

**Charity number: 1160677**

## **City Praise Centre CIO**

**Trustees' report and financial statements**

**for the year ended 31 December 2019**

## **City Praise Centre CIO**

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## City Praise Centre CIO

### Reference and administrative details of the Charity, its Trustees and Advisers for the year ended 31 December 2019

<b>Trustees</b>	Tom Griffiths, Pastor (resigned 23 July 2019) Mrs Tessy Ojo Michael Collins Yinka Tomori
<b>Charity registered number</b>	1160677
<b>Principal office</b>	7-11 Lower Higham Road Chalk Kent DA12 2LY
<b>Key management personnel</b>	Tom Griffiths, Senior Pastor (resigned 12 April 2020) Graeme Baldwin, Associate Pastor
<b>Independent auditor</b>	Kreston Reeves LLP Kreston Reeves LLP Chartered Accountants Statutory Auditor Montague Place Quayside Chatham Maritime Chatham Kent ME4 4QU
<b>Bankers</b>	CAF Bank Ltd 25 Kings Hill Avenue West Malling Kent ME19 4JQ

**Trustees' report  
for the year ended 31 December 2019**

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The Trustees present their annual report together with the audited financial statements of the Charity for the year from 1 January 2019 to 31 December 2019.

The Trustees confirm that the annual report and financial statements of the Charity comply with current statutory requirements, the requirements of the Charity's governing document and the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**Objectives and activities**

**a. Policies and objectives**

1. To proclaim the good news of Jesus Christ and to advance the Christian faith through City Praise Centre (the "Church") for the benefit of the public in accordance with the doctrines in particular but not exclusively by:
  - providing and maintaining places of worship for members of the Church and the Christian community;
  - communicating Christian principles and lifestyle as taught in the bible;
  - training Christians for ministry and service within the Church and wider world; and
  - partnering with other churches, faiths and Christian organisations to enlighten others about the Church and its doctrines.
2. The prevention or relief of poverty anywhere in the world by providing or assisting in the provision of practical assistance and support to the poor and disadvantaged.

The primary activities of the Charity include running church services and events for the furtherance of the Christian faith in accordance with the teachings of Jesus Christ. These are carried out firstly for the benefit of the local community and then for other communities around the world as our resources permit.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit. Details of the activities undertaken to fulfil this are explained in the "Achievements and Performance" section of this report.

**b. Grant-making policies**

City Praise Centre CIO continued its policy of small gift donations as needs arise to both local and worldwide recipients. This year, grants amounted to £20,769 (2018: £44,818) comprising £18,855 (2018: £15,224) of individual grants and £1,485 (2018: £17,959) of institutional grants and £429 (2018: £11,635) to various missions.

**c. Volunteers**

City Praise Centre is blessed to have many volunteers who give many hours of their time in order to make the Church flourish. About 221 members of the congregation offer hours of their time for Sunday and mid-week events, with 60 or more who regularly volunteer on our community projects such as Foodbank, Street Pastors and the Sanctuary Night Shelter. The Trustees would like to record their thanks for their invaluable support.

**Trustees' report (continued)  
for the year ended 31 December 2019**

**Achievements and performance**

**a. Review of activities**

**Overview**

The Church continues to achieve its objects as registered with the Charity Commission. This states that our focus is in proclaiming the good news of Jesus Christ; to advance the Christian faith for the benefit of the public; the prevention or relief of poverty; and to support to the poor and disadvantaged.

Moving to our new premises at the Maltings (including "the Warehouse" where the main services are held) in 2018 has continued to influence every aspect of our activities, achievements and performance in 2019. Below are some of the key achievements in the year within different church departments that reflect the way in which budgets are set and finances monitored:

- **Membership:** Activities that support those who consider themselves to be members of the Church
- **Maturity:** Activities that educate
- **Ministry:** Activities that enable the Church to function
- **Mission:** Activities focused on the local community and beyond
- **Worship:** Activities that encourage people to worship God

**Membership**

Aiming to build community is a gradual process and involving those who regularly attend on a Sunday in practical work appears to assist in this. We have held work-party days to replace the rotten sleeper walls and work on the garden, which has helped to deepen relationships. Towards the end of the year we moved the external catering hub inside the Warehouse to enable the community gains we made over summer to grow during a season of wet and cold weather.

**enACT:** Conscious of the vital need for each generation to rise up to find their place to serve and engage as contributors and not just consumers in the Church, we launched enACT at Easter 2019. This initiative is a year by year commitment to serve once a month initially, building to a maximum of 3 times a month across the 4-year programme. The idea is simple; young people (school Years 7-11) have an opportunity to sample various ministries and gradually hone in on areas that best suit their gifts and skills whilst simultaneously discovering the joy of service. We launched with 16 young people and hope that this will grow over the coming years.

**Young Adults (YA):** This group which covers people between the ages of 18 – 30 has struggled during 2019. The leadership was in need of transition; however, this wasn't possible until very late in the year. The group still achieved various socials, events, occasional Bible studies, yet with a lower than expected attendance. The uptake from fresh leadership saw the group end the year positively and gives great hope for 2020!

**Men's Ministry:** The Men's Breakfasts continue to be reasonably popular with attendance hovering at the late 20's to early 30's each time. We travelled to Life Church Bradford for the Men's Conference again this year but consider that the resources might be better spent in future engaging with the many men who cannot afford this trip.

**Women's Ministry:** The 'Amaze' Women's Brunches continue to reach out to our own women, and many from other churches three times a year. They comprise of a time of testimony, guest speakers and often a 'round-up' by the Head of Pastoral Care. They continue to be well attended and the times for personal prayer that are offered after each event are always very much appreciated!

**Youth:** In 2019, by the grace of God, City Youth grew so fast. We went from 30 to 60 young people! Due to the demand and growth, we moved our Friday night service to the Warehouse and it was the best change ever. We now have space to play an ice breaker at the beginning and young people are proud of their church so they keep inviting their friends to come along! It is the most beautiful thing as they are proud of their Father's House! We also moved the 3:30pm sessions from Base Camp to the Maltings by the end of the year and once again, it has been the best move ever! We have more control of the situation as we are all in one place!

