Report of the Trustees and Unaudited Financial Statements for the Year Ended 31 March 2018 for Praise Chapel

SATURDAY

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COMPANIES HOUSE

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Grant Harrod Lerman Davis LLP
Chartered Accountants
1st Floor
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# Report of the Trustees for the year ended 31 March 2018

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2018. The trustees have adopted the provisions of 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 (FRS 102) (effective 1 January 2015).

# Report of the Trustees for the year ended 31 March 2018

# OBJECTIVES AND ACTIVITIES

**Objectives** 

The charity has one main object

The advancement of the Christian religion worldwide.

It pursues this objective by operating a centre for Christian worship at Sidings Community Centre, 150 Brassey Road, Kilburn, London, it's current offices at The Mill House, Columbia Avenue, Edgware, and through a program of events aimed at reaching out to the unchurched together with a range of community centred projects.

While Praise Chapel has continued to advance the Christian message of hope through our various activities and community initiatives however in the last year it has sought another direction by increasing our message and communicating the Christian message by utilising our presence on social media and also increased activity and direction in the following areas:

#### **Activities**

#### 1. Social Media.

In the last year the charity has sought to utilise the growing use of social media and creatively utilising the tools of technology to advance the Christian message.

We started the year by reviewing the churches website and built a new website that will facilitate the use of technology in line with the current changes in the world. The new website has included all the churches activities and more. This has enabled the church to reach congregants and also those seeking faith who are unable to attend the church services on a regular basis.

Through live streaming events we are also widening our reach with the Christian message and making it easily and readily accessible.

The goal set out in the beginning of the year is to continue to increase the presence of the church and moving toward being a cyber church through increase in Twitter feeds, Facebook and connecting digitally with especially the younger generation who are seeking faith and direction.

### 2. Increased Ministry and Activities To A Younger Generation

Our commitment to teenagers and young adults means working toward understanding the developmental needs of young people including their emotional, spiritual and general wellbeing. In addition to our teen open nights where we foster a safe environment where young people can ask the difficult questions of faith and life generally, and the forum which was created for the older young people to also address careers, relationships and faith. We have also intentionally included multigenerational services where young people worship with adults with the goal of communicating the Christian message in a style that is relevant and understood by young people, the messages address the emotional, spiritual and especially the mental health of young people

We have included the importance of education about mental health issues in our messages and activities that create a safe place to discuss and break the stigma of mental health in the church and our communities generally.

The increased pressure on our young adults has led to starting a careers and networking event where we have mobilised the professionals in our network and also external professionals to empower and prepare the young people after graduation.

### 3. Children & Youth Ministry & Training Events

Over the last year the focus of our children and youth ministry training events have focused on building resilience in children and incorporating resilience strategies in our message to children and youth, in conjunction with our overall focus of highlighting the importance of mental health as well as the spiritual practices that foster resilience.

The training events have also included reviewing our safe guarding policies and restructuring this and ensuring that our volunteer teams have an awareness and an understanding of the pressures that children and young people face. In so doing our teaching and message to children and young people also included the challenges that are in a fast changing world and how to incorporate this in our Christian message.

Overall education has been an area of focus for us in the past year and will continue in the coming year.

Training all our leadership team in the last year on effective leadership that connects with team members. Another focus has been addressing how to encourage volunteering and mobilising the younger generation to participate in their local church.

# Report of the Trustees for the year ended 31 March 2018

# **OBJECTIVES AND ACTIVITIES Objectives**

### 4. Streetwise & Community Initiatives

The Streetwise evangelistic events is our key area of sharing the Christian message and our drive to continue to creatively reach our community with the gospel message and also being a church that has a presence in our community by also meeting some of the needs in the community where the church is located. In line with this we have included new initiatives which include sharing the Christian message in the local market during the Christmas season through street carols and bringing goodwill in the season. We have included the children and young people in this initiative which also makes them feel included in their local church.

We have continued our outreach to prisons in sharing the gospel message, the homeless ministry has continued to bring food and supplies to homeless people in central London. Our outreach to senior citizens continues strong and has become even more necessary as many of them are isolated from families and live in isolation. The annual Christmas dinner for seniors is still very key to the church. The annual hamper distribution to seniors in the community has doubled in the last year and highlights the need for this ministry. We are unrelenting in these initiatives and hope to continue to reach out to the community.

#### 5. Family Development Centre

The demand on our counselling service Family Development Centre has grown in the last year. We have seen a huge increase in the case loads of the counsellors as they do the best to alleviate the challenges of mental health which is growing.

