

# NEW CITY CHURCH MILTON KEYNES

Trustees' Annual Report

and Financial Statements

For the year ended 31st March 2025

New City Church Milton Keynes  
Trustees' Annual Report and Financial Statement  
for the year ended 31 March 2025  
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 2025 were Richard Wardman (Chair), Gavin Naylor, Stephen Riisnaes, Mark Sewall and Paul Sherwood.

## **PUBLIC BENEFIT**

When planning our activities for the year 2024-25, 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 provided to the congregation after the service. 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.

### **Dadtime**

Dadtime was a group aimed at pre-school children and their male carers, which has continued to run on one Saturday per month. The church hired Kents Hill Community Centre for both this group.

### **Safeguarding**

All those working directly 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.

Anyone helping in children's groups who does not have a DBS check is supervised at all times when working with children.

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

### **Prayer Meetings**

The church continued to run a monthly 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 on Wednesday mornings. This is run by a team of volunteers and is open to all women in the church and community.

### **Young Adults Group**

This group continued to run for those in their 20s and 30s, meeting 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.

## **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**

New City Church Milton Keynes  
Trustees' Annual Report and Financial Statement  
for the year ended 31 March 2025

Total receipts on unrestricted funds were £154,782. This came mainly from regular donations provided through standing orders and cash offerings. There were also restricted receipts of £10,448. This gave a total of £165,230 funds received.

£116,427 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 £10,268 was spent on the hiring of venues for Sunday meetings and other meetings.

Other expenses totalled £39,064 including £17,925 in donations to the FIEC; to full-time gospel workers in Japan (Overseas Mission Fellowship) and North-East England (UCCF); 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 £145,596. The total restricted payments for the year were £20,163.

The net result was a deficit of receipts over payments of £529 (comprised of a surplus of unrestricted receipts over unrestricted payments of £9,186, and a deficit of restricted receipts over restricted payments of £9,715).

### **Reserves Policy**

The total cash fund balance as of 31 March 2025 was £143,420 of unrestricted funds, and £2,199 of restricted funds.

The unrestricted funds were made up of the General Fund of £104,350 and the following designated funds: an External Causes fund of £740; an Equipment Fund of £830; and a Contingency Fund of £37,500.

The restricted funds were made up of the Care Fund of £2,193 and a Ministries fund of £6.

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.

New City Church Milton Keynes  
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for the year ended 31 March 2025

## **ADMINISTRATIVE INFORMATION**

Registered Charity Number: 1187160

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

Phone: 07977 986358

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 2025 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: 25 September 2025





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

01/04/2024

To

31/03/2025

	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>					
Donations & legacies	154,440	-	-	154,440	122,319
Charitable Activities	-	806	-	806	-
Care Fund	-	1,425	-	1,425	-
Weekend Away	-	1,483	-	1,483	-
External causes and mission partners	-	6,734	-	6,734	-
Investments (bank interest)	312	-	-	312	260
Trading Activities	-	-	-	-	-
Other	30	-	-	30	5,762
<b>Sub total (Gross income for AR)</b>	<b>154,782</b>	<b>10,448</b>	<b>-</b>	<b>165,230</b>	<b>128,341</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>154,782</b>	<b>10,448</b>	<b>-</b>	<b>165,230</b>	<b>128,341</b>
<b>A3 Payments</b>					
Administration (incl. IT and regulatory)	3,523	-	-	3,523	3,345
Care Fund	-	980	-	980	1,423
Catering and Hospitality	106	-	-	106	371
Comms	231	-	-	231	893
Equipment and consumables	394	-	-	394	312
External causes and mission partners	10,228	7,697	-	17,925	10,514
Learning and development	2,736	480	-	3,216	2,498
Ministries (incl. weekend away)	608	11,006	-	11,614	3,668
Outreach and Events	1,064	-	-	1,064	3,310
Staffing (incl. stipends, pensions and manse)	116,426	-	-	116,426	116,846
Sundries	11	-	-	11	85
Venue hire	10,268	-	-	10,268	8,662
<b>Sub total</b>	<b>145,596</b>	<b>20,163</b>	<b>-</b>	<b>165,759</b>	<b>151,927</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>145,596</b>	<b>20,163</b>	<b>-</b>	<b>165,759</b>	<b>151,927</b>
<b>Net of receipts/(payments)</b>	<b>9,186</b>	<b>- 9,715</b>	<b>-</b>	<b>- 529</b>	<b>- 23,586</b>
<b>A5 Transfers between funds</b>	<b>- 4,971</b>	<b>4,971</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>139,205</b>	<b>6,943</b>	<b>-</b>	<b>146,148</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>143,420</b>	<b>2,199</b>	<b>-</b>	<b>145,619</b>	<b>146,148</b>

