

Registered number: CE012403  
Charity number: 1176479

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**THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH**  
(A Charitable Incorporated Organization)

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**UNAUDITED**  
**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 MARCH 2020**

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# **THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH**

**(A Charitable Incorporated Organization)**

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# THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH

(A Charitable Incorporated Organization)

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## REFERENCE AND ADMINISTRATIVE DETAILS OF THE CIO, ITS TRUSTEES AND ADVISERS FOR THE PERIOD ENDED 31 MARCH 2020

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<b>Trustees</b>	Paul Boddy (Chair) Michael Cant Basil Choudhry Peter Nash
<b>Company registered number</b>	CE012803
<b>Charity registered number</b>	1176479
<b>Registered office</b>	145 Angel Road Norwich NR3 3HX
<b>Main trading address</b>	Potters House Church 109-113 Dereham Road Norwich NR2 4HS
<b>Solicitors</b>	Clapham & Collinge LLP St Catherine's House All Saints Green Norwich NR1 3GA

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# THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH

(A Charitable Incorporated Organization)

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## TRUSTEES' REPORT FOR THE PERIOD ENDED 31 MARCH 2020

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The Trustees present their report along with the financial statements of the charity for the period 1 April 2019 to 31 March 2020. The financial statements have been prepared in accordance with the accounting policies set out on pages 4 to 12 and comply with the Charity's Constitution and applicable law.

### Structure, Governance and Management

The Church registered as a Charitable Incorporated Organisation on 2 January 2018 and its objects are to promote the Christian faith. For the furtherance of this aim regular activities are carried out and invitations given out to the public.

This CIO was created to replace The Potters House Christian Centre Norwich, an unincorporated charitable trust with charity number 1054961 registered in 1996 (the "old charity"). In the previous year's Financial Statements (which covered the period 2 January 2018 to 31 March 2019) the old charity and CIO operated concurrently as assets and operations were gradually transitioned. These financial statements and annual report cover the first reporting period in which the CIO has been the only operational charity, and during this period the old charity was closed and de-registered with the Charity Commission.

Appointment of the trustees is governed by the Constitution of the Charity. The current board of trustees constitutes four members. Details of the trustees who have served during the period are given on page 1. The Church's pastor is ex officio the chair of trustees. He is also responsible for the day to day operation of the charity and manages the staff of the charity on behalf of the board. Finance is raised from the congregation's contributions and Gift Aid.

The board of trustees is authorised to appoint new trustees to fill vacancies through resignation or death of an existing trustee until the following AGM, whereupon congregational members will be invited to confirm the new trustee by vote. Other than the Church's pastor, trustees are appointed to two-year terms, and may serve for a maximum of six consecutive years. The trustees retain the collective responsibility for major financial decisions and investments and board meetings are held monthly.

### Objectives and Activities

The trustees have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. As a result of our faith, we willingly and consistently reach out to welcome visitors to our church. We enable ordinary people to live out their faith as part of our fellowship through worship and prayer, learning about the Gospel and developing their knowledge and trust in Jesus and the challenge to live for God and be obedient to His will for their lives.

As a Christian organisation, our aim is to promote the Gospel of Jesus Christ firstly in our local community and the surrounding areas, by church planting and supporting missionary work. We aim to make a positive contribution in our local community by inviting the general public to concert scenes, drama productions, church services, prayer for the sick and youth/children's work.

All these activities are in conjunction with our regular church services. All organised activities and events are of a non-profit basis and are funded by the Church through offerings and donations. Concerts and drama productions are free of charge and are paid for by the congregation's contributions.

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# THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH

(A Charitable Incorporated Organization)

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## TRUSTEES' REPORT (CONTINUED) FOR THE PERIOD ENDED 31 MARCH 2020

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Regular church services are held at The Potters House, 109-113 Dereham Road, Norwich on Wednesday nights and Sunday mornings and evenings.

Sunday school classes are held on Sunday mornings, and Children's Church services on Sunday evenings aim to reach out to local families, catering for ages 4-12. We have a nursery available from birth to 3 which enables parents to take part in every service knowing that their small children are well cared for. A number of young adults and teenagers within the congregation have active roles in all these ministries. DBS checks have been carried out on those working with children, and we maintain a safeguarding policy.

The Church actively seeks to support marriages and has invested in both literature and finances to this purpose, as well as through organising 3-day marriage seminars. These have been very popular and are well attended. The seminars have also been attended by couples who do not attend our church regularly.

