

**THE POTTERS HOUSE CHRISTIAN CENTRE**  
**(LEICESTER)**

**ANNUAL REPORT AND  
STATEMENT OF ACCOUNTS  
FOR THE YEAR ENDED 31ST MARCH 2021**

**Charity Registration No: 1109790**

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**THE POTTERS HOUSE CHRISTIAN CENTRE LEICESTER**  
**LEGAL AND ADMINISTRATIVE INFORMATION**

<b>CHARITY NUMBER</b>	1109790
<b>START OF FINANCIAL YEAR</b>	01 April 2020
<b>END OF FINANCIAL YEAR</b>	31 March 2021
<b>TRUSTEES AS AT 31 MARCH, 2020</b>	Peter Temple Irvine Ruzvidzo Eric Darko

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

<b>GOVERNING INSTRUMENT</b>	Constitution adopted 7th February, 2005
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**OBJECTS**

- a) The advancement of the Christian religion in accordance with the statement of beliefs set out in the 1st schedule and in particular in Leicester and at the discretion of the church council elsewhere in the United Kingdom or in the world.
- b) The relief of poverty and sickness regardless of nationality, religious, political or other opinion in the said location and at the discretion of the Church council elsewhere in the United Kingdom or the world.

<b>CORRESPONDENCE ADDRESS:</b>	78-80 Burley's Way Leicester LE1 3BD
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<b>PRIMARY BANKERS:</b>	Barclays Bank Plc Leicester LE87 2BB
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<b>INDEPENDENT EXAMINER:</b>	John Galt Accounting Services 129 Newmarket Road Norwich Norfolk NR4 6SZ
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# THE POTTERS HOUSE CHRISTIAN CENTRE LEICESTER

## STATEMENT OF RECEIPTS AND PAYMENTS

FOR THE YEAR ENDED 31 March, 2021

<b><u>FOR THE YEAR ENDED 31ST MARCH 2020</u></b>	<b><u>Notes</u></b>	Unrestricted <u>Funds</u>	Restricted <u>Funds</u>	Total <u>2021</u>	Total <u>2020</u>
		£	£	£	£
Voluntary Receipts	<b>2a</b>	94,835	690	95,525	109,851
Charitable Activities	<b>2b</b>	0	0	0	1,719
Other Incoming Resources	<b>2c</b>	1,441	0	1,441	3,290
<b>TOTAL RECEIPTS</b>		<b><u>96,277</u></b>	<b><u>690</u></b>	<b><u>96,967</u></b>	<b><u>114,861</u></b>
<b><u>PAYMENTS:</u></b>					
Costs of activities in furtherance of the objectives of the Charity	3a	90,090	690	90,780	110,380
Resources Expended on Managing and Administering the Charity	3b	5,508	0	5,508	5,525
<b>TOTAL PAYMENTS</b>		<b><u>95,598</u></b>	<b><u>690</u></b>	<b><u>96,288</u></b>	<b><u>115,905</u></b>
<b><u>NET INCOMING / (OUTGOING) RESOURCES</u></b>		678	0	678	-1,044
<b><u>Total Funds Brought Forward</u></b>		629	0	629	1,673
<b><u>Total Funds Carried Forward</u></b>		<b><u>1,307</u></b>	<b><u>0</u></b>	<b><u>1,307</u></b>	<b><u>629</u></b>

The notes on pages 4 - 6 form part of these accounts.

All operations are classified as continued operations.

# THE POTTERS HOUSE CHRISTIAN CENTRE LEICESTER

## STATEMENT OF ASSETS AND LIABILITIES

FOR THE YEAR ENDED 31 MARCH, 2021

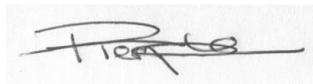
	31-Mar-21 £	31-Mar-20 £
<b><u>ASSETS</u></b>		
<b>Cash Funds:</b>		
Barclays Business Account	1,307	588
Barclays Savings Account	0	40
	<hr/>	<hr/>
	1,307	628
<b>Represented By:</b>		
General Fund	1,307	628
Restricted Funds	0	0
	<hr/>	<hr/>
	1,307	628
 Assets Retained for the Charitie's Own Use:		
Equipment	18,463	15,204
<b>LIABILITIES</b>		
Independant Examiners Fee	400	400
	<hr/>	<hr/>
	400	400

