

WILMINGTON COMMUNITY CHURCH
TRUSTEES REPORT AND UNAUDITED ACCOUNTS (RECEIPTS AND PAYMENTS
BASIS)
FOR THE YEAR ENDED 31 MARCH 2021



Trustees' Annual Report for the period

From Period start date 1 April 2020 **To Period end date** 31 March 2021

Charity name: Wilmington Community Church CIO

Charity registration number: 1183656

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The advancement of the Christian faith in Wilmington and other such parts of the UK and the world
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	<ol style="list-style-type: none">1. The delivery of Sunday worship in the church and via video link called "Church on Line" when physical meetings are prohibited due to Covid 19 to promote spiritual health and fellowship2. The provision of weekly fellowship meetings via "Church on Line" when physical meetings in the church or homes isn't possible to promote spiritual health and fellowship3. The delivery of community support programme offering to assist local residents who are incapacitated or "locked down" with gardening, shopping, medicine collections and a friendly ear via requested telephone calls to combat the sense of isolation and loneliness, especially but not exclusively amongst the elderly4. The ongoing provision of the Wellbeing Counselling Centre (formerly the Well Counselling Centre) providing qualified counsellors supporting clients with a range of issues including Bereavement and loss; Anxiety; Relationships; Guilt and shame; Post-trauma stress; Physical, emotional and sexual abuse; Obsessive-compulsive behaviour; Self-harm; Low self-esteem; Work; Redundancy; Career.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit.	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<ol style="list-style-type: none"> 1. Wilmington Community Church CIO's ("WCC") policy is to financially support other relevant charities both in the UK and overseas. The source of the finance is from church members and the object is to further the Christian faith 2. It is also our policy to, where possible, financially support those in our community who are in short term urgent financial need, typically with one-off payments not exceeding £200
Policy on social investment including program related investment	Para 1.38	WCC CIO's policy is to place reserves in safe UK bank accounts
Contribution made by volunteers	Para 1.38	<p>Volunteers play an important part in the delivery of our objectives.</p> <ol style="list-style-type: none"> 1. 4 Elders provide the spiritual leadership of the church with oversight in all areas – 5 hours per week each. 2 further Elders are employees. 2. 3 Trustees provide business leadership of the church with oversight in all areas – 2 to 5 hours per week each depending on role. 1 further trustee is the senior pastor and an employee. 3. 1 Treasurer manages the income and expenditure, bank accounts and with the trustees the budget – 2 to 3 hours per week. 4. 1 Accountant provides accounts for examination and arranges the examination processes by the independent examiner – 0 to 20 hours per week at submission time. 5. 3 Deacons supported by an employed maintenance manager manage and maintain the church's-built assets – 1 to 10 hours per week depending on role. 6. 6 Wellbeing Counselling Centre support group members provide administrative and fund-raising support to the Well – 1 to 2 hours per week. 7. 13 Fellowship group leaders lead and manage mid-week fellowship groups to strengthen faith, teaching and fellowship - 2 to 3 hours each per week. 8. 2 Hospitality Team members provide catering for the church

		<p>meetings and outreach events – depends on time of year and events calendar – approximately 1 to 4 hours each per week, although during the period no hospitality events have taken place due to covid.</p> <p>9. Note, the volunteers noted above are those who perform the main formal functions of the church, however there are many other church members who provide pastoral and social support within the church and to the local community. These acts of volunteering are not recorded formally.</p>
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	<ol style="list-style-type: none"> 1. The advancement of the Christian faith by evangelism and social works in the community and beyond through video Sunday service broadcasts. 2. The advancement of the Christian faith and delivery of social support in the UK and overseas via our mission partners that we financially support. 3. The ongoing spiritual and practical support of our members and wider community. 4. The ongoing provision of counselling services to the wider community through the Wellbeing Counselling Centre. 5. The provision of a Community Support Fund used to financially assist people in urgent short-term financial need.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<ol style="list-style-type: none"> 1. As of 30/3/21, WCC's financial position was strong with a positive bank position 2. Our income generally exceeds expenditure over a 12 month period 3. It should be noted that trustees approved the purchase of audio/visual broadcasting equipment to enable reliable web-based services
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		to be delivered. The expenditure of £11,000 was funded from reserves in accordance with our policy.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<ol style="list-style-type: none"> 1. Our operating costs are in the region of £133,000 and our policy is to hold a minimum of 3 months operating cost in reserve to ensure sustainability. A review was undertaken of the source of member's income and was found to be predominantly from government employment and pensions 2. The surplus beyond our reserves will be invested in programmes to further the Christian faith
Amount of reserves held	Para 1.22	At 31 March 2021 unrestricted cash reserves were £45,572. It is considered that there are sufficient unrestricted fund reserves to transfer to the Wellbeing Counselling restricted fund if necessary.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	It is considered by trustees that the charity is robust and economies made to operating costs for year 21/22 will ensure the continuance of the charity.

