Charity Registration No. 1123028 Company Registration No. 06492621 (England and Wales)

BILLINGSHURST FAMILY CHURCH (LIMITED BY GUARANTEE)

DIRECTORS' REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021

BILLINGSHURST FAMILY CHURCH

CONTENTS

	Page
Legal and administrative information	1
Trustees' report	2 - 4
Independent examiner's report	5
Statement of financial activities	6
Balance sheet	7
Notes to the accounts	8 - 12

Legal and Administrative Information

Charity Number	1123028
Company Registration Number	06492621
Date of Incorporation	4th February 2008
Start of Financial Year	1st April 2020
End of Financial Year	31st March 2021
Trustees/Directors	Mrs Rachel Brown (Company Secretary) Mr John Fraher Mr Craig Gale Mr Lee Mcgahan Mr William Richards (Appointed 19th January 2021)
Company Secretary	Mrs Rachel Brown
Governing Document	Memorandum & Articles of Association Incorporated 4th February 2008

Objects:

A) To advance the Christian faith in accordance with the statement of faith in such ways in Billingshurst and the surrounding villages and in such other parts of the United Kingdom and the world as the directors from time to time may think fit.

B) To relieve sickness and financial hardship and to promote and preserve good health by the provision of funds, goods or services of any kind, including through the provision of counselling and support in Billingshurst and the surrounding villages and in such other parts of the United Kingdom or the world as the directors from time to time may think fit.

C) To provide or assist in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life in Billingshurst and the surrounding villages and in such other parts of the United Kingdom and the world as the directors may from time to time think fit.

Principle Address & Registered Office	Billingshurst Centre Billingshurst West Sussex RH14 9QW
Bankers	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Mailing Kent ME19 4JQ
Independent Examiner	Michael Homer AFA MIPA MCH Accountants Ltd 68 Charlton Road Andover Hampshire SP10 3JN

Report of the Directors For the Year Ended 31 March 2021

The trustees (who are also the directors) are pleased to present their annual report and accounts for the year ended 31 March 2021. The accounts have been prepared in accordance with the accounting policies set out in note 2 to the accounts and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and the Statement of Recommended Practice, Charities SORP (FRS102).

OBJECTIVES

In shaping our objectives for the year and planning our activities, the Directors have considered the Charity Commission's guidance on public benefit.

REVIEW OF ACTIVITIES AND ACHIEVEMENTS

Usually weekly meetings are held every Sunday morning at the Billingshurst Community and Conference Centre for worship and the preaching of God's word. Our weekly Sunday attendance was averaging approximately 115 before lockdown. Other Church activities and programmes before Covid-19 comprised of:-

- · Weekly and monthly prayer meetings
- Weekly home groups where Church members meet in small gatherings, usually, 8 16 in number. These
 meetings include worship, fellowship, prayer, and bible study.
- Children's work is undertaken primarily on a Sunday and offers opportunity for teaching of children up to the age of 11 years
- Youth work is provided under the name of Ignite and meet regularly on a Friday evening and on a Sunday morning. They also attend an annual "Newday" youth event in East Anglia
- We continue to operate Rainbow Toddlers on Monday mornings during term time for parents and toddlers within the wider Billingshurst community which are well attended. Rainbow Toddlers is regularly recommended to new families in the village, often by members of the community who are not part of our church.
- BFC joins with other churches in the village to provide, once a month, an after school club called "Messy Church" for children and parents during school term time.
- We support the annual village show in June providing facilities at the showground which raises money for the local Scout and Guide groups and charities supported by the Rotary Club.
- Evangelistic events were held during the year which included an "Alpha Course" for non¬Christians to discuss and find out more about Christianity. We also hold our annual Christmas Carol celebration.
- We are part of and support in both financial and practical terms the work of Commission which is a group of international churches stretching across mainly the South of England in the UK, India, Spain, Portugal and other nations. Commission churches work closely together to make disciples, reach the nations and transform communities. Commission also provides valuable training and support for our Elders and Leaders.
- Some Church members have been trained to be CAP Money Coaches. The CAP Money Course is a course devised by the award winning debt counselling Charity, Christians Against Poverty (CAP). As a result BFC has run a number of courses for both members and the community in general. It has also expanded into helping students and school age children.
- We have also supported Thirtyone:Eight (formally CCPAS) in their work protecting children from abuse and The Oasis Crisis Pregnancy Centre providing support to women, and their partners, who are facing an unintended pregnancy or pregnancy loss.
- BFC also provide team members for Street Pastors which is an interdenominational Church response to urban problems engaging with people on the streets to care, listen and communicate.