### 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 which are set out on pages 2 and 3.

Approved by the trustees on 21 December, 2021

Signed on their behalf by



, (Peter Temple) Trustee

# THE POTTERS HOUSE CHRISTIAN CENTRE LEICESTER

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

### NOTE 1 ACCOUNTING POLICIES

#### *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.

#### *Change of Basis*

There has been no change to the valuation rules and methods of accounting since last year. There has been no change to last year's accounts.

### NOTE 2 RECEIPTS

	Unrestricted Funds £	Restricted Funds £	Total <u>2021</u> £	Total <u>2020</u> £
<b>a) Voluntary Receipts</b>				
Church Offerings	55,721	0	55,721	66,972
Gift Aid Tax Reclaimed	21,064	0	21,064	22,591
Special Offerings	400	690	1,090	9,090
Pledges	17,651	0	17,651	11,198
	<b>94,835</b>	<b>690</b>	<b>95,525</b>	<b>109,851</b>
<b>b) Charitable Activities</b>				
Revival Meetings	0	0	0	1,719
	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,719</b>
<b>c) Other Incoming Resources</b>				
Sundry Income	621	0	621	2,818
New Church Tithe	820	0	820	472
	<b>1,441</b>	<b>0</b>	<b>1,441</b>	<b>3,290</b>

# THE POTTERS HOUSE CHRISTIAN CENTRE LEICESTER

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

### NOTE 3 PAYMENTS

a) **Cost of activities in the furtherance of the Charities' objects**

	Unrestricted Funds	Restricted Funds	Total <u>2021</u>	Total <u>2020</u>
	£	£	£	£
Accommodation Costs	2,217	0	2,217	6,436
Housing Allowance	11,800	0	11,800	9,560
Air Fare Costs	164	0	164	4,260
Benevolence	315	0	315	1,003
Books & Publications	1,773	0	1,773	996
Building Rent & Rates	9,572	0	9,572	13,952
Building Repairs	796	0	796	1,426
Conference & Seminar Costs	500	0	500	2,544
Equipment Costs	9,414	0	9,414	6,694
Equipment Rent & Repairs	731	0	731	954
Fellowship Tithe	5,752	0	5,752	7,864
Nursery & Cleaning	758	0	758	265
Hospitality & Subsistence	12,232	0	12,232	8,074
Motor Vehicle Expenses	2,402	0	2,402	4,572
Outreach & Evangelism	384	0	384	1,102
Printing & Advertising	1,869	0	1,869	1,866
Revival Expenses	2,535	0	2,535	3,519
Stationery & Postage	237	0	237	327
Sundry Expenses	401	0	401	578
Telephone Costs	2,617	0	2,617	2,480
Travel / Impact Teams	3,254	0	3,254	6,049
Utility Costs	6,151	0	6,151	4,879
Visiting Speakers	1,228	690	1,918	11,811
Wages & Salaries	1,650	0	1,650	1,700
World Evangelism	8,400	0	8,400	4,650
New Church Support	2,938	0	2,938	2,820
	<b>90,090</b>	<b>690</b>	<b>90,780</b>	<b>110,380</b>

b) **Resources expended on managing and administering the Charity**

Taxation Costs	1,927	0	1,927	2,081
Insurance Costs	3,182	0	3,182	2,818
Legal & Professional Fees	0	0	0	227
Independent Examiners Fee	400	0	400	400
	<b>5,508</b>	<b>0</b>	<b>5,508</b>	<b>5,525</b>

# THE POTTERS HOUSE CHRISTIAN CENTRE LEICESTER

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

### NOTE 4 RESTRICTED FUNDS

The Charity held no restricted fund during this financial period.

### NOTE 5 PAYMENTS TO TRUSTEES

No trustees received remuneration during the year except for the Pastor Peter Temple

		<b>Total</b>	<b>Total</b>
		<b><u>2021</u></b>	<b><u>2020</u></b>
		£	£
Pastor P. Temple	Wages & Housing Allowances	13,450	11,260

No transactions were undertaken by (or on behalf of) the charity in which a trustee or connected person has a material interest.

