VINEYARD CHURCH SUTTON

REPORT AND FINANCIAL STATEMENTS YEAR ENDED 28 FEBRUARY 2005

Company No. 03319200 Charity No. 1061363



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VINEYARD CHURCH SUTTON (A Company Limited by Guarantee) Legal and Administrative Information

CHARITY NUMBER

1061363

COMPANY REGISTRATION NUMBER

03319200

START OF THE FINANCIAL YEAR

1 March 2004

END OF FINANCIAL YEAR

28 February 2005

DIRECTORS

Dan Barnard

Russell Keith Powter

Simon Skinner

Anne Marie Webster (resigned December 2004)

The existing trustees appoint any new trustees following the provisions laid out in the Charity's governing instrument.

CORRESPONDENT ADDRESS

Vineyard Church Sutton

Unit 3

5 Robin Hood Lane

Sutton Surrey SM1 2SW

GOVERNING DOCUMENT

Memorandum and Articles of Association incorporated

17 February 1997

OBJECTS

- (i) The furtherance of religious or secular public education.
- (ii) The advancement of the Christian faith including missionary activities in the United Kingdom and overseas and also including but not limited to the planting of new churches and organisation of congregations.
- (iii) The relief of the poor and needy.
- (iv) The relief of the sick and elderly.
- (v) Such other charitable objects and for the benefit of such other charitable bodies and institutions as the committee shall in their absolute discretion think fit.

BANKERS

Co-op Bank Olympic House

6 Olympic Court

Salford M5 2QP

REGISTERED OFFICE

Unit 3

5 Robin Hood Lane

Sutton Surrey SM1 2SW

VINEYARD CHURCH SUTTON (A Company Limited by Guarantee) Report of the Directors For the Year Ended 28 February 2005

The Directors present their Annual Report and Accounts of the Company for the year ended 28 February 2005.

Statement of Directors' Responsibility

Company law requires the Directors to prepare Accounts for each financial year which give a true and fair view of the state of affairs of the Company and of the profit or loss of the Company for that period. In preparing those Accounts, the Directors are required to:

- (i) Select suitable accounting policies and then apply them consistently.
- (ii) Make judgements and estimates that are reasonable and prudent.
- (iii) Follow applicable accounting standards, subject to any material departures disclosed and explained in the Accounts.
- (iv) Prepare the Accounts on the 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 and enable them to ensure that the accounts comply with the Companies Act 1985.

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.

Nature of the Company

Vineyard Church Sutton was incorporated on 17 February 1997 as a charitable company limited by guarantee (Company Registration Number 03319200, Charity Registration Number 1061363/0 ("the company"). The Company has been granted exemption from using the word "limited" in its title. The Company's financial year is March to February. It is therefore accountable to the Charity Commissioners and to Companies House and is required to comply with both charity and company legislations.

Object of the Company

The primary object of the Company is the advancement of the Christian faith. This has been achieved by the establishment of a local congregation meeting on Sundays at Overton Grange School, Sutton, Surrey.

Review of the Period

The church has maintained its numbers during this period to over 200 adults regularly attending Sunday morning services. Areas of ministry offered outside of Sunday Services include youth work, new small groups and worship celebrations. Compassionate ministry has maintained its focus with The Vine Project (successor to Sutton Furniture Project) which the church has continued to fund and provide office space for, until December 2004 when the Project found new, larger premises. Church members have continued to support the project. Jason and Beverley Clark continue to be employed by the church with Jason being employed full time and Beverley on a part time basis.

VINEYARD CHURCH SUTTON (A Company Limited by Guarantee) Report of the Directors Continued For the Year Ended 28 February 2005

Given the increased workload and the potential for growth, Jon and Joy Franklin have joined the church as Assistant Senior Pastors, with Jon Franklin being employed full time. The total number of employed staff is now 5, with 3 full time and 2 part time staff. Due to the planned increase in staff numbers, and the bringing forward of donations to fund the church centre, the church incurred a financial deficit for the year, funded from reserves.

