

**Report of the Trustees and**  
**Financial Statements for the Year Ended 31 December 2016**  
**for**

**St. Mary and St. Abraam**  
**Coptic Orthodox Church**

Style and Silver  
Bank House  
Southwick Square  
Southwick  
West Sussex  
BN42 4FN

**St. Mary and St. Abraam**  
**Coptic Orthodox Church**

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**for the Year Ended 31 December 2016**

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**St. Mary and St. Abraam**  
**Coptic Orthodox Church**

**Report of the Trustees**  
**for the Year Ended 31 December 2016**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2016. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1003739

**Principal address**

Coptic Orthodox Church  
Davigdor Road  
Hove  
East Sussex  
BN3 1RF

**Trustees**

G Khalil	
N Seedhom	
A B Obaid	
K Butros	
M Bolis	- resigned 31.7.16
S Mikhail	
M M S Mansour	- resigned 31.5.17
A Abraham	
S Baghdady	
G Tawadros	- resigned 31.7.16

**Independent examiner**

R. B. Silver  
Style and Silver  
Bank House  
Southwick Square  
Southwick  
West Sussex  
BN42 4FN

**Professional Advisers**

Legal Advisers  
DMH Stallard, 100 Queens Road, Brighton, BN1 3YB

**Bankers**

Lloyds TSB, 74 - 78 Church Road, Hove, BN3 2EE

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Structure, Governance and Management**

The charity is governed by a constitution dated 25th June 1991.

This constitution allows the charity's affairs to be controlled by a committee of five to twelve members of which three must be officers of the church. The committee is responsible for the appointment of all trustees and the three key positions of Chairman, Secretary, and Treasurer.

**St. Mary and St. Abraam**  
**Coptic Orthodox Church**

**Report of the Trustees**  
**for the Year Ended 31 December 2016**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

**OBJECTIVES AND ACTIVITIES**

**History, Objectives and Activities**

The charity was registered on 8th August 1991.

The prime objective of the charity is to promote the religion of the Coptic Orthodox Church in the south of England. The charity strives to achieve this objective by performing the following essential activities:

To provide and maintain places of public worship.

To provide and maintain residencies for priests.

To provide and develop educational facilities to teach the doctrines and practices of the church to the Coptic community.

To provide grants to other organisations who share common beliefs, aims and practices.

**ACHIEVEMENT AND PERFORMANCE**

**Achievements and Performance**

Planned improvements to the Church have almost been completed.

In 2016 a new toilet block was built. In 2017 a new canteen and offices will be developed.

The Church's continued support for the Coptic communities in Egypt and Sudan has been even more crucial as the turmoil in the region has escalated. The recent atrocities in Cairo have brought the communities even closer together.

**FINANCIAL REVIEW**

**Financial Review**

The net resources for the year, after grants and operational expenses of £481,775 (2015 £493,649) was £43,753 (2015 £7,842). At the end of the financial year reserves were £148,682 (2015 £146,283). The level of reserves is regularly reviewed by the trustees before making major income and expenditure decisions.

**PLANS FOR FUTURE PERIODS**

In 2012 the trustees considered that the current property portfolio would struggle to accommodate a significant increase in the congregation and the related extra demand for services and activities. Since that time the trustees have searched for a suitable site to act as a new community centre. Funds have been raised and professional fees expended on various proposals which until 2016 had not been successful.

In 2017 however a suitable building was located. At the date of this report an offer has been made and accepted. The trustees are confident that this new property in Worthing will answer the needs of the congregation for many years to come.

Approved by order of the board of trustees on 9 June 2017 and signed on its behalf by:

G Khalil - Trustee

**Independent Examiner's Report to the Trustees of**  
**St. Mary and St. Abraam**  
**Coptic Orthodox Church**

I report on the accounts for the year ended 31 December 2016 set out on pages four to eleven.

**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(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

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 the 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 statements 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 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 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.