### Achievements and Performance

We host the annual UK Potter's House Children's Workers Conference which focuses on training and developing the ministry of the volunteers who work with children and young people in Sunday School/Children's Church/youth work. As well as attendees from the UK fellowship, we have had attendees from overseas churches. This conference is free of charge and is paid for from members' contributions, who also make their homes available for accommodation.

This year we "planted" two new daughter churches in Middlesbrough and Doncaster. We currently have 'daughter' churches in Bury St Edmunds, Doncaster, Erdington, Glasgow, Leicester, Middlesbrough, Newcastle, Portsmouth and Southampton. The pastoral couples in these churches were trained within our church. We also have 'granddaughter' churches in Ipswich, Peterborough, Rugby, Solihull and Walsall. We have two pastoral couples acting as missionaries in Stockholm, Sweden and Nanning, China. These churches are supported financially and spiritually by the Norwich congregation. These churches are invited each July to attend an annual Harvesters Homecoming, this three day event was successful and well attended this year.

This year we have continued to develop our ministry at our ONE80 building on the Larkman Estate in Norwich. We further expanded our activities at the site to include weekly musical events, toddler stay & playgroups and were able to complete the building out of the music studio. This has expanded the church's activities and enabled us to become more community focused. These events have engaged the local community seeing many visitors come out and being introduced to the Church for the first time.

### Plans for 2020/21

The trustees will continue to invest funds in planting churches and regular revivals and outreaches. Plans for 2020/21 include further expression in both national and world evangelism.

We envision continued church planting locally, regionally and internationally including continued missionary support in line with our objective.

We plan to continue to grow the ONE80 as a community hub especially to work with, and engage young adults in the local area. As part of this aim we will continue to invest in refurbishment and repairs to the building.

Our current 10 year lease on our Dereham Road has now ended. Whilst the building has been a good home to the church for the last 16 years. Whilst we are able to sign a new lease, it is the trustees' intention to secure an alternative long-term home in the next financial year. Our desire is to secure a building that is better suited to the needs of a modern and growing congregation.

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# THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH

(A Charitable Incorporated Organization)

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## TRUSTEES' REPORT (CONTINUED) FOR THE PERIOD ENDED 31 MARCH 2020

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### Financial Review

The trustees consider that the stability of the church and the finances received have been satisfactory.

The Church continues to benefit from the generosity and support of its members through their giving. The trustees are happy with the level of income and the commitment of its members through their regular donations, which is boosted by the Gift Aid scheme.

### Investment Powers

The Constitution authorises the trustees to make and hold investments using general funds of the charity. No such investments are presently held.

### Reserves Policy

The Charity's policy is to maintain sufficient unrestricted funds to cover the next month's expenditure. This requirement has been met throughout this financial year.

### Pastor's Report

The financial year 2019 to 2020 has been another successful year of ministry for the Church and the congregations that are affiliated with us.

From the year's Marriage Seminar with Pastor Alan Taylor, Harvesters Homecoming featuring Pastor Richard Rubi, and our revival meetings with evangelists from the UK and Australia. These events, along with our annual conference in Waltham Forrest, London have effectively added to the previous year's momentum that we have experienced, both spiritual and material.

Even though the last week of this financial year will be remembered for Coronavirus and the UK government policies that have hindered the ongoing expression of the Church, we will look back and see that the ministry was sustained because of the platform that was previously created by people's steadfastness and liberality in the run up to this world wide event.

We look forward to the future and another great year, believing that it won't be affected to greatly by the current situation.

Approved by order of the members of the Board of Trustees and signed on its behalf by:

  
.....

**Pastor Paul Boddy, Chair of Trustees**

**Date: 14th June 2020**

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## THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH

(A Charitable Incorporated Organization)

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### STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE PERIOD ENDED 31 MARCH 2020

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The Trustees (who are also the directors of the CIO for the purposes of company law) 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).

Company law requires the Trustees to prepare financial statements for each financial period. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the CIO and of its incoming resources 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 judgments 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 CIO will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the CIO's transactions and disclose with reasonable accuracy at any time the financial position of the CIO and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the CIO and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the Board of Trustees and signed on its behalf by:

  
.....

**Pastor Paul Boddy, Chair of Trustees**

**Date: 14<sup>th</sup> June 2020**

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# THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH

(A Charitable Incorporated Organization)

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## INDEPENDENT EXAMINER'S REPORT FOR THE PERIOD ENDED 31 MARCH 2020

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### Independent Examiner's Report to the trustees of The Potters House Christian Fellowship UK Norwich Church ('the CIO')

I report to the charity trustees on my examination of the accounts of the CIO for the period ended 31 March 2020.

