

**THE CHURCH HOUSE, NANTWICH**  
C/o St Mary's Parish Office, Church Walk, Nantwich CW5 5RG

**Trustees' Report**

for the year ended 31st December 2019

Registered Charity No. 1177087

The governing documents of the charity, to which the trustees have adhered, are a Trust Deed dated 19<sup>th</sup> December 1900 as amended by a Supplemental Deed dated 19<sup>th</sup> October 2017. As the charity is a Charitable Incorporated Organisation (CIO) there is also a Constitution which is dated 19<sup>th</sup> October 2017.

The following Trustees served during the year, all of whom were appointed by the existing trustees:

Mr Stephen Welch  
Mr Paul Everson  
Mrs Jill Oakes  
Rev. Dr. Mark Hart  
Mrs Andrea Howell-Jones  
Mrs Sarah Phipps  
Mr Rob Woods  
Mr Nigel Winzer  
Mr Iain Hall  
Mrs Vicky Latham  
Mr Bryan Coghlan

**Officers:**

<b>Chairman</b>	Rev. Dr. Mark Hart
<b>Secretary</b>	Mrs Jill Oakes
<b>Treasurer</b>	Mr Bryan Coghlan

The Object of the Charity is the care of the building known both as Church House, Nantwich and the Parish Hall. The Trustees manage the building and associated assets for the benefit of St Mary's Church Nantwich and the wider community.

**Review of the year**

**Activities**

The Trust's activity continued as usual and included letting the Hall for the following Nantwich and District community use:- three Bridge Clubs, three different Painting Classes, a Pilates Class, two Tai Chi Classes, a Gardening Club, a Needlework Club, two Yoga Classes, a Choir Rehearsal, two Zumba Classes, Ballroom Dancing, a Dancing School, the WI, Brownies, Guides, Rainbows, and weekly community Coffee Mornings. The Hall was also used by a wide variety of local organisations and families on a one-off basis.

St Mary's Church used the Hall for the following:- Mums and Tots (pre-school children), Weekly Soup Lunches, Mothers Union, Sing @ St Mary's (after-School KS1 rehearsal), Open House (bereavement support), Sunday Children's Clubs, Encounter (Café style service), after Sunday Services coffee and PCC Meetings. A separate room is on a long term let to the Church for use as a Parish Office.

### **Finance**

Income fell by 7% to £31,585 due entirely to fewer Hall lettings. However, expenditure fell 18% to £19,095 mainly due to lower Maintenance and Repairs. This resulted in a Surplus of £12,490 which was 16% / £1,745 higher than the previous year.

To improve the facilities for the Church and local community, the Trustees are planning the redevelopment of the upper floor of the building to include new toilet and kitchen facilities. Funds are being put aside for this purpose as finances permit and currently amount to £20,797.

### **Reserves**

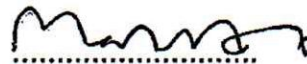
The trustees endeavour to retain a minimum balance of £15,000 as a reserve against contingencies and emergencies. This balance at the end of 2019 was £24,326 in the General Reserve.

This report has been approved by the Trustees at a meeting that due to Covid-19 was held by email on 2<sup>nd</sup> September 2020

and signed on their behalf by



.....  
Mrs Jill Oakes.....  
Secretary



.....  
Rev Dr Mark Hart,  
Chairman

**The Church House, Nantwich.**

**FINANCIAL STATEMENTS**

**of the**

**Trustees of the Church House**

**for the year ended 31st December 2019**

*For the period to 9<sup>th</sup> February 2018 the Charity was excepted.*

*From 9<sup>th</sup> February 2018 the Charity was registered with the  
Charity Commission, with the number 1177087*

# **The Church House, Nantwich.**

**Financial Statements of the Trustees  
For the year ended 31<sup>st</sup> December 2019.**

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## **Independent examiner's report to the trustees of The Church House, Nantwich**

I report on the accounts of the Trust for the year ended 31<sup>st</sup> December 2019, which are set out on pages 03 to 07.

