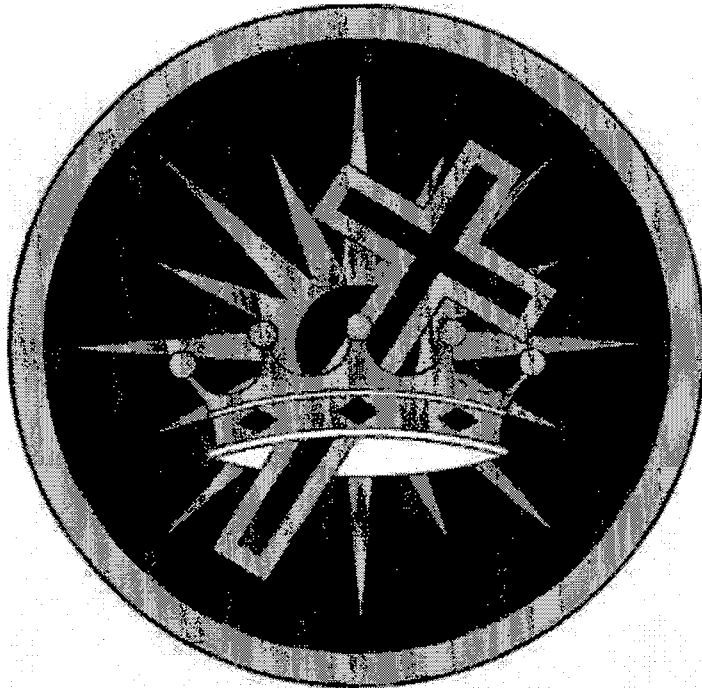


Apostolic Faith Mission - Stevenage
(Salvation Fellowship)
Registered Charity No 1137332



ANNUAL REPORT AND FINANCIAL STATEMENTS
31 March 2020

Apostolic Faith Mission – Stevenage
Trustees Report for the Year ended 31 March 2020

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Apostolic Faith Mission – Stevenage
Trustees Report for the Year ended 31 March 2020

Reference and Administrative details of its Trustees and Advisors

Charity Name:	Apostolic Faith Mission – Stevenage
Working Name:	Salvation Fellowship
Charity No:	1137332
Charity Official Address:	Poplars Community Centre Magpie Crescent Stevenage Hertfordshire SG2 9RZ
Independent Examiner:	C P Craggs FCA Baker Watkin Accounting Limited Chartered Accountants Middlesex House, Rutherford Close Stevenage Hertfordshire SG1 2EF
Bank:	Lloyds Bank Doncaster High Street Branch PO Box 1000 BX1 1LT
Board of Trustees:	Ngonidzashe Chikanga (Chairman) Resigned 08/12/2019 Marvellous Mavunga Chairman appointed 08/12/2019 Allieu Bamba (Secretary) Resigned 08/12/2019 Sharon Tafura (Secretary) appointed 08/12/2019 Collin Chitsa (Member) appointed 08/12/2019 Everson Gwashawanhu (Member)
Main Church Board:	Trever Nyamande (Chairman) Ngonidzashe Chikanga (Secretary) Thomas Kanda (Administrator) Felix Karize (Youth Leader) Tavengwa Ziteya (Board Member) Christian Mahachi (Vice Chairman)

Apostolic Faith Mission – Stevenage
Trustees Report for the Year ended 31 March 2020

The Trustees present their annual report for the year ended 31st March 2020 under the Charities Act 2011, together with Independently Examined accounts for the year and confirm the Charity accounts comply with the requirements of the Charities Act 2011, the Trust Deed and SORP 2015.

Structure, Governance and Management

Governing documents

The church is a registered charity. The church is a member of The Apostolic Faith Mission International Ministries (UK) "AFMIM (UK)". It is governed by the Trust Deed registered on 30 May 2010 and the AFMIM (UK) constitution.

Governing bodies

A church board which is elected from full members of the church is responsible for the running of the church. All church attendees are encouraged to become full members to be eligible for election. The church board is responsible for formulating the charity's policies and programs for public benefit and meets regularly to review the progress of the church.

Committees are also elected to oversee the running of the women's, men's and youth departments with these committees reporting to the church board.

Trustees oversee the governance and compliance aspects of the charity and are responsible for submitting charity accounts to the Charity Commission and ensuring that charity funds are used in a transparent manner in compliance with the Charity Commission regulations.

The church also has a sub assembly in Norwich. All structures of the sub assembly report into the mother assembly board and committees.

Organisational Management

The Charity Trustees are legally responsible for the overall management, monitoring and control of the Church board, and meet at least three times a year. The Church Board meet four times a year to approve the budgets and finalise the audited accounts and annual reports for approval by the board of Trustees.

