

### Receipts and Payments Accounts

Report to the trustees/ members of

Charity Name The Potters House Christian Fellowship Church - Tottenham

On accounts for the year ended

3 1 1 2 0 6

Set out on pages

SEE ATTACHED

(remember to include the page numbers of additional sheets)

**Respective responsibilities of trustees and 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 Charities Act 1993 (the Act)) and that an independent examination is needed.

ACCOUNTS

No 6

12 SEP 2006

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COMPLIANCE DIVISION

It is my responsibility to:

- examine the accounts (under section 43(3)(a) of the Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act); and
- state whether particular matters have come to my attention.

**Basis of independent examiner's statement** My examination was carried out in accordance with 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 explanations from the 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 accounts.

**Independent examiner's statement** In connection with my examination, no matter has come to my attention (other than that disclosed overleaf \*);

(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 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.

\* Please delete the words in the brackets if they do not apply.

Signed



Date

1 June 2006

Name

Ian N. Galt

Relevant professional qualification or body (if any)

MAAT

Address

7 Leys Lane

Attleborough

Norfolk

NR17 2HX

**THE POTTER'S HOUSE CHRISTIAN FELLOWSHIP CHURCH, TOTTENHAM**  
**CHARITY NUMBER 1075031**  
**TRUSTEES' REPORT FOR THE YEAR TO 31 DECEMBER 2005**

The trustees present their report along with the financial statements of the charity for the year to 31 December 2005. The financial statements have been prepared in accordance with the charity's trust deed and applicable law.

**Principal address**

The charity's principal address is 3 Hydethorpe Avenue, Edmonton, London N9 9RS

**Charity's Trusts**

The charity is governed by Constitution and the main objectives are the furtherance of the Christian Faith through worship. In order to do this regular activities are carried out and invitations given out to the public. Finance is raised purely from members contributions. The day to day running of the church is delegated by the Trustees to the pastor.

**Investment Powers**

The Constitution authorises the trustees to make and hold investments using general funds of the charity, but no such investments are presently held.

**Trustees**

The trustees named below have served throughout the year. Appointment of trustees is governed by the Constitution of the charity. The Board of Trustees is authorised to appoint new trustees to fill vacancies through resignation or death of an existing trustee.

1. Kelvin Roy-Palmer
2. Nick Kyriacou
3. Bryan Richmond

**Development, activities and achievements**

The trustees are pleased with the church growth. The members are locked in and approximately 6 new people have been added. Finances have increased and these are consistent every month. More revivals have been booked for 2006. Since October 2004 when Tottenham Green Leisure Centre stopped all our concerts, as they did not have an entertainment licence, Saturday concerts were reduced until new venues were found. These now continue at the rate of nearly 2 a month. Overall the trustees are very happy with the progress and look forward to an even better 2006.

Unfortunately, at the end of October 2005 we were put into a temporary centre whilst The Tottenham Green was undergoing renovation work. This was for 3 weeks only but on the last Sunday our equipment was stolen from the temporary centre. Unfortunately, there is no CCTV footage to show those who broke into the place and there is no evidence there was a break in. The trustees and members of the congregation are convinced it was an "inside" job by those working in the centre. Unfortunately this cannot be proven, as the CCTV did not cover the back door, which the intruders used to take the equipment. The London Borough of Haringey refuses to accept liability. The total cost of the items stolen is nearly £3,000 and in February 2006 the Insurers repaid the amount of £2,183.94 in settlement. This was agreed after a lengthy discussion with them.

**Financial review**

As expected, donations have actually increased since 2004. The non-restricted funds have actually gone up by 33%, Due to this increase Gift aid repayments have gone up by 4%. The unrestricted funds have been left intact until a building is found so that they can be used for

the purposes they were collected. The funds raised are being used towards the objects of the Charity.

**Reserves policy**

The charity has no reserve policy. Restricted funds are used up when raised with the exception of the building fund.

