

# **Baglan Community Church**

## **Financial Statements and Trustee Report**

**for the Year Ending 5<sup>th</sup> April 2022.**

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## **Trustees Report**

Registered Charity Number 1093275

### **Church Address**

The Centre  
Lodge Drive.  
Baglan  
SA12 8UB

### **Registered Address**

5 Stonechat Close  
Nottage  
Porthcawl  
CF36 3QF

### **Trustees**

Mr Peter Neil Tallamy	
Mr Leigh Davies	resigned 23/05/2022
Mr Andrew George Wood	
Mr John Andrew Buckley	
Mr James Vile	appointed 10/10/2021
Mr Andrew Connelly	appointed 7/11/2021 and resigned 5/01/2022
Mrs Susan Helen Wood	resigned 13/10/2021
Mrs Susan Helen Davies	resigned 13/10/2021
Mrs Suzanne Claire Buckley	resigned 13/10/2021

### **Bankers**

Barclays Bank plc.  
9 The Parade  
Neath  
SA11 1RE

### **Independent Examiner**

EasyBooks Wales Ltd  
Unit 4 Dragon 24  
North Dock  
Llanelli  
SA15 2LF

**Governing Document.**

Baglan Community Church was registered as a charity on 1st April 2002

The current governing document is the Constitution dated 16<sup>th</sup> June 2002 and amended 22<sup>nd</sup> April 2009.

No alterations may be made to the constitution without a resolution being passed by a simple majority of the members voting at a Church Business Meeting of which at least 21 days' notice has been given specifying the matter to be discussed.

**Recruitment and Appointment of Trustees.**

New trustees are appointed in accordance with Baglan's constitution. Potential trustees are provided with copies of the Charity Commission's guideline leaflets on trusteeship. They are also advised of their responsibilities and given copies of Baglan's constitution and most recent accounts.

**Risk Management.**

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

In 2019 BCC adopted a new 'child protection' policy, and appointed Helen Davies as the new Safeguarding Officer. This policy is checked and revised annually. We also explain aspects of safeguarding and best practice within each relevant ministry when new volunteers join. All who work with our children and young people, as well as Adults at Risk, are subject to the necessary DBS checks.

We have reviewed and re-written our Health and Safety Policy and undertake the necessary risk assessments.

We review our Insurance policy to ensure that all prospective liability situations are adequately covered.

Food Handling training is undertaken where appropriate and relevant certificates obtained.

The Trustees are well aware of their responsibilities regarding the financial control of the charity, and robust procedures are in place.

**Objectives and Activities.**

These are set out in our Constitution. The principal purpose of the Church is the advancement of the Christian faith

**Public Benefit**

The Trustees are aware of the Charity Commissioners requirements regarding the provision of Public Benefit and this is evidenced in the following section.

**Achievement and Performance.**

***Leadership***

The Leadership team of Pastor and Elders have equal voting powers and used to meet on a monthly basis to discuss the leading and spiritual welfare of the church. As soon as the nation went into lockdown they began to meet on zoom twice a week to discuss the pastoral needs of the church and to understand how to apply the rules and guidance issued by Welsh Government. This continued through most of 2021-22

***Live-streaming.***

Whilst we were able to meet again in person, some took a while to regain confidence to return to physical meetings. We also had restricted numbers and people booked in via Eventbrite. We continued putting our services online but were now live streaming the services. We had purchased quality moving cameras and some of the members with technical expertise designed and fitted out

an advanced video streaming control room in one of the downstairs rooms. We were therefore able to provide quality images and sound to enable those watching at home to get the closest experience to being physically present whilst watching at home. We continued to do this throughout the year, even when most people were back regularly in church. It serves a purpose for those who are ill, or house bound, who watch from out of the area, or who want to 'check us out' first online. It was wonderful to hear of a young farmer in Somerset watching our services online and inviting a friend to join her who was not a Christian. That friend became a Christian and has been baptised.

