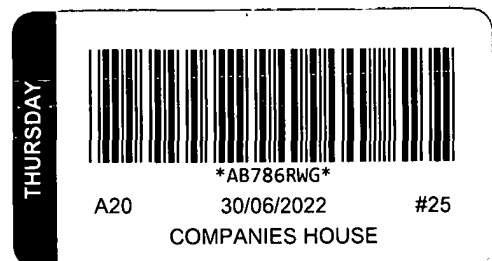


Charity registration number 1066846

Company registration number 3445897 (England and Wales)

**VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**



# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

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# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## TRUSTEES' ANNUAL REPORT

**FOR THE YEAR ENDED 31 DECEMBER 2021**

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The trustees are pleased to present their report and the financial statements of the charitable company for the year ended 31st December 2021.

### DIRECTORS AND OFFICERS

The trustees of the charitable company are also its directors for the purposes of company law. This trustees' annual report therefore also contains the information required for a directors' report under company law. In this report the directors are collectively referred to as the trustees or the management committee. The charitable company throughout this report is referred to as the church.

The trustees serving during the year and since the year-end are as follows:

Mr Mark Helvadjian  
Mr Bruce McKinnon  
Mrs Ruth Robb  
Dr Andrea Taylor-Cummings  
Mr Tim Winfield

Company Secretary:  
Senior Pastor/Chief Executive Officer:

Mrs Gil Yon  
Mr Mark Helvadjian

### OBJECTIVES AND ACTIVITIES

The objects of the church, as stated in the Memorandum of Association, are the advancement of the Christian faith in the United Kingdom and throughout the world, the furtherance of religious or secular public education, the relief of the poor, needy, sick and elderly, and other such objects as the management committee shall see fit.

In fulfilling these objectives, the church holds Christian services, provides educational and training sessions, provides children's and youth activities, and performs acts of service and charity within the local community, the wider area and overseas. The church employs a number of staff and owns a worship centre, children's and youth facilities, a foodbank warehouse and 'supermarket' for those in need, offices and kitchen, café and recreational areas to support these activities.

During 2021, the church has continued to pursue its mission to make Jesus known. An encounter with Jesus' love and acceptance, His compassion and friendship, His forgiveness and healing changes people. When people respond to Jesus' invitation to follow Him, transformation happens within the individual but also ripples out to relationships, family, workplaces and society. The transformative power in encountering Jesus changes the world. To make Jesus known, the church is creating spaces and places for people to encounter Jesus.

Development of unused warehouse space will provide new youth and kids facilities including a dedicated environment to support children with special educational needs (SEN) and the potential for hosting conferences, training and events. New studios and production rooms will support the investment made in providing online streaming of services and events - extending our reach beyond geographical constraints. The Care Centre continues to grow and develop pathways to support guests in changing their lives. The Care Centre has also witnessed an increased desire of guests to learn more about Jesus and has created spaces such as bible study groups in response.

Additionally, the church has the objective of providing new spaces and places regionally through multiple geographical sites, nationally through church planting and globally through mission partnerships and church planting.

In relation to the Charity Commission's guidance on public benefit, the following are examples of specific activities aimed at the public:

- The Care Centre which includes emergency food provision, Bridge programme offering access to a social supermarket and tailored support packages including mentoring, KIT (clothing and resources for children), Refuel offering meals and activities during school holidays to those in receipt of free school meals

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## TRUSTEES' ANNUAL REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2021**

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- Partnering with organisations to offer support and advice to Care Centre guests covering addiction, mental health, legal advice, statutory agencies and support workers
- Courses such as pre-marriage, marriage, parenting and life skills
- Children and youth programmes
- Hosting other organisations providing services which benefit the community e.g. NHS Blood Donation sessions
- Providing opportunities to be part of a supportive and diverse community doing life together

### **Activities planned for the year**

The church has continued to operate within the constraints presented by the Coronavirus pandemic and applied creativity and flexibility to progress with the plans for the year.

The activities planned for this year were:

### **Services and events**

- Creating new services catered for specific groups
- Move towards re-introducing live worship when changes lead to easing of restrictions
- Develop and support new leaders
- Geographical 'pop-up' sites and events e.g. family picnics across different parks
- Continue to develop and expand online content and resources e.g. podcasts
- Set up a structure to support a consistent approach across Village Kids, Ventureland and Youth
- Rebuild volunteer teams and plan for reintroducing children's ministries on-site when appropriate
- Continue to develop SEN provision

### **Discipleship and pastoral**

- Continue to understand and educate regarding race issues and review practices for inclusivity
- Continue to support and promote ministry and outreach groups and their activities such as RISE and men's ministry
- Continue to support and promote Connect groups to build community and provide discipleship opportunities
- Expand number of Connect groups and increase membership
- Invest in Connect group leadership and resources
- Develop and deliver Equip courses
- Implement and establish one-to-one mentoring programme for young people and team of mentors
- Expand the pastoral care team to meet the rising demand for support needed by individuals
- Continue investment in training and development of the pastoral team
- Continue to offer online and telephone pastoral and prayer support which reaches people who may not engage face-to-face

### **Community**

- Continue to support the Bethesda Orphanages in India housing 150 children and 10 widows
- Continue to support STEP (St Albans & Harpenden Education Programme) and develop plans to strengthen the partnership
- Continue to make the building available to benefit the wider community e.g. NHS Blood & Transfusion team, Herts Welcomes Refugees

### **Care Centre**

- Develop and invest in relationships with partner organisations (Mind, St Albans District Council, Family Centres, Family Lawyers, Christians Against Poverty and The Living Room) to enhance the support offered for Care Centre guests
- Partner with St Albans & District Foodbank (part of Trussell Trust network) to supply emergency food provision for the Care Centre
- Recruit a Care Centre Mentoring and Coaching Lead to develop and train a team of coaches and mentors to partner with guests accessing the Bridge programme
- Develop and launch the Bridge membership programme to provide a new social supermarket and a tailored package of support (mentoring, training, advice) for guest members
- Continue to work with Oaklands College to support students with work experience and link guests with opportunities at local colleges
- Continue to run Alpha courses for Care Centre guests

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## TRUSTEES' ANNUAL REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 DECEMBER 2021*

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### **Business support and operations**

- Design, plan and cost conversion of unused warehouse to become functional space where Youth and Ventureland have dedicated provision to include an auditorium and various meeting rooms. Flexibility to be built into the design to enable the facilities to be used to host occasional mid-week conferences and community events.
- Continue to develop online processes and documentation to facilitate future expansion in a sustainable way
- Review and resource staff team for emerging operational requirements post COVID-19 restrictions
- Continue to review safeguarding practices and update safeguarding policies
- Continue to monitor guidance and legislation relating to the COVID-19 pandemic and revise processes and risk assessments to account for changes

### **ACHIEVEMENTS AND PERFORMANCE**

#### **Services and events**

The church has continued to respond to the challenges of living with changing COVID restrictions. Attendance at and online participation of Sunday services remained steady throughout the first half of 2021 and increased for the second half of the year. In September, the refreshments teams were rebuilt to provide refreshments before and after the services and, later in the year, doughnuts and fruit were reintroduced.

