



Findon Valley
Free Church
(Baptist)

Connecting People With God



2022

ANNUAL REPORT & ACCOUNTS

FINDON VALLEY FREE CHURCH (BAPTIST)

1 - 11 Lime Tree Avenue
Worthing
West Sussex
BN14 0DJ

Telephone: 01903 873790

Website: www.fvfc.org.uk

Office hours: Monday - Thursday 9am to 12 noon

We will tell the next generation the praiseworthy deeds of the Lord,
His power and the wonders He has done,
So that the next generation would know them,
Even the children yet to be born.

Psalm 78:4-6

Table of Contents

Annual Report for the year to 31st December 2022

Reference and Administrative details of the Charity, its Trustees and Advisors	3
Trustees Report 2022	4
Structure, Governance and the Management	4
Review of Financial Position	5
Reserves Policy	5
Risk Management	5
Activities	6
Church Mission Statement	6
Secretary's Report	7-8
Details of Significant Activities	8-9
Statement of Charity Trustees (Deacons) Responsibilities	10
Annual Accounts for the year to 31 December 2022	
Independent Examiner's Report	11
Statement of Assets and Liabilities (Balance Sheet)	12
Statement of Financial Activities	13
Notes to the Accounts 1-3	14-16
Notes to the Accounts 4-15	17-21
Church Ministries	
Details of Church Ministries and related Charities	22-30
Summary of Safeguarding Statement	31

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Office hours: Monday - Thursday 9am to 12 noon

Registered Charity No 1052737
Registered in England & Wales

Minister: Rev Allie Moore

Secretary: Mr Michael Knowles

Treasurer: Mr David Tolley

Deacons:

Mrs Celia Catchpole (Term of Office ended 31/12/22)
Mr Colin Ingrey
Mrs Heather Ingrey
Mr Norman Michell
Mr Iain Taylor (appointed 01/01/23)
Mrs Sue Menday (appointed 01/01/23)
Mr Peter Hemsley (appointed 01/01/23)

Bankers: CAF Bank Ltd, West Mallings, Kent, ME19 4JQ

Independent Examiner: Independent Examiners Ltd.
Unit 2, The Broadbridge Business Centre
Delling Lane,
Bosham
West Sussex
PO18 8NF

TRUSTEES REPORT 2022

The Charity Trustees present their report together with the financial statements for the year ended 31st December 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Church's constitution, applicable law and the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) and in accordance with charity law applicable in the UK.

We have also referred to the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, Trustees will consider how planned activities will contribute to the aims and objectives that they have set.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Church is constituted under the Fuller Trust and the deeds are held by the Baptist Union of Great Britain.

The Charity Trustees, who meet formally once a month, manage the Church. Members, at their meetings held five times a year, vote upon all significant decisions.

Trustees consist of the Minister, the Church Officers (Secretary and Treasurer) and up to nine Deacons. The constitutional governing body of the Church is the Church members meeting, that appoints officers and deacons for up to three years. New Trustees are made aware of their responsibilities through publications provided by the Baptist Union.

The Church works together with the Baptist Union of Great Britain (BUGB), South Eastern Baptist Association (SEBA), and the Preschool Learning Alliance, all of whom provide advice and assistance as required.

Generally, funds are not canvassed for the work of the Church as it relies on the freewill offerings given by members, taking advantage of gift aid where the donor agrees. Appropriate charges are made for services provided to our 'trading' organisation (i.e., Preschool) and to the uniformed organisations and other groups that use our premises. Money is raised for other charities from time to time by holding envelope collections, concerts, coffee mornings, meals etc. Grants made to other charities are outlined in the accounts (note 6).

The salaried staff mentioned in Note 9, are supplemented on a regular basis by over 30 volunteers from the membership and congregation, in carrying out the work of the Church and its services to the community. Details about the role of volunteers and the nature of their contributions to the Church are shown through the reports of our organisations in the later pages of this report.

None of the Trustees or key management personnel receive any benefits for their services to the charity.

REVIEW OF FINANCIAL POSITION

The Trustees are satisfied with the overall financial position of the Church. A budget is established with tight control and monitoring procedures in place over incoming and outgoing resources. This year, along with the rest of the country we continued to be challenged by the recovery from Covid-19 restrictions. This made working to a budget a great challenge with both income and expenditure affected. However, using our experience gained from the previous year we set our budget to reflect the downturn in income. The budget therefore was set to give an excess of expenditure over income of £8,912 on unrestricted General Funds only. We had not however been able to predict the huge increase in energy prices and In the end our excess of expenditure over income was £11,494. Due to the ongoing success of our Coffee Shop venture, we moved its venue into our Church sanctuary. This necessitated us installing a refreshment preparation area, which was all paid for out of existing funds.

Generally, our clubs and organisations receive subs and pay incidental expenses. Most of these organisations have rolled their accounts into the Church's General Fund.

Preschool funding comes mainly from WSCC (West Sussex County Council) in the form of grants paid throughout the year.

No funds are in deficit and the Trustees, therefore, do not feel that the Church is exposed to any major financial risk. There are no material uncertainties about the Charity's ability to continue.

RESERVES POLICY

A Reserve Fund of £60,172 is held against unexpected large maintenance bills or a sudden drop in income. The Trustees review these figures annually. In addition, £4,000 is held by our Preschool should they run into difficulties. The Trustees review these figures annually.

RISK MANAGEMENT

Church monies are held in accounts with COIF and CAF Bank Ltd., as are the Preschool funds and all ancillary monies are held as treasury accounts in HSBC.

All major insurable risks are covered by a combined commercial insurance policy underwritten by Ansvar.

As members of the BUGB we have access to information and data covering government legislation and directives on charity matters (risk, employment, management, information technology and financial issues).

ACTIVITIES

The Trustees have complied with their duty as laid down in Section 4 of the Charities Act 2011 with regard to Public Benefit Entity guidance as published by the Charity Commission.

According to our constitution the purpose of our Church is the advancement of the Christian faith. We endeavour to do this under the direction of our mission statement:

CHURCH MISSION STATEMENT

We aim, under God's guidance and through the empowering of the Holy Spirit,

- To glorify God in our worship, our service and in Christ-like living
- To reach Findon Valley and beyond with the love of God in Jesus Christ
- To bring people to commitment in Jesus Christ and to membership in His family
- To bring Christian believers to maturity in Christ and to equip them for their ministry in the church and the world.