The new initiatives to enable us to meet the growing demand on our service is Group Process. Through Group Process we have been able to address more needs in a group session as opposed to one to one counselling. However one to one counselling and couples counselling is still a key feature in the service we provide. The aim going forward in the next year is to increase our training events that foster generally mental well being which we call preventive counselling. Our training sessions educate individuals and prepares them to handle the stresses of everyday living.

Through our Counselling service and the churches Pastoral Care program we have increased knowledge and brought an awareness of mental health and its role in spirituality. Our goal is to continue to increase knowledge in this area of mental health spirituality and be open with the issues through our counselling service and through Pastoral Care in the church setting.

# Report of the Trustees for the year ended 31 March 2018

#### **OBJECTIVES AND ACTIVITIES**

### Significant activities

### **Future Developments**

The charity continues to explore ways of reaching out and spreading the gospel of Christ in an effective manner within the community. As we celebrate all we have been able to do, we are excited about the new opportunities to serve our community and beyond in the coming year.

#### Thanks And Appreciation

We are particularly grateful to the congregation of Praise Chapel for their commitment to the Life Changing Vision, their generous spirit, and their endeavours to see peoples' lives changed for the better to the glory of our Lord and Saviour Jesus Christ.

#### STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Praise Chapel for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the trustees are aware, there is no relevant information (as defined by Section 234ZA of the Companies Act 1985) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing document

Praise Chapel is a charitable company limited by guarantee. It is governed by a Memorandum and Articles of Association and controlled by a Board of Trustees who are directors for the purpose of company law and trustees for the purposes of charity law.

#### Recruitment and appointment of new trustees

New Trustees are selected on the basis of the contribution they will make to the governance of the organisation and the skills they will contribute. They are provided with copies of the Charity Commission's guidance to trustees and given an introduction to the activities of the charity by the existing board members.

### **Principal Activity**

The principal activity of the company under review was the advancement of the Christian religion.

### REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02909145 (England and Wales)

# Report of the Trustees for the year ended 31 March 2018

## REFERENCE AND ADMINISTRATIVE DETAILS Registered Charity number 1054449

Registered office

Mill House

Columbia Avenue

Edgware

Middlesex

HA8 5DQ

**Trustees** 

E A Amartey

C Okotie

F K Adjei

E A Samson

## **Company Secretary**

Rev K K Banful

### Independent examiner

Jeremy Harrod FCCA

Grant Harrod Lerman Davis LLP

**Chartered Accountants** 

1st Floor

Healthaid House

Marlborough Hill

Harrow

Middlesex

HA1 1UD

Approved by order of the board of trustees on  $\frac{19/12/18}{19}$  and signed on its behalf by:

E A Amartey - Trustee

## Independent Examiner's Report to the Trustees of Praise Chapel

Independent examiner's report to the trustees of Praise Chapel ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2018.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of which is one of the listed bodies

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

- 1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

Jeremy Harrod FCCA

Grant Harrod Lerman Davis LLP

**Chartered Accountants** 

1st Floor

Healthaid House

Marlborough Hill

Harrow

Middlesex

HA1 1UD

Date:

# Statement of Financial Activities for the year ended 31 March 2018

		Unrestricted fund	Restricted fund	2018 Total funds	2017 Total funds
INCOME AND ENDOWMENTS FROM	Notes	£	£	£	£
Other trading activities	2	527,181	7,520	534,701	479,421
Investment income	3	54		54	84
Total		527,235	7,520	534,755	479,505
EXPENDITURE ON Charitable activities Charitable activities	4	492,209		492,209	482,454
NET INCOME/(EXPENDITURE)		35,026	7,520	42,546	(2,949)
RECONCILIATION OF FUNDS					
Total funds brought forward		142,937	118,222	261,159	264,108
TOTAL FUNDS CARRIED FORWARD		177,963	125,742	303,705	261,159

## Balance Sheet At 31 March 2018

	1	Unrestricted	Restricted	2018 Total	2017 Total
	Notes	fund £	fund £	funds £	funds £
FIXED ASSETS	140168	L	~	*	~
Tangible assets	10	53,893	•	53,893	43,225
CURRENT ASSETS					
Debtors	11	73,502	105.740	73,502	97,309
Cash at bank		85,734	125,742	211,476	159,832
		159,236	125,742	284,978	257,141
CREDITORS					
Amounts falling due within one year	12	(35,166)	-	(35,166)	(39,207)
NET CURRENT ASSETS		124,070	125,742	249,812	217,934
NEI CURRENI ASSEIS		124,070	123,742		
TOTAL ASSETS LESS CURRENT					
LIABILITIES		177,963	125,742	303,705	261,159
NET ASSETS		177,963	125,742	303,705	261,159
1,22,133,22		====			
FUNDS	13			4.00	
Unrestricted funds				177,963 125,742	142,937 118,222
Restricted funds				123,742	110,222
TOTAL FUNDS				303,705	261,159