There have been more opportunities for people to be involved in leadership and we have seen leaders grow in their giftings across different ministry teams. Growth opportunities and training were provided for those who have expressed a desire to extend the church's reach through leading new multi-site places in the future. Live worship was reintroduced to the services with two additional worship leaders added to the team. The worship team also had the opportunity to lead worship of 6,000 people at David's Tent and participated in the pre-recorded worship for the Vineyard National Leader's gathering that took place online.

There has been significant development of live streaming capabilities and online content for YouTube. There is a new live stream production team of 7 to 10 people each week covering cameras, visuals, audio production, director and producer roles. Young people are encouraged to develop their skills and giftings by being part of this team.

The youth have continued to meet online and in person when permitted and we have seen steady growth in attendance and the team has expanded by 4 people. With the youth pastor leaving in April, a part-time assistant youth pastor was appointed with an additional task to manage the youth ministry while the recruitment process took place. The leadership decided that the next Youth Pastor would have an enhanced role as Head of Children's and Youth Ministries to bring consistency across Village Kids, Ventureland and Youth and prepare for the move to new facilities once developed.

Like other similar organisations, volunteer teams needed to be rebuilt before on-site children's ministries could operate and this was and continues to be a challenge. For example, before the pandemic Ventureland had a team of 48 people and Village Kids had a team of 90. After the last lockdown, these numbers had dropped to 21 and 51 respectively which severely impacted capacity. At the end of July, after 71 weeks of providing quality online content for each Sunday, Village Kids and Ventureland welcomed back children onsite. Capacity was limited and so initially places were pre-booked to manage safety. Although new team members have volunteered, the challenge for the future is to build more team if children's ministries are to run alongside a second Sunday service. Prior to the pandemic total capacity was about 250 children but at the end of 2021 capacity was 145.

The children in Ventureland have benefited from learning about 2 Jewish festivals and their significance to Christian faith led by a Messianic Jewish Rabbi. The children's pastors have also concentrated on building up relational ties which were affected by not being able to meet.

As part of planning for SEN provision, significant research has taken place into UK churches already running these ministries and contact was made with a couple to share practice and visit. Contact has also been made with Champions Club in the USA. The new SEN space was designed with initial costings and the team are looking forward to inhabiting the space in 2022.

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## TRUSTEES' ANNUAL REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

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In late spring and summer, the desire to meet with one another in a low-risk way in line with prevailing government guidance led to pop-up outdoor events being organised by volunteers. There were picnic gatherings in parks across St Albans and further afield which gave the church family opportunities for fellowship again.

A highlight of the year was a dedication service held in November; this was the first opportunity to hold such a celebration since 2019. 23 families brought their children to be dedicated to God and each child and their family received prayer during the service given by the leadership, youth and children of the church.

In December, the church held a Christmas Celebration Evening with films for children running in the auditorium, 30 stalls, hot food, refreshments and activities. In prior years, different elements of the evening had taken place separately in the daytime, but the combined event in the evening proved successful and will run again in this format in future years.

#### **Discipleship and pastoral**

Building upon the initial awareness and education regarding race issues from last year, the focus this year has been to ensure practices are inclusive in each area of ministry or operation. This work will be ongoing in response to changes in teams and staff.

At the beginning of 2021, restrictions were in place which prevented ministry groups from meeting in person. RISE, the fortnightly women's group, kept connections with each other through online platforms. When restrictions allowed, in person gatherings started again and were blended with online streaming to begin with. The group is seeing growth in numbers with 30 additional members joining from online engagement over successive lockdowns alone. The men's ministry groups did not meet during 2021 and the bookshop remained closed - it is hoped this will change in 2022.

Connect groups continued throughout lockdown with the use of Zoom and by the end of the year most groups were back to meeting in person. There were two training sessions to equip connect group leaders in February and June with good participation at both events. Connect groups were a vital support for their members during the pandemic with people caring for each other in practical ways such as providing meals to the doorsteps of those with COVID.

Restore is a 9-week course providing an opportunity for participants to address personal issues in a safe and confidential environment and 12 people took part in a course run online in September. These courses did not run in 2020 but the need remained so as the technology to host this type of event online improved the course was adapted for that delivery platform.

The Alpha Course provides an opportunity for people to discuss and explore Christianity and life's big questions in an informal friendly environment. An Alpha Course ran in the spring with 30 people attending. The church also ran EQUIP courses, designed to support spiritual growth, in the Spring and Autumn with a total of 78 participants over all the courses.

The weekly prayer meeting, Breakthrough, ran faithfully throughout the year with a core group of 6 to 10 people consistently meeting to pray together for the life of the Church, the community and the world.

The youth mentoring programme was finalised including a quality training programme for the 19 people who expressed interest in becoming a mentor. The mentors were able to use a mentoring app to provide structure and guidance for the sessions. There was an initial commitment to meet for 6 sessions over 12 weeks and 19 youth took this opportunity in spring. The feedback from the programme was positive and, at the end of the year, 9 young people were continuing to meet their allocated mentor.

Pastoral support for the church members and wider community continued to be of immense importance over such an uncertain and challenging year. There are 56 serving Ministry Team members who cover online and onsite prayer support for those reaching out. There were 475 online prayer requests in 2021 and on average 20 to 25 people receive in-person prayer each week after the service. Prayer ministry was undertaken in line with the prevailing COVID guidelines applicable at the time.

Flowers and cards were sent to 14 people at times of bereavement or illness. 8 people received intense pastoral support from a small ministry team (SMT) and another 18 people received pastoral support and prayers beyond that on offer after the services or online.

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## TRUSTEES' ANNUAL REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 DECEMBER 2021*

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### **Community**

The church has continued to support, in prayer and financially, the Bethesda Mission Trust in India that provides orphanages with a capacity to accommodate 150 children. The number of children cared for has increased and 10 widows are also resident at the orphanages.

The church has maintained its financial support for STEP, a charity working in local secondary schools providing assemblies, workshops and support operated within a Christian framework and with an underlying gospel message. The relationship with STEP has grown and, in line with the church's investment in youth ministry, STEP have relocated to the church building. Both charities have already significantly benefited from partnering together, STEP regularly run retreats using the various spaces the building can offer and the church benefits from mentoring for the head of children's and youth ministry. The church provided storage facilities for The 267 Project who promote youth work in the local area and together with STEP, all three charities are building relationships and joining together in outreach opportunities to extend the reach of this ministry provision.

In addition to the Care Centre activities and permitted church activities, the building has continued to be used as a site for NHS blood donation sessions throughout the year, with additional sessions being facilitated when requested. The Herts Women's Institute AGM for 100 attendees also used the building.

The Royal Mail hired a fleet of additional vans in response to increased demand due to COVID and the church gave free secure parking in one of the car parks throughout the pandemic.

The church also responded to the humanitarian crisis in Afghanistan by holding regular prayer meetings and passing on financial aid donations to Tearfund.

In 2021, the church was able to welcome those who may find themselves alone or struggling on Christmas Day and serve 40 Christmas Meals thanks to grant support from the Neighbourly Foundation. In addition, 31 festive fresh food parcels were given out on Christmas Eve.

### **Care Centre**

In 2021 288,267 items were donated to the Care Centre and the centre provided support to 24 other charities with food and non-food items.

The exceptional level of financial support given by organisations and individuals in 2020 has accelerated plans to develop the provision offered by the Care Centre in response to local needs. The Care Centre's mission is to equip people with the tools and support they need to move towards living a more independent life, empowering them to fulfil their God given potential.

