

# MARSHALSWICK BAPTIST FREE CHURCH

England & Wales · Charity number 1129235

## Details

|             |                                                         |
|-------------|---------------------------------------------------------|
| Other names | MBFC                                                    |
| Status      | Registered                                              |
| Legal form  | Previously excepted                                     |
| Registered  | 2009-04-21                                              |
| Register    | <a href="#">View on the Charity Commission register</a> |

## Contact

|         |                                                                |
|---------|----------------------------------------------------------------|
| Address | 4 Sherwood Avenue<br>St. Albans<br>Hertfordshire<br>AL4 9QL    |
| Phone   | 01727857786                                                    |
| Email   | <a href="mailto:minister@mbfc.org.uk">minister@mbfc.org.uk</a> |
| Website | <a href="http://www.mbfc.org.uk">www.mbfc.org.uk</a>           |

## Activities

**Objects:** The principal purpose of the Church is the advancement of the Christian faith according to the principles of the Baptist denomination. The Church may also advance education and carry out other charitable purposes in the United Kingdom and/or other parts of the world.

**Activities:** Religious Activities

## Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

## Geography

- **Area of benefit:** THE UNITED KINGDOM AND/OR OTHER PARTS OF THE WORLD
- Hertfordshire

## Finances

| Period end | Income   | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-12-31 | £118,360 | £94,010     | -      | -         |
| 2024-12-31 | £127,059 | £114,448    | -      | -         |
| 2023-12-31 | £151,171 | £99,486     | -      | -         |
| 2022-12-31 | £115,524 | £148,216    | -      | -         |
| 2021-12-31 | £173,129 | £151,670    | -      | -         |

## Trustees

| Name                       | Role | Appointed  |
|----------------------------|------|------------|
| Daniel Christian Griffiths |      | 2025-02-23 |
| Helen Grace Little         |      | 2022-02-27 |
| Jane Suzanne Tocher        |      | 2022-02-27 |
| Jonathan Ward Gill         |      | 2024-02-25 |
| Ka Lok Fong                |      | 2022-02-27 |
| MARGARET PAYNE             |      | 2026-02-22 |
| Rev Darren Street          |      | 2023-05-27 |

**MARSHALSWICK BAPTIST FREE CHURCH**

England & Wales - Charity number 1129235

---

# Accounts

---



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

Marshalswick Baptist Free Church

On accounts for the year  
ended

31 December 2025

Charity no

1129235

Set out on pages

1 to 8 (One to Eight) including these 2 pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2025.

Responsibilities and  
basis of report

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").

I report in respect of my examination of the Trust'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: D Warren

Date: 03/02/2026

Name: Darren Warren – Paxton Independent Examiners

Relevant professional  
qualification(s) or body  
(if any):

F M A A T

Address:

61a High Street South

Rushden, Northants

NN10 0RA



Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

**MARSHALSWICK BAPTIST FREE CHURCH****CHARITY NUMBER: 1129235****FINANCIAL STATEMENT FOR THE PERIOD 1 JANUARY 2025 TO 31 DECEMBER 2025****RECEIPTS & PAYMENT ACCOUNT**

|                                              |             | <b>Unrestricted<br/>funds</b> | <b>Restricted<br/>funds</b> | <b>Total<br/>funds</b> | <b>Last<br/>year</b> |
|----------------------------------------------|-------------|-------------------------------|-----------------------------|------------------------|----------------------|
|                                              | <b>Note</b> | <b>£</b>                      | <b>£</b>                    | <b>£</b>               | <b>£</b>             |
| <b>A1 Receipts</b>                           |             |                               |                             |                        |                      |
| Voluntary income                             | <b>(b)</b>  | 62,365                        | 10,699                      | 73,064                 | 73,022               |
| Raised for other causes                      | <b>(c)</b>  | 161                           | 1,455                       | 1,616                  | 2,098                |
| Investment income                            | <b>(d)</b>  | 446                           | 2,804                       | 3,250                  | 5,763                |
| Hall hire                                    | <b>(e)</b>  | 38,714                        | 0                           | 38,714                 | 36,405               |
| Other income                                 | <b>(f)</b>  | 1,716                         | 0                           | 1,716                  | 9,771                |
|                                              |             | 103,402                       | 14,958                      | 118,360                | 127,059              |
| <b>A2 Assets &amp; investments sales</b>     |             |                               |                             |                        |                      |
|                                              |             | 0                             | 0                           | 0                      | 0                    |
| Total receipts                               |             | 103,402                       | 14,958                      | 118,360                | 127,059              |
| <b>A3 Payments</b>                           |             |                               |                             |                        |                      |
| Ministry costs                               | <b>(g)</b>  | 38,226                        | 0                           | 38,226                 | 37,117               |
| Donations to other causes                    | <b>(h)</b>  | 10,230                        | 1,649                       | 11,879                 | 12,916               |
| Church activities costs                      | <b>(i)</b>  | 10,458                        | 0                           | 10,458                 | 7,659                |
| Maintenance of church properties             | <b>(j)</b>  | 24,564                        | 0                           | 24,564                 | 29,160               |
| Governance & administration costs            | <b>(k)</b>  | 7,144                         | 0                           | 7,144                  | 8,907                |
|                                              |             | 90,622                        | 1,649                       | 92,271                 | 95,759               |
| <b>A4 Assets &amp; investments purchases</b> |             |                               |                             |                        |                      |
|                                              |             | 1,739                         | 0                           | 1,739                  | 18,689               |
| Total payments                               |             | 92,361                        | 1,649                       | 94,010                 | 114,448              |
| Excess of receipts over payments             |             | 11,041                        | 13,309                      | 24,350                 | 16,876               |
| <b>A5 Transfers between funds</b>            |             |                               |                             |                        |                      |
|                                              |             | 0                             | 0                           | 0                      | 0                    |
| <b>A6 Cash funds last year</b>               |             |                               |                             |                        |                      |
|                                              | <b>(l)</b>  | 64,715                        | 121,460                     | 186,175                | 173,563              |
| Cash funds this year end                     | <b>(l)</b>  | 75,545                        | 134,981                     | 210,526                | 186,175              |

Note: The Charity has no Endowment Funds

# STATEMENT OF ASSETS AND LIABILITES AT 31 DECEMBER 2025

## B1 Cash funds

| Details              | Note | Unrestricted funds<br>£ | Restricted funds<br>£ |
|----------------------|------|-------------------------|-----------------------|
| Current account HSBC |      | 22,336                  | 11,467                |
| Deposit accounts BUC |      | 53,208                  | 123,515               |
| Equals Prepaid card  |      | 0                       | 0                     |
| Cash                 |      | 0                       | 0                     |
| Total                |      | 75,545                  | 134,981               |

## B2 Other monetary assets

| Details | Note | Unrestricted funds<br>£ | Restricted funds<br>£ |
|---------|------|-------------------------|-----------------------|
| None    |      | 0                       | 0                     |

## B3 Investment assets

| Details | Note | Fund to which asset belongs<br>£ | Current value<br>£ |
|---------|------|----------------------------------|--------------------|
| None    |      | 0                                | 0                  |

## B4 Assets retained for the charity's own use

| Details                        | Note | Fund to which asset belongs<br>£ | Current value<br>£ |
|--------------------------------|------|----------------------------------|--------------------|
| Church, Sherwood Avenue        |      | General                          | 3,102,236          |
| Manse, 4 Sherwood Avenue       |      | General                          | 570,044            |
| Organ                          |      | General                          | 562,400            |
| Solar panel system             |      | General                          | 40,000             |
| Fixtures and fittings - church |      | General                          | 207,296            |
| Fixtures and fittings - manse  |      | General                          | 25,000             |

## B5 Liabilities

| Details                          | Note | Fund to which liability belongs<br>£ | Current value<br>£ |
|----------------------------------|------|--------------------------------------|--------------------|
| Baptist Pension Scheme liability | o    | General                              | 0                  |

The accounts and statement of assets and liabilities relating to the year ending 31 December 2025 were approved by the trustees (deacons) on 3 February 2026 and are signed on behalf of all trustees.

Signed:


C Chu (Treasurer)

H G Little (Secretary)

## NOTES TO THE ACCOUNTS

### a. Basis of accounts

These accounts have been prepared on a 'receipts and payments' basis and in accordance with Section 133 Charities Act 2011.

### b. Voluntary income

|                               | 2025          | 2024          |
|-------------------------------|---------------|---------------|
| Offerings and Donations       | 59,499        | 60,474        |
| Tax recovered – Gift Aid      | 13,565        | 12,548        |
| <b>Total Voluntary Income</b> | <b>73,064</b> | <b>73,022</b> |

### c. Raised for Other causes

|                                      | 2025         | 2024         |
|--------------------------------------|--------------|--------------|
| BMS World Mission – member donations | 1,259        | 1,051        |
| BMS World Mission – Birthday Scheme1 | 205          | 270          |
| Special Appeals                      | 152          | 778          |
| <b>Total Raised for Other causes</b> | <b>1,616</b> | <b>2,098</b> |

### d. Investment income

|                                | 2025         | 2024         |
|--------------------------------|--------------|--------------|
| Deposit interest               | 3,250        | 5,763        |
| <b>Total Investment Income</b> | <b>3,250</b> | <b>5,763</b> |

The church has placed funds in 7-day notice and 3-month notice deposit accounts with the Baptist Union Corporation.

### e. Hall hire

|                           | 2025          | 2024          |
|---------------------------|---------------|---------------|
| Hall hire                 | 37,714        | 36,405        |
| Hall hire donation        | 1,000         | 0             |
| <b>Total Other Income</b> | <b>38,714</b> | <b>36,405</b> |

### f. Other income

|                           | 2025         | 2024         |
|---------------------------|--------------|--------------|
| Electricity Sold          | 1,486        | 1,591        |
| Legacies                  | 0            | 7,000        |
| Kanga & Roo               | 0            | 200          |
| Other income              | 230          | 378          |
| Miscellaneous Income      | 0            | 602          |
| <b>Total Other Income</b> | <b>1,716</b> | <b>9,771</b> |

### g. Ministry costs

|                                     | 2025          | 2024          |
|-------------------------------------|---------------|---------------|
| Minister's stipend                  | 32,544        | 31,464        |
| Pension contribution                | 4,028         | 3,918         |
| Visiting preacher fees and expenses | 840           | 923           |
| Other ministry costs                | 813.82        | 813           |
| <b>Total Ministry costs</b>         | <b>38,226</b> | <b>37,117</b> |

The Minister acts as one of the church's trustees and receives remuneration and other benefits in respect of their services as Minister, including the provision of manse accommodation owned by the church.

**h. Donations to other causes**

|                                        | <b>2025</b>   | <b>2024</b>   |
|----------------------------------------|---------------|---------------|
| Home Mission – church donations to CBA | 5,040         | 5,040         |
| BMS World Mission – church donation    | 5,040         | 5,040         |
| BMS World Mission – member donations   | 1,138         | 1,321         |
| BMS World Mission – Birthday Scheme    | 170           | 255           |
| BMS World Mission – Special appeals    | 140           | 500           |
| Others - Special Appeals               | 351           | 760           |
| <b>Total Donations to other causes</b> | <b>11,879</b> | <b>12,916</b> |

Special Appeals in 2025 totalled £491, comprising: (i) £70 from the 2024 Christmas Appeal (partial receipts, with the balance recorded in 2024); (ii) £80 from the Pancake Party, donated to Vineyard Feed; (iii) £50 from the Easter Breakfast, donated to Vineyard Feed; (iv) £151 from the CTM evening service, donated to Mind; and (v) £140 from Harvest donations, donated to BMS World Mission. Donations from the 2025 Christmas Appeal will be recorded in 2026.

**i. Church activities costs**

|                                                  | <b>2025</b>   | <b>2024</b>  |
|--------------------------------------------------|---------------|--------------|
| Licences and subscriptions                       | 2,804         | 2,714        |
| Printing and stationery                          | 1,255         | 988          |
| Church groups, clubs, outreach and pastoral care | 6,399         | 3,958        |
| <b>Total Church activities costs</b>             | <b>10,458</b> | <b>7,659</b> |

Activity costs include £3,000 of funding towards supporting D. Smith's ministry studies, comprising £1,500 relating to financial year 2024 and £1,500 relating to financial year 2025, both recognised in the 2025 accounts.

**j. Maintenance of church properties**

|                                               | <b>2025</b>   | <b>2024</b>   |
|-----------------------------------------------|---------------|---------------|
| Utilities                                     | 8,595         | 8,645         |
| Church Broadband                              | 500           | 360           |
| Council Tax Manse                             | 3,503         | 3,890         |
| Insurance                                     | 3,814         | 3,848         |
| Cleaning – wages and materials                | 4,251         | 5,115         |
| Repairs and maintenance                       | 3,901         | 7,301         |
| <b>Total Maintenance of church properties</b> | <b>24,564</b> | <b>29,160</b> |

The above costs relate to the church premises in Sherwood Avenue and the manse at 4 Sherwood Avenue.

The gas and electricity contract was renewed on 1 July 2025, under a 3-year fixed rate contract.

**k. Governance and administration costs**

|                                                 | <b>2025</b>  | <b>2024</b>  |
|-------------------------------------------------|--------------|--------------|
| Bank Charges                                    | 114          | 155          |
| Professional fees – Independent Examiner        | 222          | 180          |
| Payroll fees                                    | 527          | 486          |
| Church Finance Administrator salary & equipment | 6,280        | 8,076        |
| Equals Prepaid card fees                        | 0            | 10           |
| <b>Total Administration</b>                     | <b>7,144</b> | <b>8,907</b> |

The church has appointed a Church Finance Administrator.

The church has appointed West of England Baptist Payroll Company Limited for payroll services.



## I. Movement of funds

The church has the following funds. Surplus in the General Fund will be moved to the Reserve Fund at the end of the year. Restricted Funds are funds which must be used for a specific purpose.

| Fund name                 | Fund balances brought forward | Income         | Expenditure    | Transfers | Fund balances carried forward |
|---------------------------|-------------------------------|----------------|----------------|-----------|-------------------------------|
|                           | £                             | £              | £              | £         | £                             |
| Unrestricted funds        |                               |                |                |           |                               |
| General fund              | 0                             | 101,070        | -91,636        | 1,000     | 10,434                        |
| Community Link            | 3,082                         | 2,171          | -775           | -1,000    | 3,480                         |
| Frog                      | 748                           | 0              | 0              | 0         | 748                           |
| Kanga & Roo               | 323                           | 9              | 0              | 0         | 323                           |
| Lighthouse                | 71                            | 0              | 0              | 0         | 71                            |
| Recreation Club           | 688                           | 0              | 0              | 0         | 688                           |
| Reserve Fund              | 59,803                        | 0              | 0              | 0         | 59,803                        |
| <b>Total Unrestricted</b> | <b>64,715</b>                 | <b>103,250</b> | <b>-92,411</b> | <b>0</b>  | <b>75,547</b>                 |
| Restricted funds          |                               |                |                |           |                               |
| Organ Fund                | 1,610                         | 0              | 0              | 0         | 1,610                         |
| Piano Fund                | 5                             | 0              | 0              | 0         | 5                             |
| Project 50 Phase 2        | 118,235                       | 13,154         | 0              | 0         | 131,389                       |
| Special Offertories       | 368                           | 1,904          | -1,599         | 0         | 672                           |
| Youth Alpha & Outreach    | 492                           | 63             | 0              | 0         | 555                           |
| Youth Work                | 750                           | 0              | 0              | 0         | 750                           |
| <b>Total Restricted</b>   | <b>121,460</b>                | <b>15,121</b>  | <b>-1,599</b>  | <b>0</b>  | <b>134,981</b>                |
| <b>TOTAL FUNDS</b>        | <b>186,175</b>                | <b>118,360</b> | <b>-94,010</b> | <b>0</b>  | <b>210,526</b>                |

Note: figures are shown rounded to the nearest pound where appropriate. At the end of 2024, a £1,767 surplus from the General Fund was transferred to the Reserve Fund. This brought the Reserve Fund's balance to £59,803 at the beginning of 2025.

## Assets Held for the Church's own use

The church is the beneficial owner of the assets listed (subject to the relevant trusts) the legal title to which is held by the church's custodian trustee the Baptist Union Corporation Ltd: The values shown are insurance values as at the renewal of the policies with Baptist Insurance on 24 June 2024.