It has been said that a church exists for the benefit of its non-members. We believe there is much truth in this. Through the outworking of our mission statement and in all we do, we strive to share the good news of the Gospel with our worship, our witness and our work within our locality.

The Church premises, when they are open, are fully utilised during the week as well as on Sundays. The Local Council (for elections), the Findon Valley Residents Association are among a number of outside groups that have used our premises. This also includes our extensive weekly programme. These are shared in more detail through the reports of our organisations in the later pages of this report.

Substantial progress and development has been made to our website. This vital tool for calendars, activities and witness is a key source of reference.

FVFC

SECRETARY'S REPORT 2022

With thankfulness we remember Irene Godsall and Bill Vickers with fond memories of their friendship and loyal service to the Church. Irene played an active role in many of the Church Activities including Women's Fellowship and the various Luncheon Clubs over the many years. Bill regularly helped in Tuesday Lunch Club and was always willing to provide lifts to people. He was always a loyal supporter of the Men's groups including Men's Breakfast.

Many of the organisations continued to restart their activities. Messy Church was relaunched in March and made an encouraging start with good numbers which continued to grow in the year. Open House continued to have success with their outreach, reaching parents and toddlers in the community.

March saw the restart of our social activities with lunch at the Tollgate Restaurant, this seemed extra special following the years of not meeting together in social situations. It was really great to finally meet together considering the event was booked before lockdown.

In April, it was a pleasure at our Easter Sunday Service to witness the Baptism of Peter and Gloria Gander.

June, we joined with the Findon Valley Residence Association (FVRA) for the Jubilee Party. It was great to see so many come along from the community to enjoy a BBQ and many other activities. The children were entertained with various crafts and a bouncy castle! It was wonderful to see the Church working in partnership with the FVRA.

In July, some of the fellowship got together to enjoy an afternoon tea at Tides Restaurant.

We had a comedy evening with Paul Kerensa in September.

It was such a blessing to witness the Baptism of Howard and Sandy Gates and Charlie Rossetter.

At the September Members meeting we voted in the plans for a new refreshment area to be built at the back of the Church. Thank you to all those involved in organising this project, particular thanks to Richard Burbridge for overseeing this and having it fitted so quickly, in time for the busy Christmas period.

We marked the Queen's passing in September, and gave thanks for her life of Service to our Country.

An Alpha Course was held in October in which around 10 people came along to the evenings.

Also, in that month we enjoyed John and Barbara Taylor coming along to start Worship Extra Evenings. These evenings are a mixture of sung worship, scripture reading and prayer. They have been a wonderful way of worshipping together and learning new songs.

Harvest Time was a lovely celebration of God's provision for the World.

In November we enjoyed an excellent evening of skittles at the Black Horse in Findon, in which Rich and Allie's Teams battled it out until Rich's Team emerged victorious!

We had three new Deacon's elected at our November Church Meeting. Sue Munday, Peter Hemsley and Iain Tylor. Celia Catchpole came to the end of her second term of three years. We give thanks to her loyal service on the Diaconate over this time.

December was a particularly busy month with our Christingle Service as well as the Church Nativity. It was good to hold our Christmas meal again, it was very well attended with around 70 people coming along. The highlight of our Christmas activities was our Carol Service. The Church was packed with many coming in from the community. It was great to have some of our Messy Church and Open House families join us.

We were pleased that the FVRA used the hall and the kitchen on Christmas Day to provide a meal for those who were on their own.

We give thanks for Allie's leadership, pastoral care and hard work over the year. We also acknowledge Rich in his support of her and the fellowship as well as his role as Church Administrator.

We are praising and thanking God for His faithfulness to the fellowship and are excited to see God's plans for us in 2023.

Romans 8:28 - And we know that all things work together for good to those who love God, to those who are the called according to His purpose.

Michael Knowles

DETAILS OF SIGNIFICANT ACTIVITIES - MINISTER'S REPORT 2022

In Colossians 3 we are reminded we have been raised with Christ to seek the things of Christ. Encouraged to put on Christ, Paul tells us to live with compassion, kindness, humility, gentleness, patience, forgiveness, above all, love. When his list is completed, he simply yet profoundly states, "and be thankful."

To be thankful is not to deny life's sad and restless moments from this year. We miss loved ones who have passed from this life and acknowledge personal battles, from illnesses, to spiritual struggles or overwhelming life circumstances. We witness a sense of a growing panic of darkness in our world as we watch many live as if there is no God. We know the groaning of this life as many are oppressed, suffering for the faith, living in fear or displacement. We all experience spiritual battles from our flesh, the world, and attacks of spiritual powers. It is no wonder Paul encourages us to find a thankful heart and voice.

An aspect of thankfulness in Scripture is to know the precious value of the local church family, a gathering together in person or online, to love, care, serve, encourage and journey together in and with the great gospel of Jesus. Often hidden from plain sight is the activity of "togetherness" as the church family studies and prays together, serves and lives (an often messy) life together, worships and witnesses together. And that is our prayer as pastor and Deacons, and we trust as a church family we would be thankful and grow together so we may be encouraged in community and loved in the name of Jesus.

As I write this, I am thankful for the strong Diaconate team we have and the way they so sacrificially serve God and the church. At the end of this year, we said goodbye to Celia, and are grateful for her years of service and we continue to pray for new leaders in the future. We have introduced a pastoral coordinator, homegroup coordinator, and new group leaders, administration team, preaching team, and children's ministry team.

We have had a number of new members, and the congregation is growing and continues to develop, along with our Sunday services. A real answer to prayer in this area is the development of our worship team, John, Barbara, Becca and Sue. We spent many hours praying God would provide for us in this area, and we have been blown away by His response. Having live worship at the church again is such a blessing to us all, and a huge step forward in the spiritual growth and development of our services.

This year we opened the baptism pool for the first time in ten years and celebrated 5 Baptisms. We have been encouraged by wonderful visiting speakers such as J John, Kwame, and Imtiaz and are regularly blessed by Norman's speaking.

