

**CANBURY PARK CHURCH TRUST**

**ANNUAL REPORT**

**FOR THE YEAR ENDED 21 SEPTEMBER 2016**

**REGISTERED CHARITY NO. 1146287**

**CANBURY PARK CHURCH TRUST**  
**REGISTERED CHARITY NUMBER 1146287**

**CONTENTS**

	<b>Page</b>
Legal and administrative information	2
Report to the trustees	3 - 4
Annual report	5
Receipts and Payments Account	6
Statement of Assets and Liabilities	7
Notes forming part of the financial statements	8 - 11

**CANBURY PARK CHURCH TRUST**  
**REGISTERED CHARITY NUMBER 1146287**

**TRUST INFORMATION**

**Trustees**

Mr P Cooper	(Chairman)
Mr P Woodcock	
Mr David Glen	
Mr P Simpson	

**Principal Office**

77 Thetford Road  
New Malden  
Surrey  
KT3 5DP

**Bankers**

Co-Operative Bank  
17 High Street  
Kingston-Upon-Thames  
KT1 1LP

**Accountants**

Oliver Clive & Co Limited  
Chartered Accountants  
14 David Mews  
London  
W1U 6EQ

**CANBURY PARK CHURCH TRUST**  
**REPORT TO THE TRUSTEES FOR THE YEAR ENDED 21 SEPTEMBER 2016**

The trustees present their report and financial statements for the period ended 21 September 2016.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

**Structure, governance and management**

The trust is governed by a deed of trust dated 7 November 1995 and is a registered charity (charity number 1146287).

The trustees who served during the year were:

Mr P Cooper  
Mr P Woodcock

Mr D Glen  
Mr P Simpson

Apart from the first trustees, every trustee must be appointed by a resolution of the trustees at a special meeting called under clause 15 of the trust deed.

**Objectives and activities for the public benefit**

The objectives of the trust are to advance the Christian Faith through services provided to people in the Royal Borough of Kingston Upon Thames; to relieve persons in need of hardship, or who are aged or sick; and to promote and fulfil such other charitable purposes beneficial to the community.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities and setting the grant making policy in the year.

**Review of activities for the period**

The trust has raised funds through gifts, donations and rental income for the purposes of fulfilling its objectives. During the period these objectives were met through donations, services and activities provided.

The trustees may invest the unrestricted funds in any type of investment as seen fit.

**Reserves Policy**

It is the policy of the Trust that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six months expenditure. The trustees consider that funds at this level will ensure that in the event of a significant drop in funding they will be able to continue the Trust's current activities while consideration is given to ways in which additional funds may be raised.

**Risk management**

The trustees have examined the major, strategic, business and operational risks that the charity faces and confirm that the systems have been established to ensure that these risks are minimised.

### **Independent examiner**

The trustees have reappointed Oliver Clive & Co Limited as Independent examiner to undertake the independent examination of the trust.

### **Trustees' responsibilities in relation to the financial statements**

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The 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 state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

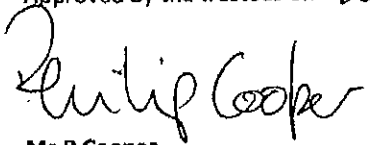
In preparing these financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

### **Trustees**

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

Approved by the trustees on 22/3/2017 and signed on their behalf by



Mr P Cooper  
Chairman

**CANBURY PARK CHURCH TRUST**  
**INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 21 SEPTEMBER 2016**

I report on the financial statements of the Trust for the period ended 21 September 2016, which are set out on pages 6 to 11.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility:

- to examine the accounts (under section 145 of the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)b of the 2011 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 financial statements 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:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
  - (ii) to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Emma Benjamin CA  
Independent Examiner  
Oliver Clive & Co Limited  
Chartered Accountants



14 David Mews  
London  
W1U 6EQ

Dated 22.3.17

**CANBURY PARK CHURCH TRUST**  
**REGISTERED CHARITY NUMBER 1146287**  
**RECEIPTS AND PAYMENTS ACCOUNT YEAR ENDED 21 SEPTEMBER 2016**