#### **o. Pension Scheme Liabilities**

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.

As stated in the report last year, the Scheme signed an agreement with the insurance company Just Group to secure Defined Benefit Plan members' pension benefits, and therefore no liability remains for the church. All pension provision within the Scheme is now on a Defined Contribution basis.



**MARSHALSWICK BAPTIST FREE CHURCH**

England & Wales - Charity number 1129235

---

# Accounts

---

## Secretary's Report for Charity Commission

### **Church Membership and Fellowship**

The year 2024 has been one of consolidation and spiritual growth for our church community. We began the year with a membership of 77. During the year, four members moved on to new opportunities, and we remember with gratitude one member who has passed into God's presence. In December, we welcomed a new member into our fellowship, bringing our total membership to 73 as of 31st December 2024.

Many within our congregation have faced significant health challenges over the past year. We are thankful for the medical teams who have provided care, as well as the support, prayers, and compassion offered within our fellowship. Some members have experienced difficulties related to housing and employment, and we continue to provide encouragement and assistance where possible, hoping that 2025 will bring stability and blessings.

### **Worship and Spiritual Enrichment**

Our Sunday morning services have continued to thrive, with attendance ranging between 80 and 110. The warmth and fellowship shared in worship and over refreshments remain a cornerstone of our community. We are grateful for the musical gifts within our church, including our young Sunday Club Music Makers, who have brought joy to our worship.

We give thanks for the spiritual leadership of our minister, who has guided us through enriching explorations of the Old Testament's Big Bible Stories, the Fruits of the Spirit, the letters of Peter, Frontline Sundays, and our Advent journey. These teachings have deepened our faith and understanding.

### **Community Engagement and Outreach**

In 2024, we were delighted to launch a new community youth group in partnership with Young Life Organisation, offering young people a space for growth and support. Our weekly activities have continued to develop, including Community Link, Kanga & Roo, Table Tennis, Jigsaw, Connect & Play, and special one-off events. These initiatives reflect our commitment to outreach, providing opportunities for connection, enrichment, and glimpses of God's love in action.

### **Looking Ahead to 2025**

As we enter 2025, we remain dedicated to worship, service, and community-building. We embrace new challenges with faith and trust in God's guidance, seeking to build upon our foundations while remaining open to His plans for our church's future.

We give thanks for God's abundant generosity. As His faithful servants, we commit to offering our gifts, time, and talents in service to Him and to our community here at Marshalswick.

Helen Little

**MARSHALSWICK BAPTIST FREE CHURCH****CHARITY NUMBER: 1129235****FINANCIAL STATEMENT FOR THE PERIOD 1 JANUARY 2024 TO 31 DECEMBER 2024****RECEIPTS & PAYMENT ACCOUNT**

|                                              |             | <b>Unrestricted<br/>funds</b> | <b>Restricted<br/>funds</b> | <b>Total<br/>funds</b> | <b>Last<br/>year</b> |
|----------------------------------------------|-------------|-------------------------------|-----------------------------|------------------------|----------------------|
|                                              | <b>Note</b> | <b>£</b>                      | <b>£</b>                    | <b>£</b>               | <b>£</b>             |
| <b>A1 Receipts</b>                           |             |                               |                             |                        |                      |
| Voluntary income                             | <b>(b)</b>  | 60,728                        | 12,294                      | 73,022                 | 73,635               |
| Raised for other causes                      | <b>(c)</b>  | 0                             | 2,098                       | 2,098                  | 1,970                |
| Investment income                            | <b>(d)</b>  | 1,176                         | 4,588                       | 5,763                  | 4,263                |
| Hall hire                                    |             | 36,405                        | 0                           | 36,405                 | 33,860               |
| Other income                                 | <b>(e)</b>  | 9,006                         | 765                         | 9,771                  | 37,444               |
|                                              |             | 107,315                       | 19,745                      | 127,059                | 151,171              |
| <b>A2 Assets &amp; investments sales</b>     |             | 0                             | 0                           | 0                      | 0                    |
| Total receipts                               |             | 107,315                       | 19,745                      | 127,059                | 151,171              |
| <b>A3 Payments</b>                           |             |                               |                             |                        |                      |
| Ministry costs                               | <b>(f)</b>  | 37,117                        | 0                           | 37,117                 | 28,920               |
| Donations to other causes                    | <b>(g)</b>  | 10,115                        | 2,801                       | 12,916                 | 13,007               |
| Church activities costs                      | <b>(h)</b>  | 7,482                         | 177                         | 7,659                  | 10,807               |
| Maintenance of church properties             | <b>(i)</b>  | 29,160                        | 0                           | 29,160                 | 26,944               |
| Governance & administration costs            | <b>(j)</b>  | 8,907                         | 0                           | 8,907                  | 8,258                |
|                                              |             | 92,781                        | 2,978                       | 95,759                 | 87,936               |
| <b>A4 Assets &amp; investments purchases</b> |             | 14,424                        | 4,265                       | 18,689                 | 11,550               |
| Total payments                               |             | 107,205                       | 7,243                       | 114,448                | 99,486               |
| Excess of receipts over payments             |             | 110                           | 12,501                      | 12,611                 | 51,686               |
| <b>A5 Transfers between funds</b>            |             | 2,191                         | -2,191                      | 0                      | 0                    |
| <b>A6 Cash funds last year</b>               | <b>(k)</b>  | 62,412                        | 111,151                     | 173,563                | 121,879              |
| Cash funds this year end                     | <b>(k)</b>  | 64,715                        | 121,460                     | 186,174                | 173,563              |

Note: The Charity has no Endowment Funds

## STATEMENT OF ASSETS AND LIABILITIES AT 31 DECEMBER 2024

### B1 Cash funds

| Details              |      | Unrestricted funds | Restricted funds |
|----------------------|------|--------------------|------------------|
|                      | Note | £                  | £                |
| Current account HSBC |      | 11,953             | 3,842            |
| Deposit accounts BUC |      | 52,763             | 117,618          |
| Equals Prepaid card  |      | 0                  | 0                |
| Cash                 |      | 0                  | 0                |
| Total                |      | 64,715             | 121,460          |

### B2 Other monetary assets

| Details |      | Unrestricted funds | Restricted funds |
|---------|------|--------------------|------------------|
|         | Note | £                  | £                |
| None    |      | 0                  | 0                |

### B3 Investment assets

| Details |      | Fund to which asset belongs | Current value |
|---------|------|-----------------------------|---------------|
|         | Note | £                           | £             |
| None    |      | 0                           | 0             |

### B4 Assets retained for the charity's own use

| Details                        |      | Fund to which asset belongs | Current value |
|--------------------------------|------|-----------------------------|---------------|
|                                | Note | £                           | £             |
| Church, Sherwood Avenue        | (m)  | General                     | 3,097,835     |
| Manse, 4 Sherwood Avenue       | (m)  | General                     | 544,454       |
| Fixtures and fittings - church | (m)  | General                     | 187,068       |
| Organ                          | (m)  | General                     | 543,390       |

### B5 Liabilities

| Details                          |      | Fund to which liability belongs | Current value |
|----------------------------------|------|---------------------------------|---------------|
|                                  | Note | £                               | £             |
| Baptist Pension Scheme liability | (n)  | General                         | 0             |

The accounts and statement of assets and liabilities relating to the year ending 31 December 2024 were approved by the trustees (deacons) on February 2025 and are signed on behalf of all trustees.

Signed:

C Chu (Treasurer)

H G Little (Secretary)

## NOTES TO THE ACCOUNTS

### a. Basis of accounts

These accounts have been prepared on a 'receipts and payments' basis and in accordance with Section 133 Charities Act 2011.

### b. Voluntary income

|                               | 2024          | 2023          |
|-------------------------------|---------------|---------------|
| Offerings and Donations       | 60,474        | 59,974        |
| Tax recovered – Gift Aid      | 12,548        | 13,661        |
| <b>Total Voluntary Income</b> | <b>73,022</b> | <b>73,635</b> |

### c. Raised for Other causes

|                                                  | 2024         | 2023         |
|--------------------------------------------------|--------------|--------------|
| BMS World Mission – member donations             | 1,051        | 1,050        |
| BMS World Mission – Birthday Scheme <sup>1</sup> | 270          | 305          |
| Special Appeals                                  | 778          | 615          |
| <b>Total Raised for Other causes</b>             | <b>2,098</b> | <b>1,970</b> |

### d. Investment income

|                                | 2024         | 2023         |
|--------------------------------|--------------|--------------|
| Deposit interest               | 5,763        | 4,263        |
| <b>Total Investment Income</b> | <b>5,763</b> | <b>4,263</b> |

The church has placed funds in 7-day notice and 3-month notice deposit accounts with the Baptist Union Corporation.

### e. Other income

|                                      | 2024         | 2023          |
|--------------------------------------|--------------|---------------|
| Electricity Sold                     | 1,591        | 1,663         |
| Legacies                             | 7,000        | 0             |
| Donation from Trinity Baptist Church | 0            | 35,000        |
| Kanga & Roo                          | 200          | 200           |
| Other income                         | 378          | 580           |
| Miscellaneous Income                 | 602          | 0             |
| <b>Total Other Income</b>            | <b>9,771</b> | <b>37,444</b> |

In March 2024, we received a bequest, which was allocated to the General Fund and used to contribute toward the air conditioning installation for the upper hall.

### f. Ministry costs

|                                     | 2024          | 2023          |
|-------------------------------------|---------------|---------------|
| Minister's stipend                  | 31,464        | 20,412        |
| Pension contribution                | 3,918         | 2,931         |
| Visiting preacher fees and expenses | 923           | 1,528         |
| Other ministry costs                | 813           | 679           |
| New Minister Costs                  | 0             | 3,370         |
| <b>Total Ministry costs</b>         | <b>37,117</b> | <b>28,920</b> |

The Minister acts as one of the church's trustees and receives remuneration and other benefits in respect of their services as Minister, including the provision of manse accommodation owned by the church.



**g. Donations to other causes**

|                                        | <b>2024</b>   | <b>2023</b>   |
|----------------------------------------|---------------|---------------|
| Home Mission – church donations to CBA | 5,040         | 5,040         |
| BMS World Mission – church donation    | 5,040         | 5,040         |
| BMS World Mission – member donations   | 1,321         | 1,268         |
| BMS World Mission – Birthday Scheme    | 255           | 245           |
| BMS World Mission – Special appeals    | 500           | 1,415         |
| Others - Special Appeals               | 760           | 0             |
| <b>Total Donations to other causes</b> | <b>12,916</b> | <b>13,008</b> |

Special Appeals in 2024 total £1,260, comprising the following: i) £297.30 from the 2023 Crisis Christmas Appeal; ii) £110.98 from the Pancake Party, donated to Emmaus St Albans; iii) £52.13 from the Easter Breakfast, donated to Open Door; iv) £500 from Harvest donations, donated to BMS World Mission; and v) £300 from the 2024 Christmas Appeals, donated to the Leprosy Mission (with the remaining contributions from the Christmas Appeals to be recorded in 2025).

**h. Church activities costs**

|                                                  | <b>2024</b>  | <b>2023</b>   |
|--------------------------------------------------|--------------|---------------|
| Licences and subscriptions                       | 2,714        | 2,648         |
| Printing and stationery                          | 988          | 1,018         |
| Church groups, clubs, outreach and pastoral care | 3,958        | 7,141         |
| <b>Total Church activities costs</b>             | <b>7,659</b> | <b>10,807</b> |

**i. Maintenance of church properties**

|                                               | <b>2024</b>   | <b>2023</b>   |
|-----------------------------------------------|---------------|---------------|
| Utilities                                     | 8,645         | 6,477         |
| Church Broadband                              | 360           | 360           |
| Council Tax Manse                             | 3,890         | 2,016         |
| Insurance                                     | 3,848         | 3,808         |
| Cleaning – wages and materials                | 5,115         | 5,763         |
| Repairs and maintenance                       | 7,301         | 8,520         |
| <b>Total Maintenance of church properties</b> | <b>29,160</b> | <b>26,944</b> |

The above costs relate to the church premises in Sherwood Avenue and the manse at 4 Sherwood Avenue.

The significant increase in utility expenses is attributed to the expiration of our previous 5-year fixed rate contract in June 2024. Upon renewal, the church opted for a one-year fixed rate contract, which reflects the increased utility costs in the current market.

**j. Governance and administration costs**

|                                                 | <b>2024</b>  | <b>2023</b>  |
|-------------------------------------------------|--------------|--------------|
| Bank Charges                                    | 155          | 189          |
| Professional fees – Independent Examiner        | 180          | 180          |
| Payroll fees                                    | 486          | 413          |
| Church Finance Administrator salary & equipment | 8,076        | 7,476        |
| Equals Prepaid card fees                        | 10           | 0            |
| <b>Total Administration</b>                     | <b>8,907</b> | <b>8,258</b> |

The church has appointed a Church Finance Administrator.

The church has appointed West of England Baptist Payroll Company Limited for payroll services.

The church has Equals Prepaid Mastercards for the Treasurer and the Church Finance Administrator. Cards are topped up when needed to make a payment which can't be made by bank transfer.

### k. Movement of funds

The church has the following funds. Surplus in the General Fund is moved to the Reserve Fund at the end of the year. Restricted Funds are funds which must be used for a specific purpose.

| Fund name                 | Fund balances brought forward | Income         | Expenditure     | Transfers     | Fund balances carried forward |
|---------------------------|-------------------------------|----------------|-----------------|---------------|-------------------------------|
|                           | £                             | £              | £               | £             | £                             |
| Unrestricted funds        |                               |                |                 |               |                               |
| General fund              | 0                             | 105,177        | -106,601        | 3,191         | 1,767                         |
| Community Link            | 2,747                         | 1,939          | -604            | -1,000        | 3,082                         |
| Frog                      | 748                           | 0              | 0               | 0             | 748                           |
| Kanga & Roo               | 123                           | 200            | 0               | 0             | 323                           |
| Lighthouse                | 71                            | 0              | 0               | 0             | 71                            |
| Recreation Club           | 688                           | 0              | 0               | 0             | 688                           |
| Reserve Fund              | 58,037                        | 0              | 0               | 0             | 58,037                        |
| <b>Total Unrestricted</b> | <b>62,414</b>                 | <b>107,316</b> | <b>-107,205</b> | <b>2,191</b>  | <b>64,715</b>                 |
| Restricted funds          |                               |                |                 |               |                               |
| Organ Fund                | 1,610                         | 0              | 0               | 0             | 1,610                         |
| Piano Fund                | 5                             | 0              | 0               | 0             | 5                             |
| Project 50 Phase 2        | 105,527                       | 16,973         | -4,265          | 0             | 118,235                       |
| Project 50 Phase 1        | 2,191                         | 0              | 0               | -2,191        | 0                             |
| Special Offertories       | 648                           | 2,521          | -2,801          | 0             | 368                           |
| Youth Alpha & Outreach    | 419                           | 250            | -177            | 0             | 492                           |
| Youth Work                | 750                           | 0              | 0               | 0             | 750                           |
| <b>Total Restricted</b>   | <b>111,150</b>                | <b>19,745</b>  | <b>-7,244</b>   | <b>-2,191</b> | <b>121,460</b>                |
| <b>TOTAL FUNDS</b>        | <b>173,564</b>                | <b>127,060</b> | <b>-114,448</b> | <b>0</b>      | <b>186,175</b>                |

Note these are rounded figures. In 2024, the Project 50 Phase 1 fund has been wound down, as Project 50 Phase 1 is considered complete. Any future expenses related to residual work from Project 50 will be allocated to the General Fund, as such expenses are categorized as maintenance costs.

### Assets Held for the Church's own use

The church is the beneficial owner of the assets listed (subject to the relevant trusts) the legal title to which is held by the church's custodian trustee the Baptist Union Corporation Ltd: The values shown are insurance values as at the renewal of the policies with Baptist Insurance on 24 June 2024.

## **n. Pension Scheme Liabilities**

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.

From 1 January 2012, pension provision is being made through the Defined Contribution (DC) Plan within the Scheme. In general members pay 8% of their Pensionable Income and employers pay 6% of members' pensionable income into individual pension accounts which are operated on behalf of the Pension Trustee by Broadstone Corporate Benefits Ltd. In addition, the employer pays a further 4% of Pensionable Income to cover Death in Service Benefits, administration costs and an associated insurance policy which provides Income Protection for Scheme members if they are unable to work due to long-term incapacity. This income protection policy has been insured by the Baptist Union of Great Britain with Aviva Limited.