Our outreach continues to develop through the expansion of Coffee Shop and the installation of the new refreshment area in the church. Forging strong relations with FVRA together we have hosted a big band event, a Jubilee Street party, and a Christmas market. We now have a presence in the Vale school and St Johns every half term, delivering assemblies. Messy Church has grown exponentially, and we are now in a situation where we have a core group attending each month, the next step is to pray that in time we will see whole families coming to faith. Open House remains a staple of mid-week church life and the team there are doing wonderful things with the parents, carers and children that attend.

In the autumn term we hosted an Alpha course in partnership with 2 other local churches, and we had 10 attend. The outcome is that we will be starting a new discipleship group in the new year at their request, I was so encouraged by the team and their commitment every week.

Our aim this year was to increase community engagement and attendance, we have done a lot and it's not always easy to see the impact or difference these projects are having within the community outside of the church. But I believe the communities response to our Christmas programme this year was a direct response to all the hard work the church has been doing this year within the community here in the Valley. Carols by Candlelight was for me, a highlight, and a wonderful end to the year.

We are thankful to be together and to serve with you all. Thank you for serving together in the name of Jesus.

Allie

FINDON VALLEY FREE CHURCH (BAPTIST)

STATEMENT OF ACCOUNTS

YEAR ENDED 31st DECEMBER 2022

STATEMENT OF CHARITY TRUSTEES (DEACONS) RESPONSIBILITIES

Charity law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the Charity and of its financial activities for that period, and adequately distinguish any material special trust or other restricted fund of the charity. In preparing those 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 the policies adopted are in accordance with the appropriate SORP (Statement of Recommended Practice) on Accounting by Charities and the accounting regulations and with applicable accounting standards, 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 assume that the charity will continue in business.
- Observe the methods and principles of the Charity SORP

The Trustees are responsible for keeping proper accounting records. These should disclose, with reasonable accuracy at any time, the financial position of the Church in such a way as to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the Trust Deed. They are also responsible for safeguarding the assets of the Church and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of the financial statements may differ from legislation in other jurisdictions.

Signed on behalf of the Charity Trustees (Deacons),

E. M. Knowles.

Secretary

P. Kelly

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

I report to the trustees on my examination of the accounts of Findon Valley Free Church for the year ended 31st December 2022.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

Responsibilities and basis of report

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed



Name J Irvinesmith FCIE

Date 8th September 2023

Independent Examiners Ltd
Unit 2 The Broadbridge Business Centre
Delling Lane
Bosham
West Sussex
PO18 8NF

Findon Valley Free Church (Baptist)

BALANCE SHEET as at 31 December 2022

Notes	Unrestrict	Designated	Restricted	Endowment	2022	2021
	£	£	£	£	£	£
FIXED ASSETS						
Land and Building: 2				3,193,840	3,193,840	3,185,317
CURRENT ASSETS						
Current Account	23,021		5,300		28,321	56,288
Organisations Banks			24,430		24,430	17,502
Deposit Account (CAF)	58,765				58,765	58,665
Deposit Fund (COIF)	24,279	119,721			144,000	144,000
Cash	79	378			456	464
Organisations Cash			156		156	178
Total Current Assets					256,129	277,098
DEBTORS						
Preschool(internal fund debtor)		5,000			5,000	5,000
Total Current Debtors					5,000	5,000
LIABILITIES						
14	100				100	124
Preschool(internal fund creditor)			5,000		5,000	5,000
NET CURRENT ASSETS					256,029	276,974
PROVISION FOR LIABILITIES						
Defined Benefit Pension Scheme Liability						17,301
TOTAL ASSETS	106,044	125,099	24,886	3,193,840	3,449,869	3,444,990
REPRESENTED BY FUNDS						
Unrestricted	1f	106,044			106,044	101,304
Designated	1f		125,099		125,099	143,165
Restricted	1f			24,886	24,886	15,204
Endowment	3			3,193,840	3,193,840	3,185,317
		106,044	125,099	24,886	3,193,840	3,444,990

"there may be discrepancies in the totals if pence are not being shown"

These Accounts were read and approved by the Trustees (Deacons) at a meeting held on the 6th September 2023

Signed on behalf of the Trustees (Deacons) :-

Church Secretary

E. M. Knowles.
Mr M Knowles

Church Treasurer

D. S. Tolley
D.S.Tolley

STATEMENT OF FINANCIAL ACTIVITIES 2022

INCOME AND ENDOWMENTS FROM:

	Note	Funds				Total Funds	
		Unrestricted	Designated	Restricted	Endowment	2022	2021
		£	£	£		£	£
Donations and Legacies	4a	60,741	2,453	5,644		68,838	57,483
Activities for generating funds Preschool and Organisations	4b			65,029		65,029	42,732
Investments	4c	25,602				25,602	23,299
Charitable Activities	4d	85	1,185	605		1,875	569
Other incoming resources	4e		176			176	10
Total Income		86,428	3,814	71,277		161,519	124,093

EXPENDITURE ON:

Activities for generating funds PreSchool	5a			54,621		54,621	37,161
Raising Funds - Organisations	5b			608		608.24	1,346
Charitable Activities	5c	97,942	22,129	7,163		127,234	88,606
Total Expenditure		97,942	22,129	62,392		182,463	127,113

Net Income/(Expenditure)
before transfers

		-11,514	-18,315	8,885	0	-20,944	-3,020
Transfers Between Funds							
Gross transfers -in	12	0	250	795	0	1,045	0
Gross transfers -out	12	-1,045	0	0	0	-1,045	0
Net Gains/(losses) on investment assets		0	0	0	8,523	8,523	8,275
Release of liability on Defined Benefit Pension Scheme	15	17,301	0	0	0	17,301	4,225
Net movement in Funds		4,742	-18,065	9,680	8,523	4,880	9,480
Total Funds brought forward		101,304	143,164	15,204	3,185,317	3,444,989	3,435,509
Total Funds carried forward		106,046	125,099	24,884	3,193,840	3,449,869	3,444,989

"there may be discrepancies in the totals if pence are not being shown"

FINDON VALLEY FREE CHURCH (BAPTIST)

NOTES TO THE ACCOUNTS

1. ACCOUNTING POLICIES

a. Basis of Preparation.

