

OAKHALL CHURCH, CATERHAM

**Charitable Incorporated Organisation
Known as Oakhall Church
Registered with the Charity Commissioners
No. 1156069**

ANNUAL REPORT AND ACCOUNTS

YEAR ENDING 31 MARCH 2015

OAKHALL CHURCH CATERHAM

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OAKHALL CHURCH, CATERHAM

Administrative Details of the Charity, its Trustees and Advisers

Name of Charitable Incorporated Organisation

Oakhall Church, Caterham

Registered with the Charity Commissioners No. 1156069

Principal Address

Oakhall Church, Francis Road, Caterham, Surrey,

Secretary to the Trustees: P. Wolstenholme
47 Pampisford Road, Purley, Surrey, CR8 2NJ

Trustees

S. Bacon C. Andrewartha (from January 2015)

P. Bowker D. Downs

J. Hardy I. Mayo

The Elders (below) are Managing Trustees and assist the trustees in the day-to-day management of the charity:

S. Bacon P. Bowker

D. Hughes A. Jack (until end-April 2014)

A. Mayo I. Mayo

P. Wolstenholme

Independent Examiner

Richard Dean, FCA

TaxAssist Accountants,

58 Croydon Road, Caterham, Surrey, CR3 6QB

Solicitors

Lawson Lewis & Co, 11 Hyde Gardens, Eastbourne, East Sussex BN21 4PP

Lewis and Dick, 443 Kingston Road, Ewell, Surrey, KT19 0DG

Bankers

CAF Bank Ltd., 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

OAKHALL CHURCH, CATERHAM–Charity No 1156069

Report of the Trustees

The Trustees present their report and financial statements for the year ended 31 March 2015. They confirm they have complied with their duty given in section 17(5) of the 2011 Charities Act to have due regard to the guidance on public benefit published by the Charity Commission.

Aim and Purpose

The Charity operates as Oakhall Church whose main purpose is the advancement of the Christian faith, in accordance with the Statement of Faith, in such parts of the United Kingdom and the world as the charity trustees may from time to time decide.

Objectives and Activities

Oakhall Church seeks to be a community with a growing love for God, for each other and for our neighbours throughout the world.

Our aim is to serve God through bringing people of all ages to a personal and saving relationship with Jesus Christ. We provide opportunities for people to meet together for Christian worship, Bible teaching, prayer and fellowship. The Church has a global perspective. It gives financial and prayer support for Christian missionary outreach across the world. Relief and support aid is provided for refugees and the under-privileged in countries such as Cambodia, Peru, Laos, and Thailand. We support a Bible school in Serbia that equips leaders for Christian ministry in the countries of the former Yugoslavia. Many Church members are involved in practical ministries in our neighbourhood and wider afield.

Achievements and performance for the year

*“... a growing love for God...”
seen in spiritual growth*

We continue to give thanks that God is working in the lives of many people. Attendance levels have remained at a high level and new people have been welcomed into the fellowship. Our desire as a Church

is to reach those outside the fellowship whilst encouraging the spiritual growth and discipleship of those within.

The programme of activities for children and young people is growing. Recognising the vital nature of work in these groups, a new Children’s and Families Outreach worker was appointed on a part-time basis in January 2015.

***“...a growing love for God...”
encouraged through Bible teaching and preaching***

We have been blessed with a variety of speakers at our Sunday services; Bible teaching continues to be both encouraging and challenging in nature. To supplement our normal Sunday evening services, special DVD sessions have covered a variety of topics. These times of discussion, prayer and sharing of communion have been well-received. The Church is gifted with able Bible teachers and preachers: a number of them speak regularly at other churches in the locality, Bible colleges and Bible teaching weekends, and in prisons and universities.

***“...a growing love for our neighbours...”
leading to outreach***

Several events have been organized this year to enable us to reach out to the local community.

Café events were held during the year. These provide an informal setting for coffee, conversation, films, interviews, and live music with Christian speakers. Each speaker explained their personal belief in Jesus Christ and how it relates to their life experience.

We praise God that a number of people have been challenged in their Christian faith as a result of these events.

We participated in the Caterham Festival. Refreshments, balloons, craft activity and face painting were enjoyed by a large number of children and parents.

Oakhall Church continued to work with other churches in Caterham to operate a foodbank. Our harvest offerings of food and money were donated to the London City Mission to help their work amongst the homeless.

A “Welcome Pack” is made available to newcomers to the area. This details key information about Caterham and the activities of Oakhall Church.