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 funding level 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 was due to take place not later than as at 31 December 2022. However, the DB Plan is to be wound up and the process to wind it up was started with effect from 31 March 2024. Therefore, no formal valuation is due to take place.

In addition to the contributions to the DC plan set out above, where a valuation of the DB plan reveals a deficit the Trustee and the Council agree to a rate of deficiency contributions from churches and other employers involved in the DB Plan. Following the 2019 valuation a Recovery Plan was signed in September 2020 under which deficiency contributions were payable until June 2026.

On 30th June 2022 the Baptist Pension Scheme signed an agreement with the insurance company Just Group ("Just") to secure DB Plan members' pension benefits. Just are now providing financial backing for all pensions provided 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 2022. These ceased in November 2024. The outstanding deficiency contributions due under the Recovery Plan are not considered material and therefore have not been included in the balance sheet.



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

Marshalswick Baptist Free Church

On accounts for the year  
ended

31 December 2024

Charity no  
(if any)

1129235

Set out on pages

1 to 8 (including these 2 pages)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2024.

Responsibilities and  
basis of report

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").

I report in respect of my examination of the Trust'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: D Warren

Date: 11/02/2025

Name: Darren Warren – Paxton Independent Examiners

Relevant professional  
qualification(s) or body  
(if any):

F M A A T

Address:

61a High Street South

Rushden, Northants

NN10 0RA

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

**MARSHALSWICK BAPTIST FREE CHURCH**

England & Wales - Charity number 1129235

---

# Accounts

---



# Marshalswick Baptist Free Church

---

‘A thriving church where people of  
all ages meet God’

---

## TRUSTEES ANNUAL REPORT AND ACCOUNTS 1 JANUARY TO 31 DECEMBER 2023



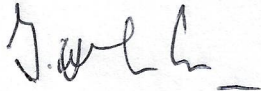
## TRUSTEES AND LEADERSHIP TEAM (DIACONATE)

The names of the Trustees who served during 2023 are noted below, with the date of appointment and/or resignation if they have not acted for the whole year.

| Trustee name      | Office (if any)      | Date of appointment | Date of resignation |
|-------------------|----------------------|---------------------|---------------------|
| Rev Darren Street | Minister             | 1 May               |                     |
| Helen Little      | Deacon and Secretary |                     |                     |
| Jennifer Drake    | Deacon and Treasurer |                     |                     |
| Jane Frame        | Deacon               |                     |                     |
| Margaret Payne    | Deacon               |                     |                     |
| William Allan     | Deacon               |                     |                     |
| Chris Fong        | Deacon               |                     |                     |
| Upenyu Chioko     | Deacon               |                     | 18 April            |
| Jane Tocher       | Deacon               |                     |                     |
| Danny Smith       | Deacon               | 26 February         |                     |

Following a period of Interregnum with Rev Simon Carver acting as our Moderator the church called the Rev Darren Street to be our minister, commencing his pastorate on 1 May 2024.

The Trustees declare that they have approved this report.  
It is signed on behalf of the charity trustees.

|                                                                                     |               |        |
|-------------------------------------------------------------------------------------|---------------|--------|
|  | Jonathan Gill | Deacon |
|  | Chris Fong    | Deacon |

Date:

## **LEGAL INFORMATION**

Marshalswick Baptist Free Church (the Church) is a charitable unincorporated association.

The Church is a registered Charity. Charity Commission Number 1129235

Church Address: Marshalswick Baptist Free Church, Sherwood Avenue, St Albans, Hertfordshire AL4 9QL

### **Bankers**

HSBC, St Albans Branch

### **Independent Examiner**

Paxton Independent Examiners

### **Investment Account (Deposit)**

Baptist Union Corporation, Baptist House, PO Box 44, Didcot OX11 8RT

### **Custodian Trustee**

Baptist Union Corporation



## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Marshalswick Baptist Free Church was established in 1967 by the coming together of an established nonconformist worshipping community in Marshalswick and the transfer of members from the Tabernacle Baptist Church in St Albans.

The Church is a charitable unincorporated association. It became a registered Charity in 2009 and is governed by a constitution agreed by the Charity Commission. The constitution was approved at a Special Church Meeting on 16 December 2008 and amended at a Special Church Meeting on 28 February 2016.

In line with its constitution, the Church operates under the authority of the Church Members Meeting which is open to all church members and operates with a quorum of 15% of church members. At the start of 2023 there were 75 members and at the end there were 77.

The Church Members Meeting appoints trustees to oversee the running of the Church. The Trustees are:

- the Minister as appointed from time to time from the list of accredited Ministers of the Baptist Union of Great Britain.
- up to 9 Deacons/Leaders who are appointed for a 3-year term by the Church Members Meeting. They may only serve two consecutive terms after which they must stand down for at least a year.
- The church officers, namely the Secretary and Treasurer are appointed annually by the Church Members Meeting from the appointed Trustees.

Except for the Minister, any individual must have been a member of the Church for six months prior to being eligible for appointment as a trustee.

The Trustees are required to meet at least 6 times a year but in practice they meet monthly (except for over the summer break).

New Trustees are inducted into their role through training and provision of relevant documents. All Trustees are encouraged to participate in events arranged by the Baptist Union and the Central Baptist Association and other bodies in order to develop their skills as Trustees.

There are usually 6 Church Members Meetings each year.

In accordance with clause 23 of the Church's constitution the Minister is entitled to be paid an agreed reasonable remuneration or stipend even though (s)he is one of the Trustees of the Charity. No other trustees received any payment for their work as trustees.



The Charity employs a part time cleaner and a part time Church Finance Administrator. All other functions and activities are fulfilled by volunteers.

The Church is a member of the Baptist Union of Great Britain and the Central Baptist Association being a signatory to the Baptist Union's Declaration of Principle.

The property of the charity is held in trust by the Baptist Union Corporation for the benefit of the charity.

Risks assessments are conducted for church activities and the church has a Risk Register which is reviewed regularly.

The key risks factors facing the charity's finances are:

- a dramatic drop in the number of members and attendees making financial contributions – even during the pandemic when attendance “in person” was restricted, numbers connected with the church remained high and voluntary giving remained strong.
- major and unexpected repairs to the building – we have a cyclical maintenance programme with budget provision to cover this.
- loss of a major hall hire customer – demand for the use of our premises exceeds availability and the church is exploring ways of maximising the use of the premises following the modifications made under Project 50

We believe that the level of risk in these situations is low and that the church has sufficient financial strength and human resources to limit any damage that may occur.

The church has the following policies and procedures which are reviewed and affirmed at the AGM:

Health and Safety Policy

Child Protection Policy

Vulnerable Adults Policy

Compliance with General Data Protection Regulations (GDPR)

Social Media Guidelines

## **OBJECTIVES AND ACTIVITIES**

The Principal Purposes of the Charity is the advancement of the Christian faith according to the principles of the Baptist denomination. In fulfilling this objective, the

Church engages in a range of activities which will vary from time to time, with activities being initiated, expanded or closed, as appropriate.

In planning our activities, the trustees consider the Charity Commission's guidance on public benefit and in particular the specific guidance for charities on the advancement of the Christian religion. The charity fulfils this obligation in a number of ways:

**Provision of Worship** Services every Sunday which are open to all. Extra services at Christmas and Easter are publicised locally and on our website.

**Education in relation to matters of the Christian Faith** is provided through 'Sunday Club' activities for children, Messy Church seasonal events for parents and children, Youth Alpha course developing into a Youth Bible Study Group, a network of Home-Based Study Groups for adults and, prayer group meeting in person and online.

**Provision of Pastoral Care.** Assistance to the sick and vulnerable, who may not always be church members, is provided by church members with additional support by phone and letter. Home Communion visits. Bereavement support and the provision of funeral services are available on request. Marriage preparation courses are available to those seeking to be married in the church and, arrangement of blessing and thanksgiving services for children.

**Social and recreational activities** are provided for the benefit of different sections of the community:

- Children:
  - Kanga and Roo Toddler Group,
  - Connect & Play established September 2023 for 3 – 8 year olds providing a place to play, create and make friends
  - Young Music makers to encourage young music instrument players to play together and with older musicians at services and ad hoc concerts
- Young Adults:
  - Youth Alpha
  - Home Bible Study Group
- Adults
  - Table Tennis Club members include students home from university and retired people
  - Thursday Club for older adults
  - Men's Group including local walks and dining events.
  - The Ladies choir expanding this year to include men.
  - Ladies Pot Luck lunches and craft events, initially set up to help get to know an influx of people from Hong Kong and Africa



- Community Link sessions provides IT help, art, knitting and 'brain games' initially set up to help address issues of loneliness and became a vibrant and social part of our interaction with the local community.
- Jigsaw similar to Community Link, without the IT help and created from a 'Warm Space' initiative.

***Assistance in the relief of poverty.*** We support the wider work of the Baptist denomination through our membership of the Baptist Union of Great Britain and the Central Baptist Association through our financial contribution to the Home Mission Scheme. We also support BMS World Mission financially.

We collaborate with other local churches through Churches Together in Marshalswick and support other local national and international organisations through donations and prayer support where that support will further our charitable objectives. An overview of all financial donations made to other causes in 2023 is given in the notes to the financial statements. Some charities are supported through the donation of 'gifts in kind', such as donations to the food bank, baby clothes and blankets for Knit for Peace. Recycled tools are collected for Tools with a Mission.

***Provision of premises.*** The church premises are used by different Community Groups on an economical hire basis. To facilitate this work, it is important that we maintain the fabric of the church premises.

## **ACHIEVEMENTS AND PERFORMANCE**

### **- MINISTER'S REPORT**

It is hard to believe that in May 2023 I left life in London to begin a new life here in Marshalswick. Every church has a culture and a way of doing things and for me, this first year has been largely about getting to know how the church operates, what we are passionate about, identifying the strengths that we can build on, and recognising the challenges that may be holding us back.

One of the big strengths I see in the church is the efforts made to be a welcoming church. This has been noted by those who visit our midweek groups as well as those who attend Sunday worship. It is also great to see the fellowship that takes place every Sunday after worship

Young people are a good indicator of how healthy a church is. We are truly blessed to have a healthy Sunday Club and we must do all that we can to encourage and build on this, developing a sense of belonging.

Throughout the year I have visited most of our regular midweek groups. These provide a useful space for friendship, pastoral care, and a sense of belonging. Of course, there is the opportunity through these groups to connect with people in our community and form relationships. In the Autumn we spent seven weeks studying "Fruitfulness on the Frontline", a course by LICC.

One of our newest ministries is Connect and Play. This has already become a great hub for parents in the area to connect and form friendships and a couple of families came to our Christmas services as a result.

Over the year I visited local Primary and Secondary Schools delivering assemblies and visiting classes sometimes teaming up with other local clergy. With the support of Local Charity STEP we have led a Youth Alpha course. We are now taking this group on through "The Bible Course".

We were privileged this year to share in a baptism and, receive five people into membership.

It has been quite a first year. I don't doubt that there are some challenges ahead that we need to overcome if we want to see growth. But with God's help, there is a lot of potential for great things in the coming months and years.

Rev. Darren Street, Minister



## **- SECRETARY'S REPORT**

We have had a number of notable highlights this year. The foremost one must be the Induction of our minister the Rev Darren Street at the end of May. A great marker in our church's history as Darren takes up the role of minister at Marshalswick.

Other highlights: we celebrated the baptism of one of our number, the candidate's faith was self-evident and we were privilege to share in that special occasion.

Our house groups came together to study Faithfulness on the Frontline which was very beneficial.

We launched Connect and Play for 3 – 8-year-olds; welcomed the wider community to our Pancake party and Light Party. We saw continuation and growth in our baby and carer group and in our midweek groups for older people Community Link, Table Tennis and Jigsaw. We saw a growth in TWAM donations and supported Christian Aid, Children in Need, Macmillan Cancer Care and Herts ME/CFS Support Group to name but a few.

Our Sunday morning services are well attended. We welcomed five people into membership. This brings our membership total to 77. We ran a Youth Alpha course for eight of our young people.

So, for 2024, we look forward to worshipping, working and serving together, taking up new challenges, building on the past and being directed by the Holy Spirit to whatever God has planned for us.

Helen Little, Church Secretary

## **FINANCIAL REVIEW**

We started 2023 in a strong financial position. We were excited that the Rev Darren Street had accepted our Call to Ministry and would be joining us in 2023. We had completed most of the work on the manse refurbishment ready for his arrival. From a financial point of view this meant we could plan and budget for a more 'normal' year. Our costs of ministry increased of course but our income has remained steady throughout the year and our spending has been well managed. We end 2023 in a good position.

We have been able to complete the remaining work on the manse and cover all our costs from our general giving. In addition, we've replaced the Kanga and Roo shed to give much needed storage. We've bought and installed new screens in the church to aid our worship. We also arranged for replacement windows in the rear ground floor halls.



At the time of authorising this work we thought we would have to call on our Reserves to pay for this. At the end of the year the work on the windows hadn't been completed but we have enough funds from 2023 to cover the cost when the invoice arrives.

The Church continues to raise the funds which it needs to carry on its activities and meet its objectives from within its own membership and congregation. Once again, generous giving by members of the church family has enabled the Church to continue to be generous in its giving for other causes – £13,008, in total. Each year we budget to give £5,000 for Home Mission and £5,000 for BMS World Mission from church funds. And we have made a special payment from church funds to BMS World Mission in response to the Turkey/Syria earthquake. The church has supported a number of special appeals throughout the year which are listed in the notes to the financial statements. In addition, Thursday Club made a significant donation to Headway (Hertfordshire).

The financial results for the year, together with a summary of the accounting policies adopted are set out in the accompanying financial statements. As you'll see in the notes to the accounts the Church has a number of funds which are attributed to various church groups and projects. For the purposes of this review, I'll comment on the General fund, Reserves, and Project 50.

### **General fund and Reserves**

Our main sources of income are freewill offerings and donations, Gift Aid and hall hire. Our main costs are salaries and running and maintaining the church properties. i.e., church and manse. Income to General fund was £96,513 and outgoings were £89,809. So at the end of the year, we had a surplus of £6,703. This will be transferred to Reserves making our total Reserves at the start of 8 2024 £58,036. This puts us in a good position to cover the cost of some expected expenditure on the building in 2024. Our Reserves Policy is set out below.

### **Project 50**

Project 50 is a restricted fund which was set up to fund improvements and accessibility to the church building which were agreed by church members in 2016. Most of the work in Phase 1 of the project was carried out and paid for in 2020 and 2021. Some final snagging work is still required to complete Phase 1 and we have set up a Phase 1 Retention fund towards the cost. The balance of the Project 50 fund is now held in the Project 50 Phase 2 fund. At the end of 2023 it stands at £105,527. We were truly blessed to receive a gift £35,000 from Trinity Baptist Church in August to be put towards building maintenance and improvement work on our church buildings. We have allocated this money to Phase 2 of Project 50. So we have a significant sum of money as we start to think and pray about Phase 2. As I said earlier this means we start 2024 in a good financial position. We rely on, and remain thankful for, the continued and faithful giving

of members of our church family and the ongoing support of all those who manage our spending and collection of our income.

Jenny Drake, Treasurer

### **Reserves Policy**

The Trustees review the level of reserves which are held and take account of the risks to income and of unplanned expenditure. The Trustees recognise that reserves will fluctuate due to the timing of income and expenditure.

The Trustees have assessed the risks and feel it is prudent to hold around 5 months' worth of running costs to cover contingencies such as loss of hall hire or unexpected repairs to the building.

So the target we have set for unrestricted reserves is to hold an average of £35,000 during the year and at the year end.

The reserves of the charity are mainly held in the Baptist Union Corporation 7-Day Notice and 3-Month Notice deposit accounts. These accounts provide attractive rates of interest and funding for loans to Baptist causes.





CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/  
members of**

Charity Name Marshalswick Baptist Free Church

**On accounts for the year  
ended**

31 December 2023

**Charity  
no (if  
any)**

1129235

**Set out on pages**

1 to 8 (including these 2 pages)

**Responsibilities  
basis of report**

**and**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

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").