These accounts have been prepared under the historical cost convention, in accordance with the Church Accounting Regulations 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with FRS 102 (effective 1 January 2015) – (Charities SORP (FRS 102)) and the Charities Act 2011.

b. Depreciation of Freehold Properties.

The Trustees (Deacons) during 2004 had carried out a Professional review of the Freehold Property Values (see note 2) that included an annual percentage adjustment for the ensuing 5 years. No depreciation is charged, as this is considered immaterial in view of the estimated life and residual value of the asset. The current shown values equate to the insured value as at 15 January 2023.

c. Debtors, Prepayments, Creditors & Accruals.

In producing a balance sheet to the 31st December 2022 there were no material debtors or creditors to consider.

d. Fixtures, Fittings and Equipment.

All additions to the fixtures, fittings and equipment are charged to the Statement of Financial Activities in the year of purchase. The only exception to this is that the photocopier (see note 13) is held on a lease agreement in order to give a continuous maintained service.

e. Tax Refunds on Gift Aid.

Gift Aid refunds of tax were claimed in January, April, July and October
Gift Aid Small Donations Scheme (GASDS) refunds were claimed in January, April, July and October.

f. Funds.

'Unrestricted Funds' represent monies available for the general purposes of the Church. 'Designated Funds' are set aside for purposes determined by the Trustees. 'Restricted Funds' are set aside for the purpose specified by the giver.

g. Incoming Resources.

Incoming resources are recognised in the accounts on an accrual's basis.

Recognition of Income

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the income;
- it is more likely than not that the trustees will receive the resources;
and
- the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Grants and Donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP).

Gifts in Kind

Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.

Legacies

Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

Government Grants

The charity has not received any government grants in the reporting period.

Volunteer Help

The value of voluntary help received is not included in the accounts but is described in the Trustees' annual report.

Income from interest, royalties and dividends

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

h. Resources Expended.

All expenditure is accounted for on an accruals basis and has been classified under appropriate natural category headings

Liability Recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Governance and Support Costs

Support costs represent the cost of central functions, for example governance costs, payroll administration, information technology. Governance costs are those support costs which relate to public accountability of the charity and its compliance with regulation and good practice.

Redundancy cost

The charity made no redundancy payments during the reporting period.

Deferred income

No material item of deferred income has been included in the accounts.

Creditors

The charity measures creditors at settlement amounts less any trade discounts.

i. Pensions.

Ministers whether ordained or in training are enrolled in the Ministerial Pension Scheme of the Baptist Union. The church pays contributions to the Baptist Pension Scheme. The scheme is a multi-employer scheme and it is not possible to identify the assets and liabilities of the scheme which are attributable to the church. The church was paying contributions towards the deficit in the scheme but since August this has been cleared (see Note 15). For other employees a NEST Pension is available.

j. Donations.

It is our policy to give donations to help the ministerial colleges of the Baptist denomination, the outreach organisations of our denomination for both home and overseas and to assist Christian organisations with their work in humanitarian and relief work.

2. FIXED ASSETS

Cost or valuation

	Freehold land & buildings £	Other land & buildings £	Plant, Machinery & Motor vehicles £	Fixtures, Fittings & equipment £	Total £
At the beginning of the year	3,185,317				3,185,317
Additions					
Revaluations	8,523				8,523
Disposals					
At end of year	3,193,840				3,193,840

Freehold Land and Buildings is shown in the accounts at £3,193,840 being the value for insurance purposes, considered the most appropriate basis. This is in line with the valuation carried out by Brandon Simms, Chartered Surveyors, on 26 January 2004 a copy of which was lodged with our insurers. Revaluation each year is by adding a small percentage as a method recommended by our insurers.

Land and Buildings are shown separately. Land is not depreciated. No depreciation is provided on buildings, as the current estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. An impairment review is carried out each year end and any loss identified included in expenditure for the year.

3. ENDOWMENT FUND

The Endowment Fund consists of all the Freehold Land and Buildings, including the manse, held in trust for the Church by the Baptist Union Corporation Ltd, at the value shown as Fixed Assets.

FINDON VALLEY FREE CHURCH (BAPTIST)

NOTES TO ACCOUNTS (continued)

4. Analysis of Income

4.a) Donations and Legacies

Analysis	Unrestricted £	Designated £	Restricted £	2022 £	2021 £
Donations and Gifts	88	2,453	5,644	8,184	4,133
Gift Aid Donations	38,350			38,350	31,181
Legacies				-	-
Cash Collections	6,442			6,442	7,182
Envelope	4,794			4,794	5,278
Gift Aid Tax Refund	11,067			11,067	9,709
	60,741	2,453	5,644	68,837	57,483

4.b) Preschool and Organisations

Analysis	Unrestricted £	Designated £	Restricted £	2022 £	2021 £
Bookstall			242	242	358
Luncheon Club				-	-
Step Inside Coffee Shop			2,285	2,285	1,049
Pre-School					
Fees			12,435	12,435	13,187
Vouchers(WSCC)			50,005	50,005	28,138
Bank interest			61	61	1
		-	65,028	65,028	42,732

4.c) Investments

Analysis	Unrestricted £	Designated £	Restricted £	2022 £	2021 £
Premises Letting	24,062			24,062	18,831
Bank Interest	1,539			1,539	4,468
	25,602	-	-	25,602	23,299

4.d) Charitable Activities

Analysis	Unrestricted £	Designated £	Restricted £	2022 £	2021 £
Ladies Breakfast		151		151	130
Open House	85		605	690	163
Messy Church		778		778	0
Flowers				-	20
Mens Breakfast		256		256	256
	85	1,185	605	1,875	569

4.e) Other Income

Analysis	Unrestricted £	Designated £	Restricted £	2022 £	2021 £
Photocopying	0			0	10
Catering		176		176	0
	0	176		176	10

5. Analysis of Expenditure

5.a) Preschool Analysis	Unrestricted £	Designated £	Restricted £	2022 £	2021 £
Pre-School					
Salaries			50,522	50,522	34,055
Staff Training				-	878
Equipment			335	335	172
Supplies			580	580	615
Use of premises			1,300	1,300	700
Other			1,884	1,884	742
	0	0	54,621	54,621	37,161

