



Trustees' Annual Report for the period

| | | | | | | | |
|------|-----|-------------------|------|----|-----------------|-------|------|
| | | Period start date | | | Period end date | | |
| | Day | Month | Year | | Day | Month | Year |
| From | 29 | 04 | 2019 | To | 30 | 09 | 2020 |

Section A Reference and administration details

Charity name BETHEL EVANGELICAL CHURCH, OTLEY

Other names charity is known by BETHEL CHURCH, OTLEY

Registered charity number (if any) 1184784

Charity's principal address 20-24 Westgate
Otley
West Yorkshire
Postcode LS21 3AS

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 | Michael Thomas Dennis | Trustee/Elder | | Members |
| 2 | Christopher George Haley | Chair/Elder/Pastor | | Members |
| 3 | Richard Bailey Hughes | Trustee/Elder | | Members |
| 4 | | | | |
| 5 | | | | |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |

Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

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

| |
|--|
| |
|--|

Section B Structure, governance and management

Description of the charity's trusts

| | |
|--|--------------------------------------|
| Type of governing document <small>(eg. trust deed, constitution)</small> | Constitution |
| How the charity is constituted <small>(eg. trust, association, company)</small> | Charitable Incorporated Organisation |
| Trustee selection methods <small>(eg. appointed by, elected by)</small> | Elected by members |

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Details of the Church's structure, governance and practices are defined in a Church Handbook adopted by the members on 29th April 2019.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

Our church objectives (as per those listed against our charitable status registration) are the advancement of the Christian faith primarily but not exclusively within Otley and the surrounding neighbourhood and such other charitable purposes as shall, in the opinion of the charity trustees, further the work of the Church.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In order to achieve our objective this year we have purchased and begun renovating a building where a number of activities will take place in the future:

- Bible teaching and corporate worship at Sunday services
- Midweek Life Groups
- Providing pastoral care and support to those who come to church
- Holding regular prayer meetings
- Running a Tots and Toys Group
- Various other events designed to introduce people to the Christian faith and the church community
- Teaching of new and seasoned Christians how to grow in their faith and put their faith into practice in their day to day lives

We have complied with our duty to provide public benefit in this period, namely that we have taken an unused premises and begun to make it fit for use, both as venue for public worship, thus furthering our aims of advancing the Christian faith, but also as a venue for the wider community to use for various community-based activities.

Note: Throughout the reporting period the activities listed above have been undertaken by Bethel Evangelical Church, Otley, a Charitable Unincorporated Association which is to be merged into the CIO upon the completion of the transfer of assets.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main
achievements of the charity
during the year**

The achievements of the church during the period include:

- The purchase of 20-24 Westgate.
- Application and approval of plans for renovation and change of use for the building.
- The beginning of renovations to the building.
- The raising of funds to meet our objectives

Section E Financial review

Brief statement of the charity's policy on reserves

The charity's key annual expenditure going forward will be the regular payment of the Pastor's salary once Bethel EC (CUA) has been merged into the CIO. Consequently, it is the charity's policy to endeavour to hold cash on account sufficient to cover three months forward salary and employer's NI, plus premises overhead costs.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principal sources of funds are:

- i) single donations from individual supporters and churches
- ii) regular monthly donations from individual supporters
- iii) grants from trusts

The key objectives of the charity are achieved through the activities of the Pastor, a paid officer of the charity, and volunteering members and attendees of the church.

The charity's reserves are small and the trustees consider that they warrant neither short term nor long term investment. The charity has no investments.



Section F Other optional information

In the next reporting period we hope to complete the renovations to the building and begin to meet in the premises for public worship. We hope also to make the building available to other community groups, charities and businesses in the local area. We plan on changing our name to Beech Hill Church, Otley to reflect our location in Otley on Beech Hill/Westgate.

Section G Declaration

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

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|---|--|
| Signature(s) |  |  |
| Full name(s) | CHRISTOPHER GEORGE HALEY | MICHAEL THOMAS DENNIS |
| Position (eg Secretary, Chair, etc) | CHAIR | Trustee |

Date 22/7/2021

BETHEL EVANGELICAL CHURCH, OTLEY CIO

REPORT AND ACCOUNTS

30th SEPTEMBER 2020

BETHEL EVANGELICAL CHURCH, OTLEY CIO

| | |
|-----------------------|---|
| Address | 20-24 Westgate Otley LS2 3AS |
| Trustees | C Haley M Dennis R Hughes |
| Accountants | Lee & Company Chartered Accountants Photon House Percy Street Leeds LS12 1EL |
| Registered Charity No | 1184784 |

**Independent Examiner's Report to the Trustees of
BETHEL EVANGELICAL CHURCH, OTLEY CIO**

I report to the charity trustees on my examination of the accounts of the CIO for the period ended 30th September 2020.

