

Oakhall Church, Caterham

Charity Regd. 1156069

OAKHALL CHURCH, CATERHAM

Charitable Incorporated Organisation

Known as Oakhall Church

Registered with the Charity Commissioners

No. 1156069

ANNUAL REPORT AND ACCOUNTS

YEAR ENDING 31 MARCH 2020

OAKHALL CHURCH CATERHAM

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Administrative Details of the Charity, its Trustees and Advisers

Name of Charitable Incorporated Organisation

Oakhall Church, Caterham

Registered with the Charity Commissioners No. 1156069

Principal Address

Oakhall Church, 181 Chaldon Road, Caterham, Surrey, CR3 5PL

Trustees

C.R. Andrewartha

D.P. Downs

P.D. Bowker

I. W. Mayo

J.M. Hardy

P. C. F. Thompson (from May 2019)

The Elders (below) are Managing Trustees and assist the Trustees in the day-to-day management of the Charity:

C. R. Andrewartha

P.D. Bowker (retired May 2019)

D.P. Downs (from July 2019)

D. W. Hughes

A. Mayo

I. W. Mayo

J. K. Mills

G. Norman (from July 2019)

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P. Vellacott

P. Wolstenholme (retired Nov. 2019)

Secretary to the Elders and Trustees:

P. Wolstenholme, 47 Pampisford Road, Purley, Surrey, CR8 2NJ

Auditor

Roger Lugg & Co., 12-14 High Street, Caterham, Surrey, CR3 5UA

Solicitors

Lawson Lewis Blakers, 11 Hyde Gardens, Eastbourne, East Sussex BN21 4PP

Lewis and Dick, 443 Kingston Road, Ewell, Surrey, KT19 0DG

Bankers

HSBC PLC, 54 Woodcote Road, Wallington, Surrey, SM6 0NJ

ICICI Bank UK PLC, One Thomas More Square, London, E1W 1YN

Report of the Trustees

The Trustees present their report and financial statements for the year ended 31 March 2020. They confirm that they have complied with their duty given in section 17(5) of the 2011 Charities Act to have due regard to the guidance on public benefit published by the Charity Commission.

Objectives and Activities

Oakhall Church is a thriving church family based in Caterham, Surrey. Our ethos is that of a Gospel-minded church that is Bible-centered with a family-hearted nature. Our strategy is to promote and advance the Christian faith through teaching of the Bible, meeting for public worship of God, and sharing the good news of Jesus.

Achievements and Performance

Our motto for the year 2019 was:

“But you are a chosen people, a royal priesthood, a holy nation, God’s special possession that you may declare the praises of Him who called you out of darkness into his wonderful light” 1 Peter 2:9.

In implementing our strategy, our purposes are expressed and described below under the headings “Reach Out”, “Build Up” and “Send On” .

Reach Out

We want to be a church that seeks to reach out through loving our community and sharing the good news of Jesus.

A number of events have been organised so as to introduce people to the Church. These included a quiz evening and a “Murder Mystery” evening.

A “Real Lives” week entitled “Identity: Who Am I?” was held during February. Successive evenings focused on Millennials, Football, Sexuality and Justice. Each night a guest speaker shared a life story and showed how real people had experienced change through experiencing the real Jesus.

Three “Christianity Explored” courses, were run to enable people to explore the personal implications of being a Christian and to help them grow spiritually.

Within the local community, we hosted a marquee at the Caterham Carnival in June and we continue to support the Caterham Food Bank. The work amongst older people, known as CAMEO (“Come and Meet One Another”), continues to thrive. A Christian meeting is held regularly in a local care home for the elderly.

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Two “Blast Kids” holiday clubs for children of primary school age were held during the Easter (125 children) and summer (178 children) holidays. Supported by teams of up to 40 volunteers, children enjoyed games, crafts, puppets, music, Bible stories, drama and fun. A Family Fun Day for children attracted 180 people.

In October, a Light Party provided a Christian alternative to Halloween for around 150 children and their parents. This too was supported by 70 volunteers.

“Café” events featured the life stories of individuals, and provided opportunities to hear about Jesus Christ in a relaxed setting.

A number of ladies’ outreach events were held including an outreach breakfast in January.

Christmas again provided many opportunities for celebration of the Christian message in a variety of ways: the ladies made Christmas puddings with a short talk on the message of Christmas; there were a number of carol services, culminating in a very popular carols by candlelight.

Build Up

Over the year we have provided many opportunities for people to meet together for Christian worship, Bible teaching, prayer and fellowship. Our intention is to reach out to people of all ages to share the good news of Jesus, seeking to bring them into a personal and saving relationship with Him.

