

NEW CITY CHURCH MILTON KEYNES

Trustees' Annual Report

and Financial Statements

For the year ended 31st March 2024

Registered Address: 1 Ripley Road, Broughton, Milton Keynes, MK10 7BE

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. Under 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 2024 were Richard Wardman (Chair), Gavin Naylor, Stephen Riisnaes, Mark Sewall and Paul Sherwood.

PUBLIC BENEFIT

When planning our activities for the year 2023-24, the elders considered the Commission's guidance on public benefit and in particular the specific guidance on charities for the advancement of religion. 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

During the year our weekly Sunday morning and evening services were held at Monkston Primary School, which we hired for the purpose. Sermons were recorded and uploaded to YouTube.

All these meetings were open to the general public, whom we invited regularly by means of the word of mouth, 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)

Our weekly Sunday School groups (known as New City Kids) continued to take place during the Sunday morning meetings for children aged 4-11. There was also a creche for children aged 0-3. These groups, which are run by a team of volunteers, were open to all families attending the meetings and operated under the church's Safeguarding Policy.

New City Youth (Youth Group)

Our youth group met every two weeks in the homes of members on Thursday evenings. These were run in accordance with the church's Safeguarding Policy by a team of volunteers.

Playtime and Dadtime

The church ran a weekly parent and toddler group known as Playtime up until July 2023, at which point it was decided that the group was no longer meeting the needs of the community. Similarly, Dadtime was a monthly group aimed at pre-school children and their male carers, which has continued. The church hired Kents Hill Community Centre for both these groups.

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.

The Church also received advice and training from Christian Safeguarding Services.

Prayer Meetings

The church began a new prayer meeting, taking place at Monkston Primary School on the first Tuesday evening of the month. The aim of this group is to bring the members of the

church together to pray for the needs of the church, the local community, and the wider world.

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, with some groups also offering the chance to join online to those unable to attend in person.

Women's Bible Study

A weekly meeting for women ran during the year in members' homes. This is run by a team of volunteers and is open to all women in the church and community.

Young Adults Group

A new group was started for those in their 20s and 30s, which met in members' homes once a month on Saturday evenings. This provided a time for socialising, as well encouragement in the Christian life and praying together.

Pastoral Care

The Church offers and provides help and support for anyone who may encounter difficulty in their life. Such support may come from one of the Pastors or Elders, but everyone in the church is encouraged to show compassion and care to others. Anyone connected with the church continued to be able to request contact from a Pastor or Elder.

Care Fund

The Church has a Care Fund to provide financial support for members of the church or those known to the church. Church members are encouraged to donate specifically for this purpose and several people have been helped as a result. The fund is used at the discretion of the elders who collectively decide when financial support would be appropriate.

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, a Quiz Night and courses aimed at introducing people to the Christian faith.

We also marked the King's Coronation with a lunch following a morning service, and we held a Summer Fair for members of the local community.

FULL-TIME WORKERS

The church continues to support two full-time workers in the role of Pastor. These are supported by means of funds raised by the members of the church via regular and one-off donations.

FINANCIAL REVIEW

Receipts and Payments

Total receipts on unrestricted funds were £118,317. This came mainly from regular donations provided through standing orders and cash offerings. There were also restricted receipts of £9,482. This gave a total of £128,341 funds received.

£116,846 was spent on stipendiary costs in support of two full-time pastors, including the rent of two houses for the use of the pastors and their families. A total of £8,662 was spent on the hiring of venues for Sunday meetings and other meetings.

Other expenses totalled £26,419 including £9,771 in donations to the FIEC; to full-time gospel workers in Japan (Overseas Mission Fellowship), Greece (UFM Worldwide) and Kenya (Africa Inland Mission); to a church planting network in Scotland (20Schemes); and a partnership of local churches (Four Counties Gospel Partnership).

The total unrestricted payments for the year were £146,404. The total restricted payments for the year were £5,523.

The net result was a deficit of receipts over payments of £23,586 (comprised of a deficit of unrestricted receipts over unrestricted payments of £27,545, and a surplus of restricted receipts over restricted payments of £3,959).

Reserves Policy

The total cash fund balance as of 31 March 2024 was £139,205 of unrestricted funds, and £6,943 of restricted funds.

The unrestricted funds were made up of the General Fund of £99,038 and the following designated funds: an External Causes fund of £1,566; an Equipment Fund of £1,101; and a Contingency Fund of £37,500.

The restricted funds were made up of the Care Fund of £1,748; the External Causes fund of £2, the Books and Resources fund of £14; and a Ministries fund of £5,179 (largely made up of payments set aside for a Church Weekend Away planned for Summer 2024).

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.

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.