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	Regular giving by church members
Investment policy and objectives including any social investment policy adopted	Para 1.46	<ol style="list-style-type: none"> 1. Our policy to invest our reserve safely and at the lowest possible risk. 2. Our social investment is principally measured in staff and volunteer time in furthering our community support projects.
A description of the principal risks facing the charity	Para 1.46	<ol style="list-style-type: none"> 1. Risks continually assessed at trustee meetings and generally formally once per year. 2. Principle risks are defined as; <ol style="list-style-type: none"> a. Conflict of opinion between Elders and Trustees b. Loss of use of buildings through say fire or other hazard c. Loss or moral failure of key staff d. Loss of church members financial giving 3. Retained risk after control measures are applied is low in all cases for all risks.
Other		N/A

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Constitution of a Charitable Incorporated Organisation
How is the charity constituted?	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	<ol style="list-style-type: none"> Trustees are recruited from within the church using the following criteria; <ol style="list-style-type: none"> Leadership experience Business and or operational experience Compliance with the Charity Commission eligibility rules

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	Trustees are required to read and understand Charity Commission rules and documents
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<ol style="list-style-type: none"> The spiritual and pastoral aspects are led by the elders who remit the leaders of fellowship groups and have spiritual input and leadership of all aspects of church life The operational, safety, HR, financial, asset management aspects and the Well (Wellbeing) Counselling Centre are led by the trustees, as are the Deacons, maintenance manager and treasurer. There is a written agreement between elders and trustees defining the responsibilities of each group
Relationship with any related parties	Para 1.51	None
Other		

Reference and Administrative details

Charity name	Wilmington Community Church
Other name the charity uses	The Well Counselling Centre
Registered charity number	118656
Charity's principal address	Broad Lane Wilmington Kent DA2 7AQ

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	Gordon Raggett	Trustee		The trustees
2	Julian Field	Trustee		
3	Graham Windget	Trustee		
4	David Mann	Trustee chairman	Resigned 31 October 2021	
5				
6				
7				
8				
9				
10				

Corporate trustees – names of the directors at the date the report was approved

Director name	N/A	

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
The holder of the property title is the Church Growth Trust		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Senior Pastor – Gordon Raggett, Assistant Pastor - Tara Rogers

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information**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)	Julian Field	
Position (eg Secretary, Chair, etc)	Trustee	
Date	28 January 2022	

**WILMINGTON COMMUNITY CHURCH
INDEPENDENT EXAMINERS REPORT
TO THE TRUSTEES OF WILMINGTON COMMUNITY CHURCH**

I report to the trustees on my examination of the accounts of Wilmington Community Church (the charity) for the year ended 31 March 2021.

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. 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 respect of the charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records.

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.

Nigel Hewson FCA DChA
Hewsons
80 Woodhurst Avenue
Orpingto006E
Kent
BR5 1AT
Dated: 1 February 2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Wilmington Community Church

No (if any)
1183656

CC16a

Receipts and payments accounts

For the period from	Period start date 01/04/2020	To	Period end date 31/03/2021
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year 5 months to the nearest £
A1 Receipts					
Offerings including gift aid tax refunds received	104,362	7,956	-	112,318	53,133
Donations	-	7,007	-	7,007	3,551
Rent	5,789	1,100	-	6,889	4,849
Bank interest	-	-	-	-	29
Other income	446	466	-	912	1,230
Transfers from Harbour Ministries	7,485	123	-	7,608	67,181
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	118,082	16,652	-	134,734	129,973
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	118,082	16,652	-	134,734	129,973
A3 Payments					
Salaries NI and pension costs	78,911	5,096	-	84,007	36,113
Donations made	13,792	1,810	-	15,602	7,522
Operational costs	1,932	-	-	1,932	2,692
Premises costs	15,718	551	-	16,269	8,958
Administration expenses	7,642	801	-	8,443	2,265
Other expenditure	3,619	1,980	-	5,599	2,080
New equipment costing less than £300	654	-	-	654	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	122,268	10,238	-	132,506	59,630
A4 Asset and investment purchases, (see table)					
New equipment	11,785	-	-	11,785	-
	-	-	-	-	-
Sub total	11,785	-	-	11,785	-
Total payments	134,053	10,238	-	144,291	59,630
Net of receipts/(payments)	- 15,971	6,414	-	- 9,557	70,343
A5 Transfers between funds	1,702	- 1,702	-	-	-
A6 Cash funds last year end	59,841	10,502	-	70,343	-
Cash funds this year end	45,572	15,214	-	60,786	70,343

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Church Bank account	44,763	10,760	-
	Petty Cash	809	68	-
	Well Counselling bank account	-	4,386	-
	Total cash funds	45,572	15,214	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Gift aid debtor	4,385	278	-
	Other debtors and prepayments	2,198	87	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Freehold land and buildings - held in trust for charity use	Unrestricted	-	-
	Fixtures, fittings and equipment	Unrestricted	-	11,481
	Fixtures, fittings and equipment	Restricted	-	479
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Accruals	Unrestricted	6,510	
	Accruals	Restricted	330	
			-	
		-		

Notes to the accounts

related parties - as permitted by the governing document, during the year trustee Gordon Kaggett was employed as church pastor and received a salary of £35,874 and pension contributions of £1,769. No trustee expenses were paid in that capacity. Donations of £10,860 were received from trustees and related parties.

The transfers from restricted funds includes £3,502 building fund expenditure in 2020 that was wrongly included in unrestricted funds and £1,800

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Julian Field	31 January 2022