

Leeds Bramley  
Church of the Nazarene  
Board of Trustees' Report  
For the Year Ended  
30 September 2020

# Leeds Bramley Church of the Nazarene

## Board of Trustees' Report and Financial Statements

### For the Year Ended 30 September 2020

#### Index

Board of Trustees Report	Pages 3-7
Independent Examiners Report	Page 8
Financial Statements	Pages 9-12

## **Leeds Bramley Church of the Nazarene**

### **Report of the Board of Trustees for the year ended 30 September 2020**

The Board of Trustees presents its report and financial statements for the year ended 30 September 2020

#### **Reference and Administrative Information**

Charity name: Leeds Bramley Church of the Nazarene

Charity Registration Number: 1160623

Principle Address: Previously Westover Road Bramley Leeds LS13 3PG  
Present Eric Atkinson Centre Wellington Gardens  
Bramley Leeds LS13 2JA

#### **Board of Trustees**

Rev A R Brown	(Chairperson)	Reappointed 1 <sup>st</sup> March 2020
Mrs E Waring	(NMI President)	Reappointed 1 <sup>st</sup> March 2020
Miss M L Hanson	(Trustee)	Reappointed 1 <sup>st</sup> March 2020
Mrs E Waring	(Treasurer)	Reappointed 1 <sup>st</sup> March 2020
Mr D P Marsh	(Trustee)	Reappointed 1 <sup>st</sup> March 2020
Mrs E Waring	(Secretary)	Appointed 1 <sup>st</sup> March 2020
Mrs M Stephenson	(Trustee)	Appointed 1 <sup>st</sup> March 2020

The Chairperson is ex officio by virtue of her office as Pastor of Leeds Bramley Church of the Nazarene and the NMI and Children's Ministry representatives are also ex officio by virtue of their office within the Church.

#### **Holding/Custodian Trustee**

Church of the Nazarene British Isles South District (A Charitable Company Limited by Guarantee: Company No 7028764)

**Bankers:** Yorkshire Bank Waver Green Pudsey LS28 7BG

## **Independent Examiner: Mrs D Day**

### **Leeds Bramley Church of the Nazarene**

#### **Report of the Board of Trustees for the year ended 30 September 2020**

#### **Structure, Governance and Management**

##### **Structure and Organisation**

The charitable incorporated organisation (CIO) was set up on 24 February 20015 with registration number 1160623.

##### **Trustee Appointments**

The Pastor of the church is ex officio chairperson of the Board of Charity Trustees and her position is reviewed after two years and then every four years after that. The remaining Trustees are elected annually by the members of Leeds Bramley Church of the Nazarene at the annual general meeting held in February each year.

##### **Governance and Wider Network**

The Board of Trustees meets regularly, normally on a monthly basis to consider the work and management of the church and assess and plan the financial and other aspects of the work and direction of the charity

The church/CIO is a member of the Church of the Nazarene British Isles South District (a Charitable Company Limited by Guarantee, Company No 7028764: Charity No 1133336) which in turn is a member of The Global Church of the Nazarene which has its headquarters in Lenexa, USA.

The CIO is governed by an approved governing constituting document drawn up by Anthony Collins, Charity Solicitors, Birmingham and approved by the Charity Commission for England and Wales and HMRC. The governing document is based on the Global Church of the Nazarene where UK law permits.

##### **Risk Management**

The risk management strategy of the church is in a continual process of formulation in response to the changing circumstances that could impact upon the work of the church.

The Board of Trustees in considering this important task, take direction from ongoing discussions with members both internally and through meetings with the Church of the Nazarene British Isles South District and other advisers, adopting appropriate policies as required or as they become necessary to the ongoing work of the church.

##### **Objectives and Activities**

##### **Charitable Objectives**

The charity has the following objectives:

- a) The advancement of the Christian faith as part of the Global Church of the Nazarene and the Church of the Nazarene British Isles South District.
- b) To serve and enhance the local community and Leeds area.

## **Leeds Bramley Church of the Nazarene**

### **Report of the Board of Trustees for the year ended 30 September 2020**

#### **Public Benefit**

The Trustees have had due regard to the Charity Commission guidance on public benefit reporting in deciding what activities the charity should undertake. This report illustrates the activities undertaken to support the public benefit requirement.

#### **Review of the Year**

The aims for the year included:

- Continuation of weekly Christian worship meetings and promotion of the Christian faith in accordance with the principles of the Church of the Nazarene.
- Continuing to develop links with the local community through continuing outreach services and meetings. The support of members of the Wellington Gardens Residents Association and support of the Leeds Caring for Life charity.

#### **Significant activities during the period include:**

- Weekly worship services conducted by retired pastor Rev A R Brown and visiting speakers..
- Visitation of both members and others in the local community in times of need and by request.
- Hosting regular fellowship meals for church members and friends and visitors from a local care home.
- Keeping in touch on a regular basis with each other by Zoom. Email or phone calls following Covid restrictions since March 2020.

#### **Achievements during the period include:**

Because of the restrictions placed on the meeting of churches since Covid & subsequent lock down the church hasn't met since 15<sup>th</sup> March 2020. The community centre has been closed by the local authority & is currently undergoing refurbishment. Because the majority of the church fellowship is over 70 with some having health issues contact has been at a distance.

#### **Volunteers**

The work planned, activities undertaken and achievements attained would not have been possible without the active involvement and hard work of all of the members and friends of the charity without whom the substantial work of the charity could not be realised. The Board of Trustees is grateful for the work and support of all members and friends of the Bramley Church of the Nazarene .One of our longest serving trustees sadly passed away in March 2020. She was much loved and will be greatly missed, Her work as a trustee was greatly valued.