### ***After Covid***

Whilst some have not returned to church (a very small number) and some have become less frequent, a number of new folk have started attending. The negative impact that Covid has had on many churches has not affected us. We are probably now, by the grace of God, a more unified, focused and happier church than before Covid.

### ***Midweek meetings***

House Groups returned to normal but increased in number. We now have 7 house group, and over 100 adults in attendance. One of the house groups has stayed on Zoom and another was added on Zoom.

### ***Facilities Manager***

In September 2020 Steve Dennis started work as our Facilities Manager. He began putting together all the necessary documentation and helped the leadership team with preparation for reopening. He also began a program of maintenance works with our buildings overseer. Steve left his position for another job. With policies in place and without the Centre usage we had prior to lockdown, there wasn't a need to replace Steve.

### ***Installation of New Video Equipment***

As the COVID situation continued we realised that some things in church life, indeed, life in general, had changed forever. Now, many more people were watching and interacting online. Before our second reopening, in Easter 2021, a small team from the church installed a new camera and live-streaming system in the building. We now have a state of the art visual studio on the ground floor with cables running to the main hall. The livestream experience is now multi camera with very good audio/visual quality, which makes the experience of those watching at home more enjoyable.

### ***Baptismal Service***

On 21st November 2021 7 people were baptised.

### ***Assistant Pastor***

After advertising for an assistant we interview and appointed Andy Connelly, a man in his 30's living in Neath, to the role and to leadership in December 2021. Sadly, before he was able to begin working for the church, his Father died suddenly in his home town of Newcastle. Andy made the decision to return home to look after his extended family.

### ***Evangelistic Plan***

Despite the disappointment of losing Andy, Neil was determined to push ahead with evangelism. The main focus for the first part of the year was a weekend visit by JB Gill, a former member of the boy band JLS., in March. His visit attracted a number of visitors. Much of the planning involved preparation for our 20th anniversary services in September 2022 - a month of special services with food. We also ran big Kids festivals in the year which attracted 200 adults and children each time. We were also able to run our 3 Carol Services as usual again after Covid, though it was noticeable that people were still concerned about catching Covid and having their Christmas spoilt.

### **Romania Trip**

Craig Coston, a new member in the church, formerly worked for an organisation called Hospices of Hope, a charity that runs holiday clubs in Romania for children with life limiting illnesses. He

organised a trip for June 2022. Over the first few months of 2022 several fund raising events took place for the 7 people going from the church.

**Sunday Ministry**

Neil generally preaches through a book of the bible. The two main preaching series of the year were in Song of Songs and Exodus. In January 2022 we began a new theology course on the first Sunday evening of each month and also introduce an extra communion service on the 3rd Sunday evening of the month.

**Youth and Children**

It has been lovely to be back to normal with the youth and children's work. When we eventually restarted our children's church on a Sunday we ran things a little differently, having all the primary aged children together in the multi function room during the whole service with 4 teams of workers on rotation. It was been such a success that we continued that format and introduced a comprehensive aged class. A Youth weekend took place in Hebron Hall, 18th-20th Feb. It was a time of real growth for several of our young people. The youth team is a strong team and a number of young people attend every Friday.

**Finance**

Helen Wood and Julie Wood have been working together on the accounts. Due to the pandemic Helen didn't step down as planned but prepared the annual accounts for audit. Nigel Irwin will take responsibility for the next set of accounts. The Trustees are aware of their responsibilities regarding the financial control of the charity, and robust procedures are in place.

**Financial Review.**

The results for the year are set out in pages 3 – 8 of the financial statements.

**Payment of Trustees**

Notwithstanding the fact that Peter Neil Tallamy is a Trustee of the charity, he is entitled to an agreed remuneration in his position as Minister of the Church. No payments are made for his role as trustee.

**Reserves Policy.**

The Charity's practice is to have sufficient Bank balances to cover working capital requirements over a three-month period. In the light of this, free reserves need to be no less than £28,000.

**Principal Funding Sources.**

Our main income is derived from the generous giving of our members and the resultant gift aid income. We also obtain grant funding, where it is available, for major property repairs and renewals.

