

The Potters House

Report and Accounts

Year ended 31 December 2024

Stewardship 
Active generosity

1 Lamb's Passage, London EC1Y 8AB
www.stewardship.org.uk

**THE POTTER'S HOUSE
LEGAL AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 DECEMBER 2024**

ADDRESS FOR CORRESPONDENCE



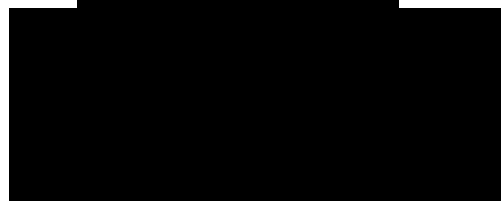
GOVERNING DOCUMENT

Constitution dated 24 February 2019

CHARITY REGISTRATION NUMBER

SC033482

**TRUSTEES RESPONSIBLE FOR
MANAGING THE CHARITY**



BANKERS

Bank of Scotland

INDEPENDENT EXAMINER



Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

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THE POTTER'S HOUSE
REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2024

The Trustees have pleasure in submitting the Report and Accounts for the year ended 31 December 2024.

The Potter's House is an unincorporated association, constituted on 23rd January 2003. The Church is administered in accordance with the Church's governing constitution. The management of the Assembly is vested in the Assembly Council consisting of the Minister (Chairman), Treasurer and other elected leaders. The Assembly Council oversees and manages all the formal processes of the Church. Authority to lead departments is delegated to other leaders within the Assembly. The annual report of the activities of the Potter's House during its tax year is given at its Annual General Meeting in January or as soon as possible thereafter.

Should a vacancy exist on the Assembly Council, the Assembly Council will recruit a new member to fill the vacancy.

In addition to our Assembly Council members, we have the AOG denomination that we are part of who we can consult whenever we need additional help.

Objects of the charity

The charity, which is a church, is governed by a constitution and is constituted as a Scottish charitable incorporated organisation. The charity's principal objects, as set out in its governing document, are:

To advance the Christian Faith in such parts of the United Kingdom, or the world as the Assembly Council may, from time to time think fit.

To relieve sickness and financial hardship, and to promote and preserve good health through the provision of counselling and support in such parts of the United Kingdom or the world, as the Assembly Council, from time to time thinks fit, and to advance education in such ways and in such parts of the United Kingdom or the world as the Church Council from time to time, thinks fit.

In practical terms, this means Potter's House is committed to the spiritual, mental, emotional, social and physical wellbeing of everyone – both members of the church and also members of the public. Through our work, we endeavour to help people experience personal transformation so that they can better carry their responsibilities in their homes and in society.

Summary of the charity's main activities and achievements

To further the above objects and vision, the charity's main activities and achievements were as follows:

In this report, we want to not only give a record of our financial stewardship but account for the journey we as a community have undertaken together this last year. As we reflect on the past year, we are very grateful for the dedication, generosity and sacrifices of our trustees, volunteers, and congregation. Together we have tried our best to uphold our mission of faith, service, and community. Some of our members faced daunting challenges in the year and we stood with them as they persevered through their challenges and we are very grateful for the many positive outcomes. Thank you to everyone for the many personal stories of sacrifice, love and care for one another that made up much for the year's journey. In this report, I will outline some of our activities in the year.

SAFEGUARDING

Our thanks go to our Safeguarding team for their dedication. Our Safeguarding Department meets regularly through the year to oversee all our operations that involve children and vulnerable adults. This department is divided into two teams – our Safeguarding officer and depute and our Safeguarding Advisory Group. The 8 volunteers who staff these two departments all have professional experience working with children and vulnerable adults. Thank you to our volunteers for their service in this area during 2024.

