

Three Bridges Free Church

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REPORT & ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2017

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Stewardship  
1 Lamb's Passage  
LONDON  
EC1Y 8AB

**Three Bridges Free Church**  
**FOR THE YEAR ENDED 31 DECEMBER 2017**

**LEGAL & ADMINISTRATIVE DETAILS**

ADDRESS FOR CORRESPONDENCE	Three Bridges Road Three Bridges Crawley West Sussex, RH10 1LS
GOVERNING DOCUMENT	Trust Deed dated 17 November 1998
CHARITY REGISTRATION NUMBER	1074518
PASTOR	Roger Barden
TRUSTEES	Graham Bell Rob Cranfield David Ebling Jonathan Firth - stood down July 17 David Hails Laurence Keel Keith Martin
BANKERS	Santander Bank
INDEPENDENT EXAMINER	Stephen Mathews FCA Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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## **Three Bridges Free Church**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2017**

The Trustees have pleasure in submitting the Report and Accounts for the year.

#### **Objects of the charity**

The Trust seeks to demonstrate the Christian faith in action by acting as a church in the area of Crawley Sussex.

#### **Government**

The Trustees have ultimate responsibility for the management of the Trust and do so with the assistance of the Elders and Deacons on a day to day basis.

New trustees are appointed by a full meeting of the church members, in consultation with the Trustees.

#### **Review of Activities**

The Church is not a building, but a gathering of ordinary people of different ages and backgrounds, whose lives have been changed by Jesus Christ, the Son of God. The New Testament reveals the Church as a community of people, properly taught and cared for, who by loving and serving Jesus Christ, were also committed to love and care for each other and to bring a blessing to the area in which they lived. Three Bridges Free Church; its trustees, elders and members are committed to the continuance of those New Testament principles. It is not alone in this, it is one of many Churches in the area, country and all over the world that is re-discovering the excitement of knowing Jesus Christ. The vision is to see the people of Three Bridges District come into this experience of knowing Jesus as their Lord, Saviour and friend.

During the year there has been a demonstration of the Christian faith in action by serving the community in which it operates in the following ways:

There are two main services every week that teach clearly from the Bible and help in its understanding. During the week there is another more informal meeting to study the Bible and discuss with each other. During term times each week, there is a toddlers and parents club, a Sparklers club (infant school ages), a Spotlight club (junior school ages) and Ignite club (teenagers). Many of the children attending are not otherwise attached to the church. On Sunday there is also a club for children of all ages. We still hold our annual Holiday Bible Club for children during the February half term. The monthly coffee meeting for those who are at/over retirement age continues to provide a popular meeting place for senior citizens. The Church regularly visits people at their homes and conducts services in a local care home. We distribute invitations to events that happen at the church. We have held several social nights including quizzes, a harvest supper and an international evening for members to invite friends and family to the church. We freely distribute a range of Christian reading material and have a well stocked lending library.

In August a new full time pastor began employment with the church. The church also continued to engage in Ministerial Training with an apprentice involved in church ministry during the course of the year.

We maintain a web site with information on the church ([www.threebridgesfreechurch.org](http://www.threebridgesfreechurch.org)).

In planning the activities of the charity the Trustees have given consideration to the guidance given by the Charity Commission on Public Benefit.

## **Financial Review**

The Trustees are pleased to report a further year when the objectives of the church have been achieved, enabled by the continued generous financial support from the members of the Church.

Income during the year was £134,629 (£138,406 in 2016). In addition the sale of the church manse and the purchase of a replacement yielded £44,000 which was used towards clearing a loan on the manse that was sold. Expenditure increased to £232,554 (£92,713 in 2016). The significant increase was due to clearing the balance of the loan on the manse that was sold (£13,000), fees incurred in the sale and purchase of the properties, maintenance work on the new manse and much needed maintenance work on the church building which included a new porch, flat roof and car park barrier as detailed in Note 2.

At the end of the year unrestricted reserves (including the designated 'sinking fund') stood at £59,397. This is approximately six months' of expenditure and is considered by the trustees to be an appropriate level.

