

# Emmanuel Anglican Church - Tunbridge Wells

Report and Accounts

Year ended 30 June 2023

Stewardship   
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**EMMANUEL ANGLICAN CHURCH - TUNBRIDGE WELLS**  
**LEGAL & ADMINISTRATIVE DETAILS**  
**FOR THE YEAR ENDED 30 JUNE 2023**

ADDRESS FOR CORRESPONDENCE    41 Broadmead  
Tunbridge Wells  
TN2 5NE

GOVERNING DOCUMENT                      CIO Constitution Registered 5th July 2018

CHARITY REGISTRATION NUMBER              1179073

TRUSTEES RESPONSIBLE FOR  
MANAGING THE CHARITY              Rev. Dr. Peter T. Sanlon (Chairman)  
Mr. David G. Gazzard  
Mr. Robert Mole                              Appointed 12/01/2023  
Mr. Andrew John Tyler

INDEPENDENT EXAMINER                      Lisa Darby FCA  
Stewardship  
1 Lamb's Passage  
LONDON  
EC1Y 8AB

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## **EMMANUEL ANGLICAN CHURCH - TUNBRIDGE WELLS**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 30 JUNE 2023**

The Trustees have pleasure in submitting the Report and Accounts for the year ended 30th June 2023.

#### **Objects of the charity**

The charity, which is a church, is governed by a constitution and is constituted as a charitable incorporated organisation. The charity's principal objects, as set out in its governing document, are:

- a) to advance the Christian faith, primarily but not exclusively, within the Tunbridge Wells and the surrounding neighbourhood
- b) Other charitable purposes as shall, in the opinion of the trustees, put into practice the Christian faith including, but not limited to, the relief of need, hardship, sickness and the provision of Education and social welfare.

The trustees note that the Church is not a building, but a gathering of ordinary people of different ages and backgrounds, whose lives have been changed by Jesus Christ, the Son of God. The New Testament reveals the Church as a community of people, properly taught and cared for, who by loving and serving Jesus Christ, were also committed to love and care for each other and to bring a blessing to the area in which they lived. The Emanuel Anglican Church Tunbridge Wells; its trustees, officers and members are committed to the restoration of those New Testament principles. It is not alone in this, it is one of many Churches in the area, country and all over the world that is re-discovering the excitement of knowing Jesus Christ. The vision is to see the people come into this experience of knowing Jesus as their Lord, Saviour and friend.

#### **Summary of the charity's main activities and achievements**

To further the above objects and vision, the charity's main activities and achievements were as follows:

Throughout the year the church has met in the buildings of the Number One Community Trust (Number One) on the Showfields Estate in Tunbridge Wells, under a Hiring Agreement between Number One and EAC dated 8th March 2018 and amended on 1st May 2022. This agreement also covered the Café/Lounge area and the Main Hall if needed. Children enjoy age appropriate Sunday school classes during the year, most Sundays of the year. Our congregation comprises people of all ages, from infants to senior citizens.

The Church supported the community work organised by Number One by providing activities for young people on the estate at fun days; volunteering in the community cafe and helping provide food for the food bank.

Mid week home groups for further teaching and support have been running, led by volunteers. The fortnightly youth group has been appreciated by the teenagers and has included meals, outings and Bible studies.

In planning the activities the Trustees have applied the guidance on public benefit issued by the Charity Commission.

The Trustees are deeply conscious that the establishment of EAC has been a Spiritual journey and we continue in our prayers in faith that the Lord will continue to bless us in the future.

## **Financial review**

The income for the year was £71,698 and includes £3,960 designated funds for the Weekend Away. This was an increase of £6,037 compared to the previous year (£65,660).

The expenditure for the year, at £68,038, was an increase of £5,007 on the previous year (£63,031) mainly due to Weekend Away costs and late invoicing of previous year's NOCT rentals. This has resulted in a surplus of £3,660 for the year and increased funds held to £82,479 as at 30th June 2023 of which £80,664 is unrestricted and can be used for any charitable purpose.