SUNDAY SERVICES

Our Sunday services went well in 2024. We continued to meet in the Stewarton Area Centre, and we are thankful for the service given to us by the staff of the Centre. Our Sunday services are staffed by a team of volunteers who serve across 11 different teams, all for the purpose of enabling people to meet together for mutual encouragement and support. We are very grateful to the over 70 volunteers in these teams for their devotion. The service they provide is outstanding and we simply could not function without them. Thank you to all of you for your love and devotion. The number of people attending our Sunday services has been consistent over the year and so all-in-all, we have had a good year.

CHILDREN YOUTH WORK

We run 3 children and youth programmes every Sunday, a Creche for pre-school aged children, a Children's Church for primary school aged children and a youth class for P7 to S3.

CRECHE: The number of children attending the Creche every week varies with an average of about four children between the ages of two and four. An average session consists of some time for free play, a Bible story and then a related craft or activity. We have toys, ride-ons, books, playdoh, blackboards, stickers and other craft materials which we rotate weekly for the children to enjoy. Thank you to all the people who make Creche a happy and safe place to be week after week.

CHILDREN'S CHURCH: Around 14 children attend children's church each week. We have just moved to a new curriculum, called the Biggest Story, written by [REDACTED]. This comes with a podcast and weekly YouTube video kids can follow during the week. This curriculum allows teachers to use the activity sheets provided or branch out into one of the suggested activities. We have also started memorising a monthly verse based on one of the lessons for that month. Thank you to the dedicated team who encourage all these children every week.

YOUTH WORK: Our Sunday youth class for youth aged between P7 and S3 continued this year. This initiative is staffed by 3 volunteers all of whom work with young people and so it offers us a great opportunity to encourage and build up the youth attending the church. The young people actively participate in selecting topics for discussion.

The young people are always very engaged with the sessions and ask sometimes very deep questions. It's great watching them grow and be so keen to learn. All the staff are very excited to see what this next year brings and we want to thank them for all they do.

CAP DEBT CENTRE

This year we continued our partnership with the CAP (Christians Against Poverty) Ayrshire Debt Centre. The Debt Centre offers free, professional debt counselling to any member of the public struggling with debt and they stand with them until they are debt free. This is an incredible service, and we are honoured to be involved. Not only do we support the Centre financially, but we also provided Christmas food hampers to clients in our local area.

MONEY COACHING COURSE

██████████ ran a CAP money coaching course in the year and we hope to offer this in the new year too. The money coaching course is excellent and suitable for everyone. It helps everyone who attends better steward their money. Thank you ██████████.

MID-WEEK ADULT GROUPS

We also had a few short courses which we ran over the year. We also have some flourishing mid-week groups that met regularly during the year. The Tuesday morning group continues with over 20 in attendance. We also have a young adults group of around 20 meeting weekly. We also have a group for the 25-40 age range meeting regularly in the evening. Several mid-week groups for prayer also met throughout the year. Thank you to everyone who attends these groups and to those who host and lead them.

COMMUNITY LARDER

Our Community Larder opened 4 years ago in February 2021 as part of the church outreach to the community to help people who were struggling with the cost of living. The Community Larder is to help people on low incomes or recovering from crisis by offering dignity and choice of food at a greatly reduced cost and a small yearly membership fee. The larder is not only a place to access food but a place where people can stop and chat and make new friends.

We have 182 members. Each week we average 40 families who use the larder on a regular basis. The Larder is open every Saturday from 10 – 12noon and staffed by volunteer members of the church. The team who run the Larder are amazing and we are told that our Larder is the best in Ayrshire. It is an amazing service to the community, providing not just food help, but also the opportunity to sit, have a coffee and talk to other people.

CHRISTMAS FOOD HAMPERS

This year, as a church, we had the privilege of providing 41 Christmas food hampers to families within our local area in time for Christmas. These families were made up of 53 adults and 80 children, 133 people in total who were helped. We received requests for hampers through church members (7), from the Larder (5), from the local Schools (26) and from CAP (3). We are very thankful for the amazing generosity and effort from all the church members, whether it was shopping for and providing all the food items, helping pack them and for those who helped deliver the hampers to the families. Special thanks to ██████████ who led this initiative once again this year.

