

THE WYKEHAM CENTRE AND CHURCH HOUSE

Registered charity, number 291485

Report of the trustees and receipts and payments accounts for the year ended 31 December 2023

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THE WYKEHAM CENTRE AND CHURCH HOUSE

Registered charity, number 291485

Trustees' annual report for the year ended 31 December 2023

Full name THE WYKEHAM CENTRE AND CHURCH HOUSE

Organisation type Other

Registered charity number 291485

Principal address Church House, Market Place, Romford, Essex, RM1 3AB

Trustees

Rev D J Simpson

Alex Quinn - appointed 21/05/23.

Lynne Trew - appointed (co-opted) 13/09/23.

Mr B Sallery – resigned 15/01/23.

Mrs N Sharp – resigned 11/04/23.

Mrs S Ryan – resigned 21/05/23.

Independent examiner

Kim Lee ACMA ATT, Mawney Accountancy, 1 Beech Street, Romford, Essex, RM7 7LA.

Governance and management

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

The Wykeham centre and church house was established by a trust deed dated 10 July 1909, which has since been amended by a scheme sealed by order of the Charity Commissioners of England & Wales dated 20 June 2007.

Appointment of trustees, induction, and training

There has been an average of two trustees throughout the period. Any new appointments are at the recommendation of the board. The board meets on a regular basis to enact the running of the Charity.

The Trustees are the incumbent of St Edwards Church Romford (while they are in-post) and the two Churchwardens. The Churchwardens are appointed at the Church APCM and serve for a maximum of six years, their appointments being reconfirmed every year at the APCM.

All new trustees are given, in the view of the board, sufficient training and have enough knowledge of their specific field to understand the nature of the charity and fully comply with the charity's current views of its progression.

Objectives and activities

The objects of charity are that its property shall be held and used for the purpose of furthering the religious and other charitable work of the church of England in the ecclesiastical parish of Romford. This includes the operation of Collier Row and Romford foodbanks.

Public benefit statement

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

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Summary of the main achievements during the year

During 2023 the Charity hosted regular Junior Church and Toddler group meetings on behalf of St Edward's Church, and a regular youth group. The Wykeham Hall was used for a few charity events as well as being hired out for private use. Church House was also hired out for use by organisations including a regular Ukrainian Community Cafe.

Up until 20th September 2023, The Wykeham Centre and Church House ran The Collier Row & Romford Foodbank (part of the Trussell Trust network), hosting sessions three times a week in different locations (including the Wykeham Hall). From 20th September 2023, the Trussell Trust franchise was transferred to Romford Baptist Church registered charity. The Wykeham Hall still hosts a foodbank session once a week under the new arrangement. During 2023 there has been an increase of 35% in clients needing help. The charity is grateful for donations of time, goods and funds from individuals and organisations.

Financial Review

Financial position

Excluding the Foodbank funds the charity had overall net incoming resources of £58,356 before the transfer to St Edwards PCC, (2022 - £34,533).

Monetary donations from the public to the foodbank amounted to £26,507 (£20,236 in 2022).

During 2023 the charity provided food parcels through the foodbank to 5,412 people, (2022 - 4,158). The charity is kindly provided with the use of a hall at Romford Baptist Church and Ascension Church free of charge. Romford Baptist Church took over the Foodbank Franchise (as mentioned above) on 20th September 2023.

A transfer is made from the restricted fund to the general fund, to contribute towards the cost of the Project Manager who runs the foodbank (for the period January to June inclusive).

Reserves Policy

The balance of general reserves at the end of the year was £41,929, (2022, £23,576). It is the trustee's policy to maintain reserves to finance the next two months expenditure.

Signed on behalf of the charity's trustees:

Signed D. J. Simpson
Rev David Simpson, Trustee

Date 22/2/24

THE WYKEHAM CENTRE AND CHURCH HOUSE

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**Independent examiner's report to the trustees
for the year ended 31 December 2023**

I report to the trustees on my examination of the accounts of The Wykeham Centre and Church House (the charity) for the year ended 31 December 2023.