During 2021, the Care Centre partnered with St Albans & District Foodbank (part of the Trussell Trust network) to provide half of the emergency food bags for people referred by local organisations and agencies to collect at the Monday session. There is a café offering free food and refreshments, access to pastoral support, prayer, KIT providing children's clothing and equipment (3,788 items given out), a family room with activities for children and services provided by partner organisations (Mind, St Albans District Council, Family Centres, Family Lawyers, Christians Against Poverty and The Living Room). Relationships with partner organisations have continued to grow stronger to the benefit of the guests that visit the centre. The Care Centre has become recognised by statutory agencies as a place of integrity, and staff are able to support individuals and families receiving statutory support through multi-agency meetings.

This year has seen a greater focus upon providing the tools and support for individuals to move towards independence and in late Spring, as COVID restrictions were lifting, the Bridge programme was launched on Wednesday afternoons. An experienced Mentoring and Coaching Lead joined the staff team and has established a quality mentor recruitment and training scheme to support the programme. Bridge is a membership scheme that uses a mentorship pathway to help food bank users to take the 'next step' to becoming more food secure. Each member has a mentor, training support, opportunity for work experience and access to all the services offered at the Monday sessions. In place of pre-packed emergency food bags, Bridge members have access to the Bridge shop where they can choose from larger selections of food and grocery items. Additional partner organisations (Job Centre Plus, STANTA, Morgan Sindall, Oaklands College and Computer Friendly) have come alongside the mentors so Bridge can offer career counselling, disability employment advice and access to over 600 courses in addition to the existing services.

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## TRUSTEES' ANNUAL REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

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At launch, Bridge had 17 members in the first week rising to 32 members and a waiting list after 8 weeks due to the strong demand. 8 members graduated the scheme in 2021, 6 to full-time employment and 2 to part-time employment. In the six months it had been running, there were 669 mentoring sessions with members.

REFUEL, providing a meal and family activities for a day a week in the school holidays for those who normally receive free school meals or in need of this support, has continued throughout 2021 with 1,122 cooked meals given out with activity packs to take home. In addition, 691 lunch packs were provided during lockdown when school meals were not available. At Christmas, the car park became a real nativity scene with live animals for the REFUEL families to meet.

The partnership with Oaklands College has continued to grow in strength with 8 students provided with work experience in the Care Centre warehouse. The students gain experience in stock control and have helped with packing emergency food bags.

An unexpected and welcome outcome of the pandemic is a growing spiritual hunger amongst guests. Unfortunately, there were no Alpha courses for Care Centre guests in 2021. However, later in the year, there were 28 bible study sessions across two groups for people to grow in their knowledge of the bible, grow their faith and enjoy fellowship with others. The average weekly attendance was 9 people.

The appendix to the financial statements shows the financial position of the Care Centre Fund in 2021 and additional information relating to the services provided.

## FINANCIAL REVIEW

### Financial position

The uncertainty caused by the ongoing Coronavirus pandemic has resulted in a notable decrease in both restricted and unrestricted income during 2021. The impact of the decrease in income has been compensated for in part by funding received from the Coronavirus Job Retention Scheme. Given this context, the trustees are pleased to report an overall surplus of £9,232.

The principal sources of funding for the church are member donations and the related gift aid recovery. General fund donation income during the year was £759,920 compared to £830,490 in 2020. This represents a decrease of 8.5% year on year and can be attributed to the prolonged restrictions arising from the COVID pandemic. Restricted fund donations were £380,760 compared to £456,765 in 2020 representing a 16.64% decrease.

Donations to the Care Centre in 2021 were significantly lower than in 2020 but this reduction was anticipated given the exceptional response to increased need of foodbanks at the start of the pandemic and one-off large donations from key supporters in 2020. Donations and grants to the Care Centre are higher than the pre-pandemic levels as there is greater awareness of the ministry of the Care Centre and the demand for the food and programmes it offers. Donations and grants come from a variety of sources including individual donors (within and outside of the church), other churches, businesses, trusts and charities.

The trustees and management met frequently to monitor the income levels and cash flow. Costs have continued to be monitored closely during the year and managed centrally. The operating costs are slightly higher than in 2021 as there was strategic investment in particular areas:

- Following the departure of the Youth Pastor in the first half of the year, the staffing structure for Children's and Youth ministry was changed and additional staff have been employed in new roles.
- Online streaming continued to be a priority for investment with focus on equipment and specialist skills. The church is positioned to use the capabilities built and knowledge gained for growth and development of further sites and ministries in 2022 and beyond.

Operational expenditure was £835,281 in 2021 compared to £823,441 in 2020. There was an unrestricted deficit before transfers of £25,607 (surplus of £64,555 in 2020) for the year.

Although a deficit arose for the general fund during the period, the reserves brought forward are more than sufficient to cover this and to provide a firm basis for the church to continue its plans into the future. The restricted reserves increased during the year and overall there was a small surplus of £9,232 in 2021.



# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## TRUSTEES' ANNUAL REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

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#### Reserves policy

Total funds held at the end of the year are £3,810,473 (£3,801,241 in 2020) including restricted funds of £451,830 (£416,991 in 2020).

The church aims to hold sufficient funds which are not designated or restricted (i.e. free reserves) to meet 3 months committed expenditure as determined by the current budget less 5% representing uncommitted expenditure. Reserve levels are monitored regularly and reported by the management committee. In 2021, additional weekly income monitoring and monthly cash flow/reserves monitoring continued to allow timely monitoring of finances during such uncertain times. Appropriate action is taken should reserves either drop significantly below or rise above the expected level, other than by prior agreement of the trustees. Reserve levels remained strong throughout the year and as 31st December 2021 free reserves were £398,045 which represents 5.3 months expenditure (2020 - £375,902, 5.2 months).

Further details on the nature of restricted funds and designated funds are set out in note 15 and 16 respectively of the financial statements. £2,960,594 of designated funds can only be realised through the disposal of fixed assets.

Additional financial information in relation to the Care Centre is attached as an Appendix. The report does not form part of the audited financial statements but is provided for transparent disclosure of the Care Centre Fund for all those who donate to the work of the Care Centre.

#### Trustee's liabilities

The Articles of Association of the church provide that in certain circumstances the trustees are entitled to be indemnified out of the assets of the church against claims from third parties in respect of certain liabilities arising in connection with the performance of their functions, in accordance with the provision of section 234 of the Companies Act 2006. Indemnity provision of this nature has been in place during the year and remains in place as at the date of this report but has not been used by the trustees.

#### Small company provisions

This report has been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 applicable to companies subject to the small companies' regime.

