

Trustees' Annual Report Year Ending December 2020

Reference & Administrative Information:	
Name of Charity	Allington Baptist Church Trust
Other Names	Allington Baptist Church: ABC
Charity Registration Number	1049403
Principal Address	76A London Road Maidstone KENT ME16 0DT
Names of Trustees on the date the Report was approved	Barbara Mitchell (Chair) Stephen Brown (Secretary) Martyn Colley (Elder) Folu Faskin Malcolm Knee
Names of Other People who have been Trustees during the year	-Alan Dismore
Officers or Staff responsible for day-to-day delegated management or part management	Martyn Colley (Pastor) Nina Newman (Children & Family Worker)
Other Relevant Organisations or Persons	Jeff Wilkinson (Payroll and Gift Aid) Stuart Doyle (Treasurer)

Structure, Governance & Management

The charity was formed under the Deed of Trust dated 22 May 1995 and is run by the Trustees in conjunction with the Elders of the Church. New Trustees are appointed by the existing Trustees from those who regularly attend the church in accordance with the Deed of Trust, the agreement of the Eldership and the approval of those in regular attendance at the church.

There were three members of the Eldership Team during 2020 including the Pastor.

The paid Pastor is also a Trustee.

The church had three paid workers during 2020. Volunteers carry out all other church community and outreach activities.

The Trustees monitor various financial and non-financial risks, including Health & Safety, Fire Safety, Child Protection and Data Protection. We subscribe to regular updates on legal and regulatory changes from voluntary sector organisations such as Stewardship Services and thirtyone:eight (formerly CCPAS). The insurance cover was reviewed and renewed in mid-2019.

All reasonable measures are taken to ensure the church remains solvent and there is responsible and prudent use of charitable funds and assets to further its purposes. Financial procedures and controls are in place to ensure that transactions, and financial decisions are safeguarded from risks of fraud and mismanagement.

A strategy for the delivery of the church vision, set out originally in 2012, and subsequently updated is being implemented.

Objectives and activities of the Trust as listed in the governing document are:

- a) To advance the Christian faith in the county of Kent and in such other parts of the United Kingdom or the world as the Trustees may from time to time think fit,
- 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 County and in such other parts of the United Kingdom or the world as the Trustees may from time to time think fit,
- c) To promote and fulfil such other charitable purposes beneficial to the community in the said County and in such other parts of the United Kingdom or the world as the Trustees may from time to time think fit.

The church has endeavoured to achieve these aims in 2020. From 23 March onwards measures taken by the government to control the Covid 19 pandemic have limited the physical meeting of members and other church attendees.

Prior to the introduction of these measures regular and occasional activities included:

- Regular Sunday services – every Sunday morning and early morning communion twice per month. Once a month the Sunday morning service takes the form of 'Café Church'.
- Regular Sunday School and Sunday evening discussion groups.
- Regular prayer vigils
- Midweek clubs for 5 – 7 year olds and Urban Saints Juniors and Inters, all providing a structured programme of fun and bible teaching.
- A weekly Youth Club for older young people
- A primary age Chess Club
- Mums and Tots - a facility for parents/family/carers to bring their pre-school children to the church to enjoy a social time. This busy activity is popular in the community attracting people of various faiths and those who do not attend church at all. Celebrations at Christmas and Easter are a feature of the programme.
- A well-attended over 50's programme of events each week
- Home fellowship groups for further bible study and regular prayer meetings that are open to all.
- Annual Church day for members of the fellowship, with an outside speaker.
- Table Tennis weekly, for adults and young people
- ALPHA, a programme helping non-Christians to explore the Christian faith
- Fundraising events for helping national charities such as MacMillan Coffee Mornings.
- Food parcels for those in need.

Other events normally organised at intervals during the year for social and outreach purposes included visits to local residential homes, Men's breakfasts, quiz evenings, ladies' breakfasts, collective walks, and Praise and Prayer evenings were curtailed in March by the Covid 19 lockdown.

The number of attendees at Sunday services had increased slightly prior to lockdown and some family events such as a monthly Messy Church were becoming increasingly busy.

Following the March lockdown and for the remainder of the year, normal Sunday Services were replaced with online services via zoom or Youtube, recorded from home or by a small number of members from the church hall. From August to November a limited number of people attended services in the church hall where all Covid 19 guidance was followed.

