

CITYGATES CHURCH NORWICH

England & Wales · Charity number 1205295

Details

Status Registered

Legal form CIO

Registered 2023-10-19

Register [View on the Charity Commission register](#)

Contact

Address CityGates Church
2-6 Botolph Street
Norwich
NR3 1DU

Phone 01603619555

Email office@citygatesnorwich.org

Website www.citygatesnorwich.org

Activities

Objects: 3.1 THE PURPOSES OF THE CHURCH ARE: 3.1.1 THE ADVANCEMENT OF THE CHRISTIAN FAITH IN ACCORDANCE WITH THE BASIS OF FAITH PRIMARILY BUT NOT EXCLUSIVELY WITHIN NORWICH AND THE SURROUNDING NEIGHBOURHOOD; AND 3.1.2 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 OF 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; PROVIDED THAT THE ADVANCEMENT OF SUCH PURPOSES MUST BE UNDERTAKEN IN A MANNER THAT IS CONSISTENT WITH THE DOCTRINAL DISTINCTIVES AS MAY BE ADOPTED AND AMENDED BY THE CHURCH FROM TIME TO TIME IN ACCORDANCE WITH THE PROVISIONS OF THE CHURCH HANDBOOK.

Activities: To advance the Christian faith in accordance with our basis of faith primarily but not exclusively within the city of Norwich and its environs, together with such other charitable purposes as shall further the work of the Church

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Education/training, Religious Activities, Economic/community Development/employment, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- Norfolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£685,775	£667,884	£547,206	7

Trustees

Name	Role	Appointed
Andrew David Rees		2023-10-19
Andrew James Morrish		2023-10-19
Andrew John Dubberley		2023-10-19
Ashley Gardner		2024-05-01
James Anthony Hallier		2025-11-20
Kieran David Sprouse		2025-11-20
Philip Geoffery Macdonald		2023-10-19
RALPH ANTHONY MANNING		2023-10-19
Robert Gordon Walker		2025-06-19
Robert Varley		2023-10-19

CITYGATES CHURCH NORWICH

England & Wales - Charity number 1205295

Accounts

CityGates Church Norwich CIO

Annual Report and Accounts

For the Reporting Period 19 OCTOBER 2023 – 31 MARCH 2025

**CityGates Church Norwich CIO
(Charity Incorporated Organisation)**

Charity Number: 1205295

CityGates Church Norwich CIO

Reference and Administrative Information

Principal Address	CityGates Church, 2-6 Botolph Street, Norwich, NR3 1DU
Registered Charity Number	1205295
Trustees	Andrew Rees Philip Macdonald Andrew Morrish Ashley Gardner Ralph Manning Andrew Dubberley Robert Varley Stephen Girling (until 16 December 2023)
Bankers	CAF Bank
Chair of Trustees	Andrew Morrish
Treasurer	Robert Walker
Independent Examiner	Darren Warren Paxton Independent Examiners 61a High Street South Rushden Northants NN10 0RA

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Report of the Trustees

FOR THE REPORTING PERIOD 19 OCTOBER 2023 – 31 MARCH 2025

The trustees present their report and financial statements for the reporting period 19 October 2023 – 31 March 2025. This report covers an extended first reporting period in order to align the charity's reporting cycle with its accounting year.

Structure, Governance and Management

CityGates Church Norwich is a Charitable Incorporated Organisation governed by its constitution. The trustees are responsible for the overall governance and strategic direction of the charity, ensuring that it operates in accordance with its charitable objects and relevant legislation.

The trustees meet every two months to oversee strategy, finances, safeguarding, and risk management. Major decisions are made by the trustee board in accordance with the governing document. Proposals requiring trustee approval are often developed by staff or ministry leaders and are sponsored by at least one trustee to ensure appropriate oversight.

New trustees receive an induction which includes the governing documents, recent financial reports, recent meeting minutes, and Charity Commission guidance. Formal sub-groups include Operations, Finance, and Safeguarding teams. Day-to-day operations and ministry delivery are delegated to staff, supported by volunteers, while trustees retain ultimate accountability.