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	General (unrestricted)	104,350	-	-
	Care fund (restricted)	-	2,193	-
	Contingency fund (designated)	37,500	-	-
	Equipment fund (designated)	830	-	-
	External causes and mission (designated)	740	-	-
	External causes and mission (restricted)	-	-	-
	Books and resources (restricted)	-	-	-
	Ministries (restricted)	-	6	-
	<b>Total cash funds</b>	<b>143,420</b>	<b>2,199</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)
	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 WARDEN	09/10/25

# **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 2025.

## **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

24<sup>th</sup> September 2025

Name

Dudley Peacham

Address

23 Park Street, Dunstable, Beds, LU6 1NL

## **Appendix 1 – Analytical Overview**

### **Section A1 - Receipts**

Income totalling £165,230 - £154,782 to unrestricted funds and £10,448 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 £36,889 (28.5%).

### **Section A3 – Payments**

Expenditure totalling £165,759 - £145,596 from unrestricted funds and £20,163 from restricted funds.

This represents a year-on-year increase of £13,832 (9%).

### **Section B1 – Cash Funds**


Total assets at year-end were £145,619.

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 or Sum Up merchant account.

CAF bank statement evidences a balance as at 31/03/25 of £144,068.82, the Stripe balance as at 31/3/25 was £1,510.00 and the Sum Up balance was £40.29.

## Appendix 2 – Copies of Accounts

Set out using the Charity Commission's recommended template

 <b>CHARITY COMMISSION</b> FOR ENGLAND AND WALES	Charity Name <b>NEW CITY CHURCH MILTON KEYNES</b>		No (if any) <b>1187160</b>		<b>CC16a</b>
	<b>Receipts and payments accounts</b>				
	For the period from	01/04/2024	To	31/03/2025	
<b>Section A Receipts and payments</b>					
	<b>Unrestricted funds</b> to the nearest £	<b>Restricted funds</b> to the nearest £	<b>Endowment funds</b> to the nearest £	<b>Total funds</b> to the nearest £	<b>Last year</b> to the nearest £
<b>A1 Receipts</b>					
Donations & legacies	154,440	-	-	154,440	122,319
Charitable Activities	-	806	-	806	-
Care Fund		1,425		1,425	-
Weekend Away		1,483		1,483	-
External causes and mission partners		6,734		6,734	-
Investments (bank interest)	312	-	-	312	260
Trading Activities	-	-	-	-	-
Other	30	-	-	30	5,762
<b>Sub total (Gross income for AR)</b>	<b>154,782</b>	<b>10,448</b>	<b>-</b>	<b>165,230</b>	<b>128,341</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>154,782</b>	<b>10,448</b>	<b>-</b>	<b>165,230</b>	<b>128,341</b>
<b>A3 Payments</b>					
Administration (incl. IT and regulatory)	3,523			3,523	3,345
Care Fund		980		980	1,423
Catering and Hospitality	106			106	371
Comms	231			231	893
Equipment and consumables	394			394	312
External causes and mission partners	10,228	7,697		17,925	10,514
Learning and development	2,736	480		3,216	2,498
Ministries (incl. weekend away)	608	11,006		11,614	3,668
Outreach and Events	1,064			1,064	3,310
Staffing (incl. stipends, pensions and manse)	116,427			116,427	116,846
Sundries	11			11	85
Venue hire	10,268			10,268	8,662
<b>Sub total</b>	<b>145,596</b>	<b>20,163</b>	<b>-</b>	<b>165,759</b>	<b>151,927</b>