**Statement of Trustees responsibilities**

Law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities, during the year and of its financial position at the year end. In preparing those financial statements, the trustees are required to:

- a. select suitable accounting policies and apply them consistently;
- b. make judgements and estimates that are reasonable & prudent;
- c. state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- d. prepare the financial statements on an ongoing concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993. They 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.

**Approval**

This report was approved by the trustees on 3/18/2006 and signed on their behalf by the pastor of the church who chaired the meeting.



Bryan Richmond  
Pastor

**POTTERS HOUSE CHRISTIAN FELLOWSHIP CHURCH**

**TOTTENHAM**

**ANNUAL ACCOUNTS**

**FOR THE YEAR ENDED 31 DECEMBER 2005**

**Potter's House Christian Fellowship Church, Tottenham****Registration Number 1075031****Accounting Statement****For the year to 31 December 2005**

<b>Receipts</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total this Year</b>	<b>Total last Year</b>
	£	£	£	£
<b>Donations</b>				
Donations and other similar receipts	55,337	1,559	56,896	50,100
<b>Other</b>				
Other receipts	600		600	0
Bank Interest	178		178	128
<b>Total Receipts</b>	<b>56,115</b>	<b>1,559</b>	<b>57,674</b>	<b>50,228</b>
<b>Payments</b>				
<b>Payments for Generating funds</b>				
Printing & Advertising	1,507		1,507	2,246
<b>Charitable Payments</b>				
<b>Costs of activities in furtherance of the objects of the charity</b>				
Fellowship Tithe	4,066		4,066	3,355
World evangelism	3,011		3,011	2,203
Outreach costs	2,352		2,352	2,511
Other offerings			0	4,440
Hospitality	2,904		2,904	3,726
Visiting speakers	2,821	1,559	4,380	5,510
Conference & Seminars	843		843	756
Air fares and travel	4,807		4,807	5,010
Salaries			0	0
<b>Management &amp; Admin expenditure</b>				
Building Rent	8,317		8,317	7,327
Housing Allowance	10,300		10,300	0
Equipment purchases & repairs	2,184		2,184	80
Insurance	433		433	436
Bank charges	41		41	75
Professional fees	75		75	54
Stationery & Postage	384		384	488
Utilities	4,517		4,517	3,574
Accommodation	1,346		1,346	1,420
Motor vehicle expenses	3,861		3,861	3,968
Equipment hire			0	0
Books & Periodicals	886		886	269
Benevolence	84		84	250
Miscellaneous	72		72	647
	<b>54,811</b>	<b>1,559</b>	<b>56,370</b>	<b>48,345</b>
<b>Other payments</b>				
Purchase of fixed assets	1,780		1,780	1,673
Loan repaid			0	2,100
<b>Total Payments</b>	<b>56,591</b>	<b>1,559</b>	<b>58,150</b>	<b>52,118</b>
<b>Net of Receipts / (Payments)</b>	<b>-476</b>	<b>0</b>	<b>-476</b>	<b>-1,890</b>
<b>Cash Funds at 1 January 2005</b>	<b>-3,008</b>	<b>19,212</b>	<b>16,203</b>	<b>18,093</b>
<b>Cash Funds at 31 December 2005</b>	<b>-3,484</b>	<b>19,212</b>	<b>15,727</b>	<b>16,203</b>

**Potter's House Christian Fellowship Church, Tottenham**  
**Statement of Assets and Liabilities**  
**As at 31 December 2005**

	2005		2004	
	£	£	£	£
<b><u>ASSETS</u></b>				
<b><u>Fixed Assets</u></b>				
Tangible assets		9,716		9,844
<b><u>Current Assets</u></b>				
Cash funds	15,727		16,203	
Debtors	<u>0</u>		<u>600</u>	
		<u>15,727</u>		<u>16,803</u>
<b><u>TOTAL ASSETS</u></b>		<b><u>25,443</u></b>		<b><u>26,647</u></b>
<b><u>Current Liabilities</u></b>				
Creditors and other		<u>0</u>		<u>0</u>