COVID-19

- Following the National lockdown in March 2020 due to the pandemic all church meetings moved on line. Sunday services were accessible via social media platforms such as youtube and facebook. Home groups were meeting virtually and prayer meetings continued online. Rainbow Toddlers and Messy Church ceased until it was safe to resume and CAP and Alpha moved to virtual platforms. All BFC employees were working successfully from home.
- BFC have worked closely with other churches and organisations in the village to set up a community support group, helping people who are self - isolating, shielding or are in need of assistance. The group can shop, collect medicine and provide other assistance as well as offering telephone support/companionship to those who are lonely.
- All events remained online throughout 2020 and Spring 2021 although as government restrictions allowed we had a small team streaming live Services from the centre and home groups were able to meet face to face in groups of 6 outside.

Report of the Directors For the Year Ended 31 March 2021

COVID-19 Continued

[•] During this time the Trustees have been taking additional diligence with financial income and expenditure including asking the Treasurer to notify the trustees if giving drops by an agreed percentage. Giving has remained fairly stable despite the pandemic and we have been able to give financial gifts to those in need from our fellowship fund.

FINANCIAL REVIEW

The Statement of Financial activities is set out on page 6

Principal Funding Sources

The Charity does not undertake any fundraising from outside sources and all monies are raised from Church members. During the last financial year the Church showed a financial surplus of £20,144

Reserves

The regular monthly income remains sufficient to cover the general day to day operational costs with the General Funds accumulated providing approximately three months coverage of expenditure should there be a sudden decline in income. The Trustees have agreed a Policy of holding a minimum of three months unrestricted funds which is considered adequate and appropriate for the Charity's activities.

Investment Policy

The Charity's liquid funds are held in cash at CAF Bank and the Charity's Policy is to continue with this arrangement with surplus funds over and above day to day requirements held on interest bearing accounts.

Risks

The Directors have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure. Written Policy statements are in place covering:-

- Reserves
- Investment
- Expenses
- Safeguarding
- Conflicts of Interest

It also follows the Commission - Travel Risk Management Policy.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Charity is a Company Limited by Guarantee and incorporated 4 February 2008 and registered as a charity 29 February 2008. The Company was established under Memorandum and Articles of Association which established the objects and powers of the charitable company and how it is governed. In the event of the company being wound up members are required to contribute an amount not exceeding \pounds 1.

Structure and Management

The spiritual leadership and governance of Billingshurst Family Church (BFC) for the purposes of which the charity has been established remains with a two man Eldership Team, one of whom is a full time employee. They are supported by a part time Treasurer and a part time Administrator. There is also a wider leadership team of a further four church members.

REFERENCE AND ADMINISTRATIVE DETAILS

The Charity operates under the name Billingshurst Family Church and uses no other names. It is registered in England at Companies House under number 6492621 and at the Charity Commission under number 1123028. The registered and principal office is Billingshurst Centre, Roman Way, Billingshurst, West Sussex, RH14 9QW.

The Directors and Trustees of the Charity comprise Rachel Brown, John Fraher, Craig Gale, Will Richards and Lee Mcgahan. When considering the appointment of new directors, the Board has regard to the balance of skills and knowledge available.

