

## Trustees' Annual Report Year Ending December 2021

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 Margaret Knee
Names of Other People who have been Trustees during the year	n/a
Officers or Staff responsible for day-to-day delegated management or part management	Martyn Colley (Pastor) Nina Newman (Children & Family Worker until August 2021)
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 2021 including the Pastor.

The paid Pastor is also a Trustee.

The church had three paid workers during 2021. 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 and is checked annually.

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.

**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 2021. Measures taken by the government to control the Covid 19 pandemic in 2020 have limited the physical meeting of members and other church attendees. The church continued to provide diverse opportunities to meet and worship virtually throughout 2021 and resumed meeting at the hall in a socially distanced manner from August 2021. Numbers attending physically have been limited since then but trustees are encouraged that new participants have started to attend.

Through the year regular and occasional activities included:

- Regular Sunday services – two services every Sunday morning called 'Waymaker' and 'Into the Bible' were offered on-line, via YouTube and towards the end of the year, in the church hall. There were also regular monthly Family Services, and special Christmas services.
- Weekly men's and women's bible studies
- Physical or on-line activities to engage children and youth using themes taken from Sunday services
- Physical or on-line regular prayer vigils
- Activities for 5 – 7 year olds, Messy Church on-line and later in the year in the hall, and youth meetings when possible, all providing a structured programme of fun and bible teaching.
- A Mums and Tots programme restarted in September 2021.
- Get Together, a programme for over 50s, with a series of monthly social events was restarted mid-year. There was also occasional ministry to local nursing and residential homes for elderly people, including a memorial service for relatives who had lost family members due to Covid and recorded services on Youtube.
- On-line or physical home fellowship groups for further bible study and regular prayer meetings that are open to all.
- Table Tennis, when circumstances permitted, for adults.
- On-line ALPHA, a programme helping non-Christians to explore the Christian faith, and other online courses exploring the Bible and Prayer.
- A series of ladies' outreach events designed to attract new, unchurched, women to a social event with existing church attendees.
- Provision of food parcels for those in need.
- An online Maidstone Bible Week for people from churches across and beyond the town.
- Community carol singing at the Mid-Kent Shopping Centre, and with members of other churches a special production of the *Live Nativity at Kent Life* which was filmed by the BBC's Bargain Hunt programme.

Towards the end of the year when Covid restrictions were lifted, other events normally organised at intervals during the year for social and outreach purposes were tentatively restarted.

During lockdown and for the remainder of the year, normal Sunday Services were broadcast online via zoom or Youtube, recorded from home or by a small number of members from the church hall. From August to November the church hall reopened for services where all Covid 19 guidance was followed.

The Children and Families' worker remained in post until August 2021. Having planned a year of events for children and families, most were adapted for delivery via social media or zoom. These helped to maintain links with families.

The use of the church buildings by external community groups was very limited throughout the year.

Gifts have been made to support the Maidstone Homeless Care, The Winter Shelter, Maidstone Family Trust, the Kenward Trust, local prison's ministry, MADM a local Christian charity, overseas missionaries (OMF, Latin Link, Leprosy Mission), Angel Project (supporting women prisoners) 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 itinerant local preaching.

Some members of ABC continue to support the Maidstone area community by working as volunteers for the Street Pastoring Service but due to Covid restrictions the Winter Shelter was not able to operate *as normal* at Christmas 2021.

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, baptisms 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. A balance of £16,428 of that sum remains.

The Trust reported an overall deficit in 2021 of £961 with total income of £82,891 against expenditure of £83,852. Hall hiring receipts reduced further than expected due to the pandemic closure but church member giving remained strong until the fourth quarter of the year when there was a modest decline.

The General fund reduced by £1,527 in the year but still amounted to £42,469 at the end of the period. A 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 or have unforeseen employment costs, and have identified sums from the General fund to reserve against these risks. The size and use of each of these funds is kept under periodic review at Trustees' meetings and communicated regularly to the church membership.

**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 church vision focuses on our spiritual and other resources as effectively as possible to develop existing ministries in outreach, prayer, pastoral care, mission support, worship/music, young people and preaching and spiritual development. The last quarter of 2021 saw the start of a post-Covid recovery period expected to continue well into 2022.

