



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 01	Month 04	Year 2017		Day 31	Month 03	Year 2018

## Section A Reference and administration details

**Charity name** St. Michael's Antiochian Christian Orthodox Parish, Stoke-on-Trent

**Other names charity is known by**

**Registered charity number (if any)** 1165646

**Charity's principal address**

Church of the Resurrection  
 Red Bank  
 Stoke-on-Trent  
**Postcode** ST3 4PD

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

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Father Samuel Carter			
2	Mrs Irene Dobson			
3	Mrs Kim Carson			
4	Mr Norman Davies			
5	Mr Roger Makings			
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

--

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

Trust Deed

How the charity is constituted  
(eg. trust, association, company)

Trust

Trustee selection methods  
(eg. appointed by, elected by)

Appointed by Fr Samuel Carter and agreed by Trustees in office

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

--

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

To promote the Christian Religion, the advancement of education, the relief of poverty and such other charitable objectives as the Trustees may from time to time decide.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Provision of a church for worship ministrations, holy sacraments and teachings in full accord and unity with the doctrines, rules, ritual, chant, canon law, fath, practice, discipline traditions and usage of the Antiochian Orthodox Church, its history and religious culture.

Support of Food Banks, homeless charities, integration of ethnic Orthodox into our community

Ministry to prisons and hospitals

Ministry to the housebound and elderly

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

As detailed in C.

We have added around thirty new families to our parish, mostly Romanian.

We are preparing four catechumens for entry into the Orthodox church.

## Section E Financial review

### Brief statement of the charity's policy on reserves

The policy of the charity is to maintain a year's expenses in reserve, as well as make the necessary provision for the care and maintenance of the church buildings.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F Other optional information

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>S. Carter</i>	
Full name(s)	Father Samuel Carter	
Position (eg Secretary, Chair, etc)	Chairman	

Date 30/01/2019

DigiSigner Document ID: 1eedc6e6-9f9b-44b1-b657-7eefd8832bf7

## Signer

Email: frsamuel@fastmail.net  
IP Address: 80.5.247.103

## Signature

A handwritten signature in black ink that reads "S. Carter".

Event	User	Time	IP Address
Upload document	documents@businessengineer oom.com	29/01/2019 2:55:35 PM EST	88.107.196.94
Open document	documents@businessengineer oom.com	29/01/2019 2:59:20 PM EST	88.107.196.94
Close document	documents@businessengineer oom.com	29/01/2019 2:59:56 PM EST	88.107.196.94
Send for signing	documents@businessengineer oom.com	29/01/2019 3:00:54 PM EST	88.107.196.94
Open document	frsamuel@fastmail.net	30/01/2019 3:55:43 AM EST	80.5.247.103
Sign document	frsamuel@fastmail.net	30/01/2019 3:56:37 AM EST	80.5.247.103
Close document	frsamuel@fastmail.net	30/01/2019 3:56:37 AM EST	80.5.247.103



St. Michael's Antiochian Orthodox Parish,  
Stoke-on-Trent 1165646

CC16a

## Receipts and payments accounts

For the period from 01/04/2017 To 31/03/2018

### 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>					
Voluntary receipts	40,432	470	-	40,902	48,452
Activities for generating funds (trading)	4,768	-	-	4,768	4,235
Investment dividends/interest	62	-	-	62	39
Charitable activities	-	-	-	-	-
Other receipts	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>45,261</b>	<b>470</b>	<b>-</b>	<b>45,731</b>	<b>52,726</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>45,261</b>	<b>470</b>	<b>-</b>	<b>45,731</b>	<b>52,726</b>
<b>A3 Payments</b>					
Costs of generating voluntary receipts	-	-	-	-	-
Fundraising costs (trading)	1,131	-	-	1,131	1,202
Investment management costs	-	-	-	-	-
Costs of charitable activities	22,732	358	-	23,090	22,104
Governance costs	3,600	-	-	3,600	3,600
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>27,464</b>	<b>358</b>	<b>-</b>	<b>27,822</b>	<b>26,906</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Leasehold improvements	-	-	-	-	-
Church assets	4,770	-	-	4,770	3,822
<b>Sub total</b>	<b>4,770</b>	<b>-</b>	<b>-</b>	<b>4,770</b>	<b>3,822</b>
<b>Total payments</b>	<b>32,234</b>	<b>358</b>	<b>-</b>	<b>32,592</b>	<b>30,728</b>
<b>Net of receipts/(payments)</b>	<b>13,027</b>	<b>112</b>	<b>-</b>	<b>13,139</b>	<b>21,998</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>36,634</b>	<b>717</b>	<b>-</b>	<b>37,351</b>	<b>15,353</b>
<b>Cash funds this year end</b>	<b>49,661</b>	<b>829</b>	<b>-</b>	<b>50,490</b>	<b>37,351</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>	Bank and cash in hand	49,661	829	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>49,661</b>	<b>829</b>	<b>-</b>

