

Registered in England and Wales No 3223210

**OXFORDSHIRE COMMUNITY CHURCHES**

(A company limited by guarantee and not having a share capital)

1.

**Directors**

M Beaumont  
M Dillon  
L Garnham  
C Hipsley  
S Thomas



**Secretary and Registered Office**

A O'Connell, OCC Area Centre, 51-53 West Way, Oxford, OX2 0JE

**REPORT OF THE DIRECTORS AND GENERAL INFORMATION  
for the year ended 31st August 1999**

**Principal Activity**

The company's principal activities continue to be the running of a group of churches known as Oxfordshire Community Churches and the running of The King's School, Witney.

**Charitable Status**

The company has charitable status and is registered with the Charity Commission under registration number 1056921.

**Governing Instrument**

The company's activities are regulated by the Memorandum and Articles of Association. The objects of the company are:

- i) To advance the Christian religion
- ii) To advance education
- iii) To relieve those who are poor, in conditions of need, hardship or distress or who are aged or sick
- iv) To promote other charitable objects as decided by the directors from time to time.

**Directors**

The above named have served throughout the year as indicated above. The directors of the company are also the trustees.

**Directors' Responsibilities**

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

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

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company. 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.

REPORT OF THE DIRECTORS AND GENERAL INFORMATION  
for the year ended 31st August 1999 (continued)

**Review of Activities during the period**

Oxfordshire Community Churches is a group of eight church congregations meeting in and around Oxfordshire. In September 1999 a new church congregation started meeting in Dicot.

During the year the charity has continued to pursue its main objects as outlined above. Each local church congregation accounts separately for its own expenditure which is met from the donations and gifts it receives. The balance of the income is passed to the Area Fund to meet the pastoral and ministry expenses relating to the Area as a whole.

The charity received total income amounting to £1,396,319 during the year, of which £425,509 related to restricted funds. Expenditure amounted to £1,153,431, of which £404,158 was on the restricted funds. In addition to furthering its main objects of a church and school in the Oxfordshire area, the charity has a number of volunteer workers in other countries around the world involved in medical and educational projects. Adequate reserves are held to ensure the continued support and development of the charity's work for the foreseeable future.

The charity also operates The King's School in Witney, Stepping Stones pre-school playgroup and a Pregnancy Crisis Care Centre, in addition to supporting missionaries working overseas and various outreach projects. Following the year end the work of the Pregnancy Crisis Care Centre has been transferred to a new company limited by guarantee. Oxfordshire Family Trust began operating in September 1999.

In addition to the full time pastors of the church and the teachers in the school, the charity is dependent on the voluntary support of the church members. Such members are involved in leadership of the church congregations, administration and classroom assistance in the school. This support is acknowledged by the trustees.

The income and expenditure in respect of The King's School, Stepping Stones, Pregnancy Crisis Care Centre, Missionary Support and The King's Coach are restricted funds. The receipt of deed of covenant and gift aid tax refunds are designated funds within the general funds of the church. However, tax refunds relating to restricted funds are allocated to the relevant fund.

**Donations**

During the year the charity made donations amounting to £25,376.

**Bankers**

Barclays Bank plc, Market Square, Witney, Oxon.

**Accountants and Advisors**

A J Carter & Co, Chartered Accountants, 22b High Street, Witney, Oxon, OX8 6HB.

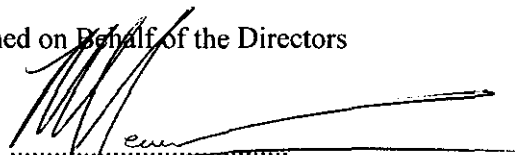
**Auditors**

The auditors Camerons, Chartered Accountants and Registered Auditors, have indicated their willingness to be reappointed to office under the Companies Act 1985.

The directors have prepared this report in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

This report was approved by the Directors on 3rd May 2000.

Signed on Behalf of the Directors

  
Director

**AUDITORS' REPORT TO THE MEMBERS OF  
OXFORDSHIRE COMMUNITY CHURCHES**

3.

