

Registered Charity no. 1130582

# **Union Baptist Church**

## **Trustees' Annual Report and Accounts**

**Year Ended 31st December 2023**



# **Union Baptist Church**

**Year Ended 31st December 2023**

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# Union Baptist Church

Year Ended 31st December 2023

## Legal and Administrative Information

### Reference

The Charity is called "Union Baptist Church" and is registered with the Charity Commission for England and Wales.

**Registered Charity Number** 1130582

**Registered Office** Easton Street  
High Wycombe  
Bucks  
HP11 1NJ

### The Trustees

The trustees who served during the financial year ending 31st December 2023 are as follows:

Gary Hamilton	
Sheena Dykes	
Catherine McNerney	
Roger Mundy	<i>Resigned March 2023</i>
Ian Manktelow	
Thomas Birmingham	
Karen Bates	
Andrew Wingfield	
Stephen Weston	
Anthony Croft	
Judith Hamilton	
Roger Pantridge	
Rev Malcolm Hazell	<i>Resigned August 2023</i>
Judy Pantridge	<i>Appointed March 2023</i>
Helen France	
Sarah Atwell	<i>Appointed March 2023</i>
Jennifer Rooke	<i>Appointed March 2023</i>
Mark Dykes	<i>Appointed July 2023</i>
George Haines	<i>Appointed March 2023</i>

### Property Holding Trustees:

Church: Baptist Union Corporation Ltd with Union  
Baptist Property Trustees

Manse: Baptist Union Corporation Ltd

# **Union Baptist Church**

**Year Ended 31st December 2023**

## **Legal and Administrative Information**

### **Primary Bankers**

Barclays Bank PLC  
PO Box 41  
High Wycombe  
HP11 2BG

CAF Bank Limited  
25 Kings Hill Avenue  
Kings Hill  
West Mailing, Kent  
ME19 4JQ

### **Independent Examiner**

Nigel Wyatt BSC FCA  
Wyatt & Co Chartered Accountants  
125 Main Street  
Garforth  
Leeds, LS25 1AF



# Union Baptist Church

**Year Ended 31st December 2023**

## **Trustees' Annual Report**

### **Structure, governance and management**

The Church is governed by its Foundation Trust Deed (28 March 1845) and its Constitution (19 May 2009).

The Charity is an unincorporated association affiliated to the Baptist Union of Great Britain.

The Managing Trustees are appointed by a Church Members Meeting. Church Ministers, as Managing Trustees, are appointed by resolution of the Church Members at a Special Church Members Meeting.

### **Objectives and Activities**

#### **Objects of the Charity:**

The principal purpose of the Church is the advancement of the Christian faith according to the principles of the Baptist denomination. It is affiliated to the Baptist Union of Great Britain and is also a member of the Evangelical Alliance. The Church may also advance education and carry out other charitable purposes in the United Kingdom or other parts of the world.

#### **The Vision of the Church is:**

To see High Wycombe transformed by God through His loving, serving and worshipping church.

#### **Activities:**

In fulfilling its purpose, the Church engages in a range of activities either on its own, or with others, that will vary from time to time with activities being initiated/expanded or closed as appropriate.

The activities may include, but are not restricted to:

Regular public worship, prayer, Bible study, preaching and teaching

Baptism by immersion

Communion of the Lord's Supper

Evangelism and mission

Children and young people's work

Christian discipleship

Education and training for Christian and community service

Pastoral care

Supporting and encouraging charitable social action in the United Kingdom and abroad

Working with other Baptists and Christians

#### **Public Benefit:**

In planning the activities of the charity, the Managing Trustees have considered the guidance on public benefit issued by the Charity Commission and in particular the specific guidance on charities for the advancement of religion.

#### **Public Benefit activities**

- We promote the central truths of the Christian faith through our many Ministries and Teams, as well as through our regular Sunday worship services and activities.
- We serve our local community in High Wycombe through our many community links and activities. Our buildings are very well used by the community to whom the love of God is shown and demonstrated.
- We seek to make our premises and activities as accessible as possible so that all can benefit.
- Many of our members are involved in local community-based activities e.g. High Wycombe Child Contact Centre and Chaplaincies.
- We run church-based activities for the lonely and vulnerable.
- We support Wycombe Homeless Connection.
- We fund and support Christian mission in other countries, providing help and support to those in need.

# Union Baptist Church

Year Ended 31st December 2023

## Trustees' Annual Report

Our church motto text for 2023:

**'May the God of hope fill you with all joy and peace as you trust in Him.' (Romans 15:13)**

### Achievements and Performance

At the start of the year, we agreed a set of practical plans and aspirations for 2023, shown below. The comments in italics beneath each show how well we met these objectives.

#### **Our focus for 2023 was whole life discipleship.**

1. This main aspiration will be taken forward by the launch of LIFE (Living in Faith Everyday) groups in September. Training will be offered to potential leaders in January and June to develop new skills to encourage a deeper discipleship. The vision for LIFE groups has been shared with current and potential small group leaders in late 2022 and January 2023 and will be shared more widely with the fellowship in June with the opportunity to enrol in a LIFE Group in early September.