### NOTE 6 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 confirmed that they have established systems to mitigate the significant risks.

### NOTE 7 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 that the charity will be able to continue to fulfill its charitable objectives even if there is a temporary shortfall in income or unforeseen increase in expenditure. The trustees will endeavour not to set aside funds unnecessarily.

### NOTE 8 PUBLIC BENEFIT

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or "aims" that are for the public benefit. The Trustees confirm that they have paid due regards to the Charity Commission guidance on public benefit before deciding what activities the charity are to undertake.

### NOTE 9 OTHER DISCLOSURE ISSUES

The charity has no other commitments, guarantees, loans, contingent liabilities other than those disclosed in the accounts. There are no other disclosure issues.

**THE POTTERS HOUSE CHRISTIAN CENTRE LEICESTER**  
**TRUSTEES REPORT FOR THE YEAR TO 31 MARCH, 2021**

The Trustees present their report along with the financial statements of the charity for the year to 31 March, 2021. The financial statements have been prepared in accordance with the accounting policies set out on page 4 and comply with the Charity's trust deed and applicable law.

**Trustees**

The trustees named in the Notes to the Accounts have served throughout the year. Appointment of trustees is governed by the Constitution of the Charity. The Board of Trustees is authorised to appoint new trustees to fill vacancies through resignation or death of an existing trustee.

**Investment Powers**

The Constitution authorises the trustees to make and hold investments using general funds of the charity. No such investments are presently held.

**Constitution, Objects and Policies**

The Charitable Trust is constituted by Constitution, and its objects are to promote the Christian faith through worship. In order to do this regular activities are carried out and invitations given out to the public.

Finance is raised purely from members contributions. The day to day running of the church is delegated by the Trustees to the Pastor.

**Development, Activities and Achievements**

The trustees, Pastor, and church council are committed to enabling as many people as possible to worship at our church and to become active members and followers of Jesus Christ. Our services and worship put faith into practice through prayer and scripture, music and preaching.

When planning our activities for the year, the Pastor and the church council have considered the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our local community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of Pastoral Care for all who enter our doors and to the local community.
- Missionary and local community outreach work.

The trustees, Pastor, and church council are also delighted in the fact that the charity now has a viable church home, albeit a rental property. The building should be sufficient to allow for the much prayed for growth in church membership.

**Financial Review**

Overall income and expenditure has decreased by 16% respectively as the church continued to give to world evangelism and outreach through very hard circumstances. New and existing members have also been giving with the vision of seeing others come to Christ. Overall expenditure has increased by 11%. Most expenditure is on the Charity's objects of promoting the Christian faith and giving to world evangelism.

## **Future Developments**

The trustees are looking to invest funds in planting further churches.

## **Reserves Policy**

The Charity's policy is to maintain sufficient unrestricted funds to cover the next month's expenditure. This has been achieved throughout the year.

Restricted funds are normally used up when raised. Exceptions to this are when the funds have been raised but the cause raised for is not yet completed. There are correct accounting policies in place to identify each restricted fund and the available balance at any point in time.

## **Statement of Trustees Responsibilities**

Law applicable to Charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the year end. In preparing those financial statements, the Trustees are required to:

- a. Select suitable accounting policies and apply them consistently;
- b. make judgements and estimates that are reasonable and prudent;
- c. state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- d. prepare the financial statements on an ongoing concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **Approval**

This report was approved by the Trustees on 21 December, 2021 and signed by the Pastor of the church who chaired the meeting.



Peter Temple  
Pastor

## Independent examiner's report to the trustees of The Potters House Christian Fellowship Leicester

I report on the accounts of the Trust for the year ended 31 March, 2021 which are set out on pages 1 to 8.

### 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 the 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 examiner's report

My examination was carried out in accordance with the 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 you as 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 in order to enable a proper understanding of the accounts to be reached.



Mr. John Galt MAAT  
129 Newmarket Road  
Norwich  
Norfolk  
NR4 6SZ

21-Dec-21