“Champions”, a children’s holiday club, again proved very appealing to a large group of children in the age group 5-11. Two events were organized in the Easter and summer holidays. Children enjoyed music, quizzes, craft activities and Bible teaching. On the following Sunday there was an all-age service, followed by a barbeque. A new weekly after-school club for primary school children called “Explorers” started in February 2015

At the end of October, children from the local community enjoyed a “Light Party” of crafts, games, face paintings, puppets and music, as an alternative to Halloween.

More than 100 young people from our area went to an “Urban Saints” residential weekend on the Isle of Wight. A summer camp in Kent was arranged for young people aged 10-14. Activities included Bible teaching, camping, a night hike, swimming and a camp fire.

Plans are being made to create new outreach activities amongst men. A first outreach evening was held in February.

“...a growing love for our neighbours throughout the world...” prompting mission activity

One of our members continues his studies as part of a three year degree programme at Moorlands Bible College.

The Christmas offering was earmarked for refugees in Iraq and Syria.

“...a growing love for each other” expressed through fellowship

New arrangements for a pastoral support (including a prayer support team) were set up. Our small group structure continues with around seven or eight groups meeting weekly for Bible study, fellowship and prayer. Other groups cater for the specific needs of older people, women and the youth. A new group was created in September to meet the needs of young families. Everyone within the church is encouraged to join a small group so that we may grow in our relationship with God, with each other, and with those outside the Church. In conjunction with Caterham Baptist Church, we continue to share occasional joint services and preaching opportunities.

Other

The Trustees are grateful for all the work of the Elders and Deacons and the contribution played by the many volunteers who have given their time freely. We continue to depend upon God and acknowledge His faithfulness through another year.

Financial Review

SOFA

The Statement of Financial Activities (“SOFA”) for the year ending 31 March 2015 is on page 10 and shows that incoming resources amounted to £440,614. Resources expended were £275,157, leaving a surplus of £165,457

Reserves at the year-end were:

New building fund	£543,289
General undesignated funds	£179,867
Other designated funds	£152,397

The largest grants made were for outreach and support of a Bible school in Serbia (£71,324). Gifts were made to a further 36 Christian organizations and full-time workers.

Policy on reserves

The normal policy of the Trustees is to use incoming resources to meet the administrative costs of the Charity, to distribute to the poor and needy, and to further the Christian gospel.

It is the policy to ensure funds are available prior to committing to normal ongoing expenses, but not to build up large reserves for them. However, reserves may need to be accumulated to finance large one-off capital projects such as the new building project.

Short term loans (less than 6 years) may be utilized to finance capital projects providing their repayment over the period of the loan may reasonably be expected.

The policy on deposits of surplus funds is to ensure they are safe, comply with charity regulations and our own ethical standards, while providing a competitive interest rate and the availability to meet our needs.

Structure Governance and Management of the Charity

Nature of the governing document

Oakhall Church, Caterham was registered with the Charity Commission as a Charitable Incorporated Organisation (CIO) with number 1156069 on 7th March 2014 with its own constitution and received all the property of the Charity of Robert Best in connection with Oakhall Mission (Reg 252123) on 1st April 2014. These two charities were then merged on 2nd May 2014 to form the current Oakhall Church, Caterham CIO.

Governing Bodies

The Charity and its endowment is administered and managed by Trustees.

Recruitment and Training of Trustees

New Trustees are recommended by existing Trustees and ratified by the congregation. The Trustees are all competent persons, with long experience in the day-to-day management of the Charity and how it is intended to function.

Organizational Management

Decisions involving spiritual leadership of the Charity and its day-to-day management are delegated to the Elders of the church (the Managing Trustees). One full-time, paid Elder left the leadership team in April 2014. Another retired from full-time, paid service in September 2014, but continues in a voluntary capacity. Much prayerful thought has been given to future staff roles and responsibilities and in February 2015 a new full-time paid Elder accepted an invitation to serve the Charity from 1st June 2015.

Risk management

The Trustees engage in a process to identify the major risks facing the Charity. They are taking steps to either manage these risks or mitigate their likely impact.

Statement of Trustees Responsibilities

Charity law requires the Trustees to maintain proper accounting records and to prepare accounts in compliance with the current Statement of Recommended Practice (“SORP 2005”) for charities for each financial year. In preparing those accounts the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgments and estimates that are reasonable and prudent
- State whether the policies adopted are in accordance with applicable accounting standards, subject to any material departures disclosed and explained in the accounts, and
- Prepare the accounts on a going concern basis unless it is inappropriate to assume that the Charity will continue in business

The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

The Trustees confirm that the accounts are prepared in accordance with applicable accounting standards and follow recommendations in the Statement of Recommended Practice: Accounting by Charities 2005 and are in accordance with the Charities Act 2011. The income of the trust is such that it requires an independent examination but does not require a full audit.