### Balance Sheet - continued At 31 March 2018

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2018 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

E A Amartey -Trustee

# Cash Flow Statement for the year ended 31 March 2018

		2018	2017
	Notes	£	£
Cash flows from operating activities:			
Cash generated from operations	1	75,731	44,019
Net cash provided by (used in) operating			
activities		75,731	44,019
Cash flows from investing activities:			
Purchase of tangible fixed assets		(24,141)	-
Interest received		54	84
Net cash provided by (used in) investing	activities	(24,087)	84
			· 
Change in cash and cash equivalents in t	he		
reporting period		51,644	44,103
Cash and cash equivalents at the beginni	ng of the		
reporting period		159,832	115,729
	1	<del></del>	
Cash and cash equivalents at the end of t	ne	211.476	150 022
reporting period		211,476	159,832

# Notes to the Cash Flow Statement for the year ended 31 March 2018

1.	RECONCILIATION OF NET INCOME/(EXPENDITURE) TO OPERATING ACTIVITIES	NET -	CASH	FLOW	FROM
			2018	8	2017
			£		£
	Net income/(expenditure) for the reporting period (as per the statement				
	of financial activities)		42,546	5	(2,949)
	Adjustments for:				• •
	Depreciation charges		13,473	3	11,249
	Interest received		(54	<b>4</b> )	(84)
	Decrease in debtors		23,807	7	39,199
	Decrease in creditors		(4,041	1)	(3,396)
	Net cash provided by (used in) operating activities		75,731	- [	44,019

# Notes to the Financial Statements for the year ended 31 March 2018

#### 1. ACCOUNTING POLICIES

#### Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

#### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

#### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

#### Allocation and apportionment of costs

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery - 20% on reducing balance Fixtures and fittings - 20% on reducing balance Motor vehicles - 20% on reducing balance

#### Taxation

The charity is exempt from corporation tax on its charitable activities.

### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

## Pension costs and other post-retirement benefits

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

# Notes to the Financial Statements - continued for the year ended 31 March 2018

## 2. OTHER TRADING ACTIVITIES

			2018	2017
			2018 £	2017 £
	Tithes and offerings		385,685	349,535
	GAYE		4,584	4,584
	Gift aid		70,273	62,000
	Building fund		7,520	13,955
	Special events Family development centre		54,803 11,836	37,996 11,351
	Taning development centre		<del></del>	<del></del>
			534,701	479,421
			=	
3.	INVESTMENT INCOME			
			2018 £	2017 £
	Deposit account interest		£ 54	£ 84
	Deposit account interest		==	===
4.	CHARITABLE ACTIVITIES COSTS			
	·	Direct costs	Support costs	Totals
		£	(See note 5)	£
	Charitable activities	458,136	3 <b>4,</b> 073	492,209
		=====	====	=====
5.	SUPPORT COSTS			
			Governance	
		Other	costs	Totals
		£	£	£
	Charitable activities	13,473	20,600	34,073
6.	NET INCOME/(EXPENDITURE)			
	Note that the second se			
	Net income/(expenditure) is stated after charging/(crediting):			
	•		2018	2017
			£	£
	Depreciation - owned assets		13,473	11,249
			====	====

## 7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2018 nor for the year ended 31 March 2017.

## Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2018 nor for the year ended 31 March 2017.

# Notes to the Financial Statements - continued for the year ended 31 March 2018

# 8. STAFF COSTS

9.

