



# Trustees' Annual Report for the period

		Period start date			Period end date		
		Day 01	Month 04	Year 2020	To	Day 31	Month 03

## Section A

## Reference and administration details

Charity name

The Upper Room Christian Fellowship

Other names charity is known by

Registered charity number (if any)

288385

Charity's principal address

82 Mill Lane

Bradwell

Great Yarmouth

Postcode

NR31 8HR

### 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	Leslie Potter			The Trustees
2	Alan Ward			The Trustees
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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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Declaration of Trust dated 14/11/1983
How the charity is constituted (eg. trust, association, company)	The Trust
Trustee selection methods (eg. appointed by, elected by)	The 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.

The Trust continues to work promoting the Christian Gospel Faith, to give relief to the poor in accordance with the objects of the trust

## Section C Objectives and activities

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

The promotion of the Christian Faith and giving of relief to the poor

Continuing of free giving of literature and providing personal teaching staff to the general public and providing teaching staff to special schools and giving public assistance by telephone at the Trust premises

**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)**

Grants are made if compatible with the objects of the trust

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**

The trust continues to provide its successful after school club for the age group 8 to 12 years and Sunday school for 3 age groups all serving the local community

The trust continues to provide teaching aids to schools in Africa and India

The Trust supports financially teachers sent to schools in Russia, The Ukraine and India

The Trust continues to provide material aid to an area damaged by natural disasters these 4 achievements are an ongoing long term commitment by the Trust

The Trust hosted a series of public meetings to raise awareness of the needs of people in other parts of the world

The Trust provides financial aid to a number of people during the year under review in this report

## Section E Financial review

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

The Charity does not have a policy on reserves

**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 income comes from voluntary contributions

## 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)** Leslie Potter

**Full name(s)** Leslie Potter

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

**Date** 5/8/2021



Charity Name The Upper Room Christian Fellowship	No (if any) 2888385
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## Receipts and payments accounts

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For the period from	Period start date 01/04/2020	To	Period end date 31/03/2021
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Ties and Offerings	38,948	-	-	38,948	34,486
Books and tracts	241	-	-	241	90
Bank interest	2	-	-	2	20
Covenant Tax Refund	8,601	-	-	8,601	7,237
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>47,792</b>	<b>-</b>	<b>-</b>	<b>47,792</b>	<b>41,833</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>47,792</b>	<b>-</b>	<b>-</b>	<b>47,792</b>	<b>41,833</b>
<b>A3 Payments</b>					
Preaching the Gospel	8,745	-	-	8,745	16,274
Distribution of Literature	17,153	-	-	17,153	15,321
Relief of the poor	3,836	-	-	3,836	3,856
Church equipment and expenses	9,746	-	-	9,746	4,768
General administration	2,797	-	-	2,797	1,707
Teaching Overseas School	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>42,277</b>	<b>-</b>	<b>-</b>	<b>42,277</b>	<b>41,926</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>42,277</b>	<b>-</b>	<b>-</b>	<b>42,277</b>	<b>41,926</b>
<b>Net of receipts/(payments)</b>	<b>5,515</b>	<b>-</b>	<b>-</b>	<b>5,515</b>	<b>- 93</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>11,463</b>	<b>-</b>	<b>-</b>	<b>11,463</b>	<b>11,556</b>
<b>Cash funds this year end</b>	<b>16,978</b>	<b>-</b>	<b>-</b>	<b>16,978</b>	<b>11,463</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash in hand	2,941	-	-
	Cash at bank	14,037	-	-
		-	-	-
	<b>Total cash funds</b>	<b>16,978</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
	none	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
	Property	unrestricted	93,667	98,000
	Fixtures and Fittings	unrestricted	3,383	1,000
	Equipment	unrestricted	3,953	1,000
			-	-
<b>B4 Assets retained for the charity's own use</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
	none		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
	none		-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Leslie Potter	Leslie Potter	05/08/2021	



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

**Report to the trustees/  
members of**

The Upper Room Christian Fellowship

**On accounts for the year  
ended**

31/3/2021

**Charity no  
(if any)**

288385

**Set out on pages**

(remember to include the page numbers of additional sheets)

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent  
examiner's statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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

**Signed:** Derek J Roll

**Date:** 5/8/2021

**Name:** Derek J Roll

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

Public Accountant

**Address:** 85 Church Road



Gorleston, Great Yarmouth
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NR31 6LS
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**Section B****Disclosure**

Only complete if the examiner needs to highlight material problems.

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