

Company Number: 5314519 (England & Wales)

Charity Registered Number: 1107871

HOPE COMMUNITY CHURCH SWANLEY

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2025

**HOPE COMMUNITY CHURCH SWANLEY
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2025**

CONTENTS

1-4	Director's and Trustee's Report
5	Independent examiners' report to the trustees
6	Statement of financial activities
7	Balance sheet
8-10	Notes to the financial statements
11	Detailed income and expenditure account

**HOPE COMMUNITY CHURCH SWANLEY
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2025**

Trustees and directors	A Earnshaw P Halford S Ritchie J Withers
Company Secretary	Mrs J Withers
Registered & Principal Office	102 Swanley Lane Swanley Kent BR8 7LH
Accountants	Pearce Accounts Limited 58 Sermon Drive Swanley Kent BR8 7HT
Bankers	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

HOPE COMMUNITY CHURCH SWANLEY**DIRECTOR'S AND TRUSTEE'S REPORT****FOR THE YEAR ENDED 31ST MARCH 2025**

The Directors who are also the Trustees present their annual report with financial statements of the charitable company for the year ended 31st March 2025.

LEGAL STATUS

Hope community church Swanley is a registered charity and a company limited by guarantee and therefore governed by its Memorandum and Articles of Association.

The Trustees holding office during the financial year were:

J Withers
A Earnshaw
P Halford
S Ritchie
G Withers (resigned February 2025)

None of the Trustees have any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of the charity winding up.

ORGANISATIONAL STRUCTURE

The Church is run on a day-to-day basis by the pastor together with volunteer support staff. They report on a regular basis to the Trustees.

Trustees are appointed by a majority vote of the existing Trustees, appropriate training and support is provided to new Trustees adapting to their role.

Aims and Purposes of the Charity

The trustees of Hope Community Church (HCC) have the responsibility of ensuring the promotion of its mission as laid out in the Memorandum of Association.

This mission includes the advancement of the Christian faith at home and abroad, and relieving people in conditions of need, hardship, or those who are aged or sick.

Objectives and Activities

HCC is committed to making the benefits of the Christian faith available to as many as want to access them and seeks to work beyond its own internal organisational life to make those benefits available to all.

When planning HCC's activities for the year, the trustees along with the church elders have considered the Charity Commission's guidance on public benefit, and particularly the guidance on charities for the advancement of religion.

Achievements and Performance**Sunday Worship**

HCC continues to meet at Horizon School Swanley. During the year, attendances at Sunday gatherings grew slightly, with a many visitors attending the annual Christmas Carol Service, where the emphasis is on reaching out to the wider community by presenting the Christmas story.

Children's & Youth Work

Our Sunday children's work continued to flourish under Beth Earnshaw's leadership. Our group continues to have a significantly higher than national average of Looked After Children (including children under special guardianship orders and fostered children) and adopted children. This affects how the leaders are both preparing and delivering the sessions. Special attention is given to providing therapeutic responses to behavioural and emotional needs expressed.

HOPE COMMUNITY CHURCH SWANLEY
DIRECTOR'S AND TRUSTEE'S REPORT
FOR THE YEAR ENDED 31ST MARCH 2025
(Continued)

Children's & Youth Work (continued)

All our children's workers continue to hold the required DBS checks and undergo regular safeguarding training. The church commenced a parent and toddler group in September 2024. Using the premises of another local church, the group, started by church members, has been successful in attracting people from the local community. The church is keen to provide a public benefit and deliberately chose a day to run the group when there was little other provision for toddlers and their carers, helping improve needed provision across the town.

A further gap in service provision in Swanley was identified in the area of youth services. Partnering with Christ Church Swanley, in September 2024 a fortnightly youth group was started, which now provides a valuable service to upwards of 20 youth (both with church links and predominantly without).

Ukraine War – Financial and Material Relief

With the war in Ukraine continuing, HCC members have continued to provide both finances and material goods for relief of suffering in Ukraine. £1,425 has been directed through Hope Church Orpington (www.hopechurchuk.org) for the purchase and delivery of relief supplies for the Ukraine and Ukrainian refugees in Poland – this is a lower figure than the previous year, reflecting our links in Ukraine having increased difficulty operating. The goods are channelled through known church links in Poland the Ukraine.

