



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
**WEST MIDLANDS BRETHERN IN CHRIST CHURCH**

No (if any)  
1141051

CC16a


## Receipts and payments accounts

For the period from	Period start date 01/11/2021	To	Period end date 31/10/2022
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Offering and Tithes	22,357	7,750	-	30,107	26,725
Gift Aid	-	-	-	-	5,785
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>22,357</b>	<b>7,750</b>	<b>-</b>	<b>30,107</b>	<b>32,510</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>22,357</b>	<b>7,750</b>	<b>-</b>	<b>30,107</b>	<b>32,510</b>
<b>A3 Payments</b>					
Rent	3,447	-	-	3,447	2,354
Allowances	9,380	-	-	9,380	4,900
IT Costs	335	-	-	335	497
Subscriptions to the UK Church Fund	1,320	-	-	1,320	1,320
Convention Costs	360	-	-	360	-
Transport Costs	2,414	-	-	2,414	259
Charitable Donations	450	-	-	450	2,840
Youth Activities	279	-	-	279	656
Men's Fellowship	171	-	-	171	-
Ladies' Fellowship	927	-	-	927	-
Sunday School Material	196	-	-	196	200
Insurance	400	-	-	400	373
Music	2,033	-	-	2,033	290
Catering	1,474	-	-	1,474	188
Mission Support Costs	946	-	-	946	-
Miscellaneous	1,815	-	-	1,815	72
<b>Sub total</b>	<b>25,947</b>	<b>-</b>	<b>-</b>	<b>25,947</b>	<b>13,949</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>25,947</b>	<b>-</b>	<b>-</b>	<b>25,947</b>	<b>13,949</b>
<b>Net of receipts/(payments)</b>	<b>- 3,590</b>	<b>7,750</b>	<b>-</b>	<b>4,160</b>	<b>18,561</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>34,316</b>	<b>13,000</b>	<b>-</b>	<b>47,316</b>	<b>28,755</b>
<b>Cash funds this year end</b>	<b>30,726</b>	<b>20,750</b>	<b>-</b>	<b>51,476</b>	<b>47,316</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Operating Fund	30,726	-	-
	Building Fund	-	20,750	-
		-	-	-
	<b>Total cash funds</b>	<b>30,726</b>	<b>20,750</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-	-
		-	-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	-	-
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval
		Dumisani Ncube		19/11/2022

## **Independent examiner' s report**

### **To the Trustees of West Midlands Brethren In Christ Church**

#### **Accounts for the year ended 31October 2022**

I report to the trustees on my examination of the accounts of West Midlands Brethren In Christ Church for the year ended 31 October 2022. The financial statements comprise:

- The Receipts and Payments of the Charity for the year ended 31 October 2022,
- The notes to the financial statements, comprising significant accounting policies and other explanatory information;
- The Treasury guide on Revenue Management and Payments Guidelines and a recent review of financial controls document.

I have performed the following audit procedures:

- Conducted a throughput reconciliation on Bank Statements as **all income for the period was received online** .
- Vouched payments to bank statements, [**no cash book or cheque stubs were examined for this period**]

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#### **Responsibility and basis of report**

As the trustees, you are responsible for the preparation of the accounts in accordance with the charities Act 2011, and for such internal control as management determines is necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

#### **Examiner's Statement**

I have completed my examination. I confirm that no material matters have come to my attention during the examination which gives cause to believe that the accounting records were not kept and that the accounts did not accord with the accounting records.

I have no concerns with these accounts and there are no matters that should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**Calvin Ndlovu**, BSc Finance & Accounting, ICOSA, PDGE

Email: [falaza@sky.com](mailto:falaza@sky.com)

Phone: 07548651235



**Trustees' Annual Report for the period**

**From** 01/11/2021 **Period start date** **To** 31/10/2022  
**Period end date**

**Charity name: West Midlands Brethren In Christ Church**

**Charity registration number: 1141051**

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>1.To advance the Christian faith in accordance with the Statement of Beliefs in such ways and in such parts of the United Kingdom or the world as the trustees and the main church committee from time to time may deem fit</p> <p>2.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 such parts of the United Kingdom or the world as the Trustees and the main church committee from time to time may deem fit; and</p> <p>3.To advance education in such ways and in such parts of the United Kingdom or the world as the Trustees and the main church committee from time may deem fit</p>
Summary of the main activities in relation to	Para 1.17 and 1.19	1.Delivering church services twice on a weekly basis

those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.		<p>2. Supporting members of our church and the community during times of crisis such as bereavements. Support is also given to the underprivileged.</p> <p>3. Running youth programmes to ensure we instill good values in them and provide them with holistic life lessons to promote their physical, mental, social and spiritual development</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees are fully aware of the public benefit guidance issued by Charity Commission.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	<b>Not applicable to the charity</b>
Contribution made by volunteers	Para 1.38	<b>Volunteers run church services, provide support to church members and manage the resources of the church</b>
Other		