*Following a process of selecting and training leaders and sharing the vision with the church, nine new LIFE Groups were launched in September. We now have approximately 50% more people actively engaged in our church small groups through LIFE Groups which meet with an intentional focus of applying God's word and encouraging one another to Live In Faith Everyday.*

2. The February weekend at home will have the theme of Finding Frontline Confidence to be disciples of Jesus in times of crisis and everyday life. Our speaker will be Paul Woolley, who is the Chief Executive of the London Institute for Contemporary Christianity whose ministry is dedicated to whole life discipleship.

*The Weekend at Home was a great success with 123 attending. Paul Woolley gave us two excellent teaching sessions and our worship was led by Synthesis who also led a music workshop alongside other activities which attendees could opt into. The focus on "Confidence in the Gospel" continued in the Sunday morning worship as Joel Phillips preached and challenged us all to grow in confidence wherever our frontline is.*

3. Our Lent sermons, home group notes and daily readings will reinforce the main theme of Confidence on our frontlines and confidence in the gospel.

*Our Lent series explored various aspects of growing in confidence as we seek to share the good news of Jesus on our frontlines; this helped to prepare the ground for the launch of LIFE groups in the autumn. (see no.1 above)*

4. We will continue the regular This Time Tomorrow slots in services in order to model and encourage the fellowship to see how Christ-like discipleship is worked out in the real world.

*This Time Tomorrow took place five times in morning services in 2023 and continued to be successful in supporting those interviewed and encouraging the fellowship to see Christ-like discipleship in people's lives.*

5. In order to make disciples in the next generation we are seeking two new part time appointments: one a children's and families workers and the other, a youth worker.

*We have successfully made an appointment for the Children and Young Families Worker role. Jackie Rham was appointed to the role in May and has made a very encouraging start as she has grown into the role and developed our children's ministry and team. We have not been able to fill the Youth Worker vacancy but we are very thankful to our team of volunteer youth leaders which has grown during 2023.*



# Union Baptist Church

Year Ended 31st December 2023

## Trustees' Annual Report

6. We hope to take forward the Living Stones Project during 2023. This will provide a welcoming and flexible building that will serve Union Baptist Church and our town.

*Work commenced on our Living Stones Project in September 2023. By the end of the year, pews and the old sloping floor had been removed, the base for a new level floor was in place, part of the balcony cut back to make headroom for a larger platform, brickwork cut back to make way for a new disabled access doorway to what will be a new welcome area that has already been enlarged by three smaller rooms being made into one larger area. Work will continue into 2024 with an anticipated finishing date sometime in September of the same year.*

## Reflections from the Church Leadership on 2023

2023 motto text:

**May the God of hope fill you with all joy and peace as you trust in Him' (Romans 15:13)**

## Church Secretary's Report 2023

Our focus in 2023 was whole-life discipleship and our Plans and Aspirations were linked to this theme as we sought to deepen our spiritual lives as a church fellowship and build a new worship space for the future. Looking back over the year we can see how we met these aspirations and thank God for His wonderful and faithful provision.

Our Week of Prayer in January sought to strengthen and deepen our faith and our daily dependence on God. It also helped us to be more aware and intentional in how we view our lives. Our faith and worship are not confined to Sunday worship but we are living out our faith in every situation that we are in throughout the week, whether in our families, our work, our friendships, our neighbourhood or our interests. This continued into February as we had another very successful Weekend@Home. Paul Woolley, CEO of LICC (London Institute for Contemporary Christianity), spoke with great challenge on the theme of "Finding Frontline Confidence". We had a most enjoyable time together as we shared in the various activities and games and were led in worship by Synthesis.

The preaching series on Confidence in the Gospel which ran through to Easter grounded us firmly in the solid foundations of our faith. Easter was the usual deeply meaningful period of the year as the truth of the Cross and the Resurrection were proclaimed. We reached out to people on the Rye and held a most successful Holiday Club called "Restoration Station" with a full house of 80 children of Primary School age and a volunteer team of over 40. There was great linking with parents, a large number of whom attended the final all-age service.

Malcolm Hazell, our Senior Pastor, informed us of his decision to stand down from his ministry at the end of August. He had served us faithfully through the eight years of his time with us, steering us through the challenges of Covid, enthusing us through the Living Stones Project, challenging us through his excellent and systematic preaching of God's Word, drawing together a committed and unified leadership team, recruiting Andrew Wingfield to be our Associate Pastor, being a wise and compassionate pastor to many and building us up in so many other ways too. We were saddened by his decision but we wished him well and thanked him in a special event at the end of August. God had blessed his ministry with us and we sent him and Dawn off with our love and best wishes in the next phase of their lives together in His service.

We are blessed by having Andrew Wingfield as our Associate Pastor and the Church agreed wholeheartedly for him to step up to the role of Interim Lead Pastor from September. Under his leadership and ministry he has maintained and built on the firm grounding that Malcolm had established. We have seen continued growth in many areas as the fellowship has grown closer together as we transferred to the Memorial Hall as our temporary worship space until the Living Stones building work is completed.



# Union Baptist Church

**Year Ended 31st December 2023**

## **Trustees' Annual Report**

The start of September also saw the launch of the new LIFE groups. We now have 50% more people actively engaged in our church small groups which meet to apply God's word and to encourage one another to "Live In Faith Everyday". This had been supported by training sessions and peer-mentoring groups for leaders.