Appointment of Trustees, Induction and training

The Trustees are properly appointed following the procedures and any restrictions in the charity's governing document which is the Trust Deed adopted in May 2010, the trustees

- Have not been disqualified under the Charities Act,
- Do not have an unspent conviction for an offence involving dishonesty or deception.

Apostolic Faith Mission – Stevenage
Trustees Report for the Year ended 31 March 2020

- Are not bankrupt or have entered into a formal arrangement with a creditor
- Have not been removed as a company director or charity trustee because of wrong doing
- Have not been barred by the Disclosure and Barring Service (DBS) from specified kinds of work involving contact with children or vulnerable adults
- Are responsible for deciding and planning how your charity will carry out its purposes

Structure and relationship

The Charity is made up of two assemblies which are; The Mother Assembly in Stevenage and Norwich Sub-Assembly. The Charity also has the following Cell groups within its catchment area;

- Huntingdon, Cambridge, St Neots and surrounding areas
- Bishops Stortford, Harlow and surrounding areas
- Stevenage (SG2)
- Hitchin, Letchworth, Baldock, Royston and surrounding areas
- Stevenage (SG1)
- Welwyn Garden City, Hatfield and surrounding areas

Charity objectives

- The advancement of Christian Religion according to the Holy Scriptures (Bible) as contained in our confession of faith
- Public access to religious teaching
- Collaborations with local charities/organisations such as local council
- Provision of volunteer resources to local council/charities for community-based activities
- Weddings and Funeral Assistance to members
- Public access to ceremonial services Programs for families (including marriage counselling)
- Public access to marriage counselling services
- Sunday School Activities for children
- Promotion of Christian moral values in children
- Social development of children
- Youth development programmes
- Development of moral values in the youth
- Social development of the youth
- Support programmes for widows and single parents
- Ministering to and visiting the sick - Health and social care

Apostolic Faith Mission – Stevenage
Trustees Report for the Year ended 31 March 2020

Public Benefit

The Trustees have complied with Section 17 of the Charities Act 2011 regarding public benefit as published by the Charity Commission and the charity has provided the following services to its members and the greater community:

- The church met on a regular basis throughout the year for its Sunday services, midweek Bible study, intercession meetings, and home groups
- Provision of place of worship to congregants which has also benefited members of the wider community
- Provision of Sunday School Programmes for Children under 12 years
- Programs for widows and single mothers fellowship
- Programs for couples and provision of marriage teaching/counselling
- Conducting baptism and child dedication
- Assistance through prayers and financial support for members who had been bereaved
- Support social events such as birthdays and weddings for members and wider community

Charity Achievements

Church services were conducted every Sunday and bible study/home group prayer sessions were held weekly throughout the year. The church attendance on Sundays has remained steady throughout the reporting period averaging over 150 adults and youths. The sub assembly in Norwich met throughout the year and also held some combined Sunday services with the mother assembly.

The theme for the year was “My Season of Distinction”, which was taken from Malachi 3:18, Romans 12:2 & John 4:23.

The church also had most of its congregants attending National and Regional events which included The National General (Dunamis) Conference, National Ladies Conference, National Youth Conference and Regional Easter Conference.

The ladies annual retreat at Claret House Buckden was well attended. The ladies continued to meet every second Tuesday of the month for their fellowship.

The youth met on Fridays for God’s Anointed Time (GAT) and the three Sunday school classes Splash, Grid and Xtreme meet every Sunday.

There was one 25th wedding anniversary celebrations.

Apostolic Faith Mission – Stevenage
Trustees Report for the Year ended 31 March 2020

Financial Review

Income

The Charity's Incoming Resources are made up of unrestricted funds which can be used at the discretion of trustees to pursue the charity's objectives and restricted funds which are raised for particular restricted purposes or when specified by the donor. All restricted and designated funds are for the purpose of purchasing a larger place of worship.

The Charity's overall incoming resources increased 5% from £120,630 (2019) to £126,124 (2020). The Charity's primary sources of income are;

Unrestricted Funds

- Tithes which increased by 16% from £57, 317 (2019) to £66,721 (2020)
- Love offering reduced from £18, 568 (2019) to £15,934 (2020)
- Hall Rentals increased from £12,071 (2019) to £12,858 (2020)
- Conference fees increased from £2,471 (2019) to £3,050 (2020)
- Thanksgiving reduced from £1,954 (2019) to £993 (2020)
- Gift Aid increased from £15,795 (2019) to £16,445 (2020)

Restricted Funds and designated funds

Building fund income came down from £10,114 with gift aid of £1,014 (2019) to £5,196 with £1,493 gift aid (2020). There was also £44,667 gift aid from prior years which was designated to the building Fund. The Charity is actively looking to acquire a building as a place of worship.