Grant-making policy

To further the objectives of the Charity, including the building-up of members of the congregation through teaching and discipleship in the Christian faith, the Trustees call upon the services of full-time and other suitably qualified Bible teachers, some of whom are drawn from other churches and Christian organizations. It is the practice of the Trustees to make grants, or donations, to those individuals who offer their services voluntarily and not in connection with any contract of service.

Plans for future periods

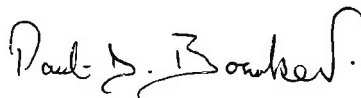
Church buildings

The Charity's original premises at Francis Road are felt to be inadequate for current and foreseen needs and premises are rented at de Stafford School for use on Sunday mornings. Because of growth in the church activities, and the desire of the Trustees to expand its work, the Trustees believe there is a need for a new building.

An architect has undertaken design work for a new building and in July 2014 plans were presented to the church for their consideration. Un-conditional planning approval for construction of a new building was granted by the local authority in March 2015.

The Trustees are grateful for God's leading so far on this project, and continue to seek His will in this matter.

Approved by the Trustees and signed on their behalf by:



Paul D. Bowker

Date: 26 October 2015

Independent examiner's report to the trustees of Oakhall Church, Caterham (known as Oakhall Church) Registration 1156069

I report on the accounts of Oakhall Church, Caterham (known as Oakhall Church) registration 1156069 for the year ended 31 March 2015, which are set out on pages 10-15. These accounts have been prepared under the accounting policies set out on page 12.

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.

It is my responsibility to:

- a) Examine the accounts under section 145 of the Charities Act;
- b) 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
- c) 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 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 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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.



Richard Dean, FCA

TaxAssist Accountants

58 Croydon Road, Caterham, Surrey CR3 6QB

OAKHALL CHURCH, CATERHAM
Charity Registered No 1156069
Statement of Financial Activities
For the Year Ended 31st March 2015

Oakhall Church
Regd 252123
2014

	Notes	2015			Total £
		<u>Restricted</u> £	<u>Unrestricted</u> £	<u>Total</u> £	
Incoming resources					
Gifts		295,656.87	108,321.90	403,978.77	368,880
Income Tax Recovered		9,767.25	16,619.96	26,387.21	31,881
Interest Received		6,979.20	3,268.85	10,248.05	14,795
Total Incoming Resources		<u>312,403.32</u>	<u>128,210.71</u>	<u>440,614.03</u>	<u>415,556</u>
Resources Expended					
Charitable Activities					
- Grants	3	184,274.82	1,115.00	185,389.82	223,793
- Ministry Support	4		52,780.03	52,780.03	94,885
Running costs	5		36,118.53	36,118.53	39,678
Governance Costs	6		835.70	835.70	2,884
Building expenses		32.60		32.60	4,698
Total Resources Expended		<u>184,307.42</u>	<u>90,849.26</u>	<u>275,156.68</u>	<u>365,938</u>
Net Movement in Funds		128,095.90	37,361.45	165,457.35	49,618
Funds at 1st April		567,590.89	142,505.31	710,096.20	660,478
Funds at 31st March	9	<u>695,686.79</u>	<u>179,866.76</u>	<u>875,553.55</u>	<u>710,096</u>

See page 15 for a more detailed statement.

OAKHALL CHURCH, CATERHAM
(Charity registered no. 1156069)

BALANCE SHEET
As at 31st March 2015

	<u>Notes</u>	<u>2015</u> £	<u>2014</u> £
FIXED ASSETS	7	200,590.55	16,480
 CURRENT ASSETS			
Cash at bank and in hand	8	664,273.64	680,957
Sundry Short term debtors	10	<u>11,762.65</u>	<u>17,336</u>
		676,036.29	698,293
 Sundry creditors (Falling due within one year)	 11	 1,073.29	 4,676
 Net Assets	 9	 <u>£ 875,553.55</u>	 <u>£ 710,096</u>
 FUNDS			
Unrestricted Funds			
General Church Funds		<u>179,866.76</u>	<u>142,505</u>
Restricted Funds			
Building Fund		543,289.56	497,022
Full Time workers		146,380.37	58,423
Serbian Outreach Fund		<u>6,016.86</u>	<u>12,146</u>
		695,686.79	567,591
		<u>£ 875,553.55</u>	<u>£ 710,096</u>

The notes on pages 12 - 14 form part of these accounts.