One of the most significant events of the year was the move from our chapel area along with the associated rooms on both the ground floor and first floor. This had been started previously with the removal of the organ but with the signing of the contract with Beeks the builders and the planned start of works at the beginning of September the whole of the chapel area had to be cleared, including the removal of the ground floor pews. There were several weeks of preparatory work culminating with a work party day which saw many of the fellowship joining together to achieve the monumental task of removing all remaining equipment and furniture to the Memorial Hall for the setting up of that space for our weekly services, including transferring all the audio-visual and live-streaming equipment to the new "sound desk" area at the rear of the hall. Other equipment had to be housed in various storage areas which previously had had to be cleared. All redundant items filled a huge skip. This was a great example of coming together with purpose to serve the fellowship and our Lord and we would like to record our thanks to all who worked so hard to coordinate, prepare everything, set up all the power and electrics, as well as all who gave of their time and endeavour in so many ways. We would like to thank especially Aubrey Dunford and Roger Coates for ensuring all cabling was removed and the new set up in the Memorial Hall achieved; but also the property team, led by Stephen Weston, the Hub Team lead by Lynn Manktelow, the Living Stones group led by Colin Hutt, the Worship Team in coordinating the musical set up in the Memorial Hall, and Calvin Prentice in overseeing the removal and sale of pews. We thank all who helped in whatever way – what seemed impossible became possible and we give thanks to God for that!

During the year the church agreed to begin the process of becoming a CIO (Charitable Incorporated Organisation) and this will be ongoing during 2024. This is seen to be advantageous for us as we move forward.

The usual Christmas events were well supported and we praise God for being able to hold all our various services in the Memorial Hall, including the Carol Service both in the morning and the evening.

As a church we continued to support many local groups and organisations in High Wycombe alongside our Community activities. This support in both prayer and finance reaches out to crisis areas of the world as well as to our linked mission workers in overseas settings. May our eyes continue to be focused on our broken world and not just on our local area.

We give thanks for those who have served us in ministry during the year - Malcolm and Andrew for their leadership, commitment and service up to September, and then Andrew from September onwards. God has blessed us richly. Our thanks go too to our various lay preachers who have preached the Word both to us and to other local churches. It was great to welcome Jackie Rham on to our staff team as our Children and Families Worker in June and to see her settling so well into her role. We also had the joy of having Chris Manktelow as our Ministry Trainee for the year. He contributed greatly to many of our ministry opportunities and challenged himself in areas where he may not have been so confident. We wish him well in his new role with BMS. Our administration team and all our paid employees support the work of the church so effectively and we thank them for all that they do.

Be encouraged by all that has been achieved in 2023. May we be filled with all joy and peace as we trust in Him and look forward to all He will do in 2024.

Roger Pantridge, Church Secretary (Admin Elder)



# **Union Baptist Church**

**Year Ended 31st December 2023**

## **Trustees' Annual Report**

### **Plans and Aspirations 2024**

Based on our Strategic Plan for 2024:

#### **Prayer**

- We will continue our commitment to prayer as the bedrock of everything we do, increasing our focus on praying for those we want to see become disciples. A week of prayer will be held in June.

#### **Growing as Disciples**

- Following the successful launch of LIFE groups in 2023 we will increase the number of these groups which have an intentional focus on encouraging equipping one another to live in faith everyday
- We will hold a Weekend at Home in February to help us grow together as a church family and closer to God as we explore the theme 'Together on Mission'

#### **Disciples who Make Disciples**

- We wish to enable people who we already see or know to take steps closer to Jesus. This includes providing training on how to share our faith, increasing the opportunities to invite people into a Christian community e.g. Fit for Life, Coffee and Chat, and creating spaces where people can share their own faith journeys e.g. lunches for parents at Babies and Toddlers.
- We wish to meet needs and build relationships through our community ministry. This will include expanding our team serving in our Job Club, launching a CAP money course and developing plans for our new worship space and coffee area to be used to serve our community.
- We will seek to make disciples of children and young people by encouraging and equipping our children and young people to share their faith. To provide opportunities for them to invite their friends into an engaging Christian community such as Easter Holiday Club and a Youth Weekend. To grow new relationships with children and families through links with a local Primary school.

#### **Enabling Structures**

- We will complete Phase 1 of construction of the Living Stones Project to transform our chapel and provide a new welcome / coffee space.
- We will proceed with the appointment of a Senior Pastor as part of the ministerial team.

# Union Baptist Church

Year Ended 31st December 2023

## Trustees' Annual Report

### Financial Review

We have been very blessed by the generous giving of God's people here at Union over the last year, in what has no doubt been a difficult period for many people financially. That giving has not only supported the day to day running of the church but also enabled the Living Stones Project to start on site. It means we have been able to continue to support the wide range of ministries in the church, our paid staff, run our extensive property and be able to support a range of other partners in the work of Christ in High Wycombe, elsewhere in the UK and across the world through our support of international missions. In monetary terms, total giving in 2023 was nearly double that of 2022, due primarily to the generous support for the Living Stones Project.