Expenditure

The Charity's resources expended significantly reduced by 16% from £134,609 (2019) to £112,950 (2020) in the following areas:

- The Church running costs significantly reduced from £128,017 (2019) to £105,621 (2020)
- Governance costs reduced from £2,442 (2019) to £1,842 (2020).
- Activities for generating Funds were increased from £4,150 (2019) to £5,420 (2020)

The trustees continue to monitor all expenditures to ensure the Charity maintain stability, accountability and efficiency.

For more details please refer to Statement of Financial Activities below.

Apostolic Faith Mission – Stevenage
Trustees Report for the Year ended 31 March 2020

Reserve Policy

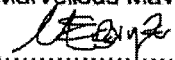
The church trustees review the level of funds in reserve which is the amount of unrestricted funds not supporting tangible assets to be equal to about three months of total anticipated expenditure for the financial year.

These reserves cover unknown future costs and allow any fluctuations in donations not to impact on the work of the charity or expose the charity to any financial risks. As at 31st March 2020 the free reserves were £17,642 unrestricted. There was also £69,412 of restricted reserves and £44,667 designated to Building Fund.

The amount of reserve funds is continuously being reviewed to ensure it meets current and future risks.

This report was approved by the Board of Trustees on 11th March 2021

Marvellous Mavunga


.....

Chairman Board of Trustees

Collins Chitsa


.....

Member Board of Trustees

Apostolic Faith Mission – Stevenage
Trustees Report for the Year ended 31 March 2020

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report to the trustees on my examination of the financial statements of Apostolic Faith Mission – Stevenage (the charity) for the year ended 31 March 2020, which are set out on pages 11 to 18.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act;
or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

Apostolic Faith Mission – Stevenage
Trustees Report for the Year ended 31 March 2020

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 financial statements to be reached.



C P Craggs FCA
Baker Watkin Accounting Ltd
Chartered Accountants
Middlesex House
Rutherford Close
Stevenage
Herts
SG1 2EF

Date: 11/03/2021

Charity no. 1137332

Apostolic Faith Mission - Stevenage

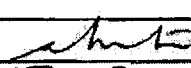
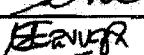
	Unrestricted funds	Restricted Income funds	Designated Funds	Total funds	Prior year funds
	£	£	£	£	£
Income and endowments from:					
Donations and legacies	104,223	6,689	-	110,912	107,233
Charitable activities	-	-	-	-	1,326
Other trading activities	12,858	-	-	12,858	12,071
Investments	-	-	-	-	-
Separate material item of income	-	-	-	-	-
Other	2,354	-	-	2,354	-
Total	119,435	6,689	-	126,124	120,630
Expenditure on:					
Raising funds	5,420	-	-	5,420	4,150
Charitable activities	107,401	60	-	107,461	130,459
Separate material item of expense	-	-	-	-	-
Other	69	-	-	69	-
Total	112,890	60	-	112,950	134,609
Net income/ (expenditure) before investment gains/ (losses)	6,545	6,629	-	13,174	(13,979)
Net gains/ (losses) on investments	-	-	-	-	-
Net income/ (expenditure)	6,545	6,629	-	13,174	(13,979)
Extraordinary items	-	-	-	-	-
Transfers between funds	-	-	-	-	-
Other recognised gains/ (losses):					
Gains/ (losses) on revaluation of fixed assets for the charity's own use	-	-	-	-	-
Net Movement in Funds	6,545	6,629	-	13,174	(13,979)
Reconciliation of Funds					
Total funds brought forward	20,031	62,783	44,667	127,485	141,464
Total funds carried forward	26,577	69,412	44,667	140,655	127,485

Charity no. 1137332

Apostolic Faith Mission - Stevenage

	Unrestricted Funds	Restricted Income Funds	Designated Funds	Total funds	Prior year funds
Fixed assets					
Intangible assets	-	-	-	-	-
Tangible assets	8,935	-	-	8,935	5,933
Investments	-	-	-	-	-
Total fixed assets	8,935	-	-	8,935	5,933
Current assets					
Stocks	-	-	-	-	-
Debtors	17,467	1,183	-	18,650	16,171
Investments	-	-	-	-	-
Cash at bank and in hand	8,121	68,229	44,667	121,017	121,708
Total current assets	25,587	69,412	44,667	139,666	137,879
Creditors: amounts falling due within one year	7,946	-	-	7,946	16,327
Net current assets/ (liabilities)	17,642	69,412	44,667	131,720	121,552
Total assets less current liabilities	26,577	69,412	44,667	140,655	127,485
Creditors: amounts falling due after more than one year	-	-	-	-	-
Provisions for liabilities	-	-	-	-	-
Total net assets or liabilities	26,577	69,412	44,667	140,655	127,485
Funds of the Charity					
Designated funds	-	-	44,667	44,667	44,667
Restricted income funds	-	69,412	-	69,412	62,783
Unrestricted funds	26,577	-	-	26,577	20,035
Revaluation reserve	-	-	-	-	-
Total funds	26,577	69,412	44,667	140,655	127,485