Report of the Directors For the Year Ended 31 March 2021

STATEMENT OF DIRECTOR'S RESPONSIBILITIES

Company law requires the directors to prepare financial statements for each financial year which gives a true and fair view of the state of affairs of the charity, incoming resources and the application of resources including the income and expenditure of the charitable company during the period. In preparing those financial statements the directors are required to:

- (i) Select suitable accounting policies and then apply them consistently,
- (ii) Observe methods and principles in the Charities SORP,
- (iii) Make judgements and estimates that are reasonable and prudent,
- (iv) Prepare financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions relating to small companies within part 15 of the Companies Act 2006.

Approved by the Directors on the 05/10/21

RBROWN

Signed on their behalf by Mrs R Brown, Chair of Trustees

Billingshurst Family Church

Independent Examiner's Report

To the Members of Billingshurst Family Church

I report to the charity trustees on my examination of the accounts of the Charitable Company for the year ended 31 March 2021.

Responsibilities and basis of report

As the trustees of the Charitable Company (and also its directors 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 under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity'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 statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements:

- accounting records were not kept in respect of the Charitable Company as required by section 386 of the 2006 Act; or
- · the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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.

Má

Mr Michael Homer AFA MIPA Independent Examiner for and on behalf of MCH Accountants Ltd 68 Charlton Road Andover Hampshire SP10 3JN

Dated: 12th October 2021

Statement of Financial Activities for the year ended 31st March 2021 (Including income and expenditure account)

		Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	Notes	£	£	£	£
Income from:					
Donations and gifts	5a	119,282	8,441	127,723	124,128
Charitable Activities	5b	20	-	20	5,758
Investment Income	5c	21	3	24	57
Other Income	5d	-	-	-	73
Total Income		119,323	8,444	127,767	130,016
Expenditure on:					
Charitable Activities	6	97,311	10,312	107,623	123,135
Total Expenditure		97,311	10,312	107,623	123,135
-					
Net Income / (Expenditure) before t	ransfers	22,012	(1,868)	20,144	6,881
Gross transfers between funds		(2,500)	2,500	-	-
Net incoming/(outgoing) resources	for the year	19,512	632	20,144	6,881
3 (3 3)	,				
Total Funds brought forward at 1 A	pril 2020	36,604	7,577	44,181	37,300
Total Funds carried forward at 31	I March 2021	56,116	8,209	64,325	44,181

All the church's operations are classed as continuing.

There are no recognised gains or losses other than those reported on the Statement of Financial Activities.

The Statement of Financial Activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

The notes on pages 8 to 12 form part of these financial statements.

Balance Sheet as at 31st March 2021

	Notes	2021 £	2020 £
Fixed Assets Tangible Assets	3	5,859	1,780
Current Assets:	Ū	0,000	.,
Debtors and Prepayments	9	6,542	7,424
Cash at bank and in hand	·	54,633	39,404
Total Current Assets		61,175	46,828
Current Liabilities: Creditors: amounts falling due within one year	10	(2,709)	(4,427)
Net Current Assets		58,466	42,401
Total Net Assets		64,325	44,181
Income Funds			
General Fund		56,116	36,604
Restricted Funds	7	8,209	7,577
Total Funds	13	64,325	44,181

For the year ending 31st March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' Responsibilities

- a) The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.
- b) The directors acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and preparation of accounts.
- c) The directors acknowledge their responsibility for ensuring that the company keeps proper accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit and loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Act relating to accounts as far as they apply to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Directors on the Signed on their behalf by Director

05/10/21

RBrown

Rachel Brown

Company number 06492621

Notes to the Financial Statements for the year ended 31st March 2021

Company information

1. Statutory information

Billingshurst Family Church is a charitable company, limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found on the Legal and Administrative Information page.

2. Accounting Policies

Basis of Preparation

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2015) - Charities SORP (FRS102) and the Companies Act 2006.

