

Registered Charity no. 516122

Harborough Community Church Trust

Trustees Annual Report and Accounts

Year Ended 31st October 2022



WYATT & CO

Chartered accountants
125 Main Street
Garforth
Leeds
LS25 1AF

Harborough Community Church Trust

Year Ended 31st October 2022

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Harborough Community Church Trust

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Legal and Administrative Information

Reference

The Charity is called "Harborough Community Church Trust". The Church is registered with the Charity Commission for England and Wales and was registered through Declaration of Trust dated 21st December 1984. The declaration was amended on the 19th of January 2017.

Registered Charity Number 516122

Registered Office 121 Bath Street
Market Harborough
Leicestershire
LE16 9JL

Website www.harboroughcommunitychurch.org.uk

Trustees who served during and after the financial year

James Briggs
Ross Dunning
Christopher Stokes
Phil Walter
Robert Wilson

Resigned 31/08/2022

Primary Bankers Lloyds Bank plc

Independent Examiner Nigel Wyatt BSC FCA
Wyatt & Co Chartered Accountants
125 Main Street
Garforth
Leeds
LS25 1AF

Harborough Community Church Trust

Year Ended 31st October 2022

Trustees' Report

CHARITABLE OBJECTIVES

The principal objective of the Church is to advance the Christian Faith. HCC has four main foundations Gospel Centred, Spirit Empowered, Discipleship based and Mission Focused.

Mission Statement

A gospel centred church which is growing spiritually, numerically, cross generationally and making a positive impact in the town of Harborough and beyond. A core church family with a significant crowd, increased leadership base and one where everyone feels they belong by playing their part.

ORGANISATION

Meetings of the Trustees complied with the requirements for the proper control of HARBOROUGH COMMUNITY CHURCH TRUST (Reg. 516122). Completed statements of the Trust's affairs for the previous year were lodged with the Charity Commission and duly accepted. There were no changes in the Church Constitution.

New Trustees are appointed by the Elders of the church in accordance with the trust deed. Elders are appointed by the recommendation of the existing Elders subject to the approval of the church. New Elders are normally appointed as Trustees. Elders and Ministry Leaders, in their appropriate roles, met regularly for prayer seeking the Lord's guidance for any matters requiring attention. The Ministry Leaders have contributed greatly to the work of the church and have reduced the burden on the Elders. Lorna Murphy handed over the role of Treasurer/Administrator to Penny Farnsworth on the 1st November 2021.

RISK STATEMENT

The Trustees continually review and update systems and policies regarding Health & Safety, Child Protection, Vulnerable Adults, Data Protection, GDPR and so on. These we see as vital in our day to day running of the church and take them very seriously.

FINANCIAL REVIEW

Funds of the church are maintained in an interest-bearing account in accordance with the Trust reserves policy, with the remainder in a working current account. Funds continue to be received and are supported by the membership.

As is permitted for charities having income of less than £250,000, these accounts, have been prepared on receipts and payment basis.

Total receipts for the year were: £210,122 (2021: £140,534) Total payments for the year were: £161,407 (2021: £158,843) giving an net income of £48,715 (2021: -£18,309).

At the end of the year, the church had reserves of £121,062 of which £105,976 was unrestricted.

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Trustees' Report

The church's practice is to give a minimum of 10% of its unrestricted income to support Missionary work both home and abroad. This year a total of £11,224 was given.

Our Giving which generally sits around 10% of income during the year went to a variety of Charities and causes including prayer and financial giving for missionaries in Burkina Faso, Advance Network and the Messengers charity working in South East Asia supporting the suffering church.

Local Mission, support for the Bower House Counselling Service and The Cube youth work in Market Harborough continued to be part of our mission interest.

We continue to be part of Churches Together in Harborough and have participated in various initiatives throughout the year. We are also Members of the Evangelical Alliance.

RESERVES POLICY

The church's policy is to maintain a prudent level of reserves, commensurate with its ongoing activities, maintenance costs and future commitments. The Trustees have agreed a minimum level of 3 months costs which at present amount to approximately £40,352. The unrestricted reserves at the year-end were £105,976 (2021: £60,000).

REVIEW OF ACTIVITIES

The Trustees have regard to the guidance on public benefit issued by the Charity Commission. Covid continued to restrict the activities of the church during the period in question which is made reference to in this report.

Overview of 2022

ELDERS REPORT to the AGM

As we look back on the past 12 months in the life of our church, it is one of great thanks to God for the way he has led, guided and blessed our family here at HCC.

The reports put together in this pack make for really positive reading, especially in the light of our mission and vision statement. It is especially encouraging to see reports from Engage 14 and Create and Connect, new initiatives in the past 12 months that are moving our mission forward.

