



**TRUSTEE'S ANNUAL REPORT
AND
FINANCIAL STATEMENTS**

Year ended 31 DECEMBER 2021

SC023123

REFERENCE AND ADMINISTRATIVE INFORMATION

TRUSTEES

[REDACTED]

PRINCIPAL ADDRESS

6 Pilgrim's Way, North Berwick, EH39 5QB

BANK

Bank of Scotland, 23 Westgate, North Berwick, EH39 4AG

INDEPENDENT EXAMINER

[REDACTED] BSc BFP FCA, 24 Newtongrange Place, Newtongrange, EH22 4DF

ANNUAL REPORT 2021

The trustees have pleasure in presenting their report together with the financial statements for the year ended 31 December 2021. 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, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019.

OBJECTIVES AND ACTIVITIES

The purpose of NBCF shall be to establish the Kingdom of God as laid down in the Bible (both Old and New Testament).

We seek to be a Jesus centred family both living out and giving out hope. Our various activities are designed to fulfil this purpose.

REVIEW OF ACHIEVEMENTS

2021 was a year of transition and adaptation as we continued to respond to the ongoing global pandemic and the impact of not having our own building space to meet in. In the first part of 2021 we were still much restricted in what we could do due to COVID restrictions.

We continued with our online services which were now well established and beginning to grow in momentum. Through the use of our weekly Sunday Zoom calls we were able to continue to interact with one another, pray together and worship. This format enabled us to gather people from across Scotland and even the occasional overseas visitor.

We also broadcast our service on YouTube which enabled people to catch up if they missed our main worship and teaching section together but also served a different audience who wanted to check us out and find out who we are.

As well as establishing our regular Sunday activities it soon became clear that we needed to find a way to help people build relationships and continue to grow personally in their faith. At the end of 2020 we had begun reviewing our small group structure and we relaunched our small groups in February 2021. These new groups were loosely geographically based though they would meet exclusively online for most of 2021. The focus of these groups was to connect and grow and the content would be to discuss and apply the teaching from the Sunday. The heart behind this was to help us all stay united and on the same page as we navigated a second year of the pandemic. At launch we had more people involved in small groups than we had regularly attending our Sunday online meetings which was a great success.

We did our Easter service online which was filmed at various North Berwick locations and garnered a lot of viewers on YouTube and other social media interest. This helped a number of local people become aware of our activities.

As restrictions began to ease after Easter we began looking for alternative venues to begin meeting in-person. We reached out to St Andrew Blackadder church of Scotland and began meeting for monthly in person services on Sunday afternoons starting in May. It was great to be together again and to worship for the first time since the leadership transition in August 2020.

From April - June we spent some time reviewing our leadership team and made some changes to our core team and trustees - with the aim to separate these teams out eventually.

We were hopeful that we may be able to return to our regular weekly meeting at North Berwick High School after the summer however this was delayed by new COVID variants. We eventually were given the green light to begin meeting again at the end of October.

We used our first Sunday back at North Berwick High School to celebrate the fact that it had been 30 years since we had first started meeting in that same High School back in 1991. This was a great opportunity to thank Bill and Sally Nisbet for all they have poured into our community to see it established and grow. The pandemic had somewhat restricted our desire to do this before.

We then launched a series looking at our vision as a church. We had spent a day together with our leaders in September to discuss this topic and for Neil and Jo to share what they sensed the vision was. This was then shared with the church in November and was received with excitement.

Our vision is to be a Jesus centred family both living out and giving out hope.

As part of this new vision we announced our desire to recruit a Children and Families worker to work with children and families within our church but also help us build bridges in the local community. In order to do this we would need the church to help us financially to the sum of £7500 for the next 2 years. After two weeks the result was that we had received pledges and gifts amounting to more than double what we had asked for, enabling us to proceed knowing we could fully fund this part time role for the next 2 years! The recruitment process would begin in 2022.

