

REGISTERED IN ENGLAND
REGISTERED CHARITY NO 801686

BRECKLAND CHRISTIAN FELLOWSHIP

ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

Clenshaw Minns Limited
Chartered Accountants

BRECKLAND CHRISTIAN FELLOWSHIP

INFORMATION
FOR THE YEAR ENDED 31 DECEMBER 2020

Trustees John Crittenden
 Michael Powell
 Paul Randerson (Chairman)
 Andrew Jeffery
 Binnie Poponne

Charity number 801686

Principal office Oasis Centre
 Cley Road
 Swaffham
 Norfolk
 PE37 7NP

Accountants Clenshaw Minns
 Chartered Accountants
 Norfolk House
 22-24 Market Place
 Swaffham
 Norfolk
 PE37 7QH

Bankers TSB Bank
 Market Place
 Swaffham
 Norfolk

BRECKLAND CHRISTIAN FELLOWSHIP

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BRECKLAND CHRISTIAN FELLOWSHIP

TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

OBJECTIVES AND ACTIVITIES

Aims & Objectives

The advancement of the Christian faith for the benefit of the public. This includes, but not exclusively, preaching, teaching and education; to provide care and support to those facing need, hardship, or distress.

Main activities for achieving objectives

- Christian services and meetings
- Community events
- Special ministry to those in need
- Children, youth, and family support

ACHIEVEMENTS AND PERFORMANCE

Review of activities

At the start of 2020, we were able to host regular community events such as Rise n Shine parent, baby and toddler group, CAMEO coffee mornings and activities for children at Sunday services.

The first Covid lockdown brought a halt to all services and events at The Oasis Centre. We responded by keeping in contact with the church via online services, telephone calls, daily WhatsApp groups and a Zoom call!

As lockdown changed through the year, we initially met again over the Summer at the Recreation Ground in Swaffham and Castle Acre ruins. This was fairly informal to begin with but such a joy (and relief) to be able to meet together again.

Late Summer, we were able to reopen services at The Oasis Centre on Thursday evenings. This led to the reopening of Sunday Services with all the relevant Covid secure measures in place.

Whilst it was a difficult year in many ways, there were positives for us to see too:

1. The church grew closer to one another due to more regular contact.
2. Financial giving went up - not down!
3. We continued giving to overseas missions. Funds enabled churches to feed and support their local communities.
4. It enabled the leadership and trustees to reevaluate the main aims and objectives of the church and how we'll fulfil them in the future.

BRECKLAND CHRISTIAN FELLOWSHIP

TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

FINANCIAL REVIEW

Reserves policy

At the time of revising this policy for the year ending 31 December 2020, Breckland Christian Fellowship (BCF) has reserves totalling £89,653. A certain amount of working capital is kept in the current account for meeting regular financial commitments. This policy relates only to the deposit account.

The Trustees of Breckland Christian Fellowship have determined that:

- reserves are required both to smooth out fluctuations in income and expenditure, and to maintain an ability to respond to urgent needs.
- they will seek to maintain the reserves held in deposit accounts at a range of between 10% and 200% of annual income. The lower figure is, they consider, the least possible consistent with a continued ability to meet regular commitments. The higher figure allows for significant capital expenditure and increased spending on staffing, ministry, and mission.
- in addition, the higher figure of 200% has been established to allow Trustees to consider the purchase of a building for the fellowship.
- day to day decisions regarding transfer of funds to and from the current account into the deposit account are delegated to the Treasurer.
- this policy will be reviewed annually.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The Fellowship is an unincorporated registered charity, number 801686 and is constituted under the Charity Commission Scheme and a Trust Deed. The trustees are appointed or reappointed annually at the Annual General Meeting.

PLANS FOR THE FUTURE

Future developments

The Charity plans to continue its activities for the foreseeable future.

BRECKLAND CHRISTIAN FELLOWSHIP

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2020

DECLARATION

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

Signed on behalf of the charity's trustees:

Signature(s)

	
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Full name(s)

JOHN MICHAEL POWELL	PAUL RANDEKSON
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Position (e.g. Secretary, Chair,
etc)

TRUSTEE	TRUSTEE
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Date

22 MAR 21

BRECKLAND CHRISTIAN FELLOWSHIP

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2020 which are set out on pages 5 to 11.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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 no concerns and 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.

.....

Date 31 March 2021

Gavin Minns

Chartered Accountant

Clenshaw Minns Limited
Chartered Accountants
Norfolk House
22-24 Market Place
Swaffham
PE37 7QH

BRECKLAND CHRISTIAN FELLOWSHIP

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted funds £	Total funds 2020 £	Total funds 2019 £
Incoming resources				
Income and endowments from:	2			
Donations and gifts		78,289	78,289	75,308
Charitable activities		3,089	3,089	8,416
Government Covid- 19 Grants		9,334	9,334	-
Total incoming resources		90,712	90,712	83,724
Resources expended				
Raising funds	3	84,732	84,732	95,398
Other costs	4	2,190	2,190	2,248
Total resources expended	5	86,922	86,922	97,646
Net income/(expenditure)		3,790	3,790	(13,922)
Net movement in funds		3,790	3,790	(13,922)
Total funds brought forward		85,863	85,863	99,785
Total funds carried forward		89,653	89,653	85,863

Statement of Total Recognised Gains or Losses

The Charity had no recognised gains or losses other than the above income for the financial year ended 31 December 2020.


