

The Chipping Norton Area Christian Trust

(A company limited by guarantee)

Report and Financial Statements

For the Period 1 June 2019 to 31 May 2020

Charity Number: 1158463

Company Number: 09033089

The Chipping Norton Area Christian Trust

(A company limited by guarantee)

Financial Statements

For the Period 1 June 2019 to 31 May 2020

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The Chipping Norton Area Christian Trust

(A company limited by guarantee)

Financial Statements

For the Period 1 June 2019 to 31 May 2020

Reference and Administrative information

Charity Name: The Chipping Norton Area Christian Trust

Charity registration number: 1158463

Company registration number: 09033089

Registered Office: Church Office
The Parish Rooms
Church Street
Chipping Norton
Oxfordshire
OX7 5NT

Trustees: Rev Dr James Kennedy (Chair)
Mrs L Carpenter (Secretary)
Mr J Bell
Mr D Ritchie: until 10 June 2019
Mrs Susan Coyne

Treasurer: Dr M Carpenter

Bankers: Tridos Bank
Deanery Road
Bristol
BS1 5AS

Independent Examiner: Francis J Harper ACMA

Trustees' Report

Objectives and activities:

Our aim is to share the life-changing love of Jesus in and around Chipping Norton.

Our charitable objectives as set out in our governing document are as follows:

The advancement of the Christian faith, including:-

(1) the advancement of Christ's kingdom by the faithful teaching of the scriptures at St Mary's Church Chipping Norton and in the region and by the recruitment, education, training and sending of gospel ministers whether paid or unpaid around the United Kingdom and abroad to establish and renew Christian churches and ministries related thereto.

(2) to provide support to youth workers and others working with the elderly and families in evangelistic teaching and other pastoral work.

(3) to provide support for religious education in accordance with the Christian faith in schools, Sunday schools, classes, seminars, lectures and conferences.

(4) the relief of need, hardship, physical or mental distress; including support for those with problems of unemployment and re-employment.

(5) the support of Christians who are persecuted by reason of their faith in the context of the work of St Mary's Church Chipping Norton provided always that such support shall be non-political in nature.

(6) the support of Christians who are engaged full-time in the missionary work of proclaiming the gospel and in bringing others to believe in Jesus Christ and to live in accordance with his teaching.

We employ youth and children's workers to support the work of St. Mary's Church, Chipping Norton; and to run youth and children's projects and activities for the young people in and around Chipping Norton.

The Trustees have had regard to the Charity Commission's guidance on public benefit. All of our charitable activities focus on benefitting the public in and around Chipping Norton.

In particular our staff run projects within St. Mary's Primary School, Chipping Norton during the school day, and our youth worker frequently visits, and runs activities at, Chipping Norton School as well as a weekly youth club at Glyme Hall, Chipping Norton, which is open to any child from the right age group wishing to attend. Running these projects ensures that the Charity is of benefit to a large number of young people locally.

Achievements and Performance:

The charity continues to employ a Youth Worker, who works with 11 to 18 year olds, as well as a Schools and Community Support Worker who runs projects for children aged 0 to 11, working closely with the Primary School and seeking to fill gaps left by the reduction of other children's services in the town.

This year the scope of the charity's projects has widened, with the Schools and Community Support Worker, as well as running projects for children, also running projects to support women who have experienced domestic abuse.

The Nurture Room:

The Nurture Room at St Mary's Primary School was created to support children who are struggling with ordinary school activities. The project is run by the Schools and Community Support Worker.

The room is designed to be bright, cosy and not like a classroom; a bridge between school and home. It is intended to offer a space in which the children can feel safe enough to share their concerns or let out a range of emotions, and relaxed and free enough to express themselves creatively without inhibition.

The Nurture Room remained open until mid-March, when schools were closed due to the coronavirus pandemic. After this date, the Community Support Worker continued to provide support to families via phone or by providing online nurture support, as well as via an Instagram page, designed to provide an interactive space for children to share creative ideas during lockdown. In addition, the Community Support Worker along with a team from St. Mary's Church, Chipping Norton PCC produced around 200 to 250 craft bags each week, with inspiring themes, around character and emotional wellbeing, to distribute to families in and around Chipping Norton.

Mini Movers:

Mini Movers continued to be held on Friday mornings at St. Mary's Primary School until the school closed in mid-March due to the coronavirus pandemic.

The Children and Families Worker role finished in September 2019 and between September 2019 and March 2020 the group was overseen by volunteers and staff sourced through St. Mary's Church, Chipping Norton PCC.

The session began with breakfast together, and was followed by a play session. The group aimed to provide help, practical support and a safe, enjoyable space for children to play, and families to meet up, and the group leaders aimed to provide friendship, and nurture faith.

The charity is looking at ways to continue to meet these aims going forward.

