

**ANNUAL FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31ST DECEMBER 2020**

**MAYBRIDGE  
COMMUNITY CHURCH  
CHARITY REG NO 1134489**

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Independent Examiners Ltd  
2 The Broadbridge Business Centre  
Delling Lane  
Bosham  
West Sussex  
PO18 8NF

**MAYBRIDGE COMMUNITY CHURCH**  
**LEGAL AND ADMINISTRATIVE INFORMATION**

<b>CHARITY COMMISSION REG. NO.</b>	1134489
<b>START OF FINANCIAL YEAR</b>	1st January 2020
<b>END OF FINANCIAL YEAR</b>	31st December 2020
<b>TRUSTEES AT 31ST DECEMBER 2020</b>	Mr Gregory Jenkins (Chair) Mr Timothy Ransley Mr Stephen Tucker Mr Chris Krona Ms Emily Bellenie (appointed 24th July 2020) Mr Jané Alam Sheikh (appointed 4th September 2020) Mr Michael Jacklin (resigned 31st December 2020)

The existing trustees appoint any new trustees following the provisions laid out in the charity's governing instrument.

<b>LEGAL STATUS</b>	Unincorporated Charity registered 24 February 2010.
<b>GOVERNING INSTRUMENT</b>	Scheme of the Charity Commission 19th April 2002 as amended by scheme of the Charity Commission 3 November 2009 and a resolution of the of the Trustees 14 December 2009 as affirmed by the Membership 12 January 2010.
<b>OBJECTS</b>	(a) the furtherance of the Christian religion by the provision and maintenance of a place for the public worship of God for use by members of the church; and (b) the promotion of other charitable purposes in accordance with the Statement of Faith of the church for the time being.
<b>CORRESPONDENCE ADDRESS</b>	77 The Strand Worthing West Sussex BN12 6DR
<b>PRIMARY BANKERS</b>	HSBC plc 16 Goring Road Worthing West Sussex BN12 4AW
<b>INDEPENDENT EXAMINER</b>	P B Robinson MAAT FCIE Independent Examiners Ltd 2 The Broadbridge Centre Delling Lane Bosham West Sussex PO18 8NF

**MAYBRIDGE COMMUNITY CHURCH  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31ST DECEMBER 2020**

	Notes	Unrestricted & Designated Funds £	Restricted Funds £	<b>TOTAL FUNDS 2020 £</b>	<b>TOTAL FUNDS 2019 £</b>
<b>INCOME AND ENDOWMENTS FROM:</b>					
Donations and Legacies	3a	291,832	26,777	318,609	400,316
Other Trading Activities	3b	13,789	0	13,789	18,988
Investments	3c	254	0	254	433
Charitable Activities	3d	1,825	0	1,825	4,985
<b>TOTAL INCOME</b>		<b>307,700</b>	<b>26,777</b>	<b>334,477</b>	<b>424,722</b>
<b>EXPENDITURE ON:</b>					
Raising Funds	4a	913	0	913	1,007
Charitable Activities	4b	274,005	41,293	315,298	404,842
Other Trading Activities		0	0	0	0
<b>TOTAL EXPENDITURE</b>		<b>274,918</b>	<b>41,293</b>	<b>316,211</b>	<b>405,849</b>
<b>NET INCOME/ (EXPENDITURE)</b>		<b>32,782</b>	<b>-14,516</b>	<b>18,266</b>	<b>18,873</b>
Gross Transfers between funds - in		0	43,380	43,380	50,023
Gross Transfers between funds - out		-23,496	-19,884	-43,380	-50,023
Net Transfers	5	-23,496	23,496	0	0
<b>NET MOVEMENT OF FUNDS</b>		<b>9,286</b>	<b>8,980</b>	<b>18,266</b>	<b>18,873</b>
Total Funds Brought Forward		534,918	57,274	592,192	573,319
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>544,204</b>	<b>66,254</b>	<b>610,458</b>	<b>592,192</b>

Movements on all reserves and all recognised gains and losses are shown above. All of the charity's operations are classed as continuing.

The notes on pages 5 to 11 form part of these financial statements.