5.b) Raising funds Organisations Analysis	Unrestricted £	Designated £	Restricted £	2022 £	2021 £
Bookstall			200	200	324
Luncheon Club			60	60	-
Step Inside Coffee Shop			348	348	1,022
	-	-	608	608	1,346

5.c) Charitable Activities Analysis	Unrestricted £	Designated £	Restricted £	2022 £	2021 £
Gifts to Mission - Note 6	710		6,394	7,104	7,830
Direct Church costs - Note 7	94,687	21,744	41	116,472	77,433
Church support Organisations - Note 8		386	728	1,114	802
Independent Examiners Fees	870			870	858
Professional Fees	1,594			1,594	1,553
Bank Charges	81			81	130
	97,942	22,130	7,163	127,234	88,606

6. GIFTS TO MISSIONS

	Overseas £	General £	UK £	2022 Total £	2021 Total £
From Missions Funds:					
BMS World Mission	2614			2,614	1758
Operation Agri	751			751	1,595
Baptist Home Mission			1,126	1,126	1,108
MAF	1,216			1,216	555
Release International	686.85			687	563
Total via Restricted Funds	5,268		1,126	6,394	5,578

	Overseas £	General £	UK £	Total £	Total £
From General Fund					
BMS World Mission					342
Operation Agri					-
Baptist Home Mission					892
MAF					-
Release International					188
Spurgeons Childcare			230	230	230
Spurgeons College			250	250	350
Retd.Bapt.Ministers Housing			230	230	250
Total via General Fund			710	710	2,252

Total Mission Giving	5,268	0	1,836	7,104	7,830
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2022: This total represents 8.6% of total Incoming resources
(budgeted - less Preschool & Gift Day)

2021: This total represents 10.9% of total Incoming resources
(budgeted - less Preschool & Gift Day)

7. Direct Church Costs

	2022	2021
	£	£
Salaries	43,982	25,722
Pension Deficit	324	79
Manse Utilities	4,600	2,204
Manse Repair & Maintenance	4,839	2,293
Church Utilities	11,281	8,122
Church Repair & Maintenance	12,625	14,504
Cleaning	930	221
Printing, postage, stationery	2,329	862
Subscriptions	1,401	1,496
Conf & Training costs	1,045	1,550
Equipment	12,061	4,775
Advertising & Publications	797	1,006
Telephone, computer, internet	2,925	2,435
Admin expenses	15,226	11,324
Catering, gardening, flowers	2,105	839
	<u>116,472</u>	<u>77,433</u>

8. Church Support Organisations

	2022	2021
	£	£
Open House	728	312
Ladies Breakfast	130	235
Mens Breakfast	256	256
	<u>1,114</u>	<u>802</u>

9. EMPLOYEES REMUNERATION

	2022	2021
	£	£
Gross remuneration paid to all employees	82,955	49,188
Total NIC Employer payments	0	0
** Pension Deficiency Payments to BU	2,192	3,695
Employer Pension Contributions	6,601	1,345
NIC ER(allowance April '20 - April '21 -£4000) used	141	141
NIC ER(allowance April '21 - April '22 - £4000) used	1,575	1,575
NIC ER(allowance April '22 - April '23 - £5000) used	3,421	0
The average numbers of paid staff were:		
Minister	1	1
Preschool staff (part time)	5	5
Administrator(part time)	1	1

** The Church is a participating employer in the Baptist Pension Scheme ("the Scheme"), which is a separate legal entity administered by the Pension Trustee (Baptist Pension Trust Limited). The assets of the Scheme are held separately from those of the Employer and the other participating employers.

The Scheme, previously known as the Baptist Ministers' Pension Fund, started in 1925, but was closed to future accrual of defined benefits on 31 December 2011. Prior to this date the main benefit provided through the Defined Benefit (DB) Plan was a pension of one eightieth of final minimum pensionable income for each year of pensionable service together with additional pension in respect of premiums paid on Pensionable Income in excess of Minimum Pensionable Income. Since 1 January 2012, benefits have been provided through a Defined Contribution (DC) Plan.

A formal valuation of the DB Plan as at 31 December 2019 was carried out by a professionally qualified Actuary using the Projected Unit Method. At the valuation date the market value of the DB Plan assets was £298 million, whilst the level of assets needed to pay benefits was £316m, giving a deficit of £18m (equivalent to a past service level funding of 94%). The Church and the other participating employers in the DB Plan are collectively responsible for funding this deficit. The next actuarial valuation of the DB Plan within the Scheme is due to take place not later than as at 31 December 2022.

Under the Scheme of Contributions, the church made a monthly payment (until July) in respect of the DB Scheme deficit, of £312.48, when the Pension and BUGB Trustees sent out a joint communication regarding agreement with the insurance company Just Group ("Just") to secure DB Plan members' pension benefits. Just are now providing financial backing for all pensions through the Scheme's DB Plan and following this transaction, the Scheme no longer has a shortfall. An updated Recovery plan was then signed in August 2022 under which recovery contributions from each participating employer in the DB Plan reduced to £1 per month from August. The Church has been advised that the estimated cost for the church to buy out their Pension Scheme liabilities at 20th June 2022 was £15,500.

Key Management Personnel: The Trustees and Minister are considered to be key management personnel. No Trustees received remuneration. The amounts paid to key management personnel (including any accommodation allowance and employer pension contributions) were £42,021. Note the Church policy is to provide the Minister with either an accommodation allowance or option to reside in a church property.