## **Trustees' Responsibilities**

Charity law requires us as Trustees to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

## **Approval**

This report was approved by the trustees on 9 July 2018 and signed on their behalf by:

G Bell -- Trustee

Independent Examiner's Report  
To the Trustees of  
**Three Bridges Free Church**

I report to the trustees on my examination of the accounts of the Three Bridges Free Church (the Trust) for the year ended 31 December 2017 on pages 5 to 8 following.

**Responsibilities and basis of report**

As the charity trustees of the Trust 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 Trust's accounts carried out under section 145 of the 2011 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Stephen Mathews FCA

27 July 2018

For and on behalf of:  
Stewardship  
1 Lamb's Passage  
LONDON  
EC1Y 8AB

# Three Bridges Free Church

## RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2017

	Notes	Unrestricted Funds	Restricted Funds	2017 £	2016 £
<b>Incoming Resources</b>					
<i>Charitable income</i>					
Grants and gifts received		92,980	4,475	97,455	104,475
Tax refunds under Gift Aid		21,503	-	21,503	15,736
		<u>114,482</u>	<u>4,475</u>	<u>118,957</u>	<u>120,211</u>
<i>Other income</i>					
Interest received		190	-	190	126
Use of church and car park		12,805	-	12,805	13,251
Toddlers and youth group		1,260	-	1,260	1,356
Events		126	-	126	399
Sale proceeds of Manse		554,000		554,000	
Other income		1,291	-	1,291	3,062
Total Incoming Resources		<u>684,154</u>	<u>4,475</u>	<u>688,629</u>	<u>138,406</u>
<b>Resources Expended</b>					
<i>Charitable expenditure in furtherance of the church's objectives</i>					
Direct costs	2	203,372	17,067	220,439	83,996
Grants payable	3	-	12,115	12,115	8,717
Purchase of new Manse		510,000		510,000	
Total Resources Expended		<u>713,372</u>	<u>29,182</u>	<u>742,554</u>	<u>92,713</u>
Net Incoming/(Outgoing ) Resources before transfers		(29,217)	(24,707)	(53,925)	45,693
Transfers between funds	7	(13,989)	13,989	-	-
<b>Net Movement in Funds</b>		<u>(43,206)</u>	<u>(10,718)</u>	<u>(53,925)</u>	<u>45,693</u>
Balances 1 January 2017		102,603	22,558	125,161	74,698
<b>Balances 31 December 2017</b>		<u>59,397</u>	<u>11,840</u>	<u>71,236</u>	<u>125,162</u>

The notes on pages 7 & 8 form part of these accounts.

**Three Bridges Free Church**

**STATEMENT OF ASSETS & LIABILITIES**

**FOR THE YEAR ENDED 31 DECEMBER 2017**

**1. Fixed Assets and long term loans (unrestricted funds)**

The value of the assets owned are:

	Basis of valuation	Book balance 2017	Book balance 2016
Freehold Church Building	Cost of construction	1,150,000	1,150,000
Freehold Manse	Approximate market value	510,000	550,000
Equipment	Insurance cover 2017	71,000	67,000
		<u>1,731,000</u>	<u>1,767,000</u>

	2017	2016
Balance due to the Woolwich in respect of mortgage loan secured on the freehold Manse	£ 0	£ 59,647

**2. Bank Balances**

	2017	2016
	£	£
Current accounts	28,128	62,245
Deposit accounts	43,108	62,918
	<u>71,236</u>	<u>125,162</u>

**3. Other Assets & Liabilities (unrestricted funds)**

	2017	2016
<i>Assets</i>	£	£
Gift aid tax recovery not yet received                      Estimated	4,563	14,750
	<u>4,563</u>	<u>14,750</u>
<i>Liabilities</i>		
Unbilled fee for Independent Examination	1,000	900
Other accrued charges	-	-
	<u>1,000</u>	<u>900</u>

The accounts were approved by the trustees and signed on their behalf on 9 July 2018 by

G Bell

The notes on pages 7 & 8 form part of these accounts

## Three Bridges Free Church

### NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2017

#### 1. Accounting Policies

The accounts have been prepared on a receipts and payments basis with a statement of assets and liabilities.