Objects, Activities and Public Benefit of the Charity

The charity, which is a church, is governed by a constitution and is constituted as a charitable incorporated organisation. The charity's principal objectives, as set out in its governing document are: (1) the advancement of the Christian faith in accordance with the Basis of Faith primarily but not exclusively within Norwich 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.

All activities are open to all and offered without charge.

Weekly worship services averaged approximately 450 attendees. Children and youth ministries engaged around 135 young people each week, supported by approximately 190 volunteers.

The trustees have had due regard to Charity Commission guidance on public benefit and are satisfied that the charity's activities provide public benefit.

CityGates Church holds weekly Sunday services to provide Bible teaching, prayer and a time to engage in worship for our congregation. The church has continued to grow and it is a priority for us to be able to love, encourage and support people in our local area and the church community, drawing them to the hope of the gospel.

Weekly activities include:

- Weekly worship services, open to all
- Small groups and discipleship groups; regular midweek meetings for Bible study, prayer, and mutual care
- Children's ministry; age-appropriate teaching and activities
- Toddler group
- Youth ministry; regular groups and activities for young people
- Student and young adult groups with targeted activities, teaching, and community-building
- Prayer meetings; regular corporate prayer gatherings open to all
- Pastoral care; ongoing pastoral support for individuals and families
- Evangelistic courses and outreach activities
- Community outreach and engagement; including ongoing initiatives (e.g. internet café) alongside larger events like Summerfest (see below).
- English language classes; regular classes serving the local community
- Leadership development and volunteer training; equipping members to serve in ministry and community roles

The church aims to share the good news of Christianity and to equip people to live out this good news in every area of life.

We provide staff and facilities for the church to use to advance these objectives. The trust regularly reviews its staffing levels and plans, and when finances permit, to increase its activities and consider staff appointments in areas which require more time than is available from volunteer commitments. In 2024 we filled a vacancy for the Associate Pastor role, to lead our focus on training future gospel workers and church 'maturity'.

Significant Events During the Reporting Period

The charity noted the following significant events during the period:

Church Weekend Away – “ReFresh”

Held in June at Sizewell Hall in Suffolk. An opportunity for approximately 210 people to spend a weekend away together. We were joined by Richard Underwood who led our teaching on the person and character of Peter

‘Summerfest’ - Annual Community Outreach Week – “Summerfest” (July)

Our main annual community outreach event took place in July. Included community events and a children’s holiday club. Approximately 1,300 people attended across the week, supported by a team of around 200 volunteers

Church Autumn Away Day

In September, our church away day was held at Cromer Church. **215 people** attended and **Hugh Collier** from Great Ellingham Baptist Church spoke on *“Rejoicing in the Lord Always”*

English Language Classes

Our language classes have seen encouraging growth, doubling in size during the reporting period. These free-of-charge groups offer English Language lessons to a variety of nationalities, held in the church building.

Growth and Capacity Planning

We continue to welcome many new people to the activities of the church. This includes students who are studying at the universities and join us for the time they are studying. Our Sunday services are nearing capacity and a strategic priority for 2025/26 is to address this question operationally and strategically.

Strategic Partnerships

CityGates Church is a founding member of the Norfolk Gospel Partnership whose aim is to work, in conjunction with churches across Norfolk to *‘to give every person in Norfolk a welcoming, Christ-honouring, Bible-teaching church in their community.*

The church is affiliated to the Fellowship of Independent Evangelical Churches (FIEC).

Older Generations

Our work amongst the older generations has continued to offer friendship through group activities and home visits to many who are not part of our regular Sunday congregation.

