

**REGISTERED CHARITY NUMBER: 1130548**

**NORTHFIELD BAPTIST CHURCH**

**REPORT OF THE TRUSTEES AND**  
**FINANCIAL STATEMENTS FOR THE**  
**YEAR ENDED 31 MARCH 2022**

**Northfield Baptist Church**  
**Contents of the Financial Statements**  
**for the Year Ended 31 March 2022**

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## **Northfield Baptist Church**

### **Report of the Trustees for the Year Ended 31 March 2022**

The Trustees (also known as the Church Deacons) present their annual report and financial statements for the year ended 31 March 2022 which have been prepared in accordance with the Charity Commission's Statement of Recommended Practice.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

Northfield Baptist Church is a Registered Charity, number 1130548. The correspondence address is 789 Bristol Road South, Northfield, Birmingham, West Midlands, B31 2NQ.

Trustees who have served during the period from 1 April 2021 until the date this report was approved were:

Minister	Rev David Mann (resigned 30 June 2021)
Church Secretary	Mrs S Moss
Church Treasurer	Mr J Burton
Assistant Treasurer	Mrs GD Harper
Deacons	Mrs J Arkley Mrs A Button Mr T Khuduge Mrs E Boraston Mr A Vail (appointed 5 September 2021)

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Northfield Baptist Church is a registered Charity, registered number 1130548. The Charity was registered on 24 May 2009 with the Charities Commission. The church is a member of the Baptist Union of Great Britain.

#### **OBJECTIVES AND ACTIVITIES**

The Charity's mission statement is:

*"We believe that our Christian mission is the knitting together of evangelism and social action through witness and service. This mission flows out of the life of our fellowship, enriched by our worship, into the community."*

## **Northfield Baptist Church**

### **Report of the Trustees for the Year Ended 31 March 2022**

#### **ACHIEVEMENTS AND PERFORMANCE**

##### **Treasurers Report 2021-2022**

I would like to thank all the members and friends of Northfield Baptist Church who give generously, both in money and time, to the work of furthering the Kingdom of God in Northfield. Our income continues to be primarily made up of giving from the congregation and income from lettings. Income from general giving is slightly down on last year along with a reduction in one-off giving which was significant last year. Lettings are still down from pre-pandemic levels but are significantly up from last year which is encouraging. To supplement its income, the church was able to take advantage of the furlough scheme for part of the financial year.

With no minister and the impact of covid-19, the finances are a little different from a normal year. Overall, our expenditure has tracked to budget. The sale of our manse reduced our costs which helped to stay within budget and the purchase of the replacement manse property continues.

The Open Door restaurant continues to be closed to the public. With the café opening after lockdown, the hospitality operation has been able to break even.

Finally, I want to say thank you - to Gillian Harper, whose effort and diligence keep the accounts running and in good order, to Anne Whitworth for her hard work examining the many church organizations' accounts which leads to good governance and to all the other treasurers in NBC who keep those accounts running and in good order.

#### **FINANCIAL REVIEW & RESERVES POLICY**

During the year, total income, excluding sale of property, amounted to £117,853 (2021: £157,107) of which unrestricted offerings were the main component, followed by restaurant takings. Expenditure amounted to £116,799 (2021: £136,084) and the main components of this are staff costs and restaurant supplies. The result is a surplus of £1,054 (2021: £21,023). After taking into account the gain on sale of the Manse, the surplus amounts to £140,251.

The Charity's policy is to hold reserves of six months running costs in its unrestricted fund. The position at 31 March 2022, was that of £52,823 being held in this way (excluding fixed assets and associated loans/mortgages/monies held for Manse purchase) (£73,141 at 31 March 2021) which represents 4.5 months of such running costs.

#### **RISK ASSESSMENT**

In its decision taking the charity seeks to identify and mitigate or manage the risks to which it might be exposed.