I report in respect of my examination of the Trust'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:**

D Warren

**Date:**

06/02/2024

**Name:** Darren Warren – Paxton Independent Examiners

**Relevant professional qualification(s) or body (if any):**

F M A A T

**Address:**

61a High Street South

Rushden, Northants

NN10 0RA

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**



# MARSHALSWICK BAPTIST FREE CHURCH

CHARITY NUMBER: 1129235

FINANCIAL STATEMENT FOR THE PERIOD 1 JANUARY 2023 TO 31 DECEMBER 2023

## RECEIPTS & PAYMENT ACCOUNT

|                                              |      | Unrestricted<br>funds | Restricted<br>funds | Total<br>funds | Last<br>year |
|----------------------------------------------|------|-----------------------|---------------------|----------------|--------------|
|                                              | Note | £                     | £                   | £              | £            |
| <b>A1 Receipts</b>                           |      |                       |                     |                |              |
| Voluntary income                             | (b)  | 61,862                | 11,773              | 73,635         | 76,722       |
| Raised for other causes                      | (c)  | 0                     | 1,970               | 1,970          | 2,064        |
| Investment income                            | (d)  | 1,414                 | 2,848               | 4,262          | 1,789        |
| Hall hire                                    |      | 33,860                | 0                   | 33,860         | 31,903       |
| Loans                                        | (n)  | 0                     | 0                   | 0              | 0            |
| Grants                                       |      | 0                     | 0                   | 0              | 0            |
| Other income                                 | (e)  | 1,968                 | 35,476              | 37,444         | 3,046        |
|                                              |      | 99,104                | 52,067              | 151,171        | 115,524      |
| <b>A2 Assets &amp; investments sales</b>     |      | 0                     | 0                   | 0              | 0            |
| Total receipts                               |      | 99,104                | 52,067              | 151,171        | 115,524      |
| <b>A3 Payments</b>                           |      |                       |                     |                |              |
| Ministry costs                               | (f)  | 28,920                | 0                   | 28,920         | 5,250        |
| Donations to other causes                    | (g)  | 11,165                | 1,842               | 13,007         | 15,330       |
| Church activities costs                      | (h)  | 8,722                 | 2,085               | 10,807         | 7,809        |
| Maintenance of church properties             | (i)  | 26,944                | 0                   | 26,944         | 15,437       |
| Governance & administration costs            | (j)  | 8,258                 | 0                   | 8,258          | 7,331        |
| Loan repayments                              | (n)  | 0                     | 0                   | 0              | 2,000        |
|                                              |      | 84,009                | 3,927               | 87,936         | 53,157       |
| <b>A4 Assets &amp; investments purchases</b> |      | 10,487                | 1,063               | 11,550         | 95,059       |
| Total payments                               | (i)  | 94,496                | 4,990               | 99,486         | 148,216      |
| Excess of receipts over payments             |      | 4,608                 | 47,077              | 51,685         | -32,692      |
| <b>A5 Transfers between funds</b>            |      | -244                  | 244                 | 0              | 0            |
| <b>A6 Cash funds last year</b>               | (k)  | 58,048                | 63,830              | 121,878        | 154,571      |
| Cash funds this year end                     | (k)  | 62,412                | 111,151             | 173,563        | 121,879      |

Note: The Charity has no Endowment Funds



# STATEMENT OF ASSETS AND LIABILITES AT 31 DECEMBER 2023

## B1 Cash funds

| Details              | Note | Unrestricted funds<br>£ | Restricted funds<br>£ |
|----------------------|------|-------------------------|-----------------------|
| Current account HSBC |      | 9,684                   | 12,168                |
| Deposit accounts BUC |      | 51,587                  | 98,647                |
| Equals Prepaid card  |      | 10                      | 0                     |
| Cash                 |      | 1,372                   | 335                   |
| Total                |      | 62,413                  | 111,150               |

## B2 Other monetary assets

| Details | Note | Unrestricted funds<br>£ | Restricted funds<br>£ |
|---------|------|-------------------------|-----------------------|
| None    |      | 0                       | 0                     |

## B3 Investment assets

| Details | Note | Fund to which asset belongs<br>£ | Current value<br>£ |
|---------|------|----------------------------------|--------------------|
| None    |      | 0                                | 0                  |

## B4 Assets retained for the charity's own use

| Details                        | Note | Fund to which asset belongs<br>£ | Current value<br>£ |
|--------------------------------|------|----------------------------------|--------------------|
| Church, Sherwood Avenue        | (m)  | General                          | 2,993,045          |
| Manse, 4 Sherwood Avenue       | (m)  | General                          | 429,126            |
| Fixtures and fittings - church | (m)  | General                          | 180,740            |
| Organ                          | (m)  | General                          | 525,009            |

## B5 Liabilities

| Details                          | Note | Fund to which liability belongs<br>£ | Current value<br>£ |
|----------------------------------|------|--------------------------------------|--------------------|
| Baptist Pension Scheme liability | (n)  | General                              | 30                 |

The accounts and statement of assets and liabilities relating to the year ending 31 December 2023 were approved by the trustees (deacons) on 6 February 2024 and are signed on behalf of all trustees.

Signed: *Jenny Drake*  
*Helen Little*

J M Drake (Treasurer)

H G Little (Secretary)

## NOTES TO THE ACCOUNTS

### a. Basis of accounts

These accounts have been prepared on a 'receipts and payments' basis and in accordance with Section 133 Charities Act 2011.

### b. Voluntary income

|                               | 2023          | 2022          |
|-------------------------------|---------------|---------------|
| Offerings and Donations       | 59,974        | 62,643        |
| Tax recovered – Gift Aid      | 13,661        | 14,078        |
| <b>Total Voluntary Income</b> | <b>73,635</b> | <b>76,721</b> |

### c. Raised for Other causes

|                                      | 2023         | 2022         |
|--------------------------------------|--------------|--------------|
| BMS World Mission – member donations | 1,050        | 970          |
| BMS World Mission – Birthday Scheme  | 305          | 415          |
| Special Appeals                      | 615          | 679          |
| <b>Total Raised for Other causes</b> | <b>1,970</b> | <b>2,064</b> |

### d. Investment income

|                                | 2023         | 2022         |
|--------------------------------|--------------|--------------|
| Deposit interest               | 4,263        | 1,789        |
| <b>Total Investment Income</b> | <b>4,263</b> | <b>1,789</b> |

The church has placed funds in 7-day notice and 3-month notice deposit accounts with the Baptist Union Corporation.

### e. Other income

|                                      | 2023          | 2022         |
|--------------------------------------|---------------|--------------|
| Electricity Sold                     | 1,663         | 2,073        |
| Donation from Trinity Baptist Church | 35,000        | 0            |
| Kanga & Roo                          | 200           | 00           |
| Other income                         | 580           | 973          |
| <b>Total Other Income</b>            | <b>37,443</b> | <b>3,046</b> |

In August 2023 we received a donation from Trinity Baptist Church to be put towards building maintenance and improvement work on our church buildings. We have allocated this money to Phase 2 of Project 50.

### f. Ministry costs

|                                     | 2023          | 2022         |
|-------------------------------------|---------------|--------------|
| Minister's stipend                  | 20,412        | 0            |
| Pension contribution                | 2,931         | 2,364        |
| Visiting preacher fees and expenses | 1,528         | 2,528        |
| Other ministry costs                | 679           | 358          |
| New Minister Costs                  | 3,370         | 0            |
| <b>Total Ministry costs</b>         | <b>28,920</b> | <b>5,250</b> |

The Minister acts as one of the church's trustees and receives remuneration and other benefits in respect of their services as Minister, including the provision of manse accommodation owned by the church. Following the retirement of our previous Minister at the end of October 2021 we sought a new Minister. The Rev Darren Street was appointed on 19 April and inducted to ministry on 27 May. New Minister costs include his removal costs and the cost of the Induction service.



#### g. Donations to other causes

|                                        | 2023          | 2022          |
|----------------------------------------|---------------|---------------|
| Home Mission – church donations to CBA | 5,040         | 5,040         |
| BMS World Mission – church donation    | 5,040         | 5,040         |
| BMS World Mission – member donations   | 1,268         | 1,275         |
| BMS World Mission – Birthday Scheme    | 245           | 355           |
| BMS World Mission – Special appeals    | 1,415         | 2,650         |
| Macmillan Cancer                       | 0             | 250           |
| Keech Hospice                          | 0             | 500           |
| Operation Agri – Special appeals       | 0             | 220           |
| <b>Total Donations to other causes</b> | <b>13,008</b> | <b>15,330</b> |

#### h. Church activities costs

|                                                  | 2023          | 2022         |
|--------------------------------------------------|---------------|--------------|
| Licences and subscriptions                       | 2,648         | 2,693        |
| Printing and stationery                          | 1,018         | 731          |
| Church groups, clubs, outreach and pastoral care | 7,141         | 4,385        |
| <b>Total Church activities costs</b>             | <b>10,807</b> | <b>7,809</b> |

#### i. Maintenance of church properties

|                                               | 2023          | 2022          |
|-----------------------------------------------|---------------|---------------|
| Utilities                                     | 6,477         | 4,926         |
| Church Broadband                              | 360           | 360           |
| Council Tax Manse                             | 2,016         | -836          |
| Insurance                                     | 3,808         | 4,161         |
| Cleaning – wages and materials                | 5,763         | 4,243         |
| Repairs and maintenance                       | 8,520         | 2,583         |
| <b>Total Maintenance of church properties</b> | <b>26,944</b> | <b>15,437</b> |

The above costs relate to the church premises in Sherwood Avenue and the manse at 4 Sherwood Avenue.

In 2020/21 building work in Phase 1 of Project 50 to improve the access to, and facilities in, the Church Sanctuary was undertaken. Final snagging work was not completed by the builders. The church has therefore retained £2,754 towards the cost of carrying out this work. This money is held in the Project 50 Phase 1 fund. Expenditure on Project 50 Phase 1 was £563.

In 2022, the church embarked on a project to refurbish the Manse prior to the appointment of a new Minister. Capital expenditure to complete the work on the manse in 2023 was £3,708.

#### j. Governance and administration costs

|                                                 | 2023         | 2022         |
|-------------------------------------------------|--------------|--------------|
| Bank Charges                                    | 189          | 208          |
| Professional fees – Independent Examiner        | 180          | 180          |
| Payroll fees                                    | 413          | 299          |
| Church Finance Administrator salary & equipment | 7,476        | 6,633        |
| Equals Prepaid card fees                        | 0            | 12           |
| <b>Total Administration</b>                     | <b>8,258</b> | <b>7,332</b> |

The church has appointed a Church Finance Administrator.

The church has appointed West of England Baptist Payroll Company Limited for payroll services.

The church has Equals Prepaid Mastercards for the Treasurer and the Church Finance Administrator. Cards are topped up when needed to make a payment which can't be made by bank transfer.



### k. Movement of funds

The church has the following funds. Surplus in the General Fund is moved to the Reserve Fund at the end of the year. Restricted Funds are funds which must be used for a specific purpose.

| Fund name                 | Fund balances brought forward | Income         | Expenditure    | Transfers   | Fund balances carried forward |
|---------------------------|-------------------------------|----------------|----------------|-------------|-------------------------------|
|                           | £                             | £              | £              | £           | £                             |
| Unrestricted funds        |                               |                |                |             |                               |
| General fund              | 0                             | 96,085         | -89,809        | 428         | 6,703                         |
| Church ECO Garden         | 29                            | 0              | -29            | 0           | 0                             |
| Community Link            | 2,736                         | 2,821          | -810           | -2,000      | 2,747                         |
| Frog                      | 889                           | 0              | -141           | 0           | 748                           |
| Kanga & Roo               | 623                           | 200            | 0              | -700        | 123                           |
| Lighthouse                | 71                            | 0              | 0              | 0           | 71                            |
| Manse Refurb              | 0                             | 0              | -3,708         | 3,708       | 0                             |
| Pension Reserve           | 1,680                         | 0              | 0              | -1,680      | 0                             |
| Recreation Club           | 688                           | 0              | 0              | 0           | 688                           |
| Reserve Fund              | 51,333                        | 0              | 0              | 0           | 51,333                        |
| <b>Total Unrestricted</b> | <b>58,049</b>                 | <b>99,974</b>  | <b>-94,497</b> | <b>-244</b> | <b>62,413</b>                 |
| Restricted funds          |                               |                |                |             |                               |
| Audio Visual              | 500                           | 0              | -500           | 0           | 0                             |
| Organ Fund                | 1,610                         | 0              | 0              | 0           | 1,610                         |
| Piano Fund                | 5                             | 0              | 0              | 0           | 5                             |
| Project 50 Phase 2        | 58,166                        | 49,371         | 0              | -2,754      | 105,527                       |
| Project 50 Phase 1        | 0                             | 0              | -563           | 2,010       | 2,191                         |
| Special Offertories       | 270                           | 2,220          | -1,843         | 0           | 648                           |
| Thursday Club             | 1,087                         | 476            | -1,563         | 0           | 0                             |
| Youth Alpha & Outreach    | 0                             | 0              | -523           | 942         | 419                           |
| Youth Work                | 2,192                         | 0              | 0              | -1,442      | 750                           |
| <b>Total Restricted</b>   | <b>63,830</b>                 | <b>51,199</b>  | <b>-4,992</b>  | <b>244</b>  | <b>111,150</b>                |
| <b>TOTAL FUNDS</b>        | <b>121,879</b>                | <b>151,173</b> | <b>-99,489</b> | <b>0</b>    | <b>173,563</b>                |

Note these are rounded figures. New funds set up in 2023: Youth Alpha & Outreach fund and Project 50 Phase 1 Retention. The existing Project 50 fund which contains all new and existing donations (except Phase 1 retention monies) has been renamed Project 50 Phase 2.

Funds closed in 2023: Church ECO Garden, Manse Refurb, Pension Reserve, Audio Visual and Thursday Club.

### m. Assets Held for the Church's own use

The church is the beneficial owner of the assets listed (subject to the relevant trusts) the legal title to which is held by the church's custodian trustee the Baptist Union Corporation Ltd: The values shown are insurance values as at the renewal of the policies with Baptist Insurance on 24 June 2023.



### k. Movement of funds

The church has the following funds. Surplus in the General Fund is moved to the Reserve Fund at the end of the year. Restricted Funds are funds which must be used for a specific purpose.

| Fund name                 | Fund balances brought forward | Income         | Expenditure    | Transfers   | Fund balances carried forward |
|---------------------------|-------------------------------|----------------|----------------|-------------|-------------------------------|
|                           | £                             | £              | £              | £           | £                             |
| Unrestricted funds        |                               |                |                |             |                               |
| General fund              | 0                             | 96,085         | -89,809        | 428         | 6,703                         |
| Church ECO Garden         | 29                            | 0              | -29            | 0           | 0                             |
| Community Link            | 2,736                         | 2,821          | -810           | -2,000      | 2,747                         |
| Frog                      | 889                           | 0              | -141           | 0           | 748                           |
| Kanga & Roo               | 623                           | 200            | 0              | -700        | 123                           |
| Lighthouse                | 71                            | 0              | 0              | 0           | 71                            |
| Manse Refurb              | 0                             | 0              | -3,708         | 3,708       | 0                             |
| Pension Reserve           | 1,680                         | 0              | 0              | -1,680      | 0                             |
| Recreation Club           | 688                           | 0              | 0              | 0           | 688                           |
| Reserve Fund              | 51,333                        | 0              | 0              | 0           | 51,333                        |
| <b>Total Unrestricted</b> | <b>58,049</b>                 | <b>99,974</b>  | <b>-94,497</b> | <b>-244</b> | <b>62,413</b>                 |
| Restricted funds          |                               |                |                |             |                               |
| Audio Visual              | 500                           | 0              | -500           | 0           | 0                             |
| Organ Fund                | 1,610                         | 0              | 0              | 0           | 1,610                         |
| Piano Fund                | 5                             | 0              | 0              | 0           | 5                             |
| Project 50 Phase 2        | 58,166                        | 49,371         | 0              | -2,754      | 105,527                       |
| Project 50 Phase 1        | 0                             | 0              | -563           | 2,010       | 2,191                         |
| Special Offertories       | 270                           | 2,220          | -1,843         | 0           | 648                           |
| Thursday Club             | 1,087                         | 476            | -1,563         | 0           | 0                             |
| Youth Alpha & Outreach    | 0                             | 0              | -523           | 942         | 419                           |
| Youth Work                | 2,192                         | 0              | 0              | -1,442      | 750                           |
| <b>Total Restricted</b>   | <b>63,830</b>                 | <b>51,199</b>  | <b>-4,992</b>  | <b>244</b>  | <b>111,150</b>                |
| <b>TOTAL FUNDS</b>        | <b>121,879</b>                | <b>151,173</b> | <b>-99,489</b> | <b>0</b>    | <b>173,563</b>                |

Note these are rounded figures. New funds set up in 2023: Youth Alpha & Outreach fund and Project 50 Phase 1 Retention. The existing Project 50 fund which contains all new and existing donations (except Phase 1 retention monies) has been renamed Project 50 Phase 2.