R. B. Silver  
Style and Silver  
Bank House  
Southwick Square  
Southwick  
West Sussex  
BN42 4FN

9 June 2017

**St. Mary and St. Abraam**  
**Coptic Orthodox Church**

**Statement of Financial Activities**  
**for the Year Ended 31 December 2016**

	Notes	Unrestricted fund £	Restricted fund £	31.12.16 Total funds £	31.12.15 Total funds £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income		192,603	70,904	263,507	239,995
Activities for generating funds	2	-	139,300	139,300	150,704
Investment income	3	32,201	-	32,201	34,723
<b>Incoming resources from charitable activities</b>					
Youth activities		-	90,520	90,520	76,069
<b>Total incoming resources</b>		<b>224,804</b>	<b>300,724</b>	<b>525,528</b>	<b>501,491</b>
<b>RESOURCES EXPENDED</b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income		145,980	-	145,980	165,006
Fundraising trading: cost of goods sold and other costs		4,760	93,707	98,467	102,588
Investment management costs	4	49,357	-	49,357	39,393
<b>Charitable activities</b>					
Youth activities		3,208	144,729	147,937	145,663
Priest's salary		32,127	-	32,127	32,348
<b>Governance costs</b>		<b>7,907</b>	<b>-</b>	<b>7,907</b>	<b>7,285</b>
<b>Other resources expended</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>1,366</b>
<b>Total resources expended</b>		<b>243,339</b>	<b>238,436</b>	<b>481,775</b>	<b>493,649</b>
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS</b>					
		(18,535)	62,288	43,753	7,842
<b>Gross transfers between funds</b>	11	<b>68,426</b>	<b>(68,426)</b>	<b>-</b>	<b>-</b>
<b>Net incoming/(outgoing) resources</b>		<b>49,891</b>	<b>(6,138)</b>	<b>43,753</b>	<b>7,842</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>1,320,983</b>	<b>(275,274)</b>	<b>1,045,709</b>	<b>1,037,867</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>1,370,874</b>	<b>(281,412)</b>	<b>1,089,462</b>	<b>1,045,709</b>

The notes form part of these financial statements

**St. Mary and St. Abraam**  
**Coptic Orthodox Church**

**Balance Sheet**  
**At 31 December 2016**

	Notes	Unrestricted fund £	Restricted fund £	31.12.16 Total funds £	31.12.15 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	7	2,446,454	-	2,446,454	2,492,079
<b>CURRENT ASSETS</b>					
Debtors	8	11,946	-	11,946	14,716
Cash at bank and in hand		233,915	-	233,915	296,965
		<u>245,861</u>	<u>-</u>	<u>245,861</u>	<u>311,681</u>
<b>CREDITORS</b>					
Amounts falling due within one year	9	(97,179)	-	(97,179)	(165,398)
		<u>148,682</u>	<u>-</u>	<u>148,682</u>	<u>146,283</u>
<b>NET CURRENT ASSETS</b>					
		<u>148,682</u>	<u>-</u>	<u>148,682</u>	<u>146,283</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		2,595,136	-	2,595,136	2,638,362
<b>CREDITORS</b>					
Amounts falling due after more than one year	10	(1,224,262)	(281,412)	(1,505,674)	(1,592,653)
		<u>1,370,874</u>	<u>(281,412)</u>	<u>1,089,462</u>	<u>1,045,709</u>
<b>NET ASSETS/(LIABILITIES)</b>					
		<u>1,370,874</u>	<u>(281,412)</u>	<u>1,089,462</u>	<u>1,045,709</u>
<b>FUNDS</b>					
Unrestricted funds	11			1,370,874	1,320,983
Restricted funds				(281,412)	(275,274)
<b>TOTAL FUNDS</b>				<u>1,089,462</u>	<u>1,045,709</u>

The financial statements were approved by the Board of Trustees on 9 June 2017 and were signed on its behalf by:

G Khalil -Trustee

The notes form part of these financial statements

**Notes to the Financial Statements**  
**for the Year Ended 31 December 2016**

**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**Incoming resources**

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**Resources expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold Buildings	- 2% on cost
Equipment	- 25% on reducing balance
Fixtures and Fittings	- 25% on reducing balance
Motor Vehicles	- 25% on reducing balance

In the years to 31st December 2007 the freehold properties were not depreciated as the board considered that the market value exceeded the cost shown in the financial statements.

In the year to 31st December 2008 and thereafter in order to comply with the SORP, the freehold properties (but not land) are being depreciated over 50 years so as to write off the cost of the buildings (on a straight line basis) over their expected useful economic lives.

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.



**Notes to the Financial Statements - continued**  
**for the Year Ended 31 December 2016**

**1. ACCOUNTING POLICIES - continued**

**Hire purchase and leasing commitments**

Assets obtained under hire purchase contracts or finance leases are capitalised in the Balance Sheet. Those held under hire purchase contracts are depreciated over their estimated useful lives. Those held under finance leases are depreciated over their estimated useful lives or the lease term, whichever is shorter.

The interest element of these obligations is charged to the Statement of Financial Activities over the relevant period. The capital element of the future payments is treated as a liability.

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

**Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**2. ACTIVITIES FOR GENERATING FUNDS**

	<b>31.12.16</b>	31.12.15
	£	£
Refreshment sales	<b>139,300</b>	149,067
Holy books sales	-	1,637
	<b><u>139,300</u></b>	<u>150,704</u>

**3. INVESTMENT INCOME**

	<b>31.12.16</b>	31.12.15
	£	£
Rents received	<b>32,111</b>	34,586
Deposit account interest	<b>90</b>	137
	<b><u>32,201</u></b>	<u>34,723</u>

**4. INVESTMENT MANAGEMENT COSTS**

	<b>31.12.16</b>	31.12.15
	£	£
Bank charges	<b>129</b>	144
Interest payable and similar charges	<b>49,228</b>	39,249
	<b><u>49,357</u></b>	<u>39,393</u>

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 December 2016**

**5. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 December 2016 nor for the year ended 31 December 2015 .

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 December 2016 nor for the year ended 31 December 2015 .