Responsibilities and basis of report

Having satisfied myself that the accounts of the CIO are not required to be audited and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the CIO's gross income exceeds £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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 to enable a proper understanding of the accounts to be reached.

**Anna McClean FCA
Lee & Company
Photon House, Percy Street
Leeds LS12 1EL**

26th July 2021

BETHEL EVANGELICAL CHURCH, OTLEY CIO

**Statement of Financial Activities
for the period ended 30th September 2020**

| | Notes | Restricted Funds £ | Total Funds £ |
|-----------------------------------|----------|--------------------------|-----------------------|
| Income from: | | | |
| Donations, legacies and Grants | | 415,903 | 415,903 |
| Expenditure on: | | | |
| Rates and Insurance | | 4,047 | 4,047 |
| Light and heat | | 349 | 349 |
| Legal and professional fees | | 9,397 | 9,397 |
| Postage | | 15 | 15 |
| Building purchase/refurb expenses | | 1,206 | 1,206 |
| Accountancy fees | | 360 | 360 |
| Depreciation | | 7,665 | 7,665 |
| | | <u>23,039</u> | <u>23,039</u> |
| Net income/Total funds | 7 | <u><u>392,864</u></u> | <u><u>392,864</u></u> |

The notes on pages 5 and 6 form part of the accounts.

BETHEL EVANGELICAL CHURCH, OTLEY CIO

Balance Sheet as at 30th September 2020

| | Notes | £ | £ |
|---|--------------|--------------|-----------------------|
| Fixed assets | 4 | | 375,587 |
| Current assets | | | |
| Debtors | 5 | 8,419 | |
| Cash at Bank and in hand | | <u>9,218</u> | 17,637 |
| | | | <u>393,224</u> |
| Creditors: amounts falling due within one year | 6 | | 360 |
| Net Assets | | | <u><u>392,864</u></u> |
| Restricted fund | 7 | | <u><u>392,864</u></u> |

The financial statements were approved by the Board of Trustees on 22nd July 2021 and were signed on its behalf by:

R Hughes - Trustee

The notes on pages 5 and 6 form part of the accounts.

BETHEL EVANGELICAL CHURCH, OTLEY CIO

Notes to the accounts

30th September 2020

1. Accounting Policies

Basis of accounting

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and with the Charities Act 2011.

Incoming resources

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Expenditure

Expenditure is recognised when a liability is incurred, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property - 2% on cost

Fixtures and fittings - Straight line over 5 years

Fund accounting

Funds held by the charity are either:

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. Trustees Remuneration and expenses

No Trustees received remuneration or expenses during the year.

3. Net movement in funds

The net movement of funds is after charging:

| | 2020 |
|---------------------------------------|--------------|
| | £ |
| Independent Examiner's remuneration | 360 |
| Depreciation of tangible fixed assets | <u>7,665</u> |

4. Tangible Fixed Assets

| | Freehold property £ |
|--|---------------------------|
| Cost | |
| Additions and at 30th September 2020 | <u>383,252</u> |
| Depreciation | |
| Charge for the period and at 30th September 2020 | <u>7,665</u> |
| Net Book Value | |
| As at 30th Septemebr 2020 | <u>375,587</u> |

5. Debtors: Amounts falling due within one year

| | 2020 |
|---------------|--------------|
| | £ |
| Other Debtors | <u>8,419</u> |

6. Creditors: Amounts falling due within one year

| | 2020 |
|-----------------|------------|
| | £ |
| Other creditors | |
| Accruals | <u>360</u> |

7. Movement in funds

Net movement in funds

| | Incoming Resources resouces | expended | At 30.9.20 |
|-------------------------|--------------------------------|---------------|----------------|
| | £ | £ | £ |
| Restricted funds | | | |
| Building fund | <u>415,903</u> | <u>23,039</u> | <u>392,864</u> |

Building fund - restricted - this fund is for amounts received specifically for the building project and paid out on the building project expenses.