Staffing

The staff employed (part or full time) in the reporting year were:

- Andrew Rees – Senior Pastor
- Ashley Gardner – Associate Pastor (from 15 April 2024)
- Liam Turnbull – Assistant Pastor
- Iain Ridley – Welcome and Integration Lead

- Bev Dubberley – Outreach Lead
- Suzie Kerrison – Head of Children’s & Youth Work
- Annie Creed – Children’s & Youth Work
- Alex Huddleston – Ministry Intern (to August 2024)
- Will Clifton – Ministry Intern (from 1 September 2024)

Buildings, Facilities and Health & Safety

The charity owns its main building, maintained by the Operations Team. A full roof replacement was completed during the reporting period. The trustees are pleased to report that there have been no serious accidents during this year requiring reporting under RIDDOR.

The church is attended by several medical professionals as well as staff and key volunteers who, having received first aid training, are normally first call for any incidents.

The conditions of the premises are under constant review by the Operations team and remedial work carried out as soon as is practicable.

Safeguarding

The charity has a formal safeguarding policy, revised in September 2024. Safe recruitment, DBS checks, safeguarding training, and monthly safeguarding team oversight are in place.

Safeguarding reporting is provided following every event involving children and young people.

Risk Management

The trustees have assessed the major risks to which the charity is exposed and have established systems and procedures to manage and mitigate those risks. The principal risks facing the charity include reputational, compliance, financial, spiritual, and physical risks.

The charity operates an established risk management framework under which risks are identified, assessed, and monitored. All identified risks are evaluated in terms of likelihood, potential impact, and mitigating controls. Each risk has an owner responsible for first-line monitoring.

The trustees undertake formal reviews of the risk register on a six-monthly basis, with more regular monitoring carried out by risk owners. Policies are approved by the trustees and

implemented by staff and ministry teams, and all activities require documented risk assessments approved by the Operations Team.

Financial Review

The church is dependent upon the generous financial giving of individuals who attend. We are grateful for this faithful and sacrificial act of discipleship.

The Leadership Team and Trustees agreed to plan for a deficit in the reporting period whilst also seeking to encourage church members to review their giving so that the charity may be able to cover its everyday running costs. The church has continued to give generously throughout the period, with some increase in regular giving, and the charity ended the reporting period with a financial surplus. The coming year will require further increases in regular giving to maintain this level of expenditure. Staff and ministry leaders are also paying close attention to costs.

The finances are kept under constant review so that appropriate action can be considered should there be any significant changes in income or expenditure. The aim of the church is to keep people informed with regard to financial needs through regular updates at church governance meetings, appealing for increased giving when necessary. A budget has been submitted for 2025/26.

The buildings are provided primarily for use by the church in furtherance of its charitable purposes and are not held as an investment of the charity.

During the extended reporting period from 19 October 2023 to 31 March 2025, the charity had total income of £685,775 and total expenditure of £667,884, resulting in a surplus of £17,891.

The trustees consider the charity's financial position at the end of the reporting period to be stable and are satisfied that the charity has sufficient resources to continue to pursue its charitable objectives for the foreseeable future.

Income was derived primarily from voluntary income (regular and one-off donations and gifts), Gift Aid, and investment income. Expenditure related to staff costs (including salaries, National Insurance and pension contributions), ongoing operational and activity costs, donations to others in support of their activity, and maintenance and facilities costs.

At the end of the reporting period, the charity held unrestricted funds of £322,125 and restricted funds of £110,081. Restricted funds are held for specific purposes in accordance with donor restrictions.

Trustees were reimbursed only for reasonable out-of-pocket expenses incurred in the performance of their duties, such as the cost of food supplied and reasonable travel and accommodation expenses.

Reserves Policy

The trustees aim to maintain a level of unrestricted reserves sufficient to cover between three and six months of normal operating expenditure, including staff costs and other essential commitments. The level of reserves is kept under regular review by the trustees as part of the charity's financial oversight. Restricted funds are excluded from this policy.

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.

**CityGates Church Norwich CIO
Independent Examiners Report**



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's report on the
accounts**

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
City Gates Church Norwich

**On accounts for the
period ended**

31 March 2025

Charity no

1205295

Set out on pages

1 to 17 (One to Seventeen) including these pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the period ended 31/03/2025.