10. TRUSTEES (DEACONS) REMUNERATION & EXPENSES

	2022	2021
	£	£
The total gross salary paid to Minister(A Moore)	26,000	10,833
Amount of reimbursed expenses	0	0
Accommodation allowance	12,708	5,368
Employer national insurance of £2,465 was payable on the Ministers salary, however the HMRC annual allowance was claimed which reduced the amount payable to nil.		
Total gross salary paid to R Moore as Church Administrator (R Moore is a related party to Trustee A Moore; spouse)	6,480	2,160

11. Restricted Funds Movement - this year

Fund	31.12.21	Transfers	Receipts	Payments	31.12.22
	£	£	£	£	£
Open House	507	0	605	728	383
Tuesday Luncheon Club	4,166	0	0	60	4,106
Bookstall	708	45	242	200	796
Step Inside Coffee Shop	82	0	2,285	349	2,019
Preschool Loan	-5,000	0	0	0	-5,000
Kitchen Equipment Reserve	275	0	0	41	233
Organ Refurbishment	600	0	0	0	600
Preschool	12,217	0	62,501	54,621	20,097
Organisation	1,650	0	0	0	1,650
Missions	0	750	5,644	6,394	0
Totals	15,205	795	71,277	62,393	24,884

Restricted Funds Movement - last year

Fund	31.12.20	Transfers	Receipts	Payments	31.12.21
	£	£	£	£	£
Kitchen Equipment Reserve	275	0	0	0	275
Organ Refurbishment	600	0	0	0	600
Preschool	3,053	0	41,325	37,161	7,217
Organisations	7,201	0	1,570	1,657	7,113
Missions	5	0	5,573	5,578	0
Totals	11,134	0	48,468	44,397	15,205

NOTE: All restricted funds are held in current assets

12 Designated Funds Movement - this year

Fund	31.12.21	Transfers	Receipts	Payments	31.12.22
	£	£	£	£	£
Mens' Breakfast	441	0	256	256	441
Ladies Breakfast	152	0	151	158	145
General Reserve	60,172	0	0	0	60,172
Building Fund	16,747	0	1,722	10,983	7,486
Fabric and Renewal	837	0	0	837	-
Messy Church		250	1,028	791	486
Sunday School		0	407	182	225
Outreach	64,818	0	250	8,923	56,144
Totals	143,166	250	3,813	22,130	125,099

Designated Funds Movement - last year

Fund	31.12.20	Transfers	Receipts	Payments	31.12.21
	£	£	£	£	£
Mens' Breakfast	441	0	256	256	441
Ladies Breakfast	256	0	130	235	152
General Reserve	60,172	0	0	0	60,172
Building Fund	24,015	0	4,451	11,719	16,747
Fabric and Renewal	885	0	0	48	837
Outreach	66,069	0	0	1,251	64,818
Totals	151,838	0	4,837	13,509	143,166

13 Commitments

a Photocopier

On the 25/10/2019 the church entered into an 5 year agreement with ASL/Siemens to lease a photocopier. Pre VAT quarterly payments amount to £350.

14 Liabilities

		£
This is made up of money held for	FVRA Arts & Crafts	25
	Rowland Singers	75
	Total	<u>100</u>

15 Provisions

Pension scheme agreed deficit recovery liability

Accounting date(year ending)	31/12/2022	31/12/2021
	£	£
Balance sheet liability at year start	17,301	21,526
Minus deficiency contributions paid	- 2,192	- 3,695
Interest cost (recognised in SoFA)	324	79
Remaining change to balance sheet liability* (recognised in SoFA)	- 15,433	- 609
Balance sheet liability at year end	<u>0</u>	<u>17,301</u>

* Comprises any changes in agreed deficit recovery plan and change in assumption between year-ends.

"there may be minor discrepancies in the totals if pence are not being shown"

FVFC



Open House (Parent and Toddler Group Ministry) Annual Report 2022

We thank God for another year where we have been able to show the love and saving grace of God to the families of Open House.

As usual, we meet every Tuesday morning during Term time and it has been a joy to welcome many new families over the year and to have a steady number of folk each week. I also thank God for my very dedicated Team; Linda Connelly, Christine Worsfold and Alan Cumming. It was also great to welcome Sue Munday onto the Team at the beginning of the year.



It has been an exciting year! We celebrated The Queen's Platinum Jubilee by planting a Tree in the garden at the Findon Road side of the church in May. This was preceded by a short service and then Allie put the first shovel of earth into the hole followed by The Team, and then all the children joined in using their little spades!

Two services have been held each term: At the Valentine's Day half term service we spoke about God's unending love for each one of us. At the

Easter service the children learnt that the empty tomb reminds us that Jesus is not there, but is alive and is always with us. In the summer we celebrated our 30th Birthday with a service based on Prayer and they wrote short prayers to put on the Prayer Tree. This was followed by a Party! We had the Shoebox Launch in September with a good number of Boxes being brought back at our Harvest Service in October. Our Christmas Party and Service was a real joy, with the children helping to act out the Christmas Story. It was also very encouraging that so many children from Open House and Sunday School were in the Church Nativity at Christmas. Please continue to pray with us that all these families will be brought to a knowledge of God's love and grace, and put their trust in Him.

Christine Fairs



Messy Church 2022

At the start of the year, we put together a team of helpers to plan and explore setting up a messy church session at FVFC. We were blessed to receive a grant for..... from Green Hills, which has enabled us to fund this outreach project. The first decision made by the committee was to trial running the sessions on the first Monday of every month at 3.15 pm. We would provide hot drinks, and snacks as people arrived and then move onto a short interactive time of worship and storytelling, followed by craft and games. The sessions finish at 5pm. Our first session was held in March and was attended by 20 children plus guardians.



Advertising the sessions via social media and email, has proven invaluable in increasing the numbers of those attending, having the support of the Vale school in this, has really impacted our ability to reach local families. We have throughout the year seen a steady increase in those coming along with many new face's each month, but we have also seen the beginnings of a core group of families that are now coming to each session.

A massive resource for messy church this year has been the installation of the refreshment area at the back of the church. This greatly impacted the way in which we can utilise the space at the church. It has meant we can accommodate the continuing growth in numbers attending, which by December, had increased to 75 children plus guardians.

A great encouragement to the team this year was, that many of these families also attended several services throughout our Christmas program, including the Carols by candlelight.

We continue to develop and adapt messy church to meet the needs of the valley, and we pray that as we move into the new year, we will continue to build on the relationships that are just now being established.



Allie Moore

Preschool Report 2022

A challenging year for FVFC Pre-School!

At the beginning of 2022, Beth Thomas announced her resignation as Manager. Becky Harding took over after Easter and has a Level 6 qualification in “Early Years Management and Leadership in Practice”.

Mary retired in September after many years’ service and Deputy Manager, Evie went on maternity leave in October and Katie Slater was employed as Deputy Manager to cover maternity leave. Katie has a Level 6 “Early Years” qualification.

