

# Grace Church Kidlington

Report and Accounts

Year ended 31 July 2023

Stewardship   
*Active generosity*

1 Lamb's Passage, London EC1Y 8AB  
[www.stewardship.org.uk](http://www.stewardship.org.uk)

**GRACE CHURCH KIDLINGTON**  
**LEGAL & ADMINISTRATIVE DETAILS**  
**FOR THE YEAR ENDED 31 JULY 2023**

ADDRESS FOR CORRESPONDENCE	20 Harts Close Kidlington OX5 1AZ
GOVERNING DOCUMENT	Constitution dated 29 September 2021
CHARITY REGISTRATION NUMBER	1196747
TRUSTEES RESPONSIBLE FOR MANAGING THE CHARITY	Philip Butcher Katie Bartlett Michael Smith Judith Smith Iain Gray Luke Cornish (appointed 1 September 2023)
INDEPENDENT EXAMINER	Archie McDowall BA CA Stewardship 1 Lamb's Passage LONDON EC1Y 8AB
BANKERS	Metro Bank Kingdom Bank
LEGAL ADVISOR	Edward Connor 10 The Point Market Harborough LE16 7QU

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## **GRACE CHURCH KIDLINGTON**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 31 JULY 2023**

The Trustees present their annual report and financial statements of the charity for the year ended 31 July 2023. It contains the following items:

- The annual report of the charity explaining the activities undertaken in the year, how the charity met its public benefit objectives and the way the church is managed.
- The annual financial report for the financial year ended 31st July 2023, the required statements and notes to the accounts. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed and the Charities Act 2011.

#### **A. Objectives and Aims**

Grace Church Kidlington is a relatively new church having started meeting for Sunday worship in October 2017. We meet and work in Kidlington, a large village 6 miles north of Oxford. The church is a small community-based church which is focused on serving all ages. The church is a member of the Fellowship of Independent Evangelical Churches and has adopted the FIEC's Basis of Faith as the theological basis of its work. The activities of the church involve the promotion of our beliefs and reaching out to our community and beyond, providing care and sharing our faith. The trustees of Grace Church Kidlington confirm they have had regard for the Charity Commission's guidance on public benefit and believe they have met the legal requirement of S17 of the Charities Act 2011.

#### **Objectives**

1. the advancement of the Christian faith in accordance with the Basis of Faith primarily but not exclusively within Kidlington and the surrounding neighbourhood; and
2. such other charitable purposes as shall, in the opinion of the charity trustees, put into practice the Christian faith in accordance with the Basis of Faith, including but not limited to: the prevention and relief of need, hardship and sickness; the advancement of education; and the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals who have need to such facilities by reason of their youth, age, infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life.

#### **Aims**

We aim to be a church enabled by the Holy Spirit to live for God's glory by:

- Growing in understanding and enjoying God's grace to us in Jesus (UP)
- Sharing life together as a community shaped by God's grace to us in Jesus (IN)
- Proclaiming to Kidlington and beyond the Good News of God's grace to us in Jesus (OUT)

## **B: Activities that further the Charity's objectives**

### Sundays

On Sundays we have seen new people join us for our worship services, which include singing, praying and preaching. Activities for children also take place alongside the service most weeks. The sermons are recorded and uploaded straightaway to our website for those unable to attend to listen to. Some of the attenders would say they are not yet Christians, but attend to learn more of the Christian faith.

Twice a month we also run interactive seminars for attenders to learn more about the Christian faith.

### Weekdays

We have 2 homegroups that meet weekly in different homes in the village. They have the aim to provide community and care, alongside studying the Bible and praying together.

### Raising Awareness and understanding our faith

At the centre of all we do as a church is the teaching of the Bible and encouragement of faith in Jesus. Some of the ways this has been done over the past year include:-

- Sunday services: services take place each Sunday, at 4:00pm.
- Each week a number of Community & Bible study groups meet, in local homes.
- Throughout the year courses run and individuals meet together to work through courses such as Christianity Explored to help explain our faith to those who are interested.
- A number of the members meet up one-to-one to learn more about the Christian faith together & to support each other through life by listening and prayer.
- At the invitation of a local school, our pastor and other members have been able to teach about the Christian faith in assemblies and RE lessons..

### Encouraging Mission and Outreach

Grace Church Kidlington remains committed to being outwardly focused, sharing our faith within the local community, more broadly in the UK and through supporting international mission. Outreach events are held throughout the year, in the local area, to which the congregation are encouraged to invite friends and family. This has included special events at Christmas & Easter, social evenings (quiz night), a Coronation service & tea party, an Easter trail for families at a local park, stalls at village events, such as the Christmas Light's Switch on event & the summer Gala at Exeter Park.

