



# Trustees' Annual Report for the period

Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	01	10	2020		30	09	2021

## Section A

## Reference and administration details

Charity name

BETHEL EVANGELICAL CHURCH, OTLEY

Other names charity is known by

BETHEL CHURCH, OTLEY,  
BEECH HILL 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)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	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 29<sup>th</sup> 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 completed the renovation of our building and begun our activities there:

- Bible teaching and corporate worship at Sunday services
- Midweek Life Groups
- Providing pastoral care and support
- 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, furthering our aims of advancing the Christian faith, providing a stay and play toddler group, open to all, and also providing a space for wider community use.

**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 completion of the renovations on 20-24 Westgate.
- The re-commencement of physical gatherings after a period of online gatherings during covid-19 restrictions.
- The effective rebranding of church as 'Beech Hill Church' to reflect our new base of operations
- The merging of the older unincorporated charity into this newer Charitable Incorporated Organisation.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The charity's key annual expenditure is the regular payment of the Pastor's salary. 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 grow the size of our church congregation so that we may serve our community more effectively. We hope also to expand the number of community groups, charities and businesses using our building through the week. We plan to formalise the name change to Beech Hill Church, Otley to reflect our location in Otley on Beech Hill/Westgate, including updating the name of the bank account etc.

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	C. Haley	Michael Thomas Dennis
Full name(s)	CHRISTOPHER GEORGE HALEY	MICHAEL THOMAS DENNIS
Position (eg Secretary, Chair, etc)	CHAIR	Trustee

Date

4/7/2022

**BEECH HILL CHURCH, OTLEY CIO**

**REPORT AND ACCOUNTS**

**30th SEPTEMBER 2021**

## **BEECH HILL 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  
BEECH HILL CHURCH, OTLEY CIO**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 30th September 2021.

**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**

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 2022



# BEECH HILL CHURCH, OTLEY CIO

## Statement of Financial Activities for the year ended 30th September 2021

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £	2020 Total Funds £
<b>Income from:</b>						
Donations, legacies and Grants		41,399	1,097	111,915	154,411	415,903
Letting income	2	1,519	-	-	1,519	-
		<u>42,918</u>	<u>1,097</u>	<u>111,915</u>	<u>155,930</u>	<u>415,903</u>
<b>Expenditure on:</b>						
Salaries		13,456	-	-	13,456	-
Children's ministry		955	-	-	955	-
Gifts		4,097	-	-	4,097	-
Evangelism		1,016	-	-	1,016	-
Books		106	-	-	106	-
Rates and Insurance		1,002	-	-	1,002	4,047
Light and heat		1,403	-	-	1,403	349
Housekeeping		2,618	-	-	2,618	-
Legal and professional fees		-	-	366	366	9,397
Postage		-	-	-	-	15
Building purchase/refurb expenses		-	-	37,954	37,954	1,206
Accountancy fees		360	-	-	360	360
Depreciation		-	-	9,844	9,844	7,665
		<u>25,013</u>	<u>-</u>	<u>48,164</u>	<u>73,177</u>	<u>23,039</u>
<b>Net income</b>		<u>17,905</u>	<u>1,097</u>	<u>63,751</u>	<u>82,753</u>	<u>392,864</u>
<b>Reconciliation of funds</b>						
Total funds brought forward		-	-	392,864	392,864	-
Total funds carried forward	9	<u>17,905</u>	<u>1,097</u>	<u>456,615</u>	<u>475,617</u>	<u>392,864</u>

The notes on pages 5 to 7 form part of the accounts.

# BEECH HILL CHURCH, OTLEY CIO

## Balance Sheet as at 30th September 2021

	Notes	£	£	2020 £
<b>Fixed assets</b>	6		474,695	<u>375,587</u>
<b>Current assets</b>				
Debtors	7	-		8,419
Cash at Bank and in hand		<u>21,282</u>		<u>9,218</u>
			21,282	<u>17,637</u>
			<u>495,977</u>	<u>393,224</u>
<b>Creditors: amounts falling due within one year</b>	8		20,360	360
<b>Net assets</b>			<u>475,617</u>	<u>392,864</u>
<b>Unrestricted funds</b>				
General fund			17,905	-
Designated fund			1,097	-
<b>Restricted fund</b>			456,615	392,864
<b>Total funds</b>	9		<u>475,617</u>	<u>392,864</u>

The financial statements were approved by the Board of Trustees on 26th July 2022 and were signed on its behalf by:

**R Hughes - Trustee**

The notes on pages 5 to 7 form part of the accounts.

## **BEECH HILL CHURCH, OTLEY CIO**

### **Notes to the accounts**

**30th September 2021**

#### **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.

Designated funds are funds designated by the trustees from unrestricted reserves.

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. Other trading activities**

	<b>2021</b>	<b>2020</b>
	£	£
Hire of premises	<u>1,519</u>	<u>-</u>

### 3. Trustees remuneration and expenses

During the year there were three Trustees, one Trustee was the pastor and he received remuneration, the other two Trustees received no remuneration or expenses during the year.

### 4. Staff costs

The average number of employees during the year was as follows:

	2021	2020
Pastor	<u>1</u>	<u>-</u>

No employees received emoluments in excess of £60,000

### 5. Net movement in funds

The net movement of funds is after charging:

	2021	2020
	£	£
Independent Examiner's remuneration	360	360
Depreciation of tangible fixed assets	<u>9,844</u>	<u>7,665</u>

### 6. Tangible Fixed Assets

	Freehold property £
<b>Cost</b>	
At 1st October 2020	383,252
Additions	108,952
At 30th September 2021	<u>492,204</u>
<b>Depreciation</b>	
At 1st October 2020	7,665
Charge for the year	9,844
At 30th September 2021	<u>17,509</u>
<b>Net Book Value</b>	
As at 30th September 2021	<u>474,695</u>
As at 30th September 2020	<u>375,587</u>

**7. Debtors: Amounts falling due within one year**

	<b>2021</b>	<b>2020</b>
	£	£
Other Debtors	-	8,419

**8. Creditors: Amounts falling due within one year**

	<b>2021</b>	<b>2020</b>
	£	£
Other creditors	20,000	-
Accruals	360	360
	<u>20,360</u>	<u>360</u>

**9. Movement in funds**

	<b>At 1.10.20</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>At 30.9.21</b>
	£	£	£	£
<b>Unrestricted funds</b>	-	42,918	25,013	17,905
<b>Designated funds</b>				
Relief	-	819	-	819
Church Weekend	-	(545)	-	(545)
Ilkley Work	-	823	-	823
	<u>-</u>	<u>44,015</u>	<u>25,013</u>	<u>19,002</u>
<b>Restricted funds</b>				
Building fund	<u>392,864</u>	<u>111,915</u>	<u>48,164</u>	<u>456,615</u>
<b>Total funds</b>	<u>392,864</u>	<u>155,930</u>	<u>73,177</u>	<u>475,617</u>

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



**BEECH HILL CHURCH, OTLEY CIO**

**REPORT AND ACCOUNTS**

**30th SEPTEMBER 2021**

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**R Hughes - Trustee**

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