#### Responsibilities and Basis of Report

As the Trustees of the CIO (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act'). Having satisfied myself that the accounts of the CIO are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the CIO's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent Examiner's Statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the CIO as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

This report is made solely to the CIO's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the CIO's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the CIO and the CIO's trustees as a body, for my work or for this report.

Signed *R Saeed*

Date: 8 June 2020

Mr.R Saeed BSc MA ACCA



**THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH**  
(A Charitable Incorporated Organisation)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE PERIOD ENDED 31 MARCH 2020**

		<b>Restricted Funds Period 31 March 2020 £</b>	<b>Unrestricted Funds Period 31 March 2020 £</b>	<b>Total Funds Period 31 March 2020 £</b>	<b>Total Funds Period 31 March 2019 £</b>
<b>Income from</b>					
Donation and legacies	3	99,536	223,431	322,967	309,480
Investments		-	33	33	3
<b>Total income</b>		<b>99,536</b>	<b>223,464</b>	<b>323,000</b>	<b>309,484</b>
<b>Expenditure on:</b>					
Charitable activities		133,107	188,521	321,628	254,941
<b>Total expenditure</b>		<b>133,107</b>	<b>188,521</b>	<b>321,628</b>	<b>254,941</b>
<b>Net (expenditure)/income</b>		<b>(33,571)</b>	<b>34,943</b>	<b>1,372</b>	<b>54,543</b>
Transfer between funds	12	36,106	(36,106)	-	-
<b>Net movement in funds</b>		<b>2,534</b>	<b>(1,163)</b>	<b>1,372</b>	<b>54,543</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		3,024	51,519	54,543	-
<b>Total funds carried forward</b>		<b>5,558</b>	<b>50,356</b>	<b>55,915</b>	<b>54,543</b>

The Statement of Financial Activities includes all gains and losses recognised in the period.

The notes on pages 10 to 19 form part of these financial statements

**THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH**  
**(A Charitable Incorporated Organisation)**  
**REGISTERED NUMBER: CE012803**

**BALANCE SHEET**  
**AS AT 31 MARCH 2020**

	Note	2020 £	2019 £ £
<b>Fixed assets</b>			
Tangible assets	8	147,769	148,676
		<u>147,769</u>	<u>148,676</u>
<b>Current assets</b>			
Debtors	9	-	4,079
Cash at bank and in hand		25,732	17,027
		<u>25,732</u>	<u>21,106</u>
Creditors: amounts falling due within one year	10	(13,450)	(9,752)
		<u>12,282</u>	<u>11,354</u>
<b>Net current assets</b>			
		<u>160,051</u>	<u>160,030</u>
<b>Total assets less current liabilities</b>			
Creditors: amounts falling due after more than one year	11	(104,136)	(105,487)
		<u>55,915</u>	<u>54,543</u>
<b>Total net assets</b>			
		<u>55,915</u>	<u>54,543</u>
<b>Charity funds</b>			
Restricted funds	12	5,558	3,024
Unrestricted funds	12	50,357	51,519
		<u>55,915</u>	<u>54,543</u>
<b>Total funds</b>			
		<u>55,915</u>	<u>54,543</u>

The CIO was entitled to exemption from audit under section 477 of the Companies Act 2006

The members have not required the company to obtain an audit for the period in question in accordance with section 476 of the Companies Act 2006

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respects to accounting records and preparation of financials statements

The financial statements have been prepared in accordance with the provisions applicable to CIOs.

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**THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH**  
**(A Charitable Incorporated Organisation)**  
**REGISTERED NUMBER: CE012803**

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**BALANCE SHEET (CONTINUED)**  
**AS AT 31 MARCH 2020**

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

.....  
**Pastor Paul Boddy, Chair of Trustees**

Date

The notes on pages 10 to 19 form part of these financial statements.

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**THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH**  
**(A Charitable Incorporated Organisation)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 MARCH 2020**

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**1. General information**

The Potters House Christian Fellowship UK Norwich Church is a Charitable Incorporated Organisation ("CIO") registered with The Charity Commission for England and Wales. The principal activities are those of a pentecostal church.

**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 Companies Act 2006.

The Potters House Christian Fellowship UK Norwich Church 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 Income**

All income is recognised once the CIO 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 before income is received, the income is accrued.

**2.3 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 CIO's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**2.4 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the CIO; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

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**THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 MARCH 2020**

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**2. Accounting policies (continued)**

**2.5 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.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Freehold property	-	2%
Motor vehicles	-	25%
Fixtures and fittings	-	25%

**2.6 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.

**2.7 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 CIO 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.

**2.8 Financial instruments**

The CIO 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.9 Pensions**

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

**THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 MARCH 2020**

**2. Accounting policies (continued)**

**2.10 Fund accounting**

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

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the CIO 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.

