

Assemblies of God Pentecostal Church

(Pocklington Christian Fellowship)

Trustees Annual Report

1st April 2022 to 31st March 2023

Charity Number **1051996**

ADMINISTRATIVE DETAILS

CHARITY NAME	Assemblies of God Pentecostal Church
OPERATING NAME	Pocklington Christian Fellowship (PCF)
ADDRESS	Chapmangate, Pocklington, YO42 2AY
CHARITY REGISTRATION NUMBER	1051996
CHURCH COUNCIL (Management Trustees)	Peter John Baptiste - Appointed 01/10/2022 Paul Mark Henderson - Appointed 01/10/2022 Marjorie Spademan - Appointed 01/10/2022 Andrew Jewitt - Appointed 01/10/2022 Philip Arthur Bradish – Resigned 30/09/2022 Chris Danter – Resigned 30/09/2022
TREASURER	Phil Bradish
PASTOR	Peter John Baptiste – Appointed 10/03/2022
CLEANER	Sheila Van Greuning

We also have a small army of helpers, group leaders, prayer supporters, encouragers, children and youth workers, musicians, singers, worship leaders and speakers who help make PCF a real family and community church.

Other Charity Information

BANK	Barclays Bank UK PLC , Leicester. LE87 2BB
AUDITORS	Kaye Middleton & Co , 19 Railway St, Pocklington, YO42 2QR
CHILD PROTECTION ADVISORS	Thirtyone:Eight , PO Box 133, Swanley, Kent, BR8 7UQ
SOLICITORS	Geldard's LLP, 4 Capita Quarter, Tyndall Street, Cardiff. CF10 4BZ

STRUCTURE, GOVERNANCE AND MANAGEMENT

GOVERNING DOCUMENT

The affairs of the Church, as a charity are conducted in accordance with its Trust Deed dated 31 August 1993, which was registered with the Charity Commission on 31 January 1996. The Charity operates primarily in the East Riding of Yorkshire.

The management of Church affairs is run by the Management Trustees (Senior Leadership Team - SLT). The Pastor and the SLT manage the Trust, the worshipping community, the oversight of the Church building and the day-to-day operational responsibilities of the Trust.

All Trustees are familiar with the practical work of the running of a charity, including but not limited to:

- The obligations of the charity
- The obligations of Trustees
- The main documents which set out the operational framework for the charity, including the Trust Deed
- Resources and current financial position, as set out in the latest published accounts
- Ongoing plans and objectives

CHARITABLE OBJECTIVES

- A. To advance the Christian Faith in accordance with the statement in such ways and in such parts of the United Kingdom or the World as the Church Council 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 the provision of counselling and support in such parts of the United Kingdom or the World as the SLT from time to time may think fit.
- C. To advance education in such parts of the United Kingdom or the World as the SLT from time to time may think fit.

PUBLIC BENEFIT

The Church is committed to helping people of all ages and social backgrounds to develop a vibrant and active Christian faith, to grow in their spirituality and become a part of our Christian community. The SLT maintains an overview of worship and outreach activities and makes suggestions as to how our services can attract new people from the local community and beyond.

CLASSIFICATION

What

- Overseas aid / Famine aid
- Religious activities
- The General Public
- Other charities or Voluntary bodies

Who

- Children / Young people
- Elderly / Old people

How

- Makes grants to individuals
- Makes grants to organisations
- Provides services

OTHER POLICIES

The Church has adopted the following policies and ensures that all relevant employees and volunteers comply with their recommendations.

- Child Protection policy
- Equal Opportunities policy
- Health & Safety policy
- Doctrinal basis
- Data Protection policy
- Confidential policy
- Fire Safety policy

The Church adheres to a comprehensive health & safety policy. It has been assessed by Humberside Fire Safety following the building refurbishment programme and all electrical appliances are tested periodically.

RISK REVIEW

The Trustees conducts periodic reviews of the building and the major risks to which the Charity is exposed.