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### Achievements and Performance

	SORP reference			
		<b>OBJECTIVE</b>	<b>OUTCOME</b>	<b>COMMENT</b>
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	Service Delivery	Achieved	Church services were delivered every Sunday and mid-week prayers every Wednesday without fail.
		Support our members during difficult times	Achieved	The pastoral team, working with the Deacon, provided spiritual and material support during difficult times
		Regular Reporting + Mid-year Reporting	Achieved	The church was kept up to date on a weekly basis on its financial matters and other relevant information. A midyear report was also prepared

				and presented to the church – and it was well received.
		Charitable Causes	Achieved	Other than the main church activities that are charitable by nature, we spent a further £450 on supporting the bereaved. As a result of new control measures, we put in place, we were unable to support the Zimbabwe educations support program on time. This will be reconsidered in the coming year
		Resource generation		Enough cash resources were generated to meet all our financial obligations, leaving us with a surplus of £4,160 at the end of the year. Due to administrative complications, we did not receive gift aid (over £6,000) in the current

				year – it will be received next year

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<b>Covered above</b>
Performance of fundraising activities against objectives set	Para 1.41	<b>Of the £1,200 target set for the building fund, we were able to raise £750. However, pledges for the building fund amount to more than £10,000 and we hope these will be honoured in the next few months.</b>
Investment performance against objectives	Para 1.41	<b>None in the current year</b>
Other		





## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>Revenue for the year is £30,107, expenditure is £25,947. Bank balance at the end of the year is £51,476</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>Building Fund reserve is reviewed at the end of each year and a decision is made dependent on the financial performance in that year</b>
Amount of reserves held	Para 1.22	<b>£20,750</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>None</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>None</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Mainly offering and tithes collected during church services as well as Gift Aid</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	

Other		
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## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Registered Charity</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Trustees are elected at an Annual General Meeting of the church members, by the church members</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	

Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	West Midlands Brethren In Christ Church
Other name the charity uses	
Registered charity number	1141051
Charity's principal address	27 Deans Gate Willenhall WV13 3NH

### Names of the charity trustees who manage the charity

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Themba Ndlovu	Pastor		Members
2	Melfort Khumalo	Deacon		Members
3	Dumisani Ncube	Chairperson		Members

4	Edith Mpofu	Ladies' Fellowship Chairlady		Members
5	Phosani Mwetwa	Treasurer		Members
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

<b>Director name</b>		

Name of trustees holding title to property belonging to the charity

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	


**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

**Additional information (optional)**

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
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**Name of chief executive or names of senior staff members (Optional information)**

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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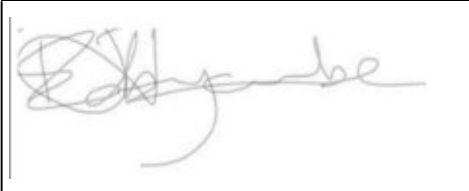
## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Dumisani Ncube	
<b>Position (eg Secretary, Chair, etc)</b>	Chair	
<b>Date</b>	19/11/2021	

# End of Year Report

## INTRODUCTION

This report covers the period from 1 November 2021 to 31<sup>st</sup> of October 2022

A new church committee was elected at the beginning of the year to serve for a term of 2 years, save for the Pastor and Assistant Pastor whose terms are 5 years long. The committee comprises the following members:

- Chairperson: D. Ncube
- Pastor: Rev T. Ndlovu
- Assistant Pastor: T, Matope
- Secretary: Z. Mathuthu
- Treasurer: P. Mwetwa
- Deacon: M. Khumalo
- Youth Advisor: M. Dube
- Ladies Chair: E. Mpofu
- Men's Fellowship: Vacant
- Sunday School: R. Khumalo
- Music: P. Von-Groening
- Regional Rep: T. Matope