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

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

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Colin Laughlin.....

Date...27/7/2020...

4, Brassey Way, Willaston, Nantwich, Cheshire. CW5 6RW

## Financial Statements of the Trustees for the year ended 31st December 2019.

### General Account

Income		2019 £:p	2018 £
Lettings			
Church Office		6,970.00	6,970
Other users		21,700.50	24,264
Total Lettings		<u>28,670.50</u>	<u>31,234</u>
St Mary's PCC contribution in lieu of rent		2,765.00	2,765
Interest		89.52	33
<b>Total Income</b>		<b><u>31,525.02</u></b>	<b><u>34,032</u></b>
<b>Expenditure</b>			
Insurance		1,725.84	1,687
Professional Fees		1,402.00	540
Alterations, Maintenance and Repairs	2	1,347.39	5,975
Fixtures, Fittings and Equipment	3	-	990
Utilities	4	3,311.93	2,980
Staff Costs	5	10,098.90	9,935
Stationery/ Postage/Photocopy		36.24	41
Interest on Loan from Nantwich Town Council		443.02	568
Sundries		729.54	630
<b>Total Expenditure</b>		<b><u>19,094.86</u></b>	<b><u>23,347</u></b>
<b>General Account Surplus / (Deficit) for the year</b>		<b>12,430.16</b>	<b>10,685</b>



## Financial Statements of the Trustees for the year ended 31st December 2019.

Balance Sheet	Notes	2019 £:p	2018 £
<b>Fixed Assets</b>	<b>6</b>	88,147.92	88,148
<b>Current Assets</b>			
Debtors	<b>7</b>	3,836.00	3,811
Bank and Building Society Accounts	<b>8</b>	46,486.04	40,815
Cash in Hand		94.59	262
<b>Total Current Assets</b>		<u>50,416.63</u>	<u>44,889</u>
<b>Current Liabilities</b>			
Loan repayable to Nantwich Town Council	<b>9</b>	8,647.82	11,874
Creditors	<b>10</b>	5,292.81	5,766
<b>Total assets less Liabilities</b>		<u><b>124,623.92</b></u>	<u><b>115,396</b></u>

### represented by:

General Reserves	<b>11</b>	24,326.28	15,123
Property Reserve	<b>12</b>	79,500.14	76,274
Development Reserve	<b>13</b>	20,797.50	24,000
<b>Reserves carried forward</b>		<u><b>124,623.92</b></u>	<u><b>115,396</b></u>

Approved by the Trustees at an Annual General Meeting held on 23rd April 2020

Signed 

Rev Mark Hart  
Chairman of Trustees

Signed 

Bryan Coghlan  
Treasurer

**Notes to the Financial Statements  
for the year ended 31st December 2019.**

**1.Accounting Policies**

1a. The financial statements have been prepared in accordance with the Charities Act 2011 and Church Accounting Regulations 2006 together with applicable accounting standards and Charities Statement of Recommended Practice (SORP 2005). In previous years the Trustees accounts have been prepared on an Accruals basis. These Accounts are prepared on the same basis. This means the cost of goods and services is accounted for in the year they were supplied even if payment was not made until the next year.

1b. We are required to produce a balance sheet which includes the value of fixed assets; any assets that are considered to have a limited useful life will be depreciated. It is not considered necessary to depreciate any fixed assets this year. The purchase of all assets has, in the past been effectively written off in the year of purchase.