**6. STAFF COSTS**

	<b>31.12.16</b>	31.12.15
	<b>£</b>	£
Wages and salaries	<b>31,800</b>	31,800
Social security costs	<b>144</b>	548
Other pension costs	<b>183</b>	-
	<hr/> <b>32,127</b> <hr/>	<hr/> 32,348 <hr/>

The average monthly number of employees during the year was as follows:

	<b>31.12.16</b>	31.12.15
Employees	<b>2</b>	2
	<hr/> <hr/>	<hr/> <hr/>

No employees received emoluments in excess of £60,000.

**St. Mary and St. Abraam**  
**Coptic Orthodox Church**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 December 2016**

**7. TANGIBLE FIXED ASSETS**

	<b>Church Land £</b>	<b>Church Buildings £</b>	<b>House Land £</b>	<b>House Buildings £</b>
<b>COST</b>				
At 1 January 2016	<b>150,000</b>	<b>286,292</b>	<b>300,000</b>	<b>1,897,238</b>
Additions	-	<b>6,214</b>	-	<b>6,252</b>
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2016	<b>150,000</b>	<b>292,506</b>	<b>300,000</b>	<b>1,903,490</b>
	<hr/>	<hr/>	<hr/>	<hr/>
<b>DEPRECIATION</b>				
At 1 January 2016	-	<b>31,121</b>	-	<b>178,983</b>
Charge for year	-	<b>5,869</b>	-	<b>38,329</b>
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2016	-	<b>36,990</b>	-	<b>217,312</b>
	<hr/>	<hr/>	<hr/>	<hr/>
<b>NET BOOK VALUE</b>				
At 31 December 2016	<b>150,000</b>	<b>255,516</b>	<b>300,000</b>	<b>1,686,178</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 31 December 2015	<b>150,000</b>	<b>255,171</b>	<b>300,000</b>	<b>1,718,255</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
	<b>Equipment £</b>	<b>Fixtures and Fittings £</b>	<b>Motor Vehicles £</b>	<b>Totals £</b>
<b>COST</b>				
At 1 January 2016	<b>69,915</b>	<b>58,925</b>	<b>94,547</b>	<b>2,856,917</b>
Additions	<b>4,362</b>	-	-	<b>16,828</b>
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2016	<b>74,277</b>	<b>58,925</b>	<b>94,547</b>	<b>2,873,745</b>
	<hr/>	<hr/>	<hr/>	<hr/>
<b>DEPRECIATION</b>				
At 1 January 2016	<b>47,556</b>	<b>55,674</b>	<b>51,504</b>	<b>364,838</b>
Charge for year	<b>6,681</b>	<b>813</b>	<b>10,761</b>	<b>62,453</b>
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2016	<b>54,237</b>	<b>56,487</b>	<b>62,265</b>	<b>427,291</b>
	<hr/>	<hr/>	<hr/>	<hr/>
<b>NET BOOK VALUE</b>				
At 31 December 2016	<b>20,040</b>	<b>2,438</b>	<b>32,282</b>	<b>2,446,454</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 31 December 2015	<b>22,359</b>	<b>3,251</b>	<b>43,043</b>	<b>2,492,079</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**St. Mary and St. Abraam**  
**Coptic Orthodox Church**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 December 2016**

**7. TANGIBLE FIXED ASSETS - continued**

Fixed assets, included in the above, which are held under hire purchase contracts are as follows:

	<b>Motor Vehicles £</b>
<b>COST</b>	
At 1 January 2016	<b>51,549</b>
Transfer to ownership	<b>(35,985)</b>
	<hr/>
At 31 December 2016	<b>15,564</b>
	<hr/>
<b>DEPRECIATION</b>	
At 1 January 2016	<b>18,110</b>
Charge for year	<b>8,361</b>
Transfer to ownership	<b>(21,120)</b>
	<hr/>
At 31 December 2016	<b>5,351</b>
	<hr/>
<b>NET BOOK VALUE</b>	
At 31 December 2016	<b>10,213</b>
	<hr/> <hr/>
At 31 December 2015	<b>33,439</b>
	<hr/> <hr/>

**8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>31.12.16</b>	31.12.15
	<b>£</b>	£
Other debtors	<b>11,946</b>	14,716
	<hr/> <hr/>	<hr/> <hr/>

