

WOOLWICH COMMUNITY CHURCH
Annual Report and Financial Statements
of the Trustees of the Church
For the year ended 31 May 2020

Chair of Trustees
Debo Oluwatuminu

Bank:
Barclays Bank, Welling

Independent Examiner:
Ms. Sue Peach

Charity Number:
1157291

WOOLWICH COMMUNITY CHURCH
(REG. CHARITY TO 1157291)

TRUSTEES ANNUAL REPORT

FOR THE PERIOD 1ST JUNE 2019 TO 31ST MAY 2020

Woolwich Community Church

The Church is a registered charity which operates principally in the Woolwich area of South East London within the borough of Royal Greenwich. Its main area of outreach is on the Woolwich Common Estate, and our membership is principally drawn from the SE18 area.

The Church is a Charitable Incorporated Organisation and is registered with the Charity Commissioners. The Church's governing document is its Constitution.

Woolwich Community Church's principal registered address as a Charity is 28 Kinlet Road, Shooters Hill, SE18 3BY.

The Aims of Woolwich Community Church

The aims and objectives of the Church are as set out in our Constitution - namely: -

- The advancement of the Christian faith for the public benefit as set out in the Basis of Faith statement of the Evangelical Alliance UK
- Seek new followers and converts
- Provide a place of Christian worship
- Raise awareness and understanding of Christian belief and practice through instruction, and the study of the bible.
- Undertake Missionary and outreach work in the local community and further afield including overseas - particularly amongst people affected by poverty or natural disaster

Management of the Church Trustees

The Church has an active Board of Trustees who provide the overall management of the Charity in terms of governance, financial oversight, review of decision making and risk management. The Trustees have a broad range of skills and experience which include those of legal, financial, human resources, planning and administration.

The Church has the following Trustees:-

Debo Oluwatuminu	Chair of Trustees
Tania Smith	Trustee
Neena Samuel	Trustee and Secretary to the Trustees
Leslie Smith	Trustee
Petruta Nila	Trustee
Shan Rogbeer	Trustee

The Charity can have up to 12 Trustees. New Trustees are appointed by the Board of Trustees. Each Trustee is appointed for a specific time period.

The Trustees generally meet quarterly unless there are urgent matters requiring urgent attention. In line with the Church's constitution, some Trustees' decisions are agreed using electronic communication i.e., email.

The Trustees will also approve documents and policies that impact on the operation and governance of the charity including Child and Adult Protection (Safeguarding), Health and Safety, Covid-19 Government Guidelines and Financial Reserves policy.

Church Leadership Team

The Leadership Team (TLT) provides spiritual ministry, strategic and operational leadership of the Church. The Leadership Team (TLT) consists of the Pastor of the Church and other senior members of the congregation. From time-to-time other church members come to the meetings for individual items for discussion.

Where We Meet

The Church uses Woolwich Common Community Centre as its main place for work, church services and meetings. We enjoy a good working relationship with the Centre management. The Centre management is looking to refurbish the building in partnership with Greenwich Council, but the process has been very slow, and we have been awaiting further developments for some time.

The Church also uses other buildings and Church's as needed for outreach and services. Some meetings such as House Group and prayer meetings are held in the homes of congregation members.

The Church is growing and developing and has been considering moving to another larger facility. The Building Finding Group have been active in seeking the views of church members on their visions and uses for the new building, developing business and project plans and researching various options. This continues to be a major piece of work and commitment for the Church and the Trustees are keen to ensure that the project can be managed within the resources available.

Since March 2020 and because of Covid-19, the Church has followed and implemented all the new updates from UK Government's Public Health information and continues to use Zoom for both teaching and worship. Our online presence was created and is being maintained by dedicated volunteers. Furthermore, on-going support is offered online to the local community where people are getting in touch through our website's contact form.

WCC continues to adapt to the Covid-19 lockdown. This has been largely successful, and members of the congregation have been able to access the on-line services every Sunday

from 10.30 till 12.00. In addition, WCC has purchased new equipment to provide an online presence for church members and the local community.

Church Membership

The Church aims to provide a completely open and welcoming environment to newcomers and visitors at all of our events. The Church is locally based, and the majority of the congregation live in the general area.

Numbers vary from week to week - the average attending each Sunday morning being around 75 out of a total membership of around 100. We have considerable turnover of membership due to the nature of the area and this makes the greeting of new people important and we are often saying goodbye to old friends.

