

**POTTERS HOUSE  
CHRISTIAN FELLOWSHIP UK  
BOLTON CHURCH**

**ANNUAL REPORT  
AND  
FINANCIAL STATEMENTS  
FOR YEAR ENDED  
31st MARCH 2021**

CHARITABLE INCORPORATED ORGANISATION  
No: 1178734

Page 2 Legal and Administrative Information  
Pages 3-4 Trustees Report  
Page 5 Statement of Receipts and Payments  
Page 6 Statement of Assets and Liabilities  
Page 7 to 9 Notes to the Financial Statements  
Page 10 Independent Examiners Report to the Trustees

Independent Examiners Ltd  
2 Broadbridge Business Centre  
Delling Lane  
Bosham  
West Sussex  
PO18 8NF

**POTTERS HOUSE CHRISTIAN FELLOWSHIP UK  
BOLTON CHURCH**

**LEGAL AND ADMINISTRATIVE INFORMATION**

<b>CIO NUMBER</b>	1178734
<b>CIO REGISTRATION DATE</b>	11 June 2018
<b>START OF FINANCIAL PERIOD</b>	1 April 2020
<b>END OF FINANCIAL PERIOD</b>	31 March 2021
<b>TRUSTEES AT 31 MARCH 2021</b>	Tapiwa Muzvidziwa Gillian Muzvidziwa Favour Imade Clive Zimheni
<b>LEGAL STATUS</b>	Charitable Incorporated Organisation
<b>GOVERNING INSTRUMENT</b>	Constitution adopted June 2018

**OBJECTS**

The objects of the charity are: (1) to advance the Christian faith, in accordance with the Statement of Faith appended to the Consitution, in the United Kingdom and such other parts of the world as the Church Council may from time to time think fit; (2) the relief of poverty and sickness and to relieve the distress caused thereby regardless of nationality, religious, political or other opinion in the United Kingdom and such other parts of the world as the Church Council may from time to time think fit; and (3) such purposes which are exclusively charitable according to the law of England and Wales and are connected with the charitable work of the Church.

<b>CORRESPONDENCE ADDRESS</b>	199 Crown Lane Horwich Bolton BL6 7QW
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<b>PRIMARY BANKERS</b>	Barclays Bank plc 1 North End Croydon CR9 1SX
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<b>INDEPENDENT EXAMINER</b>	P B Robinson MAAT FCIE Independent Examiners Ltd 2 Broadbridge Business Centre Delling Lane Bosham West Sussex PO18 8NF
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**POTTERS HOUSE CHRISTIAN FELLOWSHIP UK  
BOLTON CHURCH**

**TRUSTEES' REPORT  
FOR THE YEAR ENDED 31st MARCH 2021**

The last financial year was a really challenging year for the church as we had to shut our doors due to the pandemic. However, despite the challenging nature of last year, the challenges brought out new opportunity for the church to make a difference in people's lives.

**Church Online:** We were really impressed with how quickly our church adjusted to last year's challenges. Society was changing and we had to think of new ways to serve and stay in touch with our members and the local community. Our worship service and many of our other activities were all moved online. We invested in new digital equipment, new video cameras, PC's, lighting and so much more so we could continue to reach people with the life changing message of Jesus Christ.

**Evangelism:** We started several online activities during lockdown and these proved to be really popular. We had a large number of people tuning in to learn about their faith and to talk and get counselling on various matters. From this, we launched a new "Men's Addiction Recovery Group" to help men who struggled with unhealthy substance use during the lockdown period. The group has now grown significantly, with many men telling their stories of recovery to date; something we continue to celebrate. We also started another group which we called the "Compassionate Food Bank". This is where we created and distributed food parcels donated by the church members to those in need during the lockdown. The food bank is still active and we have been inundated with requests.

**Church Growth:** Despite the limitation of the pandemic, the church was able to extend our reach. We saw many people tune into our online services, with numbers increasing month after month. Many people committed their lives to Jesus through the online platform and when we returned to in person worship, the same people, and others, started attending our services as well.

All in all, the last year was a very fruitful year for the Potter's House Community Church Bolton. Our success as a church is largely down to the continual Commitment, Conviction and Concern of our members. Week in and week out, they faithfully give of their time, talents and finances to help reach out to our community with the Gospel of Jesus Christ.

In summary the Trustees are pleased with yet another year of growth and God's favour. We look forward to another year of growth and impact.

**POTTERS HOUSE CHRISTIAN FELLOWSHIP UK  
BOLTON CHURCH**

**TRUSTEES' REPORT (continued)  
FOR THE YEAR ENDED 31 MARCH 2021**

**Trustees' Responsibilities**

The Charities Act 2011 require 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 the surplus of the charity for that period. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in existence.

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.

Signed on behalf of the Trustees by .....  ....., Trustee.

Tapiwa Muzvidziwa

Print name: .....

Dated: ..... 12 October 2021 .....

**POTTERS HOUSE CHRISTIAN FELLOWSHIP UK  
BOLTON CHURCH**

**STATEMENT OF RECEIPTS AND PAYMENTS  
FOR THE YEAR ENDED 31st MARCH 2021**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2020/21 £	Total 2019/20
<b>RECEIPTS :</b>					
Voluntary Receipts	2a	54,192	0	54,192	39,149
Charitable Activities	2b	2,119	0	2,119	3,235
Investment Income	2c	0	0	0	0
Other Receipts	2d	0	0	0	408
<b>TOTAL RECEIPTS</b>		<b>56,311</b>	<b>0</b>	<b>56,311</b>	<b>42,792</b>
<b>PAYMENTS :</b>					
Costs of Charitable Activities	3a	40,279	0	40,279	37,792
Other Payments	3b	1,636	0	1,636	2,277
<b>TOTAL PAYMENTS</b>		<b>41,915</b>	<b>0</b>	<b>41,915</b>	<b>40,069</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>14,396</b>	<b>0</b>	<b>14,396</b>	<b>2,723</b>
Balances brought forward		6,698	0	6,698	3,975
<b>BALANCES CARRIED FORWARD</b>		<b>21,094</b>	<b>0</b>	<b>21,094</b>	<b>6,698</b>

The notes on pages 7 to 9 form part of these accounts.