Headlines from the 2023 financial year are:

- Total giving including gift aid was £610,976, of which over half was to the Living Stones sanctuary redevelopment project
- Rental and related income totalled £68,708, well above budget
- Total expenditure (excluding Living Stones) amounted to £285,721, over £40,000 below budget
- The General fund stands at £101,589 at the end of 2023
- Overall, excluding Living Stones project and changes to fixed asset values, there was a surplus of £30,339 income over expenditure

The Living Stones sanctuary redevelopment project started in 2023. In 2023:

- A total of £377,646 income was received towards the project during the year
- There was £285,328 expenditure on the project, mostly the payments to our contractor Beeks for the work they have undertaken to date
- At 31<sup>st</sup> December 2023 there were £970,006 funds remaining for the project

### Reserves Policy

#### Reserves

The church has a reserves policy which was updated in September 2021. As at 31st December 2023 there was £42,535 in the reserves account. The required level of reserves calculated against the reserves policy was £42,411. This is within of the 5% tolerance specified by the policy.

In addition, in 2023, a Living Stones Reserve of £60,000 was created by transferring money from the General Fund. This was set up to enable the Trustees to address any unexpected significant additional expenditure which results in the costs exceeding the total budget, a significant shortfall in the funds received, or to address short term cash flow issues, to enable the church to be able to meet its contractual obligations specifically in relation to the Living Stones Project.



# Union Baptist Church

Year Ended 31st December 2023

## Trustees' Annual Report

### Risks

The trustees have sought to manage the day-to-day risks associated with the church's finances through regular monitoring of income and expenditure, and taking appropriate decisions through the year. It has been particularly important to do that during a period of significant inflationary pressure on expenditure.

However, the main financial risk in 2023, which continues into 2024, is the Living Stones Project. The main contract with Beeks was signed in August 2023, following the development of the detailed specification and pricing, and having undertaken due diligence in relation to Beeks. Key elements in place to manage the risk with the project include the appointment of an employers' agent to manage the contract on behalf of the church, including agreeing appropriate monthly payments based on progress; frequent and regular progress meetings with Beeks; the inclusion of a contingency in the budget and a separate reserve; close monitoring and review of the project by the Steering Group together with regular reporting into Trustees.

### Trustees' Responsibilities

The 2011 Charities Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:-

- Select suitable accounting policies and apply them consistently.
- Make judgments and estimates that are reasonable and prudent.
- Prepare financial statements on the ongoing concern basis unless it is inappropriate to presume that the trust will continue in existence.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



Signed on behalf of the Trustees.....

Mark Dykes

Name of Trustee .....

Date: 27/09/2024.....

# Union Baptist Church

Year Ended 31st December 2023

## Independent Examiners Report

I report to the trustees on my examination of the financial statements of Union Baptist Church ('the charity') for the year ended 31 December 2023.

### Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements 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.

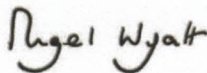
### Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), 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 financial statements do not accord with those records; or
3. the financial statements 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.



Nigel Wyatt BSC FCA  
Independent Examiner  
125 Main Street  
Garforth  
Leeds  
LS25 1AF

Date: 30/09/2024



# Union Baptist Church

Year Ended 31st December 2023

## Statement of Financial Activities

		2023			2022
		Unrestricted Funds	Endowment Funds	Restricted Funds	Total Funds
	Note	£	£	£	£
<b>Income</b>					
Donations and legacies		248,704	-	362,272	610,976
Charitable activities		70,617	-	-	70,617
Activities for generating income		-	-	-	-
Other income		12,134	-	-	12,134
<b>Total Income</b>	<b>2</b>	331,455	-	362,272	693,727
<b>Expenditure</b>					
Expenditure on charitable activities	<b>3</b>	284,921	-	286,149	571,070
<b>Total Expenditure</b>		284,921	-	286,149	571,070
<b>Net Income / (Expenditure) Before Gains/(Loses)</b>		46,534	-	76,123	122,657
Gain/(loss) on revaluation of fixed asset	<b>7</b>	-	(18,360)	-	(18,360)
<b>Net Income / (Expenditure) After Gains/(Loses)</b>		46,534	(18,360)	76,123	104,297
<b>Net Income and Net Movement In Funds</b>					
Total funds brought forward	<b>10</b>	437,696	1,868,360	662,255	2,968,311
Transfers	<b>10</b>	8	-	(8)	-
<b>Total Funds Carried Forward</b>	<b>10</b>	484,238	1,850,000	738,370	3,072,608

All income and expenditure derive from continuing activities.

# Union Baptist Church

Year Ended 31st December 2023

## Statement of Financial Position

	Note	2023 £	2022 £
<b>Fixed Assets</b>			
Tangible fixed assets	7	1,851,981	1,871,331
		<u>1,851,981</u>	<u>1,871,331</u>
<b>Current Assets</b>			
Debtors	8	32,840	15,991
Cash at bank and in hand		1,301,186	1,106,299
		<u>1,334,026</u>	<u>1,122,290</u>
<b>Creditors: Amounts Falling Due Within One Year</b>	9	113,399	25,310
<b>Net Current Assets</b>		<u>1,220,627</u>	<u>1,096,980</u>
<b>Total Assets Less Current Liabilities</b>		<u>3,072,608</u>	<u>2,968,311</u>
<b>Net Assets</b>	11	<u>3,072,608</u>	<u>2,968,311</u>
<b>Funds of The Charity</b>			
Unrestricted funds		484,238	437,696
Endowment funds		1,850,000	1,868,360
Restricted funds		<u>738,370</u>	<u>662,255</u>
<b>Total Charity Funds</b>	10	<u>3,072,608</u>	<u>2,968,311</u>