**Challenges:** a key issue is rebuilding church services and outreach to extend the gospel of Jesus Christ to the local community following the years of interruption due to Covid.

Whilst the underlying finances are in surplus at the end of 2021, increased rental costs, a reduction in hiring and general income and a replacement heating system present manageable but 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: 24 October 2022





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

Registered Charity Number - 1049403

**Income and Expenditure Accounts for the Year ending 31st December 2021**

<b><u>INCOME - Unrestricted</u></b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>Prior Year £</b>
Balance brought forward as at 1st January 2021 as per 2020 accounts			61,893.80	96,889.62
Giving	60,609.38			60,669.40
Hall Hiring	3,717.00			2,679.50
Other income & rebates	227.84			39.43
Tax Recovery	12,458.42			12,937.81
Interest Received	65.97			155.96
	<u>77,078.61</u>			<u>76,482.10</u>
<b><u>INCOME - Restricted &amp; Reserved Funds</u></b>				
Pastoral Fund	4,123.00			0.00
Technical Fund	1,000.00			0.00
Church Away Day	0.00			0.00
Missions - Sundry	0.00			616.07
Land/Property Fund	0.00			0.00
Children and Youth work	0.00			82.00
Urban Saints	0.00			0.00
Get Together	0.00			105.80
Babies & Toddler Group	53.80			129
Legacies	0.00			0.00
Other Income	635.00			109.22
Tax Recovery	0.00			335.51
	<u>5,811.80</u>			<u>1,377.60</u>
<b>Total Income</b>		<u>82,890.41</u>		<u>77,859.70</u>
<b><u>EXPENDITURE</u></b>				
<b><u>Employment</u></b>				
Pastor	31,827.94			31,080.26
Family / Children Worker	16,473.60			24,711.16
Cleaner	3,543.15			3,250.36
Employer's Nat. Ins. Contributions	1,078.24			1,273.47
Staff Training / Conferences	0.00			95.00
	<u>52,922.93</u>			<u>60,410.25</u>
<b><u>Running Expenses</u></b>				
Ground Rent	6,500.90			6,200.00
Storage and Hired Facilities	438.00			439.20
Insurances	1,878.20			1,729.17
Utilities	2,228.50			2,345.65
Service Contracts	835.90			728.82
Property & Equipment Repairs	224.47			264.64
IT and Audio-Visual Equipment	317.20			1,909.17
Health & Safety / Fire Protection	0.00			0.00
Gardening	368.94			0.00
General Equipment	0.32			0.00
Property Improvement (excl repairs)	0.00			21,370.20
	<u>12,792.43</u>			<u>34,986.85</u>
<b><u>Operational Expenses</u></b>				
Office Expenditure	2,389.46			2,329.14
Bank Charges	10.02			0.00
Licences & Subscriptions	1,302.15			1,365.30
Visiting preacher gifts	300.00			520.00
Outreach & Evangelism	66.08			60.80
Pastoral Care	4,272.95			60.00
General Supplies	116.35			359.54
<b>C/Fwd</b>	<u>8,457.01</u>	<u>65,715.36</u>		<u>4,694.78</u>



**Expenditure (Cont'd)****Operational Expenses (Cont'd)**

	B/Fwd	8,457.01	65,715.36	4,694.78
Library & DVDs		29.99		79.30
Church Services		250.31		41.54
Away Day & Social Events		0.00		0.00
Life Exhibition costs		0.00		0.00
Publicity		615.05		214.24
Mission Giving		6,885.00		9,270.07
Volunteer Training		0.00		475.00
Miscellaneous Expenditure		184.48		734.63
		<u>16,421.84</u>		<u>15,509.56</u>

**Church Groups**

Babes & Toddlers		349.39		240.65
Light Factory & Sunday School (inc Holiday Club)		54.24		227.82
Children and Juniors' Outreach		104.20		483.87
Messy Church & Family Outreach		816.21		637.38
Youth Outreach		338.00		264.85
Get Together		52.40		94.29
		<u>1,714.44</u>		<u>1,948.86</u>