#### FUTURE PLAN

Our mission remains the same	-	Make Christ known
Our values do not change	-	Kingdom mindset Power of the Holy Spirit Everyone gets to play Extending justice and compassion Priority of worship
We are called again to	-	Extend our reach, to reach the lost
Vision for the next decade	-	Create spaces and places for people to encounter Jesus

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## TRUSTEES' ANNUAL REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

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In 2022, we will fulfil our mission and vision through the following plans:

#### Services and events

- New services targeted at those who cannot access existing services
- Continue to develop online capabilities and content – services, resources and worship
- Continue to rebuild Sunday teams for all ministries – parking, welcome refreshments, online hosts, production, Youth, Ventureland, SEN and Village Kids and update role descriptions
- Set up and equip new stewards' team
- Consider necessity of second Sunday service as growth continues – dependent upon team capacity
- Oversight and support by the worship team for youth and children's ministries to grow in live worship
- Continue to build synergies across Youth, Ventureland and Village Kids
- 5th Sundays to be a church family service led by Youth and Children's Ministries
- Youth to trial a month of Sunday festivals
- Grow online youth provision through Light Revolution
- Aim to provide at least one larger Friday evening youth event with partner organisations
- Build relationships with parents of children with SEN
- Develop yearly teaching programme for Ventureland incorporating Jewish roots of the Christian faith
- Develop multimedia content and live worship for Village Kids including update of technology
- Enhance safety with additional door team for Village Kids, establishing team for first aid and fire marshal rotas and practice evacuation procedures
- Focus services to include baptisms on Easter Sunday, dedications in response to demand, compassion and justice issues etc
- Build team and prepare to launch first regional multi-site in Hatfield
- Worship team to lead at wider church events such as David's Tent and Vineyard Leaders' Gathering
- Support and equip worship team with worship retreat in spring 2022
- Creating a song writing circle to produce new songs

#### Discipleship and pastoral

- Develop and deliver Equip courses including parenting courses and a biblically based justice and compassion course
- Design a training & equipping pathway for emerging multi-site leaders, church planters and team
- Build team for running Restore course and develop into an evangelistic course
- Provide pathways to create new ongoing groups from Equip courses, events and in response to demand e.g. Bible Study group, Connect groups with a missional focus, multi-site groups
- Continue to support and promote Connect groups to build community and provide discipleship opportunities through leader training, resources and publicity
- Continue to support and promote existing ministry and outreach groups and their activities such as RISE, and men's ministry
- Encourage volunteer led new events and activities in line with the vision of the church
- Review Connect group operations by encouraging attendance recording, performing health checks, updating role descriptions and refreshing packs
- Increase the number of young people engaging in the one-to-one mentoring programme
- Expand the pastoral care team (staff and key support workers) to meet the rising demand for support needed by individuals
- Continue to offer online and telephone pastoral and prayer support which reaches people who may not engage face-to-face

#### Community

- Continue to support the Bethesda Orphanages in India housing 150 children and 10 widows. Include a ministry update for the congregation in a Sunday service
- Continue to support STEP (St Albans & Harpenden Education Programme) and be intentional in building relationships with STEP and The 267 Project as a partners in youth outreach
- Set up a general Crisis Fund for financial responses to all crisis situations supported by the church e.g. Afghanistan crisis through Tearfund, Ukraine crisis through Wide Awake International
- Continue to make the building available to benefit the wider community e.g. NHS Blood & Transfusion team, Herts Welcomes Refugees and explore community use of the new facilities

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## TRUSTEES' ANNUAL REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2021**

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### **Care centre**

- Continue to work with St Albans & District Foodbank (part of Trussell Trust network) to provide all emergency food provision to the Care Centre
- Create a role to manage community engagement and publicity for the Care Centre, build relationships with partners (Mind, St Albans District Council, Family Centres, Family Lawyers, Christians Against Poverty, The Living Room, Computer Friendly, Morgan Sindall, STANTA, Job Centre Plus and Oaklands College) and develop links with new organisations to enhance to support offered to guests
- Continue to raise income to fund the Care Centre through donations and grants
- Consider holding an event to thank all sponsors and supporters
- Develop and launch the Gateway programme for guests seeking emergency food provision to provide a pathway to joining the Bridge membership programme
- Continue to work with Oaklands College to support students with work experience and extend work experience opportunities for Bridge members
- Set up a pay as you feel community café for the Care Centre sessions and partner with Redemption Roasters who could provide barista training for guests and the opportunity for work experience
- Set up a cooking workshop for guests with an option to obtain a food hygiene qualification and gain catering experience at Refuel and Care Centre sessions
- Research and resource Eden, a garden project for guests to learn how to grow food for the Bridge shop
- Conduct viability study of supporting families through subsidised holidays
- Continue to run Alpha courses and Bible Study groups for Care Centre guests
- Grow volunteer team numbers
- Develop leadership and discipleship pathways for team
- Develop in-house training programme
- Strengthen integration of Care Centre, staff and church

### **Business support and operations**

- Create a safeguarding webpage with policy statement and reporting a concern form and a member only area for safeguarding resources. Continue to review safeguarding practices and update policies and guidance
- Appoint a part-time Assistant Worship Pastor with oversight of worship across Youth, Ventureland and Village Kids
- Invest in staff training by providing regular training time for staff together with access to online courses
- Review the business requirements regarding communications, creative content and production management in the light of increased online presence
- Resource and promote staff mental healthiness
- Launch REACH Fund to support all REACH activities. This will be an ongoing restricted fund and each year's funding priorities and requirements will be communicated to the church. In 2022, the REACH activities include development of facilities and launch of Hatfield multi-site
- Consider grant applications for finance to support development costs
- Plan, cost and manage the fit-out of the new spaces created for Youth, Ventureland, SEN, studios and production areas
- Design business support plan and procedures for multi-site expansion
- Reconsider development of a connect lounge as a hub for newcomers to church

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## TRUSTEES' ANNUAL REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 DECEMBER 2021*

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### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### **Governing document**

The organisation is a charitable company limited by guarantee, incorporated on 7th October 1997. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company, and it is governed under its Articles of Association. It is also known as St Albans Vineyard, The Vineyard Church, and St Albans Vineyard Church.

#### **Recruitment and appointment of new trustees**

Aside from the Senior Pastor who holds a permanent position on the management committee, membership tenure is of a variable term and reviewed informally. New trustees are selected following retirement of a trustee or the decision to increase the number of trustees on the committee. Following discussion by the management committee, members of the church are invited to offer themselves for selection. The management committee seeks to maintain a range of appropriate business skills on the committee as well as to increase the level of diversity to provide gender parity and ethnic representation within its governance strategy.

Prospective candidates meet with one or more of the current committee members for an "interview meeting". The outcomes of these meetings are reviewed by the management committee and following agreement on an appointment further introductions and briefings occur to ensure satisfactory induction of the new trustee. This would include orientation to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan, and recent financial performance of the church.

In addition to this, trustee development events are held periodically both to provide opportunity for the congregation to meet the trustees and understand their role and as a recruitment event for potential trustees. From time to time, where a skill area is deemed to be lacking in the management committee, a person may be asked to attend a specific meeting to provide specialist knowledge or experience or to provide support outside of meetings.

Trustees undertake a check with the Disclosure and Barring Service due to their oversight responsibility for the Children & Youth Ministry and other ministries involving vulnerable groups.

Trustees are sometimes referred to as directors when addressing the congregation - a term used since the incorporation of the church as a charitable company in 1997.

#### **Organisational structure**

The management committee administers the church in accordance with Charity Commission guidelines. The management committee meets as required but normally 4-8 times a year. Mark Helvadjian is employed as the Senior Pastor of the church and acts as the Chief Executive Officer to manage the day-to-day operations of the charity. The Senior Pastor is remunerated by the church for his role and is also permitted to be a member of the management committee in accordance with the Memorandum and Articles of Association and by the Charity Commission. The Company Secretary, Gil Yon, who is employed by the church as the Business & Operations Manager, sits on the management committee, but has no voting rights.