Our plans for an all age Carol Service aimed at helping people who don't normally go to church connect with us were altered at the last minute due to another new variant. We moved our plans online at the last minute and again it was well received locally by those who discovered it easily on YouTube and through our social channels.

Looking beyond ourselves we were able to raise funds for well deserving organisations such as Bethany Christian Trust and their work with the homeless and also our ongoing partnership with Jan White in Uganda. We were so encouraged by the generosity of our community.

We have a team which continues to serve monthly on the Bethany Care Van and we were again able to provide Christmas hampers to Safe Families, an organisation working with vulnerable families across East Lothian.

2021 was a challenging year in many ways but we now find ourselves positioned well for the next season. We look forward with a fresh vision before us and a sense of togetherness despite two years of isolation. We look forward to building on this in 2022.

STRUCTURE AND GOVERNANCE

The Fellowship is a registered charity, number SC023123, and is constituted under a Trust Deed dated 13 November 1994. The Fellowship was established as a non-denominational church based in the town of North Berwick in October 1991, obtaining charitable recognition in November 1994 and financial independence from January 1995.

Trustees

The trustees are responsible for the finances and governance of the charity. Appointment of trustees is by the trustees with endorsement by the members. Trustees hold office for an agreed fixed term or until resignation or removal by the majority of remaining trustees.

The Fellowship considers the trustees as the key management personnel of the charity and together they are in charge of directing and controlling the charity and running and operating the charity. All trustees give of their time freely and no trustee was paid except Neil and Jo Thompson who are part of our paid leadership but remain a minority within the trustees.

Leadership Team

This team exists to support the senior leaders in the weekly and monthly, operational and pastoral decisions, as well as seeking the spiritual direction for the fellowship. They have played a key part of the leadership transition in this season.

Staff

In 2021 we saw a rebalancing of Neil and Jo's work load which saw Jo join the paid staff for 2 days a week and Neil reducing his 5 days to 3.

FINANCIAL REVIEW

Despite a challenging time for many organisations the finances at NBCF have been relatively stable and we have even been able to give generously, as we love to do, to those in need locally and internationally. We saw a reduction in income in the last quarter of the year as some people left our community. We have seen a slight increase at the end of 2021 as we shared our vision for the future and people have given generously to our future plans.

Our main source of income remains tithes and offerings from our members. Our overall income this year was £79,977 which is higher than budgeted, in part due to the transfer of funds for our school of ministry. Neil and Jo lead the Edinburgh School of Supernatural Transformation and we have completed the financial transfer from their previous church St Mungos, Balerno as this now becomes a ministry of NBCF. We have seen a sharp decrease in our weekly offerings, as we have not been meeting in person. There has however been an increase in our monthly tithes towards the end of the year. Our costs were also reduced this year due to not meeting as regularly. We have finished the year with a revenue surplus of £13,795 and a cash position of £48,603.

INVESTMENT POLICY

Under the Constitution, the trustees have the power to make any investments they see fit. Cash reserves are currently placed in bank savings deposit accounts.

RISK MANAGEMENT

The trustees have assessed the major risks to which the charity is exposed, in particular, those related to the operations and finances of the charity, and are satisfied that systems are in place to mitigate exposure to the major risks.

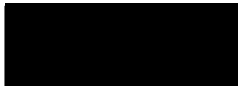
RESERVES POLICY

The trustees have considered the level of reserves required and aim to maintain unrestricted reserves at a level which equates to approximately three months of unrestricted charitable expenditure. The level of reserves is monitored by the trustees.

LOOKING AHEAD

We look ahead to 2022 with hope. We can meet again weekly and are free to do more of the activities in our heart. We will begin recruiting for our new Children and Families Worker role with full financial backing and we will look to continue to build on our vision through our organisational values and being intentional about the culture of our community. There is much to be hopeful about.

