



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period from 1 January 2021 to 31 December 2021

Charity name: The Emmanuel Ministry Fund ("Charity")

Charity registration number: 1184453

Objectives and Activities

	SORP reference	
Summary of the purposes of the Charity as set out in its governing document	Para 1.17	To help advance the Christian faith by supporting the operation and ministry of Emmanuel Church, Tolworth.
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	<p>The Charity's main activity in 2021 was the employment of a children's and youth minister at Emmanuel Church, Tolworth.</p> <p>From time to time, the Charity may also provide funds to support members of the church family at Emmanuel Church, Tolworth in activities which help advance the Christian gospel, such as Christian training and short-term mission trips, but it did not do so in 2021.</p>
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 due regard to the public benefit guidance issued by the Charity Commission, in particular the guidance on charities for the advancement of religion, when exercising any powers or duties to which the guidance is relevant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The Charity has a policy on grant-making.
Policy on social investment including program related investment	Para 1.38	The Charity has not adopted a policy on social investment because its current activities are limited in nature, and it does not currently anticipate making a social investment.
Contribution made by volunteers	Para 1.38	The trustees are very grateful for the work which was carried out by the two volunteers: the treasurer and the Gift Aid secretary.

Other		<p>On 5 January 2021, the Charity entered into an agreement with The Emmanuel Church Tolworth Ministry Fund (formerly registered as a charity under number 1103843) relating to the transfer of assets, liabilities and activities from it to the Charity. (Prior to the execution of this agreement – in the latter part of 2020 – most of the practical matters regarding the transfer of these assets and operations to the Charity had been arranged.)</p> <p>Further to that agreement, the transfer of a lease on Flat 1, 444 Ewell Road, Surbiton KT6 7EL from The Emmanuel Church Tolworth Ministry Fund to the Charity was registered at HM Land Registry under title no. SGL778371 on 18 January 2021.</p>

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>The Charity's sole employee in 2021 was the children's and youth minister at Emmanuel Church, Tolworth. His primary responsibilities were providing leadership and organisation of the Christian ministry at the church for children and young people. This included</p> <ul style="list-style-type: none"> • leading the all-age slots in the Sunday morning services; • overseeing and regularly leading the Sunday morning groups for children (Jesus and Me, or "JAM") and young people ("Pathfinders"); • launching Cross Train, a new weekly youth outreach programme for secondary school children up to the age of 14; • the relaunch of Kangaroo Club for children under 5 and their parents; • working alongside Insight, a Christian Schools Work Trust, and Christ Church Surbiton Hill to organise and deliver the Easter Experience and Christmas Journey aimed at school children in the borough of Kingston.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	During the period, the Charity continued to achieve its aim of helping to advance the Christian faith through the provision of the
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		children's and youth minister at Emmanuel Church, Tolworth.
Performance of fundraising activities against objectives set	Para 1.41	The Charity did not set specific objectives in regard to fundraising.
Investment performance against objectives	Para 1.41	The Charity did not set specific objectives in regard to investment performance owing to the relatively low levels of financial reserves.
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The accounts show that the Charity received income in the period of £53,286, of which £18,012 was a transfer of funds from The Emmanuel Church Tolworth Ministry Fund.</p> <p>The main outgoings of the Charity were the salary of the employee, and the cost of accommodation for the employee and his family which the Charity provides for the better performance of his duties.</p> <p>Overall, the Charity had a net income deficit over the period of £7,022.</p> <p>At the end of the period, the Charity held unrestricted funds of £66,273, composed of the following amounts:</p> <ul style="list-style-type: none"> • £52,523 cash in bank accounts; • £3,250 in tax recovery; • £10,500 in rent deposit and prepayment. <p>The Charity also holds a long-term lease on a property at Flat 1, 444 Ewell Road, London KT6 7EL which is shown on the balance sheet at a cost of £191,618.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Charity's reserves policy directs trustees to deploy its financial resources to further the Charity's objects and not to hoard cash, whilst also seeking to set aside funds when possible to safeguard the Charity's ability to further its objects in harder financial times.
Amount of reserves held	Para 1.22	At the end of the period, £52,253 was held as unrestricted cash in bank accounts. All the available reserves were held in cash owing to the relatively small absolute amount, and uncertainty over future giving to the Charity, and lack of attractive alternative short-term investment options in the low interest rate environment.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A: cash reserves were positive, while the Charity had a net income deficit of about £7k in the period.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Owing to the amount of cash held in bank accounts and the forecast income and expenditure, the trustees do not deem there to be uncertainty about the Charity continuing as a going concern for at least the following 12-month period, and expect

		<p>the Charity to be able to continue its current scope of operations for at least another 2-3 years.</p> <p>The trustees monitor the Charity's financial situation closely, and will take appropriate actions with respect to contractual cost commitments well in advance of reserves being exhausted.</p>
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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	<p>A principle source of funds of the Charity in the period was a transfer of assets with a value of £18,012 from The Emmanuel Church Tolworth Ministry Fund. Although such a transfer of assets will not be repeated going forward, the type of funds received in that transfer are all now being paid directly to the Charity.</p> <p>Looking at the sources of funds directly to the Charity and to The Emmanuel Church Tolworth Ministry Fund together (which were received in the period and subsequently transferred to the Charity in the period):</p> <ul style="list-style-type: none"> • £32,693 came from charitable giving, of which £10,680 were one-off gifts. • £13,200 was rental income. • £7,595 was tax refunds <p>plus a de minimis amount of interest and other income.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<p>The charity has a reserves policy but not an investment policy because the amount of investable assets (i.e. cash) has been considered by the trustees to be too small to consider investing beyond an instant-access savings account.</p> <p>The Charity does hold a long-term lease on the property at Flat 1, 444 Ewell Road. This was originally purchased to provide accommodation to employees of the Charity for the better performance of their duties. The property is too small to accommodate the Charity's current employee and his family, so the property is let to tenants to provide a rental income to the Charity. The trustees intend to continue to hold this property to benefit from the rental income, and to be in a position to provide accommodation to potential future employees.</p>
	Para 1.46	

