

Avery Hill Charitable Trust

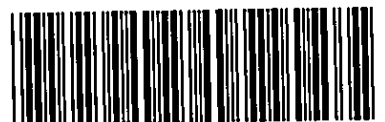
(A Company Limited by Guarantee)

Report and Financial Statements

Year Ended 29th February 2012

Charity Number: 1103393
Company Number: 5039769

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Avery Hill Charitable Trust

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Avery Hill Charitable Trust

Report of the trustees for the year ended 29th February 2012

The trustees are pleased to present their report together with the financial statements of the charity for the year ending 29th February 2012

Reference and administrative information

Charity number 1103393

Company Number 5039769

Registered Office and Church Premises

Southspring, Sidcup, Kent DA15

Trustees and Directors

The directors of the charitable company (the charity) are its trustees for the purposes of charity law and throughout this report are collectively referred to as the trustees

Mr P Piper, Chair

Mr M Barnes

Mrs M Day

Mrs D Hutchinson

Minister

Rev R Stevens

Children's Youth and Families Worker

Andy Masters

Independent Examiner

Mr S Mathews, Stewardship, PO Box 99, Loughton, Essex, IG10 3QJ

Bankers

Santander

PO Box 10102, 21 Prescott Street, London, E1 8TN

Structure, Governance and Management

Avery Hill Charitable Trust is a charitable company limited by guarantee, incorporated on 10th February 2004 and registered as a charity on 26th April 2004. Church activities are carried out under the name of Avery Hill Christian Fellowship. The company was established under a Memorandum of Association, which set the objects and powers of the charitable company and is governed under its Articles of Association. Membership is open to those over 18 who subscribe to the Statement of Beliefs contained in the Memorandum and Articles of Association and are accepted by the Board of trustees. There are currently four members (four in 2010) of the Company, each of whom agrees to contribute £1 in the event of the charity winding up.

In accordance with the Articles of Association the minimum number of Trustees is three. Each year one third of the Trustees are to retire and be available for election at the AGM. No person may be appointed a Trustee unless over the age of eighteen years of age and subscribes to the Statement of Beliefs. It is expected that new Trustees will be appointed from within the church. The board of trustees currently consist of four people who meet on a regular basis to administer the charity.

The Trustees have conducted their own review of the major risks to which the charity is exposed and systems designed to mitigate those risks. The risk of significant shortfall in funding is mitigated by the reserving policy. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

Avery Hill Charitable Trust

Objectives and activities

The company is a charity and exists to advance the Christian faith throughout the world including the worship of God, the instruction and edification of Christians, the care and Christian instruction of young people and children and the evangelisation of non-Christians. In addition the charity exists to relieve poverty, hardship, sickness and distress among all peoples of the world, promote education and training and to support such other charities and charitable purposes as the Trustees shall decide. To achieve these objects the charity undertakes a number of activities.

The church meets at Southspring, on the Avery Hill estate in South East London. Worship meetings are held on a Sunday with weekly bible study and prayer meetings held at the church or in smaller groups in homes around the locality. Sunday school and a young peoples group also operate on a Sunday morning. During the week there are clubs for young people and the elderly held at the church premises as well as a parent and toddlers group and a card making club. The church is also active in the community running an after school club at the local primary school, providing input for religious education lessons and assemblies as well as involvement in the local Sure Start Centre. The local community police panel for the Avery Hill ward also meet at the church. The charity also supports charities whose operations meet the objects of the charity.

Achievements and performance

It has been another active year with over 100 people attending church services on a regular basis. The main service is our weekly Sunday worship meeting which during the course of the year saw a number of special services including a child dedication, Easter and Christmas carol services. Church members also meet in eight home groups throughout the area.

During the year the church continued to work in the local community through the provision of an after school club at the local primary school and a drop-in meeting for the elderly and a thriving parent and toddlers group both of which meet at the church. In June the church took part in the Big Lunch initiative opening up its building to provide food, games and crafts for people in the community. The event was well attended with over 200 people joining in the fun. Once again members of the church supported the Lark in the Park summer celebration held in Sidcup over two weeks. Two ladies meetings were also held with over 40 women attending each one.