## **Reserves policy**

The Trustees are conscious of the need to maintain budgetary control and regular reports are considered. Finances are considered to be satisfactory for the church's needs and many thanks are due to all in the congregation who have committed to regular giving. In addition, various items of equipment and furnishings have been given to the church which has greatly relieved the costs.

The trustees have determined that the charity should aim to hold adequate amounts of unrestricted cash so that the charity could continue to operate should income and / or expenditure vary adversely. The trustees believe it is prudent to hold at least 6 months running costs in reserves at all times which would equate to approximately £34,000. At the year end, the charity held unrestricted cash of £80,664 and the trustees have assessed this to be adequate.

## **Governance**

Responsibility for setting policy and for making operating decisions rest with the trustees who meet regularly to monitor the activities of the charity. New, suitably qualified, trustees are recruited and appointed by the existing trustees by a majority vote. The day-to-day management of the church is delegated to the Church Council, which includes some trustees and elected members from the congregation.

## **Risk Statement**

The charity is exposed to various risks - be they operational, financial or reputational. The trustees review the charity's activities regularly to identify significant risks and, where possible, they take appropriate measures to mitigate those risks.

## **Responsibilities of trustees**

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 a 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 and signed on their behalf by:

*Peter Sanlon*

.....  
Rev. Dr. Peter Sanlon

Date: 24 April 2024

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE TRUSTEES OF**  
**EMMANUEL ANGLICAN CHURCH - TUNBRIDGE WELLS**

I report to the trustees on my examination of the accounts of Emmanuel Anglican Church - Tunbridge Wells ('the charity') for the year ended 30th June 2023 on pages 5 to 8 following.

**Responsibilities and basis of report**

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

I report in respect of my examination of the charity's 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 2011 Act.

**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 accordance with section 130 of the 2011 Act; or
2. 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.

*Lisa Darby*

**Lisa Darby FCA**

Stewardship  
1 Lamb's Passage  
LONDON  
EC1Y 8AB

Date: 29 April 2024

**EMMANUEL ANGLICAN CHURCH - TUNBRIDGE WELLS**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 30 JUNE 2023**

	Notes	Unrestricted Funds £	Restricted Funds £	2023 £	2022 £
<b><i>Income receipts</i></b>					
Donations, legacies and grants		67,738	-	67,738	60,130
Gift aid receipts		-	-	-	5,170
Income from charitable activities		3,960	-	3,960	360
Other		-	-	-	-
<b><i>Total receipts</i></b>		<b><u>71,698</u></b>	<b><u>-</u></b>	<b><u>71,698</u></b>	<b><u>65,660</u></b>
<b><i>Payments</i></b>					
Payments in relation to charitable activities undertaken directly	2	68,038	-	68,038	63,031
<b><i>Total payments</i></b>		<b><u>68,038</u></b>	<b><u>-</u></b>	<b><u>68,038</u></b>	<b><u>63,031</u></b>
Net of receipts / (payments) before		3,660	-	3,660	2,630
Transfers between funds		-	-	-	-
<b>Net movement in funds</b>		<b><u>3,660</u></b>	<b><u>-</u></b>	<b><u>3,660</u></b>	<b><u>2,630</u></b>
Cash funds as at last year end		77,004	1,815	78,819	76,190
<b>Cash funds at this year end</b>	A	<b><u>80,664</u></b>	<b><u>1,815</u></b>	<b><u>82,479</u></b>	<b><u>78,819</u></b>

The notes on pages 7 -8 form part of these accounts.

