

Trustees' Annual Report

For the period: From 01/04/21 To 31/03/22

Charity name: Westfield United Reformed Church

Charity registration number: 1131463

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the Charity is the advancement of the Christian faith for the benefit of the public in accordance with the Scheme of Union of the United Reformed Church.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Worship services, Home-groups Children's club, Parents & Toddlers groups School assemblies & counselling, Community cafe, Base for assistance to homeless people, Fair Trade promotion, Ugandan teacher's support.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit

Additional information

	SORP reference	
Contribution made by volunteers	Para 1.38	Volunteers carry out the majority of the work of the church. Volunteers are on the staff of the cafe and members of the congregation carried out the outreach and pastoral work of the church.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	At the start of the report period the church's activities were constrained by the restrictions enforced to reduce the spread of Covid-19. However, over the report period, the church has gradually restarted its own activities and reopened the building to community groups. Communal worship restarted but we retained the Zoom option and a few members still join worship by this method.
		Initially, the premises were closed to groups from both within and without the church, leading to a loss of income from lettings. However, with the loosening of restrictions, the church encouraged community groups to return to meeting on the premises and rental income showed an encouraging increase. Patronage at the cafe also showed a gradual improvement. The cafe staff continued to work with the local authority to outreach to the homeless.
		Work with children, young people and families restated and and the popular Showchoir started to meet again.
		Mission work continued by supporting four bodies outside the church during the year and also on-going support for dental training and teacher support in Uganda.
		At the end of the report period, a community minister started work in partnership with the church. Her role is to encourage community groups to work together to reduce social isolation.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The church's financial situation is shown in the audited accounts submitted along with this report. Although income from lettings and the cafe dropped due to the Covid-19 pandemic, giving from the congregation remained strong. Grants were received for the church's work with the homeless and other support work. The church's financial situation is kept under continual review and the financial year ended with a small surplus balance.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The church has a policy of holding 3 month's staff salary in reserve to maintain security for staff.
Amount of reserves held	Para 1.22	Nil
Reasons for holding zero reserves	Para 1.22	Not applied during this financial year due to financial restrictions imposed by Covid but reserve reinstated in 2022-23 period.
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Funds are monitored closely to assess to the effect of the easing of lock-down restriction on income from the cafe and lettings

Additional information (optional)
You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fund raising)	Para 1.47	The charities principal source of funds are - Giving by the congregation Room lettings Cafe sales Grants for specific activities
A description of the principal risks facing the charity	Para 1.46	The principal risk facing the charity at the end of the year under review is the unprecedented increase in energy and other costs. This not only impacts the church directly but also constrains the giving of church members and the ability of the community to patronise the cafe and rent rooms. This challenge will be managed by close financial monitoring and prompt action.

Structure, Governance and Management

Description of charity's trusts:		None
Type of governing document	Para 1.25	The church has adopted a constitution on 25 th July 2021
How is the charity constituted?	Para 1.25	The Church is governed by the Church Meeting. The Church Meeting is open to the entire congregation, although only Members are permitted to vote when there is a formal vote. However, the meeting usually works by consensus so that the views of all may be heard and taken into account. Members of the congregation join the church by making a confession of faith or by transfer from another church. Elders are elected from the membership to lead the congregation and are ordained into office. The function of the Elder is much wider than that of a Trustee and includes pastoral oversight of the congregation.
Trustee selection methods	Para 1.25	Trustees are the serving Elders of the church, selected as above, and generally serve for a period of two to four years

Additional information

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Members receive appropriate training before appointment as Elders. Once appointed Elders as Trustees take part in relevant training provided by the URC as the courses arise.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The church is part of the United Reformed Church and subject to its oversight and discipline. The minister and Elders meet monthly and advise the Church meeting which meets every other month.
Relationship with any related parties	Para 1.51	none

Reference and Administrative details

Charity name	Westfield United Reformed Church
Other name the charity uses	None
Registered charity number	1131463
Charity's principal address	Church Office
	West Street
	Bridgwater
	Somerset
	TA6 7EU

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Christopher Baillie	Minister	Whole year	N/A
2	Thomas Dougall	Secretary	Whole year	Church Meeting
3	lan Dyer		Whole year	Church Meeting
4	Judith Adcock		Whole year	Church Meeting
5	Jacqueline Bartholomew		Whole year	Church Meeting
6	Richard Bartholomew		Whole year	Church Meeting
7	Rachel Leach		Whole year	Church Meeting