Goals for last year and the year ahead

Plans for March 2004 to February 2005 financial year

- (1) Continued development of Sunday services continued growth of regular Sunday services, added members and increased number of kids' age groups for Sunday school.
- (2) Multiplied small groups the small group midweek meetings in homes of the church members.
- (3) Employed an experienced Assistant Pastor to provide the opportunity for future growth in the church by offloading key ministry and pastoral responsibilities from the Senior Pastors.
- (4) Fully funded the first month of a 3 month sabbatical period for the Senior Pastors.
- (5) Continued communication of Vineyard Values through newcomers meals / meetings and newcomers small groups.
- (6) Continued support of the Vine Project a community project providing furniture and household items to people referred from various agencies.
- (7) Our church's role in the Emergent Network continued, showcased by a conference hosted by the church in December 2004.

Plans for March 2005 to February 2006

- (1) Grow and develop the satellite congregation in the Epsom / Ewell area.
- (2) Identify, train and develop new leaders within the church for roles in Vineyard Church ministries and small groups.
- (3) Continue to invest in training and development of both paid and voluntary staff to be more effective in their roles at Vineyard Church.
- (4) Redesign the current Kids' church work and create the new Vineyard Kids Sutton (VKS) ministry as a more dynamic, vibrant and relevant ministry for children aged 2-13 years.
- (5)
 Support the Senior Pastors, both spiritually and financially to undertake the remainder of a 3 month sabbatical, allowing them to reenergise for the future of Vineyard Church Sutton.
- (6) Continue the development of Sunday services achieving growth of regular attendance at Sunday services, added members and increased number of kids' age groups for VKS.
- (7) Continue to support the Vine Project as our key ministry to the poor a community project providing furniture and household items to people referred from various agencies, but also look at other opportunities for community involvement.
- (8) Return the church to break even point by being proactive in managing costs, reducing unnecessary expenditure and encouraging increased giving.

The plans outlined above indicate how we intend to establish the necessary organisational structure to support existing and planned activities.

VINEYARD CHURCH SUTTON (A Company Limited by Guarantee) Report of the Directors Continued For the Year Ended 28 February 2005

It will be noted that the charity has reported an accounting deficit for the current period. This has largely been incurred by the increased costs for new employees, the benefit of these employees relating to increasing the size of the church and widening the base of donating members should be seen in the next year. The increase in pastoral staff has also reduced a key risk for the church of the senior pastors becoming unavailable for any reason.

Income budgets for the coming year have been deliberately set conservatively and a zero-based approach to expenditure budgets adopted to ensure all costs are contained. We believe this strategy will result in the deficit being eradicated in the coming year.

Signed on behalf of the Directors

21/11/200 S

ACCOUNTANTS REPORT TO THE DIRECTORS / TRUSTEES OF VINEYARD CHURCH SUTTON

This report on the accounts of Vineyard Church Sutton for the year ended 28 February 2005, which are set out on pages 6 to 14 is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations 1997 to 2001 ("the Regulations") and s.43 of the Charities Act 1993 ("the 1993 Act").

Respective responsibilities of the trustees and the 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 43(2) of the Charity's Act 1993) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43(3)(a) of the 1993 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- 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 Commissioners. 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 explanation from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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.

(3) continued overleaf

Mrs Angela Dixon ACA

41 Chelsea Gardens, Cheam, Surrey, SM3 9TN

il Xor.

Date 02/12/2005.

ACCOUNTANT'S REPORT CONTINUED...

The accounts for the financial year in question are in agreement with the accounting records kept by the company under section 221, and having regard only to, and on the basis of, the information contained in those accounting records, those accounts have been drawn up in a manner consistent with the provisions of this act specified in subsection (6), so far as applicable to the company.

The report, in the opinion of the reporting accountant, having regard only to, and on the basis of, the information contained in the accounting records kept by the company under section 221,the company satisfied the requirements of section 249A (4) (or, where the company is a charity, of that subsection as modified section 249A (5) for the financial year in question and did not fall within section 249B (1) (a) to (f) at any time within the financial year.)