The church continued to support cross cultural mission through iNet which is a charity that provides financial and spiritual advice, training and information to a number of missionaries based overseas. The church also provides direct financial support to two families working overseas, one based in the Lebanon and the other in Bulgaria. The organisation also supported XLP a charity based in South East London working with young people. The food donated at our harvest celebration together with that from Alderwood School was given to the local Foodbank which provides food parcels to those in need.

The Trustees have complied with the duty to have due regard to the public benefit guidance published by the Charity Commission in December 2008.

Financial review

Total income for the year amounted to £109,073 compared to expenditure of £105,670 resulting in a surplus of £3,403. The net incoming resources for the year amounted to £3,403 of which a surplus of £2,871 was attributable to restricted activities and £532 to general reserves which now stands at £109,964 of which £5,000 is in a designated fund. The Trustees consider that unrestricted funds not committed or invested in tangible assets ("the free reserves") held by the charity should be in the order of six months salary, rent and other church expenses, approximately £50,000. As at the 29th February 2012 free reserves were significantly above this amount but are expected to reduce in the future.

The Trustees have considered the most appropriate policy for investing funds and that short-term deposits meet the requirement to provide income without restricting access to the funds.

Avery Hill Charitable Trust

Plans for future periods

The charity plans to continue the activities outlined above in the forthcoming years subject to satisfactory funding arrangements. These include

Weekly worship service
Midweek meetings and home groups
Children's and youth meetings
Parent & Toddlers group
The Big Lunch
After school club at Alderwood School
Drop-in for older people

In addition a church weekend away at Ashburnham Place is to be held in March 2012 and it is planned to open a Foodbank in the autumn for the Avery Hill Bexley area with help from the Trussell Trust

Trustees' responsibilities in relation to the financial statements

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Trustees should follow best practice and

- Select suitable accounting policies and then apply them consistently,
- Make judgements and estimates that are reasonable and prudent, and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees 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.

Independent examiner

The Trustees intend to ask the existing examiner to undertake the independent examination of the charity next year.

Signed on behalf of the trustees



P J Piper (Chairman)

28th September 2012

Avery Hill Charitable Trust

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF AVERY HILL CHARITABLE TRUST

I have examined the accounts for the year ended 29th February 2012 on pages 5 to 9 following which have been prepared on the basis of the accounting policies set out on page 7

Respective responsibilities of the Directors/Trustees and Examiner

The directors/trustees of the company are responsible for the preparation of accounts, they consider that the audit requirements under Section 144 of the Charities Act 2011 do not apply but that an independent examination is needed. I have been appointed to conduct an Independent Examination required by Section 145 of the Charities Act, 2011 and to report in accordance with the regulations made under Section 145 of that Act. It is my responsibility to examine the accounts, without performing an audit, and to report to the trustees

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

- (1) examine the accounts under Section 145 of the Charities Act 2011,
- (2) follow the procedures laid down in the general Directions given by the Charity Commission under Section 145(5)(b) of the Charities Act 2011,
- (3) state whether particular matters have come to my attention


Basis of Examiner's Statement

This report is in respect of an examination carried out under Section 145 of the Charities Act 2011, and in accordance with the general directions given by the Charity Commissioners. 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 a review of the accounts and making such enquiries as are necessary for the purpose of this report. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts

Examiner's Statement

In my opinion -

Based on my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect, accounting records have not been kept in accordance with section 386 of the Companies Act 2006, or that the accounts presented do not accord with those records, or comply with the accounting requirements of section 396 of the Companies Act 2006. No matter has come to my notice in connection with my examination to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts


Stephen Mathews, FCA
Stewardship
PO Box 99, Loughton
Essex, IG10 3QJ

6 October 2012

Avery Hill Charitable Trust

Statement of Financial Activities (Including Income and Expenditure account) for the year ended 29th February 2012