- Risks are minimised by the implementation of its policies
- All the buildings that we use, or rent comply with the Fire Safety regulations
- The need to minimise financial risk is recognised, and is managed by the implementation of procedures for the authorisation of expenditure by nominated representatives
- The Church holds a current insurance policy, which covers public and employer's liability, legal expenses etc.

Pocklington Christian Fellowship confirms that its Trustees have paid due regard to the Charity Commission's guidance on public benefit in deciding what activities the charity should undertake, paying particular attention to the guidance for charities on the advancement of religion.

ACTIVITIES

Worship, Prayer, and Christian Discipleship

During the past year, Pocklington Christian Fellowship has carried out the following activities.

- Our regular weekly worship services are conducted every Sunday with sung worship, prayer, teaching, children's church, and refreshments afterwards.
- Two weekly home groups meet for fellowship along with a weekly Bible Study at the pastor's home. A weekly early morning prayer meeting also takes place in the church building.
- A men's group has met twice for a fellowship breakfast and a number of our ladies have participated in a local inter-denominational prayer group – Women's Aglow.
- The church WhatsApp group has continued to be a useful resource for information, prayer support, and helping the congregation to stay connected.
- The Youth Group (11-18 years) has had weekly discipleship and fellowship meetings.
- The Kids Church meets weekly during the Sunday service. It has also held two successful Praise Parties during the year, which attracted a good number of local children and parents who are not part of the congregation.

Mission, Evangelism, and Interdenominational activities

- **Warm Welcome Hub:** The Church facilitated a Warm Welcome Hub during the last winter, to help local people with the energy crisis by providing a warm space and lunch. Funding was provided by East Yorkshire County Council.
- **Brew 'n' Banter:** As a continuation of the Warm Welcome Hub, the Church initiated a coffee-style morning this spring which is well-attended by local people.
- **Churches Together in Pocklington:** The Church participates with the other churches in the Town with various ecumenical gatherings, but this still has yet to reform after the pandemic.
- **Community use of the Church building:** The Church building is home to several community groups in the Town who have started using the premises again after the lockdown restrictions.

The Church has continued to actively contribute to the following mission and evangelical activities:

- **Evangelical Alliance:** Pocklington Christian Fellowship Church is a participating Church in this organisation.

- **Overseas Missions:** The Church supports financially and prays for three organisations – Claire Kinkead and her team out in Jamaica, Vision for Asia, and the Damascus Trust.
- **Financial Support:** The Church continues to set aside approximately 10% of its income to support charitable church and missionary work outside its own community.

Volunteers

The Trustees would like to take this opportunity to thank all the volunteers who contribute a huge amount of time and energy to the life of the church in Pocklington.

THE FUTURE

PASTOR

John Baptiste has been serving the church as the pastor for the last 18 months since his appointment, and he continues to connect with the congregation through regular visits and calls. He has seen the church revitalise and grow during the last year, with the vast majority of the congregation reforming and many new people attending regularly.

John is employed by the church on a part-time basis (20 hours per week), whilst also serving as a reservist RAF Chaplain at RAF Leeming, Northallerton.

MANAGEMENT TRUSTEES (SLT) UPDATE

The Management Trustees (SLT), along with the treasurer, Phil Bradish, meet periodically as a group to monitor and discuss legal, practical, and spiritual matters concerning the Church.

The Trustees would like to acknowledge the hard work and contribution made by so many individuals in the running of the church and the ongoing maintenance of the church building. During the year much hard work has continued to ensure the building is fit for purpose and is a safe environment for the public and the congregation.

The church is ultimately governed by charity law, GDPR regulations, safeguarding legislation and health & safety requirements and it has a clear duty to act in accordance with this information. Failure to complete this correctly ultimately puts the viability of the church at significant risk and puts various officials in an area of legal sanctions and financial penalty.

As a church and registered Charity, we continue to see an increased level of scrutiny with the Charity commissioner's office and other regulatory bodies on how we should operate. It is, therefore, essential to protect the integrity of the church.

Building safety checks and tests are normally completed each week and periodic fire evacuations are conducted at least twice a year. An evacuation of the building needs to take place shortly. Building security checks are completed each week.

