

WOODFORD EVANGELICAL CHURCH

31 March 2024

Report and Financial Statements

www.woodfordec.org.uk

Tandem Accounting
Chartered Accountants
17 Heathville Road
London N19 3AL

WOODFORD EVANGELICAL CHURCH

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WOODFORD EVANGELICAL CHURCH

Legal & Administrative Information

For the year ended 31 March 2024

Charity Name	Woodford Evangelical Church.																	
Charity Registration	1177194																	
Governing Document	CIO - association registered 16 February 2018 as amended on 29 November 2023.																	
Objective	<p>The church’s objects are:</p> <p>1. To advance the Christian faith in accordance with the statement of beliefs, doctrinal distinctives and ethical statements in Woodford, Essex and the surrounding area and elsewhere as the members of the church in general meeting may from time to time think fit; and</p> <p>2. Such other charitable purposes as shall, in the opinion of the members of the church in general meeting, further the work of the church; provided that the advancement of such purposes must be undertaken in a manner that is consistent with the statement of beliefs as may be adopted and amended by the church from time to time in accordance with the provisions of the rules.</p>																	
Affiliation	The Church is a member of the Fellowship of Independent Evangelical Churches.																	
Principal Address	Prospect Hall, 42 Prospect Road, Woodford Green, Essex, IG8 7NA																	
Trustees	<p>The Trustees who served during the period or who were serving at the date of this report were:</p> <table><tr><td>Jonathan Drane</td><td>Pastor</td><td>(resigned 8 June 2023)</td></tr><tr><td>Jeremy Clifton</td><td>Elder</td><td></td></tr><tr><td>Kong Yee Yap</td><td>Elder</td><td></td></tr><tr><td>Trevor Newman</td><td>Deacon</td><td></td></tr><tr><td>Martin Hull</td><td>Interim Pastor</td><td>(appointed 1 September 2023)</td></tr></table>			Jonathan Drane	Pastor	(resigned 8 June 2023)	Jeremy Clifton	Elder		Kong Yee Yap	Elder		Trevor Newman	Deacon		Martin Hull	Interim Pastor	(appointed 1 September 2023)
Jonathan Drane	Pastor	(resigned 8 June 2023)																
Jeremy Clifton	Elder																	
Kong Yee Yap	Elder																	
Trevor Newman	Deacon																	
Martin Hull	Interim Pastor	(appointed 1 September 2023)																
Key Management Personnel	<p>Those in charge of planning, directing, controlling, running and operating the Charity, including those members of staff who are the senior management personnel to whom the trustees have delegated significant authority or responsibility in the day-to-day running of the charity are the Trustees.</p>																	
Bankers	<p>Lloyds Bank 47 High Street Brentwood Essex CM14 4RN</p>																	
Independent Examiner	<p>John Helm ACA Tandem Accounting Limited 17 Heathville Road London N19 3AL</p>																	

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Report of the Trustees For the year ended 31 March 2024

The Trustees submit their report and the financial statements of Woodford Evangelical Church (“the Church”) for the year ended 31 March 2024. The financial statements have been prepared in the format prescribed by the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP2019 (FRS102)) and the Financial Reporting Standard 102. The legal and administrative information set out earlier in this document forms part of this report.

1. Structure, Governance & Management

1.1 The Trustees

The Trustees of the Church are the persons appointed as elders in accordance with the Church Constitution and are responsible for the day-to-day management of the Church’s business in accordance with the Church’s objects. Two of the Trustees, the Pastor, received remuneration.

The induction process for any newly appointed Trustee comprises an initial meeting with the trustees and receipt of copies of the Church Constitution.

1.2 Church Members

Church members share in the responsibility for the finances, administration, maintenance and activities of the Church and elect the Trustees. Church members meet at least 3 times per annum for business meetings and receive reports from the Trustees.

Requirements for Church membership are:

1. profession of repentance towards God and faith in our Lord Jesus Christ;
2. baptism;
3. evidence of God’s grace in a consistent Christian life;
4. a desire to participate further in the privileges, obligations and fellowship of the church; and
5. acceptance of the Articles of the church.