**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
examiner's statement**

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Accounting Technicians

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.

Signed: Darren Warren

Date: 15/01/2026

Name: Darren Warren – Paxton Independent Examiners

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

FMAAT

Address:	61a High Street South
	Rushden
	Northants, NN10 0RA

Section B	Disclosure
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Only complete if the examiner needs to highlight material 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.

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CityGates Church Norwich CIO
Statement of Financial Activities



CityGates Church Norwich			Charity No (if any) 1205295		CC17a
Annual accounts for the period					
Period start date	19-Oct-23	To	Period end date	31-Mar-25	

Section A Statement of financial activities

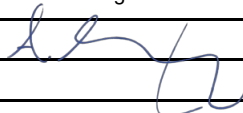
Recommended categories by activity	Details of own analysis	Note	Restricted			Total this year £	Total last year £
			Unrestricted funds £	income funds £	Endowment funds £		
			F01	F02	F03	F04	F05
Incoming resources (Note 3)							
Incoming resources from generated funds							
	Voluntary income	S01	637,771	25,859	-	663,630	-
	Activities for generating funds	S02	-	-	-	-	-
	Investment income	S03	22,145	-	-	22,145	-
Incoming resources from charitable activities							
		S04	-	-	-	-	-
Other incoming resources							
		S05	-	-	-	-	-
Total incoming resources			659,916	25,859	-	685,775	-
Resources expended (Notes 4-8)							
Costs of Generating Funds							
	Costs of generating voluntary income	S07	-	-	-	-	-
	Fundraising trading costs	S08	-	-	-	-	-
	Investment management costs	S09	-	-	-	-	-
	Charitable activities	S10	645,925	21,959	-	667,884	-
	Governance costs	S11	-	-	-	-	-
Other resources expended							
		S12	-	-	-	-	-
Total resources expended			645,925	21,959	-	667,884	-
Net incoming/(outgoing) resources before transfers			13,991	3,900	-	17,891	-
Gross transfers between funds			5,616	- 5,616	-	-	-
Net incoming/(outgoing) resources before other recognised gains/(losses)			19,607	- 1,716	-	17,891	-
Other recognised gains/(losses)							
	Gains and losses on revaluation of fixed assets for the charity's own use	S17	-	-	-	-	-
	Gains and losses on investment assets	S18	-	-	-	-	-
Net movement in funds			19,607	- 1,716	-	17,891	-
Total funds brought forward			-	-	-	-	-
Total funds carried forward			19,607	- 1,716	-	17,891	-

**CityGates Church Norwich CIO
Balance Sheet**

Section B Balance sheet

	Note	Restricted			Total this year £	Total last year £
		Unrestricted funds	income funds	Endowment funds		
		£	£	£		
		F01	F02	F03	F04	F05
Fixed assets						
Tangible assets (Note 9)	B01	182,046	-	-	182,046	-
	B02	-	-	-	-	-
Investments (Note 10)	B03	-	-	-	-	-
Total fixed assets	B04	182,046	-	-	182,046	-
Current assets						
Stock and work in progress	B05	-	-	-	-	-
Debtors (Note 11)	B06	15,928	-	-	15,928	-
(Short term) investments	B07	-	-	-	-	-
Cash at bank and in hand	B08	249,985	110,081	-	360,066	-
Total current assets	B09	265,913	110,081	-	375,994	-
Creditors: amounts falling due within one year (Note 12)	B10	10,834	-	-	10,834	-
Net current assets/(liabilities)	B11	255,079	110,081	-	365,160	-
Total assets less current liabilities	B12	437,125	110,081	-	547,206	-
Creditors: amounts falling due after one year (Note 12)	B13	-	-	-	-	-
Provisions for liabilities and charges	B14	-	-	-	-	-
Net assets	B15	437,125	110,081	-	547,206	-
Funds of the Charity						
Unrestricted funds	B16	437,125			437,125	-
	B17	-			-	-
Restricted income funds (Note 13)	B18		110,081		110,081	-
Endowment funds (Note 13)	B19			-	-	-
Total funds	B20	437,125	110,081	-	547,206	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Andrew Morrish	15/01/26

CityGates Church Norwich CIO
Notes to the Accounts

Section C **Notes to the accounts**

Note 1 Basis of preparation

This section should be completed by all charities .