**Trustees' report (continued)  
for the year ended 31 December 2019**

**Strategic report (continued)**

**Achievements and performance (continued)**

City Youth took around 50 young people to Bradford for RockNations. A lot of young people's eyes and hearts were opened to what God is doing and bringing them to the realisation that they are part of a movement that is happening not just in our local community but across the country.

In 2019 we finally had the Christian band LZ7 coming to Gravesend! The band visited three schools - St Georges, NSFG, and Thames View. The schools were amazed that churches were willing to organize and invest in their local community. This raised the profile of the churches in Gravesend. On the Friday night gig, we had over 750 teenagers from all over Gravesend who came to hear the good news about our Lord Jesus Christ. After that we led a Bible study that lasted six weeks and we could pray with and support 7 girls who faithfully came to the bible studies.

David and Bruna Willing, our youth leaders, continue to run the Youth club for St George's School on Wednesdays and Bruna continues to serve the local schools delivering assemblies and as a School Pastor.

**Pastoral Care:** The duties are very varied and encompass the whole Church and a lot of people from outside as well. Pastoral care continues to run the 'Free To Be Me' Course which always proves to be successful in giving women the time and space to discover who they are in Christ.

There is also a Facebook page, linked with the Amaze Brunch which is an excellent tool in connecting many women, providing encouragement and a place to share prayer requests and testimonies. The Amaze Women's Breakfasts continue to be popular with our members but also for those outside of CPC.

The Ministry Team which consists of 10 people is increasingly being used on a Sunday. Having a dedicated Prayer Room has been very helpful in this regard. This team has since Summer pioneered regular Sunday morning prayer for an hour before each and every Sunday Service.

During the week, the Pastoral Care team deals with a vast range of pastoral issues including funerals, marriage breakdowns, mental health issues and low self-esteem. The Pastoral Care team also regularly visit those in hospital as well as those who are housebound, ensuring these precious people are not forgotten. Also included are various house blessings, baby naming events and bereavement counseling.

The Pastoral Care department is also responsible for the Marriage Course, which runs at least once each year.

**CityKids:** 2019 has, again been a very busy year, with increased numbers and activities, the coordinator and volunteers have worked like troopers to pull it off!

**Peas 'n' Pods:** Peas 'n' Pods has gone from strength to strength and have seen an encouraging number of families making the crossover from Peas 'n' Pods to Church. They have received regular positive feedback from parents/carers alike who state that they are the most welcoming group in the area. Large numbers again attended the Easter, Harvest and Christmas toddler services where our faith was shared with children and parents alike, "real Easter eggs" and Christmas books were handed out. They have a strong and expanding team that are dedicated in prayerfully and practically helping Peas 'n' Pods excel. Peas 'n' Pods has formed good links with foodbank, not only initiating a monthly food collection but also being able to identify parents and carers who may need to use the service.

**Safeguarding:** DBS checks are up to date for the 50+ volunteers in the Children's Ministry and this is regularly revisited.

**Schools Work:** WHY Easter ran smoothly with some support from the other Church children's workers. WHY Christmas, ran effectively and over 450 local 9,10 and 11 year olds were shown the real meaning of Christmas.

**Trustees' report (continued)  
for the year ended 31 December 2019**

**Strategic report (continued)**

**Achievements and performance (continued)**

Sunday Morning: The team has continued to show strength in the logistics of setting up Sundays. The Church move to the new premises, although has eased certain aspects of set up, has also presented us with other issues. The kids teams are as always in need of more support from volunteers, and prayer is needed that people will continue to volunteer. The creation of new kids groups in September and the City Kids reception in Base Camp has so far been successful with positive feedback from parents and team.

T1: The team teaches approximately 30 young people in School year 6 and 7 every Sunday. Led by Jummy Poku, this group is well supported and operates well.

Quest: School years 2-5 is traditionally our largest group, but due to the changes in September they now have a little more breathing room and are able to give more age appropriate targeted teaching.

Engage: School Years R-1 This is a great group that has approximately 10-20 kids every Sunday. They are enthusiastically led by Yewande and her team.

Beginnings: Preschool; this group is led by Alison Bradley. Although the changes and increase in children in this group identified some teething issues, the group now is functioning well and providing excellent teaching to a challenging but exciting age group.

Carrotty Woods: Carrotty Woods activities saw 31 attending and was crazy but fun! The children who attended were incredibly responsive right from the start and we have had positive feedback from many families. The weekend was led by Julian and Libby Arnold, Libby being a former City Kid herself!

Light Party: An alternative to "Halloween" for families to attend. This was hugely successful, with over 150 people in attendance, with perhaps half of those coming from outside of the church. Building on experience from last year's event we were able to better provide for people this year.

**Maturity**

**The Lounge:** The focus of the Lounge before and after the morning service, is to provide a space where people new to the church can interact with some members of the church over refreshments and conversation. By coming to the Lounge, we can signpost people into ministries and small groups with much greater facility than we are otherwise able to do.

**Life Groups:** Life Groups have maintained a constant number. Unfortunately, we saw the closure of one group but we have also seen the opening of two further groups in the Medway area and have seen steady growth within the other groups. We provided the group leaders with a 'calendar' of events over the year which consisted of Leadership development, pastoral care training and socials to support healthy fellowship of the Leaders which proved to be successful. We see Life Groups as integral to the church as it encourages a greater level of interaction and support for each other than one would have on a Sunday.

**Office:** 2019 has seen much change in the office function of CPC; staffing has contracted and the team has moved into a more suitable sized room in the Maltings (M7). Sadly, Sam Coveney left us in the autumn and the reduced staff have shared out the remaining roles and responsibilities. Our IT has remained solid and reliable across the year, which has validated the move to cheaper windows-based technology.

**GDPR:** Best practice has been implemented throughout the staff, database and office systems. We are always looking out for areas for improvement across the wider church, often within ministry teams, to ensure we maintain systems that are compliant.

**The Bible Course:** This Bible Society course was strongly promoted and positioned as our Autumn focus to better help the entire church comprehend their faith more fully. It will run again in 2020.