All operations are continuing operations.

**POTTERS HOUSE CHRISTIAN FELLOWSHIP UK  
BOLTON CHURCH**

**STATEMENT OF ASSETS AND LIABILITIES  
AS AT 31 MARCH 2021**

<b>ASSETS</b>	Unrestricted Fund £	Restricted Fund £	<b>31-Mar-21 Total £</b>	<b>31-Mar-20 Total £</b>
<b>Cash Funds:</b>				
Current Account	764	0	764	1,604
Pledge Account	330	0	330	526
Savings Account	20,000	0	20,000	4,568
	<b>21,094</b>	<b>0</b>	<b>21,094</b>	<b>6,698</b>

**Represented By:**

Unrestricted Funds	21,094	0	21,094	6,698
Restricted Funds	0	0	0	0
	<b>21,094</b>	<b>0</b>	<b>21,094</b>	<b>6,698</b>

**Assets retained for the Charity's own use:**

Equipment & Furnishings	14,033	0	14,033	12,285
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**LIABILITIES**

Independent Examiners Fee	720	0	720	720
Loan		0	0	1,200
	<b>720</b>	<b>0</b>	<b>720</b>	<b>1,920</b>

**TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS**

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 5 to 6.

Signed on behalf of the Trustees by  ....., Trustee.

Tapiwa Muzvidziwa  
Print name: .....

Dated: 12 October 2021 .....

**POTTERS HOUSE CHRISTIAN FELLOWSHIP UK  
BOLTON CHURCH**

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31st MARCH 2021**

**1. BASIS OF ACCOUNTING**

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

**2. RECEIPTS**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2020/21 £	Total 2019/20 £
<b>a) Voluntary Receipts</b>					
Offerings and Donations		43,201		43,201	32,962
Gift Aid Tax Recovered		10,991		10,991	6,187
		<b>54,192</b>	<b>0</b>	<b>54,192</b>	<b>39,149</b>
<b>b) Charitable Activities</b>					
World Evangelism Offering		834		834	0
Revival Offerings				0	3,235
Sundry Income		1,285		1,285	0
		<b>2,119</b>	<b>0</b>	<b>2,119</b>	<b>3,235</b>
<b>c) Investment Income</b>					
Bank Interest				0	0
		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>d) Other Receipts</b>					
Reimbursements				0	408
		<b>0</b>	<b>0</b>	<b>0</b>	<b>408</b>

**POTTERS HOUSE CHRISTIAN FELLOWSHIP UK  
BOLTON CHURCH**

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31st MARCH 2021**

**3. PAYMENTS**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2020/21 £	Total 2019/20
<b>a) Costs of Charitable Activities</b>					
Air Fares and Train Tickets				0	2,851
Benevolence		710		710	343
Building Expenses		5,374		5,374	1,848
Café Expenses				0	6
Church Rent		8,500		8,500	4,115
Church Utilities		4,947		4,947	3,537
Conference				0	
Equipment Purchase		6,041		6,041	4,316
Equipment Hire				0	59
Fellowship Tithe		5,241		5,241	1,515
Hospitality		1,180		1,180	1,345
Hotel Expenses		7		7	1,651
Impact Team				0	1,046
Insurance		389		389	478
Legal Services				0	606
Local Outreach				0	1,230
Loan Repayment		1,200		1,200	0
Love Offering		1,450		1,450	5,325
Operating Expenses		1,441		1,441	1,382
Printing and Advertising		1,794		1,794	1,101
Revival Expenses		100		100	1,419
Subscriptions		896		896	466
Travel Expenses		1,009		1,009	2,853
World Evangelism				0	300
		<b>40,279</b>	<b>0</b>	<b>40,279</b>	<b>37,792</b>

**b) Other Payments**

Independent Examiners Fee		720		720	720
Sundry Payments		916		916	1,557
		<b>1,636</b>	<b>0</b>	<b>1,636</b>	<b>2,277</b>



**POTTERS HOUSE CHRISTIAN FELLOWSHIP UK  
BOLTON CHURCH**

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31st MARCH 2021**

**4. RESTRICTED FUNDS**

The CIO has no restricted funds at present.

**5. TRANSACTIONS WITH TRUSTEES**

No payments were made to trustees or any persons connected with them during this financial period, other than reimbursement for items directly relating to the work of the church.

The Trustees made an accumulated donation of £11,742 to the CIO during the financial year (£12,741 2019/20).

A loan of £1,200 made to the CIO in the last financial year was returned to T & G Muzvidziwa during this financial year, and documented on page 6 - the statement of assets and liabilities of the CIO.

No other material transaction took place between the organisation and a trustee or any person connected with them.

**6. RISK ASSESSMENT**

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

**7. RESERVES POLICY**

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The Trustees will endeavour not to set aside funds unnecessarily.

**8. PUBLIC BENEFIT**

The CIO acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the CIO has achieved this are provided in the Trustees' report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees of Potters House Christian Fellowship UK Bolton Church on the accounts for the period ended 31 March 2021 set out on pages 5 to 9.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required this year under section 144 of the Charities Act 2011 (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 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 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 matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
  - proper accounting records are kept (in accordance with section 130 of the Act); and
  - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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Date: 29th October 2021