## Northfield Baptist Church

### Report of the Trustees for the Year Ended 31 March 2022

#### TRUSTEE RESPONSIBILITIES

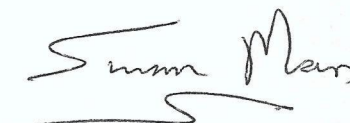
The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and outgoing expenditure of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2008. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by Trustees on 14/7/22 and signed on its behalf by:



Mrs S Moss (Chair)



**Northfield Baptist Church**

**Statement of Financial Activities  
for the Year Ended 31 March 2022**

**Independent Examiner's Report to the Trustees of Northfield Baptist for the Year Ended 31 March 2022**

I report to the charity trustees of Northfield Baptist Church on my examination of the accounts for the year ended 31 March 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 charity's accounts carried out under section 145 of the 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**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm I am qualified to undertake the examination because I am a member of ACCA which is one of the listed bodies.

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

**Richard Dunkley FCCA CTA  
RD Accounting Ltd  
12C Two Locks  
Hurst Business Park  
Brierley Hill  
DY5 1UU**

**Date :**

**Northfield Baptist Church**

**Statement of Financial Activities  
for the Year Ended 31 March 2022**

		<u>Unrestricted</u>	<u>Endowment</u>	<u>Restricted</u>	<u>2022</u>	<u>2021</u>
	<u>Notes</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Total</u>	<u>Total</u>
		£	£	£	£	£
<b>Income and endowments from:</b>						
Donations and legacies	2	58,609		60	58,669	95,745
Activities for generating funds	3	59,164		-	59,164	61,338
Investments	4	20		-	20	24
Other	5	139,197		-	139,197	-
<b>Total income and endowments</b>		<u>256,990</u>	<u>-</u>	<u>60</u>	<u>257,050</u>	<u>157,107</u>
<b>Expenditure on:</b>						
Charitable activities	6	116,329		470	116,799	136,084
<b>Total expenditure</b>		<u>116,329</u>	<u>-</u>	<u>470</u>	<u>116,799</u>	<u>136,084</u>
<b>Net income / (expenditure)</b>		<u>140,661</u>	<u>-</u>	<u>(410)</u>	<u>140,251</u>	<u>21,023</u>
<b>Transfers between Funds</b>		<u>55,361</u>	<u>-</u>	<u>(55,361)</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		<u>196,022</u>	<u>-</u>	<u>(55,771)</u>	<u>140,251</u>	<u>21,023</u>
<b>Reconciliation of funds:</b>						
Total funds brought forward		<u>168,269</u>	<u>300,000</u>	<u>405,210</u>	<u>873,479</u>	<u>852,456</u>
Total funds carried forward		<u>364,291</u>	<u>300,000</u>	<u>349,439</u>	<u>1,013,730</u>	<u>873,479</u>

*All income and expenditure derive from continuing activities*

**Northfield Baptist Church**

**Balance Sheet  
for the Year Ended 31 March 2022**

	<u>Notes</u>	Unrestricted funds £	Endowment funds £	Restricted funds £	2022 Total £	2021 Total £
<b>Fixed assets</b>						
Tangible assets	10	392	300,000	348,930	649,322	856,475
		<u>392</u>	<u>300,000</u>	<u>348,930</u>	<u>649,322</u>	<u>856,475</u>
<b>Current assets</b>						
Debtors	11	13,308	-	-	13,308	20,105
Cash at bank and in hand		369,195	-	509	369,705	56,482
		<u>382,503</u>	<u>-</u>	<u>509</u>	<u>383,012</u>	<u>76,587</u>
<b>Liabilities</b>						
Amounts falling due within one year	12	4,087	-	-	4,087	9,565
<b>Net current assets / (liabilities)</b>		<u>378,416</u>	<u>-</u>	<u>509</u>	<u>378,925</u>	<u>67,022</u>
<b>Total assets less current liabilities</b>		<u>378,807</u>	<u>300,000</u>	<u>349,439</u>	<u>1,028,247</u>	<u>923,497</u>
<b>Liabilities</b>						
Amounts falling due after one year	13	14,516	-	-	14,516	50,018
<b>NET ASSETS</b>		<u>364,291</u>	<u>300,000</u>	<u>349,439</u>	<u>1,013,730</u>	<u>873,479</u>
<b>FUNDS</b>						
Unrestricted funds	14	364,291			364,291	168,269
Endowment funds	14		300,000		300,000	300,000
Restricted funds	14			349,439	349,439	405,210
<b>Total funds</b>		<u>364,291</u>	<u>300,000</u>	<u>349,439</u>	<u>1,013,730</u>	<u>873,479</u>

