

Light Church (Stoke)
Registered Charity No 1178620
known as
Penkhull Christian Fellowship

Trustees' Report & Accounts
for the period ended
31 December 2020



Light Church (Stoke)

Registered Charity Number	1178620
Office Address	2-10 Newcastle Lane Penkhull Stoke-on-Trent ST4 5DR
Governing Document	CIO – Foundation Model Registered 4 th June 2018 (Constitution) Amended 6 th September 2019
Trustees	Daniel Chan* David Hindry** Christopher Mountford Ivor Beeston*** Peter Lea
Secretary	Eleri Holmes
Bankers	Co-operative Bank P.O. Box 250 Delf House Southway Skelmersdale WN8 6WT
Independent Examiner	John Farrar F.M.A.A.T, DChA. 211 Trent Valley Road Stoke-on-Trent ST4 5LF

**Senior Minister, Chair & Paid Trustee*

*** Retired Mar 2021*

**** Treasurer*

Content

	Page
Objectives of the charity	4
Review of Activities	4
Financial Report	5
Receipts and Payments Accounts	6
Statement of Assets and Liabilities	7
Notes to Assets	7
Reserves Policy	8
Reserves Policy Management Action	8
Independent Examiners Report	9
Structure, Governance and Management	11
Safeguarding Policy	11
Trustees Responsibilities	11

Objectives of the charity

The objects of the Church are for the benefit of the public:

- (a) To advance the Christian faith in accordance with the statement in such ways and in such parts of the United Kingdom or the world as the Church Council may from time to time think fit;
- (b) To relieve sickness and financial hardship and to promote and preserve good health by the provision of funds, goods or services of any kind including through the provision of counselling and support in such parts of the United Kingdom or the World as the church council from time to time think fit; and
- (c) To advance education in such ways and in such parts of the United Kingdom or the World as the church council from time to time may think fit.

Review of Activities

Light Church (Stoke) is the charity name for the church known as Penkhull Christian Fellowship. It is in the process of changing the church name from Penkhull Christian Fellowship to Light Church which has been delayed due to Covid 19.

Due to the Covid pandemic and the lockdown restrictions the majority of our activities were closed down in March 2020 in line with government rules and guidelines.

The following activities were allowed to remain open;

Foodbank – in association with The Trussell Trust, PCF is a distribution centre for the Stoke-on-Trent Foodbank. PCF also provides donations of foodstuffs provided by our members and congregation. Foodbank is a nationally recognised program that is run by award winning charity, The Trussell Trust.

Missions - We continued to financially support our mission partnerships both at home and abroad during the pandemic. See Finance Report for Missions giving.

Worship & Prayer – Our Sunday morning services were broadcast over the internet while no in-person services were allowed during 2020. This allowed for the congregation to join in corporate worship from home.

Finance Report 2020

Summary

Due to the Covid19 pandemic we've been unable to take our usual weekly cash offerings or special missions/ministry offerings. Whilst many now give via online/telephone banking, there has been an obvious effect upon our finances. This is masked by the transfer of assets re incorporation of the charity which inflates income (See last year's report for details of incorporation). However, God Is Good and provides for our needs so, despite the difficult circumstances, we were still able to show a surplus for 2020.

Overall income for the year ending 31st December 2020 was £142,821. A decrease of £27,640 over the previous year (2019). £56,708 of this was transferred from the old charity.

Overall expenditure for the same period was £81,375, therefore producing a true net surplus of £4,738.

Tithes & Offerings

General Tithes and Offerings for 2020 was £60,761, an increase of £12,861 over 2019. However 2019 only reflects 9 months and therefore shows a like for like decrease.

Gift Aid

The total Gift Aid received from HMRC this year is £9,235. This includes claims on £8,000 of anonymous small donations, worth £2,000 relating to 2019 cash offerings. There will be no claims on small donations relating to 2020 next year because cash collections have ceased during the lockdown.

Missions Giving

In 2020 we were able to give a total of £6,661 in support of missions and ministry, both at home and abroad.

Kingdom Bank

Saving with Kingdom Bank stand at £138,282.

Receipts and Payments Account

Light Church (Stoke) known as Penkhull Christian Fellowship

INCOME	2020
	£
Tithes and Offerings	£60,761.65
Departments Income	£5,346.45
Other Income	£76,713.27
TOTAL INCOME	£142,821.37
EXPENSES	
Departments	£1,560.85
Employee Costs	£40,340.27
Missions & Ministry	£6661.38
Insurance	£3283.07
Mini Bus	£4,223.48
Office	£1,594.18
Other Expenses	£5,335.80
Repairs & Maintenance	£15,989.98
Utilities	£2,386.91
TOTAL EXPENSES	£81,375.92
SURPLUS TOTAL	£61,445.45

Statement of Assets and Liabilities

Light Church (Stoke) known as Penkhull Christian Fellowship

Bank Accounts	£
Current Account	£29,019.49
Departments Holding Account	£5,259.75
Building Fund	£1,123.11
Savings	£35,222.33
Reserve	£103,059.10
TOTAL Bank Accounts	£173,683.78
Cash Accounts	
TOTAL Cash Accounts	£486.89
Asset Accounts	
TOTAL Asset Accounts	£282,172.08
OVERALL TOTAL	£456,342.75

Notes to Assets

The charity owns three properties;

- The Church Building at Franklin Road, Penkhull, Stoke-on-Trent ST4 5DS
- The Centre Building at 2-10 Newcastle Lane, Penkhull, Stoke-on-Trent ST4 5DR
- House at Princes Road, Penkhull, Stoke-on-Trent ST4 7JS

Other assets include a Mini bus, which is a 16 seater + driver mini bus with a value of c£1000 and other various equipment, fixtures and fittings.