	<i>Notes</i>	<i>Unrestricted Funds</i>	<i>Restricted Funds</i>	<i>Total Funds 2012</i>	<i>Total Funds 2011</i>
Incoming Resources					
Incoming resources from generated funds:					
Voluntary Income	2	97,872	4,900	102,772	102,652
Investment income	3	14	-	14	12
Incoming resources from charitable activities	4	146	6,141	6,287	1,704
Other incoming resources		-	-	-	-
Total Incoming Resources		98,032	11,041	109,073	104,368
Resources Expended					
Charitable activities	5	96,870	8,170	105,040	93,986
Governance costs		630	-	630	588
Total Resources Used		97,500	8,170	105,670	94,574
Net Incoming (Outgoing) Resources for the Year before Transfers		532	2,871	3,403	9,794
Transfers between Funds					
Gross Transfers In	8	-	-	-	5,824
Gross Transfers Out		-	-	-	5,824
Net Incoming (Outgoing) Resources for the Year	9	532	2,871	3,403	9,794
Reconciliation of Funds					
Total Funds brought forward		109,432	8,156	117,588	107,794
Total Funds carried forward		109,964	11,027	120,991	117,588

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Balance Sheet as at 29th February 2012

		2012	2011
	Notes	£	£
Tangible Assets	10	5,024	857
Current Assets			
Debtors		11,227	10,050
Prepayments		1,110	1,058
Cash at bank		<u>105,780</u>	<u>107,918</u>
		118,117	119,026
Creditors: amounts falling due within one year			
Accruals		<u>(2,150)</u>	<u>(2,295)</u>
Net Current Assets		115,967	116,731
Net Assets	11	<u>120,991</u>	<u>117,588</u>
Unrestricted Funds			
General Fund		104,964	104,432
Designated		5,000	5,000
Restricted Funds		11,027	8,156
Total Funds	12	<u>120,991</u>	<u>117,588</u>

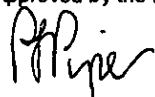
For the year ended 29th February 2012, the company was entitled to the exemption from audit under Section 477 of the Companies Act 2006 relating to small companies

Responsibilities of trustees

- (a) The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act - however, in accordance Section 145 of the Charities Act 2011 the accounts have been examined by an independent examiner whose report forms part of this document
- (b) The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts

These accounts are prepared in accordance with the provisions applicable to companies subject to the small companies regime

Approved by the board of Trustees on the 28th September 2012 and signed on its behalf by



P Piper
Trustee

Company number 5039768
Charity number 1103393

The notes on pages 7 to 9 form part of these accounts

Avery Hill Charitable Trust

Notes forming part of the financial statements for the year ended 29th February 2012

1. Accounting policies

- a) The financial statements have been prepared under the historical cost convention in accordance with the recommendations in *Accounting and Reporting by Charities Statement of Recommended Practice (revised 2005)*
- b) Income is received by way of donations and gifts and is included in full in the Statement of Financial Activities in the year in which they are receivable
- c) Incoming resource from investment income is included when receivable
- d) Resources expended are recognised in the period in which they are incurred
Resources expended include attributable VAT, which cannot be recovered
- e) Items of equipment are capitalised where the purchase price is above £2,500
- f) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds
- g) Restricted funds are to be used for specified purposes as laid down by the donor
Expenditure, which meets these criteria, is charged to the fund

2. Voluntary Income

Voluntary income consists of donations funded by those attending Avery Hill Christian Fellowship

3. Investment income

Investment income comprises interest on deposit with the charity's bankers totalling £14 (£12 in 2010)

4. Incoming resources from charitable activities

	Unrestricted	Restricted	2012 Total	2011 Total
	£	£		£
Hall Letting	50	-	50	120
Church Weekend Away	-	5,821	5,821	1,119
Parent & Toddler Group	-	320	320	465
Events	96	-	96	-
Total	146	6,141	6,287	1,704

During the financial year incoming resources from charitable activities consists of gifts received for the use of the church hall, payments for the church weekend away in March 2012, income from the Parent and Toddler group that meets at the church and contributions towards the church teaching weekend in May 2011

