

FLOW CHURCH

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

FLOW CHURCH

CONTENTS

	Page
Legal and administrative information	1
Trustees' report	2 - 5
Independent examiner's report	6
Statement of financial activities	7
Balance sheet	8
Notes to the accounts	9-12

Flow Church

Legal and Administrative Information

Charity Number	1180302
Date of Registration	12th October 2018
End of Financial Year	31st December 2020

Trustees

The following Trustees served during the year:

Jacob Benham
Paul Emberton
Sarah Harvey
James McKean
Steven Parker

Governing Document	Constitution of a Charitable Incorporated Organisation Dated 8th October 2018
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Charitable Objects:

The objective of the CIO is, for the public benefit, the advancement of the Christian faith in Surrey and such other parts of the United Kingdom and the world as the Charity Trustees may from time to time decide.

Principle Address & Registered Office	Unit 4, Fordwater Trading Estate Ford Road Chertsey KT16 8HE
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Bankers	Barclays Bank UK Plc
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Independent Examiner	Michael Homer AFA MIPA MCH Accountants Ltd 68 Charlton Road Andover Hampshire SP10 3JN
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CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st January 2020

To 31st December 2020

Charity name: Flow Church

Charity registration number: 1180302

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<i>The advancement of the Christian Faith in Surrey and the uk and the world as trustees may from time to time decide</i>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<i>Running and organising of Sunday services and community activities. Pastoral care and council for members. Missions work, including organised trips.</i>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<i>In setting objectives and planning activities, the Trustees have given due consideration to the guidance published by the Charity Commission relating to public benefit</i>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<i>Currently do not have one</i>
Policy on social investment including program related investment	Para 1.38	<i>Currently do not have one</i>
Contribution made by volunteers	Para 1.38	<i>Running of Sunday services, missions trips</i>
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>We regularly have over 100 people gathering to our Sunday services, including anywhere from 10-30 children and a small group of youth. We also hosted special Easter and Christmas events with attendance of 200+ people.</p> <p>We have begun an online service in 2020 which will continue to run after the pandemic. We currently have people in European nations watching this service regularly</p> <p>In 2020 we also started a youth group in the Chertsey area. Currently we have 8 young people but we are already seeing a positive change in behaviour as we discuss relevant topics.</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Profit after taxation: £5899</p> <p>Total income: £106,312</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We aim to hold £21,000, which is 3 months expenditure
Amount of reserves held	Para 1.22	£600
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Charity is in great shape and has very faithful regular givers. We have also survived well through COVID

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Donations From Church Members

Investment policy and objectives including any social investment policy adopted	Para 1.46	<i>not relevant</i>
A description of the principal risks facing the charity	Para 1.46	<i>Financial status gets discussed at every trustees meeting. Current risks are post- COVID needs of people</i>
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (<i>trust deed, royal charter</i>)	Para 1.25	Constitution of CIO
How is the charity constituted? (<i>e.g. unincorporated association, CIO</i>)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<i>Trustees are selected and elected according the provisions set out in the constitution document</i>

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<i>No policy in place yet</i>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<i>Kerith Church is the Church we were planted from. We have good relationship with them and they support us with advice and support when needed</i>
Relationship with any related parties	Para 1.51	<i>None</i>
Other		

Reference and Administrative details

Charity name	Flow Church
Other name the charity uses	
Registered charity number	1180302
Charity's principal address	Unit 4, Fordwater trading estate, Chertsey, KT16 8HG


Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Steve Parker			
2	James Mckean	Chair		
3	Sarah Harvey	Secretary		
4	Rix Banga			
5	Paul Emberton			

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Sarah Harvey	
Position (eg Secretary, Chair, etc)	Secretary	
Date	19/10/2021	

Flow Church
Independent Examiner's Report

I report to the charity trustees on my examination of the accounts of the Charitable Incorporated Organisation for the year ended 31 December 2020

Responsibilities and basis of report

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'). The trustees consider that an audit is not required for this year under the Charities Act 2011, s.144(2) (the 2011 Act) and that an independent examination is needed.