Funds closed in 2023: Church ECO Garden, Manse Refurb, Pension Reserve, Audio Visual and Thursday Club.

### m. Assets Held for the Church's own use

The church is the beneficial owner of the assets listed (subject to the relevant trusts) the legal title to which is held by the church's custodian trustee the Baptist Union Corporation Ltd: The values shown are insurance values as at the renewal of the policies with Baptist Insurance on 24 June 2023.

**MARSHALSWICK BAPTIST FREE CHURCH**

England & Wales - Charity number 1129235

---

# Accounts

---



# Marshalswick Baptist Free Church

---

'A thriving church where people of all ages meet God'

---

## TRUSTEES ANNUAL REPORT AND ACCOUNTS 1 JANUARY TO 31 DECEMBER 2022



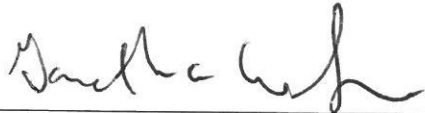
## TRUSTEES AND LEADERSHIP TEAM (DIACONATE)

The names of the Trustees who served during 2022 are noted below, with the date of appointment and/or resignation if they have not acted for the whole year.

| Trustee name      | Office (if any)      | Date of appointment | Date of resignation |
|-------------------|----------------------|---------------------|---------------------|
| Philip Whitlock   | Deacon and Secretary |                     | 27 February         |
| Helen Little      | Deacon and Secretary | 27 February         |                     |
| Jennifer Drake    | Deacon and Treasurer |                     |                     |
| Jane Frame        | Deacon               |                     |                     |
| Jonathan Gill     | Deacon               |                     |                     |
| Margaret Payne    | Deacon               |                     |                     |
| William Allan     | Deacon               |                     |                     |
| Joanne Skelton    | Deacon               |                     | 27 February         |
| Caroline Williams | Deacon               |                     | 27 February         |
| Chris Fong        | Deacon               | 27 February         |                     |
| Upenyu Chioko     | Deacon               | 27 February         |                     |
| Jane Tocher       | Deacon               | 27 February         |                     |

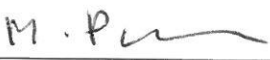
Following the retirement of our Minister in October 2021, we entered a period of Interregnum with Rev Simon Carver acting as our Moderator and supporting the Church as we seek a new Minister.

The Trustees declare that they have approved this report.  
It is signed on behalf of the charity trustees.



Jonathan Gill

Deacon



Margaret Payne

Deacon

Date: 18 April 2023

## **LEGAL INFORMATION**

Marshalswick Baptist Free Church (the Church) is a charitable unincorporated association.

The Church is a registered Charity. Charity Commission Number 1129235

Church Address: Marshalswick Baptist Free Church, Sherwood Avenue, St Albans, Hertfordshire AL4 9QL

### **Bankers**

HSBC, St Albans Branch

### **Independent Examiner**

Paxton Independent Examiners

### **Investment Account (Deposit)**

Baptist Union Corporation, Baptist House, PO Box 44, Didcot OX11 8RT

### **Custodian Trustee**

Baptist Union Corporation

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Marshalswick Baptist Free Church was established in 1967 by the coming together of an established nonconformist worshipping community in Marshalswick and the transfer of members from the Tabernacle Baptist Church in St Albans.

The Church is a charitable unincorporated association. It became a registered Charity in 2009 and is governed by a constitution agreed by the Charity Commission. The constitution was approved at a Special Church Meeting on 16 December 2008 and amended at a Special Church Meeting on 28 February 2016.

In line with its constitution, the Church operates under the authority of the Church Members Meeting which is open to all church members and operates with a quorum of 15% of church members. At the start of 2021 there were 73 members and at the end there were 75.

The Church Members Meeting appoints trustees to oversee the running of the Church. The Trustees are:

- the Minister as appointed from time to time from the list of accredited Ministers of the Baptist Union of Great Britain.
- up to 9 Deacons/Leaders who are appointed for a 3-year term by the Church Members Meeting. They may only serve two consecutive terms after which they must stand down for at least a year.
- The church officers, namely the Secretary and Treasurer are appointed annually by the Church Members Meeting from the appointed Trustees.

Except for the Minister, any individual must have been a member of the Church for six months prior to being eligible for appointment as a trustee.

The Trustees are required to meet at least 6 times a year but in practice they meet monthly (except for over the summer break).

New Trustees are inducted into their role through training and provision of relevant documents. All Trustees are encouraged to participate in events arranged by the Baptist Union and the Central Baptist Association and other bodies in order to develop their skills as Trustees.

There are usually 6 Church Members Meetings each year.

In accordance with clause 23 of the Church's constitution the Minister is entitled to be paid an agreed reasonable remuneration or stipend even though (s)he is one of the Trustees of the Charity. No other trustees received any payment for their work as trustees.

The Charity employs a part time cleaner and a part time Church Finance Administrator. All other functions and activities are fulfilled by volunteers.



The Church is a member of the Baptist Union of Great Britain and the Central Baptist Association being a signatory to the Baptist Union's Declaration of Principle.

The property of the charity is held in trust by the Baptist Union Corporation for the benefit of the charity.

Risks assessments are conducted for church activities and the church has a Risk Register which is reviewed regularly.

The key risks factors facing the charity's finances are:

- a dramatic drop in the number of members and attendees making financial contributions – even during the pandemic when attendance "in person" was restricted, numbers connected with the church remained high and voluntary giving remained strong.
- major and unexpected repairs to the building – we have a cyclical maintenance programme with budget provision to cover this.
- loss of a major hall hire customer – demand for the use of our premises exceeds availability and the church is exploring ways of maximising the use of the premises following the modifications made under Project 50

We believe that the level of risk in these situations is low and that the church has sufficient financial strength and human resources to limit any damage that may occur.

The church has the following policies and procedures which are reviewed and affirmed at the AGM:

Health and Safety Policy

Child Protection Policy

Vulnerable Adults Policy

Compliance with General Data Protection Regulations (GDPR)

## **OBJECTIVES AND ACTIVITIES**

The Principal Purposes of the Charity is the advancement of the Christian faith according to the principles of the Baptist denomination. In fulfilling this objective, the Church engages in a range of activities which will vary from time to time, with activities being initiated, expanded or closed, as appropriate.

In planning our activities, the trustees consider the Charity Commission's guidance on public benefit and in particular the specific guidance for charities on the advancement of the Christian religion. The charity fulfils this obligation in a number of ways:

**Provision of Worship** Services every Sunday which are open to all. Extra services at Christmas and Easter are publicised locally and on our website.

**Education in relation to matters of the Christian Faith** is provided through 'Sunday Club' activities for children, Messy Church for parents and children, Christian Film nights and a network of Home-Based Study Groups for adults.

**Provision of Pastoral Care.** Assistance to the sick and vulnerable, who may not always be church members, is provided by church members with additional support by phone. Bereavement support and the provision of funeral services are available on request and marriage preparation courses are available to those seeking to be married in the church.

**Social and recreational activities** are provided for the benefit of different sections of the community. The established groups include the Kanga and Roo Carer and Toddler Group, the Social and Recreation Club, Thursday Club for adults and the Men's Group. 2022 saw the establishment of a Ladies choir. The weekly Community Link sessions provide IT help, art, knitting and 'brain games'. These sessions were set up initially to help address issues of loneliness and became a vibrant and social part of our interaction with the local community.

**Assistance in the relief of poverty.** We support the wider work of the Baptist denomination through our membership of the Baptist Union of Great Britain and the Central Baptist Association through our financial contribution to the Home Mission Scheme. We also support BMS World Mission financially.

We collaborate with other local churches through Churches Together in Marshalswick and support other local national and international organisations through donations and prayer support where that support will further our charitable objectives. An overview of all financial donations made to other causes in 2022 is given in the notes to the financial statements. Some charities are supported through the donation of 'gifts in kind', such as donations to the food bank, baby clothes and blankets for Knit for Peace. Recycled tools are collected for Tools with a Mission. We have created a Warm Space initiative to offer warmth, support and friendship during winter months with energy price rises.

**Provision of premises.** The church premises are used by different Community Groups on an economical hire basis. To facilitate this work, it is important that we maintain the fabric of the church premises.

## **ACHIEVEMENTS AND PERFORMANCE**

### **- SECRETARY'S REPORT AND REVIEW OF THE YEAR**

We started the year by preparing the Church and Ministerial Profiles to advertise our pastoral vacancy at the church. The diaconate sifted through the applications for the post of full-time minister. We interviewed and presented to the church a couple of likely candidates. After due process, the Church Meeting agreed to call the Rev Darren Street and he accepted our call. He and his wife, Ruth, aim to move here after Easter 2023 – so that is next year's story!

Meanwhile, we continue to be a witness to the local community, worshipping God as his gathered community; witnessing to our faith in God and serving God in our local community and beyond. We give thanks for the ministry of the Word, that has been faithfully carried out Sunday by Sunday. We give thanks to members of our own fellowship, lay ministers, retired ministers and others who have challenged us, taught us, enlightened us and made us think.

Our services have been enhanced by occasional choral outings for our Ladies' Choir. We all enjoyed our young children's group singing and playing at our Christmas Carol Service. As always, our services would not be complete without the dedication and playing of our organist, serving us faithfully at every service.

Our Small Groups are still going - sometimes via Zoom, sometimes in person and latterly, bolstered and encouraged by 'The Chosen' film series. Recently we have added another evening group meeting time.

The church's prayer life should be the bedrock of our ministry. We have continued the monthly Pause for Prayer meeting. The monthly circulation of Prayer Thoughts continues for those committed to time spent praying about the needs of the church and the world. There is an increased number of people leading weekly Prayers for the World in our Sunday services, which is both encouraging and refreshing.

The Pastoral Care Group meets regularly and aims to make sure we stay in touch with folk connected to the church. Among other things, it organised a summer cream tea as well as Christmas gifts for those who're housebound and/or in care.

This year, we continued with Community Link and Wednesday Afternoon Table Tennis. Both are happy, welcoming, support groups. We have added a Tuesday afternoon Warm Space time – in December 2022, along with January and February 2023 - offering a place to meet, chat and, of course, to keep warm. The group that is known as Thursday Club has spread its wings to other days of the week! We thank the club for its fund raising, Christmas decorating in the church and organising of the church BBQ.

Our Sunday Club continues to thrive. We are very privileged at Marshalswick to have a lively Sunday children's work when many churches don't have any children in their midst. We must cherish the children in our care and support the teachers and



helpers. Sunday Club is hugely rewarding but hard work too. Please remember to encourage and thank all who work in the church in this way.

Our Kanga & Roo Toddler Group continues to offer a welcome to all who come.

We keep in touch with our group of young people via pizza and film evenings and the occasional trip out. This is valuable and essential ministry that goes on unseen. We look forward to plans to support and run a Youth Alpha course in 2023.

As a church, we hosted a Refugee Forum and a Hong Kong Job Liaison event.

The Busy Bees (Playgroup and Nursery) enjoyed Harvest and Christmas Celebration Events - each of which included a 'God Spot', given by church members.

We joined with our fellow churches in Marshalswick during the Lenten evening service series, raising money for the Bibles for Schools Project. We knitted sheep for the Advent Christmas Trail. Some people stood outside Budgens collecting for the Food Banks. We shared in the fun at a Harvest Food and Fundraiser at The United Reform Church in Homewood Road. We exchanged Candles in the Week of Prayer for Christian Unity and we paused and pondered at the beginning of Advent with the St Saviour's Advent Carol Service.

This year saw the relaunch of our Missions Group and the launch of a newsletter called 'Mission Matters'. We have linked up with some BMS missionaries. In addition, at Harvest, we learned about Vegetables for Mozambique and, at Christmas, we supported the work among children with terminal cancer done by Keech Hospice Care.

This year, we gave thanks to God for the lives of three long-serving church members who died in 2022. We also said farewell to other friends who have moved away.

We are grateful that 2022 saw an influx of people regularly attending services here on Sundays and/or other regular weekday activities. In 2022, we welcomed six people into membership. Each person enhancing the church and they bring many varied gifts to the fellowship. These friends bring our net membership total to 75. Of course, our church is greater than merely the size of its membership. We rejoice that, currently, we regularly have 100 or more attendees at our morning services. The after-service coffee buzz and lingering time is a joy to behold, to share in - and for which to give thanks.

We have so much to be thankful for in 2022 and more to look forward to in 2023. God has been very generous to us. Let us, in our turn, serve him faithfully, offering our gifts, time, talents and abilities in his service and to his community here at Marshalswick.

Helen Little, Church Secretary

## **FINANCIAL REVIEW**

We started 2022 in a strong financial position. We knew that we would face the practical and financial challenge of refurbishing the manse. But we didn't anticipate the war in Ukraine and the cost of living crisis in the UK. Nevertheless, we have ended 2022 in a good place. Our income has remained steady throughout the year and our spending has been well managed. We have been able to complete all the work that we wished to on the manse and cover all our costs from our general giving and Reserves. And we have made special payments from church funds to BMS World Mission for the Ukraine appeal.

The Church continues to raise the funds which it needs to carry on its activities and meet its objectives from within its own membership and congregation. Once again, generous giving by members of the church family has enabled the Church to continue to be generous in its giving for other causes – £15,330, in total. Each year we budget to give £5,000 for Home Mission and £5,000 for BMS World Mission from church funds. The church has supported a number of special appeals throughout the year which are listed in the notes to the financial statements.

The financial results for the year, together with a summary of the accounting policies adopted are set out in the accompanying financial statements. As you'll see in the notes to the accounts the Church has a number of funds which are attributed to various church groups and projects. For the purposes of this review, I'll comment on the General fund, Reserves, Manse Refurbishment and Project 50.

### **General fund, Reserves and Manse Refurbishment**

Our main sources of income are freewill offerings and donations, Gift Aid and hall hire. Our main costs are salaries and running and maintaining the church properties, i.e., church and manse. With our previous minister's retirement in 2021 we've not paid stipend, employer pension contributions, or Council Tax for the manse. Of course, these costs will be reinstated with the appointment of our new minister in spring 2023.

Income to General fund was £95,160 and outgoings were £83,827. So at the end of the year, we had a surplus of £11,332. This will be transferred to Reserves.

We started the year with £90,001 in our Reserves Fund knowing that we would face expenses for refurbishing the manse. This cost significantly more than we had initially hoped but we have been able to afford all the work that was required. And it has been completed to a high standard and within in a tight timescale. Thanks to all who gave their time and talents to achieve this. We now have a fully refurbished and welcoming manse for our new minister. There are still a few minor jobs to complete in early 2023 and we are fortunate to have sufficient funds to cover those costs.

We allocated £50,000 from our Reserves for the Manse Refurbishment and took the remainder of the cost (£34,767) from General funds. This leaves £40,001 in the Reserve fund and when we transfer the balance of £11,332 from the General fund will mean that we start 2023 with reserves of £51,333. This is amazing and we should be very grateful. Our Reserves Policy is set out below.

As I said earlier this means we start 2023 in a good financial position. But 2023 looks set to bring us more financial challenges as we continue to be a church supporting the local community and the wider world. We rely on, and remain thankful for, the continued and faithful giving of members of our church family and the ongoing support of all those who manage our spending and collection of our income.

### **Project 50**

Project 50 is a restricted fund which was set up to fund improvements and accessibility to the church building which were agreed by church members in 2016. Most of the work was carried out and paid for in 2020 and 2021. As a result of a generous gift in 2021 we started 2022 with £55,572 in our Project 50 fund. We continue to receive gifts and donations for Project 50 and in 2022 these have covered the cost of remaining work carried out under Phase 1. The balance at the end of the year stands at £58,166. Some of this will be needed to settle outstanding bills when Phase 1 of the project is signed off, but it will leave a significant sum of money as we start to think and pray about Phase 2.

