



# **FINANCIAL STATEMENTS**

## **FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2023**

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**Trustee Report**  
for the period 1<sup>st</sup> January 2023 to 31<sup>st</sup> December 2023

**The Trust & Trustees**

Hope Church Sittingbourne is a Charitable Incorporated Organisation (CIO), registered with the UK Charity Commission (#1186867).

Hope Church Sittingbourne was officially registered as a CIO on 10<sup>th</sup> December 2019, and this is our second submitted annual report.

Hope Church Sittingbourne is a church-plant connected to Relational Mission within the Newfrontiers family of churches.

The Trustees of the Hope Church Sittingbourne CIO during this reporting period were:

- Christine Monica Willmott – Chair of Trustees
- Jite Ufuoma Idowu – Trustee & Safeguarding Lead
- Elizabeth Gregory – Trustee
- Emmanuel Samuel - Trustee

We are thankful for these men and women who have faithfully and diligently served the church in serving and governing as trustees.

When considering new Trustees, the existing board intends to invite committed church members, who are well known to us and have the necessary character, experience and skills needed and the time to give to this role, with the existing board all having to agree on the appointment.

All current Trustees have been DBS checked. The Trust are formulating new procedures regarding background checks on prospective trustees according to the Charity Commission guidelines.

The serving trustees gave a total of £15,776.40 during this accounting period.

**Trust Objectives**

The object of the CIO is for the public benefit, the advancement of the Christian faith in Sittingbourne, Kent and in such other areas as the charity Trustees may from time to time decide.

Hope Church Sittingbourne exists to grow & multiply the HOPE of Jesus in the hearts of everyone, everywhere, everyday.

We aspire to reproduce disciples who; Honour Jesus, Obey His Word, Pray beyond themselves, Everyone a witness. We gather in homes & public places as well as weekly on Sundays to hear & obey the Word of God. We engage with local social justice & poverty issues.

**HOPE CHURCH SITTINGBOURNE**  
CHARITY NUMBER #1186867

## **Premises**

Hope Church Sittingbourne do not currently lease or own any premises.

Our church office and registered CIO address is currently the home of Gordon Watson, the church-plant leader. This is the office base for administrative purposes.

Since Sunday, 21<sup>st</sup> October 2018, Hope Church Sittingbourne have gathered every Sunday morning at our local Costa Coffee located in The Forum Shopping Centre.

During this reporting year, on Sunday, 9<sup>th</sup> July 2023, we moved our Sunday worship service to Fulston Manor Secondary School as we were in need of a larger meeting venue. During the following 5-months we met in 3 different spaces at the school. A drama studio, the Millennium Hall and eventually settling in the Post-16 S-Block café area.

## **Membership**

The Hope Church family continues to grow and develop healthily. We welcomed a number of new people among us over the course of the year. We do not currently have a formal membership.

## **Finances**

Gordon Watson continued to be our sole employee throughout 2023.

We supported and subsidised the costs for a group of 4 delegates to participate in the LEAD training course with Relational Mission.

We continued our monthly support of the Spocchia family who are planting Good News Church in Sheppey.

We continued to tithe a consistent monthly amount to the four distinct accounts that support the mission of our family of churches, Relational Mission.

When we relocated our Sunday morning gatherings in the summer, we took the decision to invest in new PA equipment, as well as hospitality equipment for refreshments, all of which we store securely in a local facility. We also made individual gifts, contributing towards each of our two main worship leaders buying new acoustic guitars.

## **Reserves Policy**

The Board of Trustees has established a policy to cover day-to-day cashflow and also any financial liabilities in the event of a sudden and unexpected drop in income, or the closure of the charity.

The Reserves Policy states that a figure of £5,000 should be maintained in this regard.

## **Overview of Church Life and Activities**

We continued to host regular social connection points every month, such as picnics, BBQs, fish & chips nights, brunches and other social events. These connection points were a great opportunity to integrate newcomers to the church and also to invite along people exploring faith and to build relationship and widen community life together.

We were pleased to be able to continue throughout 2023 meeting in person in our mid-week Households. These midweek gatherings help us encourage and support one another towards growing together in our faith and in our daily lives.

