

# MINSTER CHRISTIAN CENTRE CIO

## LEGAL AND ADMINISTRATIVE INFORMATION

YEAR ENDED 31 DECEMBER 2020

|                         |  |
|-------------------------|--|
| TRUSTEES                | Alex COLLINS<br>Ben HOPE GILL<br>Matthew TODD<br>John KENDALL<br>Ian WILLIAMS  |
| CHARITY NUMBER          | 1184867  |
| PRINCIPAL ADDRESS       | Sturminster Road<br>Cardiff<br>CF23 5AQ  |
| GOVERNING DOCUMENT      | Minster Christian Centre CIO <b>Constitution</b> and <b>Church Handbook</b> adopted by Church Members on 23 <sup>rd</sup> October 2019, and approved by the Charity Commission on the 12 <sup>th</sup> August 2019 |
| CONSITUTION             | CIO  |
| TRUSTEE SELCTION METHOD | Election.  |
| INDEPENDENT EXAMINER    | Mr A DOWN FCCA   |
| BANKERS                 | Barclays Bank  |



# MINSTER CHRISTIAN CENTRE CIO

## TRUSTEES' REPORT

### YEAR ENDED 31 DECEMBER 2020

The Trustees of Minster Christian Centre give thanks for God for His kindness and grace as they reflect on the year gone and present their Annual Report for the year ended 31 December 2020.

#### Objectives and activities

The purposes of Minster Christian Centre are: the advancement of the Christian faith in accordance with the Basis of Faith primarily but not exclusively within Cardiff and the surrounding neighbourhood; and such other charitable purposes as shall, in the opinion of the members of the Church in general meeting, put into practice the Christian faith in accordance with the Basis of Faith, including but not limited to: the prevention and relief of need, hardship and sickness; the advancement of education; and the provision of community facilities; provided that the advancement of such purposes must be undertaken in a manner that is consistent with the Doctrinal Distinctives and Ethical Statements as may be adopted and amended by the Church from time to time in accordance with the provisions of the Church Handbook.

#### Achievement and Performance

Over the course of this year, Minster Christian Centre has been very active despite the Coronavirus pandemic that dramatically altered the usual rhythms of life.

Up until March, Minster had public gatherings of Christian worship with prayer, sung worship, the reading and proclamation of Scripture, and the sharing of the communion meal. In addition to the regular Sunday gathering, there were various other regular activities:

- A creche was run during the service for preschool children
- A Sunday School was run during the service with three classes, tailored for the needs of children between the ages of four and sixteen
- A weekly youth group, Messy, was run hosting young people between the ages of 11 and 16
- A community lunch was provided for senior citizens
- Prayer meetings were held at the church
- Homegroup Bible studies were facilitated in various location
- A monthly service at a local retirement home was run
- A monthly outreach to the neighbouring community of Splott was run

All these events took place before lockdown restrictions were implemented. During lockdown, extraordinary activities took place including:



- The provision of online, pre-recorded worship services on YouTube
- The provision of online, livestreamed worship services on YouTube
- Regular Zoom meetings for prayer and fellowship
- Community events for Christmas in the local vicinity
- Community support and relief of poverty

Throughout the period, the church has employed four members of staff, two full time, and two part time, all of whom are engaged with furthering the aims and purposes of the church. The church has supported other workers who align with the aims and purposes of the church in the furtherance of the Gospel in Cardiff, the UK and beyond.

Minster Christian Centre has advanced the Christian faith through the services and activities as outlined above, along its financial partnership with the missionaries we support.

In addition to this, the church has supported the community both before and through the coronavirus pandemic.

The building was opened for use by the community for various groups. Roath Community Choir have used the building for many years for rehearsals and performances, and they continued this partnership at the start of 2020. The main hall was used by a ballet school, and for other functions, such as birthday parties and engagement parties. Having a building at the heart of the Minster community to be used by the community benefits society as whole beyond the aims and objectives of Minster Christian Centre itself.

The trustees confirm that we have had regard to the guidance issued by the Charity Commission on public benefit.

### **Finance Review**

Minster Christian Centre income for the year ended December 2020 totalled £126,542. This was generated through donations from the congregation of £105,054, and a tax claim of £21,488. The expenditure totalled £125,666. This was made up of costs of charitable activities, governance costs, and other costs.

In addition to the transfer of assets from the previous financial year, Minster Christian Centre is in a financially healthy and stable position. The church has ended the period with reserves of £92,160. Reserves are held to provide for a redundancy fund, and for capital expenditure relating to the building.



The trustees will continue to monitor and consider the best way to use these reserves to the furthering of Minster Christian Centre's objectives.

The trustees anticipate no financial uncertainties at the present time.

