



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	1	AUGUST	2024		31	JULY	2025

Section A Reference and administration details

Charity name

New Life Church Letchworth CIO

Other names charity is known by

New Life Church Letchworth

Registered charity number (if any)

1188107

Charity's principal address

Oakhurst

Stevenage Road

HITCHIN

Postcode

SG4 7JX

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	John King	Chair		
2	Joel Tarbutton			
3	Samuel Huggill			
4	Ashley Croft		Up to 15/4/25.	
5	Garth Pendleton-Browne			
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO registered 21 February 2020
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing trustees in conjunction with Church Elders

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

New Life Church Letchworth is governed by New Life Church Letchworth CIO which was formed in February 2020.

There is also the original Trust in existence, charity number 299705.

The Church is gradually moving all operational and administrative functions from the Trust to the CIO.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the charity, as stated in its constitution are:

- The advancement of the Christian Faith in accordance with the doctrines set out in the constitution and the worship of God in Hertfordshire and elsewhere by any means whatsoever including the preaching and proclamation of the Christian gospel and the teaching of Christian doctrine and principles and the pastoral care of Christian people and the printing and distribution of the bible and Christian literature.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

- The relief of persons who are in conditions of need, hardship or distress or who are aged or sick.
- The advancement of education on the basis of Christian principles and without prejudice to the generality of the foregoing the provisions of such education in any educational establishment and if the trustees so decide the provision of one or more charitable education establishments for the general education of children or adults on the basis of such Christian principle.

New Life Church Letchworth has continued to hold Sunday services throughout the period, providing both adult and children and young person's spiritual education and support on a weekly basis.

The Sunday services are available in person, remotely via YouTube live stream and subsequently via YouTube.

Other church meetings known as Fused Groups are held in various homes or via zoom during the week. Regular men's breakfasts and ladies' events are also held. Seasonal events such as summer barbeques, craft evenings and film nights are also organised. All events are open for anyone to attend.

The CIO also coordinated and supported a scheme which provides meals to families during the school holidays, called Make Lunch. This scheme was ended in April 2025.

The charity trustees have due regard to the guidance on public benefit published by the commission in exercising their powers and duties.

The trustees have also engaged legal advice and support to prepare a deed of transfer in order to transfer the assets held in the Trust to the CIO.

Additional details of objectives and activities (Optional information)

The smooth operation of the church is greatly enhanced by members of the congregation who volunteer to provide hospitality, welcome, setting up of the building, pa support, running of children's and youth work, worship, and running of small groups during the week. All these inputs help us in our aim to help people to find and follow Jesus.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The CIO employed three part-time (0.8, 0.4 and 0.2) staff. The CIO has also continued to support several Charitable Trusts. The Charitable Trusts supported during 2024-25 with regular monthly donations have included: -

- Further Faster
- Transforming Lives for Good
- Christian Initiative to Schools in Letchworth & District
- Choice North Herts
- Tender Heart India

Additionally, the CIO continues to support the Rekai Tangwena Children's Home in Nyanga (Mangondoza Township), Zimbabwe. The Children's Home is linked to Holy Cross Church in Nyanga. A regular sponsorship scheme has been administered to provide regular and committed assistance with food, clothing & education for around 18 children. This funding is channelled directly to a Rekai board member.

In recent years the Church has been partnering with the charity Transforming Lives for Good (TLG). TLG has trained volunteers to go into local schools to provide personal mentoring and guidance. Members of the Church have committed to the programme. The Church has worked with one secondary school in Baldock, and coaches are committed to giving an hour per week over the academic year to work with individual students. The CIO employed a part time (0.2) family & community pastor to further the work of TLG in the local area, and to coordinate with other local churches the Make Lunch programme. Our involvement with TLG and Make Lunch ended in April 2025 following the resignation of the community pastor who was responsible for these initiatives.

The Church has continued to use Letchworth Free Church (LFC) Hall and the North Herts District Council owned Howard Hall for its Sunday service, various meetings and activities throughout the week. We have been grateful to LFC for hosting us and have been able to continue invest our funds and resources in making improvements to the Hall for our mutual benefit. This has included creation of a room dedicated to care of under 5 children on Sundays and improvements to the stage area with storage created underneath, as well as investment in PA and other equipment to facilitate improved live recording of services on UTube.

