

| Trustees' Annual Report for the period |                   |      |      |    |                 |      |
|----------------------------------------|-------------------|------|------|----|-----------------|------|
| From                                   | Period start date |      |      | To | Period end date |      |
|                                        | 01                | July | 2023 |    | 30              | June |

## Section A Reference and administration details

|                                    |                                    |          |  |
|------------------------------------|------------------------------------|----------|--|
| Charity name                       | New Life Church Bishop's Stortford |          |  |
| Other names charity is known by    |                                    |          |  |
| Registered charity number (if any) |                                    |          |  |
| Charity's principal address        | 16 Highfields                      |          |  |
|                                    | Saffron Walden                     |          |  |
|                                    | Essex                              |          |  |
|                                    | Postcode                           | CB10 2AD |  |

### 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  | Gary Pattenden  | Treasurer       |                                   |                                                               |
| 2  | Anderson Munhoz | Pastor          |                                   |                                                               |
| 3  |                 |                 |                                   |                                                               |
| 4  |                 |                 |                                   |                                                               |
| 5  |                 |                 |                                   |                                                               |
| 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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|  |
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## Section B Structure, governance and management

### Description of the charity's trusts

|                                                                     |                                    |
|---------------------------------------------------------------------|------------------------------------|
| Type of governing document<br>(eg. trust deed, constitution)        | Constitution                       |
| How the charity is constituted<br>(eg. trust, association, company) | Trust                              |
| Trustee selection methods<br>(eg. appointed by, elected by)         | Appointed by the existing trustees |

### 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.

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## Section C Objectives and activities

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

Religion, Helping the Poor and Homeless and addicted

Church Services, Men's group, Women's Group, Prayer group, Helping the poor and addicted and Homeless

**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)**

**Additional details of objectives and activities (Optional information)**

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

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

**Summary of the main achievements of the charity during the year**

Sunday Services every week, Special Services for Christmas, Easter, Mother's and Father's Day. Many people looked after and helped both spiritually and financially. Mission supported financially, Food bank work, now closed.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

We currently look to hold a reserve of £10,000

**Details of any funds materially in deficit**

None

### 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.

All funds come in the form of donations from members and business sponsors

## Section F Other optional information

## Section G Declaration

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

**Signed on behalf of the charity's trustees**

**Signature(s)** *Gary Pattenden*

**Full name(s)** Gary Pattenden

**Position (eg Secretary, Chair, etc)** Treasurer

**Date** 6<sup>th</sup> December 2024



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
New Life Church Bishop's Stortford

No (if any)  
1193861

CC16a

## Receipts and payments accounts

|                        |                               |    |                              |
|------------------------|-------------------------------|----|------------------------------|
| For the period<br>from | Period start date<br>7/1/2023 | To | Period end date<br>6/30/2024 |
|------------------------|-------------------------------|----|------------------------------|

