

GATEWAY MINISTRIES

**REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2009**

COMPANY NO: 5188561

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Gateway Ministries
Financial Statements for the Year Ended 31 July 2009

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Gateway Ministries
Report of the Trustees for the year ended 31 July 2009

The Trustees presents its report and financial statements for the year ended 31 July 2009.

Reference and Administrative information

Charity Name: Gateway Ministries

Charity Registration Number: 5188561

**Registered Office and
Operational Address:** Camp David, 10 Kennet Road Erith DA1 4QN

Trustees: Mr Ade Adewumi
Mr Samson Omole
Mr Akinola Salami

Accountants: AA Matthew & Co
Suite 3
71 Blakes Road
London
SE15 6GZ

Bankers: Lloyds Bank
Dartford Branch

Gateway Ministries

Report of the Trustees for the year ended 31 July 2009

Our Aims and Objectives

Purpose and Aims

The objects of the charity are

The company is a charity with a primary objective to reach the lost for Christ in the South East with an operational focus within Dartford, East London and Chatham

a To advance the christian faith in accordance with the statement of belief appearing in the schedule hereto in London and such other parts of the United Kingdom or the world as the trustees may from time to time think fit and to fulfil such other purposes which are exclusively charitable according to the law of England and Wales and are connected with the charitable work of the trust

b To relieve persons who are in conditions of need or hardship or who are aged or sick and to relieve the distress caused thereby in the said location and in such other parts of the United Kingdom or the world as the trustees may from time to time think fit

Ensuring Our Work Delivers Our Aims

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aim, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

The Focus of Our Work

Our main objectives for the year continued to be the advance of the Christian religion and the relieve of poverty and sickness. The strategies we applied to meet these objectives included:

- 1 Provision of Weekly Church Services on Wednesday and Sunday to minister to the physical, spiritual and material needs of the congregants
- 2 Provision of Special Events and Meetings to meet the specific needs of target groups in the Church such as Men, Women, Youth and Children
- 3 Focusing on the Material needs of certain members undergoing difficult financial situations
- 4 Working with other Christian agencies and Churches in London to advance the preaching of the Gospel
- 5 Provision of Pastoral Care for Congregants and other members of the community
- 6 Missionary and Outreach Work
- 7 Internet TV Evangelism

How Our Activities Deliver Public Benefit

Our main activities and who we try to help are described below. All our charitable activities focus on the advancement of the Christian religion and the relief of poverty and sickness.

- a Ministering every week to the spiritual needs of the people through bible study, prayer meetings, counselling sessions and healing meetings
- b Our focus as a ministry and church is the outreach for souls

Gateway Ministries

Report of the Trustees for the year ended 31 July 2009

Who used and benefited from our Services?

Our Church Services are presented with both the regular congregant and the visitor or seeker in mind. We minister to the physical, mental and spiritual needs of the whole man in our services giving specific consideration to the seekers or new comers in our midst who may not necessarily have a church background and as such may not understand the processes and procedures of Christianity.

We have also helped relieve poverty and hardship amongst both regular and irregular congregants who are suffering from a period of financial hardship due to unemployment and lack of financial resources.

Financial Review

Against the backdrop of the present economic recession and financial hardship we have been hugely successful in raising a total income of £253,014.

Principal Funding Sources

The principal funding sources for the charity are currently by way of Donations and Gifts from congregants through the offering basket passed during Church services and through bank standing orders. We have exercised our right to reclaim the tax on the donations and gifts received from the congregants and this has proved a steady and growing source of additional income.

Investment Policy

The Charity has cash that are set out in the Charity balance sheet. The objective of the investment policy is to invest cash at banks where the capital is protected. The Board of Trustees consider that a satisfactory return was achieved in the year. The Charity currently has a policy of keeping any surplus liquid funds in cash at banks where immediate access and security of funds is guaranteed.

Reserves Policy

The Board of Trustees has examined the Charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be between 3 and 6 months of the expenditure.

The expenditure for 2009 is £261,201 and therefore the targeted reserves should be between £65,301 and £130,602 in general funds. The reserves are needed to meet the working capital requirements of the charity and the trustees are confident that at this level they would be able to continue the current activities of the Charity in the event of a significant drop in funding. This general reserve policy has been met and exceeded this year as in previous years.