We continued to host prayer meetings usually twice a month throughout the year. We find these times a great opportunity to '*pray beyond ourselves*', looking for God to open the way ahead in situations and circumstances.

In July 2023 we brought our 10-month series of 'Emerge Leadership Forum' meetings to a close. This group had been meeting every 6/8 weeks, supported by our church oversight of Adam Voke (Cornerstone City Church, Medway) & Dave King (New Life Church, Tunbridge Wells).

## **Local Mission**

### **Churches Together in Sittingbourne**

The local Sittingbourne Churches Together fraternal continued to meet in-person throughout 2023.

### **Swale CAP Debt Centre & Swale Foodbank**

We continued as a partner church with our local Swale CAP Debt Centre & with Swale Foodbank. We were invited to contribute cakes towards the Christmas Hampers for local CAP clients.

### **No Place Left UK & Proclaim Training**

During 2023 we invited Russell Godward (No Place Left UK) to train and equip our church in becoming more confident and competent in our mission of sharing the good news story of Jesus across our town. We began regularly ministering to local communities across the town, predominantly on Saturday mornings.

As part of Russell's contact with us, we hosted a Proclaim training morning on Sat, 16<sup>th</sup> September at Holy Trinity Sittingbourne with over 25 people in attendance, representing many local churches from across Sittingbourne.

### **Baptisms**

We had the great privilege of baptising six dear friends on Sunday, 29<sup>th</sup> October, it was a great celebration of the resurrection life of Jesus.

**HOPE CHURCH SITTINGBOURNE**  
CHARITY NUMBER #1186867

### **Supporting Refugees**

In September we were put in touch with a local refugee family and were able to welcome them to Sittingbourne. We liaised with other frontline agencies and support groups and over the months were able to support the family in establishing local life, completing paperwork, and supporting the family at key meetings with schools, childcare, Job Centre and other organisations and professionals. One of our members was able to support the family by providing them with free English lessons as a family.

### **ACTS435**

We continued our partnership with ACTS435, providing practical financial support and assistance to local families in need.

## **Overseas Mission**

### **RM Bolivia**

In January, we gave £1,000 to the roof building project of our dear friends the Butcher family who are establishing a mission centre in Santa Cruz, Bolivia.

### **Ebenezer Sastry & Carmel Ministries**

On the evening of Friday, 2<sup>nd</sup> June we hired King George V Pavilion and hosted an Evening with Ebenezer. We heard from Ebenezer Sastry of Carmel Ministries of the work they are involved in across India, supporting orphans and widows, building schools, and training and equipping rural and town-based pastors to plant and lead churches and mission projects.

It was an excellent opportunity for the local church family to meet Ebenezer who is a long-term friend of two of our trustees who both served on mission trips independently with Ebenezer many years ago. We took up an offering and gave a love gift totalling £300 to Carmel Ministries.

## **Partnership with Relational Mission**

### **RMC & Swale Squad**

We continued to engage with our local Relational Mission Community, led by Adam Voke. Of note was the involvement of Adam Voke & David King in helping to support and oversee the development (and hopeful appointment) of a local church eldership team in the future.

We also continue to find great encouragement and brotherhood amongst the three Relational Mission churches in Swale. Together we hosted a Relational Mission Swale Sunday at Fulston Manor Secondary School on Sunday, 22<sup>nd</sup> October, with guest speaker Stef Liston.

### **Newday 2023**

We undertook fundraising to send a team of 10 people (adults and children) to attend the Newday Youth Festival in August 2023 in partnership with our friends at New Life Church Tunbridge Wells, sharing their camping site, their cooking facilities and entrusting our young people to the care of the leaders. Our hope is to partner with them again in 2024.

**HOPE CHURCH SITTINGBOURNE**  
CHARITY NUMBER #1186867

**UP: The Urban Planting School**

Gordon Watson continued to serve alongside Stef Liston in developing a new Relational Mission two-year training initiative called 'UP: The Urban Planting School'. This is due to launch in October 2024.

As trustees, we were happy when Relational Mission offered to pay for 4-hours a week of Gordon Watsons employed time to serve this new initiative on behalf of our family of churches. Gordon works this alongside his 4-days a week employment with Hope Church Sittingbourne. This decision is reviewed at each trustees meeting ongoing. We believe the arrangement will help to enrich the local and global mission of the local church as well as supporting and strengthening the apostolic work of Relational Mission through the UP initiative.