We have audited the financial statements on pages 4 to 9 which have been prepared under the historical cost convention and the accounting policies set out on page 6.

**Respective Responsibilities of Directors and Auditors**

As described on page 1, the directors (who also act as trustees for the charitable activities of Oxfordshire Community Churches) are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

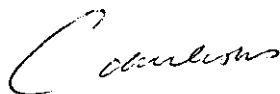
**Basis of Opinion**

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the judgements made by the directors in the preparation of the financial statements and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Opinion**

In our opinion, the financial statements give a true and fair view of the charitable company's state of affairs as at 31st August 1999 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985.



Chartered Accountants  
and Registered Auditors

Camerons  
9 Worton Park  
Cassington  
Witney  
Oxon  
OX8 1EB

3rd May 2000

**OXFORDSHIRE COMMUNITY CHURCHES**

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**STATEMENT OF FINANCIAL ACTIVITIES  
for the year ended 31st August 1999**

		Unrestricted Funds		Restricted	Total	1998
		General	Designated	Funds		Total
		£	£	£	£	£
<b>Notes</b>						
	<b>INCOMING RESOURCES</b>					
	Gifts and donations	707,916	273,323	24,787	1,013,300	790,319
1	Allocation of income	(3,600)	(57,000)	60,600	-	-
	Other income	36,593	-	339,709	376,302	273,547
	Interest received	<u>6,304</u>	<u>7,274</u>	<u>413</u>	<u>6,717</u>	<u>5,978</u>
	<b>Total income</b>	<u>747,213</u>	<u>223,597</u>	<u>425,509</u>	<u>1,396,319</u>	<u>1,069,844</u>
	<b>RESOURCES EXPENDED</b>					
2	Direct charitable	695,136	41,628	395,048	1,131,812	1,039,770
3	Management and administration	<u>12,509</u>	<u>-</u>	<u>9,110</u>	<u>21,619</u>	<u>14,694</u>
	<b>Total expenditure</b>	<u>707,645</u>	<u>41,628</u>	<u>404,158</u>	<u>1,153,431</u>	<u>1,054,464</u>
4	<b>NET INCOMING RESOURCES FOR THE YEAR</b>	<u>39,568</u>	<u>181,969</u>	<u>21,351</u>	<u>242,888</u>	<u>15,380</u>
	<b>TOTAL FUNDS brought forward</b>	898,040	326,797	24,821	1,249,658	1,229,737
	<b>Creditors introduced as funds</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,541</u>
	<b>As Restated</b>	<u>898,040</u>	<u>326,797</u>	<u>24,821</u>	<u>1,249,658</u>	<u>1,234,278</u>
	<b>TOTAL FUNDS carried forward</b>	<u>£937,608</u>	<u>£508,766</u>	<u>£46,172</u>	<u>£1,492,546</u>	<u>£1,249,658</u>

There were no recognised gains or losses other than those included in the Statement of Financial Activities.

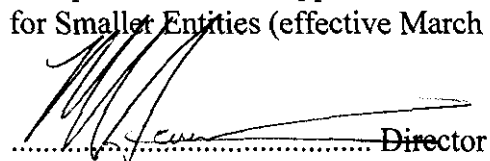
The notes on pages 6 to 9 form part of these financial statements.

# OXFORDSHIRE COMMUNITY CHURCHES

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BALANCE SHEET		31st August 1999		1998
Notes		£	£	£
	FIXED ASSETS			
6	Tangible fixed assets		884,094	<u>882,699</u>
	CURRENT ASSETS			
	Stock	3,042		3,617
	Bank account	29,063		91,898
	Building society account	461,804		217,802
	Local church bank and cash accounts	87,706		44,473
	School bank and cash accounts	30,349		6,757
	Other bank accounts	14,375		2,606
	Debtors	<u>6,143</u>		<u>11,293</u>
		632,482		<u>378,446</u>
	CREDITORS: Amounts falling due within one year			
	Creditors and accruals	21,530		6,487
	Interest free loan	<u>2,500</u>		<u>5,000</u>
		24,030		<u>11,487</u>
	NET CURRENT ASSETS		<u>608,452</u>	<u>366,959</u>
			<u>£1,492,546</u>	<u>£1,249,658</u>
	FUNDS			
	Unrestricted funds			
	General fund		937,608	898,040
7	Designated funds		<u>508,766</u>	<u>326,797</u>
			1,446,374	1,224,837
8	Restricted funds		<u>46,172</u>	<u>24,821</u>
			<u>£1,492,546</u>	<u>£1,249,658</u>

These accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 applicable to small companies, and with the Financial Reporting Standard for Smaller Entities (effective March 1999).