BETHEL EVANGELICAL CHURCH, OTLEY CIO

REPORT AND ACCOUNTS

30th SEPTEMBER 2020

BETHEL EVANGELICAL CHURCH, OTLEY CIO

| | |
|-----------------------|---|
| Address | 20-24 Westgate Otley LS2 3AS |
| Trustees | C Haley M Dennis R Hughes |
| Accountants | Lee & Company Chartered Accountants Photon House Percy Street Leeds LS12 1EL |
| Registered Charity No | 1184784 |

**Independent Examiner's Report to the Trustees of
BETHEL EVANGELICAL CHURCH, OTLEY CIO**

I report to the charity trustees on my examination of the accounts of the CIO for the period ended 30th September 2020.

Responsibilities and basis of report

Having satisfied myself that the accounts of the CIO are not required to be audited and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the CIO's gross income exceeds £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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 to enable a proper understanding of the accounts to be reached.

Anna McClean FCA
Lee & Company
Photon House, Percy Street
Leeds LS12 1EL

26th July 2021

BETHEL EVANGELICAL CHURCH, OTLEY CIO

**Statement of Financial Activities
for the period ended 30th September 2020**

| | Notes | Restricted Funds £ | Total Funds £ |
|-----------------------------------|----------|--------------------------|-----------------------|
| Income from: | | | |
| Donations, legacies and Grants | | 415,903 | 415,903 |
| Expenditure on: | | | |
| Rates and Insurance | | 4,047 | 4,047 |
| Light and heat | | 349 | 349 |
| Legal and professional fees | | 9,397 | 9,397 |
| Postage | | 15 | 15 |
| Building purchase/refurb expenses | | 1,206 | 1,206 |
| Accountancy fees | | 360 | 360 |
| Depreciation | | 7,665 | 7,665 |
| | | <u>23,039</u> | <u>23,039</u> |
| Net income/Total funds | 7 | <u><u>392,864</u></u> | <u><u>392,864</u></u> |

The notes on pages 5 and 6 form part of the accounts.

BETHEL EVANGELICAL CHURCH, OTLEY CIO

Balance Sheet as at 30th September 2020

| | Notes | £ | £ |
|---|--------------|--------------|-----------------------|
| Fixed assets | 4 | | 375,587 |
| Current assets | | | |
| Debtors | 5 | 8,419 | |
| Cash at Bank and in hand | | <u>9,218</u> | 17,637 |
| | | | <u>393,224</u> |
| Creditors: amounts falling due within one year | 6 | | 360 |
| Net Assets | | | <u><u>392,864</u></u> |
| Restricted fund | 7 | | <u><u>392,864</u></u> |

The financial statements were approved by the Board of Trustees on 22nd July 2021 and were signed on its behalf by:

R Hughes - Trustee

The notes on pages 5 and 6 form part of the accounts.

BETHEL EVANGELICAL CHURCH, OTLEY CIO

Notes to the accounts

30th September 2020

1. Accounting Policies

Basis of accounting

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and with the Charities Act 2011.

Incoming resources

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Expenditure

Expenditure is recognised when a liability is incurred, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property - 2% on cost

Fixtures and fittings - Straight line over 5 years

Fund accounting

Funds held by the charity are either:

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. Trustees Remuneration and expenses

No Trustees received remuneration or expenses during the year.

3. Net movement in funds

The net movement of funds is after charging:

| | 2020 |
|---------------------------------------|--------------|
| | £ |
| Independent Examiner's remuneration | 360 |
| Depreciation of tangible fixed assets | <u>7,665</u> |

4. Tangible Fixed Assets

| | Freehold property £ |
|--|---------------------------|
| Cost | |
| Additions and at 30th September 2020 | <u>383,252</u> |
| Depreciation | |
| Charge for the period and at 30th September 2020 | <u>7,665</u> |
| Net Book Value | |
| As at 30th Septemebr 2020 | <u>375,587</u> |

5. Debtors: Amounts falling due within one year

| | 2020 |
|---------------|--------------|
| | £ |
| Other Debtors | <u>8,419</u> |

6. Creditors: Amounts falling due within one year

| | 2020 |
|-----------------|------------|
| | £ |
| Other creditors | |
| Accruals | <u>360</u> |

7. Movement in funds

Net movement in funds

| | Incoming Resources resouces | expended | At 30.9.20 |
|-------------------------|--------------------------------|---------------|----------------|
| | £ | £ | £ |
| Restricted funds | | | |
| Building fund | <u>415,903</u> | <u>23,039</u> | <u>392,864</u> |

Building fund - restricted - this fund is for amounts received specifically for the building project and paid out on the building project expenses.