1.3 Risk Management

The Church’s primary concern and objective is the glory of God. Whilst it is the Church’s policy to trust wholly in the Lord that He will work out His purpose to this end, the Church also acknowledges that it has a responsibility, both as individual members and as a body of members, for the proper management of the Church in accordance with applicable laws and accepted good practice and for ensuring that the risks faced by the Church in achieving its primary aim are addressed as best as possible. The trustees believe that, by monitoring reserve levels, by ensuring that controls exist over key financial systems, and by examining the operational risks faced by the church, it has established effective systems and procedures to mitigate those risks.

2. Activities & Strategies

The Church is committed to maintaining a Gospel witness in the Woodford area of North East London and beyond.

The Trustees have given due regard to the Charity Commissions’ guidance on public benefit. The Trustees believe that the Church provides benefit to the public by:

- providing resources and facilities for public worship, pastoral care and spiritual, moral and educational development, both for the congregation and for anyone else who wishes to benefit from what the Church offers;
- promoting Christian values and service by members of the congregation to the community, for the benefit of individuals and society as a whole; and
- promoting the initiation and development of additional congregations with the same ethos.

During the period the Church continued to carry out the following activities in order to promote the Gospel in the local neighbourhood and fulfil its main objects:

- Sunday morning and evening worship services;
- Prayer meetings and home Bible studies;

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Report of the Trustees For the year ended 31 March 2024

- Sunday school classes for 4-14 year olds;
- Young people's group for 5-11 year olds on Tuesday afternoons;
- Toddler group on Thursday mornings;
- Community Coffee on Monday mornings open to all in the community;
- Half-term Holiday Bible Club in the school autumn term;
- Christmas and Easter outreach services;
- Evangelistic events; and
- Supporting other local evangelical churches.

3. Achievements and Performance

As a church we give thanks to God that He has seen fit to continue to bless our activities.

4. Financial Review

4.1 Financial Activity and Financial Position

The Church's main sources of funding are the free will offerings of church members.

The Statement of Financial Activities and Balance Sheet can be found on pages 7 and 8 respectively. The Church's reserves increased by £32,118 (2023: decreased by £34,718) during the year to £452,847 (2023: £420,729).

Included in reserves are amounts totalling £nil (2023: £nil) which are restricted. These monies have either been raised for, and their use restricted to, specific purposes, or they comprise donations subject to donor-imposed conditions.

4.2 Reserves Policy

The Trustees have examined the requirements for free reserves, i.e. those unrestricted funds not invested in tangible fixed assets. The Trustees consider that, given the nature of the church's work, free reserves should be equivalent to approximately 3 months' routine general fund expenditure, plus committed future expenditure on other projects, where funds permit. The Trustees are of the opinion that this provides sufficient flexibility to cover temporary shortfalls in incoming resources and will allow the church to cope and respond to unforeseen emergencies whilst specific action plans are implemented. At 31 March 2024 the church had net free reserves of £172,258 (2023: £145,361) as follows:

	2024 £	2023 £
Total reserves	452,847	420,729
Less: restricted funds	-	-
Less: fixed assets used for the continuing work of the church	(280,589)	(275,368)
Free reserves	172,258	145,361
Free reserves requirement:		
3 month's budgeted routine expenditure (excluding depreciation)	30,000	30,000

4.3 Investment policy

The church currently invests spare funds in an interest-bearing bank account.

4.4 Grants Policy

The Church makes gifts to support missionary endeavours both in the UK and abroad. The policy of the church is to give grants on the basis that they are subject to annual review and only renewed on the basis of meeting set criteria. In addition, the Church makes anonymous gifts, at the discretion of the Trustees, to those in need within, and outside of, the Church fellowship.

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Report of the Trustees For the year ended 31 March 2024

5. Plans for Future Periods

- Continue the main activities of the church;
- Continue the support of the new church in a nearby area; and
- Support the community through the economic difficulties of the rising cost of living by providing practical and pastoral care.

6. Responsibilities of Trustees for the Financial Statements

The Trustees are responsible for preparing the report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice. Charity law requires the Trustees 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 financial activities for that period.

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether the policies adopted are in accordance with the appropriate SORP on Accounting by Charities and the Accounting Regulations and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the church will continue to operate.

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

7. Approval

The report of the Trustees was approved by the Trustees on 15 October 2024 and signed on its behalf by:



Jeremy Clifton
Trustee

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Report of the Independent Examiner to the Trustees of Woodford Evangelical Church

I report on the financial statements of Woodford Evangelical Church for the period ended 31 March 2024, set out on pages 7 to 15.