**Trustees' report (continued)  
for the year ended 31 December 2019**

**Strategic report (continued)**

**Achievements and performance (continued)**

**Resource Centre:** The Resource Centre, available after the Sunday Morning Service in the Foyer, continues to serve as a reference point for books in line with current teaching or have significance for us in our development as a church. It also acts as an order point for branded clothing for the City Kids team members.

**Lay Training:** The Disciple's Group was wound up over summer as Pastor Tom stepped away from direct leadership of CPC. Lay training will be reviewed in 2020 to secure the most effective route possible. However a substantial library of digital video and audio courses has been built up which can be shared with the church should a time arrive when we might struggle to gather together.

**Retreats:** The first ladies retreat of the year took place at the Rock UK Centre near Tonbridge. The regular Staff Retreats continued and have provided key opportunities for team development.

**Ministry**

**Media:** Since 2018 we have had little in the way of graphic design work in relation to individual event flyers etc but have continued to produce the four monthly flyers which has been a great success. We have made small changes to the website based on user analytics which has helped visitors find what they are looking for more quickly. We have also added new pages to support in the renting of space within the church site.

**Platform Ministry:** The platform ministry at the start of 2019 continued to focus on the 'Way of Christ' booklet by Pastor Tom, by Autumn we moved into our focus on the Bible, using the Bible Course which led us up to Advent. The second half of the year saw us deliberately include a wider pool of preachers from across the church in preparedness for Pastor Tom's departure in 2020.

**Life Rhythm:** Life Rhythm continues to be part of the routine of the City Praise Centre campus day, providing a liturgical structure for daily devotions. Prayer on the Life Rhythm model takes place on weekdays (exc. Monday) between 9.00am – 9.30am and is usually well attended.

**Mission**

**With Love:** With Love has been less active in 2019 due to volunteer capacity. However the van has continued to be used to help people reuse items and move them from location to location. The links to Sanctuary, the CPC community and local people often connected to us by Foodbank keep this compassionate ministry at work.

**Churches Together in Gravesham (CTG):** CPC remains a key supporter for all the major church-initiated community projects in Gravesham; Foodbank, Street Pastors, Schools Pastor, Sanctuary, etc. We also continue to see Kwamena Beecham act as the CTG Treasurer and Surbs Mahey volunteer as CTG Secretary. During 2019 Pastor Tom served as Vice Chair to the Exec committee responsible for the oversight of the group.

**Sanctuary Homeless Shelter:** 2019 was a big year for Sanctuary. Given its growth and participation from other local churches, trustees agreed that Sanctuary should be formally set up as a separate charity and operating from its own base by the end of the year. The new charity, Gravesham Sanctuary CIO, was registered with the Charity Commission effective from 31 January 2019. Sanctuary continues to receive IT support, accounting assistance and office space for its' administration from CPC, with many volunteers still sourced from the Church. Two members of CPC sit on the Board of Trustees.

**Foodbank:** Foodbank is not a 'CPC Project' but one that we support with a regular gift and with lots of man-hours! The monthly collection of required donations on the first Sunday of every month is harvesting quite a significant amount of produce, which heads to our local Foodbank outlets. The CPC reception can get incredibly busy at certain times of the month, as people queue to collect their 'red slips' that enable them to access Foodbank supplies.

**Mission India:** The Mission India programme continues to send a regular gift of £450 a month to Carmel Ministries. Pastor Tom led a small team who visited Pastor Ebenezer in February 2019, witnessing the work first-hand. Any monies are always sent through Stewardship Services, a registered charity.



**Trustees' report (continued)  
for the year ended 31 December 2019**

**Strategic report (continued)**

**Achievements and performance (continued)**

**Christmas Giveaway:** For 2019 we decided to look closer to home for our Christmas giveaway focus, supporting the worthwhile charities and projects that we have close connection with through our building hires and ministry. Supermarket gift cards for either £25 or £50 were given to the families in need identified by our partners in 'Beams' and by 'Make Lunch' to support them in the Christmas season. This money was predominantly offset by additional giving via 'giving trees' located on the CPC campus.

**Wombwell Hall Outreach:** 'Friends of Wombwell Hall' is our outreach to the nursing home in Northfleet. Throughout the year we conducted a fortnightly mid-week communion service and a gospel service on the 3rd Sunday of each month. The services are well attended with between 10-25 residents taking part, who would otherwise have little or no spiritual input to their lives. Some of the residents now attend services at the Maltings where members of the church provide lifts. The result is that many have found comfort in getting to know the love of God in the last days of their lives. Michael Coveney has led and others of us have attended funeral services for those we have built relationships, often bringing comfort to the family that there were more than just family who cared about their elderly relative.

**Worship**

**Worship Team:** 2019 once again went through a period of change within the leadership with many of the team leaving for University and the team going through a time of restructuring. We ended the year very positive, having established a dedicated team that has continued to flourish and to lead the Church into the presence of God at a deeper level.

Sunday Jam continues to be a success with the younger generation and continues to go from strength to strength. With a dedicated leadership that encourages and supports growing musical talent, giving them a pathway into the Youth Band and hopefully into the main Worship Team.

**AV & Technical:** In April we hired a part time 'Technician' whose role it was is to maintain the AV equipment. This has been a great help and has resulted in a reduction in equipment repairs and improved quality of output. We have had a growth in the team with two new volunteers and support from a new initiative run by the church which sees the youngsters in the church work with ministries and learn what they do.

**Financial review**

**a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

**b. Finances**

Income in the year was £459,423 (2018: £561,156), the reduction being primarily a result of increased unrestricted donations received in 2018 for the acquisition of the Maltings lease and associated refurbishment costs. Expenditure fell to £595,190 (2018: £665,070) as the funds raised for the Maltings in the previous year was expended in acquiring the lease and associated costs to allow occupation of the premises.

The Charity incurred a substantial deficit in the year and the Trustees are aware that detailed attention has to be paid to the financial position. Steps taken include a substantial reduction in staff costs through not replacing staff on departure, reduced hours for some staff and close monitoring of other costs. Steps are also being taken to diversify income streams especially through letting of some unused space.