Remix:

Until mid-March 2020 Remix youth club continued to run at Glyme Hall, Chipping Norton next to the local secondary school. The Club ran on Fridays after school and particularly catered for those in years 7 to 9, providing a café, games, Xbox, table tennis, pool and nail painting as well as fun activities such as sports and art activities.

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Attendance figures remained high in 2019-20, with around 70 children on the busiest days and typically over 50 children each week.

The club had seen a consistent cohort commit to attending and this had proved vital for building relationships with the young people and enabling the Youth Worker and volunteers to provide support and encouragement.

Sadly, the group had to close due to the Coronavirus pandemic, although relationships were maintained during lockdown via the Instagram page and later during outdoor "drop-in" sessions. Recognising the impact of the coronavirus on young people's mental and emotional wellbeing, the charity is planning to run Remix for a smaller number of young people, with a focus on these topics.

Under 5s Network:

This network, currently overseen by the Schools and Community Support Worker meets once a term, and has been fundamental in building cohesion between over twenty groups in the area who are all working with the under 5's. This is being showcased in the region as an effective way of making lasting change.

Music and Worship:

Until mid-March the monthly music group "Worship Unplugged" continued to run for any young people seeking to come together to practice playing in a worship band. This group helps the young people to improve their musical skills as well as building faith, confidence and a sense of belonging. The Youth Worker heads up a team that runs "Encounter" a contemporary evening service at St. Mary's Church, Chipping Norton, with young people leading the worship.

Regular Groups:

Until mid-March the Youth Worker and volunteers of the Charity ran the following regular groups:-

Ablaze: A group for 11 to 18-year olds, meeting on Sundays during the service at St. Mary's Church, Chipping Norton, for Bible study, support and encouragement.

Impact: A girls' small group, combining Bible study, friendship and prayer.

Spark: A boys' small group, which meets for Bible study, fun and games. The group members continue to meet and provide support for one another.

From mid-March, the groups were put on pause due to the coronavirus pandemic. Ablaze continued to meet on Sundays via Zoom and the charity plans to continue these groups in a slightly different format going forward.

Mentoring:

The Youth Worker holds mentoring sessions for those young people who want it, meeting one-to-one for coffee, chat and encouragement.

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Financial review:

As of 31 May 2020, the Charity had funds of £39,404, £16,050 of which is unrestricted, and the remainder restricted.

Income included a number of ongoing regular gifts from individual donors, as well as £25,059 from St. Mary's church towards schools and children's work, £12,480 from Oxfordshire County Council for providing children's groups to the community, £3,500 from All Saints, Churchill for youth work and £3,000 from the Alain Burke Memorial Trust.

Expenditure fell from £50,974 in 2018-19 to £43,175 in 2019-20, the reduction largely being due to the children's worker post having finished in September 2019.

Since 31 May 2020 the children's worker post has again been filled and a new community outreach post has been added. Additional funding been secured, sufficient to fund all four posts until May 2022.

The Charity does not have a reserves policy and all the resources held at 31 May 2020 are for the purposes of employing youth and children's workers and supporting associated projects. The charity considers that it is not necessary to hold a set level of reserves as the main activity of the charity is to employ youth and children's workers on three year contracts, and the Trustees are satisfied that there will be sufficient standing orders, donations and grants to fulfil the Charity's obligations.

Structure, governance and management:

The organisation is a charitable company limited by guarantee, incorporated on 9 May 2014 and registered as a charity on 5 September 2014. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

The Trustees when complete consist of at least three and not more than seven individuals (with optimum five). At the AGM the members elect persons to be Trustees to fill the vacancies arising.

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of the Chipping Norton Area Christian Trust for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period.

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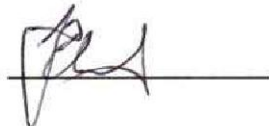
In preparing the financial statements, the trustees are required to:

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

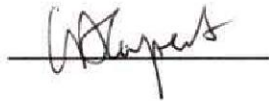
The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

This report was approved by the Trustees on
And signed on behalf of the board by



Date 21/1/21



Date 21/1/21

Independent Examiner's Report

Report to the trustees of The Chipping Norton Area Christian Trust

Charity no.: 1158463 Company no.: 09033089

I report to the charitable company's trustees on my examination of the accounts of the charitable company for the year ended **31st May 2020**, as set out on pages 8 to 13.

Responsibilities and basis of report

As the trustees of the charitable company (who are also the directors of the company 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").

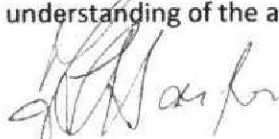
Having satisfied myself that the accounts of the charitable company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charitable company's accounts as carried out under section 145 of 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 report

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- (1) accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- (2) the accounts do not accord with such records; or
- (3) the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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 Charities SORP (FRS102).

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.