Reserves Policy

As at 31st December 2020 the church had a Reserves Policy (Rev 2 - 28-07-2020) as defined by the Trustees.

Light Church (Stoke) known as Penkhull Christian Fellowship Reserves Policy

1. The Trustees have reviewed the Fellowships needs for reserves in line with CC19 (Charities' Reserves) issued by the Charity Commission.
2. Penkhull Christian Fellowship exists to promote the Christian Religion and its associated values in Penkhull, Stoke on Trent, England and beyond. The income to achieve this is variable yet some of the expenses are not (Pastors Salary, Mission Commitments, Office Costs, Insurance and Services). Reserves are required to ensure that these liabilities are met even when income is low.
3. To ensure the financial viability of the fund and its ability to meet its on-going commitments the charity will endeavour to maintain, on average, sufficient reserves to cover four months expenditure.
4. Management action will be required should the value of the fund exceed six times the monthly expenditure, or fall below one month's expenditure.
5. The Trustees will continue to monitor actual income and expenditure against these projections on an annual basis (AGM).
6. Funds held for projects (buildings, mission etc), or designated funds will not be counted in the overall reserves.

Reserves Policy Management Action

Reserves Balance £44,332

Q1 Is the Reserves Balance more than 4m expenditure? **YES**

Expenditure 2020 £83,376 (4m £27,792)

If YES go to question Q2, if No go to Q4

Q2 Is the Reserves Balance more than 6m expenditure? **YES**

Expenditure 2020 £83,376 (6m £41,688)

If YES go to Q3, if No then go to Q6.

Q3 Give reasons below why reserves more than 6m expenditure, then go to Q6.

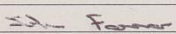
The sum of £130,000 is allocated, although not designated towards a building project yet to be determined and therefore not included in Reserve balance as per point 6 above. Reserves balance still more than 6 months expenditure, however given reductions in income due to Covid 19 pandemic the trustees deem it prudent to hold higher reserves at this time.

Q6 Is the Reserves Policy deemed fit for purpose. **YES**

If YES then **No Action Required** as Reserves Policy Met.

If No then review Reserves Policy.

Independent Examiner's Report

Section A		Independent Examiner's Report	
Report to the trustees/ members of	Charity Name Penkhull Christian Fellowship (Light Church Stoke)		
On accounts for the year ended	31 st December 2020	Charity no (if any)	1178620
Set out on pages	(remember to include the page numbers of additional sheets)		
Responsibilities and basis of report	<p>I report to the trustees on my examination of the accounts of the above charity for the year ended 31/12/2020.</p> <p>As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").</p> <p>I report in respect of my examination of the charities accounts carried out under section 145 of the 2011 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.</p>		
Independent examiner's statement	<p>[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of Association of Accounting Technicians</p> <p>I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:</p> <ul style="list-style-type: none"> the accounting records were not kept in accordance with section 130 of the Charities Act; or the accounts did not accord with the accounting records; or the accounts did 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. <p>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.</p> <p>* Please delete the words in the brackets if they do not apply.</p>		
Signed:			Date: 14/10/2021
Name:	John Bernard Farrar		
Relevant professional qualification(s) or body (if any):	F.M.A.A.T DChA		
IER	1	Oct 2018	

Address: 211 Trent Valley Road, Oakhill, Stoke-on-Trent
ST4 5LF

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.

Structure, Governance and Management

Light Church (Stoke) is a CIO registered charity (No. 1178620) and is instituted by the Constitution registered on 4th June 2018 and amended 6th September 2019. Its registered address is 2 – 10 Newcastle Lane, Penkhull, Stoke-on-Trent. ST4 5DR. The charity is known as Penkhull Christian Fellowship.

Rules, Regulations and Objectives (RRO) document, Issue 1 February 2019. Copies of this document will be supplied to the Church Membership (as defined by Section 11 of the Constitution) and new members of the Church Membership. It is noted that the Constitution is the legal document and is superior to the RRO if there is any conflict.

Light Church (Stoke) known as Penkhull Christian Fellowship is affiliated with the Assemblies of God Incorporated, a company limited by guarantee (No. 2873415) registered in England, having its registered office at The National Ministry Centre, Gf/FI2 No 1-2 The Cottages, Deva Centre, Salford, Manchester M3 7BE, and is also a registered charity (No. 1032245).

Safeguarding Policy

Safeguarding Policy adopted on 6/4/2019 and last reviewed on 25/10/2021.

Trustees' Responsibilities

Charity Law requires us as 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 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 on 25th October 2021 and signed on their behalf by:

A handwritten signature in blue ink, appearing to be 'Daniel Chan'.

Mr Daniel Chan
Chair of Trustees
Light Church (Stoke) known as Penkhull Christian Fellowship