Corporate trustees – names of the directors at the date the report was approved

Director name	
None	

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

Funds held as custodian trustees on behalf of others

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Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	T. M. Dougall
Full name(s)	Thomas Murray Dougall
Position (eg Secretary, Chair, etc)	Secretary
Date	3 rd October 2022



Westfield United Reformed Church 1131463

For the period from 31st March 2022 To

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	Unrestricted funds to the nearest	Restricted funds	Endowment funds	Total funds	Last year
	£	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Offerings	41,626	4,437		46,063	42,936
Donation General	6,384			6,384	2,984
Monies raised for outside causes		10,341		10,341	9,801
Gift aid tax repayment	9,415			9,415	10,899
Legacies					
Property - church/hall users	68,875			68,875	37,139
Grants received - Sedgemoor District Council					
Grants received - Somerset Communities Foundation		9,078		9,078	8,500
Grants received - URC SW Synod		2,267		2,267	1,417
Grants received - Sedgemoor County Council					
Grants received - Medlock Charity		1,000		1,000	
Grants received - Coronavirus - Job Retention Scheme					4,279
Grants received - Coronavirus - Working with Homeless					21,372
Grants received - Coronavirus - Other		12,600		12,600	23,080
Church Organisation Donations (Inc Fair and Car)					
Donations	290			290	247
Miscellaneous	41			41	10
Bank interest & investment income	41				
A3 Payments Mission fund		8,496		8,496	12,228
	44.000			44 000	4 507
Cofé & Lunchoon nurchases	11.222			11,222	4,537
Café & Luncheon purchases	11,222 48,477		- :	48,477	
Staff costs	48,477			THE RESERVE OF THE PERSON NAMED IN COLUMN TWO	46,822
Staff costs Utitlity cost of building	48,477 19,659			48,477	46,822 17,749
Staff costs Utitlity cost of building URC payments	48,477 19,659 39,256			48,477 19,659	46,822 17,749 40,897
Staff costs Utitlity cost of building URC payments Maintenance of church building	48,477 19,659 39,256 13,362			48,477 19,659 39,256	46,822 17,749 40,897 21,191
Staff costs Utitlity cost of building URC payments Maintenance of church building Maintenance of Manse	48,477 19,659 39,256		:	48,477 19,659 39,256 13,362	46,822 17,749 40,897 21,191 3,690
Staff costs Utitlity cost of building URC payments Maintenance of church building Maintenance of Manse Loan repayment / Capital expenditure	48,477 19,659 39,256 13,362			48,477 19,659 39,256 13,362 3,911	46,822 17,749 40,897 21,191 3,690 320
Staff costs Utility cost of building URC payments Maintenance of church building Maintenance of Manse Loan repayment / Capital expenditure Bad debts	48,477 19,659 39,256 13,362			48,477 19,659 39,256 13,362 3,911	46,822 17,749 40,897 21,191 3,690 320 2,500
Staff costs Utility cost of building URC payments Maintenance of church building Malntenance of Manse Loan repayment / Capital expenditure Bad debts Loan interest	48,477 19,659 39,256 13,362 3,911	2,008		48,477 19,659 39,256 13,362 3,911	46,822 17,749 40,897 21,191 3,690 320 2,500 414
Staff costs Utility cost of building URC payments Maintenance of church building Maintenance of Manse Loan repayment / Capital expenditure Bad debts Loan interest Miscellaneous	48,477 19,659 39,256 13,362 3,911	2,008		48,477 19,659 39,256 13,362 3,911	46,822 17,749 40,897 21,191 3,690 320 2,500 414
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Staff costs Utility cost of building URC payments Maintenance of church building Maintenance of Manse Loan repayment / Capital expenditure Bad debts Loan interest Miscellaneous	48,477 19,659 39,256 13,362 3,911	2,008		48,477 19,659 39,256 13,362 3,911 - - - 12,898 864	46,822 17,749 40,897 21,191 3,690 320 2,500 414
Staff costs Utility cost of building URC payments Maintenance of church building Maintenance of Manse Loan repayment / Capital expenditure Bad debts Loan interest Miscellaneous	48,477 19,659 39,256 13,362 3,911	2,008		48,477 19,659 39,256 13,362 3,911 - - - 12,898 864	46,822 17,749 40,897 21,191 3,690 320 2,500 414
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Staff costs Utility cost of building URC payments Maintenance of church building Maintenance of Manse Loan repayment / Capital expenditure Bad debts Loan interest Miscellaneous	48,477 19,659 39,256 13,362 3,911	2,008		48,477 19,659 39,256 13,362 3,911 - - - 12,898 864	46,822 17,749 40,897 21,191 3,690 320 2,500 414
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Staff costs Utility cost of building URC payments Maintenance of church building Maintenance of Manse Loan repayment / Capital expenditure Bad debts Loan interest Miscellaneous	48,477 19,659 39,256 13,362 3,911	2,008		48,477 19,659 39,256 13,362 3,911 - - - 12,898 864 - - -	46,822 17,749 40,897 21,191 3,690 320 2,500 414
Staff costs Utility cost of building URC payments Maintenance of church building Maintenance of Manse Loan repayment / Capital expenditure Bad debts Loan interest Miscellaneous	48,477 19,659 39,256 13,362 3,911	2,008		48,477 19,659 39,256 13,362 3,911 	46,822 17,749 40,897 21,191 3,690 320 2,500 414
Staff costs Utility cost of building URC payments Maintenance of church building Maintenance of Manse Loan repayment / Capital expenditure Bad debts Loan interest Miscellaneous	48,477 19,659 39,256 13,362 3,911	2,008		48,477 19,659 39,256 13,362 3,911 - - - 12,898 864 - - - -	4,637 46,822 17,749 40,897 21,191 3,690 320 2,500 414 9,453
Staff costs Utility cost of building URC payments Maintenance of church building Maintenance of Manse Loan repayment / Capital expenditure Bad debts Loan interest Miscellaneous	48,477 19,659 39,256 13,362 3,911	2,008		48,477 19,659 39,256 13,362 3,911 - - - 12,898 864 - - - - -	46,822 17,749 40,897 21,191 3,690 320 2,500 414
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Staff costs Utility cost of building URC payments Maintenance of church building Maintenance of Manse Loan repayment / Capital expenditure Bad debts Loan interest Miscellaneous	48,477 19,659 39,256 13,362 3,911 10,890 864	2,008		48,477 19,659 39,256 13,362 3,911 - - - 12,898 864 - - - - -	46,822 17,749 40,899 21,191 3,690 322 2,500 411 9,453
Staff costs Utility cost of building URC payments Maintenance of church building Maintenance of Manse Loan repayment / Capital expenditure Bad debts Loan interest Miscellaneous Charitable Donations Total payment	10,890 864	10,504		48,477 19,659 39,256 13,362 3,911 12,898 864	46,822 17,749 40,899 21,191 3,690 32(2,500 411 9,453
Staff costs Utility cost of building URC payments Maintenance of church building Maintenance of Manse Loan repayment / Capital expenditure Bad debts Loan interest Miscellaneous Charitable Donations Total payment	10,890 864			48,477 19,659 39,256 13,362 3,911 12,898 864	46,822 17,749 40,897 21,191 3,690 320 2,500 414
Staff costs Utility cost of building URC payments Maintenance of church building Maintenance of Manse Loan repayment / Capital expenditure Bad debts Loan interest Miscellaneous Charitable Donations Total payment	10,890 864 147,641 10,890 864	10,504		48,477 19,659 39,256 13,362 3,911 12,898 864	46,822 17,749 40,899 21,191 3,690 32(2,500 411 9,453
Staff costs Utility cost of building URC payments Maintenance of church building Maintenance of Manse Loan repayment / Capital expenditure Bad debts Loan interest Miscellaneous Charitable Donations Total payment	10,890 864	10,504		48,477 19,659 39,256 13,362 3,911 12,898 864	46,822 17,749 40,897 21,191 3,699 320 2,500 414 9,453