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	MR COLLINS CHITSA	11/03/2021
	MR MARVELLOUS MAYUNSA	11/03/2021

Apostolic Faith Mission – Stevenage
Trustees Report for the Year ended 31 March 2020

Accounting Policies

(a) Basis of preparation

The accounts have been prepared in accordance with the charity's Trust Deed, the Charities Act 2011 and "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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The accounts 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 Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

(b) Fund accounting

Unrestricted funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity. All restricted and designated funds are for the purpose of purchasing a larger place of worship.

(c) Incoming resources

Voluntary income, including donations, provide core funding and, are recognised where there is certainty of receipt and the amount can be measured with sufficient reliability. Income from charitable and other Trading activities includes income recognised as earned when the goods or services are provided under contract where there is certainty of receipt and the amount can be measured with sufficient reliability.

(d) Resources expended

Expenditure is recognised when a liability is incurred. Expenditure provided through contractual agreements is recognised when goods or services supplied. Costs of generating funds are those costs incurred in attracting voluntary income. Governance costs include those incurred in the governance of its assets and are associated with statutory requirements.

Support costs include central costs that have been allocated to charity running costs on a basis consistent with the use of resources.

Apostolic Faith Mission – Stevenage
Trustees Report for the Year ended 31 March 2020

(e) Taxation

VAT not recovered is not separately analysed and is charged to the statement of financial activities when the expenditure it relates is incurred.

Tax recovered from voluntary income received under gift aid is recognised when the related income is received and is allocated to the income category to which the income relates.

(f) Fixed assets and depreciation

Tangible assets are stated at cost and depreciated over their useful economic lives at these rates: Fixture and fittings 25%, Motor vehicles 25%, Office Equipment 30%, Machinery and Equipment 25% straight line.

Where the recoverable amount of a tangible asset is found to be below its net book value, the asset is written down to its full recoverable amount and any loss on impairment is charged to the relevant expenditure category of the statement of financial activities.

(g) Retirement Benefits

Payments to defined contribution retirement benefit schemes are charged as an expense when they fall due

Charity no. 1137332

Apostolic Faith Mission - Stevenage

March 2020

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Designated</u>	<u>Year Total</u>	<u>Last Year</u>
Donations and legacies					
Tithes	66,721	-	-	66,721	57,317
Building Fund	1,081	5,196	-	6,277	10,114
Love Offering	15,934	-	-	15,934	18,568
Gift Aid	16,445	1,493	-	17,938	16,809
Thanksgiving	993	-	-	993	1,954
Conference Fees	3,050	-	-	3,050	2,471
	104,224	6,689	-	110,913	107,233
Charitable activities (Income.)					
General Fund Raising	-	-	-	-	1,326
	-	-	-	-	1,326
Other trading activities					
Church Hall Hire	12,858	-	-	12,858	12,071
	12,858	-	-	12,858	12,071
Other (Income.)					
Other income	1,182	-	-	1,182	-
Sale of assets	1,172	-	-	1,172	-
	2,354	-	-	2,354	-
Raising funds					
General Conferences	5,420	-	-	5,420	2,750
Fundraising Costs	-	-	-	-	1,400
	5,420	-	-	5,420	4,150
Charitable activities					
Head Office Budget Support	8,257	-	-	8,257	7,326
Vehicle Fuel	706	-	-	706	5,068
Vehicle Repairs	523	-	-	523	2,863
Vehicle Licences and MOT	434	-	-	434	505
Spiritual Leadership Costs	500	-	-	500	500
Spiritual Leadership Travel	6,351	-	-	6,351	2,612
Mobile Phone Bill	65	-	-	65	500
Pastors Fellowship	-	-	-	-	336
Travel and Subsistence	1,192	-	-	1,192	1,046
Consumables	127	-	-	127	698
Hosdeco	160	-	-	160	981
Family Day	2,481	-	-	2,481	5,289
International Travel	1,742	-	-	1,742	-
Church Hall Repairs & Maintenance	2,288	-	-	2,288	4,055
Vehicle Insurance	3,012	-	-	3,012	2,970
Liability Insurance	717	-	-	717	462
Commercial Insurance	1,043	-	-	1,043	498
Electricity	4,092	-	-	4,092	4,052
	15				