		Unrestricted Funds £	Restricted Funds £	Year Ended 21-Sep-16 Total £	Period Ended 21-Sep-15 Total £
	<u>Notes</u>				
<b>Incoming Resources</b>					
Donations	7	46,533	-	46,533	145,589
Other receipts	7	14,410	-	14,410	13,786
					-
<b>Total Incoming Resources</b>		<u>60,943</u>	<u>-</u>	<u>60,943</u>	<u>159,374</u>
<b>Resources Expended</b>					
Direct Charitable Expenditure	8	23,081	-	23,081	5,404
Support and governance costs	9	49,595	-	49,595	63,377
<b>Total Resources Expended</b>		<u>72,677</u>	<u>-</u>	<u>72,677</u>	<u>68,781</u>
<b>Net expenditure for the year and Net movement in funds</b>		(11,734)	-	(11,734)	90,594
<b>Fund balance at 21 September 2015</b>		<u>500,420</u>	<u>-</u>	<u>500,420</u>	<u>409,826</u>
<b>Fund balance at 21 September 2016</b>	12	<u>488,687</u>	<u>-</u>	<u>488,687</u>	<u>500,420</u>

The statement of financial activities includes all gains and losses in the year and therefore a separate statement of total recognised gains and losses has not been prepared.

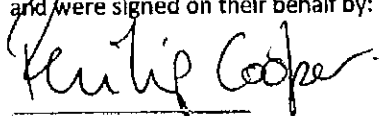
All of the incoming resources and resources expended derive from continuing activities.

The notes on pages 8 - 11 form part of these financial statements.

**CANBURY PARK CHURCH TRUST**  
**REGISTERED CHARITY NUMBER 1146287**  
**STATEMENT OF ASSETS AND LIABILITIES AS AT 21 SEPTEMBER 2016**

		21-Sep-16		21-Sep-15	
	<u>Notes</u>	£	£	£	£
<b>FIXED ASSETS</b>					
Freehold Properties	2		388,080		392,000
Fixtures & Fittings	2		2,237		2,104
Motor Vehicles	2		-		-
			<u>390,317</u>		<u>394,104</u>
<b>Current Assets</b>					
Other debtors	5	57,461		69,228	
Cash at bank and in hand		<u>40,909</u>		<u>37,089</u>	
		98,370		106,317	
<b>Creditors: Amounts falling due within one year</b>	6	<u>-</u>		<u>-</u>	
<b>Net current assets</b>			98,370		106,317
<b>Total Net Assets</b>			<u><u>488,687</u></u>		<u><u>500,420</u></u>
<b>Represented by</b>					
Unrestricted funds	11		488,687		500,420
Restricted funds	10		-		-
<b>Total Funds</b>			<u><u>488,687</u></u>		<u><u>500,420</u></u>

The financial statements set out on pages 6 to 11 were approved by the Trustees on  
and were signed on their behalf by:



**Mr P Cooper**  
**Chairman**



**CANBURY PARK CHURCH TRUST**  
**NOTES FORMING PART OF THE FINANCIAL STATEMENTS**

**1 Accounting Policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

**1.1 Basis of accounting**

The financial statements have been prepared under the historical cost convention

The financial statements have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005), the Charity (Accounts and Reports) Regulations 2008 and the Charities Act 2011.

**1.2 Incoming Resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of donations and gifts and is included in full in the statement of financial activities when received.

The value of services provided by volunteers has not been included.

**1.3 Resources Expended**

All expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be recovered and is included in the relevant costs in the statement of financial activities.

Direct expenditure comprises the cost of donations made; other expenditure includes costs incurred by the charity in delivery of its activities and services for its beneficiaries. Governance costs are those incurred in connection with the administration of the charity and compliance with the constitutional and statutory requirements.

**1.4 Fund Accounting**

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

Restricted funds are funds which are subject to specific conditions by donors as to how they may be used.