1.1 Basis of accounting

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- and with*

✓

 Accounting Standards;
- or

 Financial Reporting Standards for Smaller Enterprises (FRSSE);
- and with the Charities Act.

[** except for the following].

None

* -Tick as appropriate:

- if all relevant disclosures shown in the pack have been given then please tick "Accounting Standards";
- if disclosures completed in these accounts have been restricted to those required by the FRSSE, then please tick "Financial Reporting Standards for Smaller Enterprises (FRSSE)".

** - If no departures from the chosen standards have been made then delete these words; otherwise give details of any changes in the boxes.

1.2 Change in basis of accounting

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year

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§ if no changes have been made to accounting policies then delete these words.

1.3 Changes to previous accounts

No changes have been made to accounts for previous years

As this is the first year of this charity
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§§ if no changes have been made to accounts for previous periods then delete these words.

Note 2

Accounting policies

This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.

INCOMING RESOURCES

Recognition of incoming resources	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> the charity becomes entitled to the resources; the trustees are virtually certain they will receive the resources; and the monetary value can be measured with sufficient reliability.
Incoming resources with related expenditure	Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.
Grants and donations	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
Tax reclaims on donations and gifts	Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.
Contractual income and performance related grants	This is only included in the SoFA once the related goods or services have been delivered.
Gifts in kind	Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.
Donated services and facilities	These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.
Volunteer help	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
Investment income	This is included in the accounts when receivable.
Investment gains and losses	This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

EXPENDITURE AND LIABILITIES

Liability recognition	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
Governance costs	Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.
Grants with performance conditions	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
Grants payable without performance conditions	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.
Support Costs	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

ASSETS

Tangible fixed assets for use by charity	These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.
Investments	Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.
Stocks and work in progress	These are valued at the lower of cost or market value.

**POLICIES ADOPTED
ADDITIONAL TO OR
DIFFERENT FROM THOSE
ABOVE**

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Note 3 Analysis of incoming resources

Incoming resources may be further analysed if this would help the reader of the accounts.

	Analysis	This year £	Last year £
Voluntary income		-	-
		-	-
		-	-
		-	-
	Total	-	-
Activities for generating funds		-	-
		-	-
		-	-
		-	-
	Total	-	-
Investment income		-	-
		-	-
		-	-
		-	-
	Total	-	-
Incoming resources from charitable activities		-	-
		-	-
		-	-
		-	-
	Total	-	-

Note 4 Analysis of resources expended

Resources expended may be further analysed if this would help the reader of the accounts.

	Analysis	This year £	Last year £
Costs of generating voluntary income		-	-
		-	-
		-	-
		-	-
	Total	-	-
Fundraising trading costs		-	-
		-	-
		-	-
		-	-
	Total	-	-
Investment management costs		-	-
		-	-
	Total	-	-
Charitable activities		-	-
		-	-
		-	-
		-	-
	Total	-	-
Governance costs		-	-
		-	-
		-	-
	Total	-	-

Note 5 Support Costs

Please complete this note if the charity has analysed its expenses using activity categories and has support costs.

Support cost type	Fundraising activity £	Charitable Activity £	Governance Activity £	Total Cost £
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Total	-	-	-	-

Note 6 Details of certain items of expenditure**6.1 Trustee expenses**

Please provide details of the amount of any payment or reimbursement of out-of-pocket expenses made to trustees or to third parties for expenses incurred by trustees. If no expenses were paid, please enter 'None' in the appropriate box(es).

Number of trustees who were paid expenses

Nature of the expenses

Total amount paid

This year	Last year
None	N/a
£	£

6.2 Fees for examination or audit of the accounts

Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner or auditor. If nothing was paid please enter NONE in the appropriate box(es).