The Children and Families worker remained in post throughout the pandemic. Having planned a year of events for children and families, most were adapted for delivery via social media. These have helped to maintain links with families. A new zoom based ALPHA course which ran from

September proved popular and attracted members and some new and non-local people who may not otherwise have been able to attend a physical meeting.

The use of the church buildings by community groups continued until lockdown in March. Users included a U3A Table Tennis group, The Maidstone Flower Club, a pre-school musical group, Baby and Toddler Groups, the Kent Pentecostal Christians, the Gideons and The Leprosy Mission. All external hiring services were suspended from 23 March 2020 for the remainder of the year.

Gifts have been made to support Maidstone Homeless Care, Maidstone Family Trust, the Kenward Trust, local prison's ministry, Maidstone Waypoint initiative, overseas missionaries (OMF, Latin Link), relief to children and poor communities in Malawi and Uganda via other charities, Open Doors, Christian Concern and the Christian Institute. Gifts were also made to support training in evangelism and itinerant local preaching.

Some members of ABC continue to support the Maidstone area community by working as volunteers for the Street Pastoring Service and the Winter Shelter.

The Pastor provides a recognised contact point for those in the Fellowship as well as other churches and people in the locality. An informal but effective network supports members and others who are housebound, sick or in other need. Dedications and funerals are arranged as required.

Achievements and Performance: ABC has continued to attract a wide audience to worship services, bible studies and activities through physical events, as far as permitted under Covid restrictions and online media, to share the gospel of Jesus Christ. The diversity of attendees is encouraging.

An 18 year land lease was agreed with the County Council in October 2015 and an increased rent agreed. The church owns the two buildings used in providing its services.

Financial Review: the gross income of the Trust is below £250k per annum, and the charity is not constituted as a company, so the accounting is undertaken using the Receipts and Payments option open to small charities (s133 Charities Act 2011). The accounts have been independently examined and found to be in keeping with the relevant requirements of the Charities Act.

The Trust relies mainly on voluntary contributions for funding. It does not accept monies from the National or any other lottery on ethical grounds. The Trust uses its income in ways that will fulfil its objectives.

The Trust is constrained by the terms of the lease when considering the level of responsible investment in any new fixed assets. Following the receipt of a generous legacy in 2019 a refurbishment of the kitchen was completed in 2020. Some of the balance of that sum has supported a young Christian through an evangelism training programme and a balance of £16,428 remains.

The Trust reported an overall deficit of in 2020 of £34,996, with total income of £77,860 against expenditure of £112,856. Hall hiring receipts reduced by c. £10k due to the pandemic closure but church member giving remained strong. The majority of the in-year deficit related to the use of the legacy fund for refurbishment, training support and AV/IT equipment.

The General fund reduced by £8,898 in the year but still amounted to £43,995 at the end of the period. This balance is held in reserves according to the Trust's financial risk policy. The

Trustees consider that sufficient funds should be held in reserve to allow for dilapidations should we need to terminate the lease early, unforeseen employment costs, and to finance the Children and Family Worker, and have identified sums from the General fund to reserve against each of these areas. The size and timing of use of each of these funds is kept under periodic review at Trustees' meetings and communicated regularly to the church membership.

Under the terms of the lease, a rent increase in line with RPI from 2015 – 2020 was agreed with the Kent County Council.

Serious Incidents: there were no serious incidents to report during the year.

Public benefit statement: direct beneficiaries of the Trust are those who attend church services and other church run activities, those in receipt of pastoral or care home visits and recipients of missionary payments. Indirect beneficiaries include community groups and their clients who use the halls at modest and often discounted rates, and those who benefit from gifts made via other charities.

Plans for Future Periods: the review of the church vision is intended to focus our spiritual and other resources as effectively as possible to develop (mostly) existing ministries in outreach, prayer, pastoral care, mission support, worship/music, young people and preaching and spiritual development. It is inevitable that with current Covid restraints and reduced resources some of these will continue to be under review.

Challenges: a key issue is managing the impact of Covid 19 on our ability to operate as normal. Plans to reconsider all church activities will take place as Covid 19 restrictions are lifted.

Whilst the underlying finances are in surplus at the end of 2020, increased rental costs, a reduction in hiring income and continued funding of the Children & Families Worker in 2021, present significant financial challenges.