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5. Charitable Activities

	Unrestricted	Restricted	2012 Total	2011 Total
	£	£		£
People	58,270	395	58,665	47,820
Fellowship Expenses	5,120	2,938	8,058	4,836
Premises & Equipment	16,946	1,387	18,333	17,371
Departments	1,522	-	1,522	1,513
Gifts to missionaries/iNet	8,712	3,400	12,112	12,899
Other Gifts	6,300	50	6,350	9,547
Total	96,870	8,170	105,040	93,986

People consist of costs, including salaries of paid staff (see note 6 below) and support for a trainee attached to the church under the XLP Experience gap year programme

Fellowship Expenses comprise the costs relating to the general expenses of the church including gifts to visiting speakers of £1,365 (last year £1,036)

Premises and Equipment consist of the payment of rent for the building at Southspring, utilities and the purchase of equipment

Departments consist of the various activities of the church including youth and Sunday school as well as activities in the community and evangelism

Gifts to Missionaries/iNet comprise direct gifts to two couples working overseas and to iNet a missionary organisation that provide training and member care to cross cultural overseas workers including one of the two missionaries supported by the church

Other Gifts include support for XLP £4,800 (last year £4,800) and Lark in the Park £1,500 (last year £1,500)

6. Staff costs and numbers

The number of employees at the end of the year was four (one full time and three part-time)

	2012	2011
		£
Salaries	47,400	38,050
Pension Costs	3,368	2,663
Social Security Costs	4,710	3,788
Total	55,478	44,501

In addition to salary the minister and the children's' youth and families worker receives a contribution to a personal pension plan of 7.5% of salary

7. Trustees remuneration and related party transactions

The Trustees were not paid or reimbursed for expenses during the year

8. Transfers

There were no transfers during the year compared to the previous year when there was a transfer from the general fund to the Humanitarian Fund (£824) and the sum of £5,000 was also set aside to cover costs relating to the church property and the purchase of equipment

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9. Net incoming resources for the year

This is stated after charging

	2012	2011
		£
Reporting Examiners' fee	630	588

10. Tangible Assets

Tangible assets comprise leasehold improvements to the church premises at Southspring. During the year a new outbuilding to be used as a Sunday school room was constructed at a cost of £6,280. Depreciation of £2,113 was charged during the period.

11. Analysis of net assets between funds

	General Funds	Designated Funds	Restricted Funds	Total Funds
Fixed Assets	-	2,565	2,459	5,024
Debtors	10,704	-	523	11,227
Prepayments	1,110	-	-	1,110
Cash at Bank	95,300	2,435	8,045	105,780
Accruals	(2,150)	-	-	(2,150)
Total	104,964	5,000	11,027	120,991

12. Movement in funds

	Funds at 28/2/11	Incoming Resources	Outgoing Resources	Transfers	Funds at 28/2/12
	£	£	£	£	£
Restricted Funds					
Community Projects	1,249	-	-		1,249
Church Weekend Away	609	6,384	2,876		4,117
Humanitarian	-	612	445	-	167
Minibus	746	-	62		684
Missionaries	1,216	3,725	3,400		1,541
Parents & Toddlers	490	320	-		810
Property and Equipment	3,846	-	1,387		2,459
<i>Total restricted funds</i>	8,156	11,041	8,170	-	11,027
Unrestricted Funds					
General	104,432	98,032	97,500	-	104,964
Designated – Property & Equipment	5,000	-	-	-	5,000
<i>Total unrestricted funds</i>	109,432	98,032	97,500	-	109,964
Total Funds	117,588	109,073	105,670		120,991

Purpose of restricted funds

Community projects This relates to gifts received for the provision of community projects by the church.

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Church Weekend Away The fund relates to the receipts and payments for church weekends away held every two years

Humanitarian This is a fund for the relief of poverty or humanitarian relief

Minibus Relates to gifts received for the provision of transport for the fellowship and local community

Missionaries The fund is for the support of two missionary families

Parents & Toddlers Funds in relation to the Parents & Toddlers group run by the church

Property & Equipment A fund to meet the costs of improving the church building and the purchase of equipment