

CHRISTIAN COMMUNITY TRUST FOR NORWICH AND NORFOLK LTD

Annual Report and Accounts for the year ended 31st March 2018

Registered Charity in England No: 1105340

Company Registration No: 5079406

Trustees Annual Report for the period from 1st April 2017 to 31st March 2018

The trustees present their report and the accounts for the year ended 31st March 2018

Reference and administrative details

The charity is also known by the following names, which operate as separate projects or activities under the main charity:

Dreams and Visions
Money4Mission
Common Purse
Network Norwich

Registered charity number	1105340
Company number	5079406
Charity's principle address	25 Newmarket Road Norwich, NR2 2HL
Company's registered office:	24 Golden Dog Lane Norwich NR3 1BP
Company secretary:	Mr Howard Green
Governing Document:	Memorandum and Articles of Association Incorporated.

Names of the charity trustees (who are also the directors of the company) who manage the charity.

Mrs B Collyer
Mr H Green
Mrs A Leitch

Names and address of advisers

Bankers	The Co-operative Bank plc Skelmersdale Lancashire
Independent Reviewer	Mr J Payne 35 Henby Way NORWICH, NR7 0LD

Governance of the Charity

The charity is constituted as a company limited by guarantee, not having a share capital. The company is governed by the Memorandum and Articles dated 22nd March 2004. The liability of the members is limited by guarantee to £10 per member, the total liability is £40. The trustees are appointed by members of the company.

Management & Governance Structure

Four Trustees have run the Christian Community Trust for Norwich and Norfolk Ltd over this period, each with differing backgrounds and expertise that can contribute to the delivery of the charity's objectives.

The policy and key operating decisions (i.e. budget setting, risk management) of the charity rest with the Trustees who meet regularly to monitor the activities of the charity.

During the year, CCTNN directly employed four staff in connection with the Network Norwich operation. Others were paid on a self-employed basis in the different projects to deliver the activities of the charity.

Objectives and activities

The principle activity of the charity is to advance the Christian religion within the City of Norwich, the County of Norfolk and worldwide.

The trust aims to encourage service and unity in Norwich and Norfolk. It is particularly intended to release and support Christians who see how things might be different and who want to work with others to turn these dreams and visions into reality for their community.

Summary of the main activities in relation to these objects.

The Christian Community Trust for Norwich and Norfolk Ltd make small grants to individuals and groups to meet immediate needs through Dreams and Visions, and Money4Mission. The resources are derived locally and nationally.

Policy on grant making

Projects are considered by the trustees on a regular basis, which meet the aims of the charity and serve the local community.

Grants of £22,657 were made during the period as follows:-

Mrs Carrie Sant, to support the work of City Saints, in Norwich	£6,281.
Jenny Lind Youth Project	£10,150
TLC, Great Yarmouth	£1,678
Various small amounts	<u>£4,548</u>
Total Grants Awarded	£22,657

The Trust also runs the following activities / projects:

Network Norwich

The Trust employs the staff that run, and actively supports, www.networknorwich.co.uk. This is a very successful internet service for the Christian Community of the Norfolk area.

Financial review

During the period the charity received income as follows:

Network Norwich - Sales of Advertisements	£23,196
Donations, including Gift Aid	£48,560
Good News for Norfolk	£3,503
Bank Interest	£0

Expenditure

The main costs to the charity were those of salaries and pensions for Network Norwich. The financial administration work is undertaken by a book keeper, with all other administration undertaken on a voluntary basis by the Chairman to reduce costs.

Reserves Policy

On an annual basis the Trustees consider the level of reserves they wish to retain that are appropriate to meet the Charity's needs and circumstances. This is based on the charity's size and level of commitment held. The Trustees endeavour not to set aside funds unnecessarily and aims to hold no more than 6 months running costs in unrestricted funds.

Risk Statement

The Trustees have and continue to review the major strategic, business and operational risks, which a small charity with few employees is likely to be exposed to. A framework has been established and procedures are in place to identify, monitor and review these risks on a regular basis.

All major insurable risks have been covered by the charity's insurance coverage. Contracts and associated risks are reviewing before being finalised to ensure they do not significantly impact (negatively) upon the charity's ability to fulfil its objectives.

Howard Green
Company Secretary

Approved by the Trustees:

Bridget Collyer, Chairman
CHRISTIAN COMMUNITY TRUST FOR NORWICH & NORFOLK LTD

Christian Community Trust for Norwich and Norfolk Ltd
INCOME AND EXPENDITURE ACCOUNT 1.4.17 TO 31.3.18

	Income and Expenditure Account	Sub Total	Totals
INCOME			
Donatons and Grants	Money 4 Mission	22.86	
	CCTNN	33,282.81	
	Common Purse	0.00	
	Network Norwich	2,901.80	
	Gift Aid	0.00	
Bank Interest		0.00	
Trading Activities	Network Norwich Sales Adverts	23,196.35	
	Network Norwich Sales tickets	3,503.52	
TOTAL INCOME			62,907.34
EXPENDITURE			
Administraton	Network Norwich	18.00	
	CCTNN	150.00	
Miscellaneous	Network Norwich	225.99	
	CCTNN	0.00	
Printing	Good News for Norwich	2,048.78	
Refund ticket sales	Network Norwich	412.50	
Salaries	Network Norwich	22,832.73	
Bonus	Network Norwich	3,456.35	
Pension Contributions	Network Norwich	833.76	
Bank Charges	Common Purse/M4M	10.00	
Grants made	CCTNN	22,657.02	
	Money 4 Mission	7,414.11	
	Common Purse	22.86	

	Income and Expenditure Account	Sub Total	Totals
TOTAL EXPENDITURE			60,082.10
Excess Income over Expenditure			2,825.24

CHRISTIAN COMMUNITY TRUST FOR NORWICH & NORFOLK LTD

Balance Sheet

31st March 2018

	Total this Year £	Total last Year £
Current assets		
Cash at Bank and in hand	£28,756	£25,931
Total current assets	£28,756	£ 25,931
Net current assets	£25,931	£25,931
Fixed Asset - TLC bus	£ 00	£0
Total assets	£28,756	£25,931
Funds of the charity		
Unrestricted funds	£21,649	£
Restricted funds	£7,107	£
Closing Balances		
CCTNN	£13,514	£ 3,038
Network Norwich	£15,242	£15,469
Money 4 Mission	£0	£7,396
Common Purse	£0	£28
Total net assets	£28,756	£25,931
Total Fixed assets - TLC bus	£ 000	£ 0
Total Assets	£28,756	£25,931

For the year ending 31.3.18 the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies regime.

The accounts were approved by the board on 17th December 2018

Bridget Collyer, Chairman
CHRISTIAN COMMUNITY TRUST FOR NORWICH & NORFOLK LTD

Notes for the accounts

Year ended 31st March 2018

1. Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

2. Investment income

This is included in the accounts when receivable

3. Governance costs

This year

Last year

Nil

Nil

4. Trustee expenses

Number of trustees who were paid expenses

0

0

5. No remuneration was paid to the Trustees during the year



Section A

Independent examiner's report on the accounts

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Christian Community Trust for Norwich and Norfolk Ltd

On accounts for the year
ended

31st March 2018

Charity no
(if any)

1105340

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the 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 statement 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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

* Please delete the words in the brackets if they do not apply.

Signed: *John Payne*

Date: 17th December 2018

Name: John Payne

Relevant professional qualification(s) or body (if any):

ACMA

Address:

35 Henby Way

Norwich

NR7 0LD

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.