We continue to support prayerfully & financially, three mission partners, working in the UK and internationally.

## **B: Activities that further the Charity's objectives (continued)**

### **Communicating our Faith and purpose**

Communicating our faith is a key part of our activities as a church. Most of our activities seek to provide opportunities for those in the local community and beyond to hear the gospel and build the faith of those who believe.

### **Volunteers**

The volunteers within the church help in every aspect of the church's work. The majority of our members and many of the congregation partner together in our ministries and in practical ways. The trustees recognise that without this many of the church's activities could not take place.

## **C: Financial review**

### **Analysis of Income**

The income of the church is primarily donations from church members and those associated with the church plus gift aid. The church also received a legacy of £75k. Total income was £134k.

### **Analysis of Expenditure**

Total costs to the general fund were £57K. In the financial year to 31st July 2023 there was a surplus of £76k to the general fund

### **Reserves**

The trustees set an agreed budget each financial year. The treasurer has authority, with relevant consultation with the Trustees and Elders, to work within this budget. Any expenditure outside the budget must be brought before the trustees.

At the end of the 2022-23 financial year the general fund reserve fund stood at £143k.

The Trustees intend using the reserves to pay for a Pastor In Training over 4 years as agreed with church members. The Trustees' normal reserves policy will be to maintain 3 months of salary in cash reserves at all times (£15,000). An emergency meeting would be called if reserves dropped below this level.

### **Budget 2023-2024**

The budget for 2023-2024 was approved by Trustees at their meeting in July 2023.

Income to the general fund for 2023/24 is forecast to be £55k. Spending from the general fund for 2023/24 is forecast to be £93k. Spending will exceed income by £38k.

## **C: Financial review (continued)**

### **Investment Policy**

No long term investments are held by the church.

### **Risks and Uncertainties**

The church, and its trustees, are potentially at risk from a number of sources. These risks are managed so as not to expose them to undue risk and trustees are kept informed so that they are able to deal with any situations that may arise. Risks are assessed and mitigated against on an ongoing basis.

### **The future**

The trustees remain committed to using the resources and income of the charity to advance the aims of the church.

## **D: Structure, governance & management**

Grace Church Kidlington is a Charitable Incorporated Organisation (CIO) registered in December 2021. The church is governed by a Constitution and Handbook. The church is a member of the Fellowship of Independent Evangelical Churches (FIEC) and the South Central Gospel Partnership.

### **Church membership**

Church membership is open to baptised Christians who adhere to the statement of faith and ethical statement, and who are willing to be in active partnership with the church in the work of the gospel. At the year-end church membership stood at 24, of which 2 are junior members. The church members meet regularly to conduct business meetings.

### **Organisational structure**

The church membership elects, from its number, individuals to serve as church officers, who form the trustee body. These officers are Elders, a Safeguarding Officer and a Treasurer. The Elders serve for a term of 5 years and may then be re-appointed. An Elder can serve for a maximum of 10 years before, where possible, taking a break of at least one year. The Safeguarding Officer & Treasurer each serve for a term of 3 years and may be re-elected for up to two further terms before, where possible, taking a break of at least one year.

The Elders are responsible for doctrinal integrity, policy and strategy. The Safeguarding Officer and Treasurer are responsible for practical matters.

### Organisational structure (continued)

The trustees meet at least four times each year and have overall responsibility for the operation of the church. The trustees draw up policies and procedures within which they operate and make decisions. The charity currently has two paid staff members who are the pastor Philip Butcher, who serves as elder and chair of trustees and the Pastor In Training Luke Cornish, who serves as an elder and Trustee and was appointed after year end.

### **Responsibilities of trustees**

Charity law requires us as Trustees to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

### **Approval**

This report was approved by the trustees and signed on their behalf by:

*Philip Butcher*

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PHILIP BUTCHER (CHAIR OF TRUSTEES)

Date: 20 December 2023

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF

### GRACE CHURCH KIDLINGTON

I report to the trustees on my examination of the accounts of Grace Church Kidlington ('the charity') for the year ended 31 July 2023 on pages 8 to 10 following.

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

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

I report in respect of my examination of the charity'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 2011 Act.

#### **Independent examiner's 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 accordance with section 130 of the 2011 Act; or
2. 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.