This report is made solely to the Church Council in accordance with section 145 of the Charities Act 2011 (the Act). My independent examination has been undertaken so that I might state to the Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by the law, I do not accept responsibility to anyone other than the Trust and the Trustees for my independent examination, for this report, or the opinions I have formed.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The Church Council considers that an audit is not required for this (under section 144(2) of the Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Act);
- To follow the procedures laid down in the General Direction 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 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 the Church Council concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

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 church as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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.



John Helm ACA
17 Heathville Road
London N19 3AL
15 October 2024

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Statement of Financial Activities For the year ended 31 March 2024

	Note	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total 2023 £
Income from:	2						
Donations and legacies		134,021	-	134,021	106,328	-	106,328
Investments		23,495	-	23,495	1,510	-	1,510
Total Income		157,516	0	157,516	107,838	0	107,838
Expenditure on:							
Raising funds	3	9,870	-	9,870	725	-	725
Charitable activities	4	115,528	-	115,528	116,221	25,610	141,831
Total Expenditure		125,398	0	125,398	116,946	25,610	142,556
Net income/(expenditure)		32,118	0	32,118	(9,108)	(25,610)	(34,718)
Net movement in funds		32,118	0	32,118	(9,108)	(25,610)	(34,718)
Total funds brought forward		420,729	-	420,729	429,837	25,610	455,447
Total funds carried forward		452,847	0	452,847	420,729	0	420,729

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Balance Sheet As at 31 March 2024

	Note	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Total 2023 £
Fixed Assets					
Tangible Assets	5	280,589	-	280,589	275,368
		280,589	0	280,589	275,368
Current Assets					
Debtors	6	11,356	-	11,356	6,209
Cash at Bank and in Hand		161,827		161,827	141,702
		173,183	0	173,183	147,911
Creditors – Amounts Falling Due Within One Year	7	925	-	925	2,550
Net Current Liabilities		172,258	0	172,258	145,361
Net Assets		452,847	0	452,847	420,729
Represented By:					
Restricted Income Funds	8	-	-	-	-
Unrestricted Income Funds	9	452,847	-	452,847	420,729
Total Funds		452,847	0	452,847	420,729

The financial statements were approved by the Trustees on 15 October 2024 and signed on its behalf by:



Jeremy Clifton
Trustee

Notes to the Financial Statements For the year ended 31 March 2024

1. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of accounting

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Charities Statement of Recommended Practice (Charities SORP (FRS 102)) and Financial Reporting Standard 102 (FRS 102). The financial statements are drawn up on the historical cost basis of accounting except for the revaluation of leasehold land and buildings which are shown at fair value.

The financial statements include all transactions, assets and liabilities for which the Church is responsible in law. They do not include the accounts of church groups that owe an affiliation to another body or those that are informal gatherings of church members.

The Church meets the definition of a public benefit entity under FRS 102.

Going Concern

There are no material uncertainties about the charity's ability to continue as a going concern and accordingly the accounts have been drawn up on a going concern basis.

Income recognition

Voluntary income and donations (including legacies) are accounted for once the Charity has entitlement to the income, it is probable the income will be received and the amount of income receivable can be reliably measured. Income from the recovery of tax on gift aided donations is accounted for in the period in which the relevant donation is received.

The income from other trading activities includes rental income from the letting of the church manse which is accounted for when earned. It is shown gross, with the associated costs included in expenditure on fundraising.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Church; this is normally upon notification of the interest paid or payable by the bank.

Expenditure recognition

Expenditure is accrued as soon as a liability is considered probable, and the amount of obligation can be measured reliably. Longer term liabilities are discounted to present value. The Church is not registered for VAT and accordingly expenditure includes VAT where appropriate.

Charitable expenditure includes those costs in fulfilling the Church's principal objects, as outlined in the Report of the Trustees. These include grants payable and governance costs:

- Grants/gifts payable are payments made to third parties in furtherance of the Church's objects. In the case of an unconditional grant offer this is accrued once the recipient has been notified of the grant award. The notification gives the recipient a reasonable expectation that they will receive the grant. Grants awards that are subject to the recipient fulfilling performance conditions are only accrued when the recipient has been notified of the grant and any remaining unfulfilled condition attaching to that grant is outside of the control of the Church.
- Governance costs comprise all costs involving the public accountability of the Church and its compliance with regulation and good practice. These costs include costs related to the independent examination and legal fees.