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 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 Act.

Independent examiner's statement

I have completed my examination. I confirm that no 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 charity 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 report in order to enable a proper understanding of the accounts to be reached.

Signed Kim Lee Date 22/4/22

Kim Lee, ACMA, mip, ATT
Mawney Accountancy
1 Beech Street
Romford
RM7 7LA

THE WYKEHAM CENTRE AND CHURCH HOUSE
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RECEIPTS AND PAYMENTS ACCOUNT
for the Year ended 31 December 2023

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
RECEIPTS					
Charitable activities					
Donations		-	26,507	26,507	20,236
Gift aid on donations		-	1,209	1,209	1,086
Grants		-	8,250	8,250	6,000
Other charitable income		714	-	714	100
		<u>714</u>	<u>35,966</u>	<u>36,680</u>	<u>27,422</u>
Other trading activities					
Lettings income	2	88,257	-	88,257	73,357
Car park fees		215	-	215	2,959
Deposit account interest		11	-	11	3
		<u>88,483</u>	<u>-</u>	<u>88,483</u>	<u>76,319</u>
TOTAL RECEIPTS		<u>89,197</u>	<u>35,966</u>	<u>125,163</u>	<u>103,741</u>
PAYMENTS					
Charitable activities					
Donations to related party		47,800	-	47,800	47,300
Foodbank expenditure		-	7,079	7,079	5,931
Insurance		3,710	-	3,710	3,370
Electricity, gas & water		12,015	-	12,015	8,200
Repairs & maintenance		10,289	-	10,289	18,707
Cleaning & waste disposal		3,627	-	3,627	10,526
Independent examination		350	-	350	821
Legal fees		35	-	35	35
Administration		164	-	164	95
Sundry costs		298	-	298	132
		<u>78,288</u>	<u>7,079</u>	<u>85,366</u>	<u>95,117</u>
Other Trading activities					
Coffee shop expenditure		-	-	-	-
Car park		353	-	353	546
		<u>353</u>	<u>-</u>	<u>353</u>	<u>546</u>
Other Payments					
Foodbank funds paid to Baptist Church		-	50,331	50,331	-
		<u>-</u>	<u>50,331</u>	<u>50,331</u>	<u>-</u>
TOTAL PAYMENTS		<u>78,641</u>	<u>57,409</u>	<u>136,050</u>	<u>95,663</u>
EXCESS OF RECEIPTS OVER PAYMENTS					
Transfers between funds		10,556	- 21,443	- 10,887	8,624
Net movement in funds		<u>7,800</u>	<u>- 7,800</u>	<u>-</u>	<u>-</u>
		18,356	- 29,243	- 10,887	8,624
CASH AT BANK & CCLA AT 1st JANUARY		<u>23,573</u>	<u>29,243</u>	<u>52,816</u>	<u>44,192</u>
CASH AT BANK & CCLA AT 31st DECEMBER		<u>41,929</u>	<u>0</u>	<u>41,929</u>	<u>52,816</u>

THE WYKEHAM CENTRE AND CHURCH HOUSE

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STATEMENT OF ASSETS AND LIABILITIES**as at 31 December 2023**

	Unrestricted fund £	Restricted fund £	Total as at 31/12/2023 £	Total as at 31/12/2022 £
CASH FUNDS				
Bank balance	41,660	-	41,660	52,558
CCLA Deposit funds	270		270	259
	<u>41,930</u>	<u>-</u>	<u>41,930</u>	<u>52,816</u>
AMOUNTS DUE TO CHARITY AT END OF YEAR				
Gift aid recoverable			-	715
Parking fees	375		375	220
Letting fees - Nursery/Afterschool	7,750		7,750	7,662
	<u>8,125</u>	<u>-</u>	<u>8,125</u>	<u>8,597</u>
AMOUNTS OWED AT END OF YEAR				
Accounts and Independent Examination	980	-	980	650
Utilities	2,951		2,951	2,139
Waste disposal	593		593	266
Repairs and maintenance	-		-	533
	<u>4,524</u>	<u>-</u>	<u>4,524</u>	<u>3,588</u>

ASSETS RETAINED FOR CHARITY'S OWN USE

The Wykeham Centre and Church House -
(insured value)

2,669,359 2,462,514

Payments for goods or services purchased, or invoices for goods or services delivered, which are issued prior to the end of the financial year or relate to the financial year but not appearing in the end of financial year bank statement are listed above.