**The Call conference**

We were able to send Emmanuel Samuel & Gordon Watson to represent Hope Church Sittingbourne at the Relational Mission 'The Call' conference, which was hosted in Ipswich from Wednesday, 25<sup>th</sup> October through to Saturday, 28<sup>th</sup> October.

**Summary**

As a trustees board, we continue to be thankful to God for the ongoing generosity of the local church family in their serving and giving. Together we have been able to achieve many of our aims for the year and look forward in faith for all that God may open up for us in the year ahead.

## **Hope Church Sittingbourne Information Page**

Bankers: Nat West Bank plc  
PO Box 209  
Sittingbourne  
Kent  
ME10 4AU

Independent Examiner: Mr Rob Trice MAAT  
210 King George Road  
Chatham  
Kent  
ME5 0PH

# **Hope Church Sittingbourne Annual Report**

## **Year Ended 31 December 2023**

### **Governance & Trustees**

Hope Church Sittingbourne is governed by its Constitution dated 16<sup>th</sup> October 2019.

The registered Office is Hope Church Sittingbourne, 32 Homewood Avenue, Sittingbourne, Kent ME10 1XW.

The Trustees are:

Emmanuel Ayodile Ukachi Samuel  
Jite Ufuoma Idowu  
Elizabeth Ruth Gregory  
Christine Monica Willmott

### **Legal Status**

Hope Church Sittingbourne is a Charitable Incorporated Organisation registered with the Charity Commission. Charity Number: 1186867.

### **Charitable Objects**

The purpose of the Church shall be:

- (1) The advancement of the Christian faith in Sittingbourne and in such other areas as the Charity Trustees may from time to time decide.



## **Independent Examiner's Report to the Trustees of Hope Church Sittingbourne**

This Report on the accounts of the Church for the year ended 31 December 2023, which are set out in this annual report, is in respect of an examination carried out under s.145 of the Charities Act 2011 ("the Act").

### **Respective responsibilities of the Trustees and the examiner**

As Trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144(2) of the Act does not apply. It is my responsibility to issue this report on those accounts in accordance with the Act.

### **Basis of this report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 144(5)(b) of the Act. That examination includes a review of the accounting records kept by the Charity and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees 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 Act; and
- to prepare accounts which accord with the accounting records and comply with the requirements of the 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.

*Rob W Trice*

25th Jan 2024

Mr Rob Trice MAAT  
210 King George Road  
Chatham, Kent, ME5 0PH

**Hope Church Sittingbourne****Receipts & Payments Account - Year Ended 31 December 2023**

<b>RECEIPTS</b>	<b>2023</b> £	<b>2022</b> £
Giving (Gift Aided)	35,261.40	33,893.00
Giving (Non Gift Aided)	3,724.95	17,674.07
HMRC Gift Aid repayment	10,390.96	8,268.77
Financial Support	1,800.00	3,500.00
ACTS 435 income	400.00	-
Refunded expenditure	391.88	175.80
Other income	314.02	4.68
Sunday offering	623.08	-
Special offering	2,347.58	-
<b>TOTAL RECEIPTS</b>	<b>55,253.87</b>	<b>63,516.32</b>
<b>PAYMENTS</b>	<b>2023</b> £	<b>2022</b> £
Employee wages and salaries	33,457.13	27,003.09
Pension	2,527.20	2,065.05
Travelling	1,005.17	1,265.60
Hotel and Accomodation	490.59	99.00
Printing & Marketing	57.99	226.75
Office Stationery & Admin	233.01	121.88
Internet Charges	268.34	248.02
Computer & software	1,029.42	952.22
Mobile Charges	264.06	255.79
Business Insurance	376.05	300.78
Equipment	29.69	169.00
Books bought	124.96	220.17
Sunday Costs	734.63	509.89
Food & drink	718.82	336.53
Tithe to Relational Mission	2,400.00	600.00
Crisis/Family Fund	302.29	886.74
Gift (visiting speakers)	1,660.00	1,485.00
Gift (missional support)	4,070.00	2,120.00
Gift (special offering)	268.00	150.00
Gift (pastoral reasons)	131.50	324.77
Mission trips	-	300.00
CAP Life Skills	720.00	720.00
Miscellaneous expenses	294.85	161.72
Subscriptions	177.00	229.00
DBS/Safeguarding	238.65	141.25
Training Costs	3,450.00	2,586.00
Conference tickets	140.00	245.00
Venue/Hall hire	2,161.15	3,377.30
Independent examiner	220.00	200.00
ACTS 435 expenditure	411.03	-
Office Equipment and IT - cost	4,354.68	151.98
Events	2,654.67	1,350.56
<b>TOTAL PAYMENTS</b>	<b>64,970.88</b>	<b>48,803.09</b>
<b>Excess of Receipts over Expenditure</b>	<b>(9,717.01)</b>	<b>14,713.23</b>
<b>General Fund Balance brought forward</b>	<b>20,959.82</b>	<b>6,246.59</b>
<b>General Fund Balance carried forward</b>	<b>11,242.81</b>	<b>20,959.82</b>

