

Registered number: 04454591
Charity number: 1094992

THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)
(A company limited by guarantee)

TRUSTEES REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2019

MORACLE LIMITED
CHARTERED CERTIFIED ACCOUNTANTS & REGISTERED AUDITORS
ASHLEY HOUSE, ASHLEY ROAD, LONDON, N17 9LZ

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

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THE SWISS CHURCH IN LONDON (L'EGLISE SUISSE DE LONDRES) (SCHWEIZERKIRCHE IN LONDON)

TRUSTEES' REPORT For the year ended 31 December 2019

The trustees who are also Directors of the Charity for the purposes of the Companies Act present their report with the financial statements of the charity for the period 1 January 2019 to 31 December 2019. The financial statements have been prepared in accordance with the Charities Act 2011 and the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective January 2015) and comply with the charity's governing document.

OBJECTIVES AND ACTIVITIES

The Swiss Church is a Spiritual Home to the Swiss in the UK. As a Swiss **Church**, it is a member of the one universal, apostolic and holy Church of Christ. Its foundation is the word of God as witnessed in both the Old and the New Testament. The Swiss Church, affiliated to the Federation of Swiss Protestant Churches in Berne, adheres to its roots in the Swiss Reformation of the 16th Century. It strives to proclaim God's word according to the principles set out by the Reformation, in particular by John Calvin and Huldrych Zwingli.

In their spirit, the Swiss Church encourages its members to actively explore the Christian faith and to find a personal belief based on reflection and experience.

It seeks to further and strengthen Christian love, solidarity, justice and truth. In ecumenical openness, the Swiss Church welcomes Roman Catholics and Christians of all other denominations.

As a **Swiss Church** founded by French speaking Swiss in the 18th Century and later united with the German-speaking congregation, it is a meeting place for all Swiss and friends of Switzerland from all walks of life. The Swiss Church seeks to contribute actively to the social life of the Swiss community in London and promotes cultural and social activities to strengthen friendship and understanding.

As a **Swiss Church** it believes that both aspects, its being a Church and its being a Swiss institution are inseparably intertwined and stimulate each other.

Present tasks, activities and groups in the Swiss Church include:

- Sunday services, followed by refreshments
- Home and hospital visits
- Pastoral care
- Baptisms, confirmations, weddings & funerals
- Organ recitals
- Art programme and film evenings
- Swiss Church News (quarterly publication)
- Young professionals and students network
- Family activities
- Traditional Swiss events
- Support and welcome visitor groups from Switzerland
- Sabbaticals and internships for pupils and professionals from Switzerland
- Social and educational events
- Parish outings
- Outreach and community work
- Bible work with Mothers' Group
- Hosting Frauenverein and La Causerie
- Joint activities with various Swiss clubs and neighbouring churches
- Private hirings
- Online and social media presence

**THE SWISS CHURCH IN LONDON
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**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2019**

Public benefit

In setting our objectives and planning our activities the board of trustees has given careful consideration to the Charity Commission's general guidance on public benefit, and in particular, to its supplementary public benefit guidance on advancing religious education.

REVIEW OF ACHIEVEMENT AND PERFORMANCE

During 2019 the focus has continued to work towards the objectives listed below:

- Make the Swiss Church better known among the Swiss in London, visitors and the local community

as a spiritual home and a meeting place through traditional Swiss events and joint activities with the wider Swiss community.

- Make the Swiss Church better known to parish churches and church organisations in Switzerland, as well as encourage and increase the number of group visits from Switzerland.
- Increase the number of sabbatical and internship placements for Swiss pupils and professionals.
- Reach out to vulnerable people in the surroundings of the church and respond to their immediate needs
- Increase fundraising activities in Switzerland and the UK and the commercial use of the church (private hirings) to open the church to various user groups.
- Make the building fit for multi-purpose use and improve its safety
- Improve and strengthen governance structures and recruit new trustees.
- Recruit new volunteers and provide training for staff and volunteers.
- Extend and oversee the arts programme.
- Increase and improve social media and online presence
- To be better connected with charities, churches and other organisations in the neighbourhood and the Borough of Camden.
- Improve the efficiency of financial control systems
- Improve team structure and internal collaboration
- Improve HR management
- Improve Health and Safety and food safety

Services, pastoral care and spiritual life

Services: A total of 23 services were celebrated including Easter Sunday service, a commemorative service and the traditional Christmas Carol service. Services were led by Rev Carla Maurer, Mr Niccolò Aliano and Mrs Marianne Fisher-Hertig. Rev Carla Maurer also preached at the Fraumünster church in Zürich and at the Union Church in Crouch End, London.

The Swiss Church started a partnership with High Holborn Chamber Choir singing at the Swiss Church every first Sunday of the month.

Swiss student Luca Boetschi was on internship from 25 February – 8 March. Swiss primary teacher Maja Wachter was on a sabbatical from 19 August – 9 October.

**THE SWISS CHURCH IN LONDON
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**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2019**

ACHIEVEMENT AND PERFORMANCE (CONTINUED)

Astrid Hefstone and Lena Gray were baptised at the Swiss Church. Charlotte Boyce and Kishan Sharma received their wedding blessing at the Swiss Church. Rev Carla Maurer also officiated the wedding of Tilman Maurer and Tabea Kühl in Hamburg. A commemoration service took place for the late Margaret Reynolds.