The financial statements were approved by the Trustees on 14/7/22 and were signed on its behalf by:

*Susan Moss*

Mrs S Moss – Chair



## **Northfield Baptist Church**

### **Notes to the Financial Statements for the Year Ended 31 March 2022**

#### **1. ACCOUNTING POLICIES**

##### **General information and basis of preparation**

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with the Charities SORP (FRS 102) "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2015 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements have been prepared on a going concern basis under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the Charity is responsible in law. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

##### **Incoming Resources**

Offerings and donations are recognised when received by or on behalf of the Church. Grants and legacies are recognised when the church is legally entitled to the amount due. All other income is recognised when the church becomes legally entitled to the income and when the amount can be quantified with reasonable certainty. All incoming resources are accounted for gross.

Income tax recoverable on gift aid donations is accounted for when the donation is received, not when the tax refund is received.

##### **Resources expended**

Grants and donations are accounted for when they are paid over, or when awarded, if that award creates a binding or constructive obligation. All other expenditure is generally recognized when it is incurred and is accounted for gross.

##### **Tangible Fixed Assets**

Equipment used within the church premises is included at cost and depreciated on the following basis in order to write the asset off over its estimated useful life:

Equipment – straight line over 4 years

Items of equipment costing under £1,000 are written off when the asset is acquired

The Church premises are incorporated into the financial statements at historical cost, the property is not depreciated as the Trustees consider that the residual value of the property is such that any charge would be immaterial.

##### **Liabilities**

Liabilities are recognised as soon as the legal or constructive obligation arises.

##### **Taxation**

The charity is exempt from tax.

**Northfield Baptist Church**

**Notes to the Financial Statements  
for the Year Ended 31 March 2022**

**1. ACCOUNTING POLICIES (continued...)**

**Financial instruments**

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the entity after deducting all of its financial liabilities.

Where the contractual obligations of financial instruments are equivalent to a similar debt instrument, those financial instruments are classed as financial liabilities.

Financial liabilities are presented as such in the balance sheet. Finance costs and gains or losses relating to financial liabilities are included in the profit and loss account. Finance costs are calculated so as to produce a constant rate of return on the outstanding liability.

Where the contractual terms of share capital do not have any terms meeting the definition of a financial liability then this is classed as an equity instrument. Dividends and distributions relating to equity instruments are debited direct to equity.

**Fund Accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the Church as directed by the Deacons. Restricted funds are funds which the donor has specified are to be used solely for a particular area of the Church's work or for specific purchases of assets to be used by the Church.

**Pension Costs**

The Church participates in The Baptist Pension Scheme, a multi-employer scheme which is unable to identify the assets and liabilities directly attributable to the Church. In accordance with FRS102, amounts paid to the Scheme are accounted for as if they were those of a defined contribution scheme.

The Church also participates in a defined contribution scheme and amounts due in respect of this scheme is charged to the Statement of Financial Activity.

**Donated services**

The Church's activities are dependent on volunteers in all areas. There is no recognition in these accounts of the time donated by volunteers.

**Northfield Baptist Church**

**Notes to the Financial Statements  
for the Year Ended 31 March 2022**

**2. DONATIONS AND LEGACIES**

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
Offerings	44,064	-	44,064	62,772
Donations	3,077	60	3,137	3,888
Grants	1,779	-	1,779	14,882
Gift Aid	9,688	-	9,688	14,203
	<b>58,609</b>	<b>60</b>	<b>58,669</b>	<b>95,745</b>

**3. INCOME FROM GENERATING FUNDS**

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
Lettings	16,826	-	16,826	10,669
Manse	-	-	-	2,423
Restaurant takings	38,565	-	38,565	41,237
Coffee Lounge takings	383	-	383	1,371
Other	3,391	-	3,391	5,638
	<b>59,164</b>	<b>-</b>	<b>59,164</b>	<b>61,338</b>

**4. INCOME FROM INVESTMENTS**

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
Bank interest	20	-	20	24
	<b>20</b>	<b>-</b>	<b>20</b>	<b>24</b>

**5. OTHER INCOME**

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
Profit / Loss on disposal of Fixed Assets	139,197	-	139,197	-
	<b>139,197</b>	<b>-</b>	<b>139,197</b>	<b>-</b>

Other income represents the gain on sale of the Manse during the year.