Safeguarding

The Safeguarding Team of Sarah Ritchie, Georgina Heasman and Carolynne Price-Haworth continue to provide an excellent level of service for us. We continue as members of thirtyone: eight (www.thirtyoneeight.org) who provide advice as needed and DBS checks. DBS checks are renewed within the three year best-practice guidelines.

Policies, Procedures and Risk Assessments

Extensive work continued throughout the year to make sure we have the recommended policies, procedures and risk assessments in place so that the trustees fulfil their duties towards the church.

During the year the following policies were written or revised: -

Policies

- Complaints Handling - written Dec 2023, - Reviewed Mar 2025.
- Conflict of Interest - written Dec 2023, - Reviewed Mar 2025.
- Equal Opportunities - written Sept 2024, Reviewed Sept 2025.
- GDPR Data Protection - written Mar 2025.
- Grant Making - written Dec 2023, Reviewed Mar 2025.
- Investment - written Dec 2023 Reviewed Mar 2025.
- DBS Model Handling, Use, Secure, Storage, Retention and Disposal of Disclosures and Disclosure Information - written Sept 2024.
- Paying Staff - written Dec 2023 - Reviewed Mar 2025.
- Reserves - written - Dec 2023, - Reviewed Mar 2025.
- Risk Management - written Dec 2023, - Reviewed Mar 2025
- Safeguarding * - written Mar 2024, - Reviewed Mar 2025.
- Social Media Usage - written Mar 2025.
- Volunteer Management - written Dec 2023, Reviewed Mar 2025.

Risk Assessments

- NewDay Camp Attendance - written Jul 2024.
- Sunday School/Creche - written Sept 2024.
- Sunday Main Service Winter - written 2024.
- Toddler Group (@ Elim Swanley)- written Sept 2024.
- Youth (@ Christchurch Swanley) - written Sept 2024.

Other Activities

Building on last year's work, HCC has continued to work at activities to build community: during the winter months after many Sunday services with community meals (serving both church members and non-church members) and in the summer months organised walks which were popular with many friends from outside the church.

HCC continues to run the Alpha Course, which is designed to help people explore the Christian faith in line our Memorandum and Articles of Association which state that one of our objectives is to advance the Christian faith.

HOPE COMMUNITY CHURCH SWANLEY**DIRECTOR'S AND TRUSTEE'S REPORT****FOR THE YEAR ENDED 31ST MARCH 2025****(Continued)****Other Activities (continued)**

HCC is a referral agency for Swanley Foodbank (www.swanleydistrict.foodbank.org.uk) whom we continue to support financially and with volunteers.

HCC continues to run Alpha, a course designed to help people explore the Christian faith, and which subsequently had a positive impact on Sunday attendances.

Two of our church members continue to serve as governors at Horizon Primary Academy, in whose premises we meet each Sunday.

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Financial Review

Church income for the year was £42,912 Expenditure was £44,4074. At the end of the year there was an overall deficit of £1495 (mainly reflecting increased staff costs).

Alwyn Earnshaw continues to work part time for HCC, mainly in the role of leadership training and teaching. During the year, Sarah Ritchie was employed to provide administrative support to help with the increasing workload of the church.

Having built up cash reserves than has historically been the case, the trustees decided to invest £10,000 with Green Pastures (www.greenpastures.co.uk), an organisation providing homes and support for people facing homelessness. Providing real public benefit was a part of the decision-making process, and there is a particular local interest with a local Green Pastures home in Dartford, only 6 miles from Swanley.

Trustees of HCC

During the period covered by the report, Alwyn Earnshaw continued as chairman. The trustees are actively looking to expand the group to increase its diversity, depth and skill set.

Conclusion

2024-2025 has seen the charity grow in the services it provides to the church and community, and the trustees are grateful for members' continued support both in volunteering and giving.

RESERVES POLICY

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six months expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

RISKS

The charity has assessed the risks to which it is exposed and has taken steps to mitigate those risks. The main risks faced by the charity are in respect of maintaining funding levels in order to continue with the present level of services. We are considering a fundraising program in the forthcoming year to ensure that funding levels are comfortable for the charity.

PUBLIC BENEFIT STATEMENT

In planning activities for the year, the trustees confirm that the Charity Commission's guidance on public benefit (section 4 of the 2006 Charities Act). This is discussed within the achievement and performance section of this report.