The purpose of the Main Church Committee and all the other Sub-Committees is to enable us as a congregation to serve God meaningfully and fulfil His purpose in our lives. As we serve God, we also need to be alert to the Mission of the Brethren In Christ Church as instructed in Matthew Chapter 28 v 19-20

*“Go ye therefore, and teach all nations, baptizing them in the name of the Father, and of the Son, and of the Holy Ghost: Teaching them to observe all things whatsoever I have commanded you: and, lo, I am with you always, even unto the end of the world.” Amen.*

Furthermore, as a registered charity the committee ensures the church endeavours to fulfil its objectives as per its registered constitutions. These objectives are:



1. to advance the Christian faith in accordance with the statement of beliefs in such ways and in such parts of the United Kingdom or the world as the trustees and the main church committee from time to time may deem fit.
2. 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 such parts of the United Kingdom or the world as the trustees and the main church committee from time to time may deem fit.
3. to advance education in such ways and in such parts of the United Kingdom or the world as the trustees and the main church committee from time to time may deem fit.

## Overview

We have, once again, come to that time of the year where we take time to reflect on the 12 months gone by and appraise our performance against the objectives we set at the beginning of the year.

It is time to think about the good things we have done as a church and make plans to reinforce such good behaviours and activities as well as improve on them going forward and take the church to even higher levels in all Christian aspects.

We also reflect on the things that did not go so well and map out strategies to recover. We take time to learn from our mistakes in the process and emerge a better and different church.

As the year comes to an end, the church is not blind to the wider environment in which it exists and operates. We find ourselves in a world plagued by diseases, wars, and economic hardships but this is when the church becomes even more relevant. Tough times such as these demand Christians to stand tall and provide leadership and support through leading people to Christ. Psalms 50 verse 15 says “And call me in the day of trouble; I will deliver you, and you will glorify me”. We have confidence that God is God regardless of circumstances and this is the confidence we treasure as children of the Most High.

As a church we have achieved a lot during the year, have had some challenges here and there but we end the year a strong and different church, The biggest strength we have as a church is our human capital - our people both in and out of leadership. All of us matter and all of us, together, make things happen. We need to take time to show appreciation to the different teams that ensure the delivery of our objectives, and more importantly, our commitment to the Great Commission. A big thank you to our:

1. Pastoral Team – leading us in all spiritual matters and our social welfare

2. Ladies Team – continuously providing motherly care for the church and being the strongest pillar of the church both materially and spiritually
3. Praise and Worship Team – consistently supporting our services through spiritual music
4. Youth Team – for providing spiritual, moral, and social care for our young people
5. Sunday School Team – for consistently delivering lessons that promote our knowledge of Christ and spiritual growth
6. Fundraising Team – carrying the big dream of acquiring our own property one day.
7. Administrative Team – secretary, treasurer, and chairperson for pulling things together and making sure all church administration and logistics is working in order all the time.
8. Congregation at large – for providing moral, spiritual, and material support to all church activities and working in unity at all times.

### Nature of this report

This report will outline the objectives that we had set on behalf of the Church, achievements, and challenges in meeting these objectives.

The report will further give a summary of the performance of various ministries within the Church. We have made sure that each ministry has had a chance to review their reports before the AGM. It is, therefore, hoped that there is nothing new for members within each department.

In conclusion the report will also make recommendations for consideration by the Church.

### **OBJECTIVES FOR THE YEAR**

Our objectives remain largely the same as last year.

For the year ended 31 October 2022 we planned to:

1. Continue to deliver all Church services through various ministries as expected and required by the denomination
2. Support our members through the difficult times by providing moral, spiritual, and financial support
3. Report statistics and all relevant information on a regular basis to the Church, produce and present a mid-year report

4. Produce a new budget and seek approval from the church
5. Generate enough resources to fund the Church's activities as per the approved budget
6. Commit some of our resources to Charitable causes
7. Raise funds through the Fundraising Committee
8. Establish a benevolence fund
9. Update the constitution to align it with the expectations of the Charity Commission
10. Develop a strategy to revive the men's fellowship
11. Support national and regional programmes
12. Establish a media team that will manage the church's online footprint
13. Acquire assets to support the media team
14. Effective church calendar management, ensuring all planned activities are undertaken.

Please note that there are other more specific objectives identified and pursued by sub-committees in their ministries.