ADMINISTRATIVE INFORMATION

Registered Charity Number: 1187160

Correspondence address: 1 Ripley Road, Broughton, Milton Keynes, MK10 7BE

Phone: 07977 986358

Email: info@newcitychurch.co.uk

Website: www.newcitychurch.co.uk

Trustees of the charity as at 31 March 2023 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: 10 October 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
NEW CITY CHURCH MILTON KEYNES


No (if any)
1187160

CC16a

Receipts and payments accounts

For the period from	4/1/2023	To	3/31/2024
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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 £
A1 Receipts					
Donations & legacies	118,317	4,002	-	122,319	127,528
Investments (bank interest)	260	-	-	260	184
Other	282	5,480	-	5,762	20
Sub total (Gross income for AR)	118,859	9,482	-	128,341	127,732
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	118,859	9,482	-	128,341	127,732
A3 Payments					
Administration (incl. IT and regulatory)	3,345			3,345	3,688
Care Fund		1,423		1,423	1,409
Catering and Hospitality	371			371	375
Comms	893			893	940
Equipment and consumables	312			312	2,811
External causes and mission partners	9,771	743		10,514	15,031
Learning and development	2,165	333		2,498	2,742
Ministries	644	3,024		3,668	2,909
Outreach and Events	3,310			3,310	840
Staffing (incl. stipends, pensions and manse)	116,846			116,846	108,967
Sundries	85			85	-
Venue hire	8,662			8,662	10,014
Sub total	146,404	5,523	-	151,927	149,726
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	146,404	5,523	-	151,927	149,726
Net of receipts/(payments)	- 27,545	3,959	-	- 23,586	- 21,994
A5 Transfers between funds	- 2,557	2,557	-	-	-
A6 Cash funds last year end	169,307	427	-	169,734	-
Cash funds this year end	139,205	6,943	-	146,148	169,734

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	General (unrestricted)	99,038	-	-
	Care fund (restricted)	-	1,748	-
	Contingency fund (designated)	37,500	-	-
	Equipment fund (designated)	1,101	-	-
	External causes and mission (designated)	1,566		-
	External causes and mission (restricted)		2	-
	Books and resources (restricted)	-	14	-
	Ministries (restricted)	-	5,179	-
	Total cash funds	139,205	6,943	-
(agree balances with receipts and payments account(s))		OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Cancellation period for Monkston Primary venue hire (one school term as per hire agreement)	General	2,113	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			Richard Wardman	2 Dec 2024

Independent examiner's report on the accounts

Report to the Trustees of New City Church Milton Keynes on accounts for the year ended 31st March 2024.

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:

Date:

Name:

Address

Appendix 1 – Analytical Overview

Section A1 - Receipts

Income totalling £128,341 - £118,859 to unrestricted funds and £9,482 to restricted funds.

CAF and Stripe bank statements viewed to evidence income. Largely from standing orders of individual givers.

This represents a year-on-year increase of £609 (0.5%).

Section A3 – Payments

Expenditure totalling £151,927 - £146,404 from unrestricted funds and £5,523 from restricted funds.

This represents a year-on-year increase of £2,201 (1.5%).

Section B1 – Cash Funds

Total assets at year-end were £146,148.

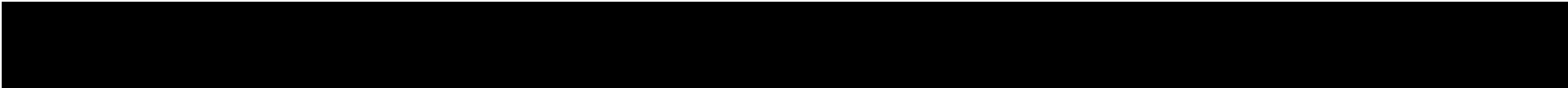
No other fixed or current assets detailed on financial statements, all of the assets of the church are cash in the bank or card payments held in a Stripe merchant account.

CAF bank statement evidences a balance as at 31/03/24 of £144,978.80 and the Stripe balance as at 31/3/24 was £1169.90.

Appendix 2 – Copies of Accounts

Set out using the Charity Commission’s recommended template

Charity Name NEW CITY CHURCH MILTON KEYNES		No (if any) 1187160		CC16a
Receipts and payments accounts				
For the period from	4/1/2023	To	3/31/2024	



	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 £
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Other	282	5,480	-	5,762	20
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A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	118,859	9,482	-	128,341	127,732

A3 Payments

Administration (incl. IT and regulatory)	3,345			3,345	3,688
Care Fund		1,423		1,423	1,409
Catering and Hospitality	371			371	375
Comms	893			893	940
Equipment and consumables	312			312	2,811
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Staffing (incl. stipends, pensions and manse)	116,846			116,846	108,967
Sundries	85			85	-
Venue hire	8,662			8,662	10,014
Sub total	146,404	5,523	-	151,927	149,726

A4 Asset and investment purchases, (see table)