The members of the congregation again appreciated the friendship and fellowship they are able to experience at the lunches following the services thanks to the help of many volunteers, co-ordinated by Cécile Mistry, who arranged and prepared a variety of delicious meals.

Rev. Carla Maurer paid home and hospital visits to members of the Church. Swiss groups and societies such as the Frauenverein, the Mothers' Group and La Causerie met regularly at the Swiss Church. Rev. Carla Maurer led bible studies and prayers for the Mothers' group and the Frauenverein. The Mother's Group invited young families to join their meetings and bring together four generations of Swiss citizens living in London. Cecile Mistry became the new President of the Frauenverein.

Ecumenical relations: Rev. Carla Maurer attended meetings of the German speaking pastors and church workers in London (LoPA) and Minister meetings of the local churches. A meeting of European churches in London organized by the Dutch Church was attended by member of the Swiss Church.

Minister training: Rev Carla Maurer attended the training course 'Seelsorge in Trauersituationen' (Pastoral counselling for the bereaved) in Switzerland.

Community and Outreach Work

The community programme is aimed at the Sunday congregation, Swiss people living in London, and the community in the locality of the church.

The church continues to welcome the community to the weekly 'Breakfast on the Steps', especially people affected by homelessness and other vulnerable and disadvantaged people from the local community. Community Worker Josh Kelly runs Breakfast on the Steps on Tuesday. Hairdresser Jake Fox regularly provides free haircuts. Robert Kaufeler and John Burley cook a monthly hot breakfast. Josh Kelly continued to raise money for the shoe bank to distribute shoes in wintertime to the homeless, and also the collaboration with the charity Wrap Up to distribute coats during the cold season continued.

Contacts were established with local charities, businesses and police to work more closely together and a meeting was hosted at the Swiss Church to bring these groups together. Rev Carla Maurer has participated in the conference 'We Make Camden' and meetings of Camden faith leaders to strengthen local connections.

Homeless guests who attend the Breakfast on the Steps give talks to Swiss groups which are very popular and raise awareness for homelessness. In collaboration with the pilgrimage centre in Zurich and Rev Michael Schaar the Swiss Church organised a City Pilgrimage in London bringing together a pilgrimage group from Zurich and members of the Swiss Church community. From 26-30 August the participants explored London by foot, along Regents Canal, the Capital Ring and the Thames Walk. The partnership will be continued in the coming year.

**THE SWISS CHURCH IN LONDON
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**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2019**

ACHIEVEMENT AND PERFORMANCE (CONTINUED)

Events for the wider Swiss community included:

- Celebration of the Swiss National Day on 1 August in collaboration with the Swiss Embassy
- Christmas Family afternoon with Swiss tradition (Samichlaus, Räbeliechtliumzug and crafts),

The Swiss Church Mothers Group as well as the Frauenverein and La Causerie met monthly at the Swiss Church to maintain longstanding relationships between Swiss migrants and offer assistance to the elderly.

Rev. Carla Maurer occasionally led prayer meetings and bible groups. The Mothers Group was invited to the vicarage for a BBQ.

Outings with the congregation included a trip to the British Museum, Royal Academy, a day trip to Oxford and the attendance of an organ recital by Peter Yardley-Jones at Westminster Cathedral.

Rev. Carla Maurer continued her effort to uphold close relationships with the various Swiss clubs in London by participating in their meetings, and to strengthen the Swiss Church as a meeting place for the Swiss. She participated in networking meetings at the Swiss Embassy and a lunch held for La Causerie by the Ambassador's wife.

Closer relations were also established with the Swiss Benevolent Society. The Swiss Church hosts and actively participates in the newly established monthly coffee mornings of the charity, organised by case worker Petra Kehr-Cocks.

**THE SWISS CHURCH IN LONDON
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**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2019**

ACHIEVEMENT AND PERFORMANCE (CONTINUED)

Office Administration and Venue Management

The income through hirings continued to contribute to the financial success of the Swiss Church by making up for about 47% of the annual income. Regular and returning clients include Vera the Diva dance school, Covent Garden Talks, Christ Church, Covent Garden Minuet Company, City Lit, City Academy, Lee Publicity, fashion labels, Incorporate Association of Organist's, yoga and meditation classes, and others.

Nat Breitenstein left her position of Venue Manager. The Consistoire recruited Ms Emily Rose Simons as Hirings and Office Administrator (4 days/week) starting on 6 March 2019. The Swiss Church is indebted to Nat Breitenstein for her valuable contribution.

Fundraising events

Rev. Carla Maurer increased her fundraising activities in Switzerland and established a number of new contacts. (More information can be found further down in this report, Chapter 'Relationship with Switzerland'.)

Treasurer Marco Mambelli and Accountant Anina Smith have finalised the migration of QuickBooks data online to increase the efficiency of the finance control systems to remotely access financial data.

Anina Smith gave birth to her second child in August 2019 and went on maternity leave in July. Heidi Holenweg was recruited to stand in as Finance Officer for the duration of Anina's maternity leave

Cultural Events:

Organ Recitals and concerts

Peter Yardley-Jones worked together with various musicians to enrich some of the regular services, namely the commemorative service, Whit Sunday and Advent services.