To facilitate effective operations during 2021, Mark Helvadjian had delegated authority within terms of delegation approved by the trustees which included financial management, employee management and the general direction of the ministry and vision of the church. The terms of the delegation are regularly reviewed in accordance with the Charity Commission's Charity Governance Code. The Business & Operations Manager oversees the day-to-day financial management of the church and reports to the trustees. The Business & Operations Manager is also responsible for compliance and monitoring of company and charity law issues and collaborating with the auditors to produce the annual audited financial statements.

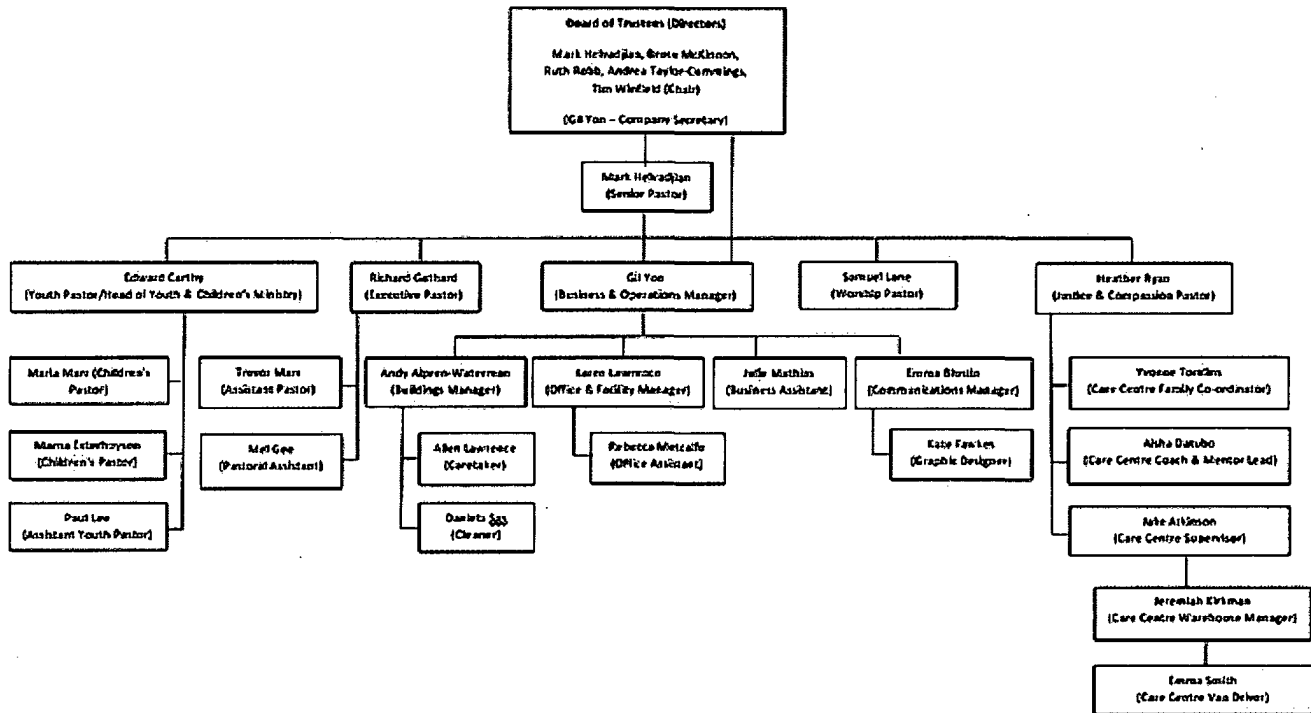
The principal office of the church is the Registered Office.

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## TRUSTEES' ANNUAL REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Vineyard Christian Fellowship of St Albans  
Organisational Structure as at 31st December 2021



# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## TRUSTEES' ANNUAL REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2021**

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### **Affiliations and other organisations with which the church is associated**

The church is affiliated to the organisation Vineyard Churches UK & Ireland and use of the "Vineyard" name is vested by them to the Senior Pastor. The church is also a member of the Evangelical Alliance, and an official observer of the St Albans Churches Together network. The church also supports other charitable organisations both in the UK and abroad. In particular, the church regularly supports Bethesda Orphanage in India and more locally the STEP project (St Albans & Harpenden Education Project).

### **Risk management**

During the year, at their meetings, the trustees have considered the major risks to which the church is exposed, have reviewed those risks and established a risk register and procedures to manage those risks. This ongoing review of the major risks identifies significant risks and assesses their probability and level of impact and any appropriate mitigating action required. Particular attention is paid to those risks having the potential to have greatest impact on the church in the areas of finance, reputation, human resources, safeguarding and child protection, and health and safety. One of the greatest risks to the church is a reduction in giving by the congregation. To mitigate this risk such income is monitored on a month-by-month basis and expenditure adjusted through strict budgetary control. Also due to the small staff group, the loss of key personnel is another major risk and to mitigate this, the church is developing a degree of overlapping of duties, particularly of pastors and uses as a resource the skills of individuals from within the congregation either for short term needs or as candidates to recruit into vacancies.

During the year, there was a focus on risks arising from the pandemic with the trustees meeting frequently to monitor changing circumstances and risk impact. Additional financial and staff management continued to support the risk management with alternative scenarios documented to enable action to be taken in a timely manner if required. The trustees continue to meet on a regular basis to respond to the coronavirus situation.

The trustees are responsible for ensuring that the financial statements are prepared on a "going concern" basis. Going concern means that the trustees have a reasonable expectation that the company can continue to operate for the foreseeable future which in turn means at least 12 months from the date of approving the financial statements.

The effects of COVID-19 and the measures taken by the UK Government continue to evolve and hence whilst the trustees have taken action to deal with the perceived risk, it is not possible to fully quantify the full impact that COVID-19 will have on the church in the longer term. The risk mitigation activities taken have enabled the church to be financially viable within current levels of income whilst also maintaining its financial reserves status. Although the government has now set out a roadmap to bring the country out of lockdown and the ongoing vaccination programme is expected to see virus levels reduce to a more acceptable level, the resulting financial and economic uncertainty could still have a negative impact on the church within the near future and the extent of that remains highly uncertain and cannot be quantified. The trustees continue to monitor, assess and act in response to the changing environment to position the church to ensure its future.

### **Thanks to volunteers**

The trustees would particularly like to thank the substantial number of volunteers, church members and others, referred to in the report above, who give their time and energy to the activities of the church throughout the year and without which the church would be unable to carry out its work in the community and beyond.

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## TRUSTEES' ANNUAL REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 DECEMBER 2021*

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### REFERENCE AND ADMINISTRATIVE DETAILS

**Trustees** Mr Mark Helvadjian  
Mr Bruce McKinnon  
Mrs Ruth Robb  
Dr Andrea Taylor-Cummings  
Mr Tim Winfield

**Company Secretary** Mrs Gil Yon

**Company No.** 3445897

**Charity No.** 1066846

**Registered Office** 7 Brick Knoll Park  
Ashley Road  
St Albans  
Hertfordshire  
AL1 5UG

**Auditors** Cansdales Audit LLP  
Bourbon Court  
Nightingales Corner  
Little Chalfont  
Buckinghamshire  
HP7 9QS

**Bankers** Reliance Bank Limited  
Faith House  
23-24 Lovat Lane  
London  
EC3R 8EB

Barclays Bank Plc  
PO Box 104  
St Albans  
Hertfordshire  
AL1 3AN

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## TRUSTEES' ANNUAL REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees, who are also the directors of Vineyard Christian Fellowship of St Albans for the purpose of company law, are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### Auditor

Cansdales Audit LLP are deemed to be reappointed under section 487(2) of the companies Act 2006.