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 Act.

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 accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the accounts do not accord with those 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.

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.

Mr Michael Homer AFA MIPA
Independent Examiner for and on behalf of
MCH Accountants Ltd
68 Charlton Road
Andover
Hampshire
SP10 3JN

Dated:

Flow Church

Statement of Financial Activities for the year ended 31st December 2020
(Including income and expenditure account)

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Income from:					
Donations and gifts	5a	106,215		106,215	136,530
Charitable Activities	5b	97		97	6,020
Total Income		<u>106,312</u>	<u>-</u>	<u>106,312</u>	<u>142,550</u>
Expenditure on:					
Charitable Activities	6	100,413	1,000	101,413	126,165
Total Expenditure		<u>100,413</u>	<u>1,000</u>	<u>101,413</u>	<u>126,165</u>
Net incoming/(outgoing) resources for the year		<u>5,899</u>	<u>- 1,000</u>	<u>4,899</u>	<u>16,385</u>
Total Funds brought forward at 1 January 2020		13,336	3,049	16,385	-
Total Funds carried forward at 31 Dec 2020		<u>19,235</u>	<u>2,049</u>	<u>21,284</u>	<u>16,385</u>

All the church's operations are classed as continuing.

There are no recognised gains or losses other than those reported on the Statement of Financial Activities.

The notes on pages 7 to 12 form part of these financial statements.

Flow Church
Charity Registration No. 1180302

Balance Sheet as at 31st December 2020

	Notes	2020 £	2019 £
Non Current Assets			
Tangible Fixed Assets	3	3,330	-
Other Assets	4	8,735	-
		<u>12,065</u>	<u>-</u>
Current Assets:			
Debtors and Prepayments	8	9,877	5,265
Cash at bank and in hand		600	12,678
Total Current Assets		<u>10,478</u>	<u>17,943</u>
Current Liabilities:			
Creditors: amounts falling due within one year	9	- 1,258	- 1,558
Net Current Assets		<u>9,220</u>	<u>16,385</u>
Total Net Assets		<u>21,284</u>	<u>16,385</u>
Income Funds			
General Fund		19,235	13,336
Restricted Funds	7	2,049	3,049
Total Funds	12	<u>21,284</u>	<u>16,385</u>

Approved by the Trustees on the 19.10.2021

Signed on their behalf by

James McKean (Head of Trustees)

Trustee



Flow Church

Notes to the Financial Statements for the year ended 31st December 2020

1. Accounting Policies

Basis of Preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Flow Church meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Income

Income is recorded on the Statement of Financial Activities (SOFA) when it becomes probable the charity will receive the income, the charity becomes entitled to the income and the amount of income due to be received can be measured reliably.

Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs relating to that category. They include irrecoverable VAT. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the Charity to discharge them.

Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates to write off the cost less estimated residual value of each asset over its expected useful life as follows:

All Equipment 25% straight Line

Assets costing less than £1000 are expended within the SOFA.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short and medium term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

Pensions

The charity offers a defined contribution pension to all eligible staff and, at the Trustees' discretion, to other paid staff. At the year end there were contributions of £308 outstanding.

Funds

General funds are unrestricted funds which are available for use at the discretion of the directors in furtherance of the general objectives of the charity and which have not been designated for any other purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2. Cash Flow

Under section 7 of FRS102 in relation to the Cash Flow statement, exemption has been claimed on the basis that Flow Church is a small charity.

Flow Church

Notes to the Financial Statements for the year ended 31st December 2020 (continued)

3. Tangible Fixed Assets		Equipment £
Cost	1st January 2020	-
Additions		3,630
Cost at	31st December 2020	<u>3,630</u>
Depreciation	1st January 2020	-
Charge for year		300
Depreciation at	31st December 2020	<u>300</u>
Net book value	31st December 2020	<u>3,330</u>
Net book value	31st December 2019	<u><u>-</u></u>

4. Other Assets

A security deposit of £8734.81 is being held by the Landlord under a 5 year rental lease agreement