Signed A Dikon
Dated 20/12/07

Mrs Angela Dixon, ACA 41 Chelsea Gardens, Cheam, Surrey, SM3 9TN

VINEYARD CHURCH SUTTON (A Company Limited by Guarantee) Statement of Financial Activities For the Year Ended 28 February 2005

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL 2005/2004 £	TOTAL 2004/2003 £
INCOMING RESOURCES		£.	L	ı.	L
Donations, legacies and similar incoming resources	3a	224,704	-	224,704	223,994
Incoming resources from operating activities	3b	14,883	-	14,883	39,007
Other income	3с	950	-	950	1,034
TOTAL INCOMING RESOURCES		240,537	44	240,537	264,035
RESOURCES EXPENDED					
Grants payable in furtherance of charity objects	4a	33,356	-	33,356	48,274
Costs of activities in furtherance of charity objects	4b				
Ministry	(i)	38,153	**	38,153	34,433
Staff Costs Sunday Services	(ii) (iii)	119,514 24,627	_	119,514 24,627	96,903 26,140
Sunday Services	(****)	24,021	_	24,021	20,140
Resources expended on managing and administering the charity	4c	47,533	-	47,533	81,235
TOTAL RESOURCES USED		263,183	•	263,183	286,985
NET (EXPENDITURE) FOR THE YEAR		(22,646)	• 1	(22,646)	(22,950)
Total funds brought forward		94,380	-	94,380	117,330
TOTAL FUNDS CARRIED FORWARD		71,734	-	71,734	94,380
· · · · · · · · · · · · · · · · · · ·					

Movements on all reserves and all recognised gains and losses are shown above. All of the charity's operations are classed as continuing.

The notes on pages 8 to 14 form part of these financial statements.

VINEYARD CHURCH SUTTON (A Company Limited by Guarantee) Balance Sheet For the Year Ended 28 February 2005

	Notes	£	28-Feb-05 £	£	29-Feb-04 £
Fixed Assets Tangible assets	2		22,881		36,269
Current Assets Debtors Cash at bank and in hand	6 5	9,824 40,045 49,869	_	11,013 52,262 63,275	
Creditors: amounts falling due within one year	7	1,016	_	5,164	
NET CURRENT ASSETS			48,853		58,111
NET ASSETS		:	71,734	- -	94,380
CAPITAL AND RESERVES General funds Restricted funds	10		71,734 - 71,734		94,380 - 94,380

The Directors have:

(a)

(e)

taken advantage of the Companies Act 1985 in not having these accounts audited under Section 249A(2)

- (b) confirmed that no notice has been deposited under Section 249B(2) of the Companies Act 1985
- (c) acknowledge their responsibilities for ensuring that the Company keeps accounting records which comply with Section 221 of the Companies Act 1985
- (d) acknowledge their responsibilities for preparing accounts which give a true and fair view of the Company at the end of the year and of its surplus or deficit for the financial year in accordance with the requirements of Section 226 and which otherwise comply with the requirements of the Companies Act 1985, so far applicable to the Company
 - (i) taken advantage of the exemptions conferred by part VII of schedule 8 of the Companies Act
 - (ii) in their opinion the Company is entitled to those exemptions on the basis that it qualifies as a small company

Approved by the Board of Directors on $\frac{21}{11/200}$

Signed on behalf of the Board of Directors ...

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VINEYARD CHURCH SUTTON (A Company Limited by Guarantee) Notes to the Financial Statements For the Year Ended 28 February 2005

1. ACCOUNTING POLICIES

The accounts have been prepared in accordance with applicable accounting standards and the historical cost basis and follow the recommendations in the Statement of Recommended Practice: Accounting for Charities (SORP) issued in October 2000.

Voluntary income is received by way of donations and gifts. It is shown in full in the Statement of Financial Activities, when received. Gifts in kind are valued at their estimated value to the charity and are included under the appropriate headings.

Intangible income is valued and included in income to the extent that it represents goods or services where another party is bearing the financial cost and the benefit is quantifiable. Where it is difficult or not possible to quantify the benefit, or where there is no financial cost borne by another party (e.g. volunteers), the accounts do not include the intangible income.

Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are received.

Restricted funds are to be used for specified purposes as required by the donor. Expenditure which meets these criteria is allocated to the relevant fund. Income derived from these funds is retained within the funds concerned. Designated funds are unrestricted funds which the trustees have designated to be used for a specific purpose. Where these funds yield investment income, this is available for general purposes. Unrestricted funds are funds which are not designated or restricted.

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.