HOPE COMMUNITY CHURCH SWANLEY
DIRECTOR'S AND TRUSTEE'S REPORT
FOR THE YEAR ENDED 31ST MARCH 2025
(Continued)

TRUSTEES RESPONSIBILITIES

Company law requires the directors to prepare financial statements for each financial year which gives a true and fair view of the state to affairs of the company as at the end of the financial year and of the surplus or deficit of the company for that year. In preparing those financial statements the directors are required to:-

- select suitable policies and the apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- follow applicable accounting standards, subject to any material departures disclosed and explained in the accounts;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

APPROVAL

The above report has been prepared in accordance with the special provisions relating to the small companies within part 15 of the Companies Act 2006 and the Charities Act 2011 and in accordance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015).

This Report was approved by the Trustees on



Trustee *A. EARNSHAW*



P. HALFORD TRUSTEE

HOPE COMMUNITY CHURCH SWANLEY
INDEPENDENT EXAMINERS REPORT
FOR THE YEAR ENDED 31ST MARCH 2025

I have examined the financial statements on pages 6 to 11. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

Respective responsibilities of the trustees and examiner

The Trustees' responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Trustees Responsibilities. The charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

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 Charities Commissioner under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.


Basis of opinion

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 the seeking of explanations from you as trustee 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:

- which gives me reasonable cause to believe that, in any material respect, the requirements:
 - (a) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (b) to prepare accounts which accord with the accounting records to comply with the accounting requirements of the 2011 Act; have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Debbie Pearce
Pearce Accounts Limited
Chartered Certified Accountants
58 Sermon Drive
Swanley
Kent BR8 7HT

Dated: 17.11.2025

HOPE COMMUNITY CHURCH SWANLEY
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2025

	31st March 2025			31st March 2024
	Unrestricted	Restricted	Total	Total
	Funds	Funds		
	£	£	£	£
INCOMING RESOURCES				
Voluntary income	40,878	1,375	42,253	44,633
Investment income	93		93	106
Incoming resources from charitable activities	566		566	-
TOTAL INCOMING RESOURCES	41,537	1,375	42,912	44,739
RESOURCES EXPENDED				
Charitable activities	42,912	745	43,657	33,390
Governance costs	750		750	720
TOTAL RESOURCES EXPENDED	43,662	745	44,407	34,110
NET DEFICIT/SURPLUS FOR THE YEAR	(2,125)	630	(1,495)	10,629
Transfers	-	-	-	-
Total funds brought forward	68,777	48	68,825	58,196
Total funds carried forward	66,652	678	67,330	68,825

The Statement of Financial Activities includes all gains and losses in the year.
All incoming and expended resources derive from continuing activities.

HOPE COMMUNITY CHURCH SWANLEY

BALANCE SHEET

AS AT 31 MARCH 2025

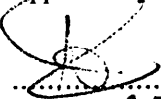
	Notes	2025 £	2024 £
FIXED ASSETS			
Tangible fixed assets	5	-	137
CURRENT ASSETS			
	6	<u>72,167</u>	<u>71,046</u>
		72,167	71,046
CREDITORS: Amounts falling due within one year	7	<u>4,837</u>	<u>2,358</u>
NET CURRENT ASSETS		<u>67,330</u>	<u>68,688</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u><u>67,330</u></u>	<u><u>68,825</u></u>
FUNDS			
Unrestricted funds		66,652	68,777
Restricted funds	9	<u>678</u>	<u>48.00</u>
		<u><u>67,330</u></u>	<u><u>68,825</u></u>

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and in accordance with FRS102 SORP.

For the financial period ended 31st March 2025 the company was entitled to exemption from audit under section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the companies Act 2006 relating to accounts, so far as applicable to the company.

Approved by the Trustees on



Trustee A. EARNSHAW



P. HALFORD TRUSTEE

HOPE COMMUNITY CHURCH SWANLEY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2025

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The Financial Statements are prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

The charity meets the definition of a public benefit entity under FRS 102.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

1.2 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amounts can be quantified with reasonable accuracy in the period to which it relates.

1.3 Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

1.4 Value Added Tax

Value added tax is not recoverable by the charity and as such is included in the relevant costs in the Statement of Financial Activities.

1.5 Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at cost less depreciation

Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Computer equipment	- 10% straight line basis
Fixtures and fittings	- 20% reducing balance basis

1.5 Restricted funds

Restricted funds are to be used for the purposes specified by the donor. Expenditure which meets these criteria is identified to the fund.