Our Church is charismatic and evangelical, and our services are lively. The members are from a very wide ethnic mix typical of this area and there is a wide age range from babies through to people of 80 and over.

Website and emails

Church members' details are held in compliance with General Data Protection Regulation 2018 (GDPR) requirements.

Pioneer

Although Woolwich Community Church is a wholly independent organisation, we have continued to develop our links with the Pioneer Church Network and to come under its overall umbrella. The Pioneer network is a Federation of Churches which provides a relational network that connects, inspires, and equips Churches in the UK. Linking with the Pioneer Network provides us with far greater resources and support.

We have known many of the Pioneer leadership team for many years since the days when we were part of Ichthus Christian Fellowship and we believe that this link is beneficial to our work in WCC. In addition, the Leadership meet and maintain relationships with Greenwich evangelical leaders, iNet.

Main Activities During the Year

Woolwich Community Church holds a range of activities. These include regular Sunday morning services, larger celebrations, house groups, children and youth work, bible studies, training days and prayer meetings. Some of our meetings draw people from different churches. Despite the Covid-19 pandemic, we have been able to continue most activities using online resources.

The Church aims to provide a range of outreach activities to the local area including in Woolwich Town Centre and larger scale celebrations. On top of the usual more organised

outreach events some of our church members have had chance encounters with people who were clearly seeking the Lord. We are hopeful to continue to serve the local community in this way as soon as Covid-19 restrictions are eased.

Some members of the Church undertake prison visits and also provide ongoing contact and support to ex-prisoners when they are released. In some cases, ongoing pastoral contact and support may continue for several years.

We are active supporters of the Greenwich churches foodbank through collecting food and one of our members is a regular volunteer. Some of our members also help with Greenwich Night Shelter for street sleepers during the winter months and one of our members takes a very active role in its organisation.

The Church holds Training Days for the congregation and any members of the public who wish to attend. Separately, the Church has Training Days for the Leadership. For example, in September 2019, there was a training session, addressing marriages, singles and health.

During that same year, Woolwich Community Church engaged in a number of other activities. For example, the youth went on an outing to South End and there were discipleship courses for people becoming Christians and joining the church. In September 2019, there was a Men's day event which took place at Belvedere Baptist church.

Additionally, WCC members, joined the Weekend Away Day on 25th -27th October 2019, together with the Pioneer Church- Camberwell, at Ashburnham, Sussex. New house groups were established to support members in daily life. In February 2020, baptisms were held at Woolwich Central Baptist Church.

WCC was able to join the Pioneer Network and the annual conference in Southampton on 6th-7th March 2020. There was monthly support via Pioneer network to churches around the world and working with Syrian refugees. Mental health support for those living in isolation was also offered by WCC Online and social media interactions. This was crucial to members of the congregation.

In May 2020, George Floyd's death started to have a profound impact on members of the congregation, and it was felt that, as a community, we needed to explore the questions that his death provoked. The leadership organised a number of online workshops to deal with some of those questions, and the overall feedback was positive.

The Church maintains a **Pastoral Fund** which is available as gifts to church members and non-members who are experiencing financial hardship. During the lockdown in March 2020, WCC Financial support, offered to those suffering hardships. These gifts are on a strictly confidential basis and the decision is made by the Leadership Team. As the gifts from the Pastoral Fund need to be made on a confidential basis it is possible that these may include Trustees - however the Trustees themselves do not decide on which gifts to be made. The

Pastoral Fund is a Restricted Fund and is accounted for separately within the Church's accounts.

Employees

The Church has a full-time paid pastor (Kelly Cotterell) and a part time administrator (Verena Foster) who was appointed in July 2019. The Church also has a youth worker (Hannah Wilkinson) on student placement from XLP. The staff is managed by Pastor Kelly. As Hannah needs a local base in our church, she lodges with one of our church members (Petruta Nila) who is also a Trustee.

Workplace Pension

The Church had to provide a Workplace Pension for its employees as from 1st August 2017 in compliance with the Workplace Pensions regulations. The options were laid out in a report to the Trustees who then selected NEST to be the Pension Provider. NEST is used by many charities and similar organisations.

The rest of the Church's work is undertaken by members on a volunteer basis who provide everything from welcoming and stewardship, worship leading, maintaining the website, setting up and maintaining the P.A. systems and sound desk, making teas and coffees, children and youth work, service administration, leading services and meeting, finance and setting up and down everything every Sunday. The Church could not function without them and the Leadership Team and Trustees are very grateful for all their work.