Name of Trustee:

Ian Manktelow

Signed on behalf of the Trustees:

*Ian D Manktelow*

Date of approval:

27/09/2024

# Union Baptist Church

Year Ended 31st December 2023

## Statement of Cash Flows

	2023 £	2022 £
<b>Cash Flows From Operating Activities</b>		
Net cash provided by (used in) operating activities	182,753	370
	<u>182,753</u>	<u>370</u>
<b>Cash Flows From Investing Activities</b>		
Investment income received	12,134	2,712
Purchase of tangible fixed assets	-	(3,962)
Net cash provided by (used in) investing activities	<u>12,134</u>	<u>(1,250)</u>
<b>Cash Flows From Financing Activities</b>		
Repayments on borrowing	-	-
Cash inflows from new borrowing	-	-
Net cash provided by (used in) financing activities	<u>-</u>	<u>-</u>
Change in cash and cash equivalents in the reporting period	194,887	(880)
Cash and cash equivalents at the beginning of the reporting period	<u>1,106,299</u>	<u>1,107,179</u>
<b>Cash and Cash Equivalents at the End of the Reporting Period</b>	<u>1,301,186</u>	<u>1,106,299</u>
<b>Reconciliation of Net Movement in Funds to Net Cash Flow from Operating Activities</b>		
	2023 £	2022 £
Net movement in funds for the reporting period (as per the statement of financial activities)	104,297	23,191
Adjustments for:		
(Gain)/loss on revaluation of fixed asset	18,360	(28,869)
Investment income received	(12,134)	(2,712)
Depreciation of tangible fixed assets	990	991
(Increase)/decrease in debtors	(16,849)	3,367
Increase/(decrease) in creditors	88,089	4,402
Net cash provided by (used in) operating activities	<u>182,753</u>	<u>370</u>
<b>Analysis of Cash and Cash Equivalents</b>		
	2023 £	2022 £
Cash at bank and in hand	1,301,186	1,106,299
Total cash and cash equivalents	<u>1,301,186</u>	<u>1,106,299</u>



# **Union Baptist Church**

**Year Ended 31st December 2023**

## **Notes to the Financial Statements**

### **1 Accounting Policies**

#### **Basis of Preparation**

The financial statements have been prepared in accordance with the Church's trust deed, the Charities Act 2011 and \*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 2019)". The Church is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn. The financial statements are prepared in sterling, which is the functional currency of the Church. Monetary amounts in these financial statements are rounded to the nearest £.

'The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### **Assessment of Going Concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the Church has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **Fund Accounting**

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the terms of specific appeal.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Church.



# Union Baptist Church

Year Ended 31st December 2023

## Notes to the Financial Statements

### Incoming Resources

All incoming resources are recognised once the charity has entitlement to the resources. It is probable that the resources will be received, and the monetary value of incoming resources can be measured with sufficient reliability.

- All voluntary income from members of the church are recognised as donations and are included in full, with associated Gift Aid receivable in the Statement of Financial Activities.
- Grants where entitlement is not conditional on the delivery of specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.
- Income resources from charitable trading activities such as the letting are accounted for when invoices are drawn up (as the point of entitlement).
- Donated services and facilities are included at the value to the charity where this can be quantified.
- Gifts in Kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.
- Volunteer time, the value of voluntary support for the work of the church is not included in the accounts but is described in the Trustees annual report.
- Investment Income is included in the accounts when receivable.

### Resources Expended

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

### Governance Costs

Include costs of the preparation and examination of statutory accounts, the costs of the trustees' meetings and cost of any legal advice to trustees on governance or constitutional matters.

### Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

### Tangible Fixed Assets

Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £1,000. They are initially recognised at cost, or for donated assets, at a reasonable estimate of their value on receipt. Fixtures and Fittings are depreciated over 4 years straight line.

A formal valuation of the main Church site (comprising of the Church, HUB and cottage) was performed by Duncan Bailey Kennedy LLP, a local firm of Chartered Building Surveyors in April 2020. The valuation was reflected in the accounts for the year ended 31 December 2019.

During the year ended 31 December 2022 the trustees updated a previous valuation of the Manse with reference to the Nationwide House Price Index. The resulting increase in property value has been reflected in the accounts for the year ended 31 December 2022.

# **Union Baptist Church**

**Year Ended 31st December 2023**

## **Notes to the Financial Statements**

### **Pensions**

The charity operates a defined contribution pension scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

### **Operating Leases**

Rental charges payable under operating leases are charged on a straight line basis over the terms of the lease.

### **Taxation**

The charity is exempt from tax on its charitable activities.

### **Impairment of Fixed Assets**

At each reporting end date, the Church reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

### **Cash and Cash Equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

### **Financial Instruments**

The Church has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments. Financial instruments are recognised in the Church's balance sheet when the Church becomes party to the contractual provisions of the instrument.