	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-

Total payments	146,404	5,523	-	151,927	149,726
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Net of receipts/(payments)	-27,545	3,959	-	-23,586	-21,994
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A5 Transfers between funds	-2,557	2,557	-	-	-
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A6 Cash funds last year end	169,307	427	-	169,734	
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Cash funds this year end	139,205	6,943	-	146,148	169,734
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Categories

Details

Unrestricted funds
to nearest £

Restricted funds
to nearest £

Endowment funds
to nearest £

B1 Cash funds

General (unrestricted)	99,038	-	-
Care fund (restricted)	-	1,748	-
Contingency fund (designated)	37,500	-	-
Equipment fund (designated)	1,101	-	-
External causes and mission (designated)	1,566		-
External causes and mission (restricted)		2	-
Books and resources (restricted)	-	14	-
Ministries (restricted)	-	5,179	-
Total cash funds	139,205	6,943	-
(agree balances with receipts and payments account(s))	OK	OK	OK

Unrestricted funds

Restricted funds

Endowment funds

Details

to nearest £

to nearest £

to nearest £

B2 Other monetary assets

	-	-	-
	-	-	-
	-	-	-

Details

Fund to which asset belongs

Cost (optional)

Current value (optional)

B3 Investment assets

		-	-
		-	-

B4 Assets retained for the charity's own use

		-	-
Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Cancellation period for Monkston Primary venue hire (one school term as per hire agreement)	General	2,113	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval

Appendix 3

Financial records are recorded using Expenseplus software, entries are uploaded from bank statements and allocated to the correct funds and categories. PDF copies of those payments made in respect of the charities activities as well as scanned copies of handwritten counts and reconciliations of cash collections were evidenced as well as copies of payslips for two employees.

Gift aid declarations were not viewed, it should be noted that these must be retained. It is good practice to ensure that these are kept up to date with old or deceased donors records being stored separately and then destroyed after a period.

Again, this year the Charity Commission template has been completed, the accounts include details of designated, restricted, unrestricted and endowment funds, giving the opening balance, movement throughout the year and the closing balance.

One entry was noted for £1,100, listed as a returned deposit for a property rental. It was recommended that the accounts be adjusted to remove this entry in line with the SORP as it do not form part of the church's income. This was done.

Appendix 4

The church meets in rented premises at Monkston Primary School, there is a one term rolling contract in place. The premises are rented for £175.70 per week so the maximum liability at any one time is £2,284, there are more than sufficient cash reserves available to meet that liability. There are also occasions when the venue is rented for additional meetings and at times the monthly liability can rise to around £900, there are still more than sufficient reserves in place to meet this.

The church employs two full time pastors and rent individual properties in the local area for each of them at a cost of £1,700 and £2,300 per month. An annual lease is signed and so the maximum liability is £48,000 $((£1,700 + £2,300) \times 12)$, again there are sufficient reserves to cover this liability.

Appendix 5

Income

CAF BACS payment £160.00 from 'GA55 P Elliott' dated 3rd April. Included in Expenseplus as Regular Donation from Peter Elliott.

CAF BACS credit £500.00 from 'GA& M Pastoor Hendrick' dated 2nd June. Included in Expenseplus as Regular Donation from Henk Pastoor.

CAF BACS payment £154.95 from 'NCCMK-SQEGVFSHY3BE GC C1' dated 3rd August. Included in Expenseplus as 'Transfer from Go Cardless'.

CAF BACS payment £34.50 from 'Church Weekend L Sewall' dated 9th Nov. Included in Expenseplus as '2024 Weekend Away: Balance Payments' into restricted fund – Church weekend away.

CAF BACS payment £495.56 from 'Stripe Payments UK' dated 8th Jan. Included in Expenseplus as 'Transfer from Stripe'. Stripe entries noted with a variety of payments.

CAF BACS payment £210.00 from 'So Grateful S Mitchell' dated 25th Mar. Included in Expenseplus as Regular Donation from Shirley Mitchell.

Expenditure

Online Transfer to 'Steve and Hannah Riisnaes' £421.64 dated 27th Apr. Included in Expenseplus as £378.00 to 'Outreach and events', receipt for T-shirts evidenced and £43.64 to 'Comms: Design and Print', receipt for flyers for May event evidenced.

POS to 'Ten Of Those Mr C Owen' £7.89 dated 28th July. Included in Expenseplus as 'Ministries: New City Kids', receipt for books evidenced.

Standing Order to 'Anglo American Letting' £1,650.00 dated 4th Sep. Included in Expenseplus as 'Staffing: Manse'

Faster Payment to 'Dan Baldwin' £343.69 dated 31st Oct. Included in Expenseplus as 'Regular Donations' debit entry. Refund for duplicate donation.

Direct Debit to 'MK Council- C Tax 11087857619' £227.00 dated 1st Dec. Included in Expenseplus as 'Staffing: Manse' for council tax.

POS to 'Expenseplus' £25.00 dated 8th Feb. Included in Expenseplus as 'Admin: IT support and software'.