

WOOLWICH COMMUNITY CHURCH  
Annual Report and Financial Statements  
of the Trustees of the Church  
For the year ended 31 May 2016

**Chair of Trustees**

Leslie Smith

**Church Leader**

Vance Olson

**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 2015 TO 31ST MAY 2016**

**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 activity 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.

The Church was a part of Ichthus Christian Fellowship until the end of 31st May 2014, when Woolwich Community Church decided to become a separate entity. Ichthus Christian Fellowship continues to operate.

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 the production of documents, instruction and study

Undertake Missionary and outreach work in the local community and further afield including overseas 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:-

Leslie Smith	Chair of Trustees
Tania Smith	Trustee
Neena Samuel	Trustee and Secretary to the Trustees
Debo Oluwatuminu	Trustee
Michael Temperley	Trustee and Finance Officer

All of the above have been Trustees for the whole year.

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. Neena Samuel and Tania Smith were appointed for 2 years initially. It is anticipated that they will be reappointed during the new year.

The Trustees generally meet quarterly unless there are urgent matters requiring they meet sooner.

The Trustees will also approve documents and policies that impact on the operation and governance of the charity including Child Protection, Health and Safety and Reserves policy.

### **Church Leadership Team**

The Leadership Team (TLT) provide the spiritual, ministry, strategic and operational leadership of the Church.

The Leadership Team (TLT) has consisted of the Pastor of the Church (Mr. Vance Olson) and other senior members of the congregation. However, following the departure of our pastor and his wife Sarah, the current membership of the team is 7.

### **Where We Meet**

The Church uses Woolwich Common Community Centre as its main place for work. We enjoy a good working relationship with the Centre management. During the year it was suggested that we would have to vacate the premises completely for a period of time while significant repairs and refurbishments were carried out. However, the works have been put on hold due to some budget issues for the scale of the works with the Royal Greenwich (who own the building). We did start to look for other premises to use temporarily but this was put on hold following the delays in works and no further information being available.

| The Church also uses other buildings and Church's as needed for outreach and services

## **Church Membership**

The Church aims to provide a completely open and welcoming environment to newcomers and visitors at all of our activities. The aim is also to be locally based and the majority of the congregation do generally live locally.

Numbers vary from week to week - the average attending each Sunday morning being around 61 out of a total membership of around 90. Our services are Pentecostal in style. The members are from a very wide ethnic mix typical of this area and there is a wide age range including very young children through to those of 80 and over.

## **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 and prayer meetings. Some of our meetings draw people from different churches.

We have previously taken part in some Churches Together activities and our aim is to make increase those links again.

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

A number of the members of the Church undertake prison visits and also provide ongoing contact and support to those men 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.

As the Syrian refugee crisis has developed we have practically involved in helping those refugees by collecting winter and summer clothing which are then despatched via the Samara appeal using some of our Missions Funds. As in previous years we have also taken part in the Samaritan's Purse "shoe box" appeal which sends gifts and toys to needy children at Christmas.

The Church is looking to recommence work on personal financial planning through running the Money Course using materials and training provided by Christians Against Poverty (CAP). The latter is an independent UK (and now international) organisation which aims to assist people to manage their personal finances, to help them get out of debt, to avoid getting into debt in the first place and to assist others to just make best use of their resources. This course works with individuals on a strictly confidential basis. Where needed CAP will negotiate and work with creditors to reduce debts and/or reduce charges and interests. This work is funded from our **Missions Fund** - which is a Designated Fund.

The Church maintains a **Pastoral Fund** which is available as loans or gifts to church members and non-members who are experiencing financial hardship. These loans and gifts are on a strictly confidential basis and the decision is made by the Leadership Team. As the gifts and

loans 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 loans/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 had a full time pastor (Vance Olson), a part time administrator (Lesley Coates) and a part time Youth Worker (Kelly Cotterell). During the year the Church reviewed its administrative needs as an independent church and identified that the role of the post had changed fundamentally. Consequently the Church reluctantly parted company with Lesley. Average employee numbers over the year were 1.4 fte.

Towards the end of the year Vance said that he and his family would be moving back to Canada and finally left at the end of June.

The Leadership Team have met with the Trustees to provide reassurance that the spiritual leadership and practical administration of the Church are maintained. The Leadership Team are also keen to ensure that the members of the Church are kept informed through our weekly bulletin and information evenings.

The Church will have to provide a Workplace Pension for its employees as from 1st August 2017.

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

### **Financial Review**

The Church's main source of funds is from its congregations members with occasional gifts from others. Many congregation members give a regular gift using the principle of tithing (1/10 of their income). Congregations 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 gifts income from congregations members 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 have any funds in a deposit or investment account. This will be reviewed when interest rates increase.

The Church's insurances are provided via Kingdom Bank and these have been renewed for 2016/17.

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.

### **Declaration**

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

Signed on behalf of the charity's trustees

Signature

Full name     Leslie Smith

Position     Chair of Trustees

Date           3/10/2106