

**Primrose Hill Community Church**

**Annual Report and Financial Statements**

**Year Ended 30 June 2021**

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## **CHARITY INFORMATION**

### **Trustees:**

J Williams (appointed 23 June 2020)  
R Williams (appointed 23 June 2020)  
R Drew (appointed 23 June 2020)  
S Drew (appointed 23 June 2020)  
S Ball (appointed 23 June 2020) – Chair of Trustees  
C Bennett (appointed 23 June 2020)

### **Registered Office:**

Chapel Street  
Netherton  
Dudley  
DY2 9PN

### **Registered Charity Number:**

1190064

### **Independent Examiner:**

Benjamin Edwards  
22 Haslingden Crescent  
Dudley  
DY3 2FE

### **Bankers:**

Lloyds Bank plc  
63 High Street  
Dudley  
DY1 1PY

## **TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDING 30 JUNE 2021**

The Trustees are pleased to present their report and financial statements for the year ended 30 June 2021.

### **Organisational Structure**

Primrose Hill Community Church is a Charitable Incorporated Organisation operating under a Trust Deed, incorporated on 23 June 2020, charity registration number 1190064. The charity was previously an excepted charity registered under the FIEC.

### **Objectives & Activities**

Primrose Hill Community Church is a group of Christians in Netherton, seeking to experience, communicate and demonstrate the love of God in our community. We run events, clubs, and services to promote Christian worship and to meet the wider needs of our local community.

The principal objects of the Charity are to advance the Christian faith within Netherton, Dudley and the surrounding neighbourhood for the benefit of the public, mainly but not exclusively, through the holding of prayer meetings, celebration of religious festivals, religious education, enlightening others about the Christian faith and to provide outreach and pastoral care for the community.

The main activities have been Church meetings ranging from Sunday morning worship, work amongst children and youth in the local area with an emphasis on outreach and the buildings have been utilised by several groups throughout the weeks.

### **Achievements & Performance**

As for many charities and churches, this period has been a challenging and stretching one for us. Navigating the many challenges of a global pandemic has taken us on a steep learning curve. As a church, we faced 'head on' the challenge of a remote worship experience by developing PHCC TV, an online 'service' hosted by presenters, featuring creative elements, pre-recorded sung worship with our band and various features such as 'PHCC social post of the week'. The weekly premieres on Sundays, provided a point of hope and a simulacrum of community for those we were already connected with and allowed us to reach and connect with people who had never attended the church or any of our ministries and programmes in person. Many in our community and beyond stated that PHCC TV was helping them feel connected in an ever more disconnected world. Many of our volunteers were rapidly up skilled in the fields of filming, editing, production, motion graphics and sound production and recording. While this has a definite legacy for the organisation, it did incur substantial cost to implement while monetary giving and donations was on a downward trend. For those known to church with no internet access, weekly telephone conversations with volunteers were introduced.

Isolation and stress, apart from the devastating physical effects of Covid-19 in our community, have been the biggest issues amongst our community, leaving many people feeling depressed and struggling to cope. Where we have been able, and regulations have allowed, we have tried to combat this both through digital connection and through socially distanced connections outdoors. For some, without the benefit of outdoor spaces and gardens of their own, the church grounds have been offered on a book-in premise, as a place to enjoy the outdoors and escape the claustrophobia of being cooped up indoors.

Where members of the community have been in self isolation with Covid-19, in the shielded or clinically vulnerable groups we have delivered care packages where this was appropriate and safe to do so, also co-ordinating food deliveries for those unable to access online ordering and those too fearful or unwell to venture to the supermarket. Throughout this time, we have continued to run our foodbank, ensuring that those in greatest need have not gone hungry. Our regular 'Places of Welcome' has not been able to run due to Covid-19 restrictions.

Due to regulations, it has been difficult during this period to run our regular weekly activities including Tea & Praise for seniors including monthly meals, Fun Club – a youth club for primary age children and Revolution our secondary age youth club. These are due to restart, restrictions permitting in September 2021. POP - a group for pre-schoolers and their parents/carers has been able to run from May with limited numbers, a booking system, and a socially distanced structure. Working with and funded by the local council a week's holiday club for Primary aged children on free school meals is planned for the school holidays. Through our 'Teachers' Top Tips' feature, we have endeavoured to support those who have been working with children and young people in their remote learning and post out activities for children's groups. A socially distanced discussion group, 'Monday Night Youth' has run for limited numbers in our Community Hub, as and when regulations allowed. We have used internet platforms to engage with groups and Microsoft teams to conduct meetings.

Advantage was taken during lockdown to install a new heating system, ceiling insulation and efficient lighting in the Community Hub with thanks to a gift from the Rotary Club.

As we move forward, we hope to build on the things we have learned and the relationships we've developed to serve our community in the best way possible. To show the love of Jesus to those around us while continuing to care for their spiritual and practical needs.

