

MINSTER CHRISTIAN CENTRE CIO
LEGAL AND ADMINISTRATIVE INFORMATION
YEAR ENDED 31 DECEMBER 2022

TRUSTEES

Ben HOPE GILL
Matthew TODD
John KENDALL
Ian WILLIAMS
Sam LIU
Jonathan TRAVIS (Nov-Dec)

CHARITY NUMBER

1184867

PRINCIPAL ADDRESS

Sturminster Road,
Cardiff,
CF23 5AQ

GOVERNING DOCUMENT

Minster Christian Centre CIO Constitution
and Church Handbook adopted by Church
Members on 23rd October 2019, and
approved by the Charity Commission on 12th
August 2019. The Church Handbook was
revised on 23rd November 2022.

CONSTITUTION

CIO

TRUSTEE SELECTION METHOD

Election

INDEPENDENT EXAMINER

Mr A DOWN FCCA

BANKERS

Barclays Bank

MINSTER CHRISTIAN CENTRE CIO

TRUSTEES' REPORT

YEAR ENDED 31 DECEMBER 2022

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 2022.

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

Minster Christian Centre has actively pursued our objectives and aims throughout 2022.

One of the key reflections to note is that there has been a collective relief from the trustees and the members of the church as we have experienced the relaxing of the last of the Government coronavirus legislation that dictated public worship.

At the start of 2022, Minster Christian Centre was operating under Wales Assembly Government Coronavirus "*Alert Level 2*". To accommodate temporary social distancing measures, we returned to two parallel services (10:30am and 3pm all-in service), closed rows and a 3-seat gap between parties to lower capacity and ensure social distancing. This was reduced at the end of January to "*Alert Level 0*", so that we were no longer obliged to maintain a 2m distance. For the rest of the year, we were able to accommodate the whole

church in one morning service at 10:30. Finally, face coverings were no longer mandatory in March, and we were able to serve and enjoy refreshments after the service.

The church's motto verse from 2021 had been 3 John 19: *I hope to see you soon, and we will talk face to face*. We were very glad to finally be able to do so under our own roof.

This year saw an expansion of our activities towards our objectives and aims. In February, there was an evening service added in addition to the morning service, and a daytime prayer meeting for women restarted. In March, an informal toddler group started, and in April in-person prayer meetings returned and online Zoom prayer meetings ended.

These public worship gatherings, and prayer meetings are the core way the charity fulfils its stated objectives, and the increasingly rich and "normal" experience of them is cause for thanksgiving.

Other activities took place to further the aims and purposes of the church including:

- Collecting food donations for local charity "Rainbow of Hope".
- Providing meals for three families who had babies during the year.
- Hosting a community "Light Party" as an alternative to Halloween celebrations.
- Facilitating monthly services in local Retirement Living development Thomas Court.
- A community Christmas event and lighting up the church building.

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.

As the year progress, the charity was able to provide relief of need, hardship, and sickness as and when it arose. The building was used as a hub for collections from the community towards relief for those affected by the war in Ukraine. There was support provided for a family with both adults going through surgery including provision of meals, lifts, childminding, and cleaning. One of the key projects undertaken by the charity was through "*Bundles of Joy*" - nine visits to pregnant asylum seekers with care packages were made through the course of the year.

The charity was also able to make provision of community facilities. Following the easing of COVID restrictions, Minster Christian Centre has been able to welcome outside bookings and host other community groups in the building. Roath Community Chorus, Brownies, a

baby sign language class, a Polish language school, a ballet school and a guild of weavers have been able to use the premises over the course of the year, along with other private events.

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

The charity's GDPR policy was updated by the new data controller and was published on the website, and photograph permissions have been reviewed.

The charity has also been able to add a trustee in this period, as Jonathan Travis was elected by vote of the church members to the post of elder and trustee. The church also set apart Elizabeth Choi and Clare Gatenby as deacons. The existing deacons were elected for a further two-year term, and two existing elders were elected for a further five-year term.

Finance Review

Minster Christian Centre income for the year ended December 2022 totalled £126,536. This was generated through donations from the congregation of £101,327, a tax claim of £24,934, and savings interest of £275.