# Northfield Baptist Church

## Notes to the Financial Statements for the Year Ended 31 March 2022

### 6. EXPENDITURE

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
Communion Fund	-	220	220	310
Outreach activities, events & resources	1,037	-	1,037	2,345
Children's & Young people	13,937	250	14,187	18,798
Hospitality expenses	36,069	-	36,069	46,280
Charity collections paid out	210	-	210	420
Baptist Mission Society / Home Mission	7,856	-	7,856	1,790
Subscriptions / Donations	1,458	-	1,458	510
Ministers costs	12,754	-	12,754	21,099
Ministry support worker	8,522	-	8,522	4,360
Visiting speakers and ministry expenses	930	-	930	1,672
Minister relocation costs	-	-	-	2,667
Worship music, resources, expenses	2,589	-	2,589	1,473
Fellowship - groups/study/prayer	-	-	-	-
Manse expenses - utilities, R&R	4,821	-	4,821	6,751
Manse mortgage interest	1,079	-	1,079	1,788
Buildings - caretaking and cleaning	5,333	-	5,333	6,544
Buildings - utilities	8,502	-	8,502	10,353
Fabric, maint & equip	4,618	-	4,618	2,514
Office and administration exps	778	-	778	1,549
Insurance	3,250	-	3,250	2,988
Depreciation	391	-	391	391
Other	1,273	-	1,273	515
Bank charges	118	-	118	127
Accounts & Independent Exam	803	-	803	840
	<b>116,329</b>	<b>470</b>	<b>116,799</b>	<b>136,084</b>

### 7. TRUSTEE REMUNERATION AND BENEFITS

£975 was paid to one Trustee during the year ended 31 March 2022 for services provided, the charges are at normal commercial values. (2021: Nil)

### 8. TRUSTEE EXPENSES

Three Trustees were reimbursed expenses amounting to £484 for the year ending 31 March 2022 (2021: Four Trustees amounting to £1,027)



# Northfield Baptist Church

## Notes to the Financial Statements for the Year Ended 31 March 2022

### 9. STAFF COSTS

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
Wages and Salaries	60,613	-	60,613	74,253
Employers Pension Costs	1,440	-	1,440	2,278
Social Security Costs	-	-	-	-
	<u>62,053</u>	<u>-</u>	<u>62,053</u>	<u>76,531</u>

No staff member received remuneration in excess of £60,000 per annum

The average number of staff in the year was 7 (2021: 8)

### 10. TANGIBLE FIXED ASSETS

	Buildings £	Equipment £	Totals £
<b>Cost</b>			
As at 1st April 2021	855,692	33,622	889,314
Additions	-	-	-
Disposals	(206,762)	-	(206,762)
<b>As at 31st March 2022</b>	<u>648,930</u>	<u>33,622</u>	<u>682,552</u>
<b>Depreciation</b>			
As at 1st April 2021	-	32,840	32,840
Charge	-	391	391
On disposals	-	-	-
<b>As at 31st March 2022</b>	<u>-</u>	<u>33,231</u>	<u>33,231</u>
<b>Net Book Value</b>			
At 31st March 2021	<u>855,692</u>	<u>783</u>	<u>856,475</u>
<b>At 31st March 2022</b>	<u>648,930</u>	<u>391</u>	<u>649,321</u>

During the year the Charity sold the Manse for £350,000. The Manse had a historical cost in these accounts of £206,762 which has now been disposed of, after associated sale costs the net gain on the disposal of the Manse amounted to £139,197.

The sale proceeds, after settlement of the mortgage, is held in a Heart of England Baptist Association bank account until the purchase of a replacement Manse has been completed.