Depreciation is calculated at a rate to write off the cost of tangible fixed assets over their estimated useful lives. The basis and rates applied per annum are as follows:

Motor car 25% - Straight Line
Computer equipment 50% - Reducing Balance
General equipment 50% - Reducing Balance
Sunday services equipment 50% - Reducing Balance

VINEYARD CHURCH SUTTON (A Company Limited by Guarantee) Notes to the Financial Statements (continued) For the Year Ended 28 February 2005

2. TANGIBLE FIXED ASSETS	Motor Car £	Computer Equipment £	General Equipment £	Sunday Services £	Total £
COST					
At 1st March 2004	14,547	58,343	21,804	24,301	118,995
Additions	-	7,483	1,928	821	10,232
At 28th February 2005	14,547	65,826	23,732	25,122	129,227
DEPRECIATION					
At 1st March 2004	13,808	45,855	7,819	15,244	82,726
Charge for the year	739	9,986	7,957	4,938	23,620
At 28th February 2005	14,547	55,841	15,776	20,182	106,346
NET BOOK VALUE					
At 28th February 2005		9,985	7,956	4,940	22,881
At 29th February 2004	739	12,488	13,985	9,057	36,269

The annual commitments under non-cancelling operating leases and capital commitments are as follows:

The charity is leasing a property at 5 Robin Hood Lane, Sutton, from 17th October 2003 ending 16th October 2008, at £29,375 per year.

3. INCOMING RESOURCES	Unrestricted Funds £	Restricted Funds £	Total 2005 £	Total 2004 £
(a) Donations, legacies and similar incoming resources				
Irregular income from donors	28,062	-	28,062	41,925
Regular income from donors	152,199	-	152,199	126,696
Tax refunds	44,443	-	44,443	55,373
	224,704	-	224,704	223,994
(b) Incoming resources from operating activities				
Conference income	14,360	_	14,360	7,201
Ministry centre	-	-	-	30,710
The Wendy House	523	-	523	1,096
·	14,883	·	14,883	39,007
(c) Other income	1			
Fees charged	300	-	300	488
Other income	650	-	650	546
	950		950	1,034

VINEYARD CHURCH SUTTON (A Company Limited by Guarantee) Notes to the Financial Statements (continued)

For the Year Ended 28 February 2005

4. RESOURCES EXPENDED	Unrestricted	Restricted	Total	Total
	Funds	Funds	2005	2004
	£	£	£	£
(a) Grants payable in furtherance of charity objects				
Vineyard Churches UK	11,900	-	11,900	10,893
Benevolence fund	594	-	594	5,219
Compassionate ministries	**	-	-	836
Flowers	22	-	22	379
Honoraria	30	-	30	665
Sutton Furniture Project	16,042	-	16,042	21,855
Miscellaneous gifts	4,768	-	4,768	8,427
<u>-</u>	33,356	_	33,356	48,274

(b

(b)	Costs of activities in furtherance of charit	y objects			
(i)	Ministry				
	Alpha course	-	-	-	104
	Church centre rents	11,852	-	11,852	6,461
	Compassionate ministries	1,224	-	1,224	721
	Conference and training	11,742	-	11,742	9,361
	Eldership team	3,664	-	3,664	3,699
	Food	2,137	-	2,137	95
	Housegroups	118	-	118	247
	Interns	167	-	167	2,698
	Leaders childcare	1,617	-	1,617	1,131
	Leadership and teaching materials	1,138	-	1,138	6,328
	Men and women's ministry	495	-	495	547
	Newcomers	1,357	-	1,357	785
	Social events	1,172	-	1,172	786
	Worship	923	-	923	173
	Youth group	418	-	418	584
	Other	129	-	129	713
		38,153		38,153	34,433

VINEYARD CHURCH SUTTON (A Company Limited by Guarantee) Notes to the Financial Statements (continued) For the Year Ended 28 February 2005