The trustees' annual report was approved by the Board of Trustees on 23/6/2022 and signed on behalf by :



Mr. Tim Winfield

Trustee

Dated: 23/6/2022



# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## INDEPENDENT AUDITOR'S REPORT

### TO THE MEMBERS OF VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

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#### Opinion

We have audited the financial statements of Vineyard Christian Fellowship of St Albans (the 'Charity') for the year ended 31 December 2021 which comprise the statement of financial activities, the statement of financial position, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' annual use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

#### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' annual report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
- the directors' report included within the trustees' annual report has been prepared in accordance with applicable legal requirements.

# **VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS**

## **INDEPENDENT AUDITOR'S REPORT (CONTINUED)**

### **TO THE MEMBERS OF VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS**

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#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' annual report.

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report. We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' annual report and from the requirement to prepare a strategic report.

#### **Responsibilities of trustees**

As explained more fully in the statement of trustees' annual responsibilities, the trustees, who are also the directors of the Charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

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#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

#### **Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

**Mr James Foskett (Senior Statutory Auditor)**  
for and on behalf of Cansdales Audit LLP

24/06/2022

Bourbon Court  
Nightingales Corner  
Little Chalfont  
Bucks, HP7 9QS

## VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

### STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
<b>Income from:</b>							
Donations and legacies	2	798,144	380,760	1,178,904	871,843	456,765	1,328,608
Charitable activities		2,576	-	2,576	11,979	133	12,112
Other trading activities	3	8,828	-	8,828	3,197	-	3,197
Investments	4	126	-	126	977	-	977
<b>Total income</b>		<b>809,674</b>	<b>380,760</b>	<b>1,190,434</b>	<b>887,996</b>	<b>456,898</b>	<b>1,344,894</b>
<b>Expenditure on:</b>							
Charitable activities	5	835,281	345,921	1,181,202	823,441	267,112	1,090,553
<b>Net (expenditure)/income before transfers</b>		<b>(25,607)</b>	<b>34,839</b>	<b>9,232</b>	<b>64,555</b>	<b>189,786</b>	<b>254,341</b>
<b>Net (expenditure)/income for the year/ Net movement in funds</b>		<b>(25,607)</b>	<b>34,839</b>	<b>9,232</b>	<b>64,555</b>	<b>189,786</b>	<b>254,341</b>
<b>Total funds brought forward</b>		<b>3,384,250</b>	<b>416,991</b>	<b>3,801,241</b>	<b>3,319,695</b>	<b>227,205</b>	<b>3,546,900</b>
<b>Total funds carried forward</b>		<b>3,358,643</b>	<b>451,830</b>	<b>3,810,473</b>	<b>3,384,250</b>	<b>416,991</b>	<b>3,801,241</b>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## STATEMENT OF FINANCIAL POSITION


AS AT 31 DECEMBER 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	8		3,775,957		3,858,222
<b>Current assets</b>					
Stocks	9	3,979		3,931	
Debtors	10	40,628		27,838	
Cash at bank and in hand		830,357		790,129	
		874,964		821,898	
<b>Creditors: amounts falling due within one year</b>	11	(60,011)		(62,971)	
Net current assets			814,953		758,927
<b>Total assets less current liabilities</b>			4,590,910		4,617,149
<b>Creditors: amounts falling due after more than one year</b>	12		(780,437)		(815,908)
<b>Net assets</b>			3,810,473		3,801,241
<b>Income funds</b>					
Restricted funds	15		451,830		416,991
<u>Unrestricted funds</u>					
Designated funds	16	2,960,594		3,008,344	
General unrestricted funds		398,045		375,902	
Members' guarantee reserve		4		4	
			3,358,643		3,384,250
			3,810,473		3,801,241

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Trustees on .....

23/6/2022



Mr. Tim Winfield  
Trustee

Company Registration No. 3445897

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	2021 £	£	2020 £	£
<b>Cash flows from operating activities</b>					
Net cashflow from operations	23		104,844		356,654
<b>Investing activities</b>					
Purchase of tangible fixed assets		(7,397)		(32,549)	
Interest received		126		977	
<b>Net cash used in investing activities</b>			(7,271)		(31,572)
<b>Financing activities</b>					
Repayment of borrowings		(34,515)		(894,055)	
Proceeds of new bank loans		-		867,250	
Interest on financing		(22,830)		(25,426)	
<b>Net cash used in financing activities</b>			(57,345)		(52,231)
<b>Net increase in cash and cash equivalents</b>			40,228		272,851
Cash and cash equivalents at beginning of year			790,129		517,278
<b>Cash and cash equivalents at end of year</b>			<u>830,357</u>		<u>790,129</u>

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

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### 1 Accounting policies

#### Company information

Vineyard Christian Fellowship of St Albans is a private charitable company limited by guarantee, incorporated in England & Wales. The registered office is 7 Brick Knoll Park, Ashley Road, St Albans, Hertfordshire, AL1 5UG.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's memorandum and articles of association, the Companies Act 2006 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

Monetary amounts in these financial statements are rounded to the nearest £ sterling, the functional currency of the church.

The financial statements have been prepared on the historical cost convention, modified when required to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the church has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Income

Income is recognised when the church is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is more likely than not that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the church has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the church has been notified of an impending distribution, the amount is known, and receipt is more likely than not. Volunteers make a significant contribution to the activities of the charitable company in every area of its work. In the absence of a reliable measurement basis however this contribution is not included as income in the financial statements. Material donations of goods are recognised only on their distribution and are valued at estimated retail value.

Income from charitable activities primarily relates to book sales and amounts received in respect of organised activities.

Income from other trading activities primarily relates to income received from use of the building by third parties.

Investment income relates to interest earned on cash balances.

#### 1.4 Expenditure

Expenditure is accounted for on an accruals basis, inclusive of VAT, which cannot be recovered. Certain expenditure is directly attributable to specific activities or projects and has been allocated accordingly. Shared costs which contribute to more than one activity are apportioned between those activities. Principal estimation techniques utilised to apportion costs include the proportion of staff time and premises utilised for each activity.

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

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### 1 Accounting policies

(Continued)

#### 1.5 Pension costs

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold buildings	50 years on cost
Plant and machinery	25% on cost
Fixtures, fittings & equipment	25% on cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

Items of equipment are capitalised where the unit cost of the purchase exceeds £5,000.

#### 1.7 Stocks

Purchased stocks are stated at the lower of cost and estimated selling price less costs to sell.

Donated goods are valued only when distributed and therefore stocks of donated goods are not shown as having any value for accounting purposes.

#### 1.8 Debtors

Trade and other debtors are recorded at cost, less any impairment.

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within loans in current liabilities.

#### 1.10 Creditors

Trade and other current creditors are stated at cost.