Plans for Future Periods

The Charity plans continuing the activities outlined above in the forthcoming years subject to satisfactory funding arrangements.

Structure, Governance and Management

Governing Document

Constitution and objects

Gateway Ministries is constituted under a trust deed dated 23 July 2004 and is a Registered Charity (Charity No 5188561).

Gateway Ministries

Report of the Trustees for the year ended 31 July 2009

Recruitment and Appointment of Trustees

The trustees who are also charity trustees for the purposes of charity law are in charge of the strategic direction of the charitable trust. Under the requirements of the Declaration of Trust the trustees are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

All trustees give their time voluntarily and receive no benefits from the charity.

Due to the nature of Church work, trustees appointed have been so selected on the basis of their faith, strength of Character, skills set in the area of business management and growth and commitment to the vision of the charity.

Trustees Induction and Training

Most trustees are already familiar with the practical work of the charity having been friends of the Church for a number of years. Additionally, new trustees are invited and encouraged to function in the capacity as friends of the church in order to understand the offerings of the Church and its market. Additionally new trustees would be invited as required and encouraged to attend a series of short training sessions to familiarise themselves with the charity and the context within which it operates. These sessions would be jointly led by the Chair of Trustees and the Chief Executive or Senior Pastor of the Charity and cover

- ☐ The Obligations of Trustees
- ☐ The Main documents which set out the operational framework for the charity including the Declaration of Trust
- ☐ Resourcing and the current financial position as set out in the latest published accounts
- ☐ Future plans and objectives

A Question & Answer pack would be prepared which draws information from various Charity Commission publications signposted through the Commission's guide "the Essential Trustee" as a follow up to these sessions. This will be distributed to all new trustees along with the Memorandum and Articles and the latest financial statements.

Risk Management

The Trustees have identified the major strategic risks to which Gateway Ministries are exposed and established controls and actions to mitigate them. Each year, risk assessments take place at our office in London and these risk assessments are subject to continual review and monitoring. The Trustees take all appropriate steps to moderate and manage the inevitable operational risks to which volunteers, staff and assets of Gateway Ministries are exposed. Competence based training for Volunteers, employers liability insurance, monitoring of new legislative requirements are examples of steps taken. In particular there are policies and procedures for children and vulnerable adults protection and for health and safety risks. Furthermore a risk register is to be established and updated at least annually.

Organisation

Gateway Ministries are governed by a Board of Trustees elected to serve the charity and run its affairs. Annually the Board reviews the range of skills it has available and uses its power of co-option to ensure that gaps are filled. There are a number of other criteria that a trustee must meet. The Board of Trustees are assisted by the Department leaders. There are two trustees on the Board of Leaders. The Board of Trustees meet quarterly and are responsible for the strategic direction and policy of the Charity. A scheme of delegation is in place and day to day responsibility for the provision of the services rest with the Senior Pastor who is also the Chief Executive. He is ably assisted by an administration staff who implement day to day operations. The administrative team continue to develop their skills and working practices in line with good practice.

Gateway Ministries
Report of the Trustees for the year ended 31 July 2009

Responsibilities of the Trustees

Charity 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 trust as at the balance sheet date and of its incoming resources and applications of resources, including income and expenditure, for the financial year. In preparing those financial statements the Trustees should follow best practice and

- ☐ Select suitable accounting policies and then apply them consistently,
- ☐ Make judgements and estimates that are reasonable and prudent
- ☐ Prepare the financial statements on the on going basis unless it is inappropriate to presume that the charity will continue on that basis

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with Companies Act 2006. 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 and other irregularities.

Members of the Board of Trustees

Members of the Board of Trustees, and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 1.

In accordance with charity law, as trustees, we certify that

So far as we are aware, there is no relevant information of which the company's accountants are unaware, and as the trustees of the charity we have taken all steps that we ought to have taken in order to make ourselves aware of any relevant information and to establish that the Charity's accountants are aware of that information.

