

HERNE BAY EVANGELICAL FREE CHURCH

64, Sunnyhill Road, Herne Bay, Kent. CT6 8LU

<http://www.sunnyhill.org.uk/>

Registered Charity number 1178886

Annual Trustees Report for year ended December 2020

Trust Information:

Name: Herne Bay Evangelical Free Church (within the Trust Deed governing the church premises, it is called "The Mission Hall"; also known colloquially as Sunnyhill Church), 64 Sunnyhill Road, Herne Bay, Kent. CT6 8LU

Registered Number: This church obtained registration as a charity with the Charity Commission on 21st June 2018, number 1178886.

Governing Documentation: Property Trust Deed – 8th August 1932; Church Constitution and Handbook both adopted by Members on 22nd January 2018.

Trustees: Current Church Elders: Messrs. J. D. Beale, D. P. Edwards, K. Hoare (Pastor)

Bankers: CAF Bank Ltd., 25, Kings Hill Avenue, Kings Hill, West Malling, Kent. ME19 4JQ

Independent Examiner: Mrs. S. Parker (former Treasurer of Tankerton Evangelical Church)

Report:

The Trustees, who are the Church Elders, have pleasure in presenting this report for the year ended 31st December 2020. The information set out above, regarding the Trust, forms part of our report.

In compiling this report, the Trustees have in mind their duty to report on the benefits to the public and they have regard to the Charity Commission's public benefit guidance published from time to time. The Trustees believe that they are fully compliant with their duty to have due regard to this public benefit guidance when exercising any powers or duties to which the guidance is relevant.

The purposes of the Church are:

the advancement of the Christian faith in accordance with the Basis of Faith, primarily but not exclusively, within Herne Bay, Kent and the surrounding neighbourhood; and

such other charitable purposes as shall, in the opinion of the members of the Church in general meeting, put into practice the Christian faith in accordance with the Basis of Faith, including but not limited to: the prevention and relief of need, hardship and sickness; the advancement of education; and the provision of community facilities;

provided that the advancement of such purposes must be undertaken in a manner that is consistent with the Doctrinal Distinctives and Ethical Statements as may be adopted and amended by the Church from time to time in accordance with the provisions of the Church Handbook.

Following Government regulations and guidelines, Sunday services in church were halted from 22nd March 2020. All morning services were recorded remotely and uploaded to the church website so that the congregation could listen at home. Those who were unable to access these services were provided with a CD recording.

The Wednesday Bible Study and Prayer Meetings have been continued using Zoom. Unfortunately this has meant that a few have been unable to join in but it has meant that a few others have joined with us who rarely met in person previously.

In order to maintain links with our congregation, weekly bulletins entitled 'Sunnyhill Stays Together' were prepared in text format. They included reflections by Paul Tripp on "God and trouble" in a series of meditations on Psalm 27 and emailed or printed out for our congregation. Additionally a WhatsApp group for those interested was set up to assist congregational sharing and communications.

All Members were informed that the AGM was postponed and was reconvened on 2nd November.

Officers' business meetings were stopped. Business decisions were agreed in telephone conversations mainly between KH and DE and JB kept informed and consulted as necessary.

Covid regulations have restricted the ministry to our children as they were unable to meet. However, their teachers were providing materials to their homes for use by the parents. Regrettably the Easter Holiday Bible Club had to be cancelled.

The Hampton Nursery School use our premises for five mornings each week during the academic year, agreeing to abide by the conditions set out in the licence dated 21st April 2020. The school has continued to use our premises albeit with their own restrictions. Under normal circumstances, the church has the opportunity for Christian input into their curriculum and participates in several meetings for the older children. This has not been possible due to the Government restrictions. However, some materials are provided to help the Nursery School staff with Bible stories and booklets were given to the older children at Christmas and to all children leaving for the Primary School in July. The Licence Fee was temporarily reduced by 32.5% to recognise the reduced activity and therefore their reduced income.