After an “unannounced” Ofsted inspection in November and was awarded “Good”! What a reflection of how effectively run the Pre-School is despite the changes. Children and parents are happy and the Vale School commented how well our Pre-School children settle in.

At the end of 2022, there were 19 children attending and Pre-School was in profit and Norman Michell, stepped down as Treasurer. Heather Ingrey will lay down her role as Moderator at Easter 2023.



We have been really lucky to have some parents come in and do activities with the children.

The photo on the right shows science experiments with one of the parents.

Heather Ingrey

Moderator

Findon Valley Free Church Pre-School Management

Annual report for Live Wires (Sunday School) 2022



In February we renamed Sunday School to Live Wires, for children 0 to 11 years. The group varies each week from 1 to 10 children, and therefore we have to be flexible in our teaching. We use material from Urban Saints which links in with Allie's sermon series.

Highlights this year include a Prayer Walk, Easter egg hunt, making a card for the Queen's Jubilee, a Jubilee party, a family fun day, coming into church with poppy themed craft on Remembrance Sunday, and taking part in the Nativity. We have been able to give each child books at Easter and Christmas. We have also made banners to be displayed in church for each of the sermon series.

We are encouraged that the children readily join in and we are building up relationships with them. I would like to thank all those who have helped over the year.

Sue Munday



Annual report for Switch (Youth Church) 2022



At the start of the year, Youth Church was renamed to SWITCH, for young people over the age of 11.

Our teaching is in line with what Allie has been studying in Church, we've looked at Prayer and the power of Worship. We use 'Energize', an online resource for our teaching material and videos produced by the Bible Project which make the stories more accessible. We've found the morning sessions have developed into more of a home group style format with the teaching being more informal which encourages discussion and sharing.

Some of our young people went to the Big Church Day Out and it was great to meet up and spend some time with them. In the summer we had a family fun day at Washington.

The highlight of the year was seeing Charlie Rossiter baptised. It has been such a privilege for us to see how she's grown and matured in her faith this past year.

Please continue to pray for our young people, this age group have many pressures on them. We'd also appreciate your prayers as leaders that we'll be able to share with them our faith in a practical way, particularly with one or two of them who are questioning what it's all about.

Caroline Knowles

1st Findon Valley Scout Group 2022

It was great that 2022 saw Scouting return to normal and all activities resumed. The annual Group Census in January showed 78 invested members across all Sections plus Leaders and Section Assistants – an increase on the previous year.



All Sections ran a variety of meetings both indoors – learning new skills and working for badges. mainly outdoors and enjoying talks. It was great in the Summer, to get all sections on the water – on our newly acquired Paddle Boards – which proved really popular. The Scouts have also spent many hours rowing and paddleboarding on the Wey and Arun Canal. Most meetings in the summer were outdoors.

Also, all Sections enjoyed camps – Scouts at Fire and Ice, Windsor and a return to Lord Amory on the Thames for a weekend of water activities. Cubs camped at Bushey Wood in E Sussex and Beavers had a sleepover at Yapton.

Cubs and Beavers enjoyed a visits to Out of Bounds at Rustington for an evening of bowling and Clip 'n Climb and another on the Adventure Nets.– all favourite activities. Scouts had an evening climbing at Shoreham.

The year ended with the Christingle service at the Church, - where the Beaver and Cub Choir sang some carols.

We are still sadly short of Leaders, particularly in the Cub Section, who are running a limited programme.



Cubs and Beavers



Scouts

Janet Chapman - Group Scout Leader

Step Inside Coffee Shop Ministry 2022



The past year has been a busy time at Coffee Shop.

We regularly serve between 20 and 30 customers each week and 40 plus on some mornings, so have increased the space used setting out more tables and chairs.

Our greatest asset this year has been the installation of the new refreshment area enabling us to keep all equipment in one place. There is room for a sink, hot water boiler, refrigerator, dishwasher, toaster and microwave without having to carry everything down from the main kitchen each week. Our grateful thanks to Richard Burbidge for organising and overseeing this work.

In December the Vale School choir entertained us with Christmas carols and songs. Their singing was joyous and enthusiastic, and everyone enjoyed the morning. On our last morning before Christmas Don Woods kindly provided one of his famous and delicious Christmas cakes which everyone enjoyed, and Heather Ingrey read us one of her Christmas stories entitled The Stable Boy.

In January 2023 we increased our prices slightly but still offering one free refill, and many of our customers arrive at 10 am and leave at 12 noon.

We are especially pleased that several new people have visited Coffee Shop for the first time and returned regularly, and links with other Church activities have been forged.

We were able to donate £250 to Release International and £500 to Home Mission and £250 to the work of Messy Church.

Once again, I would like to extend my grateful thanks to all the volunteers, including Allie and Richard, who so cheerfully give up their time to help and to those who generously provide the cakes. We all feel it is a joy and privilege to serve our Lord and the Church through this ministry.

Rosamund Tolley

Men's Breakfast Ministry 2022

The Men's Breakfast Ministry didn't meet during 2022, though we did join the ladies in September for breakfast with the Auctioneer, Rupert Tovey as our speaker.

We look forward to normal services being resumed in 2023.

Michael Knowles

Home Groups 2022

We have reduced the number of groups from 5 to 4, installed new leaders in one of the groups and led new members into existing groups.

In the main, groups use the study notes drafted by the minister which link to her preaching programme. Formats vary according to the strengths of group leaders and make up of each group. Meetings take during the 2nd and 4th weeks of each month.

Attendances are affected by advancing years and health issues.

Ladies' Breakfast Ministry 2022

The Ladies Breakfast meetings continue to flourish.

Wendy Woods resigned last year and we have been fortunate to have Caroline Knowles join the team. We thank Wendy for her many years of service.

We usually have an average between 35-40 ladies attending but December's meeting was less as there was a conflict with a lunch at All Saints Church.

The price we charge is £5.00 which was recently increased from £4.50 due to food costs.

We provide a buffet breakfast which is self-service and eat as much as you would like and we are hoping to arrange a combined men's/ladies breakfast on the 23rd September which will be a buffet and cooked breakfast.

Some of the ladies attending the breakfast are church members and some of them are our customers from the church Coffee Shop.