This report has been prepared,

By order of trustees



Mr Akinola Salami
Trustee/Director
12th April 2010

Gateway Ministries
Statement of Financial Activities (including Income and Expenditure Account)
for the year ended 31 July 2009

		2009	2009	2009	2008
		Unrestricted	Restricted	Total	Total
		Funds	Funds	Funds	Funds
	Notes	£	£	£	£
Incoming resources					
Incoming resources from generated funds:					
<i>Voluntary Income</i>					
Donations and Offerings	2	211,473	-	211,473	212,919
Gift Aid Reclaim	3	41,503	-	41,503	93,720
<i>Activities for generating funds</i>					
Investment Income	3	38	-	38	473
Total incoming resources		253,014	-	253,014	307,112
Resources expended					
<i>Cost of generating funds</i>					
Costs of generating voluntary income	4	160,560	-	160,560	167,481
Charity activities	5	99,666	-	99,666	99,886
Governance Costs	6	975	-	975	1,750
Total resources expended		261,201	-	261,201	269,117
Net Incoming resources before other recognised gains		(8,187)	-	(8,187)	37,995
Net movement in funds		(8,187)	-	(8,187)	37,995
Reconciliation of Funds					
Total funds brought forward		22,044	-	22,044	(17,777)
Total funds carried forward		13,857	-	13,857	20,218

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities

The notes on Pages 8 to 12 form part of these Accounts.

Gateway Ministries
Balance Sheet as at 31 July 2009

	Notes	2009 £	2008 £
Fixed assets			
Tangible assets	10	26,648	34,420
Currents assets			
Cash at bank and in hand		9,594	5,958
		9,594	5,958
Creditors: amounts falling due within one year	11	(22,385)	(20,160)
Net Current Assets		(12,791)	(14,202)
Net Assets		13,857	20,218
Unrestricted funds			
General funds	14	13,857	20,218
Total funds		13,857	20,218

For the year ending 31 July 2009 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

Directors' responsibilities:

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime

The Financial Statements were approved by the board on the 12th April 2010 and signed on its behalf by



Mr Akinola Salami
Director/Trustee

The notes on pages 8 to 12 form part of these financial statements

Gateway Ministries

Notes forming part of the financial statements for the year ended 31 July 2009

1. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

(a) Basis of Accounting

The financial statements have been prepared under the historical cost convention, as modified by the inclusion of fixed assets investments at market value, and in accordance with the Companies Act 2006 and the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005.

(b) Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Unrestricted funds may include a revaluation reserve representing the restatement of investment assets at market values where applicable.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(c) Incoming Resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Invested income is included when receivable.

Incoming resources from charitable trading activity are accounted for when earned.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

(d) Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the accountancy fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. floor areas, per capita or estimated usage as set out in Note 4.

Gateway Ministries

Notes forming part of the financial statements for the year ended 31 July 2009

1. Fixed Assets

Fixed assets (excluding investments) are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £100 are not capitalised. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which in all cases is estimated at 4 years.

Investments held as fixed assets are revalued at mid market value at the balance sheet date and the gain or loss taken to the Statement of Financial Activities.

2. Donations	Unrestricted	Restricted	2009 Total	2008 Total
	£	£	£	£
Donations -Tithes and Offering	211,473	-	211,473	212,919
	211,473	-	211,473	212,919

3. Other Income	Unrestricted	Restricted	2009 Total	2008 Total
	£	£	£	£
Investment Income	38	-	38	473
Gift Aid Tax Reclaim	41,503	-	41,503	93,720
	41,541	-	41,541	94,193

Total Resources Expended

4. Costs of Generating Voluntary Income

	Basis of Allocation	Church Work	Support Cost	Governance	2009	2008
		£	£	£	£	£
Bank Charges	Direct		2,877		2,877	3,386
Administration	Direct		24,877		24,877	17,989
Support Costs	Direct		41,071		41,071	37,382
Premises	Direct	91,735			91,735	108,724
		91,735	68,825		160,560	167,481

5. Charitable Activities

Ministry	Direct	99,666		99,666	99,886
		99,666		99,666	99,886

6. Governance Cost

Professional Fees	Direct		975	975	1,750
			975	975	1,750

Total Resources Expended

191,401	68,825	975	261,201	269,117
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Gateway Ministries**Notes forming part of the financial statements for the year ended 31 July 2009****7. Net Incoming Resources for the Year**

This is stated after charging

	2009 £	2008 £
Depreciation	8,883	11,475
Accountant's Remuneration	975	1,750
	<u>9,858</u>	<u>13,225</u>

8. Trustee Remuneration & Related Pay Transactions

No member of the Board of Directors apart from the Senior Pastor received any remuneration during the year.

9. Taxation

As a charity, Gateway Ministries is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that that these are applied to its charitable objects. No tax charges have arisen in the Charity.