Jenny Drake, Treasurer

### **Reserves Policy**

The Trustees review the level of reserves which are held and take account of the risks to income and of unplanned expenditure. The Trustees recognise that reserves will fluctuate due to the timing of income and expenditure.

The Trustees have assessed the risks and feel it is prudent to hold around 5 months' worth of running costs to cover contingencies such as loss of hall hire or unexpected repairs to the building.

So the target we have set for unrestricted reserves is to hold an average of £35,000 during the year and at the year end.

The reserves of the charity are mainly held in the Baptist Union Corporation 7-Day Notice and 3-Month Notice deposit accounts. These accounts provide attractive rates of interest and funding for loans to Baptist causes.





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Marshalswick Baptist Free Church

On accounts for the year  
ended

31 December 2022

Charity no  
(if any)

1129235

Set out on pages

1 to 8 (including these 2 pages)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.

Responsibilities and  
basis of report

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").

I report in respect of my examination of the Trust'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 (other than that disclosed below \*) 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.

*\* Please delete the words in the brackets if they do not apply.*

Signed: D Warren

Date: 13/02/2023

Name: Darren Warren – Paxton Independent Examiners

Relevant professional  
qualification(s) or body  
(if any):

F M A A T

Address:

61a High Street South

Rushden, Northants

NN10 0RA

**Section B****Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

**MARSHALSWICK BAPTIST FREE CHURCH****CHARITY NUMBER: 1129235****FINANCIAL STATEMENT FOR THE PERIOD 1 JANUARY 2022 TO 31 DECEMBER 2022****RECEIPTS & PAYMENT ACCOUNT**

|                                              |             | <b>Unrestricted<br/>funds</b> | <b>Restricted<br/>funds</b> | <b>Total<br/>funds</b> | <b>Last<br/>year</b> |
|----------------------------------------------|-------------|-------------------------------|-----------------------------|------------------------|----------------------|
|                                              | <b>Note</b> | <b>£</b>                      | <b>£</b>                    | <b>£</b>               | <b>£</b>             |
| <b>A1 Receipts</b>                           |             |                               |                             |                        |                      |
| Voluntary income                             | <b>(b)</b>  | 62,388                        | 14,334                      | 76,722                 | 99,601               |
| Raised for other causes                      | <b>(c)</b>  | 260                           | 1,804                       | 2,064                  | 3,484                |
| Investment income                            | <b>(d)</b>  | 990                           | 799                         | 1,789                  | 182                  |
| Hall hire                                    |             | 31,903                        | 0                           | 31,903                 | 22,656               |
| Loans                                        | <b>(n)</b>  | 0                             | 0                           | 0                      | 0                    |
| Grants                                       |             | 0                             | 0                           | 0                      | 0                    |
| Other income                                 | <b>(e)</b>  | 2,073                         | 973                         | 3,046                  | 47,206               |
|                                              |             | 97,614                        | 17,910                      | 115,524                | 173,129              |
| <b>A2 Assets &amp; investments sales</b>     |             | 0                             | 0                           | 0                      | 0                    |
| Total receipts                               |             | 97,614                        | 17,910                      | 115,524                | 173,129              |
| <b>A3 Payments</b>                           |             |                               |                             |                        |                      |
| Ministry costs                               | <b>(f)</b>  | 5,250                         | 0                           | 5,250                  | 28,117               |
| Donations to other causes                    | <b>(g)</b>  | 13,541                        | 1,789                       | 15,330                 | 13,224               |
| Church activities costs                      | <b>(h)</b>  | 7,442                         | 367                         | 7,809                  | 7,311                |
| Maintenance of church properties             | <b>(i)</b>  | 15,437                        | 0                           | 15,437                 | 20,400               |
| Governance & administration costs            | <b>(j)</b>  | 7,331                         | 0                           | 7,331                  | 4,312                |
| Loan repayments                              | <b>(n)</b>  | 0                             | 2,000                       | 2,000                  | 47,750               |
|                                              |             | 49,001                        | 4,156                       | 53,157                 | 121,114              |
| <b>A4 Assets &amp; investments purchases</b> |             | 84,767                        | 10,292                      | 95,059                 | 30,556               |
| Total payments                               | <b>(i)</b>  | 133,768                       | 14,448                      | 148,216                | 151,670              |
| Excess of receipts over payments             |             | -36,154                       | 3,462                       | -32,692                | 21,460               |
| <b>A5 Transfers between funds</b>            |             | 0                             | 0                           | 0                      | 0                    |
| <b>A6 Cash funds last year</b>               | <b>(k)</b>  | 94,202                        | 60,369                      | 154,571                | 133,111              |
| Cash funds this year end                     | <b>(k)</b>  | 54,048                        | 63,831                      | 121,879                | 154,570              |

Note: The Charity has no Endowment Funds

# STATEMENT OF ASSETS AND LIABILITIES AT 31 DECEMBER 2022

## B1 Cash funds

| Details              | Note | Unrestricted funds<br>£ | Restricted funds<br>£ |
|----------------------|------|-------------------------|-----------------------|
| Current account HSBC |      | 12,866                  | 13,032                |
| Deposit accounts BUC |      | 45,173                  | 50,799                |
| Equals Prepaid card  |      | 10                      | 0                     |
| Cash                 |      | 0                       | 0                     |
| Total                |      | 58,049                  | 63,831                |

## B2 Other monetary assets

| Details | Note | Unrestricted funds<br>£ | Restricted funds<br>£ |
|---------|------|-------------------------|-----------------------|
|         |      | 0                       | 0                     |

## B3 Investment assets

| Details | Note | Fund to which asset belongs<br>£ | Current value<br>£ |
|---------|------|----------------------------------|--------------------|
|         | (l)  | 0                                | 0                  |

## B4 Assets retained for the charity's own use

| Details                        | Note | Fund to which asset belongs<br>£ | Current value<br>£ |
|--------------------------------|------|----------------------------------|--------------------|
| Church, Sherwood Avenue        | (m)  | General                          | 2,761,112          |
| Manse, 4 Sherwood Avenue       | (m)  | General                          | 363,665            |
| Fixtures and fittings - church | (m)  | General                          | 166,734            |
| Organ                          | (m)  | General                          | 484,326            |

## B5 Liabilities

| Details                          | Note | Fund to which liability belongs<br>£ | Current value<br>£ |
|----------------------------------|------|--------------------------------------|--------------------|
| Baptist Pension Scheme liability |      | General                              | 42                 |
| Central Baptist Association loan | (n)  | Project 50                           | 0                  |

The accounts and statement of assets and liabilities relating to the year ending 31 December 2022 were approved by the trustees (deacons) on 14 February 2023 and are signed on behalf of all trustees.

Signed:

*Jenny Drake*

J M Drake (Treasurer)

*H G Little*

H G Little (Secretary)



## NOTES TO THE ACCOUNTS

### a. Basis of accounts

These accounts have been prepared on a 'receipts and payments' basis and in accordance with Section 133 Charities Act 2011.

### b. Voluntary income

|                               | 2022          | 2021          |
|-------------------------------|---------------|---------------|
| Offerings and Donations       | 62,643        | 73,024        |
| Tax recovered – Gift Aid      | 14,078        | 26,577        |
| <b>Total Voluntary Income</b> | <b>76,721</b> | <b>99,601</b> |

### c. Raised for Other causes

|                                      | 2022         | 2021         |
|--------------------------------------|--------------|--------------|
| BMS World Mission – member donations | 970          | 900          |
| BMS World Mission – Birthday Scheme  | 415          | 420          |
| Special Appeals                      | 679          | 2,164        |
| <b>Total Raised for Other causes</b> | <b>2,064</b> | <b>3,484</b> |

### d. Investment income

|                                | 2022         | 2021       |
|--------------------------------|--------------|------------|
| Deposit interest               | 1,789        | 182        |
| <b>Total Investment Income</b> | <b>1,789</b> | <b>182</b> |

The church has placed funds in 7-day notice and 3-month notice deposit accounts with the Baptist Union Corporation.

### e. Other income

|                                      | 2022         | 2021          |
|--------------------------------------|--------------|---------------|
| Electricity sold                     | 2,073        | 1,903         |
| Donation from Trinity Baptist Church | 0            | 45,000        |
| Other income                         | 973          | 303           |
| <b>Total Other Income</b>            | <b>3,046</b> | <b>47,206</b> |

In November 2021 we received a donation from Trinity Baptist Church to repay the balance of the loan we took out in May 2020 in order to proceed with building work in Phase 1 of Project 50

### f. Ministry costs

|                                     | 2022         | 2021          |
|-------------------------------------|--------------|---------------|
| Minister's stipend                  | 0            | 20,417        |
| Pension contribution                | 2,364        | 6,550         |
| Visiting preacher fees and expenses | 2,528        | 135           |
| Other ministry costs                | 358          | 1,015         |
| <b>Total Ministry costs</b>         | <b>5,250</b> | <b>28,117</b> |

The Minister acts as one of the church's trustees and receives remuneration and other benefits in respect of their services as Minister, including the provision of manse accommodation owned by the church. Following the retirement of our Minister at the end of October 2021 we have been seeking a new Minister. In November we issued a 'Call to Ministry', which was accepted. The terms of appointment will be discussed and finalised early in 2023.

**g. Donations to other causes**

|                                               | <b>2022</b>   | <b>2021</b>   |
|-----------------------------------------------|---------------|---------------|
| Home Mission – church donation to CBA         | 5,040         | 5,000         |
| BMS World Mission – church donation           | 5,040         | 5,000         |
| BMS World Mission – member donations          | 1,275         | 640           |
| BMS World Mission – Birthday Scheme           | 355           | 420           |
| BMS World Mission – Special appeals (Ukraine) | 2,650         | 747           |
| Christian Aid – Special appeal                | 0             | 575           |
| Macmillan Cancer                              | 250           | 0             |
| Keech Hospice                                 | 500           | 0             |
| Embrace the Middle East – Special appeals     | 0             | 842           |
| Operation Agri – Special appeals              | 220           | 0             |
| <b>Total Donations to other causes</b>        | <b>15,330</b> | <b>13,224</b> |

**h. Church activities costs**

|                                                  | <b>2022</b>  | <b>2021</b>  |
|--------------------------------------------------|--------------|--------------|
| Licences and subscriptions                       | 2,693        | 2,966        |
| Printing and stationery                          | 731          | 1,435        |
| Church groups, clubs, outreach and pastoral care | 4,385        | 2,910        |
| <b>Total Church activities costs</b>             | <b>7,809</b> | <b>7,311</b> |

**i. Maintenance of church properties**

|                                               | <b>2022</b>   | <b>2021</b>   |
|-----------------------------------------------|---------------|---------------|
| Utilities                                     | 4,926         | 6,121         |
| Church Broadband                              | 360           | 365           |
| Council Tax Manse                             | -836          | 2,819         |
| Insurance                                     | 4,161         | 3,833         |
| Cleaning – wages and materials                | 4,243         | 3,904         |
| Repairs and maintenance                       | 2,583         | 2,963         |
| Defibrillator                                 | 0             | 395           |
| <b>Total Maintenance of church properties</b> | <b>15,437</b> | <b>20,400</b> |

The above costs relate to the church premises in Sherwood Avenue and the manse at 4 Sherwood Avenue.

In 2020 the work commenced on building work in Phase 1 of Project 50 to improve the access to, and facilities in, the Church Sanctuary. This work continued into 2021 and final snagging and sign-off of the work and payment of retention monies was anticipated in 2022 but is now expected in early 2023. Capital expenditure on Project 50 in 2022 was £10,292.

In 2022, the church embarked on a project to refurbish the Manse prior to the appointment of a new Minister. Capital expenditure on the manse in 2022 was £84,767.

**j. Governance and administration costs**

|                                                 | <b>2022</b>  | <b>2021</b>  |
|-------------------------------------------------|--------------|--------------|
| Bank Charges                                    | 208          | 0            |
| Professional fees – Independent Examiner        | 180          | 200          |
| Payroll fees                                    | 299          | 343          |
| Church Finance Administrator salary & equipment | 6,633        | 3,757        |
| Equals Prepaid card fees                        | 12           | 12           |
| <b>Total Administration</b>                     | <b>7,332</b> | <b>4,312</b> |

The church appointed a Church Finance Administrator from 1 June 2021.

The church has appointed West of England Baptist Payroll Company Limited for payroll services.

The church has Equals Prepaid Mastercards for the Treasurer and the Church Finance Administrator. Cards are topped up when needed to make a payment which can't be made by bank transfer.

### k. Movement of funds

The church has the following funds. Surplus in the General Fund is moved to the Reserve Fund at the end of the year. Restricted Funds are funds which must be used for a specific purpose.

| Fund name                 | Fund balances brought forward | Income         | Expenditure     | Transfers | Fund balances carried forward |
|---------------------------|-------------------------------|----------------|-----------------|-----------|-------------------------------|
|                           | £                             | £              | £               | £         | £                             |
| Unrestricted funds        |                               |                |                 |           |                               |
| General fund              | 0                             | 95,160         | -48,380         | -35,447   | 11,332                        |
| Church ECO Garden         | 85                            | 0              | -57             | 0         | 29                            |
| Community Link            | 1,564                         | 2,456          | -284            | -1,000    | 2,736                         |
| Frog                      | 1,170                         | 0              | -281            | 0         | 889                           |
| Kanga & Roo               | 623                           | 0              | 0               | 0         | 623                           |
| Lighthouse                | 71                            | 0              | 0               | 0         | 71                            |
| Manse Refurb              | 0                             | 0              | -84,767         | 84,767    | 0                             |
| Pension Reserve           | 0                             | 0              | 0               | 1,680     | 1,680                         |
| Recreation Club           | 688                           | 0              | 0               | 0         | 688                           |
| Reserve Fund              | 90,001                        | 0              | 0               | -50,000   | 40,001                        |
| <b>Total Unrestricted</b> | <b>94,202</b>                 | <b>97,616</b>  | <b>-133,769</b> | <b>0</b>  | <b>58,049</b>                 |
| Restricted funds          |                               |                |                 |           |                               |
| Audio Visual              | 500                           | 0              | 0               | 0         | 500                           |
| Organ Fund                | 1,610                         | 0              | 0               | 0         | 1,610                         |
| Piano Fund                | 5                             | 0              | 0               | 0         | 5                             |
| Project 50 2017           | 55,572                        | 14,885         | -12,292         | 0         | 58,166                        |
| Special Offertories       | 0                             | 2,059          | -1,789          | 0         | 270                           |
| Thursday Club             | 489                           | 965            | -367            | 0         | 1,087                         |
| Youth Work                | 2,192                         | 0              | 0               | 0         | 2,192                         |
| <b>Total Restricted</b>   | <b>60,369</b>                 | <b>17,909</b>  | <b>-14,448</b>  | <b>0</b>  | <b>63,830</b>                 |
| <b>TOTAL FUNDS</b>        | <b>154,571</b>                | <b>115,525</b> | <b>-148,217</b> | <b>0</b>  | <b>121,879</b>                |

Note these are rounded figures. New funds set up in 2022: Manse Refurb, Pension Reserve and Special Offertories.

### l. Investment Assets

The church was bequeathed Traidcraft shares a number of years ago. Trading in these shares has been suspended since 2018 and they have no value. In 2022 the church transferred its holding of 1100 shares back to Traidcraft plc.

### m. Assets Held for the Church's own use

The church is the beneficial owner of the assets listed (subject to the relevant trusts) the legal title to which is held by the church's custodian trustee the Baptist Union Corporation Ltd: The values shown are insurance values as at the renewal of the policies with Baptist Insurance on 24 June 2022.

### n. Long Term Liabilities

In May 2021 the church applied for a loan of £50,000 from the Central Baptist Association in order to proceed with building work in Phase 1 of Project 50. The loan would be repayable in 20 instalments of £2,500 over a 10-year period. It was expected the church would wish to make a 'thank offering' payment

after the loan was repaid. The church decided to include an element of 'thank offering' with each instalment repaid over the term of the loan. Instalments of £2,750 each were paid in December 2020 and June 2021. In November 2021 the church received a gift of £45,000 from Trinity Baptist Church in Chesham to repay the loan. The loan has been repaid. At a Church Meeting on 18<sup>th</sup> January 2022 the church agreed to make a final 'thank offering' payment of £2,000 to the Central Baptist Association.