The financial statements on pages 10-15 were approved by the trustees at the Annual General Meeting, and signed on their behalf by Paul Bowker.

Signed: *Paul D. Bowker*

Date: 26th October 2015

OAKHALL CHURCH CATERHAM (Reg 1156069)

NOTES TO THE ACCOUNTS For the year ended 31st March 2015

1. Accounting Policies

The financial statements have been prepared under the historical cost convention and in accordance with the recommendations in the Statement of Recommended Practice by The Charities Commission (SORP 2005) and applicable accounting standards and in accordance with the Charities Act 2011.

All assets and liabilities were transferred on 1st April 2014 from the Unincorporated Charity Oakhall Church (Reg. 252123) to this Incorporated Charity called Oakhall Church Caterham (Reg. 1156069). The previous charity was then merged with the current organisation.

The principal accounting policies are as follows:

Restricted funds are used for the purposes specified by the donor. The expenditure is made without deduction for Church running costs. Funds are allocated upon receipt and paid to the beneficiaries at regular intervals.

Depreciation is provided on tangible fixed assets at rates calculated to write the cost off over their expected useful lives. There is no depreciation on construction in progress or land. Some reported totals may not foot due to roundings.

2. Funds

Full Time Workers : When gifts are received for named individuals, organisations or restricted church activity they are attributed to this fund.

Building Fund : This fund is to prepare for a new church facility in the future.

It has been agreed to construct a new building for which a project management contract has been signed

Serbian Outreach : This fund is primarily to support a Bible School and its graduates and supply humanitarian aid to those in need in Serbia.

An amount of £11,276 for recoverable Income tax not received by the year end but relating to gift aid donations made during the year is included in income. This is detailed by fund in Note 10 for Sundry debtors. External gifts are received and passed on to the beneficiaries which are not part of Oakhall Church's own gifts. The amounts are included in the Full Time Workers fund.

3 Grants

Restricted giving

Serbia Outreach and Bible school support	£	71,234
Chrestos-Geoff and Pat Atkinson	Thailand, Laos church support	32,947
A Jack	Bible Teacher	16,000
OM -Middle East Relief		8,907
Servant Group -Uzbekistan		6,500
Pontault Combault Church in France		6,160
Simeon and Gemma Locke	Reach Across Missionaries- Mali	5,584
Glenn & Siobhan Miles	Asian missionaries	5,046
Nate and Kiri Harper	AFM - Middle East Outreach	3,918
Scripture Union -Peru		3,451
Benjamin Short - Ivory Coast	OIKOS	2,500
Giles Fairman-Bourm -Bible College	Training at Moorlands Bible College	2,233
Christianity Explored - Iran		2,000
FEBA - Tibet		2,000
		<hr/>
		168,479
23 (2014 - 44) other gifts amounting to:		15,796
		<hr/>
		184,275
		<hr/>
Unrestricted Giving		1,115

4 Ministry Support

This includes the paid elders, admin support and the services of the family worker

£ 52,780

The Trust had 4 full or part time paid employees but only one at yearend.

None of the employees have emoluments greater than £60,000.

Gross Salaries	£	36,798
Employer's National Insurance and Pension Contribution:	£	1,884

Charitable activity administration costs	£	9,693
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The administration costs are related to the charitable activities.

They include 1.6 days per week of contracted administration services.

5 Church Running Costs

	<u>2015</u>	<u>2014</u>
1 Insurance	949.35	913
2 Gas, Electricity and water	1,955.18	2,002
3 De Stafford College rent	16,492.50	16,380
4 Cleaning and Maintenance	2,578.06	3,157
5 Printing and Publicity	2,909.50	3,858
6 Various Sections	1,165.95	1,487
7 Outreach, outreach materials, books	1,370.84	2,233
8 Training	1,567.74	1,936
9 Vehicle costs	1,459.04	1,532
10 Sound system, Music and CDs	844.51	1,519
11 Pastoral Expenses	633.55	388
12 Church refreshments	1,624.31	1,131
13 Miscellaneous	<u>2,568.00</u>	<u>3,142</u>
Total Running costs	36,118.53	39,678

6 Governance and Charitable Activity Administration Costs

Governance Costs	<u>£835.70</u>	<u>£2,884</u>
Includes costs of audit, legal, bank charges and compliance with statutory staff checks.		