## **City Praise Centre CIO**

### **Trustees' report (continued) for the year ended 31 December 2019**

#### **Strategic report (continued)**

#### **Financial review (continued)**

##### **c. Reserves policy**

The Charity had restricted funds of £392,577 (2018: £453,960) comprising principally of an endowment equivalent to the net book value of the Charity's freehold property of £381,745 (2018: £392,651). The other restricted funds at the Balance sheet date are the With Love Fund of £1,759 (2018: £1,695) and Word on the Street Fund at £9,073 at the year end (2018: £25,548).

The net book value of fixed assets other than the endowment are held in the Fixed Assets designated fund; the balance on this fund at 31 December 2019 was £98,974 (2018: £95,113). The Maltings Property Fund has now been fully utilised with a balance at the year end of £Nil (2018: £14,016) following expenditure for the acquisition of the lease.

Unrestricted general funds which constitute the free reserves held at the balance sheet date amounted to £76,634 (2018: £140,863). It remains our policy is to hold between 3 to 6 months of expenditure in reserves; between £130,000 and £260,000. This is to maintain sufficient level of reserves to enable the charity to continue operating; the present level of reserves is just adequate for this purpose. To ensure the church can actively pursue its goals effectively, the levels of free reserves needs to be built up over the next few years so we are actively working to rebuild up our reserves, following a period of extensive investment during the move to the Malting.

##### **d. Investment policy and performance**

The Trustees have the powers to invest the Charity's funds in any way they deem fit. No separate investments are made and reserves continue to be held in various bank accounts in accordance with the Charity's attitude towards risk.

#### **Structure, governance and management**

##### **a. Constitution**

City Praise Centre CIO is a Charitable Incorporated Organisation (CIO) registered with the Charity Commission of England & Wales on 26 February 2016. The CIO is governed by its Constitution.

##### **b. Methods of appointment or election of Trustees**

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the terms of the Constitution.

**Trustees' report (continued)  
for the year ended 31 December 2019**

**Structure, governance and management (continued)**

**c. Organisational structure and decision-making policies**

The Trustees manage the Charity and meet regularly. As at the end of 2019, eleven staff were employed - the Senior Pastor, Associate Pastor, Youth Pastor, Children's Pastor, Media + Life Groups Manager, Pastoral Care Coordinator, Kids and Youth Community Worker, two Administrators, AV Technician and the Financial Accountant.

The Trustees delegate the day to day running of the Charity to the key management personnel – The Senior Pastor and the Associate Pastor. Their remuneration is reviewed annually and is benchmarked against the remuneration of staff in charities of similar size and complexity with due consideration given to any other unique responsibilities they are required to fulfil.

In April 2020, our Senior Pastor, Tom Griffiths, moved on to pastures new after over 22 years of meritorious service. He successfully led the church during periods of substantial growth and significant sociocultural change and he started or supported a number of local initiatives such as Sanctuary, Street and School Pastors and Foodbank amongst others. Tom's mark on the Church and indeed Gravesham remains indelible and the history of this Church will be substantially incomplete without him. On behalf of the church, we would like to thank him and his family immensely and wish them every blessing for the future.

Following Pastor Tom's departure, the Associate Pastor, Graeme Baldwin, will lead the church in the interim.

**d. Relationships with other charities and organisations**

**City Praise Centre:** This is a dormant charity (registered charity number: 247709) through which the Church carried out its operations and held its assets prior to transferring these to City Praise Centre CIO (registered charity number: 1160677) on 1 January 2016. It is expected that the Charity will be de-registered in due course.

**Gravesham Sanctuary CIO:** The Charity was registered in January 2019 (registered charity number: 1181817) after starting as an activity of CPC. CPC continues to provide volunteers and various support services to the charity. Sanctuary continued providing homeless people in the locality with day time support and overnight shelter for 5 nights a week from October 2019 to March 2020.

**Street Pastors:** A nationwide charity (No. 1127204) that plays an active part in strengthening community life and working for safer streets. Currently, more than 300 towns and cities around the UK have a Street Pastors team. At CPC around 16 members are trained and go out on a regular basis on the streets of Gravesend.

**Trussell Trust (Food Bank):** Another national charity we support (No. 1110052). Our members regularly donate large quantities of food and help run the foodbank in Riverside, Gravesend, which is open 4 days a week. This is coordinated by Katie Kalsi one of our congregation and also a staff member of the local Foodbank.

**Gravesham Churches Together:** A local network of churches that seek to work with each other to benefit the local community. They support some of the activities we run, such as Sanctuary, while we support activities such as Food Bank, which is managed by other churches in the area. Together, we believe we are making a difference to people of all faiths and beliefs living in the area.

**e. Financial risk management**

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity and are satisfied that systems are in place to mitigate our exposure to the major risks.

The major risk faced by the Charity is considered to be reputational which could arise from insufficient internal systems and controls, adverse publicity and non compliance with legal and statutory regulations. These risks are mitigated through formulation of rigorous internal control systems, regular review and standardization of procedures and obtaining appropriate professional advice as required.

**Trustees' report (continued)  
for the year ended 31 December 2019**

**Plans for future periods**

2019 has been challenging but exciting and our experiences form the foundation of our future plans. With the changes in leadership in 2019, we intend to complete a review of the leadership structure which we hope to be in place sometime in 2020. We will continue seeking more efficient use of our resources and increasing income through improved giving and some diversification of income streams.

We will look into options to improve attendance and membership at Sunday services and the Life Groups through sermons and church activities. However, reduced staffing means that there will be a greater reliance on volunteers and in participation to get things done. Our various youth programmes continue to thrive in reaching young people and we will continue to work on ensuring they are equipped to be great ambassadors for Christ and His church.

Despite the challenges, God has been good to us and seen us through! 2020 is an important year as we must diligently carry out what we have been called to do in Christ. We rely on God's grace and remain optimistic of our ability to thrive and play a key role within the local Christian community in 2020 and beyond.

**Post balance sheet events**

At the time of signing the accounts the Trustees are aware of the potential economic and social effects of the Covid-19 virus outbreak. The full impact of the pandemic on the UK economy is yet to be seen, but the Charity will continue to seek to mitigate this risk by following the UK Government's guidelines and adapting/developing its own internal strategy.