**Investment Policy.**

The charity only uses Bank accounts, ensuring that cash not immediately required is placed on an interest-bearing account. Stock market investments are not considered to be in accordance with the ethical standpoint of a Christian Church.

**Future Developments.**

We intend to continue to develop our ministries in accordance with our Objectives and Activities, ensuring that we are good stewards of the resources and talents that God has provided us with as we seek to share the love of Jesus with a needy world.

**Pensions.**

The Church, as an employer, has established workplace pensions for all eligible staff.

**Statement of Trustees Responsibilities.**

The trustees are responsible for preparing the financial statements in accordance with applicable law and U.K. Generally Accepted Accounting Practice.

Charity law requires the trustees to prepare financial statements for each financial year. Under the law the trustees have elected to prepare the financial statements in accordance with the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. 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
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at the time the financial position of the charity and to enable them to ensure that the financial statements comply with Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other.

Signed on behalf of the trustees: P.N. Tallamy .....

Print Name ...P.N. Tallamy.....

Date.....04/02/2023.....

## **INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES**

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

I have been appointed as independent examiner under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 145 of that Act.

My responsibility is to examine the accounts under section 145 of the Charities Act, to follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and to state whether particular matters have come to our attention.

### **Basis of independent examiner's statement**

I have examined the financial statements for the year ended 5<sup>th</sup> April 2022 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's trustees, as a body, in accordance with section 154 of the Charities Act 2011. My independent examination work has been undertaken so that I might state to the charity's trustees those matters we are required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity's trustees as a body, for any audit work, for this report, or for the opinions I have formed.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below)

- 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 Charities Act; and
- To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:  .....Independent Examiner      Date:....3<sup>rd</sup> Feb 2023.....

Nicola Lewis (EasyBooks Wales Ltd)



# Statement of Financial Activities

For the year ended 5th April 2022

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total This</u>	<u>Total Last</u>
	<u>Funds</u>	<u>Funds</u>	<u>Year</u>	<u>Year</u>
<b>INCOME</b>				
Sunday Offerings	Note 2	90	90	368
Donations		13,200	13,200	11,127
Gift Aid		69,467	69,467	56,712
Gift Aid Tax Rebate		18,000	18,000	16,698
Special Causes & Fundraising		3,185	3,185	865
Other Income	Note 7	22,804	22,804	15,523
Community, Church & Social Events		2,005	2,005	-
Youth & Children's Work		700	700	408
HMRC Furlough Grant		302	302	2,017
Interest Received		19	19	112
		-	-	-
<b>TOTAL INCOME</b>		129,771 -	129,771	103,829
<b>EXPENDITURE</b>				
Salaries & Associated Costs	Note 3	45,615	45,615	50,359
Youth & Children's Work		3,400	3,400	1,181
Payment for Preachers		854	854	-
Insurance		2,458	2,458	2,287
Special Causes & Fundraising		16,366	16,366	14,550
Community, Church & Social Events		2,601	2,601	260
Pastoral Care		239	239	159
Mini Bus		2,499	2,499	1,140
Coffee Shop		166	166	-
Utilities		8,156	8,156	7,148
Mortgage Interest		1,610	1,610	2,555
Miscellaneous	Note 8	23,074	23,074	11,263
Accountancy		1,370	1,370	-
Depreciation Charge		23,793	23,793	27,090
		-	-	-
<b>TOTAL EXPENDITURE</b>		132,200 -	132,200	117,992
<b>NET INCOME (EXPENDITURE)</b>		(2,429) -	(2,429)	(14,163)
Transfers Between Funds		- -	-	-
<b>NET INCOME (EXPENDITURE) After Transfers</b>		(2,429) -	(2,429)	(14,163)
<b>NET MOVEMENT IN FUNDS</b>		(2,429) -	(2,429)	(14,163)
Total Funds Brought Forward		643773 0	643773	657936
Total Funds Carried Forward		641344 0	641344	643773