0.7		Unrestricted	Restricted	Endowme
Categories	Details	funds	funds	funds
B1 Cash funds	Cash	to nearest £	to nearest £	to nearest
D. Guon Tunus	Casii	2		
	Total cash funds	2		
	(agree balances with receipts and payments	2		
	account(s))	Agreement Error	Agreement Error	OK
		Unrestricted	Restricted	Endowme
	Details	funds	funds	funds
32 Other monetary assets	Bank current account	to nearest £	to nearest £	to nearest
, , , , , , , , , , , , , , , , , , , ,	Deposit account	4,177		
			16,561	
	Building saver account		7,332	
	Café account	2,087		
	Mission account		9,972	
	Luncheon account			
		Fund to which		
3 Other assets	Details	asset belongs	Cost (optional)	Current valu (optional)
3 Other assets	Gift aid recoverable	0		(opraiding)
	Rent receivable	0		
	PAYE/NIC recoverable	0		
				2
			-	
		Fund to which		
4.4	Details	asset belongs	Cost (optional)	Current value (optional)
4 Assets retained for the charity's own	Kitchen refurbishment	24142		(epitolial)
se	Equipment	9710		
	Computer equipment	610	-	
			•	
	B - W	Fund to which	Amount due	When due
Liabilities	Details Trade creditors	liability relates	(optional)	(optional)
o Figulifies	17.17.00.00.00.00.00.00.00.00.00.00.00.00.00	800		
	Wages control account	0		
	Loan from South West URC Synod	49242	-	
	PAYE/NIC payable	316		
ned by one or two trustees on behalf of all the	Clarent	944080019-West		Date of
ustees	Signature	Print Na	me	Date of
itees			····o	approval

