

Trustees' Annual Report Year Ending December 2022

| 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) Martyn Colley (Elder) Malcolm Knee Margaret Knee John Lambert (Secretary) |
| Names of Other People who have been Trustees during the year | Stephen Brown Folu Fasakin Dan Morlan |
| Officers or Staff responsible for day-to-day delegated management or part management | Martyn Colley (Pastor) |
| 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 2022 including the Pastor.

The Pastor is also a Trustee.

The church had three paid workers during 2022, with the retirement of one worker replaced by another. 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-2021 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,

- 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.
- d) 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.

Through the year regular and occasional activities included:

- Regular Sunday services – during the year and post-Covid the number of services on a Sunday morning was reduced to one except for once a month when there is an early communion service. There were also regular monthly Family Services, and special Christmas services. The regular Sunday service is also available on YouTube for anyone unable to attend or wishing to view at an alternative time. Once a month there is also an evening DVD teaching session.
- Weekly men's and women's bible studies
- Activities to engage children and youth using themes taken from Sunday services
- Regular prayer meetings
- Activities for 5-7 year olds, Messy Church
- Regular Youth meetings providing a structured programme of fun and bible teaching.
- A Mums and Tots programme
- 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.
- On-line or physical home fellowship groups continue for further bible study and regular prayer meetings that are open to all.
- Table Tennis 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.
- A men's breakfast is also held several times during the year.
- Provision of food parcels for those in need.
- An online Maidsstone Bible Week for people from churches across and beyond the town.
- Community carol singing at the Mid-Kent Shopping Centre.

Other events included a baptism service in Feb 2022 and the reinstatement of the Annual 'Away Day' with an invited guest speaker.

The use of the church buildings by external community groups has largely returned to pre-Covid levels with one or two exceptions.

Gifts have been made to support the Maidsstone Homeless Care, The Winter Shelter, Maidsstone Family Trust, the Kenward Trust, local prison's ministry, MADAM 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. Support for some evangelical work in Uzbekistan was also provided this year.

Some members of ABC continue to support the Maidsstone 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 2022, but provided meals at different churches for a three monthly period Jan-Mar 2022 and housed overnight guests in a hotel.

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 to share the gospel of Jesus Christ. The number and 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 surplus in 2022 of £1,041 with total income of £81,654 against expenditure of £80,613. Hall hiring receipts post Covid increased by £5,125 year to year which compensated for a reduction in general giving. A replacement heating system (£9,356) was installed in the main hall which is expected to reduce ongoing heating costs, and a defibrillator was purchased and installed inside the church (£1,212).

The General fund increased by £1,606 in the year with £44,075 held 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.

Challenges: a key issue for the coming year is the proposal to appoint and fund an additional employee in order to encourage growth in outreach and support for attendees.