The organ recital series, coordinated by Peter Yardley-Jones, continued to be well attended. Recitals were by Greg Morrir, Alexander Hamilton and Ben Sheen.

The Swiss Church supported various international musical performances on its premises.

Arts

Art Committee:

David Beck, Head of the Cultural Department of the Swiss Embassy, stood down as member and Chair of the Art Committee. Kirsty White, Ariane Brillard and Annelore Schneider also left the Art Committee. Daniella Rossi and Ruth Gordon joined as new members.

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**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2019**

ACHIEVEMENT AND PERFORMANCE (CONTINUED)

Goldsmiths collaboration: The collaboration with the Goldsmiths College MFA curating programme, coordinated by Ele Carpenter, David Mollin and Carla Maurer, continued to be successful. In March, the exhibition "The Table" curated by Marianna Lemos in collaboration with artists Laura Mallows, Rosa Johan Uddoh, Emily Perry and Munesu Mukombe took place.

Artist in Residency: The Art Committee established a new 'Artist in Residency' Programme giving artists of all disciplines twice a year the opportunity to work at the church, subject to availability. The first Artist in Residence was Hamed Maiye (August to October) who showed his work at a performance evening in November.

- **Art programme 'Being and Appearing':**

The programme came to an end after two years of collaboration with curator Kirsty White as she moved on to a new position in Chichester.

Exhibition Looking Down: From 3-8 October street photographer Andy Palfreyman showed his exhibition "Looking Down" reflecting on his 30 years as a homeless person. The exhibition was curated by Daniella Rossi.

Artists of all disciplines are given support through 'semi-residencies' which gives them the opportunity to rehearse at the Swiss Church for one week and at a small fee if there are no other hirings taking place.

Communication

The Swiss Church News appeared four times during a year. A paper version is sent to about 100 people in Switzerland and the UK. Another 1,700 readers receive the paper electronically.

The electronic newsletter is sent out at the beginning of each month to announce events.

The Swiss Church is active on social media (Facebook, Instagram and Twitter) and announces events on various Swiss community facebook pages to reach out to the wider Swiss community in London. The social media outreach has been improved.

The webpage is regularly updated. Events are also announced on Eventbrite. Colin McIntyre is in charge of its content with the support of Rev Carla Maurer.

Selected events appear on the regional pages of the 'Swiss Review' which is sent out to Swiss living abroad. Organ recitals and art events are published on various cultural platforms.

The new data protection policy (GDPR) was implemented according to the new legislation including registration with the Information Commissioner's Office (ICO).

Building maintenance

- The hall walls were painted by Rupert
- A new dishwasher was installed
- Electrical wiring in the kitchen was seen to
- A loose wire in the fuse box was seen to and now the hall spotlights work

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**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2019**

ACHIEVEMENT AND PERFORMANCE (CONTINUED)

Health and Safety and Food Hygiene

Colin McIntyre was appointed as trustee in charge of Safeguarding, Health and Safety. The Church registered with ThirtyOne-Eight, a specialist organization providing training, technical and legal support to charities, whilst trustee Cecile Mistry oversees the new food hygiene measures. Trustees Colin McIntyre and Cecile Mistry, both attended the safeguarding training provided by ThirtyOne-Eight at United Reformed Church and received a certificate by the training provider, as did Rev Carla Maurer representing the staff team.

Trustee Cecile Mistry oversees the new food hygiene measures. Several members of staff and volunteers completed the Food Safety Certificate.

Maintenance of the Manse (also known as the Vicarage)

External redecoration started at the Manse on 1 Womersley Road, N8 9AE.

Relationship with Switzerland

Partner churches in Switzerland:

A number of churches in Switzerland have confirmed their ongoing financial support to further the work of the Swiss Church.

The following churches and organisations in Switzerland have financially contributed to the Swiss Church in London: Kirchgemeinde: Wil-Hüntwangen-Waserkingen, Zürich-Altstetten, Sursee, Gundeldingen-Bruderholz, Liestal-Seltisberg, Kilcherg ZH, Tablat-St.Gallen, Degersheim, Utzenstorf, Ottenbach, Fehraltorf, Wil (SG), Arth-Goldau, Laufenburg, Straubzell (SG-West), Kirche Zürich (Fraumünster, Grossmünster und Kirchenkreis 6), Kirche Stadt Luzern, Gesamtkirchgemeinde Thun, Kirche des Kanton Zug, Kirche des Kantons St. Gallen, Landes Kirche Aargau, Landeskirche Appenzell, Synodalverband Bern-Jura, Schweizer Kirchenbund und Gemeinde Ottenbach

We are very grateful to our sister churches for all the support that we have received.

VEGSIL: Rev Carla Maurer and Marianne and Geoff Fisher attended the VEGSIL meeting (Club of former members of the Swiss Church in London) held on 25 August in Zurich, Switzerland. The VEGSIL granted the Swiss Church £1,200 for their general funds. Chris and Erika Dyke were elected as new Co-Presidents of the VEGSIL.

Swiss Groups: Parish groups from the following churches visited the Swiss Church: Sempach, Laufenburg, Furttal, Kilchberg as well as a student group from the Lucerne Business School. The groups cooked community lunch for the mothers group and had a discussion with people affected by homelessness. They also went to visit different places of worship.