The Bible teaching programme has covered a number of Old Testament books (Jeremiah and Jonah) and others from the New Testament (Luke, Romans and 1Timothy). The Sunday evening service has continued with an informal format, including shorter Bible talks, opportunities for interaction and prayer. It continues to be well-attended.

It has been a joy to hold two services of believer’s baptism during the year.

Small groups meet weekly and provide a valued way for church partners to study the Bible, pray, get to know each better and provide pastoral support. Approximately 13 small groups met in this way during 2019/20.

In addition, a wide range of activities continued to serve all age groups of the Church from pre-school children to those of senior age. A varied programme of regular activities for children and young people has been arranged on Sundays and during the week. The focal point is Friday evening when all our week-time youth activities come together.

Our work amongst the 20s age group was strengthened with the appointment, jointly with the Oaks Christian Trust, of a part-time worker.

A Saturday morning event entitled “Bacon, Butties and Bible” started in June. This provided men with opportunities to get together and read the Bible together.

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A marriage course ran over seven evenings during in September. In the autumn three weeks were dedicated to a variety of seminar streams on topics ranging from medical ethics to the reliability of the Bible. A “Taste Life” course for those with eating disorders was provided.

Many volunteers give their time freely in support of our church activities and we are very grateful for their contribution. We have provided them with training opportunities in areas such as child safeguarding, data protection, special educational needs and evangelism amongst children and young people.

Send On

We want to be a church that sends disciples (followers of Jesus) to serve in new places right across the world.

Oakhall Church continues to provide financial and prayer support for Christian missionary outreach across the world. This includes relief and support aid in countries such as Thailand and to a Bible school in Serbia which equips leaders for Christian ministry in the Balkans. The Harvest Sunday offering was split between our local Food Bank and the work of London City Mission. Our Christmas Day 2019 offering was again sent to help the relief work of Operation Mobilisation in Syria.

A number of our Church partners have been involved in Bible teaching and preaching ministries at other churches, on summer camps for young people, in colleges and universities in prisons and within the Gideon movement. One of our church partners continues to serve in Australasia, supporting medical relief efforts, another was involved in short-term mission work during a gap year programme in Thailand. One of our young people dedicated his “year out” to assisting in work amongst the young people and enhancing our use of social media.

We continue to value our relationship with Caterham Baptist Church, with whom we partner in some of our Sunday services and special activities.

During the year it was gratifying to welcoming new people to the Church and see our attendances grow. A newcomers’ tea was held to welcome these people, to share our vision for the future and to explain how they can serve God in partnering with us.

The Trustees are grateful for all the work of the Elders, Deacons, Team Leaders and Paid Workers and the contribution played by the many volunteers who have given their time freely. We continue to depend upon God and acknowledge His faithfulness through another year.

Response to COVID-19

During the final two weeks of this reporting period, the UK Government began a lock-down programme. All churches were required to close their buildings and cease public worship. Oakhall Church responded by arranging a mixture of recorded and live on-line services from

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Sunday 23 March 2020. On-line arrangements were subsequently made for small groups and children's and young people's work. All of these have been well-received, both amongst Church partners and farther afield and will continue until Government guidelines are significantly relaxed. No staff were furloughed nor were any applications made for Government funding.

Plans for future periods

The Elders and Trustees give thanks to God for growth in the numbers of those attending the church. Our vision to double numbers within 10 years through people coming to faith, will necessitate creation of more small groups to develop stronger pastoral care and opportunities for study and application of the Bible in our daily lives. During 2020, the Elders will continue to explore opportunities to resume more normal Church activities within Government guidelines for the Covid-19 pandemic. Plans will be developed for future growth and the implications for our buildings, ministry areas, organizational structures and resource needs. Discussions are proceeding with another local church so that we can support their future growth and gospel witness.

Financial Review (£)

	Income	Net Income /(Expenditure)	Year End Reserves	Free Reserves
General Funds	204,217	396,955	641,799	126,942
Serbia Outreach	147,067	4,934	14,733	
New Building Fund	77,911	77,911	7,365,139	
Mission Outreach and Other	52,531	(70,622)	57,116	

The major part of income has been the £204,217 for the General funds (some 31% higher than last year's £156,116). At a level of £77,911, the new building fund is down from £2,698,456 last year, having reached the target for Phase 1 of the building programme. The Net Income for General funds of £396,955 (versus last year's £15,458) has been boosted by £370,000 from the valuation of the old Francis Road church building being brought into the accounts as an investment property. The net loss of £70,622 for the Mission Outreach fund largely relates to the timing of grants made, bringing the year end reserves down to the more normal level of £57,116. The Free reserves of £126,942 have increased versus last year's £53,975 giving 8.6 months cover of general expenses, which is within the target 3-12 months period.