## MAYBRIDGE COMMUNITY CHURCH

### BALANCE SHEET AS AT 31ST DECEMBER 2020

	Notes	Unrestricted & Designated Funds £	Restricted Funds £	<b>31-Dec 2020 Total £</b>	<b>31-Dec 2019 Total £</b>
<b>Fixed Assets</b>					
Tangible assets	2	361,759	0	361,759	378,448
<b>Current Assets</b>					
Debtors	7	4,686		4,686	4,120
Cash at bank and in hand	6	178,100	66,254	244,354	216,979
<b>Total Current Assets</b>		<b>182,786</b>	<b>66,254</b>	<b>249,040</b>	<b>221,099</b>
Creditors:					
amounts falling due within one year	8	341	0	341	7,355
<b>NET CURRENT ASSETS</b>		<b>182,445</b>	<b>66,254</b>	<b>248,699</b>	<b>213,744</b>
<b>NET ASSETS</b>		<b>544,204</b>	<b>66,254</b>	<b>610,458</b>	<b>592,192</b>
<b>Funds of the Charity</b>					
Unrestricted Funds (General Fund)	5	542,218	0	542,218	533,418
Designated Funds	5	1,986	0	1,986	1,500
Restricted Funds	5	0	66,254	66,254	57,274
<b>Total Funds</b>		<b>544,204</b>	<b>66,254</b>	<b>610,458</b>	<b>592,192</b>

Approved by the Trustees on ..... and

Signed on their behalf by ....., Mr Gregory Jenkins, Trustee

# MAYBRIDGE COMMUNITY CHURCH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2020

### 1. ACCOUNTING POLICIES

#### **Incoming Resources**

##### *Recognition of Incoming Resources*

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

##### *Incoming Resources with related expenditure*

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resource and related expenditure are reported gross in the SOFA.

##### *Grants, Donations and Legacies*

Grants, Donations and Legacies are only included in the SOFA when the charity has unconditional entitlement to the resources.

##### *Tax reclaims on Donations and Gifts*

Incoming resources from tax reclaims are included in the SOFA during the same period as the gift to which they relate.

##### *Donated Services and Facilities*

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

##### *Investment Income*

This is included in the accounts when receivable. Interest earned on surplus funds is allocated, proportionately, to the relevant funds.

#### **Expenditure and liabilities**

##### *Liability recognition*

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

##### *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. However, no charge is made for trustees meetings and much of the church management is carried out without charge by volunteers. This intangible cost is not included in the Statement of Financial Activities since there is no measurable cost to the volunteers for their service.

##### *Grants payable*

The church makes grants and donations to other organisations whose charitable objects compliment its work. These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to a grant which remain in control of the church.

##### *Changes in Accounting policies and previous accounts*

There have been no changes to the accounting policies (variation rules and methods of accounting) since last year, with reporting now prepared to SORP 2015 (FRS 102) as from the previous reporting period.

## MAYBRIDGE COMMUNITY CHURCH

### NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31ST DECEMBER 2020

#### *Fixed Assets*

- i) The church and halls buildings are included in the accounts at the original construction cost.
- ii) The freehold land is subject to a pre-emption clause, contained in a Land Registry Transfer dated 18th June 1968 (modified by a Deed of Variation dated 31st January 2005 and a Deed of Release and Consent dated 12th November 2008), which provides that if, during a period of 80 years from 18th June 1968, the buildings shall cease to be used as a church, the Worthing Borough Council can purchase the land and buildings for £1,250 together with a sum representing the open market value of the buildings. Thus, the freehold land has been included in the accounts at £1,250. Title Absolute is held by The Official Custodian for Charities on behalf of Maybridge Community Church.
- iii) Tangible fixed assets are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost.
- iv) Tangible fixed assets, acquired out of restricted funds, are transferred to and held in unrestricted funds following the discharge of the relevant restriction.

#### *Depreciation*

Depreciation on buildings, furniture & fittings, and computers & equipment is calculated to write off the cost on a straight-line basis over their expected useful life. Annual depreciation is calculated on new purchases in the year of purchase but no depreciation is calculated in the year of disposal. The rates for depreciation are shown below:

Buildings	2%
Furniture & Fittings	10%
Computers & Equipment	20%

#### *Basis of preparation*

The financial statements are prepared on the historical cost basis convention (as modified to include the revaluation of investments) in accordance with the Charities Act 2011, "Accounting and Reporting by Charities" (SORP 2015), applicable accounting standards and the Companies Act 2006. The accounts have been prepared on a going concern basis. The charity meets the definition of a public benefit entity under FRS 102.