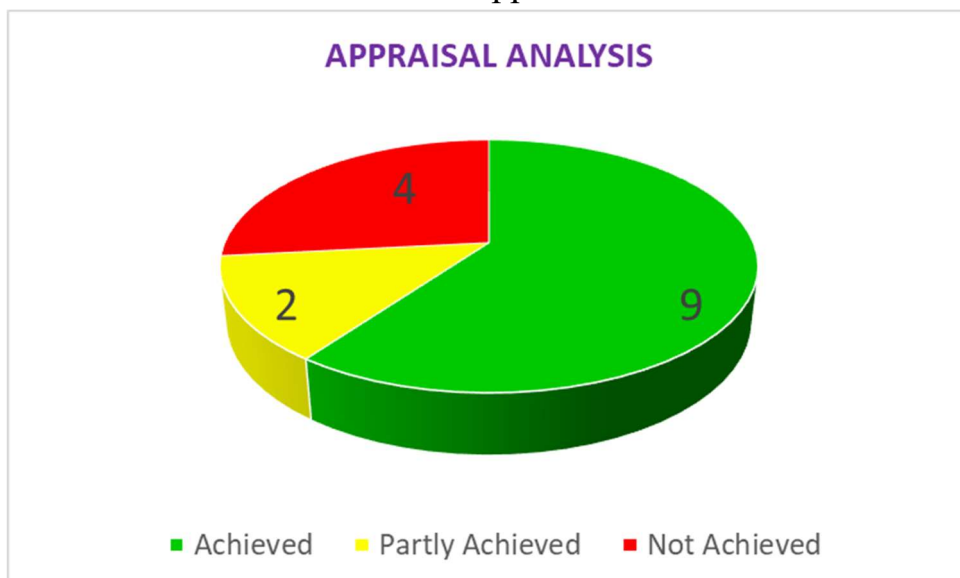
### **PERFORMANCE APPRAISAL**

<u>OBJECTIVE</u>	<u>DESCRIPTION</u>	<u>OUTCOME</u>	<u>COMMENT</u>
1	Service Delivery	Achieved	Church services were delivered every Sunday and mid-week prayers every Wednesday without fail.
2	Support our members during difficult time	Achieved	The pastoral team, working closely with the Deacon, provided spiritual and material support during difficult times
3	Regular reporting + Mid-year Reporting	Achieved	The church was kept up to date on a weekly basis on its financial matters and other relevant information. A mid-year report was also prepared and presented to the church – and it was well received.
4	Budget Production	Achieved	A new budget was produced and proposed to the church. It was accepted and approved by the whole congregation.

5	Resource Generation	Achieved	Enough cash resources were generated to meet all our financial obligations, leaving us with a surplus of £4,160 at the end of the year. Due to administrative complications, we did not receive gift aid (over £6,000) in the current year – it will be received next year.
6	Charitable cause	Achieved	Other than the main church activities that are charitable by nature, we spent a further £450 on supporting the bereaved. As a result of new control measures, we put in place, we were unable to support the Zimbabwe educations support programme on time. This will be reconsidered in the coming year.
7	Fund Raising	Partly Achieved	Of the £1,200 target set for the building fund, we were able to raise £750. However, pledges for the building fund amount to more than £10,000 and we hope these will be honoured in the next few months.
8	Establish a benevolence fund	Not Achieved	
9	Constitutional Updates	Not Achieved	
10	Revive Men's fellowship	Not Achieved	
11	National and Regional Programmes	Achieved	We were able to provide all the support needed at all church levels. This includes always making financial contributions on time.

<b>12</b>	Establish a media team	Partly Achieved	The team has been established but we are yet to see it at work.
<b>13</b>	Acquire assets (for the media team activities + other)	Achieved	A new TV and webcam were bought for the media team. Ladies bought more catering equipment. A large-scale rice cooker and a set of food warmers was also donated by a church member.
<b>14</b>	Calendar Management	Achieved	All planned church calendar events were successfully carried out.
<b>15</b>	Acquire accounting software	Not Achieved	

As can be seen from the above appraisal



- 60% of the objectives were fully achieved.
- 13% were partially achieved.

- 27% were not achieved at all

## **ACHIEVEMENTS**

We congratulate the church for fully achieving 9 of the 15 objectives.

Our church membership remains stable, but we note that average weekly attendance decreased from **39** last year **to 31** people per week this year. There is need for us to drive weekly attendance to higher levels

Despite the decline in attendance numbers, our revenue has grown by 4% over last year and above budget. We collected **£943** more than budget and **£987** more than last year in Offering and Tithes. Our annual income (tithes and offering) has stabilised at around £27,000 per year

2 objectives were partly achieved, meaning that some progress has been made in those areas. More work needs to be done next year so that they are fully achieved.