SCHOOL ASSEMBLIES

During 2024 ██████████ continued his involvement in the two local primary schools and was a regular visitor to the school, assemblies where we spoke to the children about faith values for living life well.

FINANCES

2024 was a very positive year for the Church, financially, thanks to the generosity of our members. A healthy surplus was recorded in our main operating account and healthy financial balances were recorded across all of our departments placing the church and all its different departments in a very stable financial position. Our thanks go to our Finance team of [REDACTED] for their oversight and wise counsel through the year. Our finance team meet at least 4 times a year to review Church finances. In addition, we have regular communication as a team when ever financial considerations crop up and decisions need to be made. Thank you too, to [REDACTED] for her day-to-day work with counting the collections for the church and the Larder and for banking. The church's finances across all its operations are managed with diligence and integrity by our finance team and we are very grateful to them.

Most the charity's activities are undertaken by volunteers and the charity could not operate effectively without their efforts.

In planning the activities the Trustees have applied the guidance on public benefit issued by the Charity Commission.

Financial review

During the year income increased by £18,826 to £120,628 and expenditure increased by £8,348 to £101,335. As a result the cash held by the charity increased by £19,292 to £150,909 of which £56,729 is unrestricted and can be used for any charitable purpose.

Reserves policy

The trustees have determined that the charity should aim to hold unrestricted cash of no less than £20,000 (which equates to about 3 months' of unrestricted expenditure) so that the charity could continue to operate should income and / or expenditure vary adversely. At the year end, the charity held unrestricted cash of £56,377 and the charity is complying with its reserves 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.

Approval

This report was approved by the trustees and signed on their behalf by:

[REDACTED]

Date: Mar 26, 2025

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
THE POTTER'S HOUSE

I report to the trustees on my examination of the accounts of The Potter's House ('the charity') for the year ended 31 December 2024 on pages 7 to 10 following.

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) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the 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

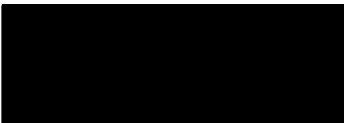
My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures 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

1 - 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 9 of the 2006 Accounts Regulations
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.



Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

Date: Mar 31, 2025

THE POTTER'S HOUSE
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	Unrestricted Funds		Restricted Funds	Total 2024	Total 2023
		General Funds	Designated Funds			
		£	£	£	£	£
Income receipts						
Donations		85,913	-	5,650	91,563	76,902
Gift aid receipts		11,563	-	870	12,433	10,703
Grants		-	-	3,500	3,500	-
Income from charitable activities		184	-	12,868	13,132	14,197
Total receipts		97,640	-	22,988	120,628	101,801
Payments						
Payments in relation to charitable activities undertaken directly	2	79,171	-	19,178	98,349	87,804
Grants and donations	3	-	-	2,985	2,985	5,183
Total payments		79,171	-	22,164	101,334	92,987
Net of receipts / (payments) before transfers		18,469	-	824	19,293	8,814
Transfers between funds		-	-	-	-	-
Net movement in funds		18,469	-	824	19,293	8,814
Cash funds as at last year end		38,260	-	93,353	131,613	122,799
Cash funds at this year end		56,729	-	94,177	150,907	131,613

The notes on pages 9-10 form part of these accounts.