<b>2. Alterations, Maintenance and Repairs.</b>	<b>2019</b>	<b>2018</b>
	<b>£:p</b>	<b>£</b>
Building Works	624.00	780
Electrical	214.66	79
Decorating	71.00	3,518
Fire Extinguisher Service	207.30	116
Lift Maintenance	(394.00)	778
Plumbing	378.87	433
Sundry Repairs	245.56	272
<b>Total</b>	<b>1,347.39</b>	<b>5,975</b>

**3.Fixtures, Fittings and Equipment.**

Furniture and Fittings	-	490
Equipment	-	500
<b>Total</b>	<b>-</b>	<b>990</b>

**4. Utilities**

Electricity	1,785.00	1,853
Gas	1,884.71	1,742
Water	707.22	450
Less Charge to PCC for Utility usage	(1,065.00)	(1,065)
<b>Total</b>	<b>3,311.93</b>	<b>2,980</b>

**5. Staff and Cleaning Costs**

Manager	2,105.40	2,070
Office cost recharge from PCC	3,000.00	3,000
Cleaning Services	4,737.00	4,657
Casual (Window Cleaner)	256.50	208
<b>Total</b>	<b>10,098.90</b>	<b>9,935</b>



Financial Statements of the Trustees  
for the year ended 31st December 2019.

	2019 £:p	2018 £
<b>6. Fixed Assets</b>	88,147.92	88,148

The principal fixed asset is Church House itself. Since the foundation of the Trust in 1900 it has not been valued in the Financial Statements. A conservative replacement value for insurance purposes was estimated to be £500,000 before the recent additions. The Trustees decided the recent addition of a Lift and associated enclosure be valued at cost in the Balance Sheet. No other assets owned by the Trust are valued having been effectively written off in their year of purchase.

**7. Debtors**

St Mary's PCC	2,736.00	2,736
Soup Lunch usage	1,100.00	1,075
	<u>3,836.00</u>	<u>3,811</u>

**8. Bank and Building Society Accounts**

Nat West Current Account	50.00	50
Nat West Business Reserve Account	46,436.04	40,765
<b>Total</b>	<u>46,486.04</u>	<u>40,815</u>

**9. Loan from Nantwich Town Council.**

In 2012 the Trustees agreed to accept a loan of £30,000 from Nantwich Town Council to help fund the purchase of a lift and associated enclosure. The loan is repayable over 10 years, capital and interest at 4% being paid every six months.

Opening balance owed to NTC	11,874.20	14,975
Principal repayment during the year	(3,226.38)	(3,101)
Balance owing as at 31st December	<u>8,647.82</u>	<u>11,874</u>

**10. Creditors**

St Mary's PCC - Office	3,000.00	3,000
Staff Pay	-	58
Lift Maintenance	-	850
Plumbing	100.00	-
Repairs	100.80	-
Gas	1,884.71	1,742
Fire Extinguisher Service	207.30	116
	<u>5,292.81</u>	<u>5,766</u>

**Notes to the Financial Statements  
for the year ended 31st December 2019.**

<b>11. General Account.</b>	<b>2019 £:p</b>	<b>2018 £</b>
Brought forward as at 1st January	15,122.50	15,039
Surplus/(deficit for the year (see page 3)	12,430.16	10,685
Annual repayment of Loan Principal to NTC	(3,226.38)	(3,101)
Transfer to Development Reserve	-	(7,500)
Carried forward as at 31st December	<u><b>24,326.28</b></u>	<u><b>15,123</b></u>

The trustees will hold a balance of £15,000 in the General Account as a precaution against an emergency

<b>12. Property Reserve</b>	<b>2019 £:p</b>	<b>2018 £</b>
Brought forward as at 1st January	76,273.76	73,173
Repayment of Principal in year	3,226.38	3,101
Carried forward as at 31st December	<u><b>79,500.14</b></u>	<u><b>76,274</b></u>

After full repayment of the loan from NTC this reserve will equal the fixed asset value shown at note 6

<b>13. Development Reserve</b>	<b>2019 £:p</b>	<b>2018 £</b>
Brought forward as at 1st January	24,000.00	16,500
Exploratory Expenditure on Development	(3,202.50)	-
Transferred from General Account	-	7,500
Carried forward as at 31st December	<u><b>20,797.50</b></u>	<u><b>24,000</b></u>

The trustees are planning the redevelopment of the upper floor of the building to include new toilet and kitchen facilities. Funds are being put aside for this purpose as finances permit.

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