Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 December 2012

for
Exeter Vineyard Church

MONDAY



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30/09/2013 COMPANIES HOUSE

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Kirk Hills
Chartered Accountants
5 Barnfield Crescent
Exeter
Devon
EX1 1QT

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Report of the Trustees for the Year Ended 31 December 2012

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2012 The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number 03149728 (England and Wales)

Registered Charity number

1052898

Registered office

4 Wrentham Business Centre

Prospect Park

Exeter

Devon

EX4 6NA

Trustees

S D Daykın

D J Vinall

A J Wallis

P K Appleby

C D Russell

Ms A Smeatham

Chairman

- resigned 21 9 12

- appointed 24 4 12

- appointed 21 8 13

Company Secretary

Independent examiner

Kirk Hills

Chartered Accountants

5 Barnfield Crescent

Exeter

Devon

EX1 1QT

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error

ON BEHALF OF THE BOARD

D J Vinall - Trustee Date 30/9/2013

Trustees Report For the year ended 31st December 2012

Over the last year Exeter Vineyard Church has continued to grow, both in membership and the range of our activities. Below are outlined our significant activities and developments

General Church Activities

Exeter Vineyard Church is a community of just over 100 households. This includes the elderly, families, young children, teenagers, students and young professionals. People are drawn from across the local area, with the majority living in the city, but members also live in Exmouth, Honiton, Crediton, Dawlish and Cullompton area.

The most visible activity of our church life is the Sunday service. We meet to worship on Sunday morning in the main hall of St. Peter's School. Our culture is relaxed and welcoming and we put a lot of thought into making what we do accessible to people who might not normally go to a church service. We use everyday language to explain the activities we are doing and we take efforts to make the message of the church relevant to normal life in the 21st century. After the service we have refreshments while people are able to meet together. Our aim with the Sunday service is to offer people an opportunity to experience a church community in a safe, non-threatening environment, even if they haven't been to church before

At every service we have separate activities for children and youth. A team of around 40 volunteers, who each help once a month, runs this programme. During their sessions all the children have a time of singing songs, playing games and being taught in an interactive style. They also spend time in smaller groups, divided by ages, where the do age appropriate activities. Once a month with the adults and the children spend part of the service together in our all-age worship. The volunteer chilfren helpers are CRB checked and are trained in accordance with our Safeguarding Policy.

We have a Safeguarding Policy that is annually reviewed Sarah Vinall is our Safeguarding Coordinator and two Safeguarding Deputies aid her The church is a member of CCPAS (Churches Child Protection Advisory Service) who process our CRB checks, provide training, advise us on our Safeguarding Policy and provide phone support if and when issues arise

In 2012, we launched a second youth group for the secondary school aged children. Now we have two groups, one for school years 7 to 9 and one for school year 8 up to college. This has allowed more personal attention from helpers and meant the activities can be more appropriate for their ages. Again, helpers in this activity are CRB checked, trained and follow our Safeguarding Policy procedure.

During the year we hold special services for Christmas and Easter Our Christmas service was one of our most well attended services with a large number of guests joining us. We sang carols, had games for children and served mince pies and mulled wine at the end

Additionally, as part of our Christmas activities, we spent a day in the centre of Exeter doing activities to bless shoppers. We gave away chocolates, offered free gift-wrapping and a choir sang and collected donations for St. Petrock's, a local homeless charity, with whom we have longstanding links

At Easter we organised an Easter Egg Hunt on the local streets around St. Peter's School. After the hunt we had a short Easter service with craft activities for the children. Again, this was very well attended by guests, especially by residents of the local estate.

With both these special services, as with a number of other events, we want to provide fun activities that families can do together that are accessible to anyone, regardless of their background or beliefs

Throughout the week we run a number of home groups These are small groups of people that meet in people's homes to mutually support one another. Again these are open to anyone, but are more likely to be attended by regular members of the church. In 2012 we launched 2 new groups to ensure more people could attend a home group.

Ongoing Activates to Benefit our Church Community

We are involved in the lives of church members and their wider family throughout the year, with activities such as dedication services for children, baptisms for teenagers and adults, marriages and funerals

Exeter Vineyard Church Trustees Report For the year ended 31st December 2012

We partner with a local charity, Exeter Community Family Trust, to provide pre-marital preparation and relationship enrichment courses

We support individuals and families in the church when they are struggling. This might include setting up meal rotas, visiting, lifts or other practical help. Often this is provided through our home group system.

We also help those struggling in number of ways as appropriate. This would include connecting people with relevant services, arranging counselling (and helping to pay for it if necessary), meeting with and supporting people or providing financial support. Over this year we spent £777 on this type of benevolence support.