The Trustees do not receive any remuneration for their work as trustees.

7 Fixed Assets

	<u>New Building</u>	<u>Other</u>	<u>2015 Total</u>	<u>2014 Total</u>
Gross Cost as at 1st April	15,368.40	4,000.00	19,368.40	5,036
Additions/Removals	<u>185,222.15</u>		<u>185,222.15</u>	<u>14,333</u>
Total Gross Cost as at 31st March	200,590.55	4,000.00	204,590.55	19,368
Depreciation as at 1st April	0.00	2,888.89	2,888.89	1,472
Depreciation		1,111.11	1,111.11	2,452
Depreciation retirements				<u>(1,036)</u>
Net Fixed Assets	<u>200,590.55</u>	<u>0.00</u>	<u>200,590.55</u>	<u>16,480</u>

8 Cash at Bank and in hand.

	<u>2015</u>	<u>2014</u>
Petty Cash	269.34	452
CAF General Current account	48,130.91	6,391
Virgin Money Charity Account	2,409.54	663,653
CAF Serbia current account	3,590.73	10,461
ICICI savings account	609,873.12	0
	<u>£ 664,273.64</u>	<u>£ 680,957</u>

9 Analysis of net assets between funds

	<u>2015</u>			<u>2014</u>
	Restricted funds	Unrestricted funds	Total	Total
Fund balances at 31 March				
Tangible fixed assets	200,591	0	200,591	16,480
Current assets	495,096	180,940	676,036	698,293
Creditors: Amounts falling due within one year	0	(1,073)	(1,073)	(4,676)
Total	<u>695,687</u>	<u>179,867</u>	<u>875,554</u>	<u>£710,096</u>

10 Sundry Debtors/Prepayments

	Income Tax Refund	Other	Total 2015	Total 2014
Unrestricted Funds	5,870.00	494.82	6,364.82	13,277
Full Time Workers :	1,522.13	-	1,522.13	1,589
Building Fund :	2,608.08	-	2,608.08	691
Serbian Outreach	1,267.62	-	1,267.62	1,780
	<u>11,267.83</u>	<u>494.82</u>	<u>11,762.65</u>	<u>17,336</u>

11 Sundry Creditors

	2015			2014
	Restricted	Unrestricted	Total	Total
Independent Examination fees		360.00	360.00	1,440
Other funds		713.29	713.29	3,236
	<u>0.00</u>	<u>1,073.29</u>	<u>1,073.29</u>	<u>4,676</u>

12 Church Buildings and contents

The existing church in Francis Road, Caterham and its contents were acquired many years ago, largely by gift and are insured for £364,802 and £39,608 respectively. Neither these values, nor any alternative values have been brought into the accounts in the absence of a professional valuation. The trustees are of the opinion that the cost of such a valuation is not justified at this time.

OAKHALL CHURCH, CATERHAM
Charity Registered No 1156069
Detailed Statement of Financial Activities
For the Year Ended 31st March 2015

	<<		Restricted Funds		>>		Oakhall Church Regd 262123 2014 Total All Funds £
	Full Time Workers	New Building	Serbian Outreach	Total	Unrestricted Funds	2015 Total All Funds £	
Incoming Resources							
Gifts	197,675.16	36,066.00	61,915.71	295,656.87	108,321.90	403,978.77	368,880
Income Tax Recovered	3,323.29	3,256.08	3,187.88	9,767.25	16,619.96	26,387.21	31,881
Interest Received	-	6,978.37	0.83	6,979.20	3,268.85	10,248.05	14,795
Total Incoming Resources	200,998.45	46,300.45	65,104.42	312,403.32	128,210.71	440,614.03	415,556
Charitable Activities							
Grants	113,040.85	-	71,233.97	184,274.82	1,115.00	185,389.82	223,793
Ministry Support					52,780.03	52,780.03	94,865
Running costs	-	-	-	-	36,118.53	36,118.53	39,678
Governance Costs					835.70	835.70	2,884
New Building expense		32.60		32.60	-	32.60	4,698
Total Resources Expended	113,040.85	32.60	71,233.97	184,307.42	90,849.26	275,156.68	365,938
Net Movement	87,957.60	46,267.85	(6,129.55)	128,095.90	37,361.45	165,457.35	49,618
Net Assets at 1st April 2014	58,422.77	497,021.71	12,146.41	567,590.89	142,505.31	710,096.20	660,478
Net Assets at 31 March 2015	146,380.37	543,289.56	6,016.86	695,686.79	179,866.76	875,553.55	710,096