Financial Review

The Church had a financial surplus of £20,143 for the year, which is lower than the previous year. It is nevertheless a healthy balance given the COVID-19 pandemic that affected the latter part of the financial year. The surplus of £20,243 for the year together with the balances brought forward from the previous year of £122,331 means that the Church carried forward a bank balance of £142,474 into the new year.

The Church's main source of funds is from its congregation members with occasional gifts from others. Many members give a regular gift using the principle of tithing (1/10 of their income). Members are encouraged to use the Gift Aid scheme for their giving which will allow the Church to reclaim tax paid on that gift income from HMRC. Gift Aid claims are made quarterly.

The church's income primarily comes from gifts from members and is mainly used to provide salaries for employees and rent and hall hire charges. Further details are provided within the accounts.

The Church has a current account with Barclays Bank. In view of the very low returns available on deposit accounts currently - around 0.5% - the Church does not yet have any funds in a deposit or investment account. This will be reviewed if interest rates increase.

The Church's insurances are provided via Kingdom Bank and these have been renewed for 2019/2020.

The Church has an agreed Reserves policy based on an assessment of the main risks to its financial stability. The assessment allows for risks due to a reduction in giving by Church Members, unexpected expenditure, and temporary cash flow issues. The policy also allows for the Church's position of renting property rather than owning which reduces the risk of unexpected high levels of property and maintenance related expenditure.

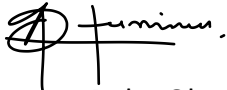
The policy effectively allows for a reserve to cover one month's gift income from members, plus an amount (£1,000) for unexpected expenditure which could not be deferred. The policy will be reviewed as required and the required balance compared to the free actual funds available.

If the Church goes ahead with acquiring a new property that reserves policy will have to be reviewed.

Declaration

The Trustees declare that they have approved the Trustee's report above.

Signed on behalf of the charity's trustees Signature

A handwritten signature in black ink, appearing to read 'Debo Oluwatuminu', written over a horizontal line.

Full name: Debo Oluwatuminu

Position: Chair of Trustees

Date: 16/03/2021

WOOLWICH COMMUNITY CHURCH					Prev Year
RECEIPTS & PAYMENTS ACCOUNT FOR THE FINANCIAL YEAR ENDED 31ST MAY 2020					2018/19
	Notes	Unrestricted funds	Restricted Funds	Total	Total
		£	£	£	£
Receipts					
Gift Aid Giving	2 (i)	67,753		67,753	71,051
Non Gift Aid Giving	2 (i)	8,349		8,349	12,531
Gift Aid Tax Refund		17,876		17,876	21,282
Refresh weekend	3	2,844		2,844	0
Transfers to Missions	2 (ii)	(122)		(122)	(730)
Transfers to Pastoral Fund (G/Aid)	2 (ii)	(128)		(128)	(1,623)
Transfers to Building fund (G/Aid)	2 (ii)	(2,607)		(2,607)	(2,096)
Specific Giving					
Pastoral Fund	2 (ii)		3,608	3,608	1,623
Prison Ministry Fund	2 (ii)		692	692	730
Building Fund	2 (ii)		6,766	6,766	16,811
Misc		695		695	1,356
TOTAL RECEIPTS		94,660	11,066	105,726	120,935
Payments					
People Costs	5	48,809		48,809	37,367
Media		1,870		1,870	453
Affiliation Subscriptions		3,100		3,100	
Admin		5,817		5,817	1,257
Property	6	12,891		12,891	14,976
Children & Youth		637		637	3,221
Refresh weekend	3	2,556		2,556	1,500
Training		1,408		1,408	3,407
Misc		848		848	1,642
Pastoral Fund	2 (ii)		4,430	4,430	290
Prison Ministry Fund	2 (ii)		636	636	447
Missions					
Overseas		1,434		1,434	4,920
Local outreach		1,147		1,147	0
TOTAL PAYMENTS		80,517	5,066	85,582	69,480
NET RECEIPTS		14,143	6,000	20,143	51,456
Balances Brought Forward		102,756	19,574	122,331	70,874
Balances Carried Forward 31 May		116,899	25,575	142,474	122,331
Page 1		The notes on pages 1-4 form part of these accounts			