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The largest grants made were for Serbia outreach £142,133 (last year £131,564). Many of these gifts came from outside the church, designated for this specific use. Gifts were also made to a further 52 Christian organisations and full-time workers.

The Covid-19 pandemic has prevented the church meeting in the physical building leading to the loss of weekly cash gifts to the church. However, cost savings related to the fewer meetings have tended to offset this loss leaving us close to the budget for the 2020-21 year. As a church we have gone on-line with many of our services and meetings so reaching new members of our community and others living further away, including other countries. We thank God for these new opportunities.

Principal funding sources

The principal funding sources are voluntary gifts made to the church. These are supplemented by the rental of the old Francis Road church building which has been leased out to a group for 10 years, using it to train special needs children.

Reserves policy

The normal policy of the Trustees is to use incoming resources promptly to meet the administrative costs of the Charity, to distribute to the poor and needy, and to proclaim the Christian gospel. The reserves policy applies to unrestricted funds but excludes reserves related to the purchase of fixed assets or other long- term commitments.

For restricted or designated funds, reserves may need to be accumulated to finance large one-off capital projects such as the new church building or other church facilities. In this case the reserves will relate directly to the planned project or programme.

The general policy is to ensure funds are available prior to committing to normal ongoing expenses, but not to build up large reserves for them. A range of 3 - 12 months cover of unrestricted expenditure is considered a target free reserve level. Excluding unrestricted receivables, the free reserves were 8.6 month's cover of unrestricted expenditure as at 31 March 2020.

Loans (for less than 10 years) may be utilized to finance capital projects, providing their repayment over the period of the loan may reasonably be expected.

The policy on deposits of surplus funds is to ensure they are safe, comply with charity regulations and our own ethical standards, while providing a competitive interest rate and the availability to meet our needs.

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Grant-making policy

Grants are made to various Christian organisations and individuals who are known by the church to further the objectives of the Charity. The largest grants are made for outreach in Serbia, including the support of a Bible school in that country which is regularly visited to both encourage them and ensure the grants are used appropriately.

Other

There are no pension liabilities arising from obligations to a defined benefit pension scheme.

The Trustees believe there is no uncertainty about the ability of the Charity to continue as a going concern.

Structure, governance and management

Governing document and constitution

Oakhall Church, Caterham was registered with the Charity Commission as a Charitable Incorporated Organisation (CIO) with number 1156069 on 7th March 2014 with its own constitution and received all the property of the Charity of Robert Best in connection with Oakhall Mission (Reg. 252123) on 1st April 2014. These two charities were then merged on 2nd May 2014 to form the current Oakhall Church, Caterham CIO.

Objects of the charity

The Charity operates as Oakhall Church whose main purpose is the advancement of the Christian faith, in accordance with the Statement of Faith, in such parts of the United Kingdom and the world as the charity trustees may from time to time decide.

Governing Bodies

The Charity and its endowment is administered and managed by Trustees.

Recruitment and Training of Trustees

New Trustees are recommended by existing Trustees and ratified by the congregation. The Trustees are all competent persons, with long experience in the day-to-day management of the Charity and how it is intended to function. The Charities Commission web site and its guidance to trustees in operating a charity is utilised to keep current and new trustees up to date. The Treasurer also attends the Stewardship quarterly webinars on financial matters.

Organisational structure

Decisions involving spiritual leadership of the Charity and its day-to-day management are delegated to the Elders of the church (the Managing Trustees). Remuneration levels of paid team members are set by the Trustees with reference to comparable roles elsewhere.

Principal Risks and Uncertainties

The Trustees engage regularly in a process to identify the major risks facing the Charity. The highest risks concern the need to comply with an increasingly complex legal environment and to anticipate and respond to the opportunities and challenges of a growing church. Steps are being taken to either manage these risks or mitigate their likely impact.

Statement of Trustees Responsibilities

Charity law requires the Trustees to maintain proper accounting records and to prepare accounts in compliance with the current Statement of Recommended Practice ("SORP FRS 102") for charities for each financial year. In preparing those accounts the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgments and estimates that are reasonable and prudent
- State whether the policies adopted are in accordance with applicable accounting standards, subject to any material departures disclosed and explained in the accounts, and
- Prepare the accounts on a going concern basis unless it is inappropriate to assume that the Charity will continue in operation.