The Trustees have recently undertaken a full review of the church building and it is very evident that the building has become very tired and worn in various places requiring a significant amount of money to repair the upstairs ceiling particularly along with the front porch area. It is envisaged that the total cost could be in the region of £50,000 to £60,000.

We pray that the facilities will continue to be utilised by many individuals and organisations, with the ultimate aim that individuals will find Jesus Christ as their Lord and Saviour and experience the love, grace, and mercy of God.

FINANCES / FINANCIAL ACCOUNTS

The financial accounts for the year ending 31st March 2023 have been prepared by the Church Treasurer and independently inspected by Kaye Middleton & Co. In connection with the examination, the auditor has confirmed that no matters or issues have come to his attention and the accounts have been prepared in accordance with the Charity Commissioners requirements. A full set of these accounts can be obtained from the Church Treasurer. Any queries should be raised in the first instance with the Church Treasurer or a member of the SLT.

In the financial year for the year ending 31st March 2023, the Church received just under £47,262.09 from tithes, offerings, church building monies and gifts.

The Church continues to employ John Baptiste as Pastor on a part time basis for 20 hours per week and Sheila Van Greuning for 7 hours per week to clean the church building. The total employment costs over the year amounted to £20,709.

Remuneration for all employees has been paid in accordance with the requirements from the Inland Revenue regulations. The total expenditure for the year ending 31st March 2023 is £42,422.67. A breakdown of the individual items is in the accounts.

In addition, the Church also received income and expenditure in connection with the Warm Space project. These funds are separate from the normal Church business and are held in a "Designated/Earmarked" account. During the year, the Church received £3,987.71 and spent £3,126.15, thus leaving the remaining balance of £861.56. This underspend will be put towards the new initiative which followed on from the Warm Welcome Space as a similar community project – a weekly 'Brew & Banter'.

As reported in previous years, we have continued to support various ministries in the UK and overseas. The Church continues to support Vision for Asia, The Damascus Trust, and the work out in Jamaica with the Kinhead's.

The Church has spent approximately £2,445.84 on items relating to the building health & safety items.

As of 31st March 2023, the Church had £35,708.60 deposited with Barclays Bank plc / Cash in Hand. A gift aid reclaim covering the past tax year has been submitted to HMRC.

Annual budgets have been prepared for the coming year although there is a great amount of uncertainty predicting income levels. Over the past year the level of income received by the Church has reduced significantly and has fluctuated much more than seen in previous financial years. It is important that the Church is funded adequately to meet its future operational obligations. Despite all of this, we never take anything for granted and we acknowledge the faithfulness of the Church for the financial gifts we receive.

Signed ... Peter John Baptiste (Pastor / Chair of Management Trustees/SLT)

P J Baptiste

Phil Bradish (Treasurer)

P A Bradish

Statement of Accounts

for

POCKLINGTON CHRISTIAN FELLOWSHIP

**(Assembly of God Pentecostal Church)
Registered Charity No 1051996**

AT 31 MARCH 2023

Income

MONIES CARRIED FORWARD FROM 31 MARCH 2022

£

Barclays Bank Business Premium Account (Deposit)	-	37.22
Barclays Bank Community Account (Current)	-	29,889.89
Cash in Hand	-	6.79

29,933.90

INCOME

Direct Credits / Standing Order from Bank Accounts	-	29,571.75
Gift Aid	-	9,496.63
Weekly Tithes and Offerings – Cheques & Cash	-	4,077.38
Warm Spaces Project / Community Aid income	-	3,987.71
Building Hire	-	3,475.00
Misc. income incl. Bank Interest	-	641.33
Return of Petty Cash from Warm Spaces Project	-	63.72