## **Leeds Bramley Church of the Nazarene**

### **Report of the Board of Trustees for the year ended 30 September 2020**

#### **Financial Review**

##### **Reserves**

The charity does not have a policy on reserves as the expenditure and work of the charity is reliant upon the ongoing support, tithes and offerings of the members and friends received at the weekly meetings. The Board of Trustees reviews on a monthly basis the anticipated income and expenditure for the next two to three months in order to ensure the ongoing work of the charity.

##### **Financial Review of the Year**

The charity has continued throughout the year to meet and tailor the expenditure it incurs to the income received through tithes offerings and donations received. There is much more the Board of Trustees would like to do but at present time because we are meeting in a community centre our financial outgoings are much reduced. However we give voluntary gifts to the Wellington Gardens Residents Association to enable them to continue giving support to the elderly residents who also use the Eric Atkinson Centre. Donations of food and toiletries are collected regularly and sent to the Caring for Life charity in their ongoing support of homeless and financially compromised service users in the Leeds area. The church also supports the work of the Leprosy Mission giving donations collected by the church on a voluntary basis.

The receipts and payments account shows that there was a decrease in cash funds during the year ending September 2020 Of £4003 in tithes and gifts due to the church not having met since March 2020 resulting in reduced payments to the church.

##### **Plans for Future Periods**

The Board of Trustees keeps in contact on a monthly basis to plan and look to the future of the charity and its future development.

- Having sold the existing church hall where we used to meet we are now looking to purchase suitable premises that will meet the future needs of both the church requirements and its interaction with the local community.
- To continue developing the church programme for the elderly having relocated to the Eric Atkinson Centre in July 2016 due to the church premises having been sold.

**Declaration**

The Trustees declare that they have approved the trustees report above

Signed on behalf of the charity's trustees on 30/04/2021

Mrs E Waring

**(Secretary)**

Rev A R Brown

**(Chairperson}**

I report on the accounts for the year ended 30 September 2020 which are set out on pages 8-12

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

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

It is my responsibility to:

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

### **Basis of independent examiners statement**

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

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

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

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

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

have not been met; or

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

Independent Examiner Mrs D Day

Relevant professional qualification(s) or body (if any) CIMA

Address 22A Bankhouse Lane Pudsey LS28 8LZ West 22A Bankhouse Lane Pudsey LS28 8LZ West Yorkshire

Date 07/05/2021



Leeds Bramley Church of the Nazarene

Receipts and Payments Account for the year ended September 2020

		Unrestricted Funds
		Year Ended
	Note	30 September 2020
<b>Income</b>		
Offerings		£4462.54
Rents Received	1	£5196.08
Gifts		£50.00
		<b>Total 9708.62</b>
<b>Expenditure</b>		
CCLI		£133.32
Church & Manse Insurance		£707.88
NMI		£623.77
BISD		£1215.00
Gifts	2	£1850.00
Container Fee		£936.00
Visiting Speakers		£750.00
Stationery		£16.35
Food (For AGM)		£37.80
Tealights		£26.99
Flowers		£20.00
Orders of Service		£75.00
		<b>Total Expenditure £6392.11</b>

**Leeds Bramley Church of the Nazarene**

**Receipts and Payments Account for the year ended September 2020**

<b>Excess Income over Expenditure for the year</b>	<b>£ 3316.51</b>
<b>Balance Brought Forward</b>	<b>£ 184832.38</b>
<b>Balance Carried Forward</b>	<b>£ 188148.89</b>

**Leeds Bramley Church of the Nazarene**

**Assets and Liabilities as at September 2020**

	<b>Note</b>	<b>Year Ended 30/09/2020</b>
<b>Cash Funds</b>		
Bank account		£ 188148.89

**Leeds Bramley Church of the Nazarene**

**Independent Examiners Report to the Trustees for the year ended 30 September 2020**

Total Funds Held £ 188148.89

**Freehold Property**

Total Assets £115000.00

**Current Liabilities**

0.00

**Long Term Liabilities**

Mortgage 0.00

Total Liabilities 0.00

**Net Assets £303148.89**

**Represented by**

**Funds and church manse**

Unrestricted Funds

All interests in Real property are held in the sole name of the Church of the Nazarene British Isles South District as Holding Trustee on the Model Trusts

**Leeds Bramley Church of the Nazarene**

**Notes to Accounts for the Year Ended 30 September 2020**

**Year Ended**

**30/09/2020**

**Note 1**

**Summary of Rental Income**

**Leeds Bramley Church of the Nazarene**

**Independent Examiners Report to the Trustees for the year ended 30 September 2020**

Rent – October 2019	£440.84
Rent – November 2019	£ 440.84
Rent- December 2019	£ 440.84
Rent- January 2020	£ 382.84
Rent – February 2020	£ 440.84
Rent – March 2020	£440.84
Rent – April 2020	£440.84
Rent – May 2020	£440.84
Rent – June 2020	£440.84
Rent – July 2020	£440.84
Rent – August 2020	£404.84
Rent – September 2020	£440.84
<b>Total</b>	<b>£5196.08</b>

**Leeds Bramley Church of the Nazarene**

**Notes to Accounts for the Year Ended 30 September 2020**

**Year Ended**

**30/09/2020**

**Note 2**

**Gifts**

Wellington Gardens Residents Association	£100.00
--	---------

Gift to Rev & Mrs Burrows	£250.00
---------------------------	---------

(District collection towards travel & hotel costs to visit sick relative

Good News Broadcasting Service	£1500.00
--------------------------------	----------

<b>Total</b>	<b>£1850.00</b>
--------------	-----------------