### **Pension Scheme Liabilities**

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 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 funding level 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.

On 30th June 2022 the Baptist Pension Scheme signed an agreement with the insurance company Just Group ("Just") to secure DB Plan members' pension benefits. Just are now providing financial backing for all pensions provided 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 2022.

The Schedule of Contributions foresees these contributions continuing until June 2026. The pension scheme liability shown in the Statement of Assets and liabilities is calculated as the current rate per month (£1) multiplied by the number of months remaining in the current Schedule of Contributions (42), which amounted to £42 as at 31 December 2022.

Following the retirement of our Minister on 31 October 2021, the church no longer has an active employee in the Pension Scheme and as a result a cessation event occurred, and an employer debt became due. 022. Instead of settling the debt, the church applied for and was granted a 'Period of Grace', initially for 12 months from 1 November 2021, during which time it continued to make its monthly deficit contributions. The church applied for an extension and the current Period of Grace will expire on 31 October 2024 or when a new Minister is appointed, whichever happens first.

The Church has been advised that the estimated cost for the church to buyout their Pension Scheme liabilities as at 31 October 2021 was £23,600. If this debt should become payable, any deficit contributions paid since 1 November 2021 would be offset. In view of the reduction in the monthly recovery contributions from August 2022, the church has continued to set aside an amount each month in a Pension Reserve fund. This fund will be released back to the General fund when a new Minister takes up office and the church has an active member in the Baptist Pension Scheme once more. At this point the church's debit will be extinguished.



**MARSHALSWICK BAPTIST FREE CHURCH**

England & Wales - Charity number 1129235

---

# Accounts

---



# Marshalswick Baptist Free Church

---

'A thriving church where people of all ages meet God'

---

## TRUSTEES ANNUAL REPORT AND ACCOUNTS 1 JANUARY TO 31 DECEMBER 2021

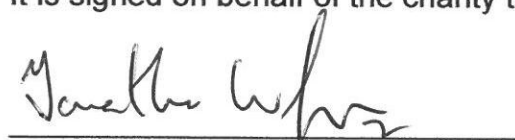
## TRUSTEES AND LEADERSHIP TEAM (DIACONATE)

The names of the Trustees who served during 2021 are noted below, with the date of appointment and/or resignation if they have not acted for the whole year.

| Trustee name      | Office (if any)      | Date of appointment | Date of resignation |
|-------------------|----------------------|---------------------|---------------------|
| Rev Graham Clarke | Minister             |                     | 31 October 2021     |
| Philip Whitlock   | Deacon and Secretary |                     |                     |
| Joanne Skelton    | Deacon               |                     |                     |
|                   | Treasurer to 9 May   |                     |                     |
| Jennifer Drake    | Deacon               |                     |                     |
|                   | Treasurer from 9 May |                     |                     |
| Jane Frame        | Deacon               |                     |                     |
| Jonathan Gill     | Deacon               |                     |                     |
| Margaret Payne    | Deacon               |                     |                     |
| Caroline Williams | Deacon               |                     |                     |
| William Allan     | Deacon               |                     |                     |

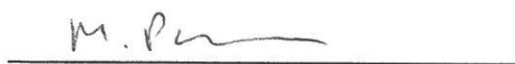
Following the retirement of our Minister, we have entered a period of Interregnum. Rev Simon Carver has agreed to act as our Moderator and support the Church as we seek a new Minister.

The Trustees declare that they have approved this report.  
It is signed on behalf of the charity trustees.



Jonathan Gill

Deacon



Margaret Payne

Deacon

Date: 5 April 2022

## **LEGAL INFORMATION**

Marshalswick Baptist Free Church (the Church) is a charitable unincorporated association.

The Church is a registered Charity. Charity Commission Number 1129235

Church Address: Marshalswick Baptist Free Church, Sherwood Avenue, St Albans, Hertfordshire AL4 9QL

### **Bankers**

HSBC, St Albans Branch

### **Honorary Solicitor**

Edmondsons, 11 Mill Lane, Welwyn, Herts AL6 9EY

### **Independent Examiner**

Paxton Independent Examiners

### **Investment Account (Deposit)**

Baptist Union Corporation, Baptist House, PO Box 44, Didcot OX11 8RT

### **Custodian Trustee**

Baptist Union Corporation



## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Marshalswick Baptist Free Church was established in 1967 by the coming together of an established nonconformist worshipping community in Marshalswick and the transfer of members from the Tabernacle Baptist Church in St Albans.

The Church is a charitable unincorporated association. It became a registered Charity in 2009 and is governed by a constitution agreed by the Charity Commission. The constitution was approved at a Special Church Meeting on 16 December 2008 and amended at a Special Church Meeting on 28 February 2016.

In line with its constitution, the Church operates under the authority of the Church Members Meeting which is open to all church members and operates with a quorum of 15% of church members. At the start of 2021 there were 78 members and at the end there were 73.

The Church Members Meeting appoints trustees to oversee the running of the Church. The Trustees are:

- the Minister as appointed from time to time from the list of accredited Ministers of the Baptist Union of Great Britain.
- up to 9 Deacons/Leaders who are appointed for a 3-year term by the Church Members Meeting. They may only serve two consecutive terms after which they must stand down for at least a year.
- The church officers, namely the Secretary and Treasurer are appointed annually by the Church Members Meeting from the appointed Trustees.

Except for the Minister, any individual must have been a member of the Church for six months prior to being eligible for appointment as a trustee.

The Trustees are required to meet at least 6 times a year but in practice they meet monthly (except for over the summer break).

New Trustees are inducted into their role through training and provision of relevant documents. All Trustees are encouraged to participate in events arranged by the Baptist Union and the Central Baptist Association and other bodies in order to develop their skills as Trustees.

There are usually 6 Church Members Meetings each year.

In accordance with clause 23 of the Church's constitution the Minister is entitled to be paid an agreed reasonable remuneration or stipend even though (s)he is one of the Trustees of the Charity. No other trustees received any payment for their work as trustees.

The Charity employs a part time cleaner and a part time Church Finance Administrator. All other functions and activities are fulfilled by volunteers.

The Church is a member of the Baptist Union of Great Britain and the Central Baptist Association being a signatory to the Baptist Union's Declaration of Principle.

The property of the charity is held in trust by the Baptist Union Corporation for the benefit of the charity.

Risks assessments are conducted for church activities and the church has a Risk Register which is reviewed regularly.

The key risks factors facing the charity's finances are:

- a dramatic drop in the number of members and attendees making financial contributions – even during the pandemic when attendance “in person”, has been restricted, numbers connected with the church have remained high and voluntary giving has remained strong.
- major and unexpected repairs to the building – we have a cyclical maintenance programme with budget provision to cover this.
- loss of a major hall hire customer – demand for the use of our premises exceeds availability and the church is exploring ways of maximising the use of the premises following the modifications made under Project 50

We believe that the level of risk in these situations is low and that the church has sufficient financial strength and human resources to limit any damage that may occur.

The church has the following policies and procedures which are reviewed and affirmed at the AGM:

Health and Safety Policy

Child Protection Policy

Vulnerable Adults Policy

Compliance with General Data Protection Regulations (GDPR)

## **OBJECTIVES AND ACTIVITIES**

The Principal Purposes of the Charity is the advancement of the Christian faith according to the principles of the Baptist denomination. In fulfilling this objective, the Church engages in a range of activities which will vary from time to time, with activities being initiated, expanded or closed, as appropriate.

In planning our activities, the trustees consider the Charity Commission's guidance on public benefit and in particular the specific guidance for charities on the advancement of the Christian religion. The charity fulfils this obligation in a number of ways:

**Provision of Worship** Services every Sunday which are open to all. Extra services at Christmas and Easter are publicised locally and on our website.

**Education in relation to matters of the Christian Faith** is provided through 'Sunday Club' activities for children, Messy Church for parents and children and a network of Home-Based Study Groups for adults.

**Provision of Pastoral Care.** Assistance to the sick and vulnerable, who may not always be church members, is provided by the Minister and church members. Where physical visits have not been possible, support has been given by phone and doorstep deliveries. Bereavement support and the provision of funeral services are available on request and marriage preparation courses are available to those seeking to be married in the church.

**Social and recreational activities** are provided for the benefit of different sections of the community. The established groups include the Kanga and Roo Carer and Toddler Group, the Social and Recreation Club, Thursday Club for adults and the Men's Group. The weekly Community Link sessions provide IT help, art, knitting and 'brain games'. These sessions were set up initially to help address issues of loneliness and became a vibrant and social part of our interaction with the local community.

During the Coronavirus pandemic some activities were suspended when the country went into lockdown. When it was deemed safe and reasonable to do so 'in person' meetings and activities took place. At all times the requirements and restrictions set by the Government were followed.

**Assistance in the relief of poverty.** We support the wider work of the Baptist denomination through our membership of the Baptist Union of Great Britain and the Central Baptist Association through our financial contribution to the Home Mission Scheme. We also support BMS World Mission financially.

We collaborate with other local churches through Churches Together in Marshalswick and support other local national and international organisations through donations and prayer support where that support will further our charitable objectives. An overview of all financial donations made to other causes in 2021 is given in the notes to the financial statements. Some charities are supported through the donation of 'gifts in kind', such as donations to the food bank, baby clothes and blankets for Knit for Peace. Recycled tools are collected for Tools with a Mission.

**Provision of premises.** The church premises are used by different Community Groups on an economical hire basis. To facilitate this work, it is important that we maintain the fabric of the church premises.

## **ACHIEVEMENTS AND PERFORMANCE**

### **- SECRETARY'S REPORT AND REVIEW OF THE YEAR**

2021 has proved to be another challenging year as the pandemic continued to make life difficult and we have needed to live with ongoing restrictions, especially how we have been able to gather together which is central to being church, but it has also been a year when we have so much for which to give thanks and celebrate.

We celebrated four baptisms during the year. It was great to hear the testimonies of how the Lord has worked in their lives and brought them to make a public declaration of their faith in and determination to follow Jesus.

We also give thanks that as we slowly emerged from lockdown several families who have come to live locally from Hong Kong have chosen to worship here. What a privilege to welcome them in the name of Jesus. They have brought a new 'buzz' to Sunday worship and Sunday Club. At the beginning of 2022 we undertook our annual census and the numbers worshipping on Sunday are now around 100, a significant increase on the last few years.

The church has also been blessed financially way beyond our expectations, so much so that we finished the year free of debt and in a strong position to meet the future as you will see from the Financial Review later in this report.

At the end of October, we had a celebration tinged with some sadness as we gave thanks for Graham and Julia's 18 years of ministry here but also bid them farewell as Graham retired. A bittersweet occasion. Typical of them they didn't want any fuss, but we couldn't let them move on without showing our deep appreciation of the way in which Graham, supported by Julia, has pastored us over the years. This we were able to do at Graham's final service as our minister on 31<sup>st</sup> October.

Graham has been such an influence within the church that we looked forward to his retirement with some nervousness but once again God has been gracious as others have stepped up to take on additional responsibilities during this period of interregnum. We welcome Revd Simon Carver the minister of Dagnall Street Baptist Church St Albans as our Moderator to provide support and guidance as we move forward into the future and seek the Lord's guidance for the ministry of this church.

With lockdown restrictions considerably eased we were able to celebrate Christmas together with a Christmas concert and tea and well attended services on the Sunday before Christmas and on Christmas Day in a beautifully decorated church. Members of the congregation shared in these services making them a special family time as we welcomed Jesus, born among us.

Some areas of church life have yet to re-establish and if they do may well be in a different format to previously but that is not something we should fear as change will always be a part of life and can lead to new opportunities and a different way of doing things.



As we move forward, we do so with several fresh people joining the leadership team to act as deacons and trustees of the church. Upenyu Chioko, Chris Fong, Helen Little and Jane Tocher have been elected for a first term. Jenny Drake, Jane Frame and Margaret Payne have been re-elected for a second term. Along with Bill Allan and Jonathan Gill this completes the team going forward from the AGM. We now have a full team of nine which is encouraging as we move forward into a period of interregnum. Please hold the leadership in your prayers and give them your full support, along with Simon, as they seek to lead us into the future.

I'm sure you will want to express appreciation of Jo Skelton and Caroline Williams as they step down at the AGM.

October saw the publishing of the final edition of the church magazine 'Church Chat' at least for the time being. Church Chat has been replaced with a monthly 'What's On'. This simpler format will ensure everyone is advised of church activities.

The above is a snapshot of life at MBFC during the year, so much to celebrate and give thanks for. However, as in any year there have been times of sadness. Three members have died during the year. We give thanks for their lives among us and although sad at their passing we believe them to now be in God's nearer presence.

We have also reviewed the church membership roll and contacted several members with whom we have not had contact for some while. This review led to three members resigning their membership and a further four, who didn't respond to letters sent to them, being removed from the membership roll. Total membership at the turn of the year is 73, as against 78 at the beginning of 2021. As I emphasise each year the Marshalswick family is more numerous than the number of people on the membership roll.

Finally, as I step down as Secretary, I want to record my thanks for the support and encouragement you have given to me over the years. It has been a privilege to serve as part of the leadership and I'm sure you will continue to give that support to those coming after me.

We leave 2021 and move into 2022 with so much to be thankful for. God has richly blessed us beyond our expectations. We must not take this as an opportunity to sit back but rather an incentive to move forward together, actively looking for fresh opportunities to serve and reach out into the local community and beyond using the resources of people and buildings that God has blessed us with in new and innovative ways.

I will finish this report as I did last year. As we move forward from a difficult year, we can individually and as church go forward with confidence knowing from experience that whatever is to come God is faithful and we can Praise the Lord!

Philip Whitlock

Church Secretary

## **FINANCIAL REVIEW**

We started 2021 in a strong financial position and we have ended it in an even better place. Our income has remained steady throughout the year and our spending has been well managed. In another year of lockdowns and uncertainty we have been truly blessed in ways that we couldn't have imagined.

The Church continues to raise the funds which it needs to carry on its activities and meet its objectives from within its own membership and congregation. Once again, generous giving by members of the church family has enabled the Church to continue to be generous in its giving for other causes – £13,224, in total. Each year we budget to give £5,000 for Home Mission and £5,000 for BMS World Mission from church funds. In addition, the church has supported a number of special appeals throughout the year – they are listed in the notes to the financial statements.

The financial results for the year, together with a summary of the accounting policies adopted are set out in the accompanying financial statements. As you'll see in the notes to the accounts the Church has a number of funds which are attributed to various church groups and projects. For the purposes of this review, I'll comment on the General fund, Reserves and Project 50.

### **General fund and Reserves**

Our main sources of income are freewill offerings and donations, Gift Aid and hall hire. Our main costs are salaries and running and maintaining the church properties. i.e., church and manse. Due to restrictions imposed by the pandemic, our hall hire has been reduced. But lockdown also meant that some of our running costs were less than usual. With our minister's retirement at the end of October we've not paid a full year of his stipend or pension costs. During the year we received an outstanding Gift Aid claim for the previous year as well as payment due for the current year.

Income to General Fund was £103,645 and outgoings were £72,246. So at the end of the year, we had a surplus of £31,649 in our General Fund.

We started the year with £58,351 in our Reserves Fund knowing that we would face expenses for refurbishing the manse following Graham's retirement. We don't know what those costs will be yet, but we expect them to be significant. When the surplus from 2021 is transferred to Reserves, this will give a total of exactly £90,000.

(I have set out our Reserves Policy below.) This means that when we have some costs for the manse refurbishment, we'll be able to allocate funds to a Manse Refurbishment Fund.

### **Project 50**

Project 50 is a restricted fund which we set up to fund improvements and accessibility to the church building which were agreed by church members in 2016. We paid for most of the work carried out in Phase 1 of Project 50 towards the end of

2020 and we started 2021 with a balance of £67,274. This included the monies from a loan we received from Central Baptist association in June 2020 which was repayable over 10 years. By the end of 2020 we had repaid one instalment of the loan. In 2021 we received a further £22,170 in donations, Gift Aid and fundraising. And we were blessed with the most amazing gift of £45,000 from Trinity Baptist Church in Chesham to pay off our outstanding loan. In total we received £67,170 for Project 50.