### **Critical Accounting Estimates and Judgements**

In the application of the Church's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# Union Baptist Church

Year Ended 31st December 2023

## Notes to the Financial Statements

### 2 Analysis of Income

	Unrestricted Funds	Endowment Funds	Restricted Funds	Total Funds 2023
	£	£	£	£
<b>Income From Donations and Offerings</b>				
Donations and gifts	215,089	-	315,008	<b>530,097</b>
Gift aid	32,615	-	47,264	<b>79,879</b>
Legacies	1,000	-	-	<b>1,000</b>
Grants	-	-	-	<b>-</b>
	<u>248,704</u>	<u>-</u>	<u>362,272</u>	<u><b>610,976</b></u>
<b>Income From Charitable Activities</b>				
Church activity and events income	1,799	-	-	<b>1,799</b>
Weddings and funerals income	110	-	-	<b>110</b>
Room hire income	68,708	-	-	<b>68,708</b>
	<u>70,617</u>	<u>-</u>	<u>-</u>	<u><b>70,617</b></u>
<b>Income From Investments</b>				
Interest receivable	12,134	-	-	<b>12,134</b>
	<u>12,134</u>	<u>-</u>	<u>-</u>	<u><b>12,134</b></u>
<b>Total Income</b>	<u><b>331,455</b></u>	<u><b>-</b></u>	<u><b>362,272</b></u>	<u><b>693,727</b></u>



# Union Baptist Church

Year Ended 31st December 2023

## Notes to the Financial Statements

### 2 Analysis of Income (Continued)

	Unrestricted Funds	Endowment Funds	Restricted Funds	Total Funds 2022
	£	£	£	£
<b>Income From Donations and Offerings</b>				
Donations and gifts	226,615	-	41,451	268,066
Gift aid	34,379	-	9,272	43,651
Legacies	2,000	-	-	2,000
Grants	-	-	-	-
	<u>262,994</u>	<u>-</u>	<u>50,723</u>	<u>313,717</u>
<b>Income From Charitable Activities</b>				
Church activity and events income	1,918	-	-	1,918
Weddings and funerals income	3,114	-	-	3,114
Room hire income	52,018	-	-	52,018
	<u>57,050</u>	<u>-</u>	<u>-</u>	<u>57,050</u>
<b>Income From Investments</b>				
Interest receivable	2,712	-	-	2,712
	<u>2,712</u>	<u>-</u>	<u>-</u>	<u>2,712</u>
<b>Total Income</b>	<u>322,756</u>	<u>-</u>	<u>50,723</u>	<u>373,479</u>



# Union Baptist Church

Year Ended 31st December 2023

## Notes to the Financial Statements

### 3 Expenditure On Charitable Activities By Fund Type

	Unrestricted Funds	Endowment Funds	Restricted Funds	Total Funds 2023
	£	£	£	£
Ministry	106,838	-	800	107,638
Administration	74,386	-	105	74,491
Premises costs	60,589	-	285,244	345,833
Mission donations and grants	43,108	-	-	43,108
	<u>284,921</u>	<u>-</u>	<u>286,149</u>	<u>571,070</u>

	Unrestricted Funds	Endowment Funds	Restricted Funds	Total Funds 2022
	£	£	£	£
Ministry	121,514	-	550	122,064
Administration	61,995	-	135	62,130
Premises costs	112,505	-	37,578	150,083
Mission donations and grants	39,590	-	5,290	44,880
	<u>335,604</u>	<u>-</u>	<u>43,553</u>	<u>379,157</u>

Premises costs includes a £910 (2022: £911) depreciation charge in 2023.

### 4 Independent Examination Fees

Fees payable to the independent examiner for:

	2023	2022
	£	£
Independent examination and preparation of the financial statements	2,600	2,400

# Union Baptist Church

Year Ended 31st December 2023

## Notes to the Financial Statements

### 5 Staff Costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2023	2022
	£	£
Wages and salaries	120,466	132,266
Social security costs	4,095	5,910
Employer contributions to pension plans	6,752	6,591
	<u>131,313</u>	<u>144,767</u>

The average headcount of employees during the year was as follows:

	2023	2022
Average headcount	11	11

No employees received employee benefits of more than £60,000 during the year.

The Charity also utilised the services of some self-employed contractors during the year.

### Key Management Personnel

The charity considers its key management personnel to be the two Ministers. The total remuneration received by key management were as follows:

	2023	2022
	£	£
Key management personnel employee benefit	51,773	60,078

### 6 Trustee Remuneration and Expenses

During the year two trustees received remuneration and other benefits in respect of their services as Ministers, including the provision of manse accommodation, one being owned by the church and the other being rented by the church from the Minister and his spouse. Remuneration and other benefits were paid in accordance with the church constitution and both are not remunerated for the role as trustee. The total remuneration received during the year including employers national insurance and employers pension contribution was as follows.

	2023	2022
	£	£
A Wingfield	37,435	32,677
M Hazell (Jan 2023 to Aug 2023)	23,172	36,828



# Union Baptist Church

Year Ended 31st December 2023

## Notes to the Financial Statements

### 6 Trustee Remuneration and Expenses (Continued)

During the year the trustees incurred out of pocket expenses in respect of expenses incurred as Trustees. The total expenses claimed during the year was £1,001 (2022: £2,776). The type of expenses incurred related to training costs, conference costs, books and travel.

During the year A Wingfield received £15,422 (2022: £14,688) from the church for renting a private property for use as the Churches Manse.