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**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2019**

ACHIEVEMENT AND PERFORMANCE (CONTINUED)

People

Consistoire (board of trustees):

- Nathalie Chalmers resigned in April 2019 due to personal circumstances.
- Katrin Jolanda Voegeli resigned in June 2019 to return to Switzerland

Appreciation and Thanks

Rev. Carla Maurer, our Minister, and David Hume, Vice-President until 8 February 2019, who continue to guide the church after having achieved a very successful transition period and our gratitude to Carla for her outstanding efforts, at times single handedly in increasing the donations to the church, thus ensuring its viability by reducing the funding gap to some extent.

We are grateful for Carla's and David's commitment and their endless energy in exploring new ways of renewing the Swiss Church in London. Peter Staeuber, President since September 2018 continues to lead the church through the upcoming vision process.

We are most grateful to our team, Nat Breitenstein, Anina Smith, Colin McIntyre, Josh Kelly, Emily Rose Simons, Heidi Holenweg and James Rasa and our Director of Music and Organist Peter Yardley-Jones, for their work for our Church. Their dedication is most appreciated.

We are grateful to all the churches in Switzerland who have so generously supported us.

We much appreciate the support from individual donors and contributors and thank them for their continued valuable support.

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**THE SWISS CHURCH IN LONDON
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**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2019**

ACHIEVEMENT AND PERFORMANCE (CONTINUED)

We are indebted to all the volunteers who are the heart and soul of the Swiss Church community, especially to the team of Farrell Associates and other volunteers who make Breakfast of Steps happen, hair stylist Jake Fox, the Art Committee, the Sunday team, especially Cecile Mistry and the kitchen team as well as Fernande Kunz for providing the flowers.

FINANCIAL REVIEW

Income

The income from church related activities for the year was £197,762 compared to £240,306 in 2018.

Expenses

Total expenditure in conjunction with church related activities were £198,361 excluding £33,812 worth of depreciation and governance costs, compared to £171,917 in 2018, excluding £34,310 worth of depreciation and governance costs.

Summary

The overall net income excluding the brought forward is (£34,411) compared to £34,079 in 2018. The ending balance of the building fund is nil in both years.

It is the policy of the Swiss Church to maintain an Unrestricted Reserve. This is intended to enable the Swiss Church to cope with the unforeseen, which might otherwise affect the organisation's ability to continue our activities. In practice, the Trustees consider that holding unrestricted reserves equivalent to six to twelve months' core costs, excluding those funds represented by fixed assets, and should provide sufficient resources to respond to unexpected adverse changes in the Charity's funding or activities. This is equivalent to between £100,000 and £200,000 based on current costs. This policy will be reviewed annually, when setting budgets, to check if it is still relevant, or if changing circumstances require a modification.

Investment Policy

Investments may only be made after prior approval from the Consistoire and must be made only in the name of the Swiss Church in London.

**THE SWISS CHURCH IN LONDON
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**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2019**

PLANS FOR THE FUTURE

The Trustees are committed to further implement the Business Concept Plan and, as a result, to strengthen the positive relationship with the Swiss community in London as a whole, while expanding the mission activities into the wider local community. The Trustees are also determined to both broaden and deepen the relationship with various Swiss Parishes and Cantonal Churches.

In view of the financial independence of the Church, the Trustees are committed to broaden the sources of revenues by reviewing the letting strategy and intensifying fundraising activities.

We are currently working towards a more effective governance structures with each member of the Consistoire having specific duties and responsibilities assigned. This should allow for both informed and swift decision-making.

Recruiting more Trustees including a Vice-President remains one of our main targets for the coming year.

**THE SWISS CHURCH IN LONDON
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**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2019**

LEGAL AND ADMINISTRATIVE INFORMATION

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

TRUSTEES

| | |
|---------------------------|-------------------------------------------------------------------------------|
| Mr D. Hume | Vice-President (since December 2015 until February 2019, remain a trustee) |
| Mr P. Maillardet | Archives (since May 2009) |
| Mr Marco Mambelli | Treasurer (since September 2017) |
| Mr Peter Stauber | President (since September 2018, trustee since March 2017) |
| Ms Katrin Jolanda Voegeli | HR (since Nov 2017) resigned as both HR and Trustee June 2019 |
| Mrs C. Mistry | Catering (since November 2008) |
| Nathalie Chalmers | (since 2018, resigned April 2019) |
| Colin McIntyre | Safeguarding, Health and Safety (since May 2019, Trustee since February 2019) |
| Barbara Wachter | (Since November 2019) |

MINISTER

Rev. Carla Maurer (since June 2013)

COMMUNITY WORKER

Mr Josh Kelly (since September 2017)

VENUE MANAGER

Nat Breitenstein (since December 2016, resigned April 2019)
Emily Rose Simons (March 2019)

OFFICE AND FINANCE ADMINISTRATOR

Mrs Anina Smith (since Since December 2014)

FINANCE ADMINISTRATOR (MATERNITY COVER)

Ms Heidi Holenweg (since June 2019)

TREASURER

Marco Mambelli (since September 2017)