# Northfield Baptist Church

## Notes to the Financial Statements for the Year Ended 31 March 2022

### 11. DEBTORS

	Total 2022 £	Total 2021 £
Gift Aid	9,688	14,203
Prepayments	2,211	5,902
PAYE	1,409	-
	<b>13,308</b>	<b>20,105</b>
Restricted	-	-
Unrestricted	13,308	20,105
	<b>13,308</b>	<b>20,105</b>

### 12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Total 2022 £	Total 2021 £
Accruals	1,487	1,728
Pension Payments	-	535
Bank of Scotland - Manse Mortgage	-	4,702
HEBA - Loan	2,600	2,600
	<b>4,087</b>	<b>9,565</b>
Restricted	-	-
Unrestricted	4,087	9,565
	<b>4,087</b>	<b>9,565</b>

### 13. CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR

	Total 2022 £	Total 2021 £
Bank of Scotland - Manse Mortgage	-	32,901
HEBA - Loan	14,516	17,117
	<b>14,516</b>	<b>50,018</b>
Restricted	-	-
Unrestricted	14,516	50,018
	<b>14,516</b>	<b>50,018</b>

## Northfield Baptist Church

### Notes to the Financial Statements for the Year Ended 31 March 2022

#### 14. MOVEMENT IN FUNDS

	Balance at 01.04.2021 £	Incoming resources £	Resources expended £	Transfers Between Funds £	Balance at 31.03.2022 £
<b>Unrestricted Funds</b>					
General Fund	168,269	256,990	(116,329)	55,361	364,291
<b>Endowment Fund</b>					
Hazelmere Trust Buildings	300,000	-	-		300,000
<b>Restricted Fund</b>					
Buildings	404,027	-	-	(55,361)	348,666
David Dyson Fund	453	60	(250)		263
Communion Fund	730	-	(220)		510
	405,210	-	60	(470)	-
	873,479	-	257,050	-	(116,799)
					-
					1,013,730

#### 15. FUND DETAILS

Restricted funds are held for the following purposes:

##### **Buildings Fund**

The restricted Buildings Fund represents monies received specifically for the cost of significant building improvements made in the early 2000's.

##### **Endowment Fund**

The Endowment Fund represents The Hazelmere Trust Building Endowment Fund, a permanent endowment fund which can only be used for the purposes of building alterations for the part of the building concerned with provision of facilities for the elderly.

##### **David Dyson Fund**

The David Dyson Fund represents donations made for the support of boys in the Boys Brigade who are unable to afford to attend the annual camping trip.

##### **Communion Fund**

The Communion Fund is a separate fund connected to Northfield Baptist Church and is used to provide donations to charity from the communion offerings.

# Northfield Baptist Church

## Notes to the Financial Statements for the Year Ended 31 March 2022

### 16. ANALYSIS OF NET ASSETS BY FUND

	Fixed Assets £	Current Assets £	Creditors £	Net Assets £
Unrestricted Funds	392	382,503	(18,604)	364,291
Endowment Fund	300,000	-	-	300,000
Restricted Fund	348,930	509	-	349,439
	<b>649,322</b>	<b>383,012</b>	<b>(18,604)</b>	<b>1,013,730</b>

### 17. TRANSFERS BETWEEN FUNDS

During the year £55,361 was transferred from the restricted fund to the general fund to ensure the sale of the Manse was reflected in these accounts.

### 18. RELATED PARTY TRANSACTIONS

During the year £8,522 was paid to Mrs T Burton (wife of Treasurer, Mr J Burton) for her role of Ministry Support Worker. (2021: £4,360)

### 19. GOING CONCERN

The Trustees consider the Church to be a going concern for the next 12 months from the date of this report on the basis that the projected income and reserves will be able to sustain the running costs.

### 20. ACCOUNTS OF CHURCH ORGANISATION

The following accounts are subsidiary accounts of the Church and are run as separate accounts with their own bank accounts and treasurers. They are included here for information purposes only.

	Balance at 01.04.2021 £	Incoming resources £	Resources expended £	Transfers Between Funds £	Balance at 31.03.2022 £
Ash Grove	1,531	-	(287)	-	1,244
Girls Brigade	312	2,819	(1,361)	-	1,770
Boys Brigade	1,188	4,193	(2,012)	-	3,369
Band	823	173	(58)	-	938
Parent & Toddler	1,124	1,186	(1,185)	-	1,125
Stage Fright	717	2,263	(1,309)	-	1,671
	<b>5,695</b>	<b>10,634</b>	<b>(6,212)</b>	<b>-</b>	<b>10,117</b>