Billingshurst Family Church meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s). There are no material uncertainties about Billingshurst Family Church's ability to continue as a going concern.

Income

Income is recorded on the Statement of Financial Activities (SOFA) when it becomes probable the charity will receive the income, the charity becomes entitled to the income and the amount of income due to be received can be measured reliably.

Investment income and gains are allocated to the appropriate fund.

Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs relating to that category. They include irrecoverable VAT. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the Charity to discharge them.

Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates to write off the cost less estimated residual value of each asset over its expected useful life as follows:

Equipment 25% reducing balance

Assets costing less than £500 are expended within the SOFA.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short and medium term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

Pensions

The charity offers a defined contribution pension to all eligible staff and, at the Trustees' discretion, to other paid staff. At the year end there were contributions of £581 outstanding (2020: £538).

Taxation

The company is a registered charity (number: 1123028). All activities are undertaken to fulfil the primary objectives of the charity and are therefore exempt under.Part 11 of the Corporation Tax Act 2010

Notes to the Financial Statements for the year ended 31st March 2021 (continued)

2. Accounting Policies (continued)

Critical accounting

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions *are* based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The trustees do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

Funds

General funds are unrestricted funds which are available for use at the discretion of the directors in furtherance of the general objectives of the charity and which have not been designated for any other purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Cash Flow

Under section 7 of FRS102 in relation to the Cash Flow statement, exemption has been claimed on the basis that Billingshurst Family Church is a small charity.

3. Tangible Fixed Assets		Equipment £
Cost	1st April 2020	23,749
Additions Disposals		6,032 (16,890)
Cost at	31st March 2021	12,891
Depreciation	1st April 2020	21,969
Charge for year Depreciation on disposal		1,953 (16,890)
Depreciation at	31st March 2021	7,032
Net book value	31st March 2021	5,859
Net book value	31st March 2020	1,780

Following a full review and check of the assets of Billingshurst Family Church, £16890 of old and obsolete equipment has been written off in the financial year

4. Capital Commitments and Contingent Liabilities

There were no capital commitments or contingent liabilities at 31st March 2021 (2020: none).

Notes to the Financial Statements for the year ended 31st March 2021 (continued)

5. Income	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
a) Voluntary Income	04 714	1 615	96 306	00.050
Gift Aided giving	84,711	1,615	86,326	88,958
Gift Aid tax refund	21,178	404	21,582	21,691
Other giving not gift aided	13,393	6,422	19,815	13,479
	119,282	8,441	127,723	124,128
b) Charitable Activities				
Youth and Children	20	-	20	3,259
Activities and Events	-	-	-	355
Rainbow Toddlers	-	-	-	2,144
	20		20	5,758
c) Investment Income Bank Interest	21	3	24	57
d) Other Income Sundry Income	<u> </u>	<u> </u>	<u> </u>	73
Total Income	119,323	8,444	127,767	130,016

Of the £130,016 total income for the year to 31 March 2020, £125,746 was unrestricted and £4,270 was restricted.

6. Expenditure	Unrestricted	Restricted	Total	Total 2020
Charitable Activities:	Funds £	Funds £	2021 £	2020 £
Activities and Events	7,865	-	7,865	18,102
Youth and Children	323	-	323	9,745
Leadership expenses	563	-	563	4,600
Gifts and Offerings	12,025	10,312	22,337	16,265
Office & Administration	12,226	-	12,226	14,086
Salaries	61,456	-	61,456	58,843
Depreciation	1,953	-	1,953	594
Accountant Fees	900	-	900	900
Total Expenditure:	97,311	10,312	107,623	123,135

Of the £123,135 total expenditure for the year to 31 March 2020, £119,175 was unrestricted and £3,960 was restricted.

Support Costs included in the above consist of:

Salaries	18,030	-	18,030	18,888
Office and Administration	12,226	-	12,226	14,086
Governance Costs	900	-	900	900
	31,156		31,156	33,874

Governance costs in 2020 and 2021 consist entirely of fees paid to the independent examiner in respect of examination services.