Francis J Harper ACMA
Independent Examiner

Chipping Norton Area Christian Trust

Statement of Financial Activities (Including Income and Expenditure Account)

for the period 1 June 2019 - 31 May 2020

		Unrestrict ed funds 2020 (£)	Restricted funds 2020 (£)	Total funds 2020 (£)	Unrestrict ed funds 2019 (£)	Restricted funds 2019 (£)	Total funds 2019 (£)
Income from:							
Donations and legacies							
<i>Single gifts (gift aided)</i>		5,890	0	5,890	150	0	150
<i>Single gifts (non-gift aided)</i>		1,500	0	1,500	1,000	0	1,000
<i>Regular gifts (gift aided)</i>		790	8,315	9,105	1,020	8,450	9,470
<i>Regular gifts (non-gift aided)</i>		0	120	120	0	1,920	1,920
<i>Grants</i>	3	3,975	44,789	48,764	1,000	2,000	3,000
<i>Gift Aid</i>		1,675	2,078	3,753	267	2,112	2,379
Subtotal		13,830	55,302	69,132	3,437	14,482	17,919
Charitable activities							
<i>Provision of staff</i>		0	2,300	2,300	0	1,898	1,898
Investments							
<i>Bank interest</i>		16	0	16	13	0	13
Total		13,846	57,602	71,448	3,450	16,380	19,830
Expenditure on:							
Charitable activities:	4						
Youth and Children							
<i>Salary costs/benefits in kind</i>	6	5,551	32,716	38,267	0	45,070	45,070
<i>Grants</i>		0	4,232	4,232	0	4,500	4,500
<i>Insurance</i>		552	0	552	582	0	582
<i>Gifts</i>		0	0	0	750	0	750
<i>Bank charges</i>		111	0	111	59	0	59
<i>Filing fees</i>		13	0	13	13	0	13
Total	5	6,227	36,948	43,175	1,404	49,570	50,974
Net income/(expenditure) / Net movement in funds		7,619	20,654	28,273	2,046	(33,190)	(31,144)
Reconciliation of funds:							
Total funds brought forward		8,431	2,700	11,131	6,385	35,890	42,275
Total funds carried forward		16,050	23,354	39,404	8,431	2,700	11,131

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

Chipping Norton Area Christian Trust

Balance Sheet as at 31 May 2020

	Notes	2020 (£)	2019 (£)
Current Assets			
Debtors	8	3,750	2,367
Cash at bank and in hand		<u>36,475</u>	<u>9,313</u>
<i>Total current assets</i>		<u>40,225</u>	<u>11,680</u>
Liabilities			
Creditors: Amounts falling due within one year	9	821	549
Net Current Assets		39,404	11,131
Total Net Assets		<u>39,404</u>	<u>11,131</u>
Restricted income funds	10	23,354	2,700
Unrestricted funds	11	16,050	8,431
Total charity funds		<u>39,404</u>	<u>11,131</u>

These accounts are exempt from audit under section 477 of the Companies Act 2006 relating to small companies.

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

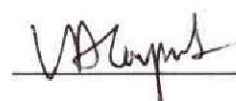
The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with the provisions of FRS 102 Section 1A – small entities.

Approved by the Trustees:



Date 21/1/21



Date 21/1/21

Notes forming part of the Financial Statements for the period ended 31 May 2020

1. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the period.

(a) Basis of accounting

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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) (effective 1 January 2015).

(b) Fund accounting

- Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(c) Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to, and probable to receive the income, and the amount can be measured reliably. Debtors are measured at their recoverable amounts.

- Income from donations and legacies is received by way of grants, donations and gifts. Donations are included in full in the Statement of Financial Activities on their receipt. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the formal offer of funding is communicated in writing to the charity.

(d) Resources expended

Expenditure is recognised when: a legal or constructive obligation exists; it is probable that a payment will be made; and the settlement amount can be measured reliably. Liabilities are included at their settlement amounts. Expenditure includes any VAT which cannot be recovered, and is reported as part of the expenditure to which it relates.

- Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

(e) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These costs have been allocated to the charity's expenditure on charitable activities.

(f) Going concern

There are no material uncertainties about the charity's ability to continue.

2. Legal status of the Trust

The Trust is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

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3. Grants

	Unrestric ted Funds	Restric ted Funds	2020 Total (£)	2019 Total (£)
St. Mary's Church, Chipping Norton	375	25,059	25,434	0
Alain Burke Memorial Trust	3,000	0	3,000	0
The Willats Trust	0	3,750	3,750	0
Oxfordshire County Council	0	12,480	12,480	2,000
All Saints, Churchill	0	3,500	3,500	1,000
Others	<u>600</u>	<u>0</u>	<u>600</u>	<u>0</u>
	<u>3,975</u>	<u>44,789</u>	<u>48,764</u>	<u>3,000</u>

4. Analysis of expenditure on charitable activities

Activity	Activities undertaken directly (£)	Grant funding of activities (£)	Support costs (£)	Total (£)
Employing youth and children's workers and facilitating youth and children's projects	38,267	4,232	676	43,175

During the accounting period, grants of £4,232 were made to the PCC of St. Mary's Church, Chipping Norton for the running of youth and children's projects as well as the training, expenses and accommodation of staff employed by the Charity.