Over the past 12 months the church has continued to grow in attendance, with several occasions in 2023 where over 300 adults and children have gathered for a Sunday morning. We have had the joy of publicly welcoming 44 adults into membership with many others still in the process towards membership. This growth resulted in the decision to start our children's groups at 10.30am to create additional capacity in the hall. This has been a difficult decision and creates a values rub in our desire to see people being saved and added as well as longing to be a multi-generational church who worship together.

Harborough Community Church Trust

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Trustees' Report

One of the great thrills over the past 12 months has been our Alpha Course. 30 leaders and guests completed the 10 weeks of Alpha which included a day away. Seeing people journey towards faith and a commitment to follow Jesus is wonderful. We anticipate Alpha will be an annual event in the life of our church going forward.

We have also had 10 baptisms this year with another 10 people enquiring about being baptised, evidence of the power of the gospel to transform lives amongst us.

We remain encouraged by high levels of commitment to our community groups and look forward to new groups launching soon. Our HCC kids groups continue to grow and it has been good to be able to resource these groups with video screens and internet in every classroom. This enhances the kids learning and allows us additional teaching resources.

We are grateful to have a church with a high level of volunteerism. We have been able to extend the coffee shop hours, introduce soup and baked potato Fridays and it was wonderful to have our Alpha course served by every community group. However, there is always need for more volunteers in a fast-growing church. We have had to stop running Sparklers, our group for the under 3s and would still like to develop a car parking team.

In terms of paid staff, over the past 12 months we have employed Garry Steel one day per week and Zoe Arnold has joined the coffee shop staff as an assistant manager. Fran Peet has returned on the cleaning team.

The church remains an active member of Market Harborough Churches Together. Stephen meets monthly for lunch with the other ministers in the town as well as individual coffees one on one with several of the church leaders.

We are continuing on our journey towards greater partnership with Advance. Over the past 12 months we have hosted Advance conferences for eldership teams, worship leaders and lead elders. Several leaders in our church were able to attend the Advance Global conference in Bournemouth and recently Stephen attended the church strengthens conference in Athens. Whilst we have not yet formally joined Advance we are enjoying the benefits, resources and strength that comes from being part of something bigger than ourselves.

We remain committed to working for the peace and prosperity of the town of Market Harborough. Stephen continues to take 2 assemblies at Farndon Fields primary school once a fortnight. The church is now a referral and collection centre for the Jubilee Food bank. We continue to support The Bower House and The Cube and are consistently looking for ways in which we can be a blessing to those around us.

These encouragements result in gratitude to God for his love and care towards us. They leave us thankful, but not complacent, there is so much more to do. We are humbled by all that has happened but confident in our calling as we press on toward the goal for which God has called us.

Thank you for your partnership in the gospel

Stephen, Ross and Rob

Harborough Community Church Trust

Year Ended 31st October 2022

Trustees' Report

TRUSTEES RESONSIBILITIES

Charity Law requires us as Trustees to prepare financial statements for each accounting year which record the receipts and payments for the charity for the year (Nov 1 — Oct 31).

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 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:

Signed:



Ross Dunning

Dated: 26/05/2023

Harborough Community Church Trust

Year Ended 31st October 2022

Independent Examiners Report

I report to the trustees on my examination of the financial statements of Harborough Community Church Trust ('the charity') for the year ended 31st October 2022.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements 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.

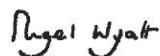
Independent Examiner's statement

I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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 charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do 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.



Nigel Wyatt BSC FCA
Independent Examiner
125 Main Street
Garforth
Leeds
LS25 1AF

Date: 31/05/2023

Harborough Community Church Trust

Year Ended 31st October 2022

Statement of Receipts and Payments

		Unrestricted Funds	2022 Restricted Funds	Total Funds	2021 Total Funds
	Note	£	£	£	£
Receipts					
Donations and Legacies		165,530	4,305	169,835	134,281
Charitable Activities		39,143	-	39,143	5,799
Other Income		1,144	-	1,144	453
Total Receipts	2	205,817	4,305	210,122	140,534
Payments					
Payments on Charitable Activities	3	159,130	2,277	161,407	158,843
Total Payments		159,130	2,277	161,407	158,843
Net receipts / (payments)		46,687	2,028	48,715	(18,309)
Net movement in funds (Cash)					
Total funds (Cash) brought forward		59,986	12,361	72,347	90,656
Transfers		-	-	-	-
Total funds (Cash) carried forward	8	106,673	14,389	121,062	72,347
Funds represented by					
General (Unrestricted)		105,976	-	105,976	68,874
Restricted Funds		-	15,086	15,086	3,473
Total funds (Cash) carried forward	8	105,976	15,086	121,062	72,347

These financial statements were approved by the board of trustees and authorised for issue :

Name of Trustee:

Ross Dunning

Signed on behalf of the Trustees:



Date of approval:

26/05/2023

Harborough Community Church Trust

Year Ended 31st October 2022

Statement of Assets and Liabilities

As the accounts are prepared on a cash basis, there is no formal Balance Sheet or Statement of Financial Position. Instead a statement of assets and liabilities is outlined giving an indication of the charity's assets at the year end.