### 7 Tangible Fixed Assets

	Freehold land and buildings £	Fixtures and fittings £	Total £
<b>Cost / Valuation</b>			
At 1 January 2023	1,868,360	3,962	1,872,322
Revaluation	(18,360)	-	(18,360)
Additions	-	-	-
At 31 December 2023	<u>1,850,000</u>	<u>3,962</u>	<u>1,853,962</u>
<b>Depreciation</b>			
At 1 January 2023	-	991	991
Charge for this year	-	990	990
At 31 December 2023	<u>-</u>	<u>1,981</u>	<u>1,981</u>
<b>Carrying amount</b>			
<b>At 31 December 2023</b>	<u><b>1,850,000</b></u>	<u><b>1,981</b></u>	<u><b>1,851,981</b></u>
At 31 December 2022	<u>1,868,360</u>	<u>2,971</u>	<u>1,871,331</u>

All of the fixed assets are used for direct charitable purposes.

As at 31 December 2023 the main Church site was recognised in the accounts with a value of £1,150,000 (2022: £1,150,000), based upon a formal valuation undertaken in April 2020. A formal valuation of the main Church site (comprising of the Church, HUB and cottage) was performed by Duncan Bailey Kennedy LLP, a local firm of Chartered Building Surveyors in April 2020.

As at 31 December 2023, the Manse was recognised in the accounts with a value of £700,000 (2022: £718,360), based upon a valuation undertaken by JNP Estate Agents Ltd in February 2024.

# Union Baptist Church

Year Ended 31st December 2023

## Notes to the Financial Statements

### 8 Debtors

	2023	2022
	£	£
Trade debtors	4,272	2,992
Prepayments and accrued income	28,568	12,999
	<u>32,840</u>	<u>15,991</u>

### 9 Creditors: Amounts Falling Due Within One Year

	2023	2022
	£	£
Other creditors	98,828	3,017
Accruals	4,571	10,952
Deferred income	-	1,341
Loans	10,000	10,000
	<u>113,399</u>	<u>25,310</u>

# Union Baptist Church

Year Ended 31st December 2023

## Notes to the Financial Statements

### 10 Analysis of Charitable Funds

	1 Jan 2023 £	Income £	Expenditure £	Transfers £	Gains / (Losses) £	31 Dec 2023 £
<b>Unrestricted Funds</b>						
General funds	135,480	309,806	(273,705)	(69,992)	-	101,589
	<u>135,480</u>	<u>309,806</u>	<u>(273,705)</u>	<u>(69,992)</u>	<u>-</u>	<u>101,589</u>
<b>Designated Funds</b>						
Property maintenance fund	20,000	-	(11,216)	10,000	-	18,784
Retained contingency fund	42,240	295	-	-	-	42,535
Sanctuary redevelopment (LSP) fund	125,592	17,953	-	-	-	143,545
BU deposit fund	114,384	3,401	-	-	-	117,785
Living stones project reserve	-	-	-	60,000	-	60,000
	<u>302,216</u>	<u>21,649</u>	<u>(11,216)</u>	<u>70,000</u>	<u>-</u>	<u>382,649</u>
<b>Total Unrestricted</b>	<u>437,696</u>	<u>331,455</u>	<u>(284,921)</u>	<u>8</u>	<u>-</u>	<u>484,238</u>
<b>Endowment Funds</b>						
Property endowment fund	1,868,360	-	-	-	(18,360)	1,850,000
<b>Total Endowment</b>	<u>1,868,360</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(18,360)</u>	<u>1,850,000</u>
<b>Restricted Funds</b>						
HUB enhancement	7,527	1,500	-	-	-	9,027
Crisis fund	-	-	-	-	-	-
Discretionary fund	3,509	1,079	(321)	-	-	4,267
Living stones project	634,319	359,693	(285,328)	(8)	-	708,676
Organ fund	14,762	-	-	-	-	14,762
YP bursary fund	500	-	(500)	-	-	-
Day centre fund	1,638	-	-	-	-	1,638
<b>Total Restricted</b>	<u>662,255</u>	<u>362,272</u>	<u>(286,149)</u>	<u>(8)</u>	<u>-</u>	<u>738,370</u>
<b>Total Funds</b>	<u>2,968,311</u>	<u>693,727</u>	<u>(571,070)</u>	<u>-</u>	<u>(18,360)</u>	<u>3,072,608</u>