Charity no. 1137332

Apostolic Faith Mission - Stevenage

March 2020

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Designated</u>	<u>Year Total</u>	<u>Last Year</u>
Gas	9,481	-	-	9,481	4,928
Water		-	-	519	2,797
Refuse Collection	415	-	-	415	396
Water Waste	413	-	-	413	1,765
Telephone and Broadband	(1,159)	-	-	(1,159)	1,829
Office Supplies	-	-	-	0	1,137
Administration Costs	2,379	-	-	2,379	2,928
Legal Costs	-	-	-	0	420
Youth Expenses	1,259	-	-	1,259	1,316
Children's Ministry Expenses	1,758	-	-	1,758	863
Sisters Union Expenses	2,194	-	-	2,194	1,718
Men's Fellowship Expenses	0	-	-	0	77
Praise & Worship Expenses	218	-	-	218	582
Church Hall Rent	18,916	-	-	18,916	24,969
Copyright Licence/Website Fees	652	-	-	652	1,181
Media Expenses	155	-	-	155	911
Depreciation Motor Vehicles	759	-	-	759	1,587
Depreciation Fixtures/Fittings	2,068	-	-	2,068	1,930
Depreciation Musical Instruments	448	-	-	448	523
Depreciation Office Equipment	325	-	-	325	-
Salvation Fell. Kitchen & Refreshments	3,316	-	-	3,316	4,819
Basic Pay	29,260	-	-	29,260	29,033
National Insurance	(2,138)	-	-	(2,138)	1,710
Pensions	693	-	-	693	837
Independent Examination Fees	712	-	-	712	1,230
Payroll Fees	264	-	-	264	418
Bank Charges	647	-	-	647	766
Finance Costs	158	60	-	219	28
	107,402	60	-	107,463	130,459

Charity no. 1137332

Apostolic Faith Mission - Stevenage

March 2020

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Designated</u>	<u>Year Total</u>	<u>Last Year</u>
Tangible assets					
Motor Vehicles	6,070	-	-	6,070	12,950
Motor Vehicle Depreciation	(759)	-	-	(759)	(12,950)
Fixtures and Fittings	14,421	-	-	14,421	14,421
Fixtures/Fittings depreciation	(12,078)	-	-	(12,078)	(10,010)
Musical Instruments	10,273	-	-	10,273	10,273
Musical Instruments Depreciation	(9,795)	-	-	(9,795)	(9,347)
Office Equipment	4,371	-	-	4,371	3,839
Office Equipment Depreciation	(3,568)	-	-	(3,568)	(3,243)
	8,935	-	-	8,935	5,933
Debtors					
Prepayments	712	-	-	712	2,020
Recoverable Gift Aid	16,755	1,183	-	17,938	14,151
	17,467	1,183	-	18,650	16,171
Cash at bank and in hand					
Bank account	7,670	10,954	-	18,624	25,984
Deposit account	451	57,275	44,667	102,393	95,724
	8,121	68,229	44,667	121,017	121,708
Creditors (due within one year)					
Accruals	(4,813)	-	-	(4,813)	(14,357)
HMRC Liability	(2,863)	-	-	(2,863)	(1,871)
Pensions Liability	(270)	-	-	(270)	(105)
	(7,946)	-	-	(7,946)	(16,327)
Designated Funds					
Designated funds surplus	-	-	44,667	44,667	44,667
	-	-	44,667	44,667	44,667
Restricted income funds					
Restricted funds surplus	-	69,412	-	69,412	62,783
	-	69,412	-	69,412	62,783
Unrestricted funds					
Unrestricted funds surplus	26,577	-	-	26,577	20,035
	26,577	-	-	26,577	20,035

Apostolic Faith Mission – Stevenage
Trustees Report for the Year ended 31 March 2020

Notes to Accounts Continued

Staff Costs

The total staff costs were £27,815 (2019: £31,580) for one employee and the charity has no employees that received more than £60,000 for the year ended 31 March 2020.

Trustees' Remuneration

The trustees received no remuneration and other benefits or reimbursement of expenses in the year ended 31 March 2020. (2019: Nil)

Related party transactions

There were no disclosable related party transactions during the year (2019: Nil)

Rental commitment

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases of £19,600 over one year (2019: £39,200).

Governance Costs

The total governance costs during the year were £1,842 (2019: £2,442).