OBSERVER SWISS EMBASSY

Mrs Manuela Ferrari (since October 2018; ex officio)

CHARITY NUMBER

1094992

COMPANY NUMBER

04454591

REGISTERED OFFICE

79 Endell Street
London
WC2H 9DY

**THE SWISS CHURCH IN LONDON
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**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2019**

LEGAL AND ADMINISTRATIVE INFORMATION (CONTINUED)

COMPANY SECRETARY

(Acting)

Mr Yvon Tse - since February 2019

INDEPENDENT EXAMINER

Morlai Kargbo, FCCA

Moracle Limited

Chartered Certified Accountants & Registered Auditors

Ashley House

Ashley Road

London

N17 9LZ

BANKERS

HSBC Bank PLC

117 Great Portland Street

London

W1W 6QJ

UBS

100 Liverpool Street

London

EC2M 2RH

PostFinanceSwiss Post

Verarbeitungszentrum

CH-3040 Bern

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution and organisational structure

The Swiss Church in London is a Charitable Company limited by guarantee and is governed by its Memorandum and Articles of Association adopted on the 5th June 2002. The Swiss Church in London was founded in 1762. The company commenced operations on 1 January 2003 when it took over all activities of the Unincorporated Association with the same name. The Consistoire (Voluntary Board of Trustees) oversee the activities and are accountable for the way the resources are used. The Trustees meet every two months, or more or less often if they so decide. The members who served on the Board throughout the year under review are named under Legal and Administrative Information.

The Consistoire is the Governing Body of the Swiss Church in London and administers and manages the Swiss Church in London, its property and its internal and external affairs in accordance with the Memorandum and Articles of Association. The Consistoire makes all major decisions; certain powers of delegation are granted to the Minister, as well as to special task groups and individual members of the Consistoire.

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**TRUSTEES' REPORT (CONTINUED)
For the year ended 31 December 2019**

Recruitment and appointment of new trustees

The appointment and removal of Trustees is decided by a majority of votes. At every Annual General Meeting, one-third of the Trustees shall retire from office. The retiring Trustees shall be eligible for re-election.

Induction and training of new trustees

Induction of Trustees takes place through one to one sessions with the Chair. If needed, additional training is arranged.

Risk management

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

So far as each of the Trustees is aware at the time the report is approved:

- There is no relevant information of which the independent Accountant is unaware; and
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the Accountant is aware of that information.

INDEPENDENT EXAMINERS

A resolution will be proposed at the annual general meeting for the re-appointment of Morlai Kargbo, Moracle Limited, Chartered Certified Accountants & Registered Auditors.

APPROVAL

This report was approved by the Board of Trustees on May 2020 and signed on its behalf by:

Yvon Tse, Acting Company Secretary

**THE SWISS CHURCH IN LONDON
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(SCHWEIZERKIRCHE IN LONDON)**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE SWISS CHURCH IN LONDON
For the year ended 31 December 2019**

I report on the financial statements of The Swiss Church in London (L'EGLISE SUISSE DE LONDRES) (SCHWEIZERKIRCHE IN LONDON) for the year ended 31 December 2019 which comprise of the Statement of Financial Activities, the Balance Sheet and the related notes.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the charity commission (under section 145(5) (b) of the 2011 Act); and
- state whether particular matters have come to my attention.

I read the Trustees' Report and consider the implications for my report if I become aware of any apparent misstatements within it.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. 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 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

**THE SWISS CHURCH IN LONDON
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(SCHWEIZERKIRCHE IN LONDON)**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE SWISS CHURCH IN LONDON
(CONTINUED)**

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 386 and 387 of the Companies Act 2006; and
 - To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 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

Morlai Kargbo
Moracle Limited
Chartered Certified Accountants & Registered Auditors
Ashley House
Ashley Road
London
N17 9LZ

Date: May 2020

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating income and expenditure account)
For the year ended 31 December 2019**

| | Note | Unrestricted Funds £ | Restricted Funds £ | 2019 Total £ | 2018 Total £ |
|------------------------------------------------------|------|----------------------------|--------------------------|--------------------|--------------------|
| Income: | | | | | |
| Donations and Legacies | 2 | 74,932 | 12,611 | 87,543 | 96,191 |
| Other trading activities | 3 | 107,070 | - | 107,070 | 123,717 |
| Income from Charitable activities: | 4 | | | | |
| Advancing the Christian faith | | 891 | 2,258 | 3,149 | 20,398 |
| TOTAL INCOME | | 182,893 | 14,869 | 197,762 | 240,306 |
| Expenditure: | | | | | |
| Raising funds | 5 | 3,596 | - | 3,596 | 3,572 |
| Charitable activities: | | | | | |
| Advancing the Christian faith | 6 | 162,099 | 66,478 | 228,577 | 202,655 |
| TOTAL EXPENDITURE | | 165,695 | 66,478 | 232,173 | 206,227 |
| NET INCOME/(EXPENDITURE) BEFORE TRANSFERS | | 17,198 | (51,609) | (34,411) | 34,079 |
| Transfers between funds | | (49,327) | 49,327 | - | - |
| NET INCOME AFTER TRANSFERS | | (32,129) | (2,282) | (34,411) | 34,079 |
| Total funds brought forward | | 1,650,502 | 22,959 | 1,673,461 | 1,639,382 |
| TOTAL FUNDS CARRIED FORWARD | 13 | 1,618,373 | 20,677 | 1,639,050 | 1,673,461 |

The Statement of Financial Activities includes all gains and losses recognised in the year.