### Section A Receipts and payments

|                                                           | Unrestricted<br>funds<br>to the nearest £ | Restricted<br>funds<br>to the nearest £ | Endowment<br>funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|-----------------------------------------------------------|-------------------------------------------|-----------------------------------------|----------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                        |                                           |                                         |                                        |                                 |                               |
| General Giving                                            | 27,453                                    | -                                       | -                                      | 27,453                          | -                             |
| Restricted Giving                                         |                                           | 19,506                                  | -                                      | 19,506                          | -                             |
| Gift Aid                                                  | 15,962                                    | -                                       | -                                      | 15,962                          | -                             |
| Cash Giving                                               | 6,687                                     | -                                       | -                                      | 6,687                           | -                             |
| Interest Received                                         | 379                                       | -                                       | -                                      | 379                             | -                             |
|                                                           | -                                         | -                                       | -                                      | -                               | -                             |
|                                                           | -                                         | -                                       | -                                      | -                               | -                             |
|                                                           | -                                         | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b> (Gross income for AR)                    | 50,481                                    | 19,506                                  | -                                      | 69,987                          | -                             |
| <b>A2 Asset and investment sales,<br/>(see table).</b>    |                                           |                                         |                                        |                                 |                               |
|                                                           | -                                         | -                                       | -                                      | -                               | -                             |
|                                                           | -                                         | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                          | -                                         | -                                       | -                                      | -                               | -                             |
| <b>Total receipts</b>                                     | 50,481                                    | 19,506                                  | -                                      | 69,987                          | -                             |
| <b>A3 Payments</b>                                        |                                           |                                         |                                        |                                 |                               |
| Band Equipment                                            | 248                                       | -                                       | -                                      | 248                             | -                             |
| Rent of School                                            | 10,959                                    | -                                       | -                                      | 10,959                          | -                             |
| Gifts to Pastor                                           | 19,494                                    | 19,506                                  | -                                      | 39,000                          | -                             |
| Bank and Legal Fees                                       | 405                                       | -                                       | -                                      | 405                             | -                             |
| Café Consumables                                          | 1,415                                     | -                                       | -                                      | 1,415                           | -                             |
| Software Subscriptions                                    | 940                                       | -                                       | -                                      | 940                             | -                             |
| Poverty Relief                                            | 130                                       | -                                       | -                                      | 130                             | -                             |
| Mission Gifts                                             | 7,834                                     | -                                       | -                                      | 7,834                           | -                             |
| Insurance                                                 | 227                                       | -                                       | -                                      | 227                             | -                             |
| Consumables                                               | 2,855                                     | -                                       | -                                      | 2,855                           | -                             |
| Pastoral Expenses                                         | 648                                       | -                                       | -                                      | 648                             | -                             |
| Visiting Pastors                                          | 89                                        | -                                       | -                                      | 89                              | -                             |
| Advertising                                               | 196                                       | -                                       | -                                      | 196                             | -                             |
| Printing                                                  | 74                                        | -                                       | -                                      | 74                              | -                             |
| Other Rent                                                | 1,687                                     | -                                       | -                                      | 1,687                           | -                             |
| Subscriptions                                             | 8                                         | -                                       | -                                      | 8                               | -                             |
| <b>Sub total</b>                                          | 47,209                                    | 19,506                                  | -                                      | 66,715                          | -                             |
| <b>A4 Asset and investment<br/>purchases, (see table)</b> |                                           |                                         |                                        |                                 |                               |
|                                                           | -                                         | -                                       | -                                      | -                               | -                             |
|                                                           | -                                         | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                          | -                                         | -                                       | -                                      | -                               | -                             |
| <b>Total payments</b>                                     | 47,209                                    | 19,506                                  | -                                      | 66,715                          | -                             |
| <b>Net of receipts/(payments)</b>                         | 3,272                                     | -                                       | -                                      | 3,272                           | -                             |
| <b>A5 Transfers between funds</b>                         | -                                         | -                                       | -                                      | -                               | -                             |
| <b>A6 Cash funds last year end</b>                        | -                                         | -                                       | -                                      | -                               | -                             |
| <b>Cash funds this year end</b>                           | 3,272                                     | -                                       | -                                      | 3,272                           | -                             |

Section B Statement of assets and liabilities at the end of the period

| Categories                                                  | Details                                                | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|-------------------------------------------------------------|--------------------------------------------------------|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds                                               | Current Account                                        | 6,091                              | -                                | -                               |
|                                                             | Mission Account                                        | 5,983                              |                                  |                                 |
|                                                             | Savings Account                                        | 12,942                             | -                                | -                               |
|                                                             | Barclays Account                                       | 2,454                              | -                                | -                               |
|                                                             | Total cash funds                                       | 27,471                             | -                                | -                               |
|                                                             | (agree balances with receipts and payments account(s)) | Agreement Error                    | OK                               | OK                              |
|                                                             |                                                        | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
| B2 Other monetary assets                                    | Details                                                |                                    |                                  |                                 |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
| 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)             |
|                                                             |                                                        |                                    | -                                |                                 |
|                                                             |                                                        |                                    | -                                |                                 |
|                                                             |                                                        |                                    | -                                |                                 |
|                                                             |                                                        |                                    | -                                |                                 |
| Signed by one or two trustees on behalf of all the trustees | Signature                                              | Print Name                         | Date of approval                 |                                 |
|                                                             | GaryPattenden                                          | Gary Pattenden                     | 23rd Nov 2024                    |                                 |
|                                                             |                                                        |                                    |                                  |                                 |

## **Independent examiner's report to the trustees of New Life Church Bishop's Stortford**

I report to the trustees on my examination of the accounts of New Life Church Bishop's Stortford for the year ended 30 June 2024

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

As the charity trustees of the trust, 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the trust as required by section 130 of the act; or
2. the accounts do not accord with those records

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

Signed:



Name: David Adams

Independent Examiner for New Life Church Bishop's Stortford

Address: 17 Colehills, Clavering, Essex, CB11 4QY