Taxation

As a charity, the Church is exempt from tax on income and gains falling within the provisions of the Corporation Taxes Act 2010 or the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen on the Church.

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Notes to the Financial Statements For the year ended 31 March 2024

1. Accounting Policies (continued)

Fixed Assets

Depreciation is provided to write off the cost, less estimated residual values, of all tangible fixed assets evenly over their expected useful lives. It is calculated at the following rates:

Fixtures and fittings	-	25% per annum straight line
Leasehold property	-	nil

Depreciation is not provided as the estimated residual value is considered to be the same or higher than the carrying value of the property in the accounts.

The leasehold property is stated at fair value.

Debtors

Debtors are included at the settlement amount due. Prepayments are valued at the amount prepaid.

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of opening of the deposit.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation arising from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are recognised at their settlement amount. Provisions have been calculated at the best estimate of the settlement amount and discounted to present value at the reporting date.

Fund accounting

The funds held by the charity are either:

- Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
- Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

2. Income

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Total 2023 £
Donations and legacies				
Offerings and donations	127,986	-	127,986	99,929
Income tax reclaimed	4,466	-	4,466	6,399
Legacy	1,569	-	1,569	-
	<hr/> 134,021	<hr/> 0	<hr/> 134,021	<hr/> 106,328
Investment income				
Rental income	20,588	-	20,588	1,500
Bank interest	2,907	-	2,907	10
	<hr/> 23,495	<hr/> 0	<hr/> 23,495	<hr/> 1,510
	<hr/> 157,516	<hr/> 0	<hr/> 157,516	<hr/> 107,838

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Notes to the Financial Statements For the year ended 31 March 2024

3. Expenditure: Raising Funds

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Total 2023 £
Cost of running Baddow Close	9,755	-	9,755	660
Investment Management Fees	115	-	115	65
	9,870	0	9,870	725

4. Expenditure on Charitable Activities

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Total 2023 £
Provision of Pastors	60,829	-	60,829	46,112
Church Life & Outreach	7,271	-	7,271	7,746
Missionary & Charitable Giving	27,726	-	27,726	51,022
Provision of Office & Support	2,713	-	2,713	876
Provision of Buildings and Facilities	15,705	-	15,705	35,045
Governance	1,284	-	1,284	1,030
	115,528	0	115,528	141,831

Two Trustees (2023: one) received £868 (2023: £582) in reimbursement for costs incurred on church business (including travel and subsistence, homeworking allowance, and the purchase of books).

4a. Staff Costs

Expenditure on charitable activities includes the following payroll costs in respect of 2 employees:

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Total 2023 £
Wages and salaries	58,966	-	58,966	43,822
Employer's National Insurance (net of Employment Allowance)	-	-	-	503
Pension costs	494	-	494	1,315
	59,460	0	59,460	45,640
Of which the following gross salaries were in relation to Key Management Personnel:	58,966	0	58,966	43,822

No employee received remuneration in excess of £60,000 during the period.

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Notes to the Financial Statements For the year ended 31 March 2024

4. Expenditure on Charitable Activities (continued)

4b. Missionary & Charitable Giving.

Expenditure on charitable activities includes the following missionary and charitable giving:

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Total 2023 £
To Organisations				
Equipping Pastors Worldwide	6,004	-	6,004	5,004
Hope, Health, Action	500	-	500	-
Open Doors	200	-	200	-
International Mission to Jewish People	-	-	-	1,275
All Nations Church Barking and Clayhall	2,120	-	2,120	28,610
Christian Union Outreach	-	-	-	200
Child Evangelism Fellowship of Great Britain	930	-	930	1,172
Child Evangelism Fellowship of East London	11,308	-	11,308	10,673
Norwich Student Union	400	-	400	-
UFM Worldwide	2,500	-	2,500	-
Restoration of Hope, Burundi	2,000	-	2,000	2,040
Salt Church, Spain	1,700	-	1,700	1,700
To Individuals	64	-	64	348
	27,726	0	27,726	51,022

