

WILMINGTON COMMUNITY CHURCH
TRUSTEES REPORT AND UNAUDITED ACCOUNTS (RECEIPTS AND PAYMENTS
BASIS)
FOR THE YEAR ENDED 31 MARCH 2022



Trustees' Annual Report for the period

From **Period start date** 1 April 2021 **To Period end date** 31 March 2022

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 fellowship (Moved back to physical meetings in September 2021 following end of lockdown July 2021 but have maintained "Church on line").2. 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 fellowship (some physical meeting resumed in September 2021).3. The delivery of community support programme offering to assist local residents who have been 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 elderly.4. The ongoing provision of the Wellbeing 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'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. 5 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. 4 Hospitality Team members provide catering for the church 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. 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.
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 and physical services 'post covid' 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 31 March 2022, 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 offerings, donations and rental income have all increased. There have also been the insurance proceeds for loss of income that have further helped this year.
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 £144,000 and our policy is to hold a minimum of 2.5 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 2022 unrestricted cash reserves were £47,354. 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 2021/22 (despite covid) 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"> 1. Trustees are recruited from within the church using the following criteria: <ol style="list-style-type: none"> a. Leadership experience. b. Business and or operational experience. c. Compliance with the Charity Commission eligibility rules.

Additional information (optional)

You may choose to include further statements where relevant about:

		Trustees are required to read and understand Charity Commission rules and documents
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Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<ol style="list-style-type: none"> 1. 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. 2. The operational, safety, HR, financial, asset management aspects and the Wellbeing Counselling Centre are led by the trustees, as are the Deacons, maintenance manager and treasurer. 3. There is a written agreement between elders and trustees defining the responsibilities of each group.
Relationship with any related parties	Para 1.51	WCC has built and continues to have a close working relationship with Evergreen Care UK although they both maintain their independent charitable status.
Other		

Reference and Administrative details

Charity name	Wilmington Community Church
Other name the charity uses	The Wellbeing 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	Resigned 31 October 2022	
3	Graham Windget	Trustee (Chairman from 1 November 2021)	Resigned 31 October 2022	
4	David Mann	Trustee chairman	Resigned 31 October 2021, re-appointed 25 October 2022	
5	Karen Morrissey	Trustee	Appointed 15 December 2021	
6	Anna Merry	Trustee	Appointed 15 December 2021	
7				

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)	David Mann	Gordon Raggett
Position (eg Secretary, Chair, etc)	Chairman	Trustee
Date	7 December 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 2022.

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: 20 January 2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Wilmington Community Church	No (if any) 1183656
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Receipts and payments accounts

For the period from	Period start date 01/04/2021	To	Period end date 31/03/2022
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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 to the nearest £
A1 Receipts					
Offerings including gift aid tax refunds received	110,946	6,458	-	117,404	112,318
Donations	-	10,113	-	10,113	7,007
Rent	9,593	86	-	9,679	6,889
Bank interest	-	-	-	-	-
Other income	13,024	192	-	13,216	912
Transfers from Harbour Ministries	-	-	-	-	7,608
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	133,563	16,849	-	150,412	134,734
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	133,563	16,849	-	150,412	134,734
A3 Payments					
Salaries NI and pension costs	74,310	3,246	-	77,556	84,007
Donations made	15,048	632	-	15,680	15,602
Operational costs	6,345	945	-	7,290	1,932
Premises costs	17,925	7,829	-	25,754	16,269
Administration expenses	8,778	2,801	-	11,579	8,443
Other expenditure	4,341	1,980	-	6,321	5,599
New equipment costing less than £300	756	-	-	756	654
	-	-	-	-	-
	-	-	-	-	-
Sub total	127,503	17,433	-	144,936	132,506
A4 Asset and investment purchases, (see table)					
New equipment	925	-	-	925	11,785
	-	-	-	-	-
Sub total	925	-	-	925	11,785
Total payments	128,428	17,433	-	145,861	144,291
Net of receipts/(payments)	5,135	- 584	-	4,551	- 9,557
A5 Transfers between funds	- 3,353	3,353	-	-	-
A6 Cash funds last year end	45,572	15,214	-	60,786	70,343
Cash funds this year end	47,354	17,983	-	65,337	60,786

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	46,198	7,970	-
	Petty Cash	1,156	13	-
	Well Counselling bank account	-	10,000	-
	Total cash funds	47,354	17,983	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Gift aid debtor	4,406	475	-
	Other debtors and prepayments	3,897	117	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Freehold land and buildings - held in trust for charity use	Unrestricted	-	-
	Fixtures, fittings and equipment	Unrestricted	-	9,407
	Fixtures, fittings and equipment	Restricted	-	91
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Accruals	Unrestricted	4,618	
	Accruals	Restricted	580	
			-	

Notes to the accounts

Related parties - as permitted by the governing document, during the year trustee Gordon Raggett was employed as church pastor and received a salary of £36,405 and pension contributions of £1,795. No trustee expenses were paid in that capacity. Donations of £11,940 were received from trustees and related parties.

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

Signature	Print Name	Date of approval
	David Mann	7 December 2022