**Balance Sheet**

As at 5th April 2022

**Fixed Assets**

Tangible Assets

Note 4

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>	<u>last year</u>
	529696		529696	549816
	529696	0	529696	549816
<b>Current Assets</b>				
Debtors & Prepayments	21154		21154	0
Bank Main a/c & Cash	91144	0	91144	165160
	0		0	0
	112298	0	112298	165160
<b>Current Liabilities</b>				
Creditors & Accruals	650		650	71203
Loan repayments due in 1 year	0		0	0
	650	0	650	71203
Net Current Assets	111648	0	111648	93957
Total Assets less Current Liabilities	641344	0	641344	643773
Creditors Falling due after 1 year	0	0	0	0
Total Net Assets	<b>641344</b>	<b>0</b>	<b>641344</b>	<b>643773</b>
<b>Fund Balances</b>				
Funds B/fwd	643773	0	643773	657936
Net movement of funds	(2429)	0	(2429)	(14163)
<b>TOTAL FUNDS</b>	<b>641344</b>	<b>0</b>	<b>641344</b>	<b>643773</b>

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

Signed.....

Trustee

Print Name..... P N Tallamy.....

Dated..... 04/02/2023.....

## **Notes to the Accounts**

### **1. Basis of Preparation**

The financial statements have been prepared under the historical cost convention. These financial statements are prepared on the going concern basis. The trustees have taken steps to secure the financial future of the organisation for the foreseeable future and there are no material uncertainties.

### **2. Income**

All income is included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the charity where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers has not been included.

Tax Reclaims are included in the SoFA at the same time as the gift to which they relate.

Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

Income from investments is included in the year in which it is receivable.

Legacies are included when the charity is advised by the personal representative of an estate that payment will be made or property transferred and the amount involved can be quantified.

### **3. Expenditure**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

### **4. Fixed Assets**

Expenditure is capitalised if the asset has a useful life of more than 1 year and its cost exceeds £100.

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, on a straight-line basis as follows:

Fixtures & Equipment	25%
Property	2%
Motor	20%

	<b>Fixtures &amp; Equipment</b>	<b>Property</b>	<b>Motor</b>	<b>Total</b>
Cost at 6.4.21	52716	651297	10944	714957
additions	3673	0	0	3673
disposals	0	0	0	0
Cost at 5.4.22	56389	651297	10944	718630
Accumulated Depreciation 6.4.21	38248	118138	8755	165141
Charge this year	8578	13026	2189	23793
Released on disposal	0	0	0	0
Accumulated Depreciation 5.4.22	46826	131164	10944	188934
<b>Net Book Value</b>	<b>9563</b>	<b>520133</b>	<b>0</b>	<b>529696</b>

## 5. Debtors and Prepayments

	<b>This Year</b>	<b>Last Year</b>
Tax on Gift Aid Debtor	18000	0
PAYE (SMP Reclaim)	3154	0
	21154	0

## 6. Creditors & Accruals

Amounts falling due within 1 year are as follows:

	<b>This Year</b>	<b>Last Year</b>
Trade Creditors	0	0
Accruals	650	0
PAYE, Pension & Net Pay Creditor	0	0
Mortgage	0	71203
	650	71203

## 7. Miscellaneous Income

	<b>This Year</b>	<b>Last Year</b>
Flat Rent	6000	5500
Centre Room Hire	15700	8520
Solar Panels	339	1489
Mortgage Refund	501	0
Book Sales	264	0
Other ( <£100)	0	14
	<b>22804</b>	<b>15523</b>

**8. Miscellaneous Expenditure**

	This Year	Last Year
Bank Charges	99	83
Subscriptions	3823	2920
Repairs and Maintenance	10936	3666
Stationery, Postage & Advertising	2726	1508
Small tools & Equipment	3211	759
Gifts and Donations	958	1695
Books & Training	1321	631
	<b>23074</b>	<b>11262</b>

**9. Examination Fees**

Accountancy Fees Include £720 for examination of 2021 accounts not accrued in 2021 plus an accrual of £650 for the production and examination of 2022 accounts.