The amount owed for utilities includes an estimate for the December Gas bill based on the November usage as it had not been received at the time of finalising the accounts.

The Wykeham Centre and Church House is valued at £2,669,359 being the fair value for insurance purposes. This is considered to be the most appropriate basis of valuation by the Trustees.

These financial statements are accepted on behalf of the charity by:

Signed D. I. Simpson Dated 22/2/24
Rev David Simpson, Trustee

THE WYKEHAM CENTRE AND CHURCH HOUSE

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Notes to the accounts for the year ended 31 August 2023

1. Basis of preparation

The financial statements have been prepared in accordance with the Charities Act 2011 Section 133, using the Receipts and Payments basis available to small charities and the charity's own Simple Accounts Spreadsheet.

Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period.

2. Other trading activities

Lettings income comprises of amounts received from Little Market Nursery and After School Club and users of the Wykeham Centre and Church house.

3. Funds analysis

The Foodbank fund represents accumulated donations less allowable expenses. It can only be spent on Foodbank related expenditure. This includes an amount towards the salary of the Project Manager. Gift aid claimed on restricted donations is credited to the fund to which the donation was made.

During the year the Foodbank franchise was transferred to the Romford Baptist church. The balance on the foodbank fund was also transferred to them.

	Bal f/fwd 01/01/2023	Income	Expenditure	Transfers Other gains & losses	Bal c/fwd 31/12/2023
	£	£	£	£	£
UNRESTRICTED FUNDS					
General fund	23,573	89,197	- 78,641	7,800	41,929
	<u>23,573</u>	<u>89,197</u>	<u>- 78,641</u>	<u>7,800</u>	<u>41,929</u>
RESTRICTED FUNDS					
Foodbank	29,243	35,966	- 57,409	- 7,800	- 0
	<u>29,243</u>	<u>35,966</u>	<u>- 57,409</u>	<u>- 7,800</u>	<u>- 0</u>
Total Funds	<u>52,816</u>	<u>125,163</u>	<u>- 136,050</u>	<u>-</u>	<u>41,929</u>
	52,816	125,163	- 136,050	-	41,929

4. Salaries & Professional Fees

No trustee receives any payments for the services they provide to the charity.

5. Trustees' remuneration

Trustees received no expenses, remuneration or benefits in this period.

financial year bank statement is reported as amounts owed to and from the charity.

The insurance policy includes trustees' indemnity insurance for the sum of £100,000.

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6. Reimbursement of Out-of-Pocket Expenses

Out-of-pocket expenses incurred necessarily, reasonably, and incidentally in the course the charity's activities are reimbursed at cost.

No Trustees received any reimbursement of out-of-pocket expenses in the financial year.

7. Related party transactions

The PCC of St Edward the Confessor is a connected charity which produces its own annual accounts.

Donations totalling £40,000 were made to St Edwards PCC in the year (2022, £37,300). Part of the donation to the PCC is used to pay for the Project Manager's salary.

During the year one trustee, Nicola Sharp, was also an employee of St Edwards PCC. She is not being paid for being a trustee. Measures are in place to ensure no conflicts of interest arise.

8. Rounding Discrepancies

All amounts are recorded to the penny, but in these accounts are shown as digitally rounded to the nearest pound. This can occasionally result in a total not being the sum of its constituent amounts. All individual amounts, and their totals, are nevertheless correct.