The Notes form part of the financial statements.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**BALANCE SHEET
As at 31 December 2019**

| | Note | 2019 | | 2018 | |
|-------------------------------------------------------|------|--------|-------------------------|-------|-------------------------|
| | 9 | £ | £ | £ | £ |
| FIXED ASSETS | | | | | |
| 2011 Fixtures & equipment | | | 1,629 | | - |
| 2009 Church organ | | | 97,839 | | 100,285 |
| 2009 Building improvement | | | <u>1,146,605</u> | | <u>1,175,268</u> |
| | | | 1,246,073 | | 1,275,553 |
| CURRENT ASSETS | | | | | |
| Debtors | 10 | 14,662 | | 7,910 | |
| Cash at bank and in hand | | | <u>445,547</u> | | <u>420,664</u> |
| | | | 460,209 | | 428,574 |
| CREDITORS: Amounts falling due within one year | 11 | | <u>(67,232)</u> | | <u>(30,666)</u> |
| NET CURRENT ASSETS | | | 392,977 | | 397,908 |
| NET ASSETS | | | <u>1,639,050</u> | | <u>1,673,461</u> |
| FUNDS | 12 | | | | |
| Restricted funds | | | 20,677 | | 22,959 |
| Unrestricted - General funds | | | 374,472 | | 374,949 |
| - Designated funds | | | <u>1,243,901</u> | | <u>1,275,553</u> |
| | | | <u>1,639,050</u> | | <u>1,673,461</u> |

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2019.

The trustees have not required the charitable company to obtain an audit of its financial statements for the year ended 31 December 2019 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006; and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**BALANCE SHEET (CONTINUED)
As at 31 December 2019**

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard 102, Section 1A (effective January 2015).

The financial statements were approved by the Board of Trustees on May 2020 and were signed on its behalf by:

.....
Yvon Tse
Company Secretary
(Acting)

.....
Mr Marco Mambelli
Treasurer

The Notes form part of the financial statements.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2019**

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective January 2015), Charities SORP FRS 102 and the Companies Act 2006. The particular accounting policies adopted are described below.

1.2 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

1.3 Incoming

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the company where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

1.4 Expenditure

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. Support costs which cannot be directly attributed to particular projects are apportioned in proportion to the direct staff cost allocated to the project. Governance costs, which form part of Support costs include expenditure on the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

Charitable expenditure consists of all expenditure relating to the objects of the Charity. All costs are directly attributable to the activities under which they have been analysed.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 December 2019**

1. ACCOUNTING POLICIES (CONTINUED)

1.5 Tangible fixed asset and depreciation

All assets costing more than £200 are capitalised.

Depreciation is provided using the following rates and bases to reduce by annual instalments, the cost less estimated residual value, of tangible assets over the estimated useful lives:

- Fixtures & fittings - 33% straight line
- Office equipment - 33% straight line
- Building improvement - over 50 years

The Building improvement is now being depreciated as the building being put into use.

1.6 Foreign currencies

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate ruling on the date of the transaction. Exchange differences are taken into account in arriving at the net income/ (expenditure) result.

1.7 VAT

The charity is not registered for VAT and its expenses are therefore inflated by VAT which cannot be recovered.

1.8 Cash flow

The financial statements do not include a cash flow statement because the charitable company, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard 102 Section 1A (effective January 2015).

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 December 2019**

2. DONATIONS AND LEGACIES

| | Unrestricted Funds £ | Restricted Funds £ | Total 2019 £ | <i>Total 2018 £</i> |
|----------------------------|----------------------------|--------------------------|--------------------|-----------------------------|
| UK members and friends | 1,170 | - | 1,170 | 815 |
| Collections church service | 3,634 | 76 | 3,710 | 3,750 |
| Switzerland donations | 57,300 | 1,860 | 59,160 | 58,533 |
| Tax recovery | 3,414 | - | 3,414 | 3,833 |
| New Individual gift aids | 9,414 | 10,675 | 20,089 | 29,260 |
| | <u>74,932</u> | <u>12,611</u> | <u>87,543</u> | <u>96,191</u> |

3. OTHER TRADING ACTIVITIES

| | Unrestricted Funds £ | Restricted Funds £ | Total 2019 £ | <i>Total 2018 £</i> |
|--------------------------|----------------------------|--------------------------|--------------------|-----------------------------|
| Church lettings | 107,070 | - | 107,070 | 123,742 |
| Fondue Fundraising Event | - | - | - | (25) |
| | <u>107,070</u> | <u>-</u> | <u>107,070</u> | <u>123,717</u> |

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 December 2019**

4. INCOME FROM CHARITABLE ACTIVITIES

- *Advancing the Christian faith*

| | Unrestricted Funds £ | Restricted Funds £ | Total 2019 £ | Total 2018 £ |
|----------------------------|----------------------------|--------------------------|--------------------|--------------------|
| Services and parish events | 849 | 140 | 989 | - |
| Swiss church news | - | - | - | (35) |
| Youth work | - | - | - | - |
| Cultural events | 43 | 2,118 | 2,161 | 20,433 |
| | <u>892</u> | <u>2,301</u> | <u>3,150</u> | <u>20,398</u> |