Prior year expenditure on charitable activities can be analysed as follows:

Youth and children: Activities undertaken directly £45,070, Grants £4,500, Support costs £1,404

5. Analysis of support costs

Support cost	Employing youth and children's workers and facilitating youth and children's projects (£)	Total (£)	Basis of allocation
<i>Insurance</i>	552	552	employee hours
<i>Fees and charges</i>	124	124	employee hours
Total	676	676	

6. Analysis of staff costs and trustee remuneration and expenses

	2020 (£)	2019 (£)
Salaries and wages	35,260	40,912
Benefits in kind (Council Tax)	1,521	1,621
Pensions	1,486	2,537
Total	<u>38,267</u>	<u>45,070</u>

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Analysis of staff costs and trustee remuneration and expenses (continued)

There were 2.5 employees (full time equivalent) for the entire accounting period.

No employee received emoluments of more than £60,000.

None of the trustees have been paid any remuneration or received any other benefits from employment with the charity or a related entity, and no trustee expenses have been incurred.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year. Donations of £8,738 (including Gift Aid) were made by Trustees to the charity, and these were made without conditions.

There were no key management personnel other than the Trustees.

No payment was made to the Independent Examiner.

7. Taxation

As a charity, Chipping Norton Area Christian Trust is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

8. Debtors

	2020 (£)	2019 (£)
Gift Aid	3,750	2,367
Total	<u>3,750</u>	<u>2,367</u>

9. Creditors

	2020 (£)	2019 (£)
Taxation and social security	288	308
Pensions	188	241
Council tax	345	0
Total	<u>821</u>	<u>549</u>

10. Movements in funds

Fund name	Fund balances brought forward (£)	Income (£)	Expenditure (£)	Fund balances carried forward (£)
Youth worker	789	8,670	9,459	0
Children's worker	0	25,009	3,325	21,684
Youth & children	1,911	5,343	7,254	0
Schools & outreach	0	18,580	16,910	1,670
Total funds	2,700	57,602	36,948	23,354

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Movements in funds – previous year

Fund name	Fund balances brought forward (£)	Income (£)	Expenditure (£)	Fund balances carried forward (£)
Youth worker	14,289	7,370	20,870	789
Children's worker	16,628	3,898	20,526	0
Youth & children	4,973	5,112	8,174	1,911
Total funds	35,890	16,380	49,570	2,700

Purposes of restricted funds:

Youth worker: To employ a youth worker for the Chipping Norton area and facilitate projects for 11-18 year olds in the Chipping Norton area.

Children's worker: To employ children's workers for the Chipping Norton area and facilitate projects for 0-11 year olds in the Chipping Norton area.

Youth & Children: To employ youth and children's workers for the Chipping Norton area and facilitate projects for 0-18 year olds in the Chipping Norton Area.

Schools & outreach To employ a worker to engage with children and families at St. Mary's Primary School, Chipping Norton and run related projects.

11. Summary of the assets and liabilities of each category of fund

Fund name	Debtors (£)	Cash at bank and in hand (£)	Creditors: Amounts falling due within one year (£)	Total assets for fund (£)
Unrestricted funds	1,671	14,379	0	16,050
Youth worker	1,010	(373)	637	0
Children's worker	0	21,685	0	21,685
Youth & children	1,069	(1,069)	0	0
Schools & outreach	0	1,853	184	1,669
Total	3,750	36,475	821	39,404

12. Related party transactions

The Chipping Norton Area Christian Trust has a close relationship with the PCC of St. Mary's Church, Chipping Norton; staff and volunteers from each organisation having worked together throughout the year to achieve the outcomes set out in the Trustees' Report. The Chair of The Chipping Norton Area Christian Trust, Rev Dr James Kennedy, is also the Chair of the PCC of St. Mary's Church, Chipping Norton. Staff employed by The Chipping Norton Area Christian Trust use office space at premises belonging to the PCC of St. Mary's Church, Chipping Norton at no cost.

During the year The Chipping Norton Area Christian Trust made grants of £4,232 to the PCC of St. Mary's Church, Chipping Norton for the running of youth and children's projects as well as the training, expenses and accommodation of staff employed by The Chipping Norton Area Christian Trust. During the year the PCC of St. Mary's Church made grants of £25,434 to The Chipping Norton Area Christian Trust for employing children and families workers.

There were no outstanding balances with related parties at the year end.