The Trustees have recognised the need for larger and more suitable premises for its Sunday service and other meetings and activities for the community. In the longer term this may well require the purchase or building of suitable premises. A designated fund has been allocated for this purpose.

The donations received by the CIO are almost entirely through the giving of people within the Church. The trustees will continue to regularly review income and expenditure and ensure that resources are expended effectively in furthering the aims of the CIO.

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees believe that a minimum unrestricted reserve is required to effectively administer New Life Church Letchworth. The minimum reserve is required for the following reasons:-

To ensure that all bills and payments are paid promptly

To allow for short term fluctuations in income

To ensure that New Life Church Letchworth can respond financially to unforeseen needs that may arise locally, nationally or internationally.

To ensure that contractual (mostly employment related) and moral commitments are maintained.

At the end of the accounting period the unrestricted reserves stood at £122082 over the revised reserves policy of £40000. These reserves will be drawn on to cover the planned expenditure for the next year.

The trustees considered the Church's reserves policy and believe that a reserve of between 3-6 months unrestricted fund running costs (£27940 - £55880 this year) is sufficient to meet the above objectives.

In recognition of the Church's need for larger premises for its Sunday Service, weekly meetings and activities the Trustees have designated a building fund of £70,000 from its unrestricted reserves.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.


Section F

Other optional information

Section GDeclaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	John Harvey King	
Position (eg Secretary, Chair, etc)	Chair	
Date	5/5/26	



CHARITY COMMISSION
FOR ENGLAND AND WALES

New Life Letchworth Church (CIO)

No (if any)

1188107

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01 August 2024		31 July 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 £

A1 Receipts

Tithes and Offerings	79,824	11,090	-	90,914	94,746
Grants			-	-	0
Gift Aid	17,296	751	-	18,047	25,904
Interest	5,618		-	5,618	1
Contra payments	327		-	327	330
Loan from NLC Trust	4	0	-	4	73,803
Other - Rounding	1	1	-	-	2
			-	-	0
Sub total (Gross income for AR)	103,070	11,840	-	114,910	194,785

A2 Asset and investment sales, (see table).

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

Total receipts	103,070	11,840	-	114,910	194,785
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A3 Payments

Employment costs	67,710	-	-	67,710	60,984
Leadership Network support	3,592	-	-	3,592	3,898
Ministry, church services and events	11,578	19,744	-	31,322	34,214
Offerings, gifts and projects	3,996	1,200	-	5,196	4,936
Premises	17,021	-	-	17,021	15,052
Administration	6,958	-	-	6,958	7,072
Hardship fund payment	460	-	-	460	-
Loan to NLC Trust	445	-	-	445	-
	-	-	-	-	-
Sub total	111,760	20,944	-	132,703	126,155

A4 Asset and investment purchases, (see table)

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

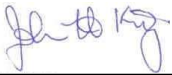
Total payments	111,760	20,944	-	132,703	126,155
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Net of receipts/(payments)	- 8,690	- 9,104	-	- 17,794	68,630
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A5 Transfers between funds	- 7,583	7,583	-	-	-
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A6 Cash funds last year end	178,354	7,826	-	186,180	117,550
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Cash funds this year end	162,082	6,305	-	168,386	186,180
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Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	New Life Church Letchworth CIO(less restricted funds	162,072		-
	New Life CIO -Make lunch (plus restricted funds in		6,305	-
	Petty cash	11		-
	Total cash funds	162,082	6,305	-
	(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)
	Interorganisational loan from NLC Trust -General	154758	-	
	Interorganisational loan from NLC Trust -Restricted	4470	-	
	Interorganisational loan from NLC Trust -Designated	69864	-	
	Creditors	2	-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		John Harvey King	05-May-26	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

New Life Church Letchworth Charitable Incorporated Organisation (CIO)

**On accounts for the year
ended**

31 July 2025

**Charity no
(if any)**

1188107

Set out on pages

1-2 of the CC16a report

I report to the trustees on my examination of the accounts of the above charity for the year ended 31/7/2025

**Responsibilities and
basis of report**

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the accounts of the charity carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

5 May 2026

Name:

Magdalena Shotter of ATS Accounting & Tax Solutions Ltd

**Relevant professional
qualification(s) or body
(if any):**

FCA –
Fellow of the Institute of Chartered Accountants of England and Wales

Address:

47 Foxholes Hill

Exmouth

Devon, EX8 2DQ

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.