		2018	2017
		£	£
Wages and salaries		149,221	155,418
Social security costs		11,203	11,735
Other pension costs		1,245	
		161,669	167,153
		====	====
The average monthly number of employees during the y	ear was as follows:		
		2018	2017
Direct staff		<b>:6</b>	6
			===
The number of employees whose employee benefits (ex	cluding employer pension		
		2018	2017
£60,001 - £70,000		1	1
		<del></del>	<u> </u>
COMPARATIVES FOR THE STATEMENT OF FI	INANCIAL ACTIVITIE	S	
	Unrestricted	Restricted	Total
	fund	fund	funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Other trading activities	465,466	13,955	479,421
Investment income	84	-	84
	465.550	12.055	450.505
Total	465,550	13,955	479,505
·			
EXPENDITURE ON			
Charitable activities	402 454		192 151
Charitable activities	482,454	<del>-</del>	482,454
Total	482,454	-	482,454
NET INCOME/(EXPENDITURE)	(16,904)	13,955	(2,949)
NET INCOME/(EATENDITURE)	(10,704)	15,755	(2,,,,,)
RECONCILIATION OF FUNDS			
Total funds brought forward	159,841	104,267	264,108
Total lands bloadut for ward	137,071	101,207	207,100
MODELL PURPOS CARRIED TORNALD	140.005	110 000	261.160
TOTAL FUNDS CARRIED FORWARD	142,937	118,222	261,159

# Notes to the Financial Statements - continued for the year ended 31 March 2018

# 10. TANGIBLE FIXED ASSETS

11.

12.

I ANGIDLE FIXED ASSETS				
	Plant and	Fixtures and		
	machinery	_	Motor vehicles	Totals
	£	£	£	£
COST				
At 1 April 2017	162,890	53,158	12,842	228,890
Additions	<del>-</del>	24,141	-	24,141
At 31 March 2018	162,890	77,299	12,842	253,031
DEPRECIATION				
At 1 April 2017	132,630	40,193	12,842	185,665
Charge for year	6,052	7,421	12,042	13,473
Charge for year	<del></del>			13,473
At 31 March 2018	138,682	47,614	12,842	199,138
NET BOOK WALLE				
NET BOOK VALUE At 31 March 2018	24 200	20.695		£2 002
At 31 March 2018	24,208 	29,685	<del></del>	53,893
At 31 March 2017	30,260	12,965	<u>.</u>	43,225
DEBTORS: AMOUNTS FALLING DU	JE WITHIN ONE Y	EAR		
			2018	2017
			£	£
Debtors			37,441	19,574
Prepayments and accrued income			36,061	77,735
			73,502	97,309
				===
Included in debtors are trading loans to B	uy The Word Ltd of £	12,304 (2017 - 1	£12,304).	
CREDITORS: AMOUNTS FALLING	DUE WITHIN ONE	YEAR		
			2018	2017
			£	£
Trade creditors			7,649	9,272
Social security and other taxes			3,829	4,156
Other creditors			1,846	11,079
Accruals and deferred income			21,842	14,700
			35,166	39,207

# Notes to the Financial Statements - continued for the year ended 31 March 2018

## 13. MOVEMENT IN FUNDS

	At 1.4.17	Net movement in funds £	At 31.3.18 £
Unrestricted funds General fund	142,937	35,026	177,963
Restricted funds Building fund	118,222	7,520	125,742
TOTAL FUNDS	261,159	42,546	303,705
Net movement in funds, included in the above are as follows:			
	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds General fund	527,235	(492,209)	35,026
Restricted funds Building fund	7,520	-	7,520
TOTAL FUNDS	534,755	(492,209) ====	42,546
Comparatives for movement in funds		<b>N</b> 7.	
Comparatives for movement in funds	At 1.4.16 £	Net movement in funds £	At 31.3.17 £
Comparatives for movement in funds  Unrestricted Funds General fund		in funds	
Unrestricted Funds	£	in funds £	£
Unrestricted Funds General fund Restricted Funds	£ 159,841	in funds £ (16,904)	£ 142,937
Unrestricted Funds General fund Restricted Funds Building fund	£ 159,841 104,267 264,108	in funds £ (16,904) 13,955	£ 142,937 118,222
Unrestricted Funds General fund Restricted Funds Building fund TOTAL FUNDS	£ 159,841 104,267 264,108	in funds £ (16,904) 13,955	£ 142,937 118,222
Unrestricted Funds General fund Restricted Funds Building fund TOTAL FUNDS	£  159,841  104,267  264,108  as follows:  Incoming resources	in funds £ (16,904)  13,955  (2,949)  Resources expended	£  142,937  118,222  261,159  Movement in funds
Unrestricted Funds General fund  Restricted Funds Building fund  TOTAL FUNDS  Comparative net movement in funds, included in the above are substituted funds	£  159,841  104,267  264,108  as follows:  Incoming resources £	in funds £  (16,904)  13,955  (2,949)  Resources expended £	£  142,937  118,222  261,159  Movement in funds £

# Notes to the Financial Statements - continued for the year ended 31 March 2018

# 14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2018.