10. Tangible Fixed Assets

	2009
	Total £
Office Equipment £	Music Equipment £
Media Equipment £	Furniture & Fitting £
COST	
At 1 August 2008	17,752
Additions in period	15,077
At 31 July 2009	22,992
	4,968
	<u>60,789</u>
	<u>1,111</u>
	<u>61,900</u>
DEPRECIATION	
At 1 August 2008	8,427
Charge in period	9,490
At 31 July 2009	6,621
	1,831
	<u>26,369</u>
	<u>8,883</u>
	<u>35,252</u>
NET BOOK VALUE	
At 31 July 2009	6,994
	5,023
	12,278
	2,353
	<u>26,648</u>
NET BOOK VALUE	
At 31 July 2008	9,325
	5,587
	16,371
	3,137
	<u>34,420</u>

Gateway Ministries**Notes forming part of the financial statements for the year ended 31 July 2009****11. Creditors: Amounts falling due within one year**

	2009 £	2008 £
Accruals	14,475	4,750
Loans from Members	7,908	15,410
	<u>22,383</u>	<u>20,160</u>

12. Net incoming resources for the year

This is stated after charging:	2009 £	2008 £
Depreciation	8,883	11,475
Audit & Accountancy Fees	975	1,750
	<u>9,858</u>	<u>13,225</u>

13. Analysis of Net Assets Between Funds

	General Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Tangible Fixed Assets	26,648			26,648
Current Assets	9,594			9,594
Current Liabilities	(22,385)	-	-	(22,385)
Net Assets at 31 July 2009	<u>13,857</u>	<u>-</u>	<u>-</u>	<u>13,857</u>

14. Movements in Funds

	At 1 August 2008 £	Incoming Resources [Inc Gains] £	Outgoing Resources £	Transfers £	At 31 July 2009 £
Restricted Funds:	-	-	-	-	-
Total Restricted Funds	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Unrestricted Funds:					
General Funds	22,044	253,014	261,201	-	13,857
Total Unrestricted Funds	<u>22,044</u>	<u>253,014</u>	<u>261,201</u>	<u>-</u>	<u>13,857</u>
Total Funds	<u>22,044</u>	<u>253,014</u>	<u>261,201</u>	<u>-</u>	<u>13,857</u>

Gateway Ministries
Income and Expenditure Account for the year ended 31 July 2009

	2009		2008	
	£	£	£	£
Income		253,014		307,112
LESS OVERHEADS				
Premises Costs				
Hire of Premises	14,103		13,047	
Rental & Property Lease	55,969		61,857	
Rates	2,399		3,025	
Property Insurance	1,264		1,527	
Building Refurbishment	18,000		30,795	
		91,735		110,251
Bank Charges				
Bank Charges	2,877		3,386	
		2,877		3,386
Administration				
Printing, Postage & Stationery	868		744	
Security & Safety	1,085		469	
Repairs & Renewal	2,097		3,855	
Lighting & Heating	2,290		982	
Website Development	-		350	
Telephone and Internet Charges	7,537		4,589	
Administrative Contract Fees	11,000		7,000	
		24,877		17,989
Ministry				
Evangelism and Promotion	4,205		10,749	
Hire of Equipment	1,215		3,145	
Christmas & Anniversary Expenses	715		1,945	
Events & Meetings	4,553		7,059	
CDs, Books & Tapes	2,509		1,248	
Pastoral Contract Fees	56,500		43,000	
Media Contractor Fees	9,600		-	
Love Gifts	3,860		14,823	
Musical Expenses	3,962		5,863	
Gift to Churches & Visiting Ministers	12,547		12,054	
		99,666		99,886
Professional Fees				
Audit & Accountancy Fees	975		1,750	
		975		1,750
Support Costs				
Depreciation	8,883		11,475	
Hotel, Subsistence & Travel	9,069		9,893	
Catering & Refreshments	6,796		3,829	
Computer Supplies & Software	1,350		253	
Training	6,867		4,450	
Storage & Cleaning	2,167		3,005	
Sundry Equipment	2,700		453	
Sundry Expenses	3,239		2,497	
		41,071		35,855
Surplus/(Deficit) for the year		(261,201)		(269,117)
Surplus/(Deficit) brought forward		(8,187)		37,995
Surplus carried forward		22,044		(17,777)
		13,857		20,218