**3. Income from donations and legacies**

	Restricted Funds Period 31 March 2020 £	Unrestricted Funds Period 31 March 2020 £	Total Funds Period 31 March 2020 £	Total Funds Period 31 March 2019 £
Donation	99,536	223,431	322,967	301,981
Grants	-	-	-	7,500
	<u>99,536</u>	<u>223,431</u>	<u>322,967</u>	<u>309,481</u>

**4. Analysis of expenditure by activities**

	Activities undertaken directly Period 31 March 2020 £	Support cost Period 31 March 2020 £	Total Funds Period 31 March 2020 £	Total Funds Period 31 March 2019 £
General ministry	<u>292,134</u>	<u>35,401</u>	<u>327,535</u>	<u>254,941</u>

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**THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 MARCH 2020**

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**4. Analysis of expenditure by activities (continued)**

**Analysis of direct costs**

	Period	Total funds Period	Total funds Period
	March 31	March 31	March 31
	2020	2020	2019
	£	£	£
Building running costs	65,285	65,285	46,046
World evangelism	44,828	44,828	42,393
Conference and seminars	24,209	24,209	22,137
Staff costs	27,257	27,257	18,300
Pastoral expenses	18,120	18,120	17,678
Visiting speakers	24,090	24,090	16,120
Fellowship tithe	18,735	18,735	15,430
Harvesters homecoming	10,608	10,608	10,452
Travel and impact teams	12,964	12,964	8,898
Revival	10,921	10,921	8,517
Equipment	6,518	6,518	4,917
Local outreach	8,253	8,253	4,358
New church support	16,407	16,407	2,710
Sunday school and youth group	1,154	1,154	910
Other	2,785	2,785	1,390
	<u>292,134</u>	<u>292,134</u>	<u>220,256</u>

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**THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 MARCH 2020**

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**4 Analysis of expenditure by activities (continued)**

**Analysis of support costs**

	Period March 31 2020 £	Total funds Period March 31 2020 £	Total funds Period March 31 2019 £
Self-employed contractors (cleaners & evangelist)	16,146	16,146	11,271
Depreciation	5,907	5,907	5,806
Governance costs	3,465	3,465	2,925
Telephone and broadband	2,662	2,662	2,101
Hospitality and entertainment	2,666	2,666	1,734
Motor running	1,645	1,645	1,401
Books and periodicals	802	802	843
Equipment	325	325	625
Other	1,783	1,783	7,979
	<u>35,401</u>	<u>35,401</u>	<u>34,685</u>

**5 Independent examiner's remuneration**

	Period 31-Mar 2020 £	Period 31-Mar 2019 £
Fees payable to the CIO's independent examiner for the independent examination of the CIO's annual accounts	<u>350</u>	<u>1,800</u>



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**THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 MARCH 2020**

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**6. Staff costs**

	Period March 31 2020	Period March 31 2019
		£
Wages and salaries	24,162	17,700
Social security costs	820	246
Contribution to defined contribution pension schemes	725	354
	<u>25,706</u>	<u>18,300</u>

The average number of persons employed by the CIO during the period was as follows:

	Period March 31 2020	Period March 31 2019
	No.	No.
General Ministry	<u>2</u>	<u>2</u>

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

Paragraph 9.32 of the Charities SORP (FRS 102) requires all charities to disclose the total of any employee benefits received by trustees and its key management personnel for their services - see note 7 for details of Trustee remuneration and expenses.

**7. Trustees' remuneration and expenses**

During the period, a Trustee has been paid remuneration or has received other benefits from an employment with the CIO in his capacity as Church Pastor. The value of Trustees' remuneration and other benefits was as follows:

		Period March 31 2020	Period March 31 2019
		£	£
Paul Boddy	Remuneration	14,340	10,575
	Pension contributions paid	430	212
	Other benefits	-	143.00

During the period ended 31 March 2019, expenses totalling £18,119.72 were reimbursed or paid directly to 1 Trustee.