## **HIGHLIGHTS DURING THE YEAR**

1. Appreciation Sunday: 29 May 2022
2. Family Fun Day – 2 July 2022
3. Revival: 28 to 30 October 2022

## **CHALLENGES**

The appraisal above has already highlighted areas where the Committee had shortfalls and explanations are given below.

4 objectives were not achieved:

- a) The constitution still needs updating. This now must be done with the latest Charity Commission guidance. A new strategy is needed to carry this forward
- b) The church needs a new strategy to revive men's fellowship. In the past year we even failed to elect a committee for men due to very poor church attendance by men
- c) There is need to get the benevolence fund team working
- d) The church is yet to purchase new accounting software as previously agreed

Other challenges that are a concern and impact negatively on the life of the church include:

- Continued low attendance of church services by men. This is notable during both the mid-week prayer sessions and Sunday services
- New arrangements with Highgate Baptist which are not as user-friendly for the church

## RECOMMENDATIONS AND PLANS FOR THE FUTURE

1. We recommend that the Church follows up on objectives not achieved in the coming year, that is, revive men's fellowship, acquire accounting software, update the constitution, and revive the benevolence fund.
  2. We recommend that all the gift aid received next year is allocated to the building fund and ring-fenced.
  3. We recommend that the church seeks alternative accommodation, either for renting or purchase
  4. We recommend that the church prioritizes the following 5 things next year:
    - a) Fund-raising for the building
    - b) Update the constitution.
    - c) Men's fellowship revival
    - d) Capacity enhancement (reduce over-reliance on individuals by training more personnel to support church activities)
    - e) Increase our online footprint.
- .
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## INDIVIDUAL MINISTRY REPORTS

A summary for each ministry is given below. These reports have been discussed and approved by respective ministries. For the purposes of our AGM only the Chairperson's, Treasurer's and Pastor's report will be presented.

### Men's Fellowship

The number of men attending church continues to diminish year on year. We were not able to even elect a committee to run the ministry due to very low numbers, with regular attendees already sitting in the main church committee.

### **Ladies' Fellowship**

Ladies continue to support the church and all its activities without fail at all times. They also used their budget allocation to purchase catering equipment for the church and we really appreciate their thoughtful gesture.

### **Youth Ministry**

The youth continued to participate in church activities and services, supporting the music ministry as well as taking part in some services. Their Sunday school lessons were delivered successfully while the church was meeting virtually but there was a decline when physical meetings resumed.

This year the boys were able to attend the men's fellowship conference and the girls attended the ladies' conference. Unfortunately, the youth camp did not happen this year.

### **Sunday School**

Sunday school lessons were delivered across all age groups, thanks to the hard work by the Sunday School superintendent and her team. We encourage all church members to attend Sunday school every Sunday where possible and arrive on time.

### **Music Ministry**

The work done and service delivered by the Praise and Worship team has a huge impact on our services and can either make or break the spiritual atmosphere during the services. Our team did a sterling job this year and we are appreciative of the work they have done.

We are challenging them to train more people on playing instruments and setting up the PA system.