**Statement of Trustees' responsibilities**

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales 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 Charity and of its income and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Trustees' report (continued)  
for the year ended 31 December 2019**

**Disclosure of information to auditor**

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the Charity's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the Charity's auditor is aware of that information.

**Auditor**

The auditor, Kreston Reeves LLP, has indicated his willingness to continue in office. The designated Trustees will propose a motion reappointing the auditor at a meeting of the Trustees.

Approved by order of the members of the Board of Trustees on 20 May 2020 and signed on their behalf by:

**Yinka Tomori**  
Trustee

## **City Praise Centre CIO**

### **Independent auditor's report to the Members of City Praise Centre CIO**

#### **Opinion**

We have audited the financial statements of City Praise Centre CIO (the 'Charity') for the year ended 31 December 2019 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, 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 Charity's affairs as at 31 December 2019 and of its income 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 Charities Act 2011.

#### **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 United Kingdom, including the Financial Reporting Council'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' 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.

#### **Emphasis of matter**

We draw attention to note 2.6 to the financial statements which describes the uncertainty related to the Charity's ability to continue as a going concern, as a consequence of the Covid-19 virus outbreak. Our opinion is not qualified in respect of this matter.

**Independent auditor's report to the Members of City Praise Centre CIO (continued)**

**Other information**

The Trustees are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditor's report thereon. 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..

In connection with our audit of the financial statements, 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 audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

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

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the Trustees' responsibilities statement, the Trustees are responsible for the preparation of the financial statements which 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 Charity or to cease operations, or have no realistic alternative but to do so.

**Independent auditor's report to the Members of City Praise Centre CIO (continued)**

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

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that act.

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 judgement 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 of the effectiveness of the Charity'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 Charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in my 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 my Auditor's report. However, future events or conditions may cause the Charity 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.



**Independent auditor's report to the Members of City Praise Centre CIO (continued)**

**Use of our report**

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the Charity'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 Charity and its Trustees, as a body, for our audit work, for this report, or for the opinions we have formed.

Kreston Reeves LLP  
Chartered Accountants  
Statutory Auditor  
Chatham Maritime

22 May 2020

Kreston Reeves LLP are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

**Statement of financial activities  
for the year ended 31 December 2019**

	<b>Note</b>	<b>Restricted funds 2019 £</b>	<b>Unrestricted funds 2019 £</b>	<b>Total funds 2019 £</b>	<b>Total funds 2018 £</b>
<b>Income from:</b>					
Donations and legacies	3	10,170	419,370	429,540	538,602
Other trading activities	4	1,965	11,852	13,817	14,336
Investments	5	-	16,066	16,066	8,218
<b>Total income</b>		<b>12,135</b>	<b>447,288</b>	<b>459,423</b>	<b>561,156</b>
<b>Expenditure on:</b>					
Charitable activities	7	66,469	518,465	584,934	665,070
Transfer out of Sanctuary	6	10,256	-	10,256	-
<b>Total expenditure</b>		<b>76,725</b>	<b>518,465</b>	<b>595,190</b>	<b>665,070</b>
<b>Net expenditure</b>		<b>(64,590)</b>	<b>(71,177)</b>	<b>(135,767)</b>	<b>(103,914)</b>
Transfers between funds	14	3,207	(3,207)	-	-
<b>Net movement in funds</b>		<b>(61,383)</b>	<b>(74,384)</b>	<b>(135,767)</b>	<b>(103,914)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		453,960	249,992	703,952	807,866
Net movement in funds		(61,383)	(74,384)	(135,767)	(103,914)
<b>Total funds carried forward</b>		<b>392,577</b>	<b>175,608</b>	<b>568,185</b>	<b>703,952</b>

The notes on pages 19 to 34 form part of these financial statements.

# City Praise Centre CIO

## Balance sheet as at 31 December 2019

	Note	2019 £	2018 £
<b>Fixed assets</b>			
Tangible assets	10	480,719	487,764
		<u>480,719</u>	<u>487,764</u>
<b>Current assets</b>			
Debtors	11	47,996	48,595
Cash at bank and in hand		54,684	183,325
		<u>102,680</u>	<u>231,920</u>
Creditors: amounts falling due within one year	12	(15,214)	(15,732)
		<u>87,466</u>	<u>216,188</u>
<b>Net current assets</b>			
		<u>568,185</u>	<u>703,952</u>
<b>Total assets less current liabilities</b>			
		<u>568,185</u>	<u>703,952</u>
<b>Net assets excluding pension asset</b>			
		<u>568,185</u>	<u>703,952</u>
<b>Total net assets</b>		<u><u>568,185</u></u>	<u><u>703,952</u></u>
<b>Charity funds</b>			
Restricted funds	14	392,577	453,960
Unrestricted funds	14	175,608	249,992
		<u>568,185</u>	<u>703,952</u>
<b>Total funds</b>		<u><u>568,185</u></u>	<u><u>703,952</u></u>

The financial statements were approved and authorised for issue by the Trustees on 20 May 2020 and signed on their behalf by:

**Yinka Tomori**  
Trustee

The notes on pages 19 to 34 form part of these financial statements.