(agree balances with receipts and payments account(s))

OK

Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
------------------------------------	----------------------------------	---------------------------------

**B2 Other monetary assets**

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

**B3 Investment assets**

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

**B4 Assets retained for the charity's own use**

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Church assets	unrestricted	9,692	-
Leasehold improvements	unrestricted	8,935	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

**B5 Liabilities**

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Aged payables	unrestricted	4,354	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
<i>S.Carter</i>	Father Samuel Carter	.... Jan 2019
		30/01/2019



DigiSigner Document ID: cdc190d9-3ad6-4601-b4b1-387a999490cf

## Signer

Email: frsamuel@fastmail.net  
IP Address: 80.5.247.103

## Signature

A handwritten signature in black ink that reads "S. Carter".

Event	User	Time	IP Address
Upload document	documents@businessengineer oom.com	29/01/2019 2:55:27 PM EST	88.107.196.94
Open document	documents@businessengineer oom.com	29/01/2019 3:00:58 PM EST	88.107.196.94
Close document	documents@businessengineer oom.com	29/01/2019 3:01:43 PM EST	88.107.196.94
Send for signing	documents@businessengineer oom.com	29/01/2019 3:02:10 PM EST	88.107.196.94
Open document	frsamuel@fastmail.net	30/01/2019 3:54:10 AM EST	80.5.247.103
Sign document	frsamuel@fastmail.net	30/01/2019 3:55:17 AM EST	80.5.247.103
Close document	frsamuel@fastmail.net	30/01/2019 3:55:17 AM EST	80.5.247.103



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
St Michael's Antiochian Orthodox Parish, Stoke-on-Trent

**On accounts for the year  
ended**

31.3.18	<b>Charity no (if any)</b>	1165646
---------	--------------------------------	---------

**Set out on pages**

1-2  
(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. ~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. Delete [ ] if not applicable.~~

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 material matters have come to my attention ~~(other than that disclosed below\*)~~ which gives me cause to believe that in, any material respect,:

- 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 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.

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

Signed: Richard Malcolm

Date: 29/01/2019

**Name:** Richard Malcolm

**Relevant professional qualification(s) or body (if any):** Chartered Accountant

**Address:** 57 Private Road, Nottingham, NG3 5FQ

**Section B Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

DigiSigner Document ID: 37637bc9-62c5-46b4-8d39-1a07993a6087

## Signer

Email: rpmaccs@gmail.com  
IP Address: 78.149.101.196

## Signature

*Richard Malcolm*

Event	User	Time	IP Address
Upload document	documents@businessengineer oom.com	29/01/2019 2:57:13 PM EST	88.107.196.94
Open document	documents@businessengineer oom.com	29/01/2019 2:57:15 PM EST	88.107.196.94
Close document	documents@businessengineer oom.com	29/01/2019 2:57:58 PM EST	88.107.196.94
Send for signing	documents@businessengineer oom.com	29/01/2019 2:59:17 PM EST	88.107.196.94
Open document	rpmaccs@gmail.com	29/01/2019 3:00:50 PM EST	78.149.101.196
Sign document	rpmaccs@gmail.com	29/01/2019 3:01:18 PM EST	78.149.101.196
Close document	rpmaccs@gmail.com	29/01/2019 3:01:18 PM EST	78.149.101.196
Open document	documents@businessengineer oom.com	29/01/2019 3:02:16 PM EST	88.107.196.94