5. COST OF RAISING FUNDS

| | Unrestricted Funds £ | Restricted Funds £ | Total 2019 £ | Total 2018 £ |
|------------------------------------------|----------------------------|--------------------------|--------------------|--------------------|
| Other fundraising and publicity costs | 3,597 | - | 3,597 | 3,572 |
| | <u>3,597</u> | <u>-</u> | <u>3,597</u> | <u>3,572</u> |

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 December 2019**

6. CHARITABLE ACTIVITIES COSTS

| | Unrestricted Funds £ | Restricted Funds £ | Total 2019 £ | Total 2018 £ |
|-------------------------------|----------------------------|--------------------------|--------------------|--------------------|
| Services and parish events | 5,486 | 1 | 5,487 | 9,583 |
| Swiss church news | 328 | 3,754 | 4,082 | 4,377 |
| Cultural events | 20 | 8,325 | 8,345 | 4,650 |
| Staff costs | 90,861 | - | 90,861 | 66,260 |
| Pension | 4,441 | - | 4,441 | 3,726 |
| Maintenance | 1,876 | 23,175 | 25,051 | 36,163 |
| Church cleaning | 1,117 | 7,846 | 8,963 | 9,275 |
| Council tax | - | 11,264 | 11,264 | 3,838 |
| Insurance | - | 3,489 | 3,489 | 3,356 |
| Heat, water and light | 4,043 | 4,556 | 8,599 | 3,715 |
| Printing, post and stationery | 2,219 | - | 2,219 | 1,758 |
| Telephone | 2,504 | - | 2,504 | 2,760 |
| Staff Attendance | 3,665 | - | 3,665 | - |
| Other expenses | 3,021 | - | 3,021 | 3,048 |
| Legal and professional fees | 7,119 | - | 7,119 | 8,906 |
| Support to Local Community | 62 | 3,034 | 3,096 | 4,441 |
| New Swiss community | 927 | 1,034 | 1,962 | 1,914 |
| Support Vulnerable Homeless | 310 | - | 310 | 248 |
| Support costs (see note 6b) | 34,100 | - | 34,100 | 34,637 |
| | <u>162,099</u> | <u>66,477</u> | <u>228,576</u> | <u>202,655</u> |

6b. SUPPORT COSTS IN FURTHERANCE OF CHARITABLE ACTIVITY

| | | | | |
|---------------------------------------|---------------|----------|---------------|---------------|
| Bank charges & currency exchange loss | 288 | - | 288 | 327 |
| Depreciation – Building & Organ | 31,109 | - | 31,109 | 31,109 |
| Depreciation – Others | 543 | - | 543 | 1,041 |
| Governance costs | 2,160 | - | 2,160 | 2,160 |
| | <u>34,100</u> | <u>-</u> | <u>34,100</u> | <u>34,637</u> |

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 December 2019**

7. NET INCOME/(EXPENDITURE) FOR THE YEAR

This is stated after charging:

| | Total 2019 £ | <i>Total 2018 £</i> |
|---------------------------------------|-----------------------------|-----------------------------|
| Depreciation of tangible fixed assets | 31,652 | 32,150 |
| Independent examination fees | 2,160 | 2,160 |
| | 33,812 | 34,310 |

During the year, no Trustees received any benefits in kind (2018 - Nil).

During the year, no Trustees received any reimbursement of expenses (2018 - Nil).

8. STAFF COSTS AND NUMBERS

Staff costs were as follows:

| | Total 2019 £ | <i>Total 2018 £</i> |
|-----------------------|-----------------------------|-----------------------------|
| Wages and salaries | 86,245 | 61,019 |
| Social security costs | 4,616 | 5,241 |
| Pension costs | 4,441 | 3,726 |
| | 95,302 | 69,985 |

The average number of full-time equivalent employees during the year was as follows:

| | 2019 | <i>2018</i> |
|-----------------------|-------------|-------------|
| Charitable activities | 2.0 | 2.0 |
| | 2.0 | 2.0 |

No employee received remuneration amounting to more than £60,000 in either year.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 December 2019**

9. TANGIBLE FIXED ASSETS

| | Building improvement £ | Charity organ £ | Furniture, fixtures & equipment £ | Total £ |
|-----------------------|---------------------------------------|--------------------------------|----------------------------------------------------------|--------------------|
| Cost | | | | |
| At 1 January 2019 | 1,433,160 | 122,299 | - | 1,555,459 |
| Additions | - | - | 2,172 | 2,172 |
| At 31 December 2019 | 1,433,160 | 122,299 | 2,172 | 1,557,631 |
| Depreciation | | | | |
| At 1 January 2019 | 257,892 | 22,014 | - | 279,906 |
| Charged in the year | 28,663 | 2,446 | 543 | 31,652 |
| At 31 December 2019 | 286,555 | 24,460 | 543 | 329,538 |
| Net Book Value | | | | |
| 31 December 2019 | 1,146,605 | 97,839 | 1,629 | 1,246,073 |
| 31 December 2018 | 1,175,268 | 100,285 | - | 1,275,553 |

The original cost and improvements to Vicarage were not capitalised because the Vicarage is considered to be historic, inalienable and the costs are not available. The users of the accounts are principally the members of the Church. The trustees consider the carrying out of professional valuation to this asset at a value in the accounts is considerable compared to the limited additional benefit derived by the users of the accounts.

