



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period from 1 January 2022 to 31 December 2022

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	The Object of the Charity is, for the public benefit, the advancement of the Christian faith in the United Kingdom and overseas by equipping and enabling the people and congregations of the parish of Christ Church, Surbiton Hill with Emmanuel Church, Tolworth ("The Parish"), and 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 2022 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 2022.</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>On 15 September 2022, The Emmanuel Church Tolworth Ministry Fund was merged with the Charity, with the surviving entity being the Charity. This was recorded in the Charity Commission's Register of Mergers.</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 2022 was the Children's and Youth Minister, who carried out his duties 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"); • running Cross Train, a weekly youth outreach programme for secondary children and young people in school years 6-9; • 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 employment of the Children's and Youth Minister, who carried out his ministry duties at Emmanuel Church, Tolworth.
Performance of fundraising activities against objectives set	Para 1.41	The Charity's only objective for fundraising was to try to maintain income on a par with expenditure, other than for exceptional items. In this respect, it succeeded, with receipts slightly exceeding payments.
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 £64,567, versus payments of £60,367, giving a net increase of cash funds in the period of £4,200.</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>At the end of the period, the Charity held unrestricted cash funds of £70,473, composed of the following amounts:</p> <ul style="list-style-type: none"> • £59,973 cash in bank accounts; • £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, £59,973 was held as unrestricted cash in bank accounts. All the available reserves were held in cash owing to the relatively small absolute amount, uncertainty over future giving to the Charity (one-off gifts accounted for nearly one third of the income), and lack of attractive alternative short-term investment options given low interest rates.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A: the Charity had a positive net income of £4,200 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 the Charity to be able to continue its current scope of operations for at least another 2 years despite one-off gifts accounting for nearly one third of income in the period.

		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.
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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>81% of the Charity's funding in 2022 came from charitable giving and tax refunds from Gift Aid giving. Of this, just under half was from one-off gifts.</p> <p>Nearly all of the other income was rental income, plus a very small amount of interest 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 holds a long-term lease on the property at Flat 1, 444 Ewell Road in Surbiton. 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>
A description of the principal risks facing the charity	Para 1.46	The Charity's principal risk in 2022 was liquidity risk given its relatively limited cash reserves, and uncertainty around the level of financial income going forward given that a substantial proportion of income was from one-off gifts which may not be repeated in the future.
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 and its Statement of Faith.

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	Further to above, on 15 September 2022, The Emmanuel Church Tolworth Ministry Fund was merged with the Charity, with the surviving entity being the Charity. This was recorded in the Charity Commission's Register of Mergers
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 11 Pine Gardens Surbiton, KT5 8LJ

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		Trustee until 31 October 2022 (resigned).	Trustees
2	Bart Erlebach			Trustees
3	Marc Evans	Chair		Trustees
4	Amanda Kresinska			Trustees
5	Robin Walpole			Trustees
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
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

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)		
Full name(s)	Marc Evans	Jonathan (Bart) Erlebach
Position (eg Secretary, Chair, etc)	Chair	Trustee

Date	29 October 2023
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CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
THE EMMANUEL MINISTRY FUND

No (if any)
1184453

CC16a

Receipts and payments accounts

For the period from	Period start date 01/01/2022	To	Period end date 31/12/2022
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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					
Gift aid standing orders	21,930	-	-	21,930	11,615
Charities Aid Foundation/Stewardship	1,515	-	-	1,515	603
One-off Gifts	19,717	-	-	19,717	6,280
Tax refunds	8,884	-	-	8,884	3,523
Rental income	12,300	-	-	12,300	13,200
Interest income	52	-	-	52	32
Other income	169	-	-	169	21
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	64,567	-	-	64,567	35,274
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	64,567	-	-	64,567	35,274
A3 Payments					
Salaries	29,600	-	-	29,600	26,217
Pension contributions	701	-	-	701	599
Accommodation costs	25,317	-	-	25,317	24,319
Employee expenses	675	-	-	675	371
Property maintenance	860	-	-	860	4,003
Letting expenses	396	-	-	396	1,920
Insurance	530	-	-	530	845
Legal and professional fees	180	-	-	180	1,858
Sundry expenses	243	-	-	243	176
Equipment	1,865	-	-	1,865	-
	-	-	-	-	-
Sub total	60,367	-	-	60,367	60,308
A4 Asset and investment purchases. (see table)					
Transfer of property	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	60,367	-	-	60,367	60,308
Net of receipts/(payments)	4,200	-	-	4,200	- 25,034
A5 Transfers between funds	-	-	-	-	18,012
A6 Cash funds last year end	66,273	-	-	66,273	73,295
Cash funds this year end	70,473	-	-	70,473	66,273

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	59,973	-	-
	Tax recovery	-	-	-
	Rent deposit and prepayment	10,500	-	-
	Total cash funds	70,473	-	-
	(agree balances with receipts and payments account(s))			

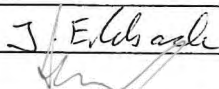
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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 - 44A 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
	JONATHAN (BART) ERLBACH	21/10/23
	Marc Evans	21/10/23



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Entity or Name
EMMANUEL MINISTRY FUND

**On accounts for the year
ended**

31 DECEMBER 2022

**Charity no
(if any)**

1184453

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

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:

IAN GARDNER

Date:

18/7/2023

Name:

IAN GARDNER

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

ACIB

Address:

16 OURRANTS 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.