The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

The Trustees confirm that the accounts are prepared in accordance with applicable accounting standards and follow the methods and principles in the Statement of Recommended Practice: Accounting by Charities FRS 102 and are in accordance with the Charities Act 2011. The income and assets of the trust are such that it requires a full audit.

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Approved by the Trustees and signed on their behalf by:

Paul D. Bowker

Date: 15 January 2021

**INDEPENDENT AUDITOR'S REPORT
TO THE TRUSTEES OF OAKHALL CHURCH**

Opinion

We have audited the financial statements of Oakhall Church, Caterham ('the charity') for the year ended 31 March 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements. The financial reporting framework that has been applied in their preparation is applicable law and UK Accounting Standards, including FRS 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 March 2020 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the 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 audit. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit 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.

Other information

The other information comprises the information included in the Trustee's annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except 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 Act 2011 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 Trustees' Report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

As explained more fully in the Trustees' Statement of Responsibilities on page 11, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they 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.

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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.

A further description of our responsibilities for the audit of the financial statements is located on the FRC's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Chapter 3 of Part 8 of the Charities Act 2011. 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's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Roger Lugg & Co Chartered Accountants

Statutory Auditor

12-14 High Street

Caterham

Surrey

CR3 5UA

Roger Lugg & Co is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

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Statement of Financial Activities For the Year Ended 31st March 2020

SOFA Details 2019/ 2020		UNRESTRICTED FUNDS		RESTRICTED FUNDS					TOTAL FUNDS	
	Notes	2020	2019	2020				2019	2020	2019
<u>Income</u>		Total	Total	Mission Outreach & Other	New Building	Serbian Outreach	Total	Total		
	2									
Donations and Legacies	3	162,473.82	130,432	48,955.29	59,169.73	142,165.65	250,290.67	2,934,265	412,764.49	3,064,697
Rental Income	4	10,776.35	0						10,776.35	0
Income Tax Recovered	3	28,551.75	24,929	3,411.29	18,190.84	4,901.25	26,503.38	52,169	55,055.13	77,097
Interest and Other Income		2,415.55	755	164.24	550.65	–	714.89	1,359	3,130.44	2,114
Total Income		204,217.47	156,116	52,530.82	77,911.22	147,066.90	277,508.94	2,987,793	481,726.41	3,143,908
<u>Expenditure</u>										
<u>Charitable Activities</u>										
Grants	5	500.00	0	123,152.49	–	142,132.84	265,285.33	222,278	265,785.33	222,278
Ministry Support	6	108,039.58	87,342						108,039.58	87,342
Running costs	7	51,676.43	46,448	–		–			51,676.43	46,448
Governance Costs	8	5,701.73	4,660						5,701.73	4,660
General Depreciation	9	11,344.55	2,207						11,344.55	2,207
Total Charitable activities		177,262.29	140,658	123,152.49	0.00	142,132.84	265,285.33	222,278	442,547.62	362,936
Revaluation of Investment Assets	10	370,000.00							370,000.00	
Net Income/(Expenditure)		396,955.18	15,458	(70,621.67)	77,911.22	4,934.06	12,223.61	2,765,515	409,178.79	2,780,973
Transfers	11	15,818.93			(15,818.93)		(15,818.93)		0.00	
Net Movement in Funds		412,774.11	15,458	(70,621.67)	62,092.29	4,934.06	(3,595.32)	2,765,515	409,178.79	2,780,973
<u>Reconciliation of Funds :</u>										
Total funds Brought Forward		229,024.62	213,567	127,737.66	7,303,046.90	9,798.76	7,440,583.32	4,675,068	7,669,607.94	4,888,635
Total funds carried forward	17	641,798.73	229,025	57,115.99	7,365,139.19	14,732.82	7,436,988.00	7,440,583	8,078,786.73	7,669,608

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BALANCE SHEET As at 31st March 2020

