

**ANNUAL REPORTS AND STATEMENT OF ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2019**

THE POTTERS HOUSE (MANCHESTER)

CHARITY REGISTRATION NUMBER: 1093961

Tove Accountancy Ltd
Office 6, Town Hall
86 Watling Street East
Towcester
Northants
NN12 6BS

THE POTTERS HOUSE (MANCHESTER)
LEGAL AND ADMINISTRATIVE INFORMATION

Registered Charity No.	1093961
Accounting Start Date	01/01/2019
Accounting Closing Date	31/12/2019
Trustees	Kwesi Amesu (Resigned 05.04.2020) Christopher Lanor Christopher Morris Wilson Kwofie
Chair	Leon Stennett (Appointed 05.04.2020)

The existing Trustees appoint any new trustees following the provisions laid out in the Charity's governing instrument

Governing Document	Declaration of Trust dated 26th August 2002
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Objects

(A) TO ADVANCE THE CHRISTIAN FAITH IN ACCORDANCE WITH THE STATEMENT OF BELIEFS APPEARING IN THE SCHEDULE HERETO IN MANCHESTER AND IN SUCH OTHER PARTS OF THE UNITED KINGDOM OR THE WORLD AS THE TRUSTEES MAY FROM TIME TO TIME THINK FIT AND TO FULFIL SUCH OTHER PURPOSES WHICH ARE EXCLUSIVELY CHARITABLE ACCORDING TO THE LAW OF ENGLAND AND WALES AND ARE CONNECTED WITH THE CHARITABLE WORK OF THE TRUST.

(B) TO RELIEVE PERSONS WHO ARE IN CONDITIONS OF NEED OR HARDSHIP OR WHO ARE AGED OR SICK AND TO RELIEVE THE DISTRESS CAUSED THEREBY IN THE SAID LOCATION AND IN SUCH OTHER PARTS OF THE UNITED KINGDOM OR THE WORLD AS THE TRUSTEES MAY FROM TIME TO TIME THINK FIT.

Correspondence Address	The Potters House (Manchester) 46 Roberts Street Eccles Manchester M30 0FX
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Primary Bankers	Lloyds Bank Plc 53 King Street Manchester M2 4CQ
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Independent Examiners	Mrs A Parry-Stone Tove Accountancy Ltd Office 6, Town Hall 86 Watling Street East Towcester Northants NN12 6BS
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INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE POTTERS HOUSE (MANCHESTER)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2020 which is set out on the attached pages

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

Independent examiner's statement

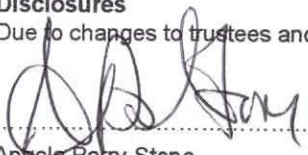
I have completed my examination. I confirm that no material matters have come to my attention in connection other than that disclosed below with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

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.

Disclosures

Due to changes to trustees and treasurer it has not been possible to locate all of the accounting paperwork.


.....
Angela Parry-Stone

Dated

17/6/2021
.....

For and on behalf of:

Tove Accountancy Ltd

Office 6 Town Hall, 86 Watling Street East, Towcester, Northants, NN12 6BS

**THE POTTERS HOUSE (MANCHESTER)
TRUSTEES REPORT
FOR THE YEAR ENDED 31ST DECEMBER 2019**

Objectives of the Church

The mission of The Potters House (Manchester) is the propagation of the Gospel of Jesus Christ, in accordance with the Holy Scriptures in Saint Matthew's Gospel, Chapter 28 verses 18-19.

Our aim is to be an impact locally, nationally and globally.

Review of Activities

We have experienced great progress and increased income while at the same time the congregation has also increased. This has allowed us to continue our objectives locally through various outreaches such as concerts, drama and special services locally and globally by partnering with our leadership church in sending the financial support to missionaries around the world.

Plans for the Future

As in prior years, we are aiming to see our Church becomes an ever more increasing influence in our area, and in the City of Greater Manchester as a whole. In the near future, we hope to acquire a property we can use as our permanent location to reach the local community, train future leaders and plant churches.

Trustees Responsibilities

The charity trustees 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). The law applicable to charities in England and Wales 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 charity and of the incoming resources and application of resources, of the charity for that period. 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 applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in existence.

The trustees are responsible for keeping proper accounting records, which 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 Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed Declaration of Trustees:

Signed


..... Trustee

Dated:

12 / 06 / 2021

Print Name

LEON STENNING

THE POTTERS HOUSE (MANCHESTER)
STATEMENT OF RECEIPTS AND PAYMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2019

	Note	2019 Unrestricted Funds £	2019 Restricted Funds £	2019 Total £	2018 Total £
RECEIPTS :					
Donations and Legacies	2a	25,193	-	25,193	34,070
Investment Income	2b	2	-	2	-
Charitable Activities	2c	8,280	-	8,280	7,766
Other Incoming Resources	2d	496	-	496	1,061
					-
TOTAL RECEIPTS		33,971	-	33,971	42,897
PAYMENTS :					
Costs of Charitable Activities	3a	36,656	-	36,656	37,182
Governance Costs	3b	1,640	-	1,640	932
					-
TOTAL PAYMENTS		38,296	-	38,296	38,114
NET INCOMING/(OUTGOING) RESOURCES	-	4,325	- -	4,325	4,783
Balances Brought Forward		5,902	-	5,902	1,119
BALANCES CARRIED FORWARD		1,577	-	1,577	5,902