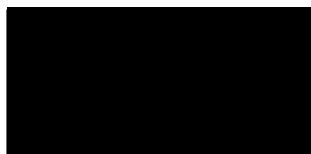
THE POTTER'S HOUSE
STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31 DECEMBER 2024

	<u>Unrestricted Funds</u>		Restricted funds	Total 2024	Total 2023
	General funds	Designated funds			
	£	£	£	£	£
A Cash funds					
Cash at bank with immediate access	56,730	-	94,177	150,907	131,613
	<u>56,730</u>	<u>-</u>	<u>94,177</u>	<u>150,907</u>	<u>131,613</u>
B Other monetary assets					
Gift aid due to charity	14,813	-	67	14,880	12,889
Other debtors	-	-	-	-	-
	<u>14,813</u>	<u>-</u>	<u>67</u>	<u>14,880</u>	<u>12,889</u>
C Liabilities					
Falling due within one year:					
HMRC	630	-	-	630	-
Pensions	1,004	-	-	1,004	175
Fee for Independent Examination	1,075	-	-	1,075	870
Accrued expenses	1,070	-	-	1,070	2,302
Total	<u>3,779</u>	<u>-</u>	<u>-</u>	<u>3,779</u>	<u>3,347</u>
D Assets retained for charity's own use			Fund to which asset belongs	Value 2024	Value 2023
				£	£
Music and PA equipment				3,334	571
				<u>3,334</u>	<u>571</u>

These are being valued at original cost less a reduction for impairment of value due to use (depreciation).

The accounts were approved by the trustees and signed on their behalf

by



date Mar 26, 2025

THE POTTER'S HOUSE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a true and fair view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	<u>Unrestricted Funds</u>		Restricted Funds	Total 2024	Total 2023
	General funds	Designated funds			
	£	£	£	£	£
2 Payments in relation to charitable activities undertaken directly					
Salaries and pensions	49,596	-	-	49,596	49,596
Youth and children's work	326	-	612	942	805
Equipment	5,067	-	-	5,067	621
Office and administration	7,443	-	-	7,443	6,302
Catering	1,763	-	-	1,763	2,661
Facilities Hire	9,098	-	-	9,098	8,576
Fees	2,910	-	-	2,910	1,786
Insurance & Licences	749	-	-	749	1,028
Community Centre expenses	-	-	18,586	18,586	18,332
Guest speakers	375	-	-	375	1,165
Equipment purchased	-	-	-	-	320
Other costs	1,882	-	-	1,882	1,030
	<u>78,171</u>	<u>-</u>	<u>19,178</u>	<u>97,349</u>	<u>87,604</u>
3 Grants and donations paid to others					
Organisations:					
ADG - Turkey earthquake appeal	-	-	-	-	800
Finislarlar - Bus purchase + youth trip	-	-	-	-	700
Kilmerack Baptist Church - Raising of funds	-	-	-	-	1,025
CAP - Debt Counselling Charity	-	-	1,200	1,200	800
Individuals:					
Legal fees, hardship grants, food hampers	-	-	1,785	1,785	1,790
	<u>-</u>	<u>-</u>	<u>2,985</u>	<u>2,985</u>	<u>3,185</u>

THE POTTER'S HOUSE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2024

5 Movement of funds

	Opening balance £	Receipts £	Payments £	Transfers £	Closing balance £
General funds	38,280	97,640	(78,171)	-	58,730
	<u>38,280</u>	<u>97,640</u>	<u>(78,171)</u>	<u>-</u>	<u>58,730</u>
Restricted funds					
Fund 1 - Youth Camp	8,290	-	(812)	-	7,478
Fund 2 - Community Leader	18,547	18,497	(18,588)	183	18,680
Fund 3 - Building Fund	48,143	744	-	-	48,887
Fund 4 - Youth Mission Fund	150	-	-	-	150
Fund 5 - GAF Debt Counselling	6,015	120	(1,200)	-	5,015
Fund 6 - Compassion Fund	3,304	3,368	(1,735)	(187)	4,717
Fund 7 - Hampshire Fund	18	-	-	(18)	-
Fund 8 - Building Fund	10,819	281	-	-	11,070
	<u>93,353</u>	<u>22,969</u>	<u>(22,184)</u>	<u>-</u>	<u>94,177</u>
Total funds	131,613	120,629	(100,354)	-	152,907