	<u>Notes</u>	<u>2020</u> £	<u>2019</u> £
TANGIBLE FIXED ASSETS	12	7,264,077.96	7,233,172
Investment Fixed Assets		370,000.00	0
Long term Debtors	4	6,696.59	0
CURRENT ASSETS			
Current debtors & prepayments	13	158,190.37	184,696
Cash at bank and in hand	14	301,685.50	258,461
Total Current Assets		<u>459,875.87</u>	<u>443,157</u>
Creditors: amounts falling due within one year	15	8,485.37	6,721
Deferred Revenue	15	5,873.01	0
NET CURRENT ASSETS/(LIABILITIES)		<u>445,517.49</u>	<u>436,436</u>
Long term liabilities	16	7,505.31	0
	17	<u><u>£ 8,078,786.73</u></u>	<u><u>£ 7,669,608</u></u>
Restricted Funds			
Building Fund		7,365,139.19	7,303,047
Mission Outreach Funds		57,115.99	127,738
Serbian Outreach Fund		<u>14,732.82</u>	<u>9,799</u>
Total Restricted Funds		7,436,988.00	7,440,583
Unrestricted Funds			
General Church Funds		271,798.73	229,025
Revaluation Reserve		370,000.00	0
Total Charity Funds		<u><u>£ 8,078,786.73</u></u>	<u><u>£ 7,669,608</u></u>

The notes on pages 19 - 25 form part of these accounts.

The financial statements on pages 16-25 were approved and authorised for issue by the trustees and signed on their behalf by Paul Bowker.

Signed :

Date :

15th January 2021

OAKHALL CHURCH, CATERHAM
(Charity registered no. 1156069)

Statement of Cash Flows

For the Year Ended 31st March 2020

	<<	Restricted Funds		>>	Unrestricted	2020 Total All	2019 Total All
	Mission Outreach	New Building	Serbian Outreach	Total	Funds	Funds	Funds
						£	£
Cash flows from Operating Activities	(73,096.08)	63,796.63	7,246.56	(2,052.89)	79,448.37	77,395.48	2,653,723
Cash flows from Investing Activities							
Rents from Investment assets					10,776.35	10,776.35	
Purchase of Property, Plant and Equipment		(43,987.12)		(43,987.12)	(1,769.03)	(45,756.15)	(1,981,669)
Repayment of long term loan				0.00	0.00	0.00	157,970
Net Cash Flows from Investing Activities	0.00	(43,987.12)		(43,987.12)	9,007.32	(34,979.80)	(1,823,699)
Cash Flows from Financing Activities							
Repayments of borrowings					0.00	0.00	(616,000)
Lease long term transactions					808.72	808.72	
Net cash provided by financing Activity	0.00	0.00	0.00	0.00	808.72	808.72	(616,000)
Change in cash and cash equivalents in reporting period	(73,096.08)	19,809.51	7,246.56	(46,040.01)	89,264.41	43,224.40	214,024
Cash and cash equivalents at beginning of period						258,461.10	44,437
Cash and cash equivalents at end of period						301,685.50	258,461

Reconciliation of Net Income/Expenditure to Net Cash Flow from Operating Activities

	<<	Restricted Funds		>>	Unrestricted	2020 Total All	2019 Total All
	Mission Outreach	New Building	Serbian Outreach	Total	Funds	Funds	Funds
						£	£
Net Income/(Expenditure)	(70,621.67)	77,911.22	4,934.06	12,223.61	396,955.18	409,178.79	2,780,842
Adjustments for :							
Depreciation Charges				0.00	14,850.60	14,850.60	4,223
(Gains)/Losses on Investments					(370,000.00)	(370,000.00)	
Rent from Investment assets					(10,776.35)	(10,776.35)	
(Increase)/decrease in debtors/prepayments	(2,474.41)	(14,114.59)	2,312.50	(14,276.50)	40,781.95	26,505.45	(131,249)
Increase/(decrease) in creditors/def Revenue				0.00	7,636.99	7,636.99	(93)
Net cash provided by (used in) operating activities	(73,096.08)	63,796.63	7,246.56	(2,052.89)	79,448.37	77,395.48	2,653,723

Oakhall Church, Caterham (Charity Regd 1156069)

NOTES TO THE ACCOUNTS

For the Year Ended 31st March 2020

1. Accounting Policies

The financial statements have been prepared under the historical cost convention with the exception of the revaluation of certain assets.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act.

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 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 issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Oakhall Church constitutes a public benefit entity as defined by FRS 102.

The principal accounting policies are as follows:

A) Restricted funds are used for the purposes specified by the donor. The expenditure is made without deduction for Church running costs. Funds are allocated upon receipt and paid to the beneficiaries at regular intervals.

B) The principal Unrestricted funds accounting policies are :

1. Revenue Recognition : Income is recognised when an increase in future economic benefits related to an increase in assets or decrease in liabilities has arisen that can be measured reliably related to the period being reported on.

2. Deferred Income : This is income which is not recognised in the SOFA due to there being no entitlement to it at the balance sheet date. It is disclosed in the balance sheet as a liability.

