

# NEW CITY CHURCH MILTON KEYNES

Trustees' Annual Report

and Financial Statements

For the year ended 31st March 2021

Registered Address: 62 Eridge Green, Kents Hill, Milton Keynes, MK7 6JE

Registered Charity Number: 1187160

## **AIM AND PURPOSES**

The main purpose of New City Church Milton Keynes is the advancement of the Christian faith primarily but not exclusively within Milton Keynes and the surrounding neighbourhood; and such other charitable purposes as shall, in the opinion of the charity trustees, further the work of the church.

## **BACKGROUND**

New City Church Milton Keynes began as an unincorporated charity in 2003 under the name Britten Grove Baptist Church. To reflect a change in location and purpose the name of the church was changed to New City Church Milton Keynes in 2013. New City Church Milton Keynes is affiliated to the Fellowship of Independent Evangelical Churches (FIEC) (Registered Charity Number 263354).

In the year 2018-2019 the church decided that it was in its best interest to convert to a Charitable Incorporated Organisation (CIO) in December 2019. A new charity was duly established with the Charity Commission in December 2019 and all the assets of the previous charity were transferred to the new CIO with effect from 30 March 2020.

The church is an independent church that welcomes people from all denominational backgrounds and none. Membership of the church is on the basis of adherence to core gospel beliefs as set out in the Statement of Faith contained in the Church Constitution signed on 1 December 2019. The members of the church come from a variety of church backgrounds and none.

The church is led by a team of pastors and elders who are equal in status. In accordance with the Constitution (clause 12.4) the pastors and elders are also Trustees. The elders make decisions collectively, whilst certain matters as set out in the Church Handbook are decided by the church members during business meetings held. The elders as at 31 March 2021 were Richard Wardman (Chair), Gavin Naylor, Stephen Riisnaes, Mark Sewall and Paul Sherwood.

## **PUBLIC BENEFIT**

When planning our activities for the year 2020-21, the elders considered the Commission's guidance on public benefit and in particular the specific guidance on charities for the advancement of religion. In particular we endeavoured to enable ordinary people to live out their Christian faith as part of our church community through:

- worship and prayer; learning about the gospel; and developing their knowledge and faith in the Lord Jesus;
- the provision of pastoral care for people living in the local community and attending the church; and
- missionary and outreach work

## **CURRENT ACTIVITIES OF NEW CITY CHURCH MILTON KEYNES**

### **Sunday Meetings**

At the beginning of 2020, the church held worship services every Sunday at the premises of the Milton Keynes Special Need Access Project (MK SNAP), another charity in Milton Keynes. This continued until the first lockdown of the COVID-19 pandemic in March 2020, after which all meetings were conducted online via YouTube or Zoom. This continued until October 2020 when Sunday meetings began to be held at Monkston Primary School where they currently continue.

All these meetings were open to the general public, whom we invited regularly by means of social media and other advertisements. The aim of the activities was to strengthen the Christian faith of those who were already Christians, and to promote, teach and live out the Christian faith for those who wished to know more. All of these activities were provided free of charge. The church also continued to support the promotion of the Christian faith throughout the UK and in other countries.

### **New City Kids (Sunday School)**

Until March 2020 the church organised weekly Sunday School groups (known as New City Kids) during the Sunday morning meetings for children aged 4-11. There was also a creche for children aged 0-3. These groups were open to all families attending the meetings and operated under the church's Safeguarding Policy. These groups have not been operating since the start of the pandemic in March 2020.

### **New City Youth (Youth Group)**

During the year, the church also ran a regular youth group designed to provide fun and social interaction as well as discipleship. From March 2020 onwards, these meetings were delivered via Zoom.

### **Playtime and Dadtime**

In the early part of 2020, the church ran a weekly parent and toddler group known as Playtime. The group provided toys, crafts, songs and Bible stories for the many local families that attended. The church hired Kents Hill Community Centre for this purpose. Similarly, Dadtime was a monthly group aimed at pre-school children and their male carers. Neither groups has been operating since March 2020.

### **Safeguarding**

All those working with children and young people are required to apply for a Disclosure Statement through the Disclosure and Barring Service (DBS). The church requires these statements to be renewed every three years and these are verified by our Safeguarding Officer or Deputy Safeguarding Officer. Everyone working with children and young people is also required to undergo Safeguarding Training every three years to ensure up to date compliance and awareness.

### **Home Groups**

Weekly Home Group meetings continued to provide the focus for basic pastoral care

and discipleship. Over the year these groups met on Tuesday evenings in members' homes. Since March 2020 these meetings have been delivered via Zoom.