**Total Expenditure****83,851.64****112,855.52****Surplus/(Deficit) in year****-961.23****-34,995.82****BALANCE at 31st December 2021****£ 60,932.57****61,893.80****RESTRICTED AND RESERVED FUNDS****Missions**

	Donations Received (restricted) £	Payments Made (restricted and general) £	
Open Doors	0.00	350.00	
Unite Café	0.00	134.00	
Kenward Trust	0.00	551.00	
Latin Link	0.00	1,000.00	
Leprosy Mission	0.00	250.00	
Homeless Care	0.00	500.00	
O.M.F	0.00	1,000.00	
Starfish Malawi	0.00	500.00	
Maidstone Street Pastors	0.00	500.00	
Uganda Women's Concern	0.00	500.00	
Christian Institute	0.00	200.00	
Christian Concern	0.00	200.00	
MADM	0.00	300.00	
Family Trust	0.00	150.00	
Itinerant Preaching	0.00	400.00	
Maidstone Churches Winter Shelter	0.00	150.00	
Angel Tree Prisons Ministry	0.00	200.00	
	<u>0.00</u>	<u>6,885.00</u>	
Transfer from Church General Funds	6,834.00		8.9% (represents 8.9% of unrestricted income)
Balance B/Forward 01/01/21	<u>103.56</u>		
	<u>6,937.56</u>	<u>6,885.00</u>	
Balance C/Forward 31/12/21	<u>52.56</u>		

**Designated Restricted and Reserved Funds**

	<u>Get Together</u>	<u>Life Exhibition</u>	<u>Babes &amp; Toddlers</u>	<u>Technical Fund</u>
Balance B/Forward 01/01/21	681.16	190.32	459.57	0.00
Donations Received	0.00	0.00	53.80	1,000.00
Gift Aid Tax Recovery	0.00	0.00	0.00	0.00
Transfer from Church General Funds	0.00	0.00	0.00	0.00
Payments Made	52.40	0.00	349.39	0.00
Balance C/Forward 31/12/21	£ 628.76	£ 190.32	£ 163.98	£ 1,000.00

**Designated Restricted and Reserved Funds (Cont'd)**

	<u>Property Fund</u>	<u>Missions</u>	<u>Legacy Fund</u>	<u>Pastoral Fund</u>
Balance B/Forward 01/01/21	35.44	103.56	16,428.35	0.00
Donations Received	0.00	0.00	0.00	4,123.00
Gift Aid Tax Recovery	0.00	0.00	0.00	0.00
Transfer from Church General Funds	0.00	0.00	0.00	0.00
Payments Made	35.44	51.00	0.00	4,122.95
Balance C/Forward 31/12/21	£ 0.00	£ 52.56	£ 16,428.35	£ 0.05

**General Fund reserves (unrestricted)**

	<u>01/01/21</u>	<u>31/12/21</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
Children & Family Worker Reserve	18,995.40	17,468.55	-1,526.85
Other reserves including contingency	0.00	0.00	0.00
Total General fund reserves	43,995.40	42,468.55	-1,526.85

**STATEMENT OF ASSETS AND LIABILITIES AT 31st DECEMBER 2021**

	<u>£</u>	<u>Prior Year 2020</u>
	£	£
HSBC Bank - Current A/c	18,365.45	19,392.65
Kingdom Bank A/c	32,370.93	32,318.11
Virgin Charity Deposit A/c	10,196.19	10,183.04
Cash	0.00	0.00
	<u>60,932.57</u>	<u>61,893.80</u>

**Representing Balances on the following Assets:**

General Fund (Unrestricted Fund)	42,468.55	43,995.40
Property Fund (Reserved Fund)	0.00	35.44
Legacy Fund (Restricted Fund)	16,428.35	16,428.35
Missions (Restricted Fund)	52.56	103.56
Get Together (Restricted Fund)	628.76	681.16
Babes & Toddlers (Restricted Fund)	163.98	459.57
Technical Fund (Restricted Fund)	1,000.00	0.00
Pastoral Fund (Restricted Fund)	0.05	0.00
Life Exhibition (Reserved Fund)	190.32	190.32
	<u>60,932.57</u>	<u>61,893.80</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

S Doyle

Church Treasurer

Approved &amp; Accepted:

B Mitchell

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 2021, 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: 22nd October 2022