WOOLWICH COMMUNITY CHURCH					Prev Year 2018/19	Prev Year 2017/18	
STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST MAY 2020							
	Notes	Unrestricted funds	Restricted Funds	Total	Total	Total	
ASSETS							
Cash Funds							
Cash Balances (Petty Cash)		£ 200	£ 0	£ 200	200	200	
Bank Current Account		116,699	25,575	142,274	122,131	70,674	
Total Cash Funds		116,899	25,575	142,474	122,331	70,874	
Other monetary assets							
Estimated gift aid tax refund due	8	1,193	70	1,263	1,542	1,444	
Total Monetary Assets		1,193	70	1,263	1,542	1,444	
LIABILITIES							
Property	9	250	-	250.00	1,000	992	
Amounts due to HMRC	10	667	-	667	701.52	625	
Pension	11	-	-	-	-	125	
Total Liabilities		917	-	917	1,702	1,742	
Contigent Liabilities							
None		0	0	0	0	0	
Approved by Woolwich Community Church and signed on its behalf by							
Page 2		The notes on pages 1 to 4 form part of these accounts					

WOOLWICH COMMUNITY CHURCH

NOTES TO FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST MAY 2020

1 ACCOUNTING POLICIES

The Financial Statements have been prepared in accordance with the Charities Act 2011 and on the Receipts and Payments basis.

2 ANALYSIS OF FUND MOVEMENTS FOR THE YEAR

- (i) **UNRESTRICTED FUNDS** may be used by the Church for any of its ordinary purposes. The movements in the fund are shown in the Receipts and Payments Account
- (ii) **RESTRICTED FUNDS** represent donations and gifts received for a specific purpose. The funds may only be spent on the specific purpose for which they were given. Any balance remaining unspent must be carried forward as a balance on that fund and cannot be absorbed into General Funds. Receipts include Gift Aid on specific giving for the Pastoral Fund and, Prison Ministry and the Building Fund as per below.

FUND NAME	PURPOSE	Bal B/f	Receipts	Payments	Bal 31st May
Building Fund	Identifying and acquiring a new building for the Church	£17,959	£6,766	£0	£24,726
Prison Ministry	Resources for prison ministry	£283	£692	£636	£339
Pastoral Fund	Relief of financial hardship	£1,333	£3,608	£4,430	£511
		£19,575	£11,066	£5,066	£25,575

3 Analysis of Receipts and Payments Items

These are shown in the Receipts and Payments Account on Page 1. **Refresh** was a joint church weekend away at Ashburnham Christian Centre with The Well Christian Fellowship.

4 Loans Taken and Repaid. No loans were taken and there are no loans outstanding.

5 PEOPLE COSTS - consists of:-

Paid Employees	
Gross salaries and wages	£47,999
Employer's National Insurance costs (small employer scheme)	£0
	£47,999
Visiting preachers	£810
Volunteers expenses	£0
Total People Costs	£48,809

6 PROPERTY COSTS - Consist of costs for:-

Woolwich Common Community Centre hire charge	£11,268
Other - including celebrations	£1,624
	£12,891

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7 Payments to Trustees - No expenses were paid to Trustees, however as the Church Leadership Team make confidential payments from the Pastoral Fund it is possible that such payments may include those to a Trustee.

8 Gift Aid tax refund due for May 2020

9 Hire charge due for use of Woolwich Common Community Centre for May 2020

10 Amount due to HMRC for payroll deductions but not yet paid over. No employer's NI cost is shown due to the credit for small employers.

11 The Church has started a workplace pension for its employees with **NEST**. The Church complies with the Pensions Regulator's requirements for employer's contribution. No outstanding liability for YE 2019/2020 and 2018/19.

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WOOLWICH COMMUNITY CHURCH

Annual Report and Financial Statements

of the Trustees of the Church

For the year ended 31 May 2020

Chair of Trustees

DEBO OLUWATUMINU

Church Leader

Pastor Kelly Cotterell

Bank:

Barclays Bank, Welling

Independent Examiner:

Ms. Sue Peach

Charity Number:

1157291

Independent Examiner's Report to the Trustees of Woolwich Community Church

I report on the accounts of the church for the year ended 31 May 2020, which are set out on pages 1 to 4.

Respective responsibilities of the Church's Trustees and examiner

The Church's Trustees are responsible for the preparation of the accounts. The 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;
- follow the procedures laid down in the General Directions given by the Charity Commissioners 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 Commissioners. An examination includes a review of the accounting records kept by the Church 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 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 2011 Act; and
 - to prepare accounts which accord with the accounting records and 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.



Ms. Sue Peach

Independent Examiner

Relevant Professional Qualification: CPFA

Address

4 Kirk Lane

Plumstead

SE18 3AD

Date: 13th March 2021