The Fixed assets disclosed below are based on insurance values as the trustees are unable to reliably estimate current values; insurance values may differ materially from current values.

	2022 £	2021 £
Fixed assets		
Church building	2,827,747	2,827,747
Contents and equipment	<u>82,000</u>	<u>82,000</u>
	2,827,747	2,827,747
 Current assets		
Cash at bank and petty cash	<u>121,062</u>	<u>72,347</u>
	121,062	72,347
 Other monetary assets		
Gift aid due to charity	<u>3,032</u>	<u>20,372</u>
	3,032	20,372

Harborough Community Church Trust

Year Ended 31st October 2022

Notes to the Financial Statements

Basis of Preparation

The financial statements have been prepared on a cash basis when receipts and payments take place through the bank account or petty cash.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Fund Accounting

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the term of specific appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Incoming Resources

All incoming resources are recognised once the charity has entitlement to the resources and the money has been paid.

Resources expended

Expenditure is recognised on a cash basis when payments have been made through the bank account or by petty cash.

Governance Costs

Include costs of the preparation and examination of statutory accounts, the costs of the trustees' meetings and cost of any legal advice to trustees on governance or constitutional matters.

Taxation

The charity is exempt from tax on its charitable activities.

Harborough Community Church Trust

Year Ended 31st October 2022

Notes to the Financial Statements

2 Analysis of Receipts

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Donations and Legacies			
Donations	125,004	3,927	128,931
Gift Aid	40,526	378	40,904
Grants	-	-	-
	<u>165,530</u>	<u>4,305</u>	<u>169,835</u>
Charitable Activities			
Coffee Shop Receipts	27,357	-	27,357
Events	4,651	-	4,651
Room Hire	7,135	-	7,135
	<u>39,143</u>	<u>-</u>	<u>39,143</u>
Other Income			
Bank Interest	27	-	27
Other Income	1,117	-	1,117
	<u>1,144</u>	<u>-</u>	<u>1,144</u>
Total Income	<u>205,817</u>	<u>4,305</u>	<u>210,122</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Donations and Legacies			
Donations	90,876	25,261	116,137
Gift Aid	9,552	700	10,252
Grants	7,892	-	7,892
	<u>108,320</u>	<u>25,961</u>	<u>134,281</u>
Charitable Activities			
Coffee Shop Receipts	5,153	-	5,153
Events	250	-	250
Room Hire	396	-	396
	<u>5,799</u>	<u>-</u>	<u>5,799</u>
Other Income			
Bank Interest	53	-	53
Other Income	400	-	400
	<u>453</u>	<u>-</u>	<u>453</u>
Total Income	<u>114,572</u>	<u>25,961</u>	<u>140,533</u>

Harborough Community Church Trust

Year Ended 31st October 2022

Notes to the Financial Statements

3 Payments on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Administration	13,909	-	13,909
Building	21,979	-	21,979
Church Events	3,755	-	3,755
Church Giving	10,177	1,047	11,224
Coffee Shop (Including Staff Costs)	21,557	-	21,557
Staffings	73,782	1,230	75,012
Sundays, Church & Outreach	12,831	-	12,831
Training	1,140	-	1,140
	<u>159,130</u>	<u>2,277</u>	<u>161,407</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Administration	7,662	-	7,662
Building	26,092	-	26,092
Church Events	37	-	37
Church Giving	11,005	4,416	15,421
Coffee Shop (Including Staff Costs)	19,737	-	19,737
Staffings	65,271	18,704	83,975
Sundays, Church & Outreach	5,919	-	5,919
Training	-	-	-
	<u>128,061</u>	<u>23,120</u>	<u>158,843</u>

Due to a change in the accounting system used during the year the allocation of expenses may differ slightly from 2021 through to 2022.

4 Volunteers

The church benefits greatly from the voluntary contributions of time and money by its formal members and regular attendees. Please refer to the trustee's report for further detail about volunteer contributions in the organisation.

5 Independent examination fees

Fees payable to the independent examiner for:	2022	2021
	£	£
Independent examination and preparation of the financial statements	1,320	1,320

Harborough Community Church Trust

Year Ended 31st October 2022

Notes to the Financial Statements

6 Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2022
	£
Coffee Shop Employment Costs	13,150
Church Employment Costs	75,012
	<u>88,162</u>

The average head count of employees during the year was as follows:

	2022
Average Head Count	7

No employees received employee benefits of more than £60,000 during the year.