### **Finances**



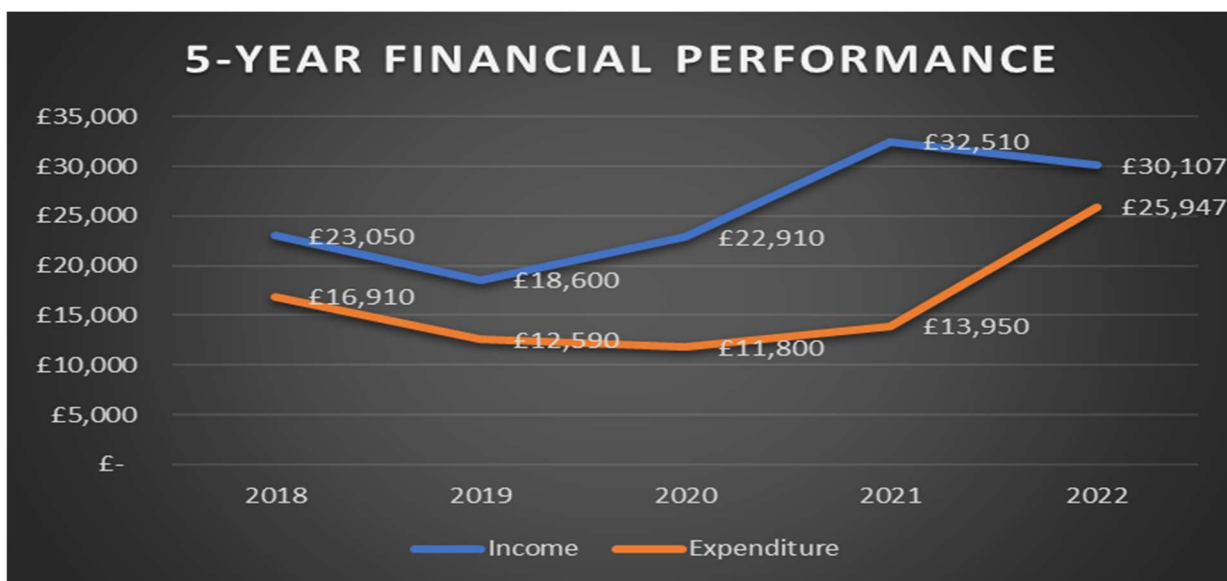
A detailed report will be provided by the treasurer.

The church made a surplus of £4,160 during the year after covering its costs of £25,947.

Average weekly offering and tithes fell by 4% from £579 per week last year to £554 per week this year. This is likely driven by a 21% reduction on average weekly attendance.

The church is growing, financially, as is shown by the graph below.

Please note that expenditure has almost doubled compared to last year mainly because of increased activity after covid restrictions were lifted.



As at the end of October 2020 the Church has the following cash resources:

Barclays Bank Account:	£49,541.52
Of which Stoke on Trent Funds	<u>£ 813.42</u>
Sub Total	£48,728.10
Ladies Barclays Account	<u>£ 2,748.12</u>
Total Church Funds	<b><u>£51,476.22</u></b>

Of these funds, £20,750 has been ringfenced for the building purchase project.

**Please note: Our income this year is £30,107 and has reached the £25,000 threshold above which we will need to:**

- 1. Get our accounts checked by an independent examiner**
- 2. Submit a Trustees Annual Report (TAR) to the Charity Commission. This is included in the AGM pack.**

The Church also owns several assets shown in Annex A below.

## **CONCLUSION**

Finally, let me thank you all for your continued support throughout the year. We are, indeed, a church called to be different.

All of you played your part and played it well and together we achieved great things. We stood united and achieved great things and we are yet to reach greater heights if we continue in unity, love and patience with each other.

As we close this past year and prepare for the new year, we pray that God gives us more strength and wisdom to execute our duties and responsibilities with diligence, discipline, and dedication.

THANK YOU AND GOD BLESS YOU ALL

## **Annex A**

Inventory ID	Responsible Department	Description	Quantity in Stock
WMBICC001	Music	Mixer	1
WMBICC002	Music	Mounted Speakers	2
WMBICC003	Music	Subwoofer	1
WMBICC004	Music	Snake	1
WMBICC005	Music	Keyboards	2
WMBICC006	Music	Drum Kit	1
WMBICC007	Music	4 -mic Wireless Receiver	1
WMBICC008	Music	2- mic Wireless Receiver	1
WMBICC009	Music	Cordless Mics	6
WMBICC010	Music	Mic Stands	6
WMBICC011	Music	Cables	9
WMBICC012	Music	Monitors	2
WMBICC013	Secretary	Laptop	1
WMBICC014	Secretary	Epson Printer	1
WMBICC015	Chairperson	Projector	1
WMBICC016	Chairperson	Suggestion Box	1
WMBICC017	Pastor	Hymn Books	8
WMBICC018	Pastor	Values Banner	1
WMBICC019	Pastor	Glass Pulpit	1
WMBICC020	Treasurer	Offering Baskets	4
WMBICC021	Ladies	Chafing Dishes	4
WMBICC022	Ladies	Tea/Coffee/Sugar set	1
WMBICC023	Ladies	Plates	
WMBICC024	Ladies	Decorating Linen	3
WMBICC025	Ladies	Glass Vase	1
WMBICC026	Sunday School	Books	

WMBICC027	Chairperson	TV	1
WMBICC028	Chairperson	Webcam	1
WMBICC	Ladies	Chaffing Dishes	4
WMBICC	Ladies	Rice Cooker	1
WMBICC	Ladies	Serving Dishes	4