**9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>31.12.16</b>	31.12.15
	<b>£</b>	£
Bank loans and overdrafts	<b>90,089</b>	85,425
Hire purchase	<b>2,633</b>	12,639
Other creditors	<b>4,457</b>	67,334
	<hr/>	<hr/>
	<b>97,179</b>	165,398
	<hr/> <hr/>	<hr/> <hr/>

**St. Mary and St. Abraam**  
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**Notes to the Financial Statements - continued**  
**for the Year Ended 31 December 2016**

**10. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR**

	<b>31.12.16</b>	31.12.15
	£	£
Bank loans	<b>1,216,423</b>	1,306,907
Hire purchase	<b>7,839</b>	10,472
Other creditors	<b>281,412</b>	275,274
	<hr/> <b>1,505,674</b> <hr/>	<hr/> 1,592,653 <hr/>

Amounts falling due in more than five years:

Repayable by instalments:		
Bank loans	<b>847,115</b>	957,110
	<hr/> <b>847,115</b> <hr/>	<hr/> 957,110 <hr/>

**11. MOVEMENT IN FUNDS**

	At 1.1.16	Net movement in funds	Transfers between funds	At 31.12.16
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	<b>1,320,983</b>	(18,535)	68,426	1,370,874
<b>Restricted funds</b>				
Restricted fund	(275,274)	62,288	(68,426)	(281,412)
	<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<b>1,045,709</b>	<b>43,753</b>	-	<b>1,089,462</b>
	<hr/> <b>1,045,709</b> <hr/>	<hr/> <b>43,753</b> <hr/>	<hr/> - <hr/>	<hr/> <b>1,089,462</b> <hr/>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	<b>224,804</b>	(243,339)	(18,535)
<b>Restricted funds</b>			
Restricted fund	<b>300,724</b>	(238,436)	62,288
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<b>525,528</b>	(481,775)	<b>43,753</b>
	<hr/> <b>525,528</b> <hr/>	<hr/> (481,775) <hr/>	<hr/> <b>43,753</b> <hr/>

**St. Mary and St. Abraam**  
**Coptic Orthodox Church**

**Detailed Statement of Financial Activities**  
**for the Year Ended 31 December 2016**

	31.12.16 £	31.12.15 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Collections	183,853	182,995
Members contributions	8,750	13,970
Donations	70,904	43,030
	<hr/> 263,507	<hr/> 239,995
<b>Activities for generating funds</b>		
Refreshment sales	139,300	149,067
Holy books sales	-	1,637
	<hr/> 139,300	<hr/> 150,704
<b>Investment income</b>		
Rents received	32,111	34,586
Deposit account interest	90	137
	<hr/> 32,201	<hr/> 34,723
<b>Incoming resources from charitable activities</b>		
Fairs and celebrations	54,018	44,258
Sunday school	36,502	30,744
Motor and travel income	-	1,067
	<hr/> 90,520	<hr/> 76,069
<b>Total incoming resources</b>	<hr/> 525,528	<hr/> 501,491
<b>RESOURCES EXPENDED</b>		
<b>Costs of generating voluntary income</b>		
House rent	31,200	41,000
Rates and water	1,741	2,451
Insurance	7,923	6,463
Light and heat	20,257	34,771
House repairs	4,544	2,840
Church repairs	17,862	13,205
Depreciation of tangible fixed assets	62,453	64,276
	<hr/> 145,980	<hr/> 165,006

**St. Mary and St. Abraam**  
**Coptic Orthodox Church**

**Detailed Statement of Financial Activities**  
**for the Year Ended 31 December 2016**

	31.12.16 £	31.12.15 £
<b>Fundraising trading: cost of goods sold and other costs</b>		
Refreshments	93,707	97,501
Telephone	3,991	4,414
Printing, postage, stationery	769	673
	<hr/>	<hr/>
	98,467	102,588
 <b>Investment management costs</b>		
Bank charges	129	144
Bank loan interest	47,507	37,167
HP interest	1,721	2,082
	<hr/>	<hr/>
	49,357	39,393
 <b>Charitable activities</b>		
Wages	31,800	31,800
Social security	144	548
Pensions	183	-
Fairs and celebrations	22,754	17,950
Sunday school expenses	9,966	14,494
Motor and travel	24,292	21,555
Donations	87,717	88,818
Laundry and cleaning	3,062	2,700
Sundries	146	146
	<hr/>	<hr/>
	180,064	178,011
 <b>Governance costs</b>		
Accountancy	3,665	2,680
Legal fees	4,242	4,605
	<hr/>	<hr/>
	7,907	7,285
 <b>Support costs</b>		
<b>Finance</b>		
Loss on sale of tangible fixed assets	-	1,366
	<hr/>	<hr/>
<b>Total resources expended</b>	481,775	493,649
	<hr/>	<hr/>
<b>Net income</b>	43,753	7,842
	<hr/>	<hr/>