Independent examiner's or auditors' fees for reporting on the accounts

Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor

This year £	Last year £
222	n/a

Note 7 **Paid employees**

Please complete this note if the charity has any employees.

7.1 Staff Costs

	This year £	Last year £
Gross wages, salaries and benefits in kind	292,603	-
Employer's National Insurance costs	25,153	-
Pension costs	32,280	-
Total staff costs	350,036	-

7.2 Average number of full-time equivalent employees in the year

	This year Number	Last year Number
The parts of the charity in which the employees work		
Fundraising	-	-
Charitable Activities	7	-
Governance	-	-
Other	-	-
Total	7	-

7.3 Defined contribution pension scheme

Please complete if a defined contribution pension scheme is operated.

Brief details of the scheme

Defined contribution scheme is operated with contributions by the employer
--

	This year £	Last year £
The costs of the scheme to the charity for the year	0	n/a
The amount of any contributions outstanding at the year end	1915	
The amount of any contributions prepaid at the year end		

Note 9 Tangible fixed assets*Please complete this note if the charity has any tangible fixed assets***9.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Payments on account and assets under construction	Total
	£	£	£	£	£	£
Balance brought forward	115,000	-	-	60,576	-	175,576
Additions	-	-	-	39,120	-	39,120
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers *	-	-	-	-	-	-
Balance carried forward	115,000	-	-	99,696	-	214,696

9.2 Accumulated depreciation and impairment provisions

**Basis	SL or RB	SL or RB	SL or RB	SL	SL or RB
** Rate				10 year	

Balance brought forward	-	-	-	25,821	-	25,821
Depreciation charge for year	-	-	-	6,829	-	6,829
Impairment provisions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers*	-	-	-	-	-	-
Balance carried forward	-	-	-	32,650	-	32,650

9.3 Net book value

Brought forward	115,000	-	-	34,755	-	149,755
Carried forward	115,000	-	-	67,046	-	182,046

9.4 Revaluation*If any fixed assets have been revalued please give details of the valuer and method of valuation*

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* The "transfers" row is for movements between fixed asset categories.

** Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.

Note 10 Investment assets

Please complete this note if the charity has any investment assets.

10.1 Fixed assets investments

	£
Carrying (market) value at beginning of year	-
Add: additions to investments at cost	-
Less: disposals at carrying value	-
Add/(deduct): net gain/(loss) on revaluation	-
Carrying (market) value at end of year	-

Please provide below:

10.2 A breakdown of the market values of investments shown above agreeing with the balance sheet row B03.

10.3 A breakdown of the income from investments agreeing with SOFA row S03.

Analysis of investments

	10.2 Market value at year end £	10.3 Income from investments for the year £
Investment properties	-	-
Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes	-	-
Investments in subsidiary or connected undertakings and companies	-	-
Securities not listed on a recognised Stock Exchange	-	-
Cash held as part of the investment portfolio	-	-
Other investments	-	-
Total	-	-

10.4 Material investment holdings

If any single investment is material in terms of its value (for example represents more than 5 per cent of the value of the charity's total investments) please provide details.

Investment held

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Market Value

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Note 11 Debtors and prepayments

Please complete this note if the charity has any debtors or prepayments.

Analysis of debtors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Trade debtors	-	-	-	-
Amounts due from subsidiary and associated undertakings	-	-	-	-
Other debtors	-	-	-	-
Prepayments and accrued income	15,928	-	-	-
Total	15,928	-	-	-

Note 12 Creditors and accruals

Please complete this note if the charity has any creditors or accruals.

12.1 Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Loans and overdrafts	-	-	-	-
Trade creditors	-	-	-	-
Amounts due to subsidiary and associated undertakings	-	-	-	-
Other creditors	-	-	-	-
Accruals and deferred income	10,834	-	-	-
Total	10,834	-	-	-

12.2 Security over assets

If any loan, overdraft or other creditor holds a charge or other security over any assets of the charity please provide details.