THE POTTERS HOUSE (MANCHESTER)
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31ST DECEMBER 2019

	Note	2019 Unrestricted Funds £	2019 Restricted Funds £	2019 Total £	2018 Total £
ASSETS					
Cash Funds:					
Cash at bank and in hand		1,577	-	1,577	5,902
		1,577	-	1,577	5,902
Charity Funds:					
General Funds		1,577	-	1,577	5,902
Restricted Funds	4	-	-	-	-
		1,577	-	1,577	5,902
Assets Retained for the Charity's own use					
Equipment Cost		18,337	-	18,337	18,337
		18,337	-	18,337	18,337
Liabilities					
Independent Examiner's Fee		600	-	600	780
		600	-	600	780

Trustees responsibilities in relation to financial statements

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities.

On behalf of the trustees

Signed  Trustee Date 12/6/2021
Print Name LEON STENNETT

THE POTTERS HOUSE (MANCHESTER)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST DECEMBER 2019

1. BASIS OF ACCOUNTING

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners and they meet the appropriate Legal Requirements.

2. RECEIPTS

	2019 Unrestricted Funds £	2019 Restricted Funds £	2019 Total £	2018 Total £
a) Donations and Legacies				
Tithes, Gifts and Offerings	17,566	-	17,566	20,970
Gift Aid Tax Recovered	7,628	-	7,628	13,100
	25,193	-	25,193	34,070
b) Investment Income				
Bank Interest	2	-	2	-
	2	-	2	-
c) Charitable Activities				
Activities & Events	1,530	-	1,530	1,016
Parsonage Rent	6,750	-	6,750	6,750
	8,280	-	8,280	7,766
d) Other Incoming Resources				
Refunds	496	-	496	698
Sundry Income	-	-	-	363
	496	-	496	1,061

THE POTTERS HOUSE (MANCHESTER)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST DECEMBER 2019

3. PAYMENTS

	2019 Unrestricted Funds £	2019 Restricted Funds £	2019 Total £	2018 Total £
a) Costs of Charitable Activities				
Activities & Events	1,532	-	1,532	551
Bank Charges	204	-	204	244
Benevolence	751	-	751	90
Books & Periodicals	76	-	76	213
Equipment	1,037	-	1,037	1,252
Software	444	-	444	-
Fellowship Expenses	1,194	-	1,194	1,881
Gifts & Tithes	1,365	-	1,365	2,035
Love Offerings	3,805	-	3,805	1,480
Ministry Expenses	1,164	-	1,164	846
Ministry Training	397	-	397	-
Parsonage Costs	9,220	-	9,220	9,378
Advertising & Marketing	547	-	547	-
Printing	-	-	-	588
Reimbursements	558	-	558	805
Rent & Rates	4,034	-	4,034	4,830
Staff Costs	2,527	-	2,527	3,196
Sundry Expenses	460	-	460	1,850
Travel & Subsistence	2,234	-	2,234	1,999
Utility Costs	2,456	-	2,456	2,164
World Evangelism	2,530	-	2,530	3,660
Youth Ministry	120	-	120	120
	36,656	-	36,656	37,182
b) Governance Costs				
Independent Examiner's Fee	1,324	-	1,324	565
Insurance Costs	316	-	316	299
	1,640	-	1,640	864

THE POTTERS HOUSE (MANCHESTER)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST DECEMBER 2019

4. RESTRICTED FUNDS

The charity held no restricted funds during this or the previous financial period

5. STAFF COSTS AND NUMBERS

	2019	2018
	£	£
Gross Wages & Salaries	2,405	3,196
Employer's National Insurance Costs	122	122
Pension Contributions	-	-
	<u>2,527</u>	<u>3,318</u>
Employees who were engaged in each of the following activities		
Charitable Activities	1	1
	<u>1</u>	<u>1</u>

The Charity operates a PAYE Scheme to pay all employed members of Staff. The Charity also employs members of staff on a self employed basis and no employees received emoluments in the range of £50,000 to £60,000 (2018:None)

No employees received emoluments over £60,000 per annum (2018:None)

6. PAYMENTS TO TRUSTEES AND RELATED PARTIES

During the year Christopher Lanor received £2025 (2018:£2,646) in salary related payments in his capacity as Pastor of The Potters House (Manchester) in furthering the Charity's objects.

No other payments were made to trustees or any persons connected with them during the financial period. No other material transactions took place between the organisation and a trustee or any person connected with them.

7. RISK ASSESSMENT

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

THE POTTERS HOUSE (MANCHESTER)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST DECEMBER 2019

8. RESERVES POLICY

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in Income or unexpected expenditure. The Trustees will endeavour not to set aside funds unnecessarily.

9. PUBLIC BENEFIT

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purpose or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees Report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

8. LEASE OR HIRE PURCHASE AGREEMENTS

No finance leases or hire purchase agreements were undertaken in the financial period.