**Statement of cash flows  
for the year ended 31 December 2019**

	<b>2019</b> £	2018 £
<b>Cash flows from operating activities</b>		
Net cash used in operating activities (see note 17)	<b>(109,786)</b>	(110,567)
	<hr/>	<hr/>
<b>Cash flows from investing activities</b>		
Purchase of tangible fixed assets	<b>(18,855)</b>	(79,722)
	<hr/>	<hr/>
<b>Net cash used in investing activities</b>	<b>(18,855)</b>	<b>(79,722)</b>
	<hr/>	<hr/>
<b>Change in cash and cash equivalents in the year</b>	<b>(128,641)</b>	<b>(190,289)</b>
Cash and cash equivalents at the beginning of the year	<b>183,325</b>	373,614
	<hr/>	<hr/>
<b>Cash and cash equivalents at the end of the year (see note 18)</b>	<b>54,684</b>	183,325
	<hr/> <hr/>	<hr/> <hr/>

The notes on pages 19 to 34 form part of these financial statements

**Notes to the financial statements  
for the year ended 31 December 2019**

**1. General information**

City Praise Centre CIO is a charitable incorporated organisation and an exempt charity incorporated in England and Wales. The registered office is 7 - 11 Lower Higham Road, Chalk, Kent, DA12 2LY. The principal activities of the Charity are: to proclaim the good news of Jesus Christ; to advance the Christian faith; and to prevent or relieve poverty.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Charity has elected to apply all amendments to FRS 102, as set out in the Financial Reporting Council's triennial review published in December 2017, and included in Update Bulletin 2 to the Charities SORP (FRS 102), prior to mandatory adoption for accounting periods beginning on or after 1 January 2019.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

City Praise Centre CIO meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**2.2 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**Notes to the financial statements  
for the year ended 31 December 2019**

**2. Accounting policies (continued)**

**2.3 Income**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

**2.4 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the Bank.

**2.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

**2.6 Going concern**

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

Whilst the impact of the Covid-19 pandemic has been assessed by the Trustees, so far as is reasonably possible, due to its unprecedented impact on the worldwide economy it is difficult to evaluate with any certainty the potential outcomes on the Charity's future activities. However, taking into consideration the Charity's level of reserves, the Trustees believe that the Charity will be able to continue in operational existence for the foreseeable future.

**2.7 Operating leases**

Rentals paid under operating leases are charged to the Statement of financial activities on a straight line basis over the lease term.

**Notes to the financial statements  
for the year ended 31 December 2019**

**2. Accounting policies (continued)**

**2.8 Tangible fixed assets and depreciation**

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

At each reporting date the Charity assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives on the following bases:

Freehold property	- 2% straight line
Fixtures and fittings	- 25% straight line
Property improvements	- 10% straight line

**2.9 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.10 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.11 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

**2.12 Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**2.13 Pensions**

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

**Notes to the financial statements  
for the year ended 31 December 2019**

**3. Income from donations and legacies**

	<b>Restricted funds 2019 £</b>	<b>Unrestricted funds 2019 £</b>	<b>Total funds 2019 £</b>	<b>Total funds 2018 £</b>
Donations and Gift Aid	<b>7,170</b>	<b>419,370</b>	<b>426,540</b>	538,602
Grants	<b>3,000</b>	-	<b>3,000</b>	-
	<b>10,170</b>	<b>419,370</b>	<b>429,540</b>	538,602
Total 2018	68,383	470,219	538,602	

**4. Income from other trading activities**

**Income from fundraising events**

	<b>Restricted funds 2019 £</b>	<b>Unrestricted funds 2019 £</b>	<b>Total funds 2019 £</b>	<b>Total funds 2018 £</b>
Fundraising	<b>1,965</b>	<b>11,852</b>	<b>13,817</b>	14,336
Total 2018	2,205	12,131	14,336	

**5. Investment income**

	<b>Unrestricted funds 2019 £</b>	<b>Total funds 2019 £</b>	<b>Total funds 2018 £</b>
Rental income	<b>16,066</b>	<b>16,066</b>	8,218
Total 2018	8,218	8,218	



Notes to the financial statements  
for the year ended 31 December 2019

6. Other expenditure

	Restricted funds 2019 £	Total funds 2019 £
Transfer out of Sanctuary	10,256	10,256

7. Analysis of expenditure by activities

	Direct costs 2019 £	Mission activities 2019 £	Support costs 2019 £	Total funds 2019 £	Total funds 2018 £
Charitable activities	561,279	20,769	2,886	584,934	665,070
Total 2018	617,504	44,818	2,748	665,070	

## City Praise Centre CIO

### Notes to the financial statements for the year ended 31 December 2019

#### Analysis of direct costs

	Restricted funds 2019 £	Unrestricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Church Manse	-	15,160	15,160	16,040
CPC Campus	-	21,353	21,353	51,133
Pulpit / Hospitality	-	2,445	2,445	2,527
Office Expenses	-	11,563	11,563	16,616
Ministry	-	4,364	4,364	7,889
Membership	6,072	20,766	26,838	11,815
Maturity	-	5,446	5,446	5,799
Magnification	-	21,602	21,602	17,891
Occasional Activities	-	15,605	15,605	13,542
Resource Centre	-	806	806	1,000
Office Development	-	23,684	23,684	88,445
Maltings Rent	-	120,000	120,000	75,851
Staff Wages	31,414	205,674	237,088	255,860
Employer's NI	2,118	16,929	19,047	18,059
Employer's Pension	1,460	8,918	10,378	8,612
Depreciation	10,906	14,994	25,900	26,425
	<b>51,970</b>	<b>509,309</b>	<b>561,279</b>	617,504
Total 2018	23,571	593,933	617,504	

**Notes to the financial statements  
for the year ended 31 December 2019**

**Mission activities**

	<b>Restricted funds 2019 £</b>	<b>Unrestricted funds 2019 £</b>	<b>Total funds 2019 £</b>	<b>Total funds 2018 £</b>
Missions activities in conjunction with other institutions	374	1,111	1,485	17,959
Mission activities with individuals	13,696	5,159	18,855	15,224
Missions activities - other	429	-	429	11,635
	<b>14,499</b>	<b>6,270</b>	<b>20,769</b>	44,818
Total 2018	36,032	8,786	44,818	

**Support and governance costs**

	<b>Unrestricted funds 2019 £</b>	<b>Total funds 2019 £</b>	<b>Total funds 2018 £</b>
Auditors' remuneration	2,886	2,886	2,748
Total 2018	2,748	2,748	

**Notes to the financial statements  
for the year ended 31 December 2019**

**8. Staff costs**

	<b>2019</b>	2018
	<b>£</b>	£
Wages and salaries	<b>237,088</b>	255,860
Social security costs	<b>19,047</b>	18,059
Contribution to defined contribution pension schemes	<b>10,378</b>	8,612
	<b>266,513</b>	282,531

The average number of persons employed by the Charity during the year was as follows:

<b>2019</b>	2018
<b>No.</b>	No.
<b>12</b>	12

No employee received remuneration amounting to more than £60,000 in either year.