Non-current creditors are recorded at fair value on initial recognition and subsequently at amortised cost.

#### 1.11 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Unrestricted designated funds are funds set aside out of unrestricted funds by the trustees for specific purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

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



# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 1 Accounting policies

(Continued)

#### 1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the church is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.13 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

#### 1.14 Fundraising

The organisation carries out fundraising activities which has resulted in significant income being received from this. The approach taken is asking members of the congregation to make regular donations as well as one off contributions for special events and projects. No professional fundraising company is used and no specific fundraising targeting is undertaken.

### 2 Donations and legacies

	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	£	£	£	£
Donations under Gift Aid	447,309	32,686	479,995	556,772
Grants	38,225	-	38,225	41,353
Gift Aid recoverable	111,827	8,172	119,999	139,684
Other donations	200,783	339,902	540,685	590,799
	<u>798,144</u>	<u>380,760</u>	<u>1,178,904</u>	<u>1,328,608</u>

Included in other donations above is £280,345 (2020: £224,819) relating to items donated for the Care Centre.

Grants, included above, represents amount received for Coronavirus Job Retention Scheme.

### 3 Other trading activities

	Unrestricted funds	Unrestricted funds
	2021 £	2020 £
Income from building hire	<u>8,828</u>	<u>3,197</u>

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

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### 4 Investments

	Unrestricted funds	Unrestricted funds
	2021 £	2020 £
Interest receivable	126	977

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 5 Expenditure on charitable activities

	Bookshop	Services & events	Discipleship & pastoral	Community	Care centre	Total 2021	Total 2020
	£	£	£	£	£	£	£
Depreciation and impairment	-	61,867	13,449	4,483	9,863	89,662	92,393
Goods for re-sale	1,319	-	-	-	-	1,319	3,683
Sunday services	-	45,742	-	-	-	45,742	19,607
Worship	-	1,892	-	-	-	1,892	2,587
Evangelism	-	240	-	-	-	240	1,391
Training and education	-	-	875	-	-	875	9,170
Pastoring	-	-	2,529	-	-	2,529	1,163
Mission	-	-	-	27,967	-	27,967	30,498
Community committed	-	-	-	46,136	-	46,136	42,610
Community discretionary	-	-	-	6,003	292,729	298,732	245,894
Wages and salaries	653	222,266	175,765	29,078	88,652	516,414	489,368
Other staff costs	-	11,563	6,307	1,051	2,102	21,023	24,038
Premises	-	36,788	7,998	2,666	5,865	53,317	51,572
Office	-	21,227	11,579	1,930	3,859	38,595	34,310
Public relations	-	3,460	1,597	266	-	5,323	9,359
Professional fees	-	4,740	2,578	429	859	8,606	7,484
Interest payable	-	15,753	4,794	2,283	-	22,830	25,426
	<u>1,972</u>	<u>425,538</u>	<u>227,471</u>	<u>122,292</u>	<u>403,929</u>	<u>1,181,202</u>	<u>1,090,553</u>
<b>Analysis by fund</b>							
Unrestricted funds	1,972	425,538	227,471	119,353	60,947	835,281	823,441
Restricted funds	-	-	-	2,939	342,982	345,921	267,112
	<u>1,972</u>	<u>425,538</u>	<u>227,471</u>	<u>122,292</u>	<u>403,929</u>	<u>1,181,202</u>	<u>1,090,553</u>

## VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

#### 5 Expenditure on charitable activities

(Continued)

Support costs included above were as follows:

	Services & events £	Discipleship & pastoral £	Community £	Care centre £	Total 2021 £	Total 2020 £
Governance	4,752	2,592	432	864	8,640	7,634
Finance	1,573	858	143	286	2,860	2,642
Information technology	9,434	5,145	858	1,715	17,152	16,727
Other	10,785	5,883	980	1,961	19,609	15,343
	<u>26,544</u>	<u>14,478</u>	<u>2,413</u>	<u>4,826</u>	<u>48,261</u>	<u>42,346</u>

The auditor's remuneration included in professional fees is £7,254 (2020: £7,150). This includes £3,180 (2020: £3,190) for non audit work.

Costs of £471 were incurred during the year on fundraising (2020: Nil).

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### 6 Employees

The average monthly number of employees during the year was:

	2021	2020
Direct charitable work	8	8
Management and administration	8	7
	<u>16</u>	<u>15</u>

	2021 £	2020 £
Wages and salaries	463,860	438,248
Social security costs	35,400	34,550
Pension costs	17,154	16,570
	<u>516,414</u>	<u>489,368</u>

No employee earned more than £60,000 per annum, except Mr M Helvadjian as disclosed in Note 7 below.

The church's Memorandum of Association permits the remuneration of Mr M Helvadjian, who is a trustee. No other trustee received any remuneration.

#### 7 Trustees

Remuneration was paid to trustees who are employed to carry out specific operational roles for the company and to key management personnel as follows:

	Salary	Pension	2021 £	2020 £
Mr M Helvadjian	71,400	2,856	74,256	74,256
Other key management	31,824	1,273	33,097	33,097
	<u>103,224</u>	<u>4,129</u>	<u>107,353</u>	<u>107,353</u>

#### Trustees' expenses

A total of £438 was paid to a trustee and one of the key management during the year (2020:£1,379), relating primarily to reimbursement of administrative costs.

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 8 Tangible fixed assets

	Freehold buildings	Plant and machinery	Fixtures, fittings & equipment	Total
	£	£	£	£
<b>Cost</b>				
At 1 January 2021	4,573,722	125,095	135,076	4,833,893
Additions	-	7,397	-	7,397
At 31 December 2021	4,573,722	132,492	135,076	4,841,290
<b>Depreciation and impairment</b>				
At 1 January 2021	740,109	100,486	135,076	975,671
Depreciation charged in the year	79,477	10,185	-	89,662
At 31 December 2021	819,586	110,671	135,076	1,065,333
<b>Carrying amount</b>				
At 31 December 2021	3,754,136	21,821	-	3,775,957
At 31 December 2020	3,833,613	24,609	-	3,858,222

The cost of freehold buildings includes land of £600,000 which is not subject to depreciation.

9 Stocks	2021 £	2020 £
Books	3,979	3,931
10 Debtors	2021 £	2020 £
<b>Amounts falling due within one year:</b>		
Gift aid recoverable	11,882	13,285
Other debtors	16,519	-
Prepayments and accrued income	12,227	14,553
	40,628	27,838

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 11 Creditors: amounts falling due within one year

	2021 £	2020 £
Loans	34,926	33,970
Other taxation and social security	10,032	9,477
Other creditors	148	572
Accruals and deferred income	14,905	18,952
	<u>60,011</u>	<u>62,971</u>

### 12 Creditors: amounts falling due after more than one year

	2021 £	2020 £
Loans	<u>780,437</u>	<u>815,908</u>

The loan is secured on the property known as 6 & 7 Brick Knoll Park, Ashley Road, St. Albans, Hertfordshire, AL1 5UG. The loan was renewed in January 2020 and was agreed at a value of £880,000 repayable over 20 years. Subject to conditions, interest on the loan is charged at 2.75% (2020: 2.75%). Capital repayments are being made monthly and full repayment of the loan is expected by January 2040.