Notes to the Financial Statements for the year ended 31st March 2021 (continued)

7. Restricted Funds	Balance at 1 April 2020 £	Income £	Expenditure £	Transfer £	Balance at 31 March 2021 £
Building Fund	4,371	2	-	-	4,373
Church Planting Fund	1,421	1	-	-	1,422
Fellowship Fund	1,785	3,546	(5,417)	2,500	2,414
Specified Giving	-	4,895	(4,895)	-	-
	7,577	8,444	(10,312)	2,500	8,209

The Restricted Funds are wholly represented by the charity's cash reserves.

Restricted Funds are held for the following purposes:

Building Project.

New church planting.

The poor who are experiencing financial hardship within the church and the wider community Items held for specified giving,

8. Statement of financial activities, comparative funds - year ended 31 March 2020.

	Unrestricted Funds	Restricted Funds	Total 2020
Income from:	£	£	£
Donations and gifts	119,868	4,260	124,128
Charitable Activities	5,758	-	5,758
Investment Income	47	10	57
Other Income	73	-	73
Total income	125,746	4,270	130,016
Expenditure on:			
Charitable Activities	119,174	3,960	123,134
Total expenditure	119,174	3,960	123,134
Net incoming/(outgoing) resources for the year	6572	310	6882
Total Funds brought forward at 1 April 2019	30,033	7,267	37,300
Total Funds carried forward at 31 March 2020	36,605	7,577	44,182
9. Debtors and Prepayments		2021	2020
5. Debtors and riepayments		£	£
Debtors		5,773	5,912
Prepayments		769	1,512
Total		6,542	7,424
10. Creditors and Accruals: amounts due within one year		2021 £	2020 £
Sundry Creditors		1,973	3,435
Churches Together in Billingshurst		736	992
		2,709	4,427

Notes to the Financial Statements for the year ended 31st March 2021 (continued)

11. Staff Costs and Emoluments

The Charity employed three members of staff (2020: three) during the year. The costs were:

	2021 £	2020 £
Gross Salaries	56,618	53,288
Employers NIC	885	1,681
Income Protection Insurance	-	189
Employers Pension Contributions	3,953	3,686
	<u> </u>	58,844

There are no employees with emoluments over £60,000 (2020: none).

The key management personnel of the charity comprise of the Lead Elder, Administrator and the Treasurer. The total employee benefits of key management personnel of the charity were £60,571 (2020: £56,974)

12. Directors and related parties

During the financial period, in furthering the charity's objectives, Mr C Gale received £44,082 (2020: 40,250) in salary, £3,086 (2020: £2,817) in pension contributions, and £246 (2020: £674) in general expenses. Other directors and related parties received £NIL (2020: £672) reimbursement of expenses that they had incurred on the charity's behalf.

Directors contributed £29,650 (2020: £24,200) to the total church offering (including gift aid) during the year.

13. Net Assets between Funds

	Unrestricted	Restricted	Total
Fund balances at 31 March 2021 are represented by:	funds £	funds £	2021 £
Tunu balances at 51 March 2021 are represented by.	L	L	L
Fixed Assets	5,859	-	5,859
Current Assets	52,966	8,209	61,175
Current Liabilities	(2,709)	-	(2,709)
	56,116	8,209	64,325
	Unrestricted	Restricted	Total
	funds	funds	2019
Fund balances at 31 March 2020 are represented by:	£	£	£
Fixed Assets	1,780	-	1,780
Current Assets	39,251	7,577	46,828
Current Liabilities	(4,427)	-	(4,427)
	36,604	7,577	44,181

14. Member Guarantee

The charity is limited by guarantee and has no share capital. Every member of the company is a guarantor and undertakes to contribute to the assets of the company, in the event of being wound up, such amount as may be required. Each guarantor's liability is limited to £1.

15. Control

The charity is under the control of the board of directors.