3. Pension Contributions : Oakhall Church provides a Defined Pension Contribution scheme for its employees. Oakhall Church and its employees contribute to the retirement scheme operated by a separate legal entity to which the church has no liability to pay further contributions if the entity has insufficient assets to pay the employees for their service in the current or prior periods. No defined benefit Pension scheme is operated.

4. Fixed assets for the use of Oakhall Church are subject to the Capitalisation policy (requiring a minimum item value of £500) and are carried at cost less accumulated depreciation and impairment losses.

5. Fixed Investment Assets : This is property held by Oakhall Church for investment purposes and not for the regular use by the church. It is valued at Fair Market value, and will be revalued where the change is material. The building in Francis Road, historically used by the church, has been reclassified as investment property from November 2019 when it was leased out to a third party.

6. The depreciation policy is to use straight line depreciation of the historic cost of the asset less the current residual value over the useful life of the asset. For the building, we estimate the residual value to be equal to the initial cost of the building, hence the rate of depreciation is zero. There is no depreciation on construction in progress or land.

Depreciation rates are :

Audio-visual equipment	10 - 25% per year
Other Furnishings	5 - 25% per year

7. Support Costs : The policy is not to allocate any of the supporting administrative costs to the restricted funds activities including all the grants made.

8. Financial Instruments : A) Normal policy is to measure all transactions at cost

B) One exception is the index linked loan to J Mills which by agreement is related to the Land Registry Surrey Semi-detached house index. C) Foreign currency transactions are translated at market rates at inception.

Note : Some reported totals may not foot due to roundings.

2. Restricted Funds

Mission Outreach and Other : When gifts are received for named individuals, organisations or restricted church activity they are attributed to this fund as follows:

	2020			2019
	Income	Spending	Ending Balance	Ending Balance
Mission Outreach	42,889.37	121,952.49	28,532.01	107,595.13
Capital Spending Programme	11,308.43	0.00	11,308.43	0.00
Special Outreach Project	12,425.00	0.00	12,425.00	0.00
Restricted staff building fund Repayment	(18,854.48)	0.00	0.00	18,854.48
Discretionary Fund	4,762.50	1,200.00	4,850.55	1,288.05
Total	52,530.82	123,152.49	57,115.99	127,737.66

Building Fund : This fund was to finance the construction and furnishing of the new church Handover of the new building was completed in November 2018, after which there is an estimated 25 month period to address any snagging issues.

Serbian Outreach : This fund is primarily to support a Bible School and its graduates and supply humanitarian aid to those in need in Serbia and surrounding countries.

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3 Income

An amount of £40,200.13 for recoverable Income tax not received by the year end, but relating to gift aid donations made during the year is included in income. This is detailed by fund in Note 13 for Current debtors. Gifts are received from people outside Oakhall Church and passed on to church supported beneficiaries without any deduction for administration costs. The amounts are included in the Mission Outreach fund.

No legacies were received in 2019-20 or 2018-19.

	2020	2019
Aggregate income received from Trustees and connected persons	135,267.61	629,204

4 Rental Income/Operating Lease Commitments

The Francis Road facilities have been leased out for 10 years but with a break clause after 5 years

The initial five year period is at a £30,000 per year rent, with an agreed 3 month free rental while the refurbishment of the facilities was completed.

The cost of the 3 months free rental of £7,500, and the legal costs of setting up the lease agreement of £ 1,718.40 are being amortised over the minimum lease period of 60 months, so the net rental per month is £ 2,346.36 starting from the beginning of the lease on 18 November 2019.

The unamortised part of the lease of £8,540.27 is reported as

Current debtors	£1,843.68
Long term debtors	£6,696.59

A deposit of £7,500 was made on 18 November 2019 by the lessee and is held in an interest bearing segregated account with HSBC.

15 spaces in the carpark at 181 Chaldon Road are also being rented out for £420 per month from 1st April 2020.