Ongoing Activates to Benefit the Wider Community

While providing activities and support to those members of our congregation we also do a number of outreach activities in order to have a positive impact on those outside of the church congregation

We have partnered with local charities and organisations where there is a common objective. One of these is St. Petrock's, an Exeter based charity helping people who are homeless or vulnerably housed. Every week we collect fresh food from members of the congregation to provide a meal for the users of the St. Petrock's centre. Usually their meals are from cans or frozen, so we provide fresh ingredients, and theses are well received by the clients of St Petrock's as it makes a welcome change from their usual diet.

In the autumn of 2012 we organised a thank you meal for the staff and volunteers of the centre to recognise the amazing work they do in the city. We gave their centre a makeover to turn it into a restaurant, cooked and served a four-course meal and had members of our church work as waiters for the evening. We served 24 of St. Petrock's staff and volunteers on the evening and this was gratefully received by the charity

We also have partnered with Exeter Foodbank, a charity that provides emergency food parcels for people in crisis. We have supported them with financial donations and we also have a collection point for food donations at our Sunday service. Some members of our congregation volunteer to help with collections at local supermarkets or distributing the food parcels.

Since September 2011 we have also been financially supporting Exeter House of Prayer, a city-wide, cross church initiative for prayer

We make a regular donation of 5% of our income to Vineyard Churches UK and Ireland This money is used at a national level to support churches, provide training, conferences and help the launch of new churches

Ongoing Activities with an International Impact

We have links with two churches abroad, one in India and one in Albania, and we also have ongoing relationships with a number of people working overseas

The Dehra Dun Vineyard, a church is Northern India, was started by an Indian couple who in 1998/99 spent six months at Exeter Vineyard as interns. We have maintained a close relationship with the church ever since

As a church we give them ongoing financial support, as well as sending on gifts given by our members and other friends specifically for their work in India. We also maintain regular contact with the leaders there. The church is involved in a number of social projects to help in a country where there is a great level of need.

Projects include working in nearby villages where they enable children, who would otherwise be begging, to go to school. They have helped to set up micro-industries, including tailoring projects and greeting card production, to help unemployed people, and especially women, provide an income for their families.

In October 2012 a team of 5 men from Exeter Vineyard Church visited Dehra Dun to work with the Vineyard Church there During that time they visited a number of projects, ran a weekend training conference, met leaders and volunteers and got involved in the general life of the church

Trustees Report For the year ended 31st December 2012

The Word of Life church in Albania has congregations in the capital Tirana and a village called Vlashaj. The church is working with some very poor communities where there are a number of prevailing cultural attitudes, such as the role and value of women, which often act to compound problems associated with poverty

The church has a number of projects to help teenagers, young women and unemployed men. We continue to support the ongoing work of the Word of Life Church with financial help. We also forward gifts from our church members in addition to this. As well as financial help we are in regular contact with the leaders of the church. In 2008 a team of 12 men from Exeter Vineyard Church visited Albania to work alongside the church there.

The church also gives grants to a number of individuals We financially support Matt & Liz Wisbey, who work in developing countries, especially in Asia, with literacy and education projects. They are now based in the UK, although Matt often travels.

We also financially support Daniel and Suzy Dugmore who lead a YWAM (Youth With A Mission) base in Blantyre, Malawi They are involved in supporting and developing Malawian young people and churches to reach out, especially with regards to development work. During 2012 Exeter Vineyard was able to donate £1,292 towards the cost of buying a small van to help the YWAM teams reach more inaccessible villages and communities.

Since 2010 we have joined with the Operation Christmas Child appeal to fill shoeboxes with presents for children in the developing world. In 2010 we sent 22 boxes and in 2011 over 70 boxes. The number for 2012 was 43 – this drop was largely due to a number of local schools starting their own Operation Christmas Child projects. We also had members of the church volunteer at the depot to sort and package boxes before they left the UK.

Staffing

Dave Vinall is employed full time as the church's Pastor. His role is to work with members of the church to develop the direction and activities of the church. He takes a pastoral role for the members of the church and especially for the volunteer leaders. A portion of his time is also given to the wider Vineyard denomination where he oversees new churches in the Southwest and Wales region.

Sarah Vinall is employed part-time in the role of Ministry Assistant. Sarah is involved in establishing new projects in the church and supporting their development and ongoing work. She has a background in graphic design and has used these skills to increase our communication, something very important as we have a wide number of people with different levels of connection to our activities. Sarah works 21-hours a week

Meg Murray works one day a week as a Ministry Assistant, with responsibility for planning and organising events, overseeing student and young adult activities and planning Sunday services

Kathy Stevenson works for 17-hours a week as the church's Admin Assistant Kathy is involved with maintaining our website, arranging meetings, taking bookings for our meeting room, dealing with correspondence and a number of other general administrative duties

Ruth Regan is employed part-time, for 6-hours a week, in the role of Finance Assistant Her duties are to maintain the financial records of the church, pay bills and wages and administer grants

Volunteers

Volunteers carry out the majority of activities in the church. These are members of the church who take responsibility to organise and run activities. This would include things connected to the Sunday service, such as the children's groups, music and catering, as well as things outside church

We have a team of volunteer leaders who work with Dave and Sarah Vinall to organise and oversee activities. Throughout the year there are meetings for these leaders to train and support them. In June 2012.