Signed for and on behalf of the Elders and Trustees of Allington Baptist Church Trust



Barbara Mitchell

Chair of Trustees



Stephen Brown

Secretary to Trustees

Date: 5 October 2021



Allington Baptist Church
76a, London Road, Maidstone, Kent ME16 0DT

Registered Charity Number - 1049403

Income and Expenditure Accounts for the Year ending 31st December 2020

<u>INCOME - Unrestricted</u>	£	£	£	Prior Year £
Balance brought forward as at 1st January 2020 as per 2019 accounts			96,889.62	65,554.11
Giving	60,669.40			59,045.90
Hall Hiring	2,679.50			12,880.00
Other income & rebates	39.43			214.23
Tax Recovery	12,937.81			11,214.20
Interest Received	155.96			252.21
	76,482.10			83,606.54
<u>INCOME - Restricted & Reserved Funds</u>				
Family / Children Worker	0.00			3,945.00
Life Exhibition	0.00			971.50
Church Away Day	0.00			837.50
Missions - Sundry	616.07			695.15
Land/Property Fund	0.00			874.00
Children and Youth work	82.00			654.00
Get Together	105.80			483.59
Babies & Toddler Group	129.00			569.54
Legacies	0.00			42667.76
Other Income	109.22			773.00
Tax Recovery	335.51			1090.51
	1,377.60			53,561.55
Total Income		77,859.70		137,168.09
<u>EXPENDITURE</u>				
<u>Employment</u>				
Pastor	31,080.26			29,954.01
Family / Children Worker	24,711.16			20,060.66
Cleaner	3,250.36			3,281.21
Employer's Nat. Ins. Contributions	1,273.47			1,482.19
Staff Training / Conferences	95.00			350.60
	60,410.25			55,128.67
<u>Running Expenses</u>				
Ground Rent	6,200.00			6,200.00
Storage and Hired Facilities	439.20			438.00
Insurances	1,729.17			1,759.56
Utilities	2,345.65			3,146.15
Service Contracts	728.82			1,498.67
Property & Equipment Repairs	264.64			902.98
IT and Audio-Visual Equipment	1,909.17			848.14
General Equipment	0.00			4,543.71
Property Improvement (excl repairs)	21,370.20			6,489.89
	34,986.85			25,827.10
<u>Operational Expenses</u>				
Office Expenditure	2,329.14			2,673.67
Licences & Subscriptions	1,365.30			1,142.93
Visiting preacher gifts	520.00			540.00
Outreach & Evangelism	60.80			111.35
Pastoral Care	60.00			240.97
General Supplies	359.54			772.06
C/Fwd	4,694.78	95,397.10		5,480.98

Operational Expenses (Cont'd)

<u>Operational Expenses (Cont'd)</u>	B/Fwd	4,694.78	95,397.10	5,480.98
Library & DVDs		79.30		301.81
Church Services		41.54		458.58
Away Day & Social Events		0.00		955.59
Life Exhibition costs		0.00		2,370.00
Publicity		214.24		502.97
Mission Giving		9,270.07		9,291.48
Volunteer Training		475.00		194.00
Miscellaneous Expenditure		734.63		1,369.78
		15,509.56		20,925.19

Babes & Toddlers	240.65	444.69
Light Factory & Sunday School (inc Holiday Club)	227.82	798.95
Junior Urban Saints and Children's work	483.87	1,020.05
Messy Church & Family Outreach	637.38	0.00
Youth & Intermediate/Senior Urban Saints	264.85	1,020.05
Get Together	94.29	667.89
	1,948.86	3,951.62

112,855.52

105,832.58

-34,995.82

31,335.51

£ **61,893.80**

96,889.62

Note 1: prior year Urban Saints groups not split out in costs - notional apportionment.