<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	145,596	20,163	-	165,759	151,927
<b>Net of receipts/(payments)</b>	9,186	- 9,715	-	- 529	- 23,586
<b>A5 Transfers between funds</b>	- 4,971	4,971	-	-	-
<b>A6 Cash funds last year end</b>	139,205	6,943	-	146,148	
<b>Cash funds this year end</b>	143,420	2,199	-	145,619	169,734
<b>Categories</b>	<b>Details</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>	
		to nearest £	to nearest £	to nearest £	
<b>B1 Cash funds</b>	General (unrestricted)	104,350	-	-	
	Care fund (restricted)	-	2,193	-	
	Contingency fund (designated)	37,500	-	-	
	Equipment fund (designated)	830	-	-	
	External causes and mission (designated)	740		-	
	External causes and mission (restricted)		-	-	
	Books and resources (restricted)	-	-	-	
	Ministries (restricted)	-	6	-	
	<b>Total cash funds</b>	143,420	2,199	-	
	(agree balances with receipts and payments account(s))	OK	OK	OK	
		<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>	
	<b>Details</b>	to nearest £	to nearest £	to nearest £	
<b>B2 Other monetary assets</b>		-	-	-	
		-	-	-	
		-	-	-	
	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>	
<b>B3 Investment assets</b>			-	-	
			-	-	
			-	-	
	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>	
<b>B4 Assets retained for the charity's own use</b>			-	-	
			-	-	
			-	-	
			-	-	
	<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>	
<b>B5 Liabilities</b>	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.

It was noted some of the income from ministries that the church ran such as men's breakfasts, women's ministry and children's clubs were classed as donations and some as charitable activities. It was recommended that this be standardised and as the income is from activities in line with the charities stated objectives that this is classed as charitable activities.

This was done.

### **Appendix 4**

The church meets in rented premises at Monkston Primary School, there is a one term rolling contract in place and so there is a maximum liability at any one time is £2,113, 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 rents 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 £200.00 from 'GA20 GLEDHILL&WASSERM' dated 3<sup>rd</sup> June. Included in Expenseplus as Regular Donation from Adam Gledhill.

CAF BACS credit £597.28 from 'Stripe Payments UK' dated 5<sup>th</sup> August. Included in Expenseplus as Regular Donation from several donors with the card fees deducted. .

CAF BACS payment £15,000.00 from 'FP GIFT Frost Catherine' dated 7<sup>th</sup> October. Included in Expenseplus as a One-Off gift 'from Tassie Frost.

CAF BACS payment £375.00 from 'FP Naylor Clare Naylor' dated 2<sup>nd</sup> Dec. Included in Expenseplus as 'Regular Donation from Clare Naylor.

CAF BACS payment £11.80 from 'FP MCA PID944620 SumUp Payments Acc 'dated 29<sup>th</sup> Jan. Included in Expenseplus as 'Transfer to CAFCash. Sum Up entries noted with a few Kids Club payments with fees deducted.

CAF BACS payment £74.88 from 'INTEREST TO DATE' dated 26<sup>th</sup> Mar. Included in Expenseplus as General Fund Bank Interest.

### Expenditure

Online Transfer to 'Online Transfer to Clare Naylor P1449 expenses' £77.69 dated 7<sup>th</sup> June. Included in Expenseplus as 'New City Kids digital curriculum', receipt for box set evidenced as 'The Biggest Story Curriculum: Box Set, under Ministries: New City Kids.

Standing Order to 'MK Council – CTAX 11088288286' £301.00 dated 1<sup>st</sup> August. Included in Expenseplus as 'Council Tax 1 Ripley Road' under 'Staffing: Manse.

FP to 'Online transfer to Adam Gledhill P1636 expenses £29.31 dated 30<sup>th</sup> Sep. Included in Expenseplus as CE course materials under 'Outreach and events: Other'.

POS to 'SQ \*10OFTHOSE LTD Mr C Owen' for £48.90 dated 29<sup>th</sup> Nov. Included in Expenseplus as 'Music Team Devotionals' under 'Learning and development: Books and resources'

Direct Debit to 'UCCF C358TP8' £275.00 dated 5<sup>th</sup> Feb. Included in Expenseplus as 'Monthly donation to G Sewall UCCF' under 'Mission Partners: George Sewall'.

Online Transfer to 'Jonathan NewtonWebb P2040 gift' £160.00 dated 27<sup>th</sup> Mar. Included in Expenseplus as Newton-Webb gift' under 'One-off donations and appeals: Newton Webb collection'.