Approved by the trustees and signed on their behalf by



Trustee

06/04/2022

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF NORTH BERWICK CHRISTIAN FELLOWSHIP

I report on the accounts of the charity for the year ended 31 December 2021, which are set out on pages 9 to 15.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

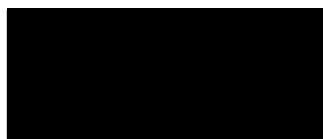
BASIS OF INDEPENDENT EXAMINER'S STATEMENT


My examination was carried out in accordance with Regulation 11 of the 2006 Regulations. 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 seeks 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 I do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINER'S STATEMENT

In the course of my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements:

- To keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
- To prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Regulations, have not been met, or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



 BSc BFP FCA
24 Newtongrange Place
Newtongrange
EH22 4DF

Date 06/04/2022

NORTH BERWICK CHRISTIAN FELLOWSHIP
STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31st December 2021

| Notes | | £ | £ | 2021 £ | 2020 £ |
|---|---|-----------------------|---------------------|----------------|----------------|
| | | Unrestricted Funds | Restricted Funds | Total Funds | Total Funds |
| INCOME FROM: | | | | | |
| Donations: | | | | | |
| | | 55,042 | 0 | 55,042 | 48,532 |
| | | 636 | 0 | 636 | 3,620 |
| | 8 | 1,060 | 3,810 | 4,870 | 18,920 |
| | 8 | 13,036 | 589 | 13,625 | 15,288 |
| Other Ordinary Income Resources: | | | | | |
| | | 0 | 0 | 0 | 665 |
| | | 0 | 5,792 | 5,792 | 0 |
| Investment Income: | | | | | |
| | | 12 | 0 | 12 | 43 |
| Total Income | | 69,786 | 10,191 | 79,977 | 87,068 |
| EXPENDITURE ON CHARITABLE ACTIVITIES | | | | | |
| Aid and Honour | | | | | |
| | 8 | 2,811 | 1,816 | 4,627 | 3,800 |
| | 8 | 2,400 | 1,920 | 4,320 | 6,430 |
| | | 211 | 0 | 211 | 312 |
| | | 950 | 0 | 950 | 490 |
| | 8 | 0 | 275 | 275 | 15,948 |
| | | 6,372 | 4,011 | 10,383 | 26,980 |
| Releasing Ministry | | | | | |
| | 3 | 45,433 | 0 | 45,433 | 40,740 |
| | 3 | 1,673 | 0 | 1,673 | 782 |
| | | 4,800 | 0 | 4,800 | 7,000 |
| | | 0 | 0 | 0 | 608 |
| | | 98 | 0 | 98 | 0 |
| | | 52,004 | 0 | 52,004 | 49,130 |
| Resources | | | | | |
| | | 297 | 0 | 297 | 572 |
| | | 385 | 0 | 385 | 317 |
| | | 115 | 0 | 115 | 210 |
| | | 0 | 0 | 0 | 297 |
| | | 171 | 0 | 171 | 36 |
| | | 968 | 0 | 968 | 1,432 |
| Support and Governance Costs | | | | | |
| | | 390 | 0 | 390 | 354 |
| | | 240 | 0 | 240 | 811 |
| | | 148 | 0 | 148 | 92 |
| | | 56 | 0 | 56 | 0 |
| | | 1,048 | 0 | 1,048 | 0 |
| | | 348 | 0 | 348 | 334 |
| | | 197 | 0 | 197 | 42 |
| | 4 | 400 | 0 | 400 | 400 |
| | | 2,827 | 0 | 2,827 | 2,033 |
| Total Expenditure | | 62,171 | 4,011 | 66,182 | 79,575 |
| Net income/expenditure | | 7,615 | 6,180 | 13,795 | 7,493 |
| Transfers between funds | | 0 | 0 | 0 | 0 |
| Net movement in funds | | 7,615 | 6,180 | 13,795 | 7,493 |
| Total Funds brought forward | | 36,313 | 0 | 36,313 | 28,820 |
| Total Funds carried forward | | 43,928 | 6,180 | 50,108 | 36,313 |

All amounts relate to continuing operations.

The Fellowship has no recognised gains or losses other than the surplus for the year.