# **Hope Church Sittingbourne** **Statement of Assets and Liabilities - As At 31 December 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Bank Balances		
- #1 Main Account	1,145.22	3,951.82
- #2 Hope CAP Funds	64.80	144.80
- #3 Training & Future Staffing	716.00	1,416.00
- #4 Reserve Fund	9,237.76	15,002.00
- #5 Crisis/Family Fund	79.03	445.20
	<hr/>	<hr/>
	<b>11,242.81</b>	<b>20,959.82</b>
	<hr/>	<hr/>

Assets		
Office Equipment and IT - cost	1,286.38	1,286.38
PA Equipment	2,452.93	-
	<hr/>	<hr/>
	<b>3,739.31</b>	<b>1,286.38</b>
	<hr/>	<hr/>

Chris Willmott

21/02/2024

Signed on behalf of Hope Church Sittingbourne

# Hope Church Sittingbourne

## Notes to the Accounts - Year Ended 31 December 2023

1. The accounts have been prepared using the receipts and payments basis.

### 2. Funds Movement Note

	<b>Brought Forward £</b>	<b>Receipts £</b>	<b>Payments £</b>	<b>Transfers £</b>	<b>Carried Forward £</b>
Unrestricted Funds	3,951.82	63,527.25	(63,025.10)	(3,308.75)	1,145.22
Hope CAP Funds	144.80	720.00	(800.00)	-	64.80
Training & Future Staffing Fd	1,416.00	3,300.00	(4,000.00)	-	716.00
Reserve Fund	15,002.00	-	(9,072.99)	3,308.75	9,237.76
Crisis/Family Fund	145.20	400.00	(766.17)		(220.97)
ACTS 435	300.00	-	-	-	300.00
	<b>20,959.82</b>	<b>67,947.25</b>	<b>(77,664.26)</b>	<b>-</b>	<b>11,242.81</b>

This Audit Trail serves as an attestation intended to document the willingness and compliance of the individual(s) included in the Participant section of this document. This is used to link each signatory to the signed document(s). It also provides the repository of collected evidence of each participant.

Definitions of the terms used are provided at the [end of this document](#).

## Document evidence and Access

**Proposer Name:** Gordon Watson

**Proposer Email:** info@hopesittingbourne.org

**Created on:** Feb 21, 2024, 2:06:55 PM (UTC)

**Completed on:** Feb 21, 2024, 3:36:28 PM (UTC)

**IP Address:** 81.79.52.27

**Request Identifier:** 1A436EA0-85C8-47E1-  
B045-888DE0E1A548

**Digital Signature:** No

**Delivery Mode:** Parallel

**Number of Validators:** 0

**Number of Signers:** 1

**Number of Witness:** 0

ORIGINAL DOCUMENTS HASH (SHA256):

**HCS Trustees report 2024 FINAL.pdf (12 pages)**

9452f47353f8c9726f96f874d4ef5c6e7bfcf9907cf06b3d73c3308d92a21190

SIGNED DOCUMENTS HASH (SHA256):

**HCS Trustees report 2024 FINAL\_signed.pdf (12 pages)**

c16cfad4d24e100e45caa1c7a48343502f408ee4ea768716f7748b132e4168c8



## Participants

Tables below show the major events of every participant – Information on each role and action is available in the [Terms Definitions](#) presented on the last page of this document.