 Director

Approved by the Board: 3rd May 2000

The notes on pages 6 to 9 form part of these financial statements.

NOTES TO THE ACCOUNTS  
for the year ended 31st August 1999

1. **Accounting Policies**

i) **Accounting Convention -**

The accounts of the company are prepared under the historical cost convention, the Financial Reporting Standard for Smaller Entities (effective March 1999) and in accordance with the Charities Statement of Recommended Practice. They incorporate the results of the principal activities which are described in the directors' report and which are continuing.

ii) **Depreciation -**

Assets acquired by local church congregations are written off on acquisition. The other assets are depreciated on a straight line basis at rates estimated to write off each asset over the term of its useful life. The rates in use are as follows:

Freehold property	-	0% per annum
Office equipment	-	25% per annum
Coach	-	20% per annum

iii) **Donations and offerings received -**

Donations are accounted for when received. Any resultant deed of covenant or gift aid tax claim is included as part of the income for the year. The church congregations collect the tithes and offerings locally. The majority are passed to the Area fund to meet the pastoral and ministry expenses relating to the group of churches. Each local church retains an amount sufficient to meet its own church and administrative expenditure.

iv) **Other income -**

Other income is accounted for on the accruals basis so far as is prudent to do so.

v) **Expenditure -**

Expenditure is allocated to the relevant cost category in accordance with internal guidelines issued by the charity and is appropriate to the use derived from the resources.

vi) **The King's School -**

An amount is set aside each year from the Deed of Covenant tax refund in order to provide a Bursary fund for parents of children who are unable to afford the full school fees. This allocation of funds is treated as part of the School's income for the year.

vii) **Designated Funds-**

Designated funds are amounts which have been set aside at the discretion of the directors for a specific, but not legally binding, purpose.

# OXFORDSHIRE COMMUNITY CHURCHES

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## NOTES TO THE ACCOUNTS for the year ended 31st August 1999 (continued)

### 2. Direct Charitable Expenditure

	General £	Designated £	Restricted £	Total £	1998 £
Pastoral support and expenses	266,340	-	-	266,340	289,209
Hall hire	39,578	-	-	39,578	42,341
Youth work	28,931	-	-	28,931	40,517
Outreach and events	71,389	-	10,642	82,031	33,723
Gifts and donations	138,713	8,585	12,350	159,648	88,593
School salaries	-	-	258,430	258,430	236,631
Teaching materials	1,363	-	15,006	16,369	17,281
School expenditure	-	6,960	86,023	92,983	71,735
Other direct charitable	38,036	26,083	12,597	76,716	138,730
Allocated to Pregnancy Care	(3,600)	-	-	(3,600)	(3,600)
Support salaries	42,751	-	-	42,751	35,481
Support expenditure	71,635	-	-	71,635	49,129
	<u>£695,136</u>	<u>£41,628</u>	<u>£395,048</u>	<u>£1,131,812</u>	<u>£1,039,770</u>

### 3. Management and Administration

	General £	Designated £	Restricted £	Total £	1998 £
Church	12,509	-	-	12,509	6,210
Designated projects	-	-	-	-	2,698
School administration	-	-	7,588	7,588	4,794
Stepping Stones	-	-	1,522	1,522	992
	<u>£12,509</u>	<u>£-</u>	<u>£9,110</u>	<u>£21,619</u>	<u>£14,694</u>

### 4. Net Incoming Resources for the year

	1999 £	1998 £
The net incoming resources for the year is after charging:		
Auditor's remuneration	2,703	2,585
Depreciation of tangible fixed assets	5,410	3,760
Directors' remuneration (note 5)	59,770	57,465
Staff costs	322,410	276,637

During the year the average number of staff employed by the charity was 18 (1998: 16).