BRECKLAND CHRISTIAN FELLOWSHIP

BALANCE SHEET AS AT 31 DECEMBER 2020

	Notes	Unrestricted funds £	Total funds 2020 £	Total funds 2019 £
Fixed assets				
Tangible assets	8	5,021	5,021	5,196
Current assets				
Cash at bank and in hand	9	85,142	85,142	81,153
		85,142	85,142	81,153
Creditors: amounts falling due within one year	10	510	510	486
Net current assets		89,653	89,653	85,863
Total assets less current liabilities		89,653	89,653	85,863
Total net assets		89,653	89,653	85,863
Total charity funds				
Unrestricted funds	11	89,653	89,653	85,863
		89,653	89,653	85,863
		89,653	89,653	85,863

The financial statements were approved by the Trustees on 22nd March 2021 and are signed on its behalf by:

Trustee 
P Randerson

Trustee 
J M Powell

The notes on pages 7 to 11 form part of these financial statements.

BRECKLAND CHRISTIAN FELLOWSHIP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1. Accounting policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on the 16 July 2014 and with the Charities Act 2011.

1.2 Accounting policies

The accounts present a true and fair view and the accounting policies adopted are those outlined in note (1.1).

1.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

1.4 Incoming resources

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

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Donated services or facilities, which comprise donated services, are included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party.

Income Tax recoverable in relation to donations received under Gift Aid or Deeds of Covenant is recognised at the time of the donation.

BRECKLAND CHRISTIAN FELLOWSHIP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

Income Tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at headquarters. Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

1.6 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 bases:

- Fixtures & equipment - 25% reducing balance
- Computer equipment – 25% reducing balance

2. Income and endowments

	Unrestricted Funds 2020 £	Unrestricted Funds 2019 £
Donations	78,289	75,308
Charity trading income	3,089	8,416
Government furlough scheme grant	9,334	-
	<hr/>	<hr/>
Net income	90,712	83,724
	<hr/> <hr/>	<hr/> <hr/>

BRECKLAND CHRISTIAN FELLOWSHIP

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

3. Charitable Expenditure

	2020	2019
	£	£
Direct Costs		
Ministry Fees & Gifts	35,052	34,801
Group Purchases	1,175	7,170
Supportive Gifts	4,757	8,538
Direct wages	6,356	6,336
	<u>47,340</u>	<u>56,845</u>
Support Costs		
Equipment and Maintenance	722	827
Utilities and Insurances	15,716	16,278
Stationery and Administration	1,389	1,397
Fees and Subscriptions	19,565	20,051
	<u>37,392</u>	<u>38,553</u>
	<u><u>84,732</u></u>	<u><u>95,398</u></u>

4. Other costs

	2020	2019
	£	£
Accountancy	516	516
Depreciation	1,674	1,732
Loss on disposal	-	-
	<u>2,190</u>	<u>2,248</u>

5. Analysis of resources expended by expenditure type

	2020	2019
	£	£
Christian and Mission work	84,732	95,398
Other	2,190	2,248
	<u>86,922</u>	<u>97,646</u>

BRECKLAND CHRISTIAN FELLOWSHIP

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

6. Analysis of resources expended by activities

	Direct costs 2020 £	Support costs 2020 £	Total 2020 £
Christian and Mission work	47,284	37,448	84,732
	<u>=====</u>	<u>=====</u>	<u>=====</u>

7. Transactions with trustees and related parties

The original Trust document for the charity has been updated by a supplemental deed to allow the payment of more than one Minister to receive remuneration and still be a Trustee. In this respect Ministerial fees are paid to Paul Randerson and Andrew Jeffery totalling:

	2020 £	2019 £
Ministerial fees	35,052	34,801
	<u>=====</u>	<u>=====</u>

8. Tangible fixed assets

Valuation	Fixtures and equipment	Total
At 1 January 2020	35,790	35,790
Additions	1,499	1,499
Disposals	-	-
	<u>-----</u>	<u>-----</u>
At 31 December 2020	37,289	37,289
	<u>=====</u>	<u>=====</u>
Depreciation		
At 1 January 2020	30,594	30,594
Depreciation eliminated on disposal	-	-
Charge for the year	1,674	1,674
	<u>-----</u>	<u>-----</u>
At 31 December 2020	32,268	32,268
	<u>=====</u>	<u>=====</u>
Net book value		
At 31 December 2020	5,021	5,021
	<u>=====</u>	<u>=====</u>
At 1 January 2020	5,196	5,196
	<u>=====</u>	<u>=====</u>

BRECKLAND CHRISTIAN FELLOWSHIP

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

9. Cash at bank and in hand

	2020 £	2019 £
Current account	85,142	81,153
	<u>85,142</u>	<u>81,153</u>

10. Creditors: amounts falling due within one year

	2020 £	2019 £
Accruals and deferred income	510	486
	<u>510</u>	<u>486</u>

11. Charity funds

	2020 £	2019 £
Opening funds	85,863	99,785
Net movement in funds for the period	3,790	(13,922)
	<u>89,653</u>	<u>85,863</u>

Closing funds shown above are held on trust and in accordance with the restrictions contained in the Charity's Memorandum of Association.

12. Analysis of net assets between funds

	Unrestricted 2020 £	Unrestricted 2019 £
Tangible Fixed Assets	5,021	5,196
Current assets	85,142	81,153
Creditors due within one year	(510)	(486)
	<u>89,653</u>	<u>85,863</u>