	Unrestricted Funds £	Restricted Funds £	Total 2005 £	Total 2004 £
b) Costs of activities in furtherance of charity obje (continued)	cts			
(ii) Staff costs				
Books	170	_	170	131
Car allowance	827	-	827	649
Church car	5,016	_	5,016	4,698
Church car depreciation	739	-	739	3,317
Cars - authorised mileage allowance	381	-	381	1,221
Disability insurance	379	-	379	318
Entertaining	347	-	347	112
Gross wages	61,246	-	61,246	40,216
Manse costs - 3 staff	26,988	-	26,988	32,319
Medical	22	_	22	46
NI Company	5,811	_	5,811	4,067
Other staff costs	260		260	181
Pension contributions	5,406	-	5,406	4,642
Staff retreat	825	_	825	112
Training and further study	6,721	-	6,721	3,331
Travel and subsistence	4,376	_	4,376	1,543_
	119,514	*	119,514	96,903
(iii) Sunday services				
Audio visual and PA	1,144	-	1,144	523
Audio visual and PA depreciation	4,938	-	4,938	5,818
Christmas service	276	-	276	
Coffee and catering	1,232	-	1,232	1,319
Hall hire	12,540	-	12,540	10,800
Information desk	194	_	194	230
Miscellaneous	219	•	219	3,483
Sermon material	115	-	115	17
Sunday equipment	611	-	611	23
Vineyard kids	3,358	-	3,358	3,233
Worship training				694
	24,627		24,627	26,140
		· · · · · · · · · · · · · · · · · · ·	 -	
TOTAL	182,294	-	182,294	157,476

VINEYARD CHURCH SUTTON

(A Company Limited by Guarantee) Notes to the Financial Statements (continued) For the Year Ended 28 February 2005

Unrestricted	Restricted	Total	Total
Funds	Funds	2005	2004
£	£	£	£
488	-	488	744
-	-	-	3,525
380	-	380	531
935	-	935	1,281
9,986	-	9,986	14,634
-		~	16,929
7,957	-	7,957	1,837
1,715	-	1,715	1,814
1,052	-	1,052	405
172	-	172	353
718	-	718	2,113
896	-	896	232
1,049	-	1,049	4,092
3,353	_	3,353	3,159
1,003	-	1,003	895
-	_	-	2,439
393	-	393	10,159
14,295	-	14,295	9,942
2,846	-	2,846	4,436
-	-	-	164
295	<u>-</u>	295	1,551
47,533	_	47,533	81,235
	Funds £ 488 - 380 935 9,986 - 7,957 1,715 1,052 172 718 896 1,049 3,353 1,003 - 393 14,295 2,846 - 295	Funds £ £ £ 488	Funds £ £ £ £ 488 - 488

5. CASH AT BANK AND IN HAND	2005 £	2004 £
Current account	14,600	3,243
Deposit account	25,219	48,746
Petty cash	226	273
	40,045	52,262

VINEYARD CHURCH SUTTON

(A Company Limited by Guarantee)

Notes to the Financial Statements (continued) For the Year Ended 28 February 2005

6. DEBTORS	2005 £	2004 £
Employee's interest free loan	3,500	3,800
Greenford and Co	-	800
Tax recoverable	6,324	6,413
	9,824	11,013
7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2005	2004
7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE TEAR	2005 £	2004 £
Credit card	1,016	1,639
Audit and accountancy	-	3,525
	1,016	5,164
8. STAFF COSTS	2005	2004
	£	£
Gross wages and salaries	61,246	40,534
Social security costs	5,811	4,067
Pension contributions	5,406	4,642
	72,463	49,243
Number of employees engaged in the following activities:		
Activities in furtherance of organisation's objects	5	4
	5	4

No employees received emoluments of over £50,000 (2004: None).

9. RESTRICTED FUNDS

No restricted funds were held throughout the year.

VINEYARD CHURCH SUTTON
(A Company Limited by Guarantee)
Notes to the Financial Statements (continued)
For the Year Ended 28 February 2005

10. RECONCILIATION OF MOVEMENT ON CAPITAL AND RESERVES

The company is limited by guarantee and is a charity registered with the Charity Commission number 03319200 and is not, therefore, subject to corporation tax and does not have a share capital.

	2005 £	2004 £
Profit / (Deficit) for the financial year Other recognised gains	(22,646) -	(22,950) -
	(22,646)	(22,950)
Balance brought forward	94,380	117,330
	71,734	94,380

11. PAYMENTS TO TRUSTEES

No payments were made to trustees or any persons connected with them during this financial period. No material transaction took place between the charity and a trustee or any person connected with them.