The expenditure totalled £111,037. 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 £136,896. Reserves are held to provide for a redundancy fund, and for capital expenditure relating to the building. The trustees will look to use the reserve fund in the future for the employment of additional workers.

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 23rd October 2019, and approved by the Charity Commission on 12th August 2019.

The Church Handbook was revised and approved by unanimous vote of church members on 23rd November 2022.

The charity is constituted as a CIO and was registered on 12th 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 Wednesday 25th October 2023.

Signed on behalf of the trustees:

Trustee: 

Trustee: *Jonathan Pavis*

Charity number: 1184867

MINSTER CHRISTIAN CENTRE

Financial Statements

Year ended 31 December, 2022

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, 2022 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 ActHave 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.....

Date: 11 July 2023.....

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

Minster Christian Centre
Statement of Financial Activities
For the year ended 31 December, 2022

	2022		2021
	Restricted £	Unrestricted £	Total £
Incoming Resources			
Tax claim	-	24,934	14,142
Incoming Resources from Charitable activities	-	101,327	106,669
Other Incoming resources	-	275	-
Total Incoming Resources	-	126,536	120,811
Resources Expended			
Charitable activities	-	64,427	84,845
Governance costs	-	2,647	4,267
Other resources expended	-	43,963	31,816
Total resources expended	-	111,037	120,928
Net movement of funds		15,499	117
Reconciliation of Funds			
Total funds brought forward		238,809	238,926
Total funds carried forward		254,308	238,809

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, 2022

	Note	2022 £	2021 £
Fixed Assets			
Tangible assets	1	117,412	132,089
Current Assets			
Debtors		-	-
Cash at bank and in hand		136,896	106,720
		<u>136,896</u>	<u>106,720</u>
Liabilities			
Creditors: amounts falling due within one year			
Net Current Assets		136,896	106,720
NET ASSETS		<u>254,308</u>	<u>238,809</u>
The Funds of the Charity			
Unrestricted Income Funds			
Unrestricted Income Funds		254,308	238,809
Restricted Income Funds		-	-
Total Charity Funds		<u>254,308</u>	<u>238,809</u>

Approved by the Board of Trustees on 25th October 2023

and signed on their behalf by the following trustees: -

..... Mr Ian Williams

..... Dr Benjamin Hope-Gill

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

..... *Matthew Todd* Mr Matthew Todd

..... *Samuel Liu* Mr Samuel Liu

..... *Jonathan Travis* Mr Jonathan Travis

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, 2022

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
Year ended 31 December, 2022

	Restricted £	2022 Unrestricted £	Total £	2021 Total £
Incoming Resources				
Donations	-	101,327	101,327	106,669
Tax claim	-	24,934	24,934	14,142
Savings Account interest		275	275	-
TOTAL INCOMING RESOURCES	-	126,536	126,536	120,811
Resources Expended				
Maintenance	-	6,482	6,482	126
Cleaning	-	3,909	3,909	3,859
Utilities	-	3,757	3,757	2,307
Refreshments	-	-	-	104
Telephones	-	373	373	185
Photocopier	-	662	662	1,203
Missions	-	13,050	13,050	11,167
Social concern	-	2,000	2,000	1,650
Speakers	-	1,660	1,660	1,640
Outreach	-	465	465	1,512
Insurance	-	2,208	2,208	2,076
Gifts	-	956	956	300
Admin	-	2,647	2,647	4,267
Publicity	-	291	291	303
Sunday school	-	960	960	1,330
Youth work	-	171	171	274
Trainee	-	-	-	14,888
Pastor	-	29,306	29,306	37,079
Audiovisual	-	619	619	144
Media	-	914	914	404
Ministry training	-	190	190	261
Youth worker	-	9,877	9,877	9,798
Depreciation	-	14,677	14,677	14,677
Church worker	-	4,872	4,872	4,764
Lunch club legacy	-	-	-	100
Administrator	-	10,070	10,070	6,428
FTIAN fund	-	920	920	80
TOTAL RESOURCES EXPENDED	-	111,037	111,037	120,928
Incoming resources for the year		15,499	15,499	117
Fund balances brought forward	-	238,809	238,809	238,926
Fund balances carried forward	-	254,308	254,308	238,809