The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the Charity was £106,638 (2018 - £110,003).

**9. Trustees' remuneration and expenses**

During the year, one Trustee, Tom Griffiths, who resigned as Trustee on 23 July 2019 but remained as Head Pastor for the remainder of the year, received remuneration and other benefits of £59,234 (2018 – 1 Trustee received remuneration of £59,556).

During the year ended 31 December 2019, no Trustee expenses have been incurred (2018 - £Nil).

**Notes to the financial statements  
for the year ended 31 December 2019**

**10. Tangible fixed assets**

	Freehold property £	Long-term leasehold property £	Fixtures and fittings £	Other fixed assets £	Total £
<b>Cost or valuation</b>					
At 1 January 2019	545,293	71,227	159,294	18,287	794,101
Additions	-	-	-	18,855	18,855
At 31 December 2019	545,293	71,227	159,294	37,142	812,956
<b>Depreciation</b>					
At 1 January 2019	152,642	2,849	145,359	5,487	306,337
Charge for the year	10,906	2,849	8,431	3,714	25,900
At 31 December 2019	163,548	5,698	153,790	9,201	332,237
<b>Net book value</b>					
At 31 December 2019	381,745	65,529	5,504	27,941	480,719
At 31 December 2018	392,651	68,378	13,935	12,800	487,764

**11. Debtors**

	2019 £	2018 £
<b>Due after more than one year</b>		
Other debtors	30,000	30,000
	30,000	30,000
<b>Due within one year</b>		
Prepayments and accrued income	17,996	18,595
	47,996	48,595

**Notes to the financial statements  
for the year ended 31 December 2019**

**12. Creditors: Amounts falling due within one year**

	2019 £	2018 £
Other taxation and social security	4,248	7,355
Other creditors	477	-
Accruals and deferred income	10,489	8,377
	<u>15,214</u>	<u>15,732</u>

**Deferred income**

	2019 £	2018 £
Deferred income at 1 January 2019	620	999
Resources deferred during the year	3,084	620
Amounts released from previous years	(620)	(999)
<b>Deferred income at 31 December 2019</b>	<u>3,084</u>	<u>620</u>

**13. Financial instruments**

	2019 £	2018 £
<b>Financial assets</b>		
Financial assets measured at amortised cost	<u>102,191</u>	<u>231,407</u>
	2019 £	2018 £
<b>Financial liabilities</b>		
Financial assets measured at amortised cost	<u>(7,882)</u>	<u>(7,757)</u>

Financial assets measured at amortised cost comprise accrued income and cash at bank.

Financial liabilities measured at amortised cost comprise accruals.

**Notes to the financial statements  
for the year ended 31 December 2019**

**14. Statement of funds**

**Statement of funds - current year**

	Balance at 1 January 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2019 £
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Fixed Assets Fund	26,735	-	(12,145)	18,855	33,445
The Maltings Property Fund	14,016	16,087	(30,103)	-	-
The Maltings Fixed Asset Fund	68,378	-	(2,849)	-	65,529
	<u>109,129</u>	<u>16,087</u>	<u>(45,097)</u>	<u>18,855</u>	<u>98,974</u>
<b>General funds</b>					
General Funds	140,863	431,201	(473,368)	(22,062)	76,634
	<u>140,863</u>	<u>431,201</u>	<u>(473,368)</u>	<u>(22,062)</u>	<u>76,634</u>
<b>Total Unrestricted funds</b>	<u>249,992</u>	<u>447,288</u>	<u>(518,465)</u>	<u>(3,207)</u>	<u>175,608</u>
<b>Restricted funds</b>					
Endowed Property Fund	392,651	-	(10,906)	-	381,745
Sanctuary Fund	30,405	-	(30,405)	-	-
With Love Fund	1,695	1,965	(1,901)	-	1,759
Mission India Fund	3,661	6,170	(12,598)	2,767	-
Word On The Street Fund	25,548	1,000	(17,475)	-	9,073
Community Fun Day	-	3,000	(3,440)	440	-
	<u>453,960</u>	<u>12,135</u>	<u>(76,725)</u>	<u>3,207</u>	<u>392,577</u>
<b>Total of funds</b>	<u>703,952</u>	<u>459,423</u>	<u>(595,190)</u>	<u>-</u>	<u>568,185</u>

**Notes to the financial statements  
for the year ended 31 December 2019**

**14. Statement of funds (continued)**

**Statement of funds - prior year**

	Balance at 1 January 2018 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2018 £
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Fixed Assets Fund	30,910	-	(12,670)	8,495	26,735
The Maltings Property Fund	152,603	25,709	(164,296)	-	14,016
The Maltings Fixed Asset Fund	-	-	(2,849)	71,227	68,378
	<b>183,513</b>	<b>25,709</b>	<b>(179,815)</b>	79,722	109,129
<b>General funds</b>					
General Funds	181,378	464,859	(425,652)	(79,722)	140,863
<b>Total Unrestricted funds</b>	<b>364,891</b>	<b>490,568</b>	<b>(605,467)</b>	-	249,992
<b>Restricted funds</b>					
Endowed Property Fund	403,557	-	(10,906)	-	392,651
Sanctuary Fund	23,766	21,885	(15,246)	-	30,405
With Love Fund	1,595	2,205	(2,105)	-	1,695
Mission India Fund	14,057	8,285	(18,681)	-	3,661
Word On The Street Fund	-	38,213	(12,665)	-	25,548
	<b>442,975</b>	<b>70,588</b>	<b>(59,603)</b>	-	453,960
<b>Total of funds</b>	<b>807,866</b>	<b>561,156</b>	<b>(665,070)</b>	-	<b>703,952</b>



**Notes to the financial statements  
for the year ended 31 December 2019**

Designated Funds

Fixed Assets Fund - This fund represents the net book value of the Charity's non-property fixed assets.

The Maltings Property Fund - These are funds which have been earmarked for the development works at the Maltings premises.

The Maltings Fixed Assets Fund - This fund represents the net book value of the Charity's leasehold improvements in respect of the leased property at The Maltings.