7 Trustee remuneration and expenses

During the year four trustees incurred out of pocket expenses which were all incurred for the day to day running of the charity's activities. The types of expenditure include administration costs, pastoral gifts, licences and support costs and other charitable activity expenditure. The total expenses incurred during the year was £3,773.

Harborough Community Church Trust

Year Ended 31st October 2022

Notes to the Financial Statements

8 Analysis of Charitable Funds

Unrestricted Funds

	1 Nov 2021	Income	Expenditure	Transfers	31 Oct 2022
	£	£	£	£	£
Unrestricted					
General	59,986	205,817	(159,130)	(697)	105,976
Total Unrestricted	59,986	205,817	(159,130)	(697)	105,976

Restricted Funds

Borehole (Malawi)	559	337	-	-	896
Malawi (other)	116	-	-	-	116
Hardship Fund	10,459	2,975	(797)	-	12,637
Mission	207	-	-	-	207
Special Offerings	-	783	(250)	697	1,230
New Pastor	1,020	210	(1,230)	-	-
Total Restricted	12,361	4,305	(2,277)	697	15,086
Total Funds	72,347	210,122	(161,407)	-	121,062

Fund Descriptions

The Malawi Borehole fund relates to funds donated for this specific purpose.

The Malawi (other) Fund relates to funds donated for the work in Malawi.

The New Pastor Fund was set up for gifts towards additional expenditure expected with arrival of new pastor.

The Hardship Fund relates to donations given specifically to help people in need.

The Mission Fund is for donations given for missionaries supported by the church.

9 Related party transactions

There were no related party transactions which took place during the year (2021: £0).

Harborough Community Church Trust

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Notes to the Financial Statements

10 Detailed payments breakdown of charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Administration			
Audit Fees	1,560	-	1,560
Bank Charges	637	-	637
Consulting and other fees	750	-	750
Elders & Trustees costs	242	-	242
Insurance	2,227	-	2,227
Local Travel	112	-	112
Photocopier	1,352	-	1,352
Postage & Packing	34	-	34
Stationary	1,137	-	1,137
Subscriptions & Licences	3,300	-	3,300
Technical Expenses	137	-	137
Telephone & Internet	2,421	-	2,421
	<u>13,909</u>	<u>-</u>	<u>13,909</u>
Building			
Audio & Visual Equipment	4,926	-	4,926
Cleaning	1,409	-	1,409
Furniture, Fixtures & Fittings	609	-	609
Garden	251	-	251
Repairs & Maintenance	4,178	-	4,178
Utilities (Heat, Light, Power)	10,606	-	10,606
	<u>21,979</u>	<u>-</u>	<u>21,979</u>
Church Events			
Events	3,755	-	3,755
	<u>3,755</u>	<u>-</u>	<u>3,755</u>
Church Giving			
Discretionary Giving (10%)	1,020	-	1,020
Giving Partner 1 (Keith Smith)	3,600	-	3,600
Giving Partner 2 (Advance)	1,000	-	1,000
Giving Partner 3 (Messengers)	1,200	-	1,200
Giving Partner 4 (Harborough Mission)	2,857	-	2,857
Guest Speakers	500	-	500
Hardship	-	797	797
Special Offerings	-	250	250
	<u>10,177</u>	<u>1,047</u>	<u>11,224</u>

Harborough Community Church Trust

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Notes to the Financial Statements

<i>continued</i>	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Coffee Shop			
Coffee Shop Expenses	8,407	-	8,407
Coffee Shop Wages	13,150	-	13,150
	<u>21,557</u>	<u>-</u>	<u>21,557</u>
Staffings			
Staff Costs - Salaries/Wages	75,012	-	75,012
	<u>75,012</u>	<u>-</u>	<u>75,012</u>
Sundays, Church & Outreach			
Community Groups	97	-	97
Sundays, Church & Outreach: Conferences	950	-	950
Sundays, Church & Outreach: Elders/Staff Away	716	-	716
External Printing	477	-	477
Flowers & Gifts	527	-	527
Food & Beverage	2,553	-	2,553
Hospitality	1,006	-	1,006
Kids Ministry	1,644	-	1,644
Library Books	83	-	83
Men's Ministry	292	-	292
Preaching Resources	179	-	179
Special Events (Mothers/Fathers Easter Chrstr)	572	-	572
Sunday Services	585	-	585
Volunteer Appreciation	114	-	114
Website	789	-	789
Youth Ministry	2,247	-	2,247
	<u>12,831</u>	<u>-</u>	<u>12,831</u>
Training			
Training	1,140	-	1,140
	<u>1,140</u>	<u>-</u>	<u>1,140</u>
Total Payments	<u>160,360</u>	<u>1,047</u>	<u>161,407</u>