**EMMANUEL ANGLICAN CHURCH - TUNBRIDGE WELLS**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**FOR THE YEAR ENDED 30 JUNE 2023**

	Unrestricted funds £	Restricted funds £	2023 £	2022 £
<b>A Cash funds</b>				
Cash at bank with immediate access	80,664	1,815	82,479	78,769
Petty cash	-	-	-	50
	<u><b>80,664</b></u>	<u><b>1,815</b></u>	<u><b>82,479</b></u>	<u><b>78,819</b></u>
<b>B Other monetary assets</b>				
Gift aid due to charity	19,739	-	19,739	8,900
	<u><b>19,739</b></u>	<u><b>-</b></u>	<u><b>19,739</b></u>	<u><b>8,900</b></u>
<b>C Liabilities</b>				
Fee for Independent Examination	1,980	-	1,980	960
Accruals	-	-	-	307
Payroll liabilities	2,895	-	2,895	1,201
	<u><b>4,874</b></u>	<u><b>-</b></u>	<u><b>4,874</b></u>	<u><b>2,468</b></u>

**D Assets retained for charity's own use**

	Fund to which asset belongs	Valuation £
Church Equipment	General Fund	5,800
Garden Office	General Fund	3,743

Church Equipment has been included at its current value as estimated by the trustees.

The Garden Office was built during the previous year at the property of Rev. Dr. P Sanlon for his use as an alternative to renting office space.

**E Guarantees and secured debts**

The charity has not given any guarantees and has not provided its assets as security for any liabilities.

The accounts were approved by the trustees and signed on their behalf

by Peter Sanlon date: 24 April 2024  
 -----  
 Rev. Dr. Peter Sanlon

The notes on pages 7 -8 form part of these accounts.

# EMMANUEL ANGLICAN CHURCH - TUNBRIDGE WELLS

## NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2023

### 1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	Unrestricted funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b>2 Payments in relation to charitable activities undertaken directly</b>				
Employment costs	51,952	-	51,952	53,041
Property costs	7,125	-	7,125	2,220
Ministry Expenses	2,462	-	2,462	2,493
Insurance	390	-	390	311
Legal & Professional Fees	138	-	138	1,983
Weekend Away	4,543	-	4,543	1,089
Other costs	1,428	-	1,428	1,894
	<u>68,038</u>	<u>-</u>	<u>68,038</u>	<u>63,031</u>

### 3 Transactions with related parties

Rev. Dr. Peter Sanlon served as the church leader and was paid £31,323 inclusive of pension (2022: £33,000) for serving in that capacity, not for serving as a trustee; these payments are permitted by the charity's governing document.

In addition the charity incurred expenditure totalling £17,400 (2022: £17,400) for rent and £3,230 (2022: £3,200) for water & council tax in respect of the provision of accommodation (which is customary for ministers) to Rev Dr. Peter Sanlon who is the church leader so that he could better perform his duties. This rent payment was made under a leaseback arrangement with Rev. Dr. Peter Sanlon as is permitted in the governing document under section 6.5.

There were no other transactions with trustees or related parties during the year.



**EMMANUEL ANGLICAN CHURCH - TUNBRIDGE WELLS**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 30 JUNE 2023**

**4 Movement of funds**

	Balance at 1 July 2022	Receipts £	Payments £	Transfers £	Balance at 30 Jun 2023 £
<b>General funds</b>	76,644	67,738	(63,495)	(13,238)	67,649
<b>Designated funds</b>					
Building Fund	-	-	-	13,015	13,015
Church Weekend Away Fund	360.00	3,960	(4,543)	223	-
	<u>77,004</u>	<u>71,698</u>	<u>(68,038)</u>	<u>13,238</u>	<u>80,664</u>
<b>Restricted funds</b>					
Pastoral Support Fund	300	-	-	-	300
Minister Training Fund	1,515	-	-	-	1,515
	<u>1,815</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,815</u>
<b>Total funds</b>	<u>78,819</u>	<u>71,698</u>	<u>(68,038)</u>	<u>-</u>	<u>82,479</u>

**Restricted Funds**

Pastoral Support Fund is to be used for pastoral support work.

Minister Training Fund is to be used for the training expenses of Ministers