The Charity has claimed exemptions available in Section 1a of FRS 102 not to prepare a cash flow statement since it is a small charity.

#### **2. TANGIBLE FIXED ASSETS**

		Freehold Land and Buildings £	Furniture and Fittings £	Computers and Equipment £	Total £
Cost	01-Jan-20	593,800	19,858	19,445	633,103
Additions		0	0	0	0
Disposals		0	0	0	0
Cost at	31-Dec-20	<u>593,800</u>	<u>19,858</u>	<u>19,445</u>	<u>633,103</u>
Depreciation	01-Jan-20	237,976	4,332	12,347	254,655
Disposals		0	0	0	0
Charge		11,851	1,984	2,854	16,689
Depreciation at	31-Dec-20	<u>249,827</u>	<u>6,316</u>	<u>15,201</u>	<u>271,344</u>
Net Book Value	31-Dec-19	<b><u>343,973</u></b>	<b><u>13,542</u></b>	<b><u>4,244</u></b>	<b><u>361,759</u></b>
Net Book Value	01-Jan-20	355,824	15,526	7,098	378,448

The annual commitments under non-cancelling operating leases and capital commitments are as follows:

31st December 2020 : None

31st December 2019 : None

## MAYBRIDGE COMMUNITY CHURCH

### NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31ST DECEMBER 2020

#### 3. INCOME AND ENDOWMENTS FROM:

		Unrestricted & Designated Funds £	Restricted Funds £	TOTAL 2020 £	TOTAL 2019 £
<b>a) Donations and Legacies</b>					
Offerings	5	235,616	23,670	259,286	314,466
Tax Recovered	5	50,402	3,107	53,509	58,799
Gift Days, Appeals etc.		3,136		3,136	26,952
Other		2,678		2,678	99
		<b>291,832</b>	<b>26,777</b>	<b>318,609</b>	<b>400,316</b>
<b>b) Other Trading Activities</b>					
Sale, Refund, Part Exchange		18		18	101
Premises Hire				0	298
Children and Family Centre Income		13,771		13,771	18,589
		<b>13,789</b>	<b>0</b>	<b>13,789</b>	<b>18,988</b>
<b>c) Investments</b>					
Bank Interest				<b>254</b>	<b>433</b>
<b>d) Charitable Activities</b>					
Church Courses		465		465	369
Discipleship Resources		20		20	0
Exchange Cheques				0	1,250
Hospitality				0	0
Invitation Events				0	789
Office Supplies		134		134	20
Photocopying		4		4	68
Refreshments		29		29	142
Services Resources		0		0	24
Socials		0		0	64
Staff Training & Development		441		441	101
Youth & Children					
Children and Families		421		421	992
Youth Amplify		75		75	189
Youth Elevate		45		45	588
Youth Work General		191		191	389
		<b>1,825</b>	<b>0</b>	<b>1,825</b>	<b>4,985</b>

#### 4. EXPENDITURE ON:

<b>a) Raising Funds: Publicity</b>		<b>913</b>	<b>0</b>	<b>913</b>	<b>1,007</b>
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## MAYBRIDGE COMMUNITY CHURCH

### NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31ST DECEMBER 2020

#### 4. EXPENDITURE ON (continued):

	Notes	Unrestricted & Designated Funds £	Restricted Funds £	TOTAL 2020 £	TOTAL 2019 £
<b>b) Charitable Activities</b>					
Depreciation		16,689		16,689	17,718
Cleaning Materials		759		759	642
DBS Disclosure Costs		50		50	141
Equipment and Fittings		495		495	956
Health and Safety		1,184		1,184	176
Insurance		2,595		2,595	2,243
Maintenance		889		889	759
Service Contracts		2,143		2,143	2,752
St Oscar Romero (Chatsmore in 2019) Rent		4,532		4,532	12,003
Electricity		3,133		3,133	6,092
Gas		1,464		1,464	2,024
Water		578		578	1,020
Hospitality		451		451	1,016
Invitation Events				0	731
Pastoral Gifts		243		243	6
Socials and Clusters		25		25	66
Special Pastoral Support		75		75	0
Volunteer Appreciation		277		277	777
Accounting & Payroll		369		369	0
Accounts Examination		720		720	660
Stripe/GC/Givt Fees		688		688	0
Alpha		357		357	383
Church Courses		59		59	943
Church Services		893		893	985
Discipleship		79		79	266
Guest Speakers		50		50	350
Refreshments		458		458	1,523
ICT Costs		75		75	318
Membership Subscriptions		2,734		2,734	1,452
Office Furniture		130		130	239
Office Supplies		869		869	981
AV, PA, Musical Equipment				0	2,541
Photocopier		912		912	1,402
Sofeware Support and Backup		235		235	1,080
Telephone & Internet		1,213		1,213	1,254
Website and Database		1,386		1,386	1,481
Exchange Cheques				0	1,251
Staff Employment Costs	9	219,538		219,538	253,553
Children and Families Craft		26		26	81
Children and Families Food		144		144	518
Children and Families General		984		984	550
Children and Families Holiday Club		340		340	844
Children and Families Resources		309		309	490
Youth - Amplify Provision		294		294	789
Youth - Elevate Provision		185		185	1,188
Youth - Mentoring		99		99	510
Youth Work General		2,410		2,410	2,379
Designated and Restricted Funds	5	2,867	41,293	44,160	77,709
		<b>274,005</b>	<b>41,293</b>	<b>315,298</b>	<b>404,842</b>



## MAYBRIDGE COMMUNITY CHURCH

### NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31ST DECEMBER 2020

<b>5. ANALYSIS OF FUNDS</b>	Balance 01-Jan-20 £	Income £	Expenditure £	Transfers £	Balance 31-Dec-20 £
<b>Unrestricted Fund:</b>					
General Fund	533,418	304,347	272,051	-23,496	542,218
<b>Designated Fund:</b>					
Chatmore Development Fund	0	0	0	0	0
Community Fund	1,500	3,353	2,867	0	1,986
Grants and Outside Funding Fund	0	0	0	0	0
<b>Total Unrestricted &amp; Designated Funds</b>	<b>534,918</b>	<b>307,700</b>	<b>274,918</b>	<b>-23,496</b>	<b>544,204</b>
<b>Restricted Funds:</b>					
Mission Funds:					
Missions Distribution Global Fund	0	1,484	0	-1,484	0
Missions Distribution Local Fund	36,829	0	4,000	5,196	38,025
Arab World Ministries Fund	0	0	9,600	9,600	0
Emmanuel Ministries Fund	0	5,239	8,371	3,145	13
HCR UK	0	0	2,068	2,068	0
Missions Other	629	0	724	750	655
Operation Mobilisation Fund	0	0	1,076	1,076	0
Pursuit International	0	0	3,145	3,145	0
Tearfund	0	867	283	0	584
Care Fund	2,087	11,394	4,129	100	9,452
Community Cafe Fund	369	672	615	0	426
Courses Fund	1,019	0	720	0	299
Ladies Fellowship Fund	624	540	182	0	982
Lucy Clay Fund	3,996	500	500	0	3,996
MindBody - Mind Body and Soul Fund	510	225	251	0	484
Parish Nursing Project Fund	3,351	1,510	1,808	0	3,053
Restricted Gifts	0	126	126	0	0
Special Projects Fund	0	1,225	1,225	0	0
Stand Building Fund	7,758	0	0	0	7,758
Tots and Tinies Fund	127	186	122	0	191
Youth Fund	-26	2,809	2,347	-100	336
Rounding Errors	1	0	1	0	0
<b>Total Restricted Funds</b>	<b>57,274</b>	<b>26,777</b>	<b>41,293</b>	<b>23,496</b>	<b>66,254</b>
<b>Total All Funds</b>	<b>592,192</b>	<b>334,477</b>	<b>316,211</b>	<b>0</b>	<b>610,458</b>

## MAYBRIDGE COMMUNITY CHURCH

### NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31ST DECEMBER 2020

#### 5. ANALYSIS OF FUNDS (Continued)

**Care Fund** (was The Fellowship Fund) is for pastoral needs within the church and community.

**Chatsmore Development Fund** is for any additional equipment needed and the development of our main 10.30am service.

**Community Café Fund** is for costs and outreach in the community café.

**Community Fund** is to help support individuals or organisations

**Courses Fund** is for donations received from outside sources for running particular courses as part of the work of the charity.