Gordon Watson

**Role:** Proposer

**Email:** info@hopesittingbourne.org

**Verification checks:** Email, Account Authentication

ACTION	IP	TIMESTAMP
Created	81.79.52.27	Feb 21, 2024, 2:06:55 PM (UTC)

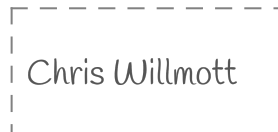
Chris Willmott

**Role:** Signatory

**Email:** bobandchriswillmott@gmail.com

**Verification checks:** Email

*Signature:*



**Signature format:** Text

**Signer Identifier:** A2AED450-2E6B-4542-B360-15EA7D989E44

ACTION	IP	TIMESTAMP
Sent	-	Feb 21, 2024, 2:06:57 PM (UTC)
Viewed	92.18.217.51	Feb 21, 2024, 3:35:00 PM (UTC)
Signed	92.18.217.51	Feb 21, 2024, 3:36:27 PM (UTC)



## Terms definitions

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**Audit Trail:** Also referred to as an "Attestation", an Audit Trail is a document which details specific information relating to each individual involved in the signing process of the uploaded document(s). This is to be used as a record of legal evidence in any juridical proceeding if required.

**Request:** The process of preparing a document to be signed by one or more people.

**Proposer:** The person (Name and email address) who prepared the document and initiated the signature request.

**IP Address:** A unique address that identifies a device on the internet or a local network and can provide more information as to the whereabouts of the signer.

**Request Identifier:** The unique reference number of the signed document. With this ID, one can search for the document on our website and can validate its authenticity, as well as obtain access to this audit trail and the original document.

**Signatory Identifier:** The unique identifier of the individual who has signed the document. The UUID (Universally Unique Identifier) is linked only to the signature in the document being referenced by the Request ID on this Audit Trail.

**Digital Signature:** An additional layer of authenticity which adds a certificate to the signed document. If a document contains a certificate, this indicates that it is embedded with an eIDAS Qualified Timestamp. The signature validity is revoked if the document is tampered with after signing.

**Verification check:** The requester may provide additional guarantees of integrity for each individual signer. These may include:

- **Email:** The Recipient's email address is validated by sending them a unique link that gives them access to the document.
- **Access Code:** The signer is given a distinct code by the Requester, which they must use in order to open and sign the document.
- **SMS:** A code is automatically generated and sent to the Signer via text message prior to signing.
- **ID Verification:** A code is automatically generated and sent to the Signer via text message prior to signing.

**Signature format:** The visual style of signature which was used on the document. It can be a typed ('Text'), hand-drawn ('Draw'), or uploaded ('Upload') signature.

**Events:** Major actions taken by each participant. They include:

- **Sent:** The email request has been sent to the participant.
- **Viewed:** The participant has accepted the Terms and Conditions and Privacy Policy, and viewed the document for the first time.
- **Signed:** The Signer has signed the document.
- **Validated:** The Validator has validated the document.

**Participant:** Anyone involved in the signing process. They have one of these roles:

- **Signatory:** The person who has been required to sign the document.
- **Validator:** A person who has been given authority to read, and can validate or reject, a document before finalizing the signature process.
- **Witness:** Someone who is asked to acknowledge that the agreement took place. Although they do not interfere in the signing process, they can track and download it at any time.

**Qualified Timestamp:** A technological instrument which validates that a document was created before a certain date and that has not been modified since then. It is issued by an eIDAS Trusted Service Provider.

**Hash (SHA256):** It is a combination of letters and numbers which are generated by a cryptographic algorithm to establish a unique value which depends on the contents of the file. SHA256 is the cryptographic algorithm selected to generate the hash.

**More information can be found here:**

iLovePDF Signature User Guide - <https://signature.ilovepdf.com/help/guides>

iLovePDF Signature Terms and Conditions - <https://www.ilovepdf.com/help/terms>

iLovePDF Signature Privacy - <https://www.ilovepdf.com/help/privacy>