10. DEBTORS

| | Total 2019 £ | <i>Total 2018 £</i> |
|-------------------------|-----------------------------|-----------------------------|
| Debtors and prepayments | 8,311 | ,2,042 |
| Accrued income | 6,351 | 5,8678 |
| | 14,662 | 7,910 |

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 December 2019**

11. CREDITORS – AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2019 £ | 2018 £ |
|-----------------|----------------------|----------------------|
| Deferred Income | 11,292 | 9,905 |
| Other Creditors | 17,074 | - |
| Accruals | <u>38,866</u> | <u>20,761</u> |
| | <u><u>67,232</u></u> | <u><u>30,666</u></u> |

12. MOVEMENT IN FUNDS

RESTRICTED FUNDS

| | Brought Forward £ | Incoming resources £ | Resources expended £ | Transfers between Funds £ | Carried Forward £ |
|------------------------|-------------------------|----------------------------|----------------------------|------------------------------------|-------------------------|
| Building fund | - | 250 | (50,326) | 49,326 | - |
| Cultural fund | 18,794 | 4,853 | (4,302) | - | 17,151 |
| Youth work | 2,496 | 8,791 | (10,732) | - | 1,857 |
| Support fund | 83 | - | - | - | 83 |
| Mobility fund | 1,045 | - | - | - | 1,045 |
| Business concept plan | 541 | - | - | - | 541 |
| Other restricted funds | <u>-</u> | <u>4,645</u> | <u>(9,821)</u> | <u>-</u> | <u>-</u> |
| | <u><u>22,959</u></u> | <u><u>18,539</u></u> | <u><u>(81,287)</u></u> | <u><u>49,326</u></u> | <u><u>20,677</u></u> |

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 December 2019**

12. MOVEMENT IN FUNDS (CONTINUED)

UNRESTRICTED FUNDS

| | Brought Forward £ | Incoming resources £ | Resources Expended £ | Transfers between funds £ | Carried Forward £ |
|---------------------------------------------------------------|-------------------------|----------------------------|----------------------------|------------------------------------|-------------------------|
| General funds | 374,949 | 182,893 | (134,044) | (49,326) | 374,472 |
| Designated funds: Building fund-building & organ | 1,275,553 | - | (31,652) | - | 1,243,901 |
| | <u>1,650,502</u> | <u>182,893</u> | <u>(165,696)</u> | <u>(49,327)</u> | <u>1,618,373</u> |

SUMMARY OF FUNDS

| | Brought Forward £ | Incoming Resources £ | Resources Expended £ | Transfers between Funds £ | Carried Forward £ |
|--------------------|-------------------------|----------------------------|----------------------------|------------------------------------|-------------------------|
| Restricted funds | 22,959 | 14,869 | (66,477) | 49,327 | 20,677 |
| Unrestricted funds | 1,650,502 | 182,893 | (165,696) | (49,327) | 1,618,373 |
| | <u>1,673,461</u> | <u>197,762</u> | <u>(232,173)</u> | <u>-</u> | <u>1,639,050</u> |

Much against our historic policy of not valuing the church building, accounting rules – FRS 15: Tangible Fixed Assets requires us to capitalize the majority of the renovation project expenses which represent improvements to the building or are tangible assets like a new dishwasher. Going forward, this means that the renovation expenses, and especially the long term improvement expenses, will only gradually be depreciated in our books. The long term improvements designated fund will be depreciated over 50 years. This long term improvement fund does not represent money available for future improvements, but represents capitalized expenditures that will be annually depreciated over 50 years to reduce these capitalized assets.

**THE SWISS CHURCH IN LONDON
(L'EGLISE SUISSE DE LONDRES)
(SCHWEIZERKIRCHE IN LONDON)**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 December 2019**

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

| | General funds 2019 £ | Designated funds 2019 £ | Restricted funds 2019 £ | Total funds 2019 £ | <i>Total funds 2018 £</i> |
|---------------------|-----------------------------------------|--------------------------------------------|--------------------------------------------|---------------------------------------|---------------------------------------|
| Fixed assets | 2,172 | 1,243,901 | - | 1,246,073 | 1,275,553 |
| Current assets | 439,532 | - | 20,677 | 460,209 | 428,574 |
| Current liabilities | (67,232) | - | - | (67,232) | (30,666) |
| | <u>374,472</u> | <u>1,243,901</u> | <u>20,677</u> | <u>1,639,50</u> | <u>1,673,461</u> |

14. OPERATING LEASE COMMITMENTS

There were no lease commitments at the end of the year 2019 nor for 2018.

15. SHARE CAPITAL

The Swiss Church in London is a company limited by guarantee and has no share capital. Each member is liable to contribute a sum not exceeding £1 in the event of the charity being wound up.

16. TAXATION

The charity is not liable to tax on its charitable grants, donations or fee income earned in the course of its charitable activities, so long as the income is applied for the purposes of its charitable aims.