5 Grants Analysis

Grants Analysis				2020	2019
	Activity	Grant to	Grant to	Total Grants	Total Grants
		Institutions	Individuals		
<u>Restricted giving</u>					
Serbia Outreach	Bible school and individual missionaries support	99,861.14	42,271.70	142,132.84	131,564
Chrestos/Geoff and Pat Atkinson	Thailand Bible school, Orphanage activity	6,959.92	869.04	7,828.96	38,339
Christian Institute	Promoting Christianity through legislation/educator	6,993.81		6,993.81	821
Reach Across -Simon and Gemma Locke	Christian mission in Mali	6,206.88		6,206.88	5,152
Emmanuel Church Bookshop Bethlehem	Christian Bookshop and Outreach in Bethlehem	5,605.58		5,605.58	0
OM - Middle East	Christian relief in the Middle East	5,375.53		5,375.53	5,112
Barnabas Fund -Syria	Hope and aid for the persecuted church	5,000.00		5,000.00	0
CSSM - Bible for China	Chinese Church support	5,000.00		5,000.00	5,000
CVM -Christian Vision for Men	Christian Mission to Men	5,000.00		5,000.00	0
Open Doors	Serves Persecuted Christians around the world	5,000.00		5,000.00	0
Gideons UK (Good News for Everyone)	Introducing Jesus Christ and distributing scriptures	5,000.00		5,000.00	0
Urban Saints - Corporate	Christian Mission to young people	5,000.00		5,000.00	0
SIM - Ben Short- Ivory Coast	Christian Misssion in the Ivory Coast	4,762.50		4,762.50	4,500
London City Mission	Sharing Jesus with the least reached parts of Londn	4,034.22		4,034.22	941
CEF - Darko and Lidija Adamek	Child Evangelism in Serbia and Montenegro	3,760.24		3,760.24	1,879
Choose Life - Vesna Radeka	Provision of a pregnancy centre in Serbia.	3,500.00		3,500.00	5,500
Prison Fellowship	Christian support for prisoners and their families	3,259.38		3,259.38	753
Care for the family	Promoting Christian family values	3,000.00		3,000.00	0
		183,319.20	43,140.74	226,459.94	199,561
35 other gifts amounting to:		21,713.81	17,111.58	38,825.39	22,717
Total		205,033.01	60,252.32	265,285.33	222,278

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6	Ministry Support	<u>2020</u>	<u>2019</u>
	The Trust has 4 full time paid employees including the paid elder, family worker, youth worker, ministry assistant and admin support.	108,039.58	87,342
	None of the employees have emoluments greater than £60,000.		
	Gross Salaries including family worker	68,275.74	49,687
	Employer's National Insurance contributions (net after grant)	1,291.13	7
	Employer's Defined contribution Pension payments	3,282.49	2,227
	Accommodation costs for staff	<u>20,983.17</u>	<u>20,288</u>
	Total staff costs	93,832.53	72,209
	Speakers expenses	1,160.00	2,185
	Charitable activity administration costs	13,047.05	12,949
	The administration costs are related to the charitable activities and include 2 days per week of contracted administration services. In addition there are a large number of unpaid volunteers who help.		
7	Church Running Costs	<u>2020</u>	<u>2019</u>
1	Insurance	5,943.24	3,611
2	Gas, Electricity and water	14,510.28	9,742
3	De Stafford College rent	-	10,275
4	Cleaning	8,029.77	4,446
5	Maintenance	4,514.11	2,245
6	Printing and Publicity	4,928.70	4,984
7	Various Sections	1,722.43	2,308
8	Outreach, outreach materials, books	862.53	984
9	Training	1,794.20	2,027
10	Travel costs	383.80	507
11	Sound system, Music and CDs	728.13	505
12	Audio visual depreciation	3,506.05	2,016
13	Pastoral Expenses	583.36	814
14	Church refreshments	3,773.24	846
15	Miscellaneous	<u>396.59</u>	<u>1,137</u>
	Total Running costs	51,676.43	46,448