51,313.52

BALANCE END FOR YEAR ENDING 31 MARCH 2023

- 81,247.42
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Expenditure

£

Pastor - Salary/ Employment costs/ Expenses/Pension	-	19,445.31
Church Building / Repair Account	-	5,832.50
Warms Spaces Project	-	3,126.15
Health & Safety – Misc items	-	2,445.84
Kingdom Bank - Church Insurance	-	1,411.90
Church Cleaning Account	-	1,263.54
AOG - National Contribution	-	1,200.00
Damascus Trust – Missionary Donation	-	1,200.00
Clare Kinhead - Missionary Donation	-	1,200.00
Vision for Asia – Missionary Donation	-	1,200.00
British Gas – Electricity	-	1,174.28
Walker Singleton – Church Valuation	-	900.00
Currys – TV screen / New microwave	-	626.00
Children & Youth Group expenses	-	570.48
British Gas plc - Gas	-	569.93
KCOM – Broadband & Telephone	-	508.15
Ministry Gifts – Missionary related	-	475.00
CCLI - Copyright License & Performing Rights License	-	387.89
Food / Church Refreshments	-	349.70
Materials Account	-	258.35
Makro Cash & Carry	-	221.78
Thirtyeightone - Children Protection Service Fees	-	228.60
Treasurers & Administrative expenses	-	222.22
Business Stream – Water & Sewage	-	179.39
Ministry Gifts – Non-Missionary	-	175.00
Kaye Middleton & Co - Accountancy Services	-	168.00
EA Membership	-	100.00
Communion Items	-	58.95
Misc. items	-	27.36
Barclays Bank – Fees	-	12.50

45,538.82

Barclays Bank Business Premium Account (Deposit)	-	37.30
Barclays Bank Community Account (Current)	-	35,664.23
Cash in Hand	-	7.07

BALANCE END FOR YEAR ENDING 31 MARCH 2023 - **81,247.42**
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Designated / Earmarked Funds

(Monies given for the Warm Spaces Project / Winter Blues Initiative)

Income					
		£		£	£
Sir James Reckitt Charity		2,000.00			
East Riding County Council		1,987.71			
Total Income					3,987.71
Expenditure					
Food / Refreshments			741.48		
Energy Costs - Gas & Electricity			261.72		
New electric Urn			99.00		
Craft / Activities - Materials			222.69		
Printer			56.98		
Socket extension			49.98		
Cables			29.98		
Ink Cartridges			56.99		
Dishwasher & Fitting			384.00		
Badges			29.49		
Kitchen Sundries			24.46		
Kitchen knives			30.00		
Project change application - Purchase of new cooker, part fitting cost etc			840.00		
Costs to be Funded by East Riding County Council					2,826.77
Stationary			11.20		
Kitchen equipment - Pan / Kettle			51.98		
Misc			20.00		
Cooker installation			157.50		
Kitchen sundries overspend			58.44		
Kitchen Knives overspend			0.26		
Costs to be Funded by East Riding County Council					299.38
Total costs					3,126.15
Remaining Funds		861.56			

Annual Statement of Affairs

	£
Summary of Assets carried forward from 31 March 2022	- 7,521.73
Less depreciation	- 752.17
Plus new assets	- 1,905.98

	8,675.54
Barclays Bank Business Premium Account	- 37.30
Barclays Bank Community Account - Undesignated	- 35,664.23
Designated funds - £861.56 / Undesignated - £34,802.67)	
Cash in Hand	- 7.07
Land & Buildings (Valuation June 2022)	- 350,000.00
Total Net Capital Worth as at 31 March 2023	- 394,384.14
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Independent examiner's report to the trustees of Pocklington Christian Fellowship

I report to the trustees on my examination of the above charity for the year ended 31 March 2023.

Respective responsibilities of trustees and examiner

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

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material aspect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Name: Martin Alan Plewes

Relevant professional qualification or body: FCCA

Address: 19 Railway Street, Pocklington, York YO42 2QR

Date: 6 June 2023

Independent examiner's report to the trustees of Pocklington Christian Fellowship

I report to the trustees on my examination of the above charity for the year ended 31 March 2023.

Respective responsibilities of trustees and examiner

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

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

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Address: 19 Railway Street, Pocklington, York YO42 2QR

Date: 6 June 2023