**1.6 Fixed assets**

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

Furniture and Equipment	20% straight line
Freehold properties	1% straight line

**CANBURY PARK CHURCH TRUST**  
**NOTES FORMING PART OF THE FINANCIAL STATEMENTS**

**2 Fixed assets**

	Freehold properties £	Furniture + Equipment £	Total £
<b>Cost</b>			
Cost as at 21 September 2015	392,000	17,555	409,555
Additions		1,112	1,112
Disposals			0
Cost C/fwd at 21 September 2016	<u>392,000</u>	<u>18,667</u>	<u>410,667</u>
<b>Depreciation</b>			
Accumulated depreciation at 21 September 2015		15,451	15,451
Depreciation Charge	3,920	979	4,899
Disposals			0
Accumulated depreciation at 21 September 2016	<u>3,920</u>	<u>16,430</u>	<u>20,350</u>
<b>Net book value at 21 September 2016</b>	<u><u>388,080</u></u>	<u><u>2,237</u></u>	<u><u>390,317</u></u>
<b>Net book value at 21 September 2015</b>	<u><u>392,000</u></u>	<u><u>2,104</u></u>	<u><u>394,104</u></u>

The furniture + equipment has not been depreciated in prior years, so full depreciation was provided in the current period.

Freehold properties are held at historical cost.

**3 Trustees**

None of the trustees (or any persons connected with them) received any remuneration during the year.

**4 Net Expenditure**

Net Expenditure are stated after charging:	Year Ended 21-Sep-16 £	Period Ended 21-Sep-15 £
Independent examiners fee	<u>                    </u>	<u>                    </u>

**5 Debtors**

	Year Ended 21-Sep-16 £	Period Ended 21-Sep-15 £
Gift Aid	6,447	22,968
Loan to Taras	41,514	46,260
Loan to Balcombe	9,500	-
	<u><u>57,461</u></u>	<u><u>69,228</u></u>

The loan is interest free and is repayable over 10 years.

**CANBURY PARK CHURCH TRUST**  
**NOTES FORMING PART OF THE FINANCIAL STATEMENTS**

**6 Creditors**

	Year Ended 21-Sep-16 £	Period Ended 21-Sep-15 £
Accruals	-	-
	<u>-</u>	<u>-</u>

**7 Incoming resources**

	Year Ended 21-Sep-16 £	Period Ended 21-Sep-15 £
Gifts & Offerings (Including Gift Aid)	46,533	144,589
Bequest	-	1,000
<u>Other receipts</u>		
Short Term Hire	6,522	10,166
Rental Income	2,549	3,620
Other receipts	9	
Interest Received	5,329	
Event Income		
	<u>60,943</u>	<u>159,374</u>

**8 Resources expended - Direct Charitable Expenditure**

The amount paid in the year comprised of the following donations and grants.:

	Year Ended 21-Sep-16 £	Period Ended 21-Sep-15 £
	<u>Unrestricted</u>	
Service & Outreach costs		3,704
General church supplies	3,553	
Events & Activities	13,782	
Other Donations	5,746	1,700
	<u>23,081</u>	<u>5,404</u>

**CANBURY PARK CHURCH TRUST**  
**NOTES FORMING PART OF THE FINANCIAL STATEMENTS**

**9 Resources expended - Support and governance costs**

	Year Ended 21-Sep-16 £	Period Ended 21-Sep-15 £
	<u>Unrestricted</u>	<u>Unrestricted</u>
Bank Charges	-	6
Cleaning	2,080	2,080
Depreciation	4,899	701
Disposal of tangible assets	-	4,688
Equipment	1,132	-
Insurance	2,060	2,289
Light, Heat, Water & Rates	5,161	3,201
PPS/Advertising	4,005	-
Professional and management fees	123	383
Repairs & Maintenance (Includes accls movt)	17,818	48,208
Subscriptions	228	-
Sundries	3,892	1,284
Telephone and Website	1,575	536
Training	1,149	-
Travel	5,474	-
	<u>49,595</u>	<u>63,377</u>

**10 Statement of restricted funds**

	21-Sep 2015 £	Incoming Resources £	Resources Expended £	21-Sep 2016 £
Movement In the year	-	-	-	-

**11 Statement of unrestricted funds**

	21-Sep 2015 £	Incoming Resources £	Resources Expended £	21-Sep 2016 £
Movement In the year	500,420	60,943	(72,677)	488,687
	<u>500,420</u>	<u>60,943</u>	<u>(72,677)</u>	<u>488,687</u>

**12 Analysis of net assets between funds**

	Un- restricted Funds £	Restricted Funds £	Total £
Fund balances at 21 September 2016 are represented by:			
Current assets	488,687	-	488,687
	<u>488,687</u>	<u>-</u>	<u>488,687</u>