NORTH BERWICK CHRISTIAN FELLOWSHIP

BALANCE SHEET

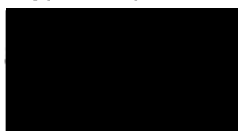
as at 31st December 2021

| | Notes | 2021 £ | 2020 £ |
|--|-------|---------------|---------------|
| FIXED ASSETS | | | |
| Tangible assets | 5 | 1,086 | 792 |
| | | <u>1,086</u> | <u>792</u> |
| CURRENT ASSETS | | | |
| Debtors | 6 | 1,080 | 1,364 |
| Cash at bank and in hand | | 48,603 | 34,619 |
| | | <u>49,683</u> | <u>35,983</u> |
| LIABILITIES | | | |
| Creditors: Amounts falling due within one year | 7 | -661 | -462 |
| NET CURRENT ASSETS | | <u>49,022</u> | <u>35,521</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>50,108</u> | <u>36,313</u> |
| NET ASSETS | | <u>50,108</u> | <u>36,313</u> |
| THE FUNDS OF THE CHARITY | | | |
| Unrestricted Funds | | 43,928 | 36,313 |
| Restricted Funds | 8 | 6,180 | 0 |
| Total Charity Funds | | <u>50,108</u> | <u>36,313</u> |

The notes on pages 12 to 15 form part of these accounts.

Approved by the trustees on 06/04/2022

and signed on their behalf by:



Trustee

NORTH BERWICK CHRISTIAN FELLOWSHIP

STATEMENT OF CASH FLOWS

for the year ended 31st December 2021

| | Notes | 2021 | 2020 |
|--|--------------|----------------------|----------------------|
| | | £ | £ |
| NET CASH USED IN OPERATING ACTIVITIES | 9 | 14,651 | 5,914 |
| CASH FLOWS FROM INVESTING ACTIVITIES: | | | |
| Interest | | 12 | 43 |
| Sale of motor vehicle | | 0 | 950 |
| Purchase of equipment | | -679 | 0 |
| | | <u>-667</u> | <u>993</u> |
| CHANGE IN CASH IN THE YEAR | | 13,984 | 6,907 |
| CASH BROUGHT FORWARD | | 34,619 | 27,712 |
| CASH CARRIED FORWARD | | <u>48,603</u> | <u>34,619</u> |

The notes on pages 12 to 15 form part of these accounts.

NORTH BERWICK CHRISTIAN FELLOWSHIP

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31st December 2021

1. ACCOUNTING POLICIES

a) Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The Fellowship constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the Fellowship's ability to continue as a going concern. With respect to the next reporting period, the most significant areas of uncertainty that affect the carrying value of assets held by the Fellowship are the level of donations receivable as each member gives voluntarily as they are willing and able to.

b) Funds structure

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 created a fund for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. Details of each fund are disclosed in note 8.

c) Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations are recognised when the Fellowship has been notified in writing of both the amount and settlement date.

Legacy gifts are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

NORTH BERWICK CHRISTIAN FELLOWSHIP

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31st December 2021

d) Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis and allocated to the applicable expenditure headings.

e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

f) Tangible fixed assets and depreciation

Assets costing more than £200 are capitalised and valued at historic cost. Depreciation is charged on each asset on a straight line basis over its expected useful life, as follows:

Equipment - over 5 years

g) Pensions

The Fellowship makes contributions to staff personal pension plans. Contributions are charged to the unrestricted funds of the charity as they become payable. The Fellowship has no liability beyond making its contributions and paying across the deductions for the employee's contributions.

2. RELATED PARTY TRANSACTIONS AND TRUSTEES EXPENSES AND REMUNERATION

As permitted by the Fellowship's Constitution, Jo Thompson, a Trustee of the Fellowship, received remuneration of £7,167 and pension contributions of £287, commencing August 2021 for pastoral services provided to the Fellowship, as well as £2,800 relocation expenses.