### **Women's Bible Study**

A weekly meeting for women was running prior to March 2020. This had begun to take place at Wavendon Community Centre which was hired for this purpose. These meetings have been taking place on Zoom since the start of the pandemic.

### **Prayer Meetings**

During the year, the church ran regular meetings on Sunday evenings devoted to prayer for the church, for the world and for each other. From March 2020 onwards, these meetings were also delivered via Zoom.

### **Pastoral Care**

The church continued to run via Zoom a range of weekly daytime groups for fellowship, Bible study and prayer. Where members of the church were ill, or prevented from engaging with the church for other reasons, regular contact was organised by the elders or members of the church in accordance with government requirements. Anyone connected with the church continued to be able to request contact from an elder.

### **Care Fund**

At the beginning of the pandemic, a Care Fund was established in order to provide financial support for members of the church impacted by the crisis. Church members were encouraged to donate specifically for this purpose and a several people were helped as a result. The fund is used at the discretion of the elders who collectively decide when financial support would be appropriate. It is the intention of the elders to continue the Care Fund beyond the pandemic.

### **Mission and evangelism**

In addition to ensuring that our Sunday services were accessible to people who would not normally engage with the church, other evangelistic events were organised during the year, including Easter and Christmas services, Christmas Carol Singing, and courses aimed at introducing people to the Christian faith. These were all conducted in line with government requirements at the time.

## **FULL-TIME WORKERS**

The church already supported one full-time pastor at the inception of the CIO, which was amply supplied by current receipts at the time. The church took the decision to seek a second full-time pastor during this year, which we did in accordance with the Church Handbook. This second pastor took up office in August 2021.

The elders presented a five-year financial model to church members that outlined the need for increased giving over this time in order for this to be a long-term post. This model includes the use of existing unrestricted funds which have been set aside over several years alongside increased giving from existing and anticipated future church members.

## **FINANCIAL REVIEW**

### **Receipts and Payments**

Total receipts on unrestricted funds were £110,815. This came mainly from regular donations provided through standing orders and cash offerings. The church also received a Gift Aid return which was higher than normal due to a large gift received in the previous year. There were restricted funds of £4,492, which largely included the Care Fund established this year. This gave a total of £115,307 funds received.

£46,823 was spent on stipendiary costs in support of two full-time pastors. A further £34,868 went towards the rent of two houses for the use of the pastors and their families. A total of £4,100 was spent on the hiring of venues for Sunday meetings and other meetings, such as Playtime/Dadtime and the Women's Bible Study.

Other expenses totalled £21,447, including £8,389 in donations to the FIEC; to full-time gospel workers in Japan (Overseas Mission Fellowship); to a church planting network in Scotland (20Schemes); to a UK-based Christian Youth camp charity (Contagious Bible Conferences); to a local hospice (Willen Hospice); a one-off gift to another mission organisation (United For Mission); and a one-off gift to a missionary couple in the Middle East.

The total unrestricted payments for the year were £102,908. The total restricted payments for the year were £4,330.

The net result was an excess of unrestricted receipts over unrestricted payments of £7,907, and an excess of restricted receipts over restricted payments of £161.

### **Reserves Policy**

The total cash fund balance as of 31 March 2021 was £214,370 of unrestricted funds, and £1,523 of restricted funds.

The unrestricted funds were made up of the following designated funds: the General Fund of £145,806; a Training Fund of £1,963 which is for any training needs that may occur; a Ministry Fund of £43,750 which had been saved over several years in anticipation of taking on a second full-time worker; and a Contingency Fund of £20,000.

It is the policy of the church to maintain a balance on unrestricted funds, where possible, which equates to at least three months unrestricted payments. The balance of £214,370 clearly exceeds this. However, for several years the trustees have been accumulating reserves in anticipation of calling a second full-time worker, which we did in this year (see above).

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The method of appointing church members is set out in the Church Handbook. The elders are appointed by the members of the church in accordance with the policies and procedures set out in the Handbook.

The elders meet once a fortnight. They are responsible for making decisions on all matters of general concern and importance to the church, and these are presented to the church during regular general meetings. Physical members' meetings have not been possible since mid-March 2020. Members' meetings have been taking place online via Zoom, in accordance with Charity Commission guidelines.