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Note 13 **Endowment and restricted income funds**
Please complete this section if the charity has any endowment or restricted income funds.

13.1 Funds held

Please give a brief description of any of the following type of funds held by the charity:

- permanent endowment funds (PE);
- expendable endowment funds (EE); and
- restricted income funds, including special trusts, of the charity (R).

Fund Name	Type PE, EE or R	Purpose and Restrictions
CAP	R	Support Christians Against Poverty centre
Compassion	R	Confidential support for individuals with financial need
Directed giving	R	Giving collected on behalf of specific charities or individuals
Reg Brighton Legacy	R	To fund one-off rather than ongoing charity costs
Relocation fund	R	To fund move of premises
Special Projects	R	To fund one-off rather than ongoing charity costs

13.2 Movements of major funds

Please give details of the movements of the major funds summarised in the restricted and endowment columns of the Statement of Financial Activities.

Fund names	Fund balances brought forward £	Incoming resources £	Outgoing resources £	Transfers £	Gains and losses £	Fund balances carried forward £
CAP	26,309	550	- 1,011	-	-	25,848
Compassion	4,680	1,150	- 1,622	213	-	4,421
Directed giving	1,049	24,027	- 19,229	- 5,829	-	18
Reg Brighton Legacy	48,046	-	-	-	-	48,046
Relocation fund	22,145	-	-	-	-	22,145
Special Projects	9,603	-	-	-	-	9,603
Total Funds	111,832	25,727	- 21,862	- 5,616	-	110,081

13.3 Transfers between funds

Please give details of any transfers between funds.

From Fund (Name)	To Fund (Name)	Reason	Amount
Various transfers generally related to funding from unrestricted funds and mispostings between funds			

Note 14 Transactions with related parties

If the charity has any transactions with related parties (other than the trustee expenses explained in note 6) details of such transactions should be provided in this note. If there are no transactions to report, please enter "None" in the relevant boxes.

14.1 Remuneration and benefits

Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee or other related parties by the charity or any institution or company connected with it.

Name of trustee or connected party	Legal authority (eg order, governing document)	Amounts paid or benefit value	
		This year £	Last year £
Andrew Rees	Charity Constitution	82,366	
Ashley Gardner	Charity Constitution	44,495	
Liam Turnbull	Charity Constitution	50,604	

14.2 Loans

Please give details of and amounts owing to or from the charity's trustees or other related parties by the charity at the year end.

	Name of trustee or connected party	Legal authority	Amount owing	
			This year £	Last year £
Due to trustees and related parties				
Due from trustees and related parties				

14.3 Other transaction(s) with trustees or related parties

Please give details of any transaction undertaken by (or on behalf of) the charity in which a trustee or related party has a material interest.

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	This year £	Last year £

Note 15 Additional Disclosures

The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.

Tangible Fixed Assets - Freehold Land and Buildings

The charity owns a freehold property which was originally acquired in the 1980s and is used to further the charity's charitable purposes. The property is a former office building and is held for operational use rather than investment.

The property is included in the balance sheet at historical cost and not depreciated as its value is maintained by ongoing repairs and maintenance. The trustees have not adopted a revaluation accounting policy for land and buildings, as the property is held for operational use in furtherance of the charity's objects and the trustees consider that the cost of obtaining regular professional valuations would outweigh the benefit to users of the accounts. The original purchase documentation is no longer available and, accordingly, the carrying value does not necessarily reflect current market value.

For contextual purposes only, and **not as a substitute for a formal valuation**, the trustees have estimated an indicative 1984 value of the property by reference to published long-term UK **commercial office property price indices**, using a provincial ("Rest of UK") basis appropriate to Norwich rather than Central London. On this basis, the trustees estimate that the equivalent value in 1984 would have been in the region of **£95,000 to £135,000** (midpoint approximately **£115,000**).

This estimate is provided solely to assist the reader's understanding of the long-term scale of the asset and does not represent a valuation for accounting, lending, taxation, or insurance purposes