Restricted Funds

Endowed Property Fund - These funds represent the net book value of the Charity's main premises at 9 - 11 Lower Higham Road, which is held as a permanent endowment. Depreciation is charged to this fund in accordance with the method identified within note 2.6 to the financial statements.

Sanctuary Fund - As discussed within the Trustees Report, the Sanctuary fund has now been set up as its own independent organisation. Therefore in this year's financial statements the balance of this fund has been transferred out of City Praise Centre CIO and shall no longer appear going forward.

With Love Fund - These are funds which have been collected in order to assist the poor and disadvantaged in our community.

Mission India Fund - This fund was established to provide financial and missionary support to Christian Ministries in India, especially Carmel Ministries in Eluru, India.

Word on The Street - These are monies given to the Charity upon the Word on The Street charity ceasing to operate in its own right. These funds are to be used to pay the salary and other costs attributable to the Word on The Street activities.

Community Fun Day - A grant of £3,000 was given to the Charity by Gravesham Borough Council (Older Persons Fund) in respect of providing a Fun Day for the local community.

**15. Summary of funds**

**Summary of funds - current year**

	Balance at 1 January 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2019 £
Designated funds	109,129	16,087	(45,097)	18,855	98,974
General funds	140,863	431,201	(473,368)	(22,062)	76,634
Restricted funds	453,960	12,135	(76,725)	3,207	392,577
	<u>703,952</u>	<u>459,423</u>	<u>(595,190)</u>	<u>-</u>	<u>568,185</u>

**Notes to the financial statements  
for the year ended 31 December 2019**

**15. Summary of funds (continued)**

**Summary of funds - prior year**

	Balance at 1 January 2018 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2018 £
Designated funds	183,513	25,709	(179,815)	79,722	109,129
General funds	181,378	464,859	(425,652)	(79,722)	140,863
Restricted funds	442,975	70,588	(59,603)	-	453,960
	<u>807,866</u>	<u>561,156</u>	<u>(665,070)</u>	<u>-</u>	<u>703,952</u>

**16. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	Restricted funds 2019 £	Unrestricted funds 2019 £	Total funds 2019 £
Tangible fixed assets	381,745	98,974	480,719
Debtors due after more than one year	-	30,000	30,000
Current assets	11,309	61,371	72,680
Creditors due within one year	(477)	(14,737)	(15,214)
<b>Total</b>	<u>392,577</u>	<u>175,608</u>	<u>568,185</u>

**Analysis of net assets between funds - prior year**

	Restricted funds 2018 £	Unrestricted funds 2018 £	Total funds 2018 £
Tangible fixed assets	392,651	95,113	487,764
Debtors due after more than one year	-	30,000	30,000
Current assets	57,638	144,282	201,920
Creditors due within one year	3,671	(19,403)	(15,732)
<b>Total</b>	<u>453,960</u>	<u>249,992</u>	<u>703,952</u>

**Notes to the financial statements  
for the year ended 31 December 2019**

**17. Reconciliation of net movement in funds to net cash flow from operating activities**

	2019 £	2018 £
Net income for the year (as per Statement of Financial Activities)	<b>(135,767)</b>	(103,914)
<b>Adjustments for:</b>		
Depreciation charges	<b>25,900</b>	26,425
Decrease/(increase) in debtors	<b>599</b>	(26,278)
Decrease in creditors	<b>(518)</b>	(6,800)
<b>Net cash used in operating activities</b>	<b>(109,786)</b>	(110,567)

**18. Analysis of cash and cash equivalents**

	2019 £	2018 £
Cash in hand	<b>54,684</b>	183,325
<b>Total cash and cash equivalents</b>	<b>54,684</b>	183,325

**19. Analysis of Net Debt**

	At 1 January 2019 £	Cash flows £	At 31 December 2019 £
Cash at bank and in hand	<b>183,325</b>	<b>(128,641)</b>	<b>54,684</b>
	<b>183,325</b>	<b>(128,641)</b>	<b>54,684</b>

**Notes to the financial statements  
for the year ended 31 December 2019**

**20. Pension commitments**

The Charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to £10,378 (2018 - £8,612). There were no amounts outstanding at the Balance sheet date (2018 - £Nil).

**21. Operating lease commitments**

At 31 December 2019 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2019 £	2018 £
Not later than 1 year	98,000	98,000
Later than 1 year and not later than 5 years	392,000	392,000
Later than 5 years	1,772,167	1,870,167
	<u>2,262,167</u>	<u>2,360,167</u>

**22. Related party transactions**

As reported in Note 9 to the financial statements, Tom Griffiths (Trustee) received remuneration and benefit for his services as Senior Pastor. Such remuneration and benefits are expressly permitted by the Charities Commission. Tom Griffiths resigned as Trustee of the Charity on 23 July 2019 but remained as Senior Pastor and Key Management Personnel for the remainder of the financial year. The remuneration and benefits paid to him during the period to 23 July 2019 amounted to £37,157 and as Senior Pastor for the year amounted to £59,234 (2018 - £59,556). He is excluded from all Trustee discussion and decisions relating to his terms and conditions. Additionally, the Charity incurs expenditure on the Church Manse, which is necessary expense due to the nature of his work and hospitality undertaken there. This expenditure totals £15,160 (2018 - £16,040) for the year. There were no amounts outstanding at the Balance sheet date.

Samuel Griffiths, son of Tom Griffiths, Trustee, was employed by the Charity during the year. As disclosed above, Tom Griffiths resigned as a Trustee on 23 July 2019. The remuneration and benefits paid to Samuel Griffiths during the period to 23 July 2019 amounted to £1,600 (2018 - £Nil). There were no amounts outstanding at the Balance sheet date.

During the financial year the Trustees made cumulative donations to the Charity amounting to £6,045 (2018 £8,140).

**23. Post balance sheet events**

At the time of signing the accounts the Trustees are aware of the potential economic and social effects of the Covid-19 virus outbreak. The full impact of the pandemic on the UK economy is yet to be seen, but the Charity will continue to seek to mitigate this risk by following the UK Government's guidelines and adapting/developing its own internal strategy.