During 2021 we paid out £78,827 for Project 50. £47,500 of this was repayment of the loan. The balance of £31,327 was mainly for the remaining work invoiced. As a result of Trinity's gift, we ended the year with £55,572 in our Project 50 fund. Some of this will be needed to settle outstanding bills when Phase 1 of the project is signed off. But it will leave a significant sum of money as we start to think and pray about Phase 2.

Jenny Drake

Treasurer

### **Reserves Policy**

The Trustees review the level of reserves which are held and take account of the risks to income and of unplanned expenditure. The Trustees recognise that reserves will fluctuate due to the timing of income and expenditure.

The Trustees have assessed the risks and feel it is prudent to hold around 5 months' worth of running costs to cover contingencies such as loss of hall hire or unexpected repairs to the building.

So the target we have set for unrestricted reserves is to hold an average of £35,000 during the year and at the year end.

The reserves of the charity are mainly held in the Baptist Union Corporation 7-Day Notice deposit account. This account provides attractive rates of interest and funding for loans to Baptist causes.

**MARSHALSWICK BAPTIST FREE CHURCH****CHARITY NUMBER: 1129235****FINANCIAL STATEMENT FOR THE PERIOD 1 JANUARY 2021 TO 31 DECEMBER 2021****RECEIPTS & PAYMENT ACCOUNT**

|                                              |             | <b>Unrestricted<br/>funds</b> | <b>Restricted<br/>funds</b> | <b>Total<br/>funds</b> | <b>Last<br/>year</b> |
|----------------------------------------------|-------------|-------------------------------|-----------------------------|------------------------|----------------------|
|                                              | <b>Note</b> | <b>£</b>                      | <b>£</b>                    | <b>£</b>               | <b>£</b>             |
| <b>A1 Receipts</b>                           |             |                               |                             |                        |                      |
| Voluntary income                             | <b>(b)</b>  | 76,351                        | 23,250                      | 99,601                 | 112,381              |
| Raised for other causes                      | <b>(c)</b>  | 3,484                         | 0                           | 3,484                  | 2,609                |
| Investment income                            | <b>(d)</b>  | 182                           | 0                           | 182                    | 420                  |
| Hall hire                                    |             | 22,656                        | 0                           | 22,656                 | 18,255               |
| Loans                                        | <b>(n)</b>  | 0                             | 0                           | 0                      | 50,000               |
| Grants                                       |             | 0                             | 0                           | 0                      | 9,135                |
| Other income                                 | <b>(e)</b>  | 1,903                         | 45,303                      | 47,206                 | 1,739                |
|                                              |             | 104,576                       | 68,553                      | 173,129                | 194,539              |
| <b>A2 Assets &amp; investments sales</b>     |             | 0                             | 0                           | 0                      | 0                    |
| Total receipts                               |             | 104,576                       | 68,553                      | 173,129                | 194,539              |
| <b>A3 Payments</b>                           |             |                               |                             |                        |                      |
| Ministry costs                               | <b>(f)</b>  | 28,117                        | 0                           | 28,117                 | 33,980               |
| Donations to other causes                    | <b>(g)</b>  | 13,224                        | 0                           | 13,224                 | 15,834               |
| Church activities costs                      | <b>(h)</b>  | 6,791                         | 520                         | 7,311                  | 7,187                |
| Maintenance of church properties             | <b>(i)</b>  | 20,215                        | 185                         | 20,400                 | 22,533               |
| Governance & administration costs            | <b>(j)</b>  | 4,312                         | 0                           | 4,312                  | 249                  |
| Loan repayments                              | <b>(n)</b>  | 0                             | 47,750                      | 47,750                 | 2,750                |
|                                              |             | 72,659                        | 48,455                      | 121,114                | 82,533               |
| <b>A4 Assets &amp; investments purchases</b> |             | 0                             | 30,556                      | 30,556                 | 174,552              |
| Total payments                               |             | 72,659                        | 79,011                      | 151,670                | 257,085              |
| Excess of receipts over payments             |             | 31,917                        | -10,458                     | 21,459                 | -62,546              |
| <b>A5 Transfers between funds</b>            |             | 0                             | 0                           | 0                      | 0                    |
| <b>A6 Cash funds last year</b>               | <b>(k)</b>  | 62,284                        | 70,827                      | 133,111                | 195,657              |
| Cash funds this year end                     | <b>(k)</b>  | 94,201                        | 60,369                      | 154,570                | 133,111              |

Note: The Charity has no Endowment Funds



# STATEMENT OF ASSETS AND LIABILITIES AT 31 DECEMBER 2021

## B1 Cash funds

| Details              | Note | Unrestricted funds<br>£ | Restricted funds<br>£ |
|----------------------|------|-------------------------|-----------------------|
| Current account HSBC |      | 14,564                  | 15,369                |
| Deposit account BUC  |      | 79,182                  | 45,000                |
| Equals Prepaid card  |      | 10                      |                       |
| Cash                 |      | 445                     |                       |
| Total                |      | 94,201                  | 60,369                |

## B2 Other monetary assets

| Details | Note | Unrestricted funds<br>£ | Restricted funds<br>£ |
|---------|------|-------------------------|-----------------------|
|         |      | 0                       | 0                     |

## B3 Investment assets

| Details                | Note | Fund to which asset belongs<br>£ | Current value<br>£ |
|------------------------|------|----------------------------------|--------------------|
| 1000 Traidcraft Shares | (l)  | 0                                | 0                  |

## B4 Assets retained for the charity's own use

| Details                        | Note | Fund to which asset belongs<br>£ | Current value<br>£ |
|--------------------------------|------|----------------------------------|--------------------|
| Church, Sherwood Avenue        | (m)  | General                          | 2,445,526          |
| Manse, 4 Sherwood Avenue       | (m)  | General                          | 329,703            |
| Fixtures and fittings - church | (m)  | General                          | 147,677            |
| Organ                          | (m)  | General                          | 437,120            |

## B5 Liabilities

| Details                          | Note | Fund to which liability belongs<br>£ | Current value<br>£ |
|----------------------------------|------|--------------------------------------|--------------------|
| Baptist Pension Scheme liability |      | General                              | 17,932             |
| Central Baptist Association loan | (n)  | Project 50                           | 0                  |

The accounts and statement of assets and liabilities relating to the year ending 31 December 2021 were approved by the trustees (deacons) on 17 February 2022 and are signed on behalf of all trustees.

Signed: 

J M Drake (Treasurer)

P A Whitlock (Secretary)

## NOTES TO THE ACCOUNTS

### a. Basis of accounts

These accounts have been prepared on a 'receipts and payments' basis and in accordance with Section 133 Charities Act 2011.

### b. Voluntary income

|                               | 2021          | 2020           |
|-------------------------------|---------------|----------------|
| Offerings and Donations       | 73,024        | 104,491        |
| Tax recovered – Gift Aid      | 26,577        | 7,890          |
| <b>Total Voluntary Income</b> | <b>99,601</b> | <b>112,381</b> |

### c. Raised for Other causes

|                                      | 2021         | 2020        |
|--------------------------------------|--------------|-------------|
| BMS World Mission – member donations | 900          | 779         |
| BMS World Mission – Birthday Scheme  | 420          | 850         |
| Special Appeals                      | 2164         | 980         |
| <b>Total Raised for Other causes</b> | <b>3,484</b> | <b>2609</b> |

### d. Investment income

|                                | 2021       | 2020       |
|--------------------------------|------------|------------|
| Deposit interest               | 182        | 420        |
| <b>Total Investment Income</b> | <b>182</b> | <b>420</b> |

The church has placed funds in a 7-day notice deposit account with the Baptist Union Corporation.

### e. Other income

|                                      | 2021          | 2020         |
|--------------------------------------|---------------|--------------|
| Electricity sold                     | 1,903         | 0            |
| Donation from Trinity Baptist Church | 45,000        | 0            |
| Other income                         | 303           | 1,739        |
| <b>Total Other Income</b>            | <b>47,206</b> | <b>1,739</b> |

In November 2021 we received a donation from Trinity Baptist Church to repay the balance of the loan we took out in May 2020 in order to proceed with building work in Phase 1 of Project 50

### f. Ministry costs

|                                     | 2021          | 2020          |
|-------------------------------------|---------------|---------------|
| Minister's stipend                  | 20,417        | 26,129        |
| Pension contribution                | 6,550         | 6,202         |
| Visiting preacher fees and expenses | 135           | 180           |
| Other ministry costs                | 1,015         | 1,469         |
| <b>Total Ministry costs</b>         | <b>28,117</b> | <b>33,980</b> |

The Minister acts as one of the church's trustees and receives remuneration and other benefits in respect of their services as Minister, including the provision of manse accommodation owned by the church. Our Minister, Rev Graham Clarke retired at the end of October 2021.

**g. Donations to other causes**

|                                           | <b>2021</b>   | <b>2020</b>   |
|-------------------------------------------|---------------|---------------|
| Home Mission – church donation to CBA     | 5,000         | 5,500         |
| BMS World Mission – church donation       | 5,000         | 5,500         |
| BMS World Mission – member donations      | 640           | 583           |
| BMS World Mission – Birthday Scheme       | 420           | 1,278         |
| BMS World Mission – Special appeals       | 747           | 578           |
| Christian Aid – Special appeal            | 575           | 740           |
| Embrace the Middle East – Special appeals | 842           | 930           |
| Operation Agri – Special appeals          | 0             | 225           |
| Project 2:67                              | 0             | 500           |
| <b>Total Donations to other causes</b>    | <b>13,224</b> | <b>15,834</b> |

**h. Church activities costs**

|                                                  | <b>2021</b>  | <b>2020</b>  |
|--------------------------------------------------|--------------|--------------|
| Licences and subscriptions                       | 2,966        | 2,638        |
| Printing and stationery                          | 1,435        | 1,332        |
| Church groups, clubs, outreach and pastoral care | 2,910        | 3,217        |
| <b>Total Church activities costs</b>             | <b>7,311</b> | <b>7,187</b> |

**i. Maintenance of church properties**

|                                               | <b>2021</b>   | <b>2020</b>   |
|-----------------------------------------------|---------------|---------------|
| Utilities                                     | 6,121         | 8,194         |
| Church Broadband                              | 365           | 413           |
| Council Tax Manse                             | 2,819         | 2,662         |
| Insurance                                     | 3,833         | 3,629         |
| Cleaning – wages and materials                | 3,904         | 5,758         |
| Repairs and maintenance                       | 2,963         | 1,877         |
| Defibrillator                                 | 395           |               |
| <b>Total Maintenance of church properties</b> | <b>20,400</b> | <b>22,533</b> |

The above costs relate to the church premises in Sherwood Avenue and the manse at 4 Sherwood Avenue. In 2020 the work commenced on building work in Phase 1 of Project 50 to improve the access to and facilities in the Church Sanctuary. This work continued into 2021 and final snagging and sign-off of the work and payment of retention monies is anticipated in early 2022.

**j. Governance and administration costs**

|                                                 | <b>2021</b>  | <b>2020</b> |
|-------------------------------------------------|--------------|-------------|
| Professional fees – Independent Examiner        | 200          | 200         |
| Payroll fees                                    | 343          | 49          |
| Church Finance Administrator salary & equipment | 3757         | 0           |
| Equals Prepaid card fees                        | 12           | 0           |
| <b>Total Administration</b>                     | <b>4,312</b> | <b>249</b>  |

The church appointed a Church Finance Administrator from 1 June 2021.

The church has appointed West of England Baptist Payroll Company Limited for payroll services.

The church has Equals Prepaid Mastercards for the Treasurer and the Church Finance Administrators. Cards are topped up when needed to make a payment which can't be made by bank transfer.

### k. Movement of funds

The church has the following funds. Surplus in the General Fund is moved to the Reserve Fund at the end of the year. Restricted Funds are funds which must be used for a specific purpose.

| Fund name                 | Fund balances brought forward | Income         | Expenditure     | Transfers | Fund balances carried forward |
|---------------------------|-------------------------------|----------------|-----------------|-----------|-------------------------------|
|                           | £                             | £              | £               | £         | £                             |
| Unrestricted funds        |                               |                |                 |           |                               |
| General fund              | 0                             | 103,645        | -72,246         | 250       | 31,649                        |
| Church ECO Garden         | 0                             | 125            | -40             | 0         | 85                            |
| Community Link            | 1,210                         | 807            | -203            | -250      | 1,564                         |
| Frog                      | 1,250                         | 0              | -80             | 0         | 1,170                         |
| Kanga & Roo               | 713                           | 0              | -90             | 0         | 623                           |
| Lighthouse                | 71                            | 0              | 0               | 0         | 71                            |
| Recreation Club           | 688                           | 0              | 0               | 0         | 688                           |
| Reserve Fund              | 58,352                        | 0              | 0               | 0         | 58,352                        |
| <b>Total Unrestricted</b> | <b>62,284</b>                 | <b>104,577</b> | <b>-72,659</b>  | <b>0</b>  | <b>94,202</b>                 |
| Restricted funds          |                               |                |                 |           |                               |
| Audio Visual              | 500                           | 0              | 0               | 0         | 500                           |
| Organ Fund                | 1,610                         | 0              | 0               | 0         | 1,610                         |
| Piano Fund                | 145                           | 0              | -140            | 0         | 5                             |
| Project 50 2017           | 67,274                        | 67,170         | -78,872         | 0         | 55,572                        |
| Thursday Club             | 297                           | 192            | 0               | 0         | 489                           |
| Youth Work                | 1,000                         | 1,192          | 0               | 0         | 2,192                         |
| <b>Total Restricted</b>   | <b>70,826</b>                 | <b>68,554</b>  | <b>-79,012</b>  | <b>0</b>  | <b>60,368</b>                 |
| <b>TOTAL FUNDS</b>        | <b>133,111</b>                | <b>173,129</b> | <b>-151,671</b> |           | <b>154,570</b>                |

Note these are rounded figures

### l. Investment Assets

The church was bequeathed Traidcraft shares a number of years ago. Trading in these shares has been suspended since 2018 and they have no value.

### m. Assets Held for the Church's own use

The church is the beneficial owner of the assets listed (subject to the relevant trusts) the legal title to which is held by the church's custodian trustee the Baptist Union Corporation Ltd: The values shown are insurance values as at the renewal of the policies with Baptist Insurance on 24 June 2021.

### n. Long Term Liabilities

In May 2021 the church applied for a loan of £50,000 from the Central Baptist Association in order to proceed with building work in Phase 1 of Project 50. The loan would be repayable in 20 instalments of £2,500 over a 10-year period. It was expected the church would wish to make a 'thank offering' payment after the loan was repaid. The church decided to include an element of 'thank offering' with each instalment repaid over the term of the loan. Instalments of £2,750 each were paid in December 2020 and June 2021. In November 2021 the church received a gift of £45,000 from Trinity Baptist Church in Chesham to repay the loan. The loan has been repaid. The church will agree the amount of final 'thank offering' payment in early 2022.



## **Pension Scheme Liabilities**

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 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 funding level 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 Schedule of Contributions, the church makes a monthly payment in respect of the DB scheme deficit, currently £332.08, which will increase in line with increases in Minimum Pensionable Income. The Schedule of Contributions foresees these contributions continuing until June 2026. The pension scheme liability shown in the Statement of Assets and liabilities is calculated as the current rate per month multiplied by the number of months remaining in the current Schedule of Contributions, which amounted to £17,932 at 31 December 2021.

Following the retirement of our Minister on 31 October 2021, the church no longer has an active employee in the Pension Scheme and as a result a cessation event has occurred and an employer debt has become due. However, instead of settling the debt, the church applied for and been granted a 'Period of Grace', initially for 12 months from 1 November 2021, during which time it continues to make its monthly deficit contributions. This will be reviewed when a new Minister is appointed or the Period of Grace ends, whichever happens first.

The Church has been advised that the estimated cost for the church to buyout their Pension Scheme liabilities as at 31 October 2021 was £23,600.



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

Marshalswick Baptist Free Church

On accounts for the year  
ended

31 December 2021

Charity no  
(if any)

1129235

Set out on pages

1 to 2

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

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").

I report in respect of my examination of the Trust'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:

- a the accounting records were not kept in accordance with section 130 of the Charities Act; or
- b the accounts did not accord with the accounting records; or
- c 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:

Darren Warren

Date:

15/02/2022

Name:

Darren Warren – Paxton Independent Examiners

Relevant professional  
qualification(s) or body  
(if any):

FMAAT

Address:

61a High Street South

Rushden

Northants, NN10 0RA

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**