### 13 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2021 £	2020 £
Within one year	2,930	3,889
Between two and five years	-	2,930
	<u>2,930</u>	<u>6,819</u>

### 14 Analysis of net assets between funds

	Restricted Funds £	Designated Funds £	Unrestricted Funds £	Members' Guarantee Reserve £	Total £
Fund balances at 31 December 2021 are represented by:					
Tangible assets	-	3,775,957	-	-	3,775,957
Current assets/(liabilities)	451,830	(34,926)	398,045	4	814,953
Non-current liabilities	-	(780,437)	-	-	(780,437)
	<u>451,830</u>	<u>2,960,594</u>	<u>398,045</u>	<u>4</u>	<u>3,810,473</u>

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2021	Movement in funds		Balance at 31 December 2021
	£	Income	Expenditure	£
Care Centre	222,036	366,239	(342,982)	245,293
Growing family	194,955	11,582	-	206,537
Transitions	-	2,939	(2,939)	-
	<u>416,991</u>	<u>380,760</u>	<u>(345,921)</u>	<u>451,830</u>

The Care Centre fund relates to income received by the charitable company for the ongoing resourcing and work of the Care Centre.

The Growing family restricted fund relates to income received by the charitable company for the purchase and development of an industrial warehouse into a church facility. Transfers are to correctly reflect amounts expended on items of a capital nature.

The Transitions restricted fund relates to income received which is later passed on to its intended third party e.g. mission trips, conference tickets etc.

### 16 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 January 2021	Transfers	Balance at 31 December 2021
	£	£	£
Building fund	2,983,735	(44,962)	2,938,773
Fixed asset fund	24,609	(2,788)	21,821
	<u>3,008,344</u>	<u>(47,750)</u>	<u>2,960,594</u>

The building fund represents the net book value of the building less the outstanding mortgage loan secured on that property. Transfers are to correctly reflect the value after adjusting for additions, depreciation and repayments on loans.

The fixed asset fund represents the net book value of the other fixed assets owned by the charity. Transfers are to correctly reflect the year end value after adjusting for additions, disposals and depreciation.



# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 17 Pensions

The charitable company offers a defined contribution pension scheme to its employees and makes contributions to this pension scheme on behalf of its employees. The scheme is open to all qualifying employees and enrolment in the scheme is optional. The contributions payable for the scheme for the period are charged in the income and expenditure account. There was no balance outstanding at the year end (2020: £nil).

### 18 Capital commitments

There were authorised capital commitments of £505,000 not yet contracted at 31 December 2021 (2020: £nil).

### 19 Contingencies

There were no contingent liabilities at 31 December 2021 (2020: £nil).

### 20 Ultimate controlling party

There is no ultimate controlling party.

### 21 Related party transactions

There were no related party transactions during the year requiring disclosure except as mentioned in note 7. (2020 - no transactions requiring disclosure).

### 22 Event during the reporting period

The Coronavirus (COVID-19) had emerged in 2020 globally resulting in a significant impact on businesses worldwide. As a result, some business operations had been restricted, however the charitable company continues to operate using alternative methods and remote working.

The Trustees' are continuing to monitor, assess and act with reference to the current changing environment in order to position the charitable company to ensure its future success.

23 Net cashflow from operations	2021 £	2020 £
Net income for the year	9,232	254,341
Adjustments for:		
Investment income	(126)	(977)
Depreciation and impairment of tangible fixed assets	89,662	92,393
Interest on financing	22,830	25,426
Movements in working capital:		
(Increase) in stocks	(48)	(181)
(Increase) in debtors	(12,790)	(9,040)
Decrease in creditors	(3,916)	(5,308)
<b>Net cashflow from operations</b>	<b>104,844</b>	<b>356,654</b>

# VINEYARD CHRISTIAN FELLOWSHIP OF ST ALBANS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 24 Analysis of changes in net funds/(debt)

	At 1 January 2021 £	Cash flows £	Other non-cash changes £	At 31 December 2021 £
Cash at bank and in hand	790,129	40,228	-	830,357
Borrowings due within one year	(33,970)	(956)	-	(34,926)
Borrowings due after more than one year	(815,908)	35,471		(780,437)
	<u>(59,749)</u>	<u>74,743</u>	<u>-</u>	<u>14,994</u>

**Vineyard Christian Fellowship of St Albans**  
**Financial Activities for the Care Centre Fund**  
**for the Year Ended 31 December 2021**

	2021 £	2020 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Value of donated FEED items	280,345	224,819
Donations under Gift Aid	31,132	50,371
Gift Aid recoverable	7,783	12,593
Other donations and grants		
Care Centre Fund	40,506	148,108
Family Support (including Refuel and KIT)	5,491	5,690
Bridge programme	982	-
<b>Total incoming resources</b>	366,239	441,581
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Value of donated FEED items	280,345	224,819
Salaries	50,254	31,331
Care Centre costs	7,307	5,736
Family Support costs (including Refuel and KIT)	4,051	2,593
Bridge programme costs	1,025	-
<b>Total resources expended</b>	342,982	264,479
<b>Net income</b>	<u>23,257</u>	<u>177,102</u>
<b>MOVEMENT IN FUND</b>		
Care Centre Fund brought forward	222,036	44,934
Movement in fund	<u>23,257</u>	<u>177,102</u>
Care Centre Fund carried forward	<u>245,293</u>	<u>222,036</u>

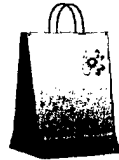
In addition to the above, the Church funded direct costs for the Care Centre of £23,000 (£18,988 2020) from general funds. The Church also provided building space, facilities and additional support functions at no charge to the Care Centre Fund.

This page does not form part of the statutory financial statements

# THE VINEYARD CARE CENTRE

## 2021 STATS

### — WE GAVE —



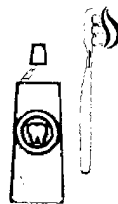
1,538 Individual/Couple  
Bags



1,407 Family Bags



33,798 items through  
emergency food bank  
FEED



146 toiletry packs



13,468 ambient (non-  
perishable) items give  
out through BRIDGE

### — A total of 2,538 items given out through KIT — (between June-December)



1,496 children's clothes



562 baby clothes



18 adult clothes



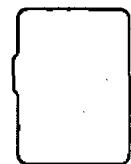
81 shoes



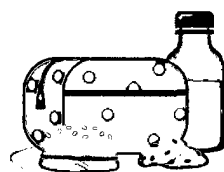
83 baby equipment



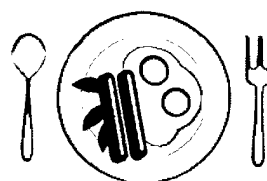
276 school uniform



22 gifts



691 lunch packs to  
support families in need  
over lockdown



1,122 REFUEL  
meals given out



## — Christmas 2021 —



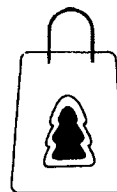
40 Christmas Meals  
served on Christmas Day



Over 300  
Advent Calendars



31 Festive Fresh Food  
Parcels given out on  
Christmas Eve



173 Christmas  
Goodie Bags

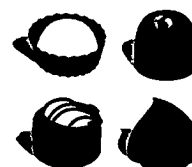
## — Christmas Toy Shop —



645 Stocking Fillers



475 Main Gifts



300 Selection Boxes