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



Barbara Mitchell

Chair of Trustees



John Lambert

Secretary to Trustees

Date: 8 October 2023

Income and Expenditure Accounts for the Year ending 31st December 2022

| INCOME - Unrestricted | £ | £ | £ | Prior Year £ |
|---|------------------|------------------|-----------|------------------|
| Balance brought forward as at 1st January 2022 as per 2021 accounts | | | 60,932.57 | 61,893.80 |
| Giving | 56,387.00 | | | 60,609.38 |
| Hall Hiring | 8,842.00 | | | 3,717.00 |
| Other income & rebates | 425.00 | | | 227.84 |
| Tax Recovery | 12,468.29 | | | 12,458.42 |
| Interest Received | 165.33 | | | 65.97 |
| | 78,287.62 | | | 77,078.61 |
| INCOME - Restricted & Reserved Funds | | | | |
| Pastoral Fund | 300.00 | | | 4,123.00 |
| Technical Fund | 0.00 | | | 1,000.00 |
| Food bank | 65.00 | | | 0.00 |
| Church Away Day | 630.00 | | | 0.00 |
| Missions - Sundry | 935.00 | | | 0.00 |
| Get Together | 30.60 | | | 0.00 |
| Babies & Toddler Group | 107.11 | | | 53.8 |
| Other Income | 1,299.20 | | | 635.00 |
| | 3,366.91 | | | 5,811.80 |
| Total Income | | 81,654.53 | | 82,890.41 |
| EXPENDITURE | | | | |
| Employment | | | | |
| Pastor | 32,917.26 | | | 31,827.94 |
| Family / Children Worker | 0.00 | | | 16,473.60 |
| Cleaner | 3,056.70 | | | 3,543.15 |
| Employer's Nat. Ins. Contributions | 0.00 | | | 1,078.24 |
| Staff Training / Conferences | 322.90 | | | 0.00 |
| | 36,296.86 | | | 52,922.93 |
| Running Expenses | | | | |
| Ground Rent | 6,408.68 | | | 6,500.90 |
| Storage and Hired Facilities | 438.00 | | | 438.00 |
| Insurances | 2,113.60 | | | 1,878.20 |
| Utilities | 2,022.97 | | | 2,228.50 |
| Service Contracts | 633.47 | | | 835.90 |
| Property & Equipment Repairs | 12,836.53 | | | 224.47 |
| IT and Audio-Visual Equipment | 1,445.54 | | | 317.20 |
| Gardening | 0.00 | | | 368.94 |
| General Equipment | 1,971.94 | | | 0.32 |
| | 27,870.73 | | | 12,792.43 |
| Operational Expenses | | | | |
| Office Expenditure | 2,374.97 | | | 2,389.46 |
| Bank Charges | 110.69 | | | 10.02 |
| Licences & Subscriptions | 1,394.35 | | | 1,302.15 |
| Visiting preacher gifts | 320.00 | | | 300.00 |
| Outreach & Evangelism | 756.62 | | | 66.08 |
| Pastoral Care | 201.50 | | | 4,272.95 |
| General Supplies | 400.63 | | | 116.35 |
| C/Fwd | 5,558.76 | 64,167.59 | | 8,457.01 |

RESTRICTED AND RESERVED FUNDS

| Missions | | Donations Received (restricted) | Payments Made (restricted and general) |
|------------------------------------|----------|---------------------------------|--|
| Open Door | 0.00 | 320.00 | |
| Unité Café international | 0.00 | 132.00 | |
| Kennward Trust | 0.00 | 200.00 | |
| Latin Link | 0.00 | 1,000.00 | |
| Leopold Mission | 0.00 | 520.00 | |
| Maidstone Homeless Care | 0.00 | 222.26 | |
| O.M.F. | 0.00 | 1,000.00 | |
| Starfish Malawi | 0.00 | 200.00 | |
| Maidstone Street Pastors | 0.00 | 200.00 | |
| Uganda Women's Concern | 0.00 | 200.00 | |
| Christian Institute | 0.00 | 200.00 | |
| Uzbekistan mission | 932.00 | 1,332.00 | |
| Christian Concern | 0.00 | 200.00 | |
| Family Trust | 0.00 | 120.00 | |
| Maidstone Churches Winter Shelter | 0.00 | 120.00 | |
| MADM Christian charity | 0.00 | 300.00 | |
| Angel Tree Rhondda Ministry | 0.00 | 200.00 | |
| Transfer from Church General Funds | 6,832.00 | 7,852.26 | |
| Balance B/Forward 01/01/22 | 22.26 | 7,852.26 | |
| Balance C/Forward 31/12/22 | 0.00 | | |

22.26 represents 8.7% of unrestricted income

| Total Expenditure | | Surplus/(Deficit) in year | |
|--------------------------------|-----------|---------------------------|--|
| Church Groups | | | |
| Get Together | 846.69 | | |
| Youth work | 78.72 | | |
| Messy Church & Family Outreach | 260.07 | | |
| Children's work | 26.47 | | |
| Babies & Toddlers | 144.93 | | |
| Operational Expenses (Cont'd) | | | |
| Miscellaneous Expenditure | 12,299.04 | | |
| Mission Giving | 7,852.26 | | |
| Publicity | 246.07 | | |
| Away Day & Social Events | 1,121.00 | | |
| Church services | 207.86 | | |
| Library & DVD's | 21.99 | | |
| Expenditure (Cont'd) | | | |
| B/Forward | 2,228.78 | | |
| | 64,167.29 | | |

| | | | | |
|-----------|-----------|---|-----------|-----------|
| 60,932.22 | 61,973.78 | £ | 80,613.32 | 83,821.64 |
| 60,932.22 | 61,973.78 | | | |
| 1,714.44 | 22.40 | | | |
| 338.00 | 816.21 | | | |
| 128.44 | 349.39 | | | |
| 16,451.84 | | | | |
| 184.48 | | | | |
| 6,882.00 | | | | |
| 612.02 | | | | |
| 0.00 | | | | |
| 250.31 | | | | |
| 29.99 | | | | |
| 8,427.01 | | | | |

