) of the 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
examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- 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.

Signed:

Date: 16 October 2023

Name:

Peter William Hill

**Relevant professional
qualification(s) or body**

Chartered Accountant (FCA – Membership no 7139500)

Address:

Hill House, 27 Meadowford

Newport, Saffron Walden

Essex CB11 3QL

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here *brief* details of any items that the examiner wishes to disclose.