# Union Baptist Church

Year Ended 31st December 2023

## Notes to the Financial Statements

	1 Jan 2022 £	Income £	Expenditure £	Transfers £	Gains / (Losses) £	31 Dec 2022 £
<b>Unrestricted Funds</b>						
General funds	149,493	322,756	(280,159)	(56,610)	-	135,480
	<b>149,493</b>	<b>322,756</b>	<b>(280,159)</b>	<b>(56,610)</b>	<b>-</b>	<b>135,480</b>
<b>Designated Funds</b>						
Property maintenance fund	30,710	-	(55,445)	44,735	-	20,000
Retained contingency fund	42,100	-	-	140	-	42,240
Sanctuary redevelopment fund	115,831	-	-	9,761	-	125,592
BU deposit fund	112,519	-	-	1,865	-	114,384
	<b>301,160</b>	<b>-</b>	<b>(55,445)</b>	<b>56,501</b>	<b>-</b>	<b>302,216</b>
<b>Total Unrestricted</b>	<b>450,653</b>	<b>322,756</b>	<b>(335,604)</b>	<b>(109)</b>	<b>-</b>	<b>437,696</b>
<b>Endowment Funds</b>						
Property endowment fund	1,839,491	-	-	-	28,869	1,868,360
<b>Total Endowment</b>	<b>1,839,491</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,869</b>	<b>1,868,360</b>
<b>Restricted Funds</b>						
HUB enhancement	6,027	1,500	-	-	-	7,527
Crisis fund	-	5,289	(5,398)	109	-	-
Living stones project	628,714	43,210	(37,605)	-	-	634,319
Organ fund	14,762	-	-	-	-	14,762
YP bursary fund	500	-	-	-	-	500
Day centre fund	1,638	-	-	-	-	1,638
Discretionary fund	3,335	724	(550)	-	-	3,509
<b>Total Restricted</b>	<b>654,976</b>	<b>50,723</b>	<b>(43,553)</b>	<b>109</b>	<b>-</b>	<b>662,255</b>
<b>Total Funds</b>	<b>2,945,120</b>	<b>373,479</b>	<b>(379,157)</b>	<b>-</b>	<b>28,869</b>	<b>2,968,311</b>

# Union Baptist Church

Year Ended 31st December 2023

## Notes to the Financial Statements

### Fund Descriptions

#### Designated Funds

Property maintenance fund	fund for the general maintenance and repair of church property.
Retained contingency fund	fund to hold reserves policy money.
Sanctuary redevelopment fund	fund to refurbish and modernise the church sanctuary, but where the monies were given with the explicit permission for them to be used on other projects in the church if not needed for the Living Stones Project. Also includes money agreed by the trustees/church to be transferred from other funds (normally the General Fund) for use on the Sanctuary Redevelopment.
BU deposit fund	monies held on our behalf by the BU following the sale of the manse garden.
Living stones project reserve	A reserve fund for the Living Stones Project which the Trustees are authorised to use to address unexpected significant additional expenditure which results in the costs exceeding the total budget, a significant shortfall in the funds received, or to address short term cash flow issues, to enable the church to be able to meet its contractual obligations.

#### Endowment Funds

Property endowment fund	fund holding the value of the Church Property.
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#### Restricted Funds

HUB enhancement	a fund to enhance the facilities of the HUB, including the memorial block with any fixtures or fittings needed.
Crisis fund	fund to be able to donate to a major crisis happening in the world (e.g. earthquake disaster).
Living stones project	fund to refurbish and modernise the church sanctuary.
Organ fund	fund for the repair and replacement of the church organ.
YP bursary fund	fund to support young people going on short term mission projects.
Day centre fund	fund to support day centre for older folk.
Discretionary fund	fund used at the discretion of the pastors and elders to support those in the fellowship going through a time of particular hardship.

#### Material Fund Transfers

A transfer of £60,000 took place from the general fund to the newly established Living stones project reserve.

# Union Baptist Church

Year Ended 31st December 2023

## Notes to the Financial Statements

### 11 Analysis Of Net Assets Between Funds

	Unrestricted Funds	Endowment Funds	Restricted Funds	Total Funds 2023
	£	£	£	£
Tangible fixed assets	1,981	1,850,000	-	1,851,981
Current assets	595,656	-	738,370	1,334,026
Creditors less than 1 year	(113,399)	-	-	(113,399)
	<u>484,238</u>	<u>1,850,000</u>	<u>738,370</u>	<u>3,072,608</u>

	Unrestricted Funds	Endowment Funds	Restricted Funds	Total Funds 2022
	£	£	£	£
Tangible fixed assets	31,840	1,839,491	-	1,871,331
Current assets	467,313	-	654,977	1,122,290
Creditors less than 1 year	(25,310)	-	-	(25,310)
	<u>473,843</u>	<u>1,839,491</u>	<u>654,977</u>	<u>2,968,311</u>

### 12 Related Party Transactions

During the year L Manktelow a close family member of trustee I Manktelow was employed by the charity. The total remuneration paid by the church during the year including employer pension contributions and employer national insurance contributions was £30,266 (2022: £24,879).

During the year the Church made a donation to Wycombe Homeless Connections of £3,500 (2022: £3,100). M Dykes is a trustee of both the Church and Wycombe Homeless Connections.

### 13 Contingent Liability

Following the financial year end the Church received a number of pledged interest free loans from a number of church members as part of the Church's Living Stones renovation project. The total interest free loan pledges at the point of the accounts being signed amounted to £116,000. The loan pledges are contingent upon the Church accepting the loan offer and drawing down on member loans and the member still agreeing to the loan commitment.

### 14 Volunteers

The church benefits greatly from the voluntary contributions of time and money by its formal members and regular attendees. Please refer to the trustee's report for further detail about volunteer contributions in the organisation.

### 15 Capital Commitment

During the year, the Church embarked on a major redevelopment project in the main sanctuary and adjoining rooms, known as the Living Stones project. As of the end of May 2024 just before the signing of the accounts, the total outstanding contractual capital commitment for this project is £561,229.83. This commitment signifies the charity's financial responsibility for completing the redevelopment work.