### **Public Benefit**

The Trustees have considered this matter in conjunction with the guidance contained in the Charity Commission's guidance on public benefit and have concluded that the aims continue to be charitable, that the aims and activities give identifiable benefits to the charitable sector, that the benefits are for the public and not unreasonably restricted in any way, and that there is no detriment or harm arising from the aims and activities.

## **Financial Review**

Total receipts on unrestricted funds were £84,109 of which £35,000 was received as an unrestricted donation from the Rotary Club, £30,303 were unrestricted regular individual donations, £11,293 were unrestricted funds transferred from the previous excepted charity on 23 June 2020. Total unrestricted funds at the year-end were £4,332.

## **Structure, Governance and Management**

The Trustees who served during the year and up to the date of signature of the financial statements were:

J Williams (appointed 23 June 2020)  
R Williams (appointed 23 June 2020)  
R Drew (appointed 23 June 2020)  
S Drew (appointed 23 June 2020)  
S Ball (appointed 23 June 2020)  
C Bennett (appointed 23 June 2020)

New Trustees are appointed by the existing Trustees for a term of 3 years. A selection and recruitment process takes place when potential Trustees are selected after making careful enquiry as to their suitability and their support of the objectives of the Charity.

## **Trustees' Responsibilities in relation to the financial statements**

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with the applicable law and United Kingdom Accounting Statements (UK GAAP).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations and the provisions of the trust deed requires the Trustees to prepare the financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and the incoming resources and application of resources, including the net income or expenditure for the year. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charity SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, Charity (Accounts and Reports) Regulations and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved on behalf of the Trustees on 28 April 2022 and signed on its behalf by

A handwritten signature in black ink, appearing to read 'J Williams', with a horizontal line drawn underneath the signature.

**J Williams**  
**Trustee**

A handwritten signature in black ink, appearing to read 'Sue Drew', with a horizontal line drawn underneath the signature.

**Sue Drew**  
**Trustee**

## **INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF PRIMROSE HILL COMMUNITY CHURCH**

I report to the Trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 June 2021.

### **Responsibilities and basis of report**

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

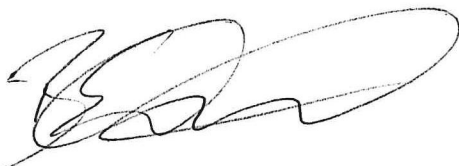
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiners statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



**Benjamin Edwards**

**Member of Institute of Chartered Accountants in England and Wales**

**22 Haslingden Crescent, Dudley, DY3 2FE**

**28 April 2022**



## RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 30 JUNE 2021

	Unrestricted Funds £	Total Funds £
<b>Receipts</b>		
Donations and Legacies	81,228	81,228
Other Trading Activities	2,880	2,880
Investments	1	1
<b>Total Receipts</b>	<b>84,109</b>	<b>84,109</b>
<b>Payments</b>		
Ministry	6,829	6,829
Administration	16,822	16,882
Services	9,941	9,941
Equipment	3,620	3,620
Building and Maintenance	774	774
	<b>37,986</b>	<b>37,986</b>
<b>Asset and Investment Purchases</b>		
Purchase of Assets	40,122	40,122
Leases Repaid	1,669	1,669
<b>Total Payments</b>	<b>41,791</b>	<b>41,791</b>
<b>Net Receipts</b>	<b>4,332</b>	<b>4,332</b>
<b>Cash Funds at Year End</b>	<b>4,332</b>	<b>4,332</b>

**STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR ENDED 30 JUNE 2021**

	<b>Unrestricted Funds £</b>	<b>Total Funds £</b>
<b>Cash Funds</b>		
Bank Current Account	3,919	3,919
Deposit Account	235	235
Conference Account	178	178
<b>Total Cash Funds</b>	<b>4,332</b>	<b>4,332</b>
<b>Other Monetary Assets</b>		
Gift Aid Owed	<b>7,929</b>	<b>7,929</b>
<b>Assets Retained for Church Use</b>		
Property Improvements	<b>40,122</b>	<b>40,122</b>
Computer & Audio Equipment	<b>8,491</b>	<b>8,491</b>
<b>Total Assets</b>	<b>48,613</b>	<b>48,613</b>
<b>Liabilities</b>		
Leases	<b>1,820</b>	<b>1,820</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 28 April 2022 and signed on their behalf by:



**J Williams  
Trustee**



**Sue Drew  
Trustee**

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

### 1. Trustee Remuneration and Benefits

J Williams is employed in the role of Senior Pastor in accordance with the Trust Deed allowing employment of Trustees as long as the number receiving remuneration are not the majority.

Trustee Remuneration Summary:

<b>J Williams</b>	<b>£</b>
Salary	13,104
National Insurance	432
Pension Contributions	159
	<hr/>
	<b>13,965</b>

### 2. Donated Goods and Services

Included in assets retained for church use is £6,822 of donated goods and services received from the excepted charity prior to the formation of Primrose Hill Community Church CIO.