## **ADMINISTRATIVE INFORMATION**

Registered Charity Number: 1187160

Correspondence address: 62 Eridge Green, Kents Hill, Milton Keynes, MK7 6JE

Phone: 01908 665871

Email: [info@newcitychurch.co.uk](mailto:info@newcitychurch.co.uk)

Website: [www.newcitychurch.co.uk](http://www.newcitychurch.co.uk)


Trustees of the charity as at 31 March 2021 were:

Gavin Naylor  
Stephen Riisnaes  
Mark Sewall  
Paul Sherwood  
Richard Wardman (Chair)

### **Declaration**

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

Signed on behalf of the charity's trustees

Signature: 

Full Name: Richard Wardman

Date: 28 May 2021



## Receipts and payments accounts

For the period from	30/12/2019	To	31/03/2021
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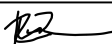
	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
General Offering (non Gift Aidable)	9,003			9,003	-
General Offering (Gift Aidable)	59,298			59,298	-
Asset Transfer	-			-	-
Gift Aid Tax Return	42,514			42,514	-
Restricted Offerings		-		-	-
Dadtime Donations		-		-	-
Playtime Donations		-		-	-
Care Fund		3,380		3,380	-
Other		1,112		1,112	-
<b>Sub total (Gross income for AR)</b>	<b>110,815</b>	<b>4,492</b>	<b>-</b>	<b>115,307</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>110,815</b>	<b>4,492</b>	<b>-</b>	<b>115,307</b>	<b>-</b>
<b>A3 Payments</b>					
Administration (incl. IT and regulatory)	3,599			3,599	-
Care Fund		2,067		2,067	-
Catering and Hospitality	11			11	-
Children and Youth - General	364			364	-
Children and Youth - Dadtime		18		18	-
Children and Youth - Playtime		216		216	-
Equipment	764			764	-
Employees - Wages and National Insurance	41,468			41,468	-
Employees - Pension Contributions	5,212			5,212	-
Employees - Expenses	144			144	-
External Causes (general offerings)	8,389			8,389	-
External Causes (restricted offerings)		609		609	-
Insurance	184			184	-
Learning and Development Resources	1,145	171		1,316	-
Outreach and Events	541	-		541	-
Property and Venue Hire	38,969			38,969	-
Sundry	1,868	1,250		3,118	-
Visiting Speakers	250			250	-
<b>Sub total</b>	<b>102,908</b>	<b>4,330</b>	<b>-</b>	<b>107,238</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>102,908</b>	<b>4,330</b>	<b>-</b>	<b>107,238</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>7,907</b>	<b>161</b>	<b>-</b>	<b>8,068</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>- 659</b>	<b>659</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Sub-total cash funds this year end</b>	<b>7,248</b>	<b>820</b>	<b>-</b>	<b>8,068</b>	<b>-</b>
<b>A7 Asset transfer<sup>1</sup></b>	<b>207,122</b>	<b>703</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>214,370</b>	<b>1,523</b>	<b>-</b>	<b>215,893</b>	<b>-</b>



Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	General Fund	145,806		
	Designated Fund - External Causes	1,963		
	Designated Fund - Training Fund	2,850		
	Designated Fund - Ministry Fund	43,750		
	Designated Fund - Contingency Fund	20,000		
	Restricted Fund - Restricted Offerings		-	
	Restricted Fund - Dadtime		-	
	Restricted Fund - Playtime		-	
	Restricted Fund - Care Fund		1,313	
	Restricted Fund - Other		210	
	<b>Total cash funds</b>	<b>214,370</b>	<b>1,523</b>	<b>-</b>
(agree balances with receipts and payments account(s))		OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	



Signed by one or two trustees on behalf  
of all the trustees

Signature	Print Name	Date of approval
	Richard Wardman	28 May 2021

## NOTES TO ACCOUNTS

### <sup>1</sup> Asset Transfer

As per a Pre-Merger Vesting Declaration dated 7th April 2020, in accordance with s310 of the Charities Act 2011, all assets of New City Church Milton Keynes were transferred effective 30th March 2020 to New City Church Milton Keynes, a charitable incorporated organisation (registered charity number: 1187160).

This transfer was part of the process by which New City Church Milton Keynes effected the change from being a charitable unincorporated organisation, excpeted from registration with the Charity Commission, to becoming a charitable incorporated organisation (CIO).

## **Independent examiner's report on the accounts**

Report to the Trustees of New City Church Milton Keynes on accounts for the year ended 31<sup>st</sup> March 2021.

### **Respective responsibilities of Trustees and Examiner**

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

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

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### **Independent Statement**

In connection with my examination, no matter has come to my attention examiner's statement

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 Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

Signed:

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Date:

2/6/21

Name:

BUDIEY BEACMAN

Address

23 PAUL STREET, BUNSTABLE  
SE05, LUBIN