#### **Structure, Governance and Management**

The governing document of the charity is Minster Christian Centre CIO **Constitution and Church Handbook**, which was adopted by Church Members on 23<sup>rd</sup> October 2019, and approved by the Charity Commission on 12<sup>th</sup> August 2019.

The charity is constituted as a CIO and registered on 12<sup>th</sup> August 2019.

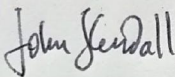
Trustees of Minster Christian Centre consist of the pastor and elders and are selected by election.

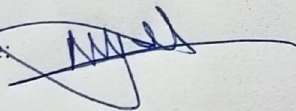
Eligibility for trustees is laid out in section 12.2 of the constitution.

#### **Approval**

This report was approved by the trustees on Thursday 28<sup>th</sup> October 2021.

Signed on behalf of the trustees:

Trustee: 

Trustee: 



Charity number: 1184867

## MINSTER CHRISTIAN CENTRE

### Financial Statements

Year ended 31 December, 2020





# **Independent Examiner's Report to the Members and Trustees of Minster Christian Centre**

I report on the accounts of Minster Christian Centre for the year ended 31 December, 2020 which are set out on pages 2 to 6.

## **Respective Responsibilities of Officers and Examiner**

The Charity's trustees are responsible for the preparation of the accounts. The Charity trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:-

- Examine the accounts under section 145 of the 2011 Act
- Follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act, and
- To state whether particular matters have come to my attention

## **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as officers concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

## **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect the requirements
  - To keep accounting records in accordance with Section 130 of the 2011 Act, and
  - To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

Have not been met; or

2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Mr A Down FCCA.

*A Down*

Address: 9, Sherborne Avenue, Cyncoed Cardiff CF23 6SJ

*07/10/2021*



**Minster Christian Centre**  
**Statement of Financial Activities**  
**For the year ended 31 December, 2020**

|   | Restricted<br>£ | 2020<br>Unrestricted<br>£ | Total<br>£     |
|---|-----------------|---------------------------|----------------|
| <b>Incoming Resources</b>                     |                 |                           |                |
| Tax claim                                     | -               | 21,488                    | 21,488         |
| Incoming Resources from Charitable activities | -               | 105,054                   | 105,054        |
| Other Incoming resources                      | -               | 238,049                   | 238,049        |
| <b>Total Incoming Resources</b>               | -               | <b>364,592</b>            | <b>364,592</b> |
| <b>Resources Expended</b>                     |                 |                           |                |
| Charitable activities                         | -               | 92,421                    | 92,421         |
| Governance costs                              | -               | 2,656                     | 2,656          |
| Other resources expended                      | -               | 30,589                    | 30,589         |
| <b>Total resources expended</b>               | -               | <b>125,666</b>            | <b>125,666</b> |
| <b>Net movement of funds</b>                  |                 | <b>238,926</b>            | <b>238,926</b> |
| <b>Reconciliation of Funds</b>                |                 |                           |                |
| Total funds brought forward                   |                 | -                         | -              |
| Total funds carried forward                   |                 | <b>238,926</b>            | <b>238,926</b> |

The net movement in funds for the years stated above arose entirely from continuing activities. There are no recognised gains or losses for the years above other than included in the above Statement of Financial Activities

The notes on pages 4 to 6 form part of these accounts.



**Minster Christian Centre**  
**Balance Sheet as at 31 December, 2020**

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|  | Note | 2020<br>£             |
|--|------|-----------------------|
| <b>Fixed Assets</b>                            |      |                       |
| Tangible assets                                | 1    | 146,766               |
| <b>Current Assets</b>                          |      |                       |
| Debtors  |      | 497                   |
| Cash at bank and in hand                       |      | <u>91,663</u>         |
|  |      | 92,160                |
| <b>Liabilities</b>                             |      |                       |
| Creditors: amounts falling due within one year |      |                       |
| Net Current Assets                             |      | 92,160                |
| <b>NET ASSETS</b>                              |      | <u><u>238,926</u></u> |

**The Funds of the Charity**

**Unrestricted Income Funds**

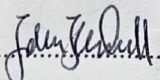
|                            |                       |
|----------------------------|-----------------------|
| Unrestricted Income Funds  | 238,926               |
| Restricted Income Funds    | -                     |
| <b>Total Charity Funds</b> | <u><u>238,926</u></u> |

Approved by the Board of Trustees on.....

and signed on their behalf by the following trustees : -

..... Mr Ian Williams

..... Dr Benjamin Hope-Gill

.....  ..... Mr John Kendall

..... Mr Matthew Todd

The notes on pages 4 to 6 form part of these accounts.