We have a speaker at most meetings. This year we had –

Rupert Tovey (Auctioneer)

John Dyne (Air Ambulance)

Ruth Poyne (Turning Tides)

Sue Dalton (Victorian Christmas)

We give to the speakers a donation in the sum of £25 - £40 for the charity of their choice.

If we are unable to get a speaker, we provide a general knowledge quiz which seems to go down quite well. Financially we remain in credit.

Carole Walsh

Missions 2022

The church supports 5 missions;

BMS World Mission,
Baptists Home Mission,
Operation Agri,
MAF
Release International.



BMS works in Thailand with children who have disabilities

This wide spread of outreach activity ensures that as a church we are committed to looking further afield than our own patch. Increasingly mission societies are adapting a more holistic approach to mission and support in the face of national and religious extremism and violent persecution.

BMS Birthday Scheme 2022

The Birthday Scheme is a great way to get involved in supporting BMS World Mission's health and medical ministries around the world.

This ministry continues to be a positive way of giving annually as we celebrate our birthdays. The BMS are grateful for those who are part of the scheme.

By making a donation on your birthday you can support the work of World Mission in a real and practical way.

Anyone can join on their birthday. Members receive a BMS birthday card from their Birthday Scheme Secretary, along with a gift envelope which they use to make a donation. This is then placed in the weekly offering; all the donations are forwarded to BMS.

If you would like to join the scheme or to know more, please contact myself.

Caroline Knowles

Library 2022

Bookstall Account.

We have continued to supply Bible reading Notes to the fellowship. David Tolley is now doing the Bookstall's Accounts, but thanks are due to Chris Emerson for his support and running the Library and Bookstall for so long.

Mary Knight

Library.

Christina Cattermole has offered to oversee and to look at ways we can improve our church library, and would be very open to any suggestions that you may have. She would like to encourage any of you that have any Christian Books that you have read, to consider donating them to the church library, to share with others. If you have any CD's or DVD's that you would also like to donate to the library, please see Christina. This is a great way to share our resources and to be able to offer a wider choice to the church.

Rich has kindly offered to improve and update our current library catalogue, which should make it easier to search for items of interest. This is almost complete now and we are hoping to soon have it available for you to view on our website, as well as a hard copy at the library.

We would also like to try and source a couple of library bookshelves on wheels to replace the current bookshelves, which would enable us to make the resources more accessible and visible. If anyone should see advertised any movable bookshelves for free or at a low cost, please do let Christina know.

Christina Cattermole



Blythwood Care – Shoe Box Appeal 2022

Many of you will know that FVFC has been the Collection Point for the Shoeboxes for the past few years, and we are very grateful to Allie and the Church Leadership for kindly allowing us to use the premises for this project. Thank you also to the church fellowship and other local churches and individuals who worked tirelessly throughout last year knitting scarves, hats and gloves, and collecting items to fill the boxes. Many of the ladies also knitted or crocheted Blankets which we are thrilled to say were sent to Ukraine to help them through the cold winter.

We had a very blessed time over the two Collection days at the end of October when other churches and individuals came to drop off their filled boxes. It was wonderful to be able to talk with these folk and share stories of how God is working through Blythwood. and the Shoe box Appeal. By the time all the boxes were received we had sent over 500 from this area. A good total, but our plan is to send even more this year! So, keep knitting and collecting items for the 2023 appeal! Look out for those bargains. We have started already! If anyone would like a list of appropriate items to be placed in the boxes, please contact us. Thank you!



*Christine Fairs
Valerie Wilkins*

FVFC

Summary of Safeguarding Policy Statement

Safeguarding Children and Young People at Findon Valley Free Church (Baptist)

The vision of Findon Valley Free Church ("the church") is: Love God, Love each other, Make disciples.

In fulfilling this vision, the church

- has a programme of activities with children and young people
- welcomes children and young people into the life of our community
- makes our premises available to organisations working with children and young people

The church recognises its responsibilities for the safeguarding of all children and young people under the age of 18 (regardless of gender, ethnicity or ability) as set out in *The Children Act 1989* and 2004, *Safe from Harm* (HM Government 1994) and *Working Together to Safeguard Children* (HM Government 2013).

As members of this church, we commit ourselves to the nurturing, protection and safeguarding of all children and young people associated with the church and will pray for them regularly.

In pursuit of this we commit ourselves to the following policies and to the development of procedures to ensure their implementation.

Prevention and reporting of abuse and responding to concern

It is the duty of each church member and each member of the wider church family to prevent the physical, sexual and emotional abuse of children and young people and the duty of all to respond to concerns about the well-being of children and young people and to report any child abuse disclosed, discovered or suspected. The church will fully co-operate with any statutory investigation into any suspected abuse linked with the church.

Safe recruitment, support and supervision of workers

The church will exercise proper care in the selection and appointment of those working with children and young people, whether paid or voluntary. All workers will be provided with appropriate training, support and supervision to promote the safeguarding of children.

Safe behaviour: a code of behaviour for workers

The church will adopt a code of behaviour for all who are appointed to work with children and young people so that all children and young people are shown the respect that is due to them.

Safe practice and safe premises

The church is committed to providing a safe environment for activities with children and young people and will adopt ways of working with children and young people that promote their safety and well-being.

A safe community

The church is committed to the prevention of bullying of children and young people. The church will seek to ensure that the behaviour of any who may pose a risk to children and young people in the community of the church is managed appropriately.

Responsible people

The church has appointed Michael Knowles as the Safeguarding Trustee to oversee and monitor implementation of the policy and procedures on behalf of the church's charity trustees.

The church has appointed Caroline Knowles as the Designated Person for Safeguarding, and Celia Catchpole as deputy, to:

- advise the church on any matters related to the safeguarding of children and young people
- take the appropriate action when abuse is disclosed, discovered or suspected.

Policy and procedures

A copy of the policy statement will be displayed permanently on the noticeboard in the foyer and on the notice board outside the church office.

Each worker with children and young people whether paid or voluntary will be given a full copy of the policy and procedures and will be required to follow them.

A full copy of the policy and procedures will be made available on request to any member of the church, the parents or carers of any child or young person from the church or any other person associated with the church.

The policy and procedures will be monitored and reviewed at least annually.

The policy statement will be read annually at the AGM of the church together with a report on the outcome of the annual review of the Policies and Procedures.