Designated Restricted and Reserved Funds

| | <u>Get Together</u> | <u>Life Exhibition</u> | <u>Babes & Toddlers</u> | <u>Pastoral and Food Bank</u> |
|------------------------------------|---------------------|------------------------|-----------------------------|-------------------------------|
| Balance B/Forward 01/01/22 | 628.76 | 190.32 | 163.98 | 0.05 |
| Donations Received | 30.60 | 0.00 | 107.11 | 365.00 |
| 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 | 78.72 | 0.00 | 144.93 | 201.50 |
| Balance C/Forward 31/12/22 | <u>£ 580.64</u> | <u>£ 190.32</u> | <u>£ 126.16</u> | <u>£ 163.55</u> |

Designated Restricted and Reserved Funds (Cont'd)

| | <u>Asst Pastor</u> | <u>Missions</u> | <u>Legacy fund</u> | <u>IT fund</u> |
|------------------------------------|--------------------|-----------------|--------------------|-----------------|
| Balance B/Forward 01/01/22 | 0.00 | 52.56 | 16,428.35 | 1,000.00 |
| Donations Received | 75.00 | 935.00 | 0.00 | 0.00 |
| 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 | 0.00 | 987.56 | 0.00 | 665.27 |
| Balance C/Forward 31/12/22 | <u>£ 75.00</u> | <u>£ 0.00</u> | <u>£ 16,428.35</u> | <u>£ 334.73</u> |

General Fund reserves (unrestricted)

| | <u>01/01/22</u> | <u>31/12/22</u> | <u>Movement</u> |
|--------------------------------------|------------------|------------------|-----------------|
| | <u>£</u> | <u>£</u> | <u>£</u> |
| Employment Cost Reserve | 20,000.00 | 20,000.00 | 0.00 |
| Lease rent & dilapidation Reserve | 5,000.00 | 5,000.00 | 0.00 |
| Infrastructure Reserve | 17,468.55 | 14,942.25 | -2,526.30 |
| Other reserves including contingency | 0.00 | 4,132.78 | 4,132.78 |
| Total General fund reserves | <u>42,468.55</u> | <u>44,075.03</u> | <u>1,606.48</u> |

STATEMENT OF ASSETS AND LIABILITIES AT 31st DECEMBER 2022

| | <u>Dec-22</u> | <u>Dec-21</u> |
|----------------------------|------------------|------------------|
| | <u>£</u> | <u>£</u> |
| HSBC Bank - Current A/c | 19,241.33 | 18,365.45 |
| Kingdom Bank A/c | 32,507.02 | 32,370.93 |
| Virgin Charity Deposit A/c | 10,225.43 | 10,196.19 |
| Cash | 0.00 | 0.00 |
| | <u>61,973.78</u> | <u>60,932.57</u> |

Representing Balances on the following Assets:

| | | |
|--|------------------|------------------|
| General Fund (Unrestricted Fund) | 44,075.03 | 42,468.55 |
| Pastoral and Food bank (Restricted Fund) | 163.55 | 0.05 |
| Legacy Fund (Restricted Fund) | 16,428.35 | 16,428.35 |
| Missions (Restricted Fund) | 0.00 | 52.56 |
| Assistant Pastor Fund (Restricted Fund) | 75.00 | 0.00 |
| IT/Tech Fund (Restricted Fund) | 334.73 | 1,000.00 |
| Get Together (Restricted Fund) | 580.64 | 628.76 |
| Babes & Toddlers (Restricted Fund) | 126.16 | 163.98 |
| Life Exhibition (Reserved Fund) | 190.32 | 190.32 |
| | <u>61,973.78</u> | <u>60,932.57</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 & 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 2022, 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.

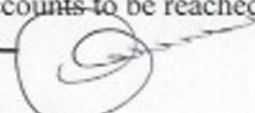
Independent examiner's statement

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: 27th October 2023