# OXFORDSHIRE COMMUNITY CHURCHES

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## NOTES TO THE ACCOUNTS for the year ended 31st August 1999 (continued)

### 5. Directors' Remuneration

Two directors of the company have received remuneration during the year in their capacity as pastors, as expressly permitted by the Memorandum and Articles of Association of the Company, as follows:

	1999	1998
	£	£
M Beaumont	23,510	22,605
S Thomas	<u>36,260</u>	<u>34,860</u>
	<u>£59,770</u>	<u>£57,465</u>

During the year £738 has been paid for a Trustee Indemnity Insurance policy. There were no other transactions with the directors.

### 6. Tangible Fixed Assets

	Freehold property £	Office equipment £	Bus £	Total £
Cost/valuation				
At 1.9.98	863,804	17,514	17,500	898,818
Additions	<u>-</u>	<u>6,805</u>	<u>-</u>	<u>6,805</u>
At 31.8.99	<u>863,804</u>	<u>24,319</u>	<u>17,500</u>	<u>905,623</u>
Accumulated depreciation				
At 1.9.98	-	12,619	3,500	16,119
Charge for the year	<u>-</u>	<u>1,910</u>	<u>3,500</u>	<u>5,410</u>
At 31.8.99	<u>-</u>	<u>14,529</u>	<u>7,000</u>	<u>21,529</u>
Net book value				
At 31.8.99	<u>£863,804</u>	<u>£9,790</u>	<u>£10,500</u>	<u>£884,094</u>
At 31.8.98	<u>£863,804</u>	<u>£4,895</u>	<u>£14,000</u>	<u>£882,699</u>

All of the assets of the company are used to further its main objects. The freehold property is The King's School site in Witney which is also used by the North Witney congregation.



NOTES TO THE ACCOUNTS  
for the year ended 31st August 1999 (continued)

7. Designated Funds

Each year the charity seeks to set aside the deed of covenant and gift aid tax refund arising on the general fund for special purposes or projects. This together with other income specifically designated by the trustees form the designated funds as follows:

	At 1-9-98	Income	Expenditure	Transfers	At 31-8-99
	£	£	£	£	£
Area fund	75,935	124,353	(7,592)	(13,378)	179,318
Tax refunds	245,492	154,410	(25,451)	(57,000)	317,451
Mission fund	5,370	1,834	(8,585)	13,378	11,997
	<u>£326,797</u>	<u>£280,597</u>	<u>£(41,628)</u>	<u>£(57,000)</u>	<u>£508,766</u>

All of the above funds are held in bank or building society accounts.

8. Restricted Funds

The following are the details of the charity's restricted funds, all of which are income funds:

	At 1-9-98	Income	Expenditure	Transfers	At 31-8-99
	£	£	£	£	£
The King's School	6,668	332,495	(367,047)	57,000	29,116
Stepping Stones	3,077	7,627	(8,647)	-	2,057
Pregnancy Crisis Care	138	2,726	(5,472)	3,600	992
Missionary Support	504	13,426	(12,350)	-	1,580
King's Coach	14,434	8,635	(10,642)	-	12,427
	<u>£24,821</u>	<u>£364,909</u>	<u>£(404,158)</u>	<u>£60,600</u>	<u>£46,172</u>

The above funds are held as follows:

	The King's School	Stepping Stones	Pregnancy Crisis Care	Missionary Support	King's Coach	Total
	£	£	£	£	£	£
Fixed assets	-	-	-	-	10,500	10,500
Stock	1,495	1,547	-	-	-	3,042
Debtors and prepayments	1,239	-	-	-	-	1,239
Bank and cash balances	30,349	510	992	1,580	1,927	35,358
Creditors and accruals	(3,967)	-	-	-	-	(3,967)
	<u>£29,116</u>	<u>£2,057</u>	<u>£992</u>	<u>£1,580</u>	<u>£12,427</u>	<u>£46,172</u>