<u>Trustees Report</u> For the year ended 31st December 2012

we held two training days for the various leaders, which combined a dinner for the leaders' spouses and partners

Property

Our Sunday services are held in St. Peter's Church of England Aided School. We rent the use of the main hall and several classrooms each Sunday. We have been at St. Peter's for over 12 years and have developed a good relationship with the residents of the local housing estate.

We started 2012 renting office space in Exeter and a lock-up for storage. We had outgrown our office space and it was disproportionately expensive due to retail potential. In April 2012 we moved to a larger office that also provided onsite storage, for an initial rent that is considerably cheaper than our old office.

We now have office space for our staff and volunteers who do administration tasks. In the storage space where we keep all of our equipment, including everything needed for our Sunday service, as we have very limited storage at St. Peter's School.

In the spring of 2012 we had a special appeal to raise money to help with the associated difficulties of moving equipment from our midweek venue to the Sunday service venue. The money was raised by donations from church members. We raised over £10,000, which was used to buy a van, wheeled-flight cases and additional equipment. As part of this collection we also gave away 15% of all money raised – 10% to YWAM in Malawi, towards the purchase of a small van, and 5% to Vineyard UK and Ireland

Networking and Wider Involvement

We play an active role in the Vineyard denomination in the UK In January Dave Vinall and Meg Murray attended the national conference in Nottingham

Dave and Sarah have also attended a number of meetings for Vineyard pastors in the South West and Wales region

Dave oversees new churches that start on the Southwest and Wales During the year he visited teams in Cardiff, Bristol, Tiverton and Liskeard

We also have good relationships with local churches through the Exeter Evangelical Partnership and our involvement with cross-church initiatives. Nationally, we are members of the Evangelical Alliance and the New Wine Network.

Activities for Generating Funds

The vast majority of our funds are raised through donations. We have charged a small entry fee for some special events, such as the pub quiz. However the income from these activities only serves to offset the expense of running the event.

Reserves Policy

The Charity seeks to retain cash reserves equivalent to 3 to 6 months operating costs

Plans for the future

Through the next year we hope to continue to develop our activities. Our strategic aims for the coming year is to increase participation in our small groups and to further develop and support our volunteer leaders through training programmes and mentor relationships

Independent Examiner's Report to the Trustees of **Exeter Vineyard Church**

I report on the accounts for the year ended 31 December 2012 set out on pages three to eight

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts The chanty's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to

examine the accounts under Section 145 of the 2011 Act

- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act), and
- to state whether particular matters have come to my attention

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission 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 seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below

Independent examiner's statement

In connection with my examination, no matter has come to my attention

- which gives me reasonable cause to believe that, in any material respect, the requirements (1)
 - to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities

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 (2)be reached

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Kirk Hills **Chartered Accountants** 5 Barnfield Crescent Exeter Devon **EX1 1QT**

30 September 2013 Date

Statement of Financial Activities for the Year Ended 31 December 2012

	Notes	Unrestricted funds £	Restricted funds £	Year Ended 31 12 12 Total funds £	Period 1 9 10 to 31 12 11 Total funds £
INCOMING RESOURCES Incoming resources from generated funds				450.005	407 622
Voluntary income	•	148,774 2,693	2,161	150,935 2.693	187,632 1,086
Activities for generating funds Investment income	2 3	134	954	1,088	1,159
Total incoming resources		151,601	3,115	154,716	189,877
RESOURCES EXPENDED					
Costs of generating funds Costs of generating voluntary income		823	-	823	3,159
Charitable activities		146,370	2,434	148,804	180,461
Charitable activities Governance costs		2,672		2,672	3,340
Total resources expended		149,865	2,434	152,299	186,960
NET INCOMING RESOURCES		1,736	681	2,417	2,917
RECONCILIATION OF FUNDS					
Total funds brought forward		24,882	110,271	135,153	132,236
TOTAL FUNDS CARRIED FORWARD		26,618	110,952	137,570	135,153
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Balance Sheet At 31 December 2012