<u>Missions</u>	Donations Received	Payments Made
	(restricted)	(restricted and general)
	£	£
Open Doors	0.00	350.00
Kenward Trust	51.00	500.00
Latin Link	0.00	1,000.00
Homeless Care	51.00	551.00
O.M.F	0.00	1,000.00
TearFund	52.56	0.00
Starfish Malawi	0.00	500.00
Uganda Women's Concern	0.00	500.00
Christian Institute	0.00	200.00
Alpha International	0.00	100.00
Waypoint	569.07	569.07
Christian Concern	0.00	200.00
The Philo Trust	0.00	100.00
Family Trust	0.00	100.00
Itinerant Preaching	0.00	400.00
Mission Training (OCCA)	3,000.00	3,000.00
Angel Tree Prisons' Ministry	0.00	200.00
	3,723.63	9,270.07
Transfer from Church General Funds	5,650.00	7.4% (represents 7.4% of unrestricted income)
Balance B/Forward 01/01/20	0.00	
	9,373.63	9,270.07
Balance C/Forward 31/12/20	103.56	

Designated Restricted and Reserved Funds

	<u>Get Together</u>	<u>Life Exhibition</u>	<u>Babes & Toddlers</u>
Balance B/Forward 01/01/20	566.70	190.32	571.22
Donations Received	105.80	0.00	129.00
Gift Aid Tax Recovery	102.95	0.00	0.00
Transfer from Church General Funds	0.00	0.00	0.00
Payments Made	94.29	0.00	240.65
Balance C/Forward 31/12/20	£ 681.16	£ 190.32	£ 459.57

Designated Restricted and Reserved Funds (Cont'd)

	<u>Property Fund</u>	<u>Missions</u>	<u>Legacy fund</u>
Balance B/Forward 01/01/20	0.00	0.00	42,667.76
Donations Received	0.00	616.07	0.00
Gift Aid Tax Recovery	125.00	107.56	0.00
Transfer from Church General Funds	0.00	0.00	-26,239.41
Payments Made	89.56	620.07	0.00
Balance C/Forward 31/12/20	£ 35.44	£ 103.56	£ 16,428.35

General Fund reserves (unrestricted)

	<u>01/01/20</u>	<u>31/12/20</u>	<u>Movement</u>
	£	£	£
Employment Cost Reserve	20,000.00	20,000.00	0.00
Lease rent & dilapidation Reserve	5,000.00	5,000.00	0.00
Youth & Family Worker Reserve	20,000.00	18,995.40	-1,004.60
Other reserves including contingency	7,893.62	0.00	-7,893.62
Total General fund reserves	52,893.62	43,995.40	-8,898.22

STATEMENT OF ASSETS AND LIABILITIES AT 31st DECEMBER 2020

	<u>2020</u>	<u>2019</u>
	£	£
HSBC Bank - Current A/c	19,392.65	54,544.43
Kingdom Bank A/c	32,318.11	32,209.95
Virgin Charity Deposit A/c	10,183.04	10,135.24
Cash	0.00	0.00
	<u>61,893.80</u>	<u>96,889.62</u>

Representing Balances on the following Assets:

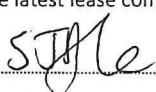
General Fund (Unrestricted Fund)	43,995.40	52,893.62
Property Fund (Reserved Fund)	35.44	0.00
Legacy Fund (Restricted Fund)	16,428.35	42,667.76
Missions (Restricted Fund)	103.56	0.00
Get Together (Restricted Fund)	681.16	566.70
Babes & Toddlers (Restricted Fund)	459.57	571.22
Life Exhibition (Reserved Fund)	190.32	190.32
	<u>61,893.80</u>	<u>96,889.62</u>

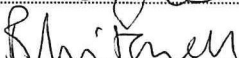
Non Monetary Assets:

Church Building - cost to purchase £8,390 (Aug. 1995). Refurbishment costs 2016/17 c.£89,000
 Annexe Building - cost to purchase, enable and commission c. £132,000 (2017)

There are no loans, mortgages or other long term financial liabilities. The charity has an 18 year land lease with 5 year break clauses with its landlord, the Kent County Council. The latest lease commenced on the 12th October 2015.

Accounts prepared





S Doyle

Church Treasurer

Approved & Accepted

B Mitchell

Chair to the Trustees
 on behalf of the Trustees

Independent examiner's report to the trustees of Allington Baptist Church Trust

I report on the accounts of the Trust for the year ended 31 December 2020, which are set out on pages 1 to 3.

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 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 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 statement below.

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 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and 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.

E. B. Ejiofor FCCA
Financial Consult Ltd
Chartered Accountants

Name: Mr Emmanuel Ejiofor

Relevant professional qualification or body: FCCA

Address: 3, Meteor Road, West Malling, Kent, ME19 4TH

Date: 18th September 2021