**Minster Christian Centre**  
**Notes to the accounts**  
**For the year ended 31 December, 2020**

**Accounting Policies**

**Basis of accounting**

The financial statements are prepared in accordance with applicable accounting standards using the historic cost convention. The financial statements reflect the requirements of the revised Statement of Recommended Practice, "Accounting for Charities" (SORP). The charity compiled with best practice at the time of preparing these accounts.

**Tangible Fixed Assets**

All fixed assets are capitalised. The charge for depreciation is calculated to write off the cost of fixed assets over their useful lives on the following basis:

|                         |                                      |
|-------------------------|--------------------------------------|
| Furniture and equipment | 10 years on a reducing balance basis |
|-------------------------|--------------------------------------|

**Income**

Income is accounted for on an accruals basis, except for donations, which are credited when received.

**Expenditure**

All expenditure is accounted for on an accruals basis.

Resources expended on charitable activities comprise all the resources applied by the charity in undertaking its work to meet its charitable objectives. These costs include the direct costs of the charitable activities together with those support costs incurred that enable these activities to be undertaken.

Expenditure on Governance costs are the costs incurred by the charity to operate and to generate the information required for public accountability.

**Funds**

The charity's unrestricted funds are available for use at the discretion of the Trustees.



**Minster Christian Centre**  
**Notes to the accounts**  
**For the year ended 31 December, 2020**

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**Tangible Fixed Assets**

|                       | <b>Furniture &amp;<br/>Equipment<br/>£</b> | <b>Total<br/>£</b> |
|-----------------------|--|--------------------|
| <b>COST</b>           |  |                    |
| Additions             | 163,073                                    | 163,073            |
| As at 31.12.2020      | <u>163,073</u>                             | <u>163,073</u>     |
| <b>DEPRECIATION</b>   |  |                    |
| Charge for the year   | 16,307                                     | 16,307             |
| As at 31.12.2020      | <u>16,307</u>                              | <u>16,307</u>      |
| <b>NET BOOK VALUE</b> |  |                    |
| At at 31.12.2020      | <u>146,766</u>                             | <u>146,766</u>     |



Minster Christian Centre  
Year ended 31 December, 2020

|                                 | Restricted<br>£ | 2020<br>Unrestricted<br>£ | Total<br>£ |
|---------------------------------|-----------------|---------------------------|------------|
| <b>Incoming Resources</b>       |                 |                           |            |
| Donations                       | -               | 105,054                   | 105,054    |
| Tax claim                       | -               | 21,488                    | 21,488     |
| Transfer of assets              |                 | 238,049                   | 238,049    |
| <hr/>                           |                 |                           |            |
| TOTAL INCOMING RESOURCES        |                 | 364,592                   | 364,592    |
| <b>Resources Expended</b>       |                 |                           |            |
| Maintenance                     | -               | 2,838                     | 2,838      |
| Cleaning                        | -               | 3,135                     | 3,135      |
| Utilities                       | -               | 2,859                     | 2,859      |
| Refreshments                    | -               | 30                        | 30         |
| Telephones                      | -               | 85                        | 85         |
| Photocopier                     | -               | 460                       | 460        |
| Missions                        | -               | 10,060                    | 10,060     |
| Social concern                  | -               | 2,001                     | 2,001      |
| Speakers                        | -               | 425                       | 425        |
| Outreach                        | -               | 683                       | 683        |
| Insurance                       | -               | 2,126                     | 2,126      |
| Gifts                           | -               | 500                       | 500        |
| Admin                           | -               | 2,656                     | 2,656      |
| Publicity                       | -               | 332                       | 332        |
| Sunday school                   | -               | 361                       | 361        |
| Youth work                      | -               | 304                       | 304        |
| Trainee                         | -               | 24,520                    | 24,520     |
| Pastor                          | -               | 37,312                    | 37,312     |
| Audiovisual                     | -               | 1,889                     | 1,889      |
| Media                           | -               | 429                       | 429        |
| Ministry training               | -               | 623                       | 623        |
| Youth worker                    | -               | 8,659                     | 8,659      |
|                                 | -               | 16,307                    | 16,307     |
| Church worker                   | -               | 6,973                     | 6,973      |
| Lunch club legacy               | -               | 100                       | 100        |
| <hr/>                           |                 |                           |            |
| TOTAL RESOURCES EXPENDED        |                 | 125,666                   | 125,666    |
| <hr/>                           |                 |                           |            |
| Incoming resources for the year |                 | 238,926                   | 238,926    |
| <hr/>                           |                 |                           |            |
| Fund balances brought forward   | -               | -                         | -          |
| <hr/>                           |                 |                           |            |
| Fund balances carried forward   |                 | 238,926                   | 238,926    |
| <hr/>                           |                 |                           |            |