	Note s	Unrestricted funds £	Restricted funds £	31.12.12 Total funds £	31 12 11 Total funds £
FIXED ASSETS Tangible assets	7	6,635	-	6,635	3,439
CURRENT ASSETS Debtors Cash at bank	8	4,627 24,379 29,006	108,072 108,072	4,627 132,451 137,078	4,039 132,228 136,267
CREDITORS Amounts falling due within one year	9	(6,544)		(6,544)	(4,553)
NET CURRENT ASSETS		22,462	108,072	130,534	131,714
TOTAL ASSETS LESS CURRENT LIABILIT	IES	29,097	108,072	137,169	135,153
NET ASSETS		29,097	108,072	137,169	135,153
FUNDS Unrestricted funds Restricted funds	10			29,097 108,072	24,882 110,271
TOTAL FUNDS				137,169	135,153

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2012

The members have not required the chantable company to obtain an audit of its financial statements for the year ended 31 December 2012 in accordance with Section 476 of the Companies Act 2006

The trustees acknowledge their responsibilities for

ensuring that the chantable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at (b) the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April

30 Schrups 3013 and were signed on its The financial statements were approved by the Board of Trustees on behalf by

Notes to the Financial Statements for the Year Ended 31 December 2012

ACCOUNTING POLICIES 1.

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities

incoming resources

All incoming resources are included on the Statement of Financial Activities when the chanty is legally entitled to the income and the amount can be quantified with reasonable accuracy

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life

The charity is exempt from corporation tax on its charitable activities

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees

Restricted funds can only be used for particular restricted purposes within the objects of the charity Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate

ACTIVITIES FOR GENERATING FUNDS 2

		Period 1 9 10
	Year Ended	to
	31 12 12	31 12 11
	£	£
Fundraising events	2,693	<u>1,086</u>

INVESTMENT INCOME 3.

		Period
		1 9 10
	Year Ended	to
	31 12 12	31 12 11
	£	£
Deposit account interest	<u>1,088</u>	<u>1,159</u>

Notes to the Financial Statements - continued for the Year Ended 31 December 2012

NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting)

	Period
	1 9 10
Year Ended	to
31.12 12	31 12 11
£	£
2,212	<u>1,146</u>

Depreciation - owned assets

TRUSTEES' REMUNERATION AND BENEFITS 5

There were no trustees' remuneration or other benefits for the year ended 31 December 2012 nor for the period ended 31 December 2011

During the period to 31 December 2012 D J Vinall was paid a gross salary of £22,679 (2011 - £28,898) and pastoral rent and council tax of £11,611 2011 - £15,768) No other individual who was a director or member during the year, received any remuneration or reimbursement of expenses

D J Vinall was appointed as trustee on 9 October 2005 and is continuing to receive a salary in respect of his position as senior pastor as permitted by the company's memorandum of association and by the Charity Commission

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2012 nor for the period ended 31 December 2011

STAFF COSTS 6.

		Period 1 9 10
	Year Ended	to
	31.12 12	31 12 11
	£	£
Wages and salaries	24,789	31,604
Pastoral accommodation	11,611	15,983
Other mission and pastoral expenses	20,991	<u>17,094</u>
	<u>57,391</u>	64,681
The average monthly number of employees during the year was as follows		
		Period
		1 9 10
	Year Ended	to
	31.12 12	31 12 11
Pastoral	2	2
Administration	2	2
	4	4
		

Notes to the Financial Statements - continued for the Year Ended 31 December 2012

7	TANGIBLE FIXED ASSETS			Plant and machinery etc £
	COST At 1 January 2012 Additions			34,093 <u>5,408</u>
	At 31 December 2012			39,501
	DEPRECIATION At 1 January 2012 Charge for year			30,654 2,212
	At 31 December 2012			32,866
	NET BOOK VALUE At 31 December 2012			6,635
	At 31 December 2011			<u>3,439</u>
8.	DEBTORS AMOUNTS FALLING DUE WITHIN ONE YEAR			
			31 12 12 £	31 12 11 £
	Other debtors		4,627	4,039
9	CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR			
			31 12 12 £	31 12 11 £
	Other creditors		<u>6,544</u>	4,553
			<u>6,544</u>	4,553
10	MOVEMENT IN FUNDS			
		At 1.1 12 £	Net movement in funds £	At 31.12 12 £
	Unrestricted funds General fund	24,882	1,736	26,618
	Restricted funds Building Fund Other	110,271	681 	110,952
		•	681	-
	TOTAL FUNDS	135,153	2,417	137,570

Notes to the Financial Statements - continued for the Year Ended 31 December 2012

10 MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows

	Incoming resources £	Resources expended £	Movement in funds
Unrestricted funds General fund	151,601	(149,865)	1,736
Restricted funds Building Fund Other	3,115 	(2,434)	3,115 (2,4 <u>34</u>)
	3,115	(2,434)	681
TOTAL FUNDS	<u>154,716</u>	<u>(152,299</u>)	<u>2,417</u>