1.6 Unrestricted funds

Unrestricted funds are grants, donations and other income received or generated for the objects of the charity' without further specified purpose and are available as general funds.

1.7 Designated funds

Designated funds are unrestricted funds set aside by the trustees for specific purposes.

1.8 Liabilities

Liabilities are recognised where a legal obligation to transfer economic benefit exists.

1.9 Pension costs

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

HOPE COMMUNITY CHURCH SWANLEY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2025

2. NET INCOMING RESOURCES		
Net resources are stated after charging:	2025	2024
	£	£
Depreciation of owned assets	<u>137</u>	<u>321</u>
3. STAFF COSTS		
	£	£
Wages and salaries	21,505	12,545
Pension costs	<u>1,800</u>	<u>1,050</u>
	<u>23,305</u>	<u>13,595</u>

The average number of employees during the period was 1 (2024 – 1).

- 4. TRUSTEE REMUNERATION AND EXPENSES**
During the year to 31 March 2025, Hope Community Church Swanley incurred wages costs of £21,505 and pension costs of £1,850 relating to the employment of Mr A Earnshaw (2024 £12,545 and £1,050), a Trustee of the charity.
Ms S Ritchie received £2,304 for her services.

Small incidental expenses totalling £236 (2024 - £1,365), were reimbursed to A Earnshaw, £99 (2024 £nil) to G Withers and £144 (2024 £nil) to S Ritchie who were Trustees, during the year.
Trustees also made donations to the charity totalling £6,687 (2024: £11,190).

5. TANGIBLE FIXED ASSETS

Cost	Fixtures and Fittings £	Computer Equipment £	Total £
Balance B/Forward	623	3,211	3,834
Additions	-	-	-
Disposals	-	-	-
Balance C/Forward	<u>623</u>	<u>3,211</u>	<u>3,834</u>
Depreciation			
Balance B/Forward	623	3,074	3,697
Depreciation Charge		137	137
Disposal Adjustment	-	-	-
Balance C/Forward	<u>623</u>	<u>3,211</u>	<u>3,834</u>
Net Book Values			
At 31st March 2025	<u>-</u>	<u>-</u>	<u>-</u>
At 31st March 2024	<u>-</u>	<u>137</u>	<u>137</u>

HOPE COMMUNITY CHURCH SWANLEY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2025

6. DEBTORS

	£	£
	2025	2024
Gift aid	23,058	16,889
Other debtors	<u>780</u>	<u>677</u>
	<u>23,838</u>	<u>17,566</u>

7. CREDITORS: Amounts falling due within one year

	£	£
Accruals	4,837	1,308
Pension creditor	<u>-</u>	<u>1,050</u>
	<u>4,837</u>	<u>2,358</u>

8. PENSION SCHEME

During the year payments totalling £1,800 (2024 - £1,050) were paid into a defined contribution pension scheme. £nil was outstanding at year end (2024 - £nil).

9. RESTRICTED FUNDS

During the year donations were received specifically to support Ukraine, at year end a balance of £678 (2024 £48) collected was held to be paid over.

10. LIMITED LIABILITY STATUS

The company is limited by guarantee and has no share capital.

11. ULTIMATE CONTROLLING PARTY

The charity is controlled by its Trustees.

HOPE COMMUNITY CHURCH SWANLEY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2025

12. INCOME AND EXPENDITURE ACCOUNT

	2025	2024
	£	£
INCOME		
Donations and gifts	36,085	38,849
Parent and toddler	566	-
Gift aid	6,168	5,784
Bank interest received	93	106
TOTAL INCOME	<u>42,912</u>	<u>44,739</u>
EXPENDITURE		
Wages	21,505	12,545
Pensions	1,800	1,050
Self employed costs	2,304	-
Speakers expenses	350	-
Donations	3,835	6,500
Parent and toddler costs	1,033	-
Rent and insurance	7,367	7,238
PPS & Advertising	211	414
Hall fees and catering	1,491	775
Equipment	704	226
Children and youth work	1,451	2,987
Depreciation computer equipment	137	321
Bank charges	61	60
Computer expenses	710	688
Sundry expenses	410	442
Accountancy Fees	750	720
Payroll Services	288	144
TOTAL EXPENDITURE	<u>44,407</u>	<u>34,110</u>
DEFICIT/SURPLUS FOR THE FINANCIAL YEAR	<u>(1,495)</u>	<u>10,629</u>