4c. Net income/(expenditure)

Net income is stated after charging:

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Depreciation	2,232	-	2,232	369
Independent examination	1,249	-	1,249	995

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Notes to the Financial Statements For the year ended 31 March 2024

5. Tangible Fixed Assets

	Leasehold land & building £	Fixtures, fittings & equipment £	Total £
Cost			
At 1 April 2023	275,000	28,885	303,885
Additions	-	7,453	7,453
Disposals	-	-	-
	<u>275,000</u>	<u>36,338</u>	<u>311,338</u>
At 31 March 2024	275,000	36,338	311,338
Depreciation			
At 1 April 2023	-	28,517	28,517
Charge for period	-	2,232	2,232
Disposals	-	-	-
	<u>-</u>	<u>30,749</u>	<u>30,749</u>
At 31 March 2024	-	30,749	30,749
Net Book Value			
At 31 March 2024	<u>275,000</u>	<u>5,589</u>	<u>280,589</u>
At 31 March 2023	<u>275,000</u>	<u>368</u>	<u>275,368</u>

6. Debtors

	2024 £	2023 £
Gift Aid receivable	10,445	5,979
Other debtors	911	230
	<u>11,356</u>	<u>6,209</u>

7. Creditors – Amounts Falling Due Within One Year

	2024 £	2023 £
Accruals	900	2,295
Other creditors	25	255
	<u>925</u>	<u>2,550</u>

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Notes to the Financial Statements For the year ended 31 March 2024

8. Restricted Funds

8a Current year. There were no movements or balances

8b Prior year	At 1 April 2022 £	Income £	Expenditure £	Transfers £	Gains/ (losses) £	At 31 March 2023 £
Clayhall & Barkingside Plant Initiative	25,610	-	(25,610)	-	-	0
	25,610	0	(25,610)	0	0	0

Clayhall & Barkingside Plant Initiative: Funds received for the church plant initiative in Clayhall and Barkingside.

9. Unrestricted Funds

9a Current year	At 1 April 2023 £	Income £	Expenditure £	Transfers £	Gains/ (losses) £	At 31 March 2024 £
General	419,079	157,516	(124,748)	(55,000)	-	396,847
Designated – Christine Chester Fund	0	-	-	55,000	-	55,000
Designated – tithe of sale of manse	650	-	(650)	-	-	0
Designated – emergency fund	1,000	-	-	-	-	1,000
	420,729	157,516	(125,398)	0	0	452,847

The transfer of £55,000 from unrestricted general funds to designated funds - Christine Chester was to recognise separately the residue of the legacy received from Christine Chester (net of certain expenses allocated in 2022).

9b Prior year	At 1 April 2022 £	Income £	Expenditure £	Transfers £	Gains/ (losses) £	At 31 March 2023 £
General	428,187	107,838	(116,946)	-	-	419,079
Designated – Christine Chester Fund	0	-	-	-	-	0
Designated – tithe of sale of manse	650	-	-	-	-	650
Designated – emergency fund	1,000	-	-	-	-	1,000
	429,837	107,838	(116,946)	0	0	420,729

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Notes to the Financial Statements For the year ended 31 March 2024

The **designated fund – tithe sale of manse** was set up to recognise the church's commitment to gifting 10% of the sale proceeds of the manse to worthy causes in furtherance of the church's objects. The church committed to spending the £10k designated fund by supporting two mission projects over three years (2022-2023): Philip Amos, Christian Witness to Israel and Lynne and Andy Neale, mission amongst ex-pats in Southern Spain.

The **designated fund – Christine Chester Fund** was set up to honour the legacy received from Christine Chester and to allocate resources toward initiatives that reflect the values and causes she supported.

10. Related Party Transactions

Jon Drane, a Trustee, received gross remuneration of £19,749 (2023: £38,566), an ex-gratia remuneration of £30,000 (2023: nil), and pension contributions of £nil (2023: £1,157) during the period in respect of his services as Pastor.

All Trustees were also Trustees of Woodford Community Centre (charity registration no 1171494) during the year. Woodford Evangelical Church paid £13,500 (2023: £18,000) rent in the period to Woodford Community Centre.

The Trustees donated £8,876 (2023: £9,139) towards the work of the church in 2023/24.