*Archie McDowall*

Archie McDowall BA CA  
Stewardship  
1 Lamb's Passage  
LONDON  
EC1Y 8AB

Date: 7 February 2024



**GRACE CHURCH KIDLINGTON**

**RECEIPTS AND PAYMENTS ACCOUNT**

**FOR THE YEAR ENDED 31 JULY 2023**

		<u>Unrestricted Funds</u>			
		General Funds	Restricted Funds	2023	2022
Notes		£	£	£	£
<b><i>Income receipts</i></b>					
Donations		48,024	-	48,024	90,645
Gift aid receipts		9,084	-	9,084	8,518
Legacies		75,000	-	75,000	-
Interest		251	-	251	-
<b><i>Total receipts</i></b>		<u>132,359</u>	<u>-</u>	<u>132,359</u>	<u>99,163</u>
<b><i>Payments</i></b>					
Payments in relation to charitable activities undertaken directly	2	49,467	-	49,467	30,519
Grants paid in relation to charitable activities undertaken by others	3	7,200	-	7,200	1,200
<b><i>Total payments</i></b>		<u>56,667</u>	<u>-</u>	<u>56,667</u>	<u>31,719</u>
Net of receipts / (payments) before		75,692	-	75,692	67,445
Transfers between funds	5	-	-	-	-
<b>Net movement in funds</b>		<u>75,692</u>	<u>-</u>	<u>75,692</u>	<u>67,445</u>
Cash funds as at last year end		67,445	-	67,445	-
<b>Cash funds at this year end</b>	A	<u>143,136</u>	<u>-</u>	<u>143,136</u>	<u>67,445</u>

The notes on pages 10-11 form part of these accounts.

**GRACE CHURCH KIDLINGTON**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**FOR THE YEAR ENDED 31 JULY 2023**

	<u>Unrestricted Fund:</u>		2023	2022
	General funds	Restricted funds		
Notes	£	£	£	£
<b>A Cash funds</b>				
Cash at bank with immediate access	58,034	-	58,034	67,445
Notice deposits	85,103	-	85,103	-
	<u>143,136</u>	<u>-</u>	<u>143,136</u>	<u>67,445</u>
<b>B Other monetary assets</b>				
Gift aid due to charity	730	-	730	723
Prepayments	720	-	720	725
Other debtors	1,566	-	1,566	2,100
	<u>3,015</u>	<u>-</u>	<u>3,015</u>	<u>3,548</u>
<b>C Liabilities</b>				
<b>Falling due within one year</b>				
Taxes due	656	-	656	878
Grant obligations	-	-	-	1,400
Fee for Independent Examination	840	-	840	810
	<u>1,496</u>	<u>-</u>	<u>1,496</u>	<u>3,088</u>

**F Guarantees and secured debts**

The charity has not given any guarantees and has not provided its assets as security for any liabilities.

The accounts were approved by the trustees and signed on their behalf by:

*Philip Butcher*

PHILIP BUTCHER (CHAIR OF TRUSTEES)

Date: 20 December 2023

The notes on pages 10-11 form part of these accounts.

**GRACE CHURCH KIDLINGTON**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 JULY 2023**

**1 Accounting policies**

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	<u>Unrestricted Funds</u>			
	General funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
<b>2 Payments in relation to charitable activities undertaken directly</b>				
Employment costs (see note 4)	38,249	-	38,249	22,634
Ministry expenses	2,420	-	2,420	194
Small equipment	998	-	998	-
Rent	3,975	-	3,975	3,300
Insurance	219	-	219	241
Professional fees	1,075	-	1,075	1,018
Independent examination	810	-	810	-
Gifts and hospitality	-	-	-	1,340
Travel	171	-	171	62
Office costs	1,551	-	1,551	1,730
	<u>49,467</u>	<u>-</u>	<u>49,467</u>	<u>30,519</u>

**3 Grants paid in relation to charitable activities undertaken by others**

Grants for mission in the UK and overseas:

Pioneers UK Ministries	1,800	-	-	-
Wycliffe Bible Translators	3,600	-	-	-
Other small grants to organisations	-	-	-	450
Grants to individuals	1,800	-	-	750
	<u>7,200</u>	<u>-</u>	<u>-</u>	<u>1,200</u>

**4 Transactions with related parties**

During the year Philip Butcher served as a church leader and was paid a total of £35,913(2022: £32,426) and received pension contributions of £3,205 (2022: £3,032) for serving in that capacity, not for serving as a trustee. These payments are permitted by the charity's governing document.

**5 Movement of funds**

	Opening balance		Receipts		Payments		Transfers		Closing balance
	£		£		£		£		£
General funds	67,445		132,359		(56,667)		-		143,136
Total funds	<u>67,445</u>		<u>132,359</u>		<u>(56,667)</u>		<u>-</u>		<u>143,136</u>