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8 Governance Costs	2020	2019		
Governance Costs	<u>£5,701.73</u>	<u>£4,660</u>		
Includes costs of audit, £4,000 (prior year £4,000), legal, bank charges and disclosure and barring service checks.				
The Trustees do not receive any remuneration for their work as trustees, and have had no expenses paid to them.				
9 Depreciation	2020	2019		
General depreciation	11,344.55	2,207		
Audio depreciation (Included in running costs)	<u>3,506.05</u>	<u>2,016</u>		
Total	<u>14,850.60</u>	<u>4,223</u>		
10 Revaluation of Investment Assets				
The Francis Road property was purchased in 1894 and as a building used by the church to fulfil its objectives was held at cost (equivalent to nil) as per accounting requirements. Upon signing of a lease in November 2019 it was reclassified as an investment property and revalued to fair market value. The professional valuation of the property for £370,000 was made in November 2018 by Rayners Commercial.	370,000.00	0		
11 Transfers	2020 Transfers			
	Unrestricted Funds	New Building		
New Building Furnishings Depreciation	15,818.93	(15,818.93)		
12 Fixed Assets	2020	2019		
	New Building	Other	Total	Total
Gross Cost as at 1st April	7,078,451.57	160,046.50	7,238,498.07	5,256,829
Additions	24,342.56	21,413.59	45,756.15	1,981,669
Removals			0.00	0
Total Gross Cost as at 31st March	<u>7,102,794.13</u>	<u>181,460.09</u>	<u>7,284,254.22</u>	<u>7,238,498</u>
Depreciation as at 1st April	0.00	5,325.66	5,325.66	1,102
Depreciation		14,850.60	14,850.60	4,223
Depreciation retirements				
Depreciation as at 31st March	<u>0.00</u>	<u>20,176.26</u>	<u>20,176.26</u>	<u>5,326</u>
Net Fixed Assets at 31st March	<u>7,102,794.13</u>	<u>161,283.83</u>	<u>7,264,077.96</u>	<u>7,233,172</u>
Unrestricted general spending		1,769.03		
13 Current Debtors and Prepayments	2020	2019		
Current Debtors	Income Tax			
	Refund	Other	Total	
Unrestricted Funds	16,277.38	105,253.99	121,531.37	171,395
Mission Outreach/Full Time Workers	4,495.03	-	4,495.03	2,021
Building Fund	16,917.09	-	16,917.09	2,803
Serbian Outreach	2,510.63	-	2,510.63	4,823
	<u>40,200.13</u>	<u>105,253.99</u>	<u>145,454.12</u>	<u>181,041</u>
Prepayments for Church weekend/insurance			12,736.25	3,654.81

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14 Cash at Bank and in hand.	<u>2020</u>	<u>2019</u>
Petty Cash	428.32	300
HSBC General Current account	17,489.29	11,529
HSBC Serbia Current account	10,663.99	4,916
HSBC Lease Deposit account	7,504.04	0
ICICI savings account	264,596.28	241,606
ICICI current account	1,003.58	110
	<u>301,685.50</u>	<u>258,461</u>

15 Current Creditors and Deferred Revenue	2020			2019
	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>	<u>Total</u>
Audit fees		4,000.00	4,000.00	4,000
Taxation and Social Security Costs		1,167.59	1,167.59	574
Other creditors		3,317.78	3,317.78	2,147
Creditors	0	8,485.37	8,485.37	6,721

Deferred Revenue 5,873.01 5,873.01 -
This relates to deposits made to the church for a church weekend away planned for the following year.

16 Long Term Liabilities	<u>2020</u>	<u>2019</u>
Deposit on 10 year lease for Francis Road Building	7,505.31	0

17 Analysis of net assets between funds

	<u>2020</u>		
	<u>Restricted funds</u>	<u>Unrestricted funds</u>	<u>Total</u>
Fund balances at 31 March 2020			
Tangible fixed assets	7,260,185.67	3,892.29	7,264,077.96
Investment Fixed Assets		370,000.00	370,000.00
Long term debtors	-	6,696.59	6,696.59
Current assets	176,802.33	283,073.54	459,875.87
Creditors and deferred Revenue		(14,358.38)	(14,358.38)
Long term liabilities		(7,505.31)	(7,505.31)
Total	<u>7,436,988.00</u>	<u>641,798.73</u>	<u>8,078,786.73</u>

	<u>2019</u>		
	<u>Restricted funds</u>	<u>Unrestricted funds</u>	<u>Total</u>
Fund balances at 31 March 2019			
Tangible fixed assets	7,233,172.41	-	7,233,172.41
Long term debtors	-	-	-
Current assets	207,410.91	235,746.01	443,156.92
Creditors		(6,721.39)	(6,721.39)
Total	<u>7,440,583.32</u>	<u>229,024.62</u>	<u>7,669,607.94</u>

18 Church Buildings

Handover of the new church building at 181 Chaldon Road, was completed in November 2018, after which there is a period to address any snagging issues of about 25 months. The land and buildings have been capitalised at cost. The furnishings have been capitalised at cost and are depreciated over their expected life on a straight line basis. There is a contingent spending liability with Westridge of £56,570.60 dependent on satisfactory completion of various snagging issues. This will be capitalised when and if agreed.

The Francis Road property, previously used for church activities, was leased out to a third party in November 2019 and so is classified as an investment property. Its revaluation is described in note 10.

19 Related Party Transactions

There were unrestricted donations from related parties in 2019-20 of £17,011 (vs £15,375 in 2018-19)
There were restricted donations from related parties in 2019-20 of £118,257 (vs £613,829 in 2018-19)
There were no material expenses with related parties in 2019-20 or 2018-19.