As our Children's ministry has effectively been closed, our annual refresher training has been deferred until we are able to start again. Similarly, because most of our face to face ministry has been closed, the Safeguarding Policy was not reviewed, but will be when regular meetings are restored.

The ministry to the residents at Tarry's Care Home had to be temporarily discontinued due to the government's restrictions placed on care homes, and the management's own measures to protect both residents and staff from the Covid-19 virus.

Our Pastor Keith Hoare continued his ministry throughout the year. However, it was decided not to hold our normal morning service in the church to avoid compromising the government regulations requiring social distancing. Recorded services were prepared at the manse and uploaded to the church website for our congregation to tune into. For those who do not have access to the web, CDs were burnt and distributed to those who needed them. We have no means of accurately assessing how many avail themselves of these resources. The evening service was brought forward to 5.00 pm and held in the church exercising the required controls including social distancing. He advised the other Trustees and subsequently the church members that he planned to retire in September 2021.

The end of year membership was sixteen.

A copy of our Year End Accounts compiled on the receipts and payments basis, is included at the end of this report. We are grateful to record God's faithfulness to us over the year with a significant increase in our resources as shown on this report. We have no reason to believe that the Covid 19 virus will have a detrimental effect on our finances.

New Trustees are automatically appointed by virtue of an individual being appointed as a Pastor and/or Elder of the church.

As at 31st December 2019 the church assets were:

Cash Cheque Account	£ 40.71)
Deposit Account	£24,194.68
Total	£24,235.39

Additionally the Church has other assets including a keyboard, chairs, communion table and chairs, and kitchen appliances etc. All such items are expensed at the time of acquisition and no individual asset exceeded £5,000.

The church has two properties – the manse and the buildings on the church premises. The market value of these properties is difficult to assess as there is no realistic market for churches and the manse is required for church use. However, the insured values are:

Church	£1,210,087
Manse	£ 300,000

Average monthly General Fund income and expenditure during the year was:

Income	£4,014.15
Expenditure	£2,667.77

The Church Officers review monthly income and expenditure reports and the level of funds. There is no specific reserves policy but the aim is to hold a minimum of circa £15,000 to provide cover for exceptional expenses. This figure equates to approximately three months normal expenditure with the objective of retaining sufficient resources to meet anticipated requirements for the continuance of church activities and to maintain the property in good condition. The Trustees have no intention of over-spending and running into debt. Gifts are made to missionary organisations from our tithing of general undesignated income. The Trustees are not Custodian Trustees of any funds that come within the remit of this Trust.

It is anticipated that there will be a need to carry out significant general maintenance work at the manse in 2021 but sufficient funds are in hand to cover the anticipated costs.

Expenses incurred in the direct performance of their responsibilities and reimbursed to the Trustees in the past year were:

K. Hoare (Pastor)	£906.94	(Publicity £150.00, Nursery School Booklets £12.00, Audio Player £79.99, Zoom £100.73, Ink £156.03, Other Stationery £89.25, Postage £50.11, Ladies' Bible Study Materials £15.07, Sunday Club Materials £43.19, Website £131.87, Study Books £12.48, PPE etc. re virus £66.22)
D. P. Edwards (Treasurer)	£234.74	(Holiday Church Listing £15.00, Church Maintenance £153.50, Postage £66.24)

All such expenses are included in the monthly statements issued to all Managing Trustees and to Church Members when business meetings are convened.

There have been no serious incidents or other matters that needed to be reported to the Charity Commission in the period under review.

Signed on behalf of the Trustees:

David P Edwards

D. P. Edwards, Trustee

Dated: 18th March 2021

HERNE BAY EVANGELICAL FREE CHURCH			
Registered Charity Number 1178886			
Statement of Account for the year ended: 31st December 2020			
SUMMARY:		2020	2019
General:	Opening Balance	7,736.59	9,405.36
	Income	48,169.76	43,363.21
	Expenditure	32,013.26	45,031.98
	Closing Balance	23,893.09	7,736.59
Missionary:	Opening Balance	142.12	238.12
	Income	5,028.10	4,770.00
	Expenditure	4,927.92	4,866.00
	Closing Balance	242.30	142.12
Funds:	General Fund	23,893.09	7,736.59
	Designated Funds	100.00	100.00
	Missionary Funds	242.30	142.12
	Total	24,235.39	7,978.71
Resources:	CAF Bank (cheque account)	40.71	(244.40)
	CAF Gold (deposit account)	24,194.68	8,223.11
	Total	24,235.39	7,978.71
ANALYSIS: General Fund			
Income:	Offerings inc. Gift Aid	34,277.34	25,155.88
	Interest	13.71	13.83
	Tax Refunds	6,498.97	5,054.08
	Thank Offering	0.000	2,940.00
	Nursery School Licence Fees	6,990.00	9,160.00
	Sundries	389.74	1,039.42
		48,169.76	43,363.21
Expenditure:			
	Visiting Speakers Fees Etc.	1,120.00	4,816.00
	Visiting Speakers Fees Declined	(602.00)	(1,090.00)
	Pastor - Salary & Overheads	20,052.00	24,120.00
	Pastor - Travel & Expenses	12.48	0.00
	Outreach, Publicity Etc.	452.17	271.63
	Sunday Club Expenses	139.29	261.90
	Cleaners Pay	124.50	436.00
Church:	Electricity	2,052.00	2,141.00
	Gas	1,243.01	1,467.69
	Water/Sewerage	785.38	619.81
	Insurance	873.93	852.09
	Maintenance	826.71	1,463.61
Manse:	Water/Sewerage	878.00	966.00
	Council Tax	1,849.97	1,781.65
	Insurance	283.09	268.31
	Maintenance	260.00	3,782.83
	Piano Tuning	0.00	50.00
F.I.E.C.	Annual Donation	476.00	476.00
	Conference Fees	0.00	80.00
	Audit & Professional Fees	355.00	1,532.20
	Direct Administration Expenses	421.63	197.78
	Fellowship & Welfare	100.00	0.00
	Tuesday Fellowship Support	0.00	0.00
	Flower Displays	6.00	234.20
	Sundries	304.10	303.28
		32013.26	45,031.98
ANALYSIS: Missionary Fund			
Income:	Offerings inc. Gift Aid	3,808.61	2,801.80
	Relief	0.00	1,400.00
	Specific Gifts	175.00	16.00
	Interest	1.52	1.53
	Tax Refunds	1,042.97	550.67
	Total Income	5,028.10	4,770.00
Expenditure:	Planned Support	4,450.00	3,450.00
	Other Disbursements	477.92	1,416.00
	Total Expenditure	4,927.92	4,866.00
	Average Weekly Income	735.79	537.96
	Excludes Interest, Tax, Thank Offering, FIEC, Licence Fees & Sundries		
	Administration Expenses	1,779.85	2,935.98
	Percentage of Total Income	3.35%	6.10%

HERNE BAY EVANGELICAL FREE CHURCH

Registered Charity Number 1178886

Statement of Account for the month ended:

31 December 2020

52 Weeks to date

		THIS MONTH		TOTAL TO DATE		
SUMMARY		ACTUAL	BUDGET	ACTUAL	BUDGET	VARIANCE
GENERAL:	Opening Balance	23,665.78	10,752.00	7,736.59	7,736.00	0.59
	Income	3,140.86	2,998.00	48,169.76	42,809.00	5,360.76
	Expenditure	2,913.55	3,202.00	32,013.26	39,997.00	7,983.74
	Closing Balance	23,893.09	10,548.00	23,893.09	10,548.00	13,345.09
	Net Income & Expenditure	227.31	(204.00)	16,156.50	2,812.00	13,344.50
MISSIONARY:	Opening Balance	227.17	584.00	142.12	142.00	0.12
	Income	265.13	247.00	5,028.10	4,339.00	689.10
	Expenditure	250.00	816.00	4,927.92	4,466.00	(461.92)
	Closing Balance	242.30	15.00	242.30	15.00	227.30
	Net Income & Expenditure	15.13	(569.00)	100.18	(127.00)	227.18
TOTAL SOURCES: Income		3,405.99	3,245.00	53,197.86	47,148.00	6,049.86
Expenditure		3,163.55	4,018.00	36,941.18	44,463.00	7,521.82
Net Income & Expenditure		242.44	(773.00)	16,256.68	2,685.00	13,571.68
FUNDS:	General Fund	23,893.09	10,548.00	23,893.09	10,548.00	13,345.09
	Designated Funds	100.00	100.00	100.00	100.00	0.00
	Missionary Fund	242.30	15.00	242.30	15.00	227.30
	Total	24,235.39	10,663.00	24,235.39	10,663.00	13,572.39
RESOURCES:	CAF Bank	40.71	234.00	40.71	234.00	(193.29)
	CAF Gold	24,194.68	10,429.00	24,194.68	10,429.00	13,765.68
	Total	24,235.39	10,663.00	24,235.39	10,663.00	13,572.39
		Average Weekly		Average Monthly		
GENERAL:	Income	926.34		4,014.15		
	Expenditure	615.64		2,667.77		
	Surplus/(Overspend)	310.70		1,346.38		

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A

Independent Examiner's Report

Report to the trustees/
members of

HERNE BAY EVANGELICAL FREE CHURCH

On accounts for the year
ended

31st December 2020

Charity no
(if any)

1178886

Set out on pages

1

Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities 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 procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 matter has come to my attention which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
1. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

S. Parker

Date:

03/03/2021

Name:

Sheila Parker

Relevant professional
qualification(s) or body
(if any):

Address:

63 Tankerton Road

Whitstable

Kent CT5 2AQ

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.(E.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees' annual report.)

HERNE BAY EVANGELICAL FREE CHURCH

Registered Charity Number 1178886

Statement of Account for the month ended:

31-December-2020

		TOTAL TO DATE
SUMMARY		ACTUAL
GENERAL:	Opening Balance	7,736.59
	Income	48,169.76
	Expenditure	32,013.26
	Closing Balance	23,893.09
MISSIONARY:	Opening Balance	142.12
	Income	5,028.10
	Expenditure	4,927.92
	Closing Balance	242.30
FUNDS:	General Fund	23,893.09
	Designated Funds	100.00
	Missionary Fund	242.30
	Total	24,235.39
RESOURCES:	CAF Bank	40.71
	CAF Gold	24,194.68
	Total	24,235.39

ANALYSIS: General Fund

Income:		
Offerings inc. Gift Aid		34,277.34
Interest		13.71
Tax Refunds		6,498.97
Thank Offering		0.00
Nursery School Licence Fees		6,990.00
Sundries		389.74
	Total	48,169.76
Expenditure:		
Visiting Speakers Fees Etc.		1,120.00
Visiting Speakers Fees Declined		(602.00)
Pastor - Salary & Overheads		20,052.00
Pastor - Travel & Expenses		12.48
Outreach, Publicity Etc.		452.17
Sunday Club Expenses		139.29
Cleaning		124.50
Church:	Electricity	2,052.00
	Gas	1,243.01
	Water/Sewerage	785.38
	Insurance	873.93
	Maintenance	826.71
Manse:	Water/Sewerage	878.00
	Council Tax	1,849.97
	Insurance	283.09
	Maintenance	260.00
Piano Tuning		0.00
F.I.E.C.	Annual Donation	476.00
	Gift Day	0.00
Conference Fees		0.00
Audit & Professional Fees		355.00
Direct Administration Expenses		421.63
Fellowship & Welfare		100.00
Tuesday Fellowship Support		0.00
Flower Displays		6.00
Sundries		304.10
	Total	32,013.26

ANALYSIS: Missionary Fund

Income:		
Offerings inc. Gift Aid		3,808.61
Relief		0.00
Others		175.00
Interest		1.52
Tax Refunds		1,042.97
Total		5,028.10
Expenditure:		
Planned Support		4,450.00
Other Disbursements		477.92
Total		4,927.92