A description of the principal risks facing the charity		The Charity's principal risk in 2021 was liquidity risk given its relatively limited cash reserves, and uncertainty around the level of financial giving going forward.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution, dated 10 June 2019.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable incorporated organisation (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	Appointed by existing trustees in accordance with the Charity's constitution

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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	<p>Further to above, on 5 January 2021 The Emmanuel Church Tolworth Ministry Fund (formerly registered as a charity under number 1103843) and the Charity entered into an agreement to transfer the assets, liabilities and activities of The Emmanuel Church Tolworth Ministry Fund to the Charity.</p> <p>As the Charity's employee supports the ministry of Emmanuel Church Tolworth, there is close cooperation between the Charity, that church and its associated charity called The Parochial Church Council of the Ecclesiastical Parish of Christ Church Surbiton Hill with Emmanuel, Tolworth (charity no. 1143331).</p>
Other		

Reference and Administrative details

Charity name	The Emmanuel Ministry Fund CIO
Other name the charity uses	
Registered charity number	1184453
Charity's principal address	c/o Emmanuel Church 1 Grand Avenue Surbiton KT5 9HU

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	Claire Beevers		Initial term of trusteeship ended on 16 July 2021.(Reappointed as trustee on 11 May 2022.)	Trustees
2	Bart Erlebach			Trustees
3	Marc Evans	Chair		Trustees
4	Amanda Kresinska			Trustees
5	Robin Walpole		Initial term of trusteeship ended on 16 July 2021.(Reappointed as trustee on 11 May 2022.)	Trustees
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13				
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16				
17				
18				
19				
20				

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

Director name		
Not applicable		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Not applicable		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Solicitor	Anthony Collins Solicitors LLP	134 Edmund Street, Birmingham, B3 2ES

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

Not applicable

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable

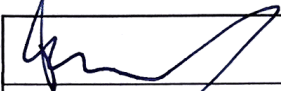
Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		J. Erlebach
Full name(s)	Marc Evans	JONATHAN ERLEBACH
Position (eg Secretary, Chair, etc)	Chair	TRUSTEE
Date	30/10/2022	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
THE EMMAUEL MINISTRY FUND

No (if any)
1184453

CC16a

Receipts and payments accounts

For the period from	Period start date 01/01/2021	To	Period end date 31/12/2021
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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 to the nearest £
A1 Receipts					
Gift aid standing orders	11,615	-	-	11,615	-
Charities Aid Foundation/Stewardship	603	-	-	603	-
One-off Gifts	6,280	-	-	6,280	-
Tax refunds	3,523	-	-	3,523	-
Rental income	13,200	-	-	13,200	4,400
Interest income	32	-	-	32	14
Other income	21	-	-	21	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	35,274	-	-	35,274	4,414
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	35,274	-	-	35,274	4,414
A3 Payments					
Salaries	26,217	-	-	26,217	8,667
Pension contributions	599	-	-	599	199
Accommodation costs	24,319	-	-	24,319	6,093
Employee expenses	371	-	-	371	-
Property maintenance	4,003	-	-	4,003	887
Letting expenses	1,920	-	-	1,920	386
Insurance	845	-	-	845	497
Legal and professional fees	1,858	-	-	1,858	903
Sundry expenses	176	-	-	176	164
	-	-	-	-	-
	-	-	-	-	-
Sub total	60,308	-	-	60,308	17,796
A4 Asset and investment purchases, (see table)					
Transfer of property	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	60,308	-	-	60,308	17,796
Net of receipts/(payments)	- 25,034	-	-	- 25,034	- 13,382
A5 Transfers between funds	18,012	-	-	18,012	-
A6 Cash funds last year end	73,295	-	-	73,295	-
Cash funds this year end	66,273	-	-	66,273	- 13,382

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	Bank accounts	52,523	-	-
	Tax recovery	3,250	-	-
	Rent deposit and prepayment	10,500	-	-
	Total cash funds	66,273	-	-
(agree balances with receipts and payments account(s))				

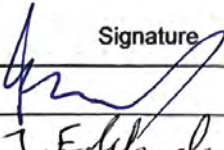
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	None		-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Property - 444A Ewell Road, Tolworth	Unrestricted	191,618	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	None		-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	MARC EVANS	30/10/22
J. Erlebach	JONATHAN ERLEBACH	31/10/22



Section A

Independent Examiner's Report

Report to the trustees/
members of

EMMANUEL MINISTRY FUND

On accounts for the year
ended

31 DECEMBER 2021

Charity no
(if any)

1184453

Set out on pages

1 and 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2021.

Responsibilities and
basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

I M Gardiner

Date:

22/8/22

Name:

IAN GARDINER

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

ACIB

Address:

16 DURRANTS DRIVE
FAYGATE
W. SUSSEX RH12 4AB.

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.