**Ladies Fellowship Fund** is for ministry among ladies.

**The Lucy Clay Fund** is primarily to assist people from the church in mission work.

**Mind Body and Soul Fund** is for activities and outreach to older people in the community.

**Mission Funds** are for distribution to specific mission agencies external to the church.

**Parish Nursing Project Fund** is for supporting the parish nursing ministry in the community.

**Pursuit International Fund** is a holding fund for disbursement to Pursuit once their bank account is set up.

**Restricted Gifts Fund** is for money that is credited or debited but is not directly related to church funds, it passes in and out of the account.

**Special Projects Fund** is to finance projects without making undue demands on the Unrestricted General Fund.

**Strand Building Fund** is money received from church Gift Day for church refurbishment.

**Tots and Tinies Fund** renamed from Take a Break Fund and is for parent and baby/toddler group activities and outreach.

**Youth Fund** is for activities and outreach to children and youth within the church and the community.

The restricted funds are wholly represented by cash reserves of the church.

#### 6. CASH AT BANK AND IN HAND

	Unrestricted & Designated Funds £	Restricted Funds £	<b>Total 31-Dec 2020 £</b>	<b>Total 31-Dec 2019 £</b>
HSBC Current Account	11,964		11,964	22,213
HSBC Money Manager Deposit	88,220	66,254	154,474	116,974
CAF 90 Day Account Scottish Widows	77,876		77,876	77,752
Community Café Cash Float	40		40	40
	<b>178,100</b>	<b>66,254</b>	<b>244,354</b>	<b>216,979</b>

#### 7. DEBTORS AND PREPAYMENTS

	£	£	£	£
Gift Aid	3,629		3,629	3,995
Trustee Training	40		40	0
Tickets	992		992	0
Deposits	25		25	125
	<b>4,686</b>	<b>0</b>	<b>4,686</b>	<b>4,120</b>

## MAYBRIDGE COMMUNITY CHURCH

### NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31ST DECEMBER 2020

<b>8. CREDITORS ACCRUALS AND DEFERRED INCOME: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	Unrestricted & Designated Funds £	Restricted Funds £	<b>Total 31-Dec 2020 £</b>	<b>Total 31-Dec 2019 £</b>
Gifts	193		193	320
Musical Equipment	129		129	0
Subscriptions	14		14	0
Payroll	5		5	0
Staff Costs to HMRC			0	4,035
Moderator Costs for 2019			0	3,000
	<b>341</b>	<b>0</b>	<b>341</b>	<b>7,355</b>

#### 9. STAFF COSTS AND NUMBERS

	<b>2020 £</b>	<b>2019 £</b>
Gross Wages and Salaries	175,560	211,190
Employer's National Insurance Costs	15,674	14,733
Pension Contributions	21,875	16,517
Other Costs	6,429	11,113
	<b>219,538</b>	<b>253,553</b>

There are twelve paid members of staff (thirteen in 2019). Four are full-time (five in 2019) and eight (eight in 2019) are part-time. Staff are paid through the PAYE system. No employee received emoluments in excess of £60,000 (2019 - none).

The church pays pension contributions for nine members of staff (nine in 2019):

Pension contributions for six staff are paid into the NEST workplace pension scheme (seven in 2019).

Pension contributions for three staff are paid into their individual pension schemes (two in 2019)

No payments were made to trustees or any persons connected with them during this financial period. No material transaction took place between the charity and a trustee or any person connected with them.

Employees who were engaged in each of the following activities:

	<b>2020 TOTAL</b>	<b>2019 TOTAL</b>
Activities in furtherance of charity's objects	9	10
Management and administration	2	2
Other	1	1
	<b>12</b>	<b>13</b>

#### 10. RISK ASSESSMENT

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

#### 11. RESERVES POLICY

The trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the church's size and the level of financial commitments held. The trustees aim to ensure the church will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.