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 MARCH 2020**

**8. Tangible fixed assets**

	Freehold property £	Motor Vehicle £	Fixtures and fittings £	Total £
<b>Cost or Valuation</b>				
At 1 April 2019	142,668	8,250	3,564	154,482
Additions	5,000	-	-	5,000
At 31 March 2020	<u>147,668</u>	<u>8,250</u>	<u>3,564</u>	<u>159,482</u>
<b>Depreciation</b>				
At 1 April 2019	2,853	2,062	891	5,806
Charge for the period	2,953	2,063	891	5,907
At 31 March 2020	<u>5,806</u>	<u>4,125</u>	<u>1,782</u>	<u>11,713</u>
<b>Net book value</b>				
At 31 March 2020	<u>141,862</u>	<u>4,126</u>	<u>1,782</u>	<u>147,769</u>

**9. Debtors**

	2020 £	2019 £
<b>Due within one year</b>		
Prepayment and accrued income	-	4,079
	<u>          </u>	<u>          </u>
	<u>          </u>	<u>          </u>

**10. Creditors: Amount falling due within one year**

	2020 £	2019 £
Bank Loan	3,280	3,290
Other Creditors	7,160	4,186
Accruals and deferred income	3,010	2,276
	<u>13,450</u>	<u>9,752</u>
	<u>          </u>	<u>          </u>

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**THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH**  
**(A Charitable Incorporated Organisation)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 MARCH 2020**

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**11. Creditors: Amounts falling due after more than one year**

	2020	2019
	£	£
Bank loans	104,136	105,487

The aggregate amount of liabilities payable or repayable wholly or in part more than five years after the reporting date is:

	2020	2019
	£	£
Payable or repayable by instalments	78,351	82,742
	78,351	82,742

The bank loan is secured on the CIO's freehold property.

**THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH**  
(A Charitable Incorporated Organisation)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 MARCH 2020**

**12. Statement of funds**

**Statement of funds - current period**

	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £	Balance at 31 March 2019 £
<b>Unrestricted funds</b>					
General funds	<u>223,464</u>	<u>(188,521)</u>	<u>(36,106)</u>	<u>(1,162)</u>	<u>51,519</u>
<b>Restricted funds</b>					
Love offering	14,358	(24,090)	9,732		-
World evangelism	60,327	(57,793)	-	2,534	656
Conference	5,091	(24,209)	19,118		-
Harvesters	11,508	(10,608)	(900)		-
Pledge - One 80					2,368
Pledge - China	<u>8,251</u>	<u>(16,407)</u>	<u>8,156</u>		
	<u>99,536</u>	<u>(133,107)</u>	<u>36,106</u>	<u>2,534</u>	<u>3,024</u>
Total of funds	<u><u>323,000</u></u>	<u><u>(321,628)</u></u>	<u><u>-</u></u>	<u><u>1,372</u></u>	<u><u>54,543</u></u>

**Love Offering** —Donations given for love offering are given specifically for the visiting speaker. All money given is passed onto the visiting speaker.

**World Evangelism** —Donations to this fund are for the purpose of supporting overseas missionaries. Primarily the churches launched from the Norwich congregation currently in Nanning, China and Stockholm, Sweden, but also to support other International Potters House Churches as the need arises.

The funds are used to cover the missionary church costs, missionary family living costs, and travel and expenses (as the need arises) for church leadership to visit in order to assist with the work with preaching, counselling, offering support and training.

**Conference** —The UK Potters House hold an annual conference which is free to attend; donations given for conference are given specifically to help cover these costs.

**Pledges** —These funds are for fundraising for a specific need, such as towards the launch of a new church. Congregation members make personal pledges to give, usually a regular amount over a specified time period, these donations are then used for that specified purpose.

**Grant-** Grant funding from external organisations.

THE POTTERS HOUSE CHRISTIAN FELLOWSHIP UK NORWICH CHURCH  
(A Charitable Incorporated Organisation)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 MARCH 2020

13. Summary of funds

Summary of funds - current period

	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £	Balance at 31 March 2019 £
General funds	223,464	(188,521)	(36,106)	(1,162)	51,519
Restricted funds	99,536	(133,107)	36,106	2,534	3,024
	<u>323,000</u>	<u>(321,628)</u>	<u>-</u>	<u>1,372</u>	<u>54,543</u>

14. Analysis of net assets between funds.

Analysis of net assets between funds - current period

	Restricted Funds 2020 £	Unrestricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Tangible fixed assets	-	147,769	147,769	148,676
Current assets	-	25,732	25,732	21,106
Creditors due within one year	-	(13,450)	(13,450)	(9,752)
Creditors due in more than one year	-	(104,136)	(104,136)	(105,487)
<b>Total</b>	<u>-</u>	<u>55,915</u>	<u>55,915</u>	<u>54,543</u>

15. Pension Commitments

The CIO operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the CIO in an independently administered fund. The pension cost charge represents contributions payable by the CIO to the fund and amounted to £725

16. Related party transaction

Details of Trustee remuneration and expenses is given in note 7.  
During the period, the wife of Pastor Paul Boddy received a gross salary of £9,822 from the CIO.