#### 2. Direct costs

	Unrestricted Funds	Restricted Funds	Total 2017	Total 2016
	£	£	£	£
Employment costs ( Note 4 )	13,938	-	13,938	38,064
Mortgage loan and interest payments	59,775	-	59,775	8,400
Church, property and related costs( Note 5 )	74,151	-	74,151	13,239
Other property maintenance (non-sinking fund)	-	16,936	16,936	
Property professional fees	5,899	-	5,899	
Manse costs (Note 5)	14,602	-	14,602	6,236
Apprentice costs (Note 4)	19,454	-	19,454	7,411
Equipment	580	-	580	1,161
Library costs	-	111	111	332
Copying and stationery	279	-	279	50
Speakers	5,800	-	5,800	2,606
Refreshments	539	-	539	280
Outreach activities	687	-	687	1,331
Children, youth and holiday club	2,031	-	2,031	1,642
Other general expenses	5,638	20	5,658	3,244
	<u>203,372</u>	<u>17,067</u>	<u>220,439</u>	<u>83,996</u>

#### 3. Grants Paid

Individuals	-	2,350	2,350	2,082
Institutions	-	9,765	9,765	6,634
	<u>-</u>	<u>12,115</u>	<u>12,115</u>	<u>8,717</u>

#### 4. Employees

The charity had 1 full time equivalent employees, to whom the employment costs above refer, including pension, National Insurance & accommodation costs.

The apprentice to whom the costs above refer is a close relative of R Cranfield, a Trustee, who took no part in the discussions or decisions relating to them.

No other amounts were paid or are payable to any trustee or to any person connected to them.

#### 5. Sinking fund expenditure (incl property)

	Church £	Manse £	2017 £	2016 £
Accounts, advice and Independent examination (2 years)	907		907	1,900
FIEC affiliation	2,600		2,600	900
SGP affiliation	450		450	900
Professional fees	1,931		1,931	358
Telephone		175	175	300
Insurance	3,999	294	4,293	4,475
Heating and lighting	2,950		2,950	3,867
Maintenance and cleaning	60,710	11,013	71,722	3,869
Equipment	-		-	25
Council tax & water rates	146	2,674	2,820	2,617
Other	459	446	905	264
	<u>74,151</u>	<u>14,602</u>	<u>88,753</u>	<u>19,475</u>



**6. Movement of Restricted Funds**

	Balance at 31/12/2016	Incoming Resources	Resources Expended	Transfers	Balance at 31/12/17
	£	£	£	£	£
Church Library Fund	688	-	111	-	577
Missionary Fund	10,597	1,275	12,135	11,448	11,185
Church Porch renewal fund	11,193	3,200	16,934	2,541	-
Other Funds	80	-	-	-	80
	<u>22,558</u>	<u>4,475</u>	<u>29,180</u>	<u>13,989</u>	<u>11,842</u>

The 'church library fund' is a fund set aside for the purchase of books and media for the church library

The 'missionary fund' represents amounts held for the support of missionaries promoted by the church.

**7. Movement on Unrestricted Funds  
bank balances**

	Balance at 1 Jan 2017	Incoming Resources	Resources Expended	Transfers	Balance at 31 Dec 2017
	£	£	£	£	£
General Fund	57,737	683,453	624,118	(87,741)	29,332
Sinking Fund	43,660	-	88,753	73,752	28,659
Toddlers Spot	1,072	176	76	-	1,172
Agape Coffee Morning	0	224	98	-	126
Youth Club	134	301	327	-	108
	<u>102,604</u>	<u>684,154</u>	<u>713,372</u>	<u>(13,989)</u>	<u>59,397</u>

The Sinking Fund represents amounts set aside from the general fund to pay for operating costs known to be arising but not yet due for payment.