WESTFIELD UNITED REFORMED CHURCH RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2022

DECEMES	2022		20	21
RECEIPTS Described Household	40.010		10.050	
Donations - Unrestricted	48,010		42,367	
Donations - Restricted	4,437		3,553	
Gift aid	9,415		10,899	
Cafe income	24,546		30,869	
Children and young people	9,540		3,555	
Mission - Restricted	10,341		9,801	
Fair and carnival parking	1,612		-	
Grants	24,945		58,648	
Rent receivable	33,177		2,715	
Other income	290		247	
Bank interest received	41		10	
PAYMENTS	1	66,354		162,664
Café purchases	11,222		4,537	
Wages and salaries	47,963			
Staff pension costs	514		45,887	
Staff training	314		505	
Rates	2.011		430	
Insurance	3,911		3,690	
Light and heat	4,387		4,013	
	9,583		8,965	
Cleaning	5,689		4,771	
Repairs and maintenance	13,362		21,191	
URC assessment	39,256		40,897	
Print, postage and stationery	560		180	
Computer costs	2,868		4,940	
Hire of equipment	172		945	
Pastoral and worship	1,409		817	
Accountancy fees	1,407		1,440	
Bank charges	284		132	
Credit card charges	790		584	
Bad debts	-		2,500	
General expenses	4,809		762	
Strengthening communities capital expenditure	-		320	
Loan interest	 .		414	
CHARITABLE GIVING	14	48,186		147,920
Mission - restricted	7.007		11 411	
	7,087		11,411	
General expenses - restricted Charitable donations	2,008		470	
Charnable donations	864	0.050		14.004
		9,959		11,881
Income / (Loss) for the year		£8,209	-	£2,863

WESTFIELD UNITED REFORMED CHURCH RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2022

EIVED ACCETO	20	122	<u>20</u>	21
FIXED ASSETS Kitchen Refurbishments inc Legal Fees	24,142		24 142	
Fixtures, fittings & equipment			24,142	
Computer equipment	9,710		7,632	
Computer equipment	610	34,462	610	32,384
CURRENT ASSETS				
Gift Aid recoverable			2,100	
PAYE/NIC recoverable	2		4,141	
Deposit refurb account	16,561		13,479	
Deposit account	7,332		4,346	
Current account	4,177		8,230	
Café account	2,087		589	
Mission account	9,972		4,182	
Luncheon account	-		1,108	
Petty cash account	2		42	
-		40,131	-	38,217
CURRENT LIABILTIES				
Trade Creditors	800		700	
Loan - South West URC Synod	49,242		53,242	
PAYE/NIC payable	316		-	
Wages control account	-		633	
		(50,358)		(54,575)
		24,235		16,026
TOTAL RESERVES (Restricted & Unrestricted)		24,235		16,026

Note: There is also a grant awarded from Viridor in relation to removing barriers. The total amount of the grant is £71,678 and these monies do not pass through the charities accounts as the contractors are being paid directly from the grant when required.

ACCOUNTANTS' REPORT

We have prepared the foregoing accounts without carrying out an audit from the books and records maintained by our client and from information and explanations supplied by them.

34 North Street Bridgwater

Michael J Dodden & Co
Chartered Certified Accountants

15th August 2022