Neil Thompson, a Trustee of the Fellowship from 1 July 2021 and husband of Jo Thompson, a Trustee of the Fellowship, received remuneration of £34,667 (2020:£17,083) and pension contributions of £1,386 (2020:£683) for pastoral services provided to the Fellowship, as well as £2,000 for relocation expenses.

No Trustees received or are due to receive any remuneration for their services, nor reimbursement of expenses, as Trustees during the year directly or indirectly from the Fellowship's funds.

No Trustee or related party had any personal interest in any contract or transaction entered into by the Fellowship during the year.

NORTH BERWICK CHRISTIAN FELLOWSHIP

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31st December 2021

3. STAFF COSTS AND REMUNERATION OF KEY MANAGEMENT PERSONNEL

| | 2021 | 2020 |
|------------------------|---------------|---------------|
| Staff costs comprised: | £ | £ |
| Salaries | 45,433 | 40,740 |
| Social security costs | 0 | 99 |
| Pension costs | 1,673 | 683 |
| | <u>47,106</u> | <u>41,522</u> |

The average number of employees during the year was as follows (full time equivalent):

| | | |
|----------------|-------------|-------------|
| Pastoral | 1.00 | 1.00 |
| Administration | 0.25 | 0.25 |
| | <u>1.25</u> | <u>1.25</u> |

The Fellowship considers its key management personnel are the Trustees and fellowship leaders whose remuneration is set out in note 2.

4. INDEPENDENT EXAMINER'S REMUNERATION

No independent examination fee was charged for the year (2020: £nil). A gift was instead given by the Fellowship in appreciation for the work carried out.

5. TANGIBLE FIXED ASSETS - EQUIPMENT

| | Total |
|----------------------------|---------------------|
| | £ |
| <i>Cost</i> | |
| At 1 January 2021 | 3,200 |
| Additions | 679 |
| | <u>3,879</u> |
| At 31 December 2021 | |
| <i>Depreciation</i> | |
| At 1 January 2021 | 2,408 |
| Charge for the year | 385 |
| | <u>2,793</u> |
| At 31 December 2021 | |
| At 31 December 2021 | <u>1,086</u> |
| At 31 December 2020 | <u>792</u> |

NORTH BERWICK CHRISTIAN FELLOWSHIP

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31st December 2021

| 6. DEBTORS: due within one year | 2021 | 2020 |
|---------------------------------|--------------|--------------|
| | £ | £ |
| Accrued income | 1,080 | 1,364 |
| | <u>1,080</u> | <u>1,364</u> |

| 7. CREDITORS: amounts falling due within one year | 2021 | 2020 |
|---|------------|------------|
| | £ | £ |
| Accruals | 661 | 462 |
| | <u>661</u> | <u>462</u> |

8. ANALYSIS OF RESTRICTED FUNDS

| | Balance b/fwd | Income | Expenditure | Transfers | Balance c/fwd |
|----------------------------|------------------|---------------|---------------|-----------|------------------|
| | £ | £ | £ | £ | £ |
| Special Gifts for a member | 0 | 363 | -275 | 0 | 88 |
| Bethany Night Shelter | 0 | 1,816 | -1,816 | 0 | 0 |
| Uganda – Hospice | 0 | 1,920 | -1,920 | 0 | 0 |
| Family Worker | 0 | 300 | 0 | 0 | 300 |
| ESST | 0 | 5,792 | 0 | 0 | 5,792 |
| Total | <u>0</u> | <u>10,191</u> | <u>-4,011</u> | <u>0</u> | <u>6,180</u> |

9. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

| | 2021 | 2020 |
|---|---------------|--------------|
| | £ | £ |
| Net movement in funds | 13,795 | 7,493 |
| Depreciation charge | 385 | 317 |
| Gain on disposal of asset | 0 | -665 |
| Interest income shown in investing activities | -12 | -43 |
| Decrease/(increase) in debtors | 284 | -313 |
| Increase/(decrease) in creditors | 199 | -875 |
| Net cash from operating activities | <u>14,651</u> | <u>5,914</u> |