5. Income	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
a) Voluntary Income				
Gift Aided Donations	66,409	-	66,409	51,785
Gift Aid tax refund	16,602	-	16,602	12,946
Other Donations	23,204	-	23,204	71,799
	<u>106,215</u>	<u>-</u>	<u>106,215</u>	<u>136,530</u>
b) Charitable Activities				
Mission Trip	-	-	-	5,230
Activities and Events	97	-	97	790
	<u>97</u>	<u>-</u>	<u>97</u>	<u>6,020</u>
Total Income	<u>106,312</u>	<u><u>-</u></u>	<u>106,312</u>	<u>142,550</u>

Of the £142,550 total income for the year to 31 December 2019, £125,560 was unrestricted and £16,990 was restricted

Flow Church

Notes to the Financial Statements for the year ended 31st December 2020 (continued)

6. Expenditure	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£
Charitable Activities:				
Mission & Events	3,237	1,000	4,237	18,755
Youth and Children	4	-	4	827
Sunday Meetings	3,749	-	3,749	3,945
Rent	12,885	-	12,885	34,610
Office & Administration	25,384	-	25,384	7,077
Salaries	54,204	-	54,204	59,701
Accountant Fees	950	-	950	1,250
Total Expenditure:	100,413	1,000	101,413	126,165

Support Costs included in the above consist of:

Salaries	50,504	-	50,504	59,701
Office and Administration	25,384	-	25,384	7,077
Governance Costs	950	-	950	1,250
Total	76,839	-	76,839	68,028

Governance costs in 2019 and 2020 consist entirely of fees due to the independent examiner in respect of examination services.

7. Restricted Funds	Balance at 31 Dec 2019	Income	Expenditure	Balance at 31 Dec 2020
	£	£	£	£
Mission Trip	3,049	-	1,000	2,049
Total	3,049	-	1,000	2,049

The Restricted Funds are wholly represented by the charity's cash reserves.

Restricted Funds are held for the following purposes:

Mission Trip This fund is held for mission trips to provide support to churches, and refugee aid to other nations

8. Debtors and Prepayments	2020	2019
	£	£
Gift Aid Recoverable	3,281	4,514
Prepaid Rent and Insurance in Advance	6,596	751
Total	9,877	5,265

9. Creditors and Accruals: amounts due within one year	2020	2019
	£	£
Independent Examiner's Fees	950	1,250
Pensions payable	308	308
Total	1,258	1,558

Flow Church

Notes to the Financial Statements for the year ended 31st December 2020 (continued)

10. Staff Costs

The Charity employed two members of staff (2019: two) during the year. The costs were:

	2020 £	2019 £
Gross Salaries & Employers NIC	50,504	56,463
Employers Pension Contributions	3,700	3,238
Total	54,204	59,701

There are no employees with emoluments over £60,000

11. Trustees and related parties

During the financial period, in furthering the charity's objectives, Mr L Parker and Mrs E Parker (Son and daughter in law of Mr Stephen Parker, Chair of trustees) were employed by the charity in accordance with the CIO Constitution. Details of salaries and pensions are included in note 10.

12. Net Assets between Funds

	Unrestricted funds £	Restricted funds £	Total 2020 £
Fund balances at 31 December 2020 are represented by:			
Non Current Assets	12,065	-	12,065
Current Assets	8,428	2,049	10,477
Current Liabilities	- 1,258	-	- 1,258
Total	19,235	2,049	21,284

	Unrestricted funds £	Restricted funds £	Total 2019 £
Fund balances at 31 December 2019 are represented by:			
Fixed Assets	-	-	-
Current Assets	15,984	3,049	19,033
Current Liabilities	- 2,648	-	- 2,648
Total	13,336	3,049	16,385

13. Operating Leases

Flow Church entered into a 5 year lease agreement starting 1st September 2020 for a light Industrial Unit at Chertsey Industrial Park with a break clause on the 1st September 2023

Rent of £4218.58 has been charged to the Income and Expenditure in the current financial year.

Rental Payments due under the lease in future periods:-

within 1 year	£26,502.15
2 years to the 1st September 2023	£58,583.70