

West Malling Baptist Church

2022 Report for Charity Commission

Statutory Information

Registered Address

61 Swan Street, West Malling, Kent, ME19 6LW

Charity Registration Number 1130977

Trustees

Name	Date appointed
Rev D.Baxter (Minister)	January 2017
Mr. C.Cornwall (Treasurer)	April 2019
Miss J.Webb (Secretary)	March 2020
Mrs.W.Mann	March 2020 (Deceased August 2023)
Mr J Davis	September 2021

Property Trustees

The Baptist Union Corporation Limited
Baptist House
129 Broadway
Didcot
Oxfordshire OX11 8RT

Bankers

National Westminster Bank Plc
718 London Road
Larkfield
Aylesford
Kent ME20 6AN

Independent Examiner

Precision Accountancy LLP
Suite 48/49 Bradbourne House
New Road
East Malling
Kent ME19 6DZ

Annual Report for 2022

The trustees present their Annual Report and financial statements for 2022.

Charitable Object

The Charity is governed by an Approved Governing Document which states that the principal purpose of the charity is the advancement of the Christian faith according to the principles of the Baptist denomination to include the advancement of education, community service and such other general charitable purposes in such parts of the United Kingdom and the world as the Church shall determine.

The Church occupies premises which are held by the Baptist Union Corporation Ltd. on Trusts which are entirely compatible with the above object.

Organisational Structure and Decision making processes

Members of the Church are accepted in accordance with the Constitution which requires them to be or to have been publicly baptized or by profession of faith in Jesus Christ, or following other modes of baptism to renew their public profession of faith in Jesus Christ.

The members Meeting normally takes place six times per year and has responsibility for the overall policy of the church. In accordance with the Constitution, the members appoint up to ten Trustees (including the Church Secretary and Treasurer) and collectively known as the Deacons, who together with the Minister (when in office), are responsible for the day to day running of the church's work and witness, and the financial and legal aspects of the charity. All members are encouraged to take an appropriate part in the spiritual and practical tasks involved in the furtherance of the charitable objective.

Relevant matters may be submitted to the Church Meeting by the Trustees for guidance, or may be raised by members in Church Meeting for further consideration by the Trustees. Though the Constitution permits decisions to be made at Church Meetings by appropriate majorities, the Church seeks to work by consensus wherever possible.

Objectives and Activities

In order to achieve the principal objective which is set out above, the Church provides a variety of activities both to its membership and to the community generally. The aim is to show the love of Jesus Christ in both word and deed and to bring people into a closer relationship with Him as living Lord.

Central to the work and witness of the Church is the provision of regular public services of Christian worship. These services take place each Sunday at 10:45 a.m. There are also occasional services at other times which are advertised on the Church Notice Board and the website (www.wmbc.org.uk). There is a full children's programme during the morning services. The church seeks to be a friendly and welcoming community and anybody is free to attend any of these services.

The Church runs a series of house groups for the growth of faith and discipleship in the homes of some members, and further details of these can be obtained from the Trustees on request, or at the Sunday services of worship.

The Church runs a number of groups that meet on the church premises. These include:

- Monthly Messy Church for families (Last Saturday)
- Monthly coffee morning (second & Fourth Wednesday in the month)
- CAP Money Course

All of these have the purpose of assisting the community and demonstrating the love of Jesus Christ. From time to time the Church runs courses in parenting, marriage preparation, and courses for people interested in discovering more about Christianity. Some of these courses are run in partnership with other local churches.

The church also provided a Warm Space in the winter to support those who might appreciate being in the warmth during the cost of living crisis. The church worked in partnership with our two local churches.

In May 2022 the church supported the local community of West Malling by serving as a Polling Station. It has also continued to support the local community, for example: giving supermarket vouchers and food parcels to those in need.

The Church operates systems to ensure that all people working with children and adults at risk are appropriately vetted with regard to the Disclosure and Barring Service. We have an appointed Safeguarding Trustee and policy.

The Church Trustees has read the Charity Commission guidance on public benefit, and is satisfied that the activities outlined above clearly demonstrate that the Charity is providing a benefit to the public.

Achievements and Performance

The Church does not measure the success of its programs only in numbers, including financial numbers, but also in less tangible areas like fellowship and encouragement. The Trustees recognise that these are difficult to measure, but believe that 2022 was a positive year in the life of the church, and that it is able to pursue its mission purposes in 2022 with confidence.

Swan St Pre-school

For many years the church has run a pre-school. In September 2021 it was becoming obvious that pupil numbers had significantly decreased, as well as local council funding, to the point that it was facing an ever increasing deficit. It was reported by the Pre-school Managers to the Trustees in September 2021.

The Trustees agreed to church funding Pre-School and underpin the deficit for the coming academic year. But, this would be on the firm proviso that a 'rescue plan/plan of action' be drawn up and worked through in this academic year to give the Pre-School the best chance of continuation. It was agreed that there should be an action plan to address:

1. Accountability
2. Preschool as part of the mission of the church
3. Viability

The Trustee kept the development of the Pre-school under constant review. A Special Church Members Meeting gathered in November to allow Members to discuss the situation. However it had become increasingly apparent that by December Pre-school was unsustainable moving into 2022. It was decided by the Church Members at a Special Church members Meeting in December to begin the process of closing the Preschool at the end of July 2022.

Trustees & Membership in 2022

There are appointed Trustees for Safeguarding, Health and Safety, General Data Protection.

The overall church membership total at 31st December 2022 was 71.

Financial Review 2022

The Church continues to raise the funds which it needs to carry on its activities from within its own membership and congregation. No wider public appeal was made for funds during the year.

Total income fell by £26,612 in 2022 mainly due to the reduction in Pre-School income of £24,587 because, as mentioned above, the Pre-School closed in July 2022. Offerings increased by £1,725 (2.8%), but Income tax recovered on gifts fell by £2,542 reflecting the reduction in offerings experienced in 2021.

Total expenditure fell by £8,545 again mainly due to the closure of the Pre-School whose expenditure was down by £17,162. This did not include redundancy payments to managers and staff of £23,131 which was met from Church funds, mainly the Ministerial Support Fund.

Bank and Cash Balances decreased by £26,614 during 2022 to a total of £41,265 at 31 December 2022 which is adequate to fully continue the work of the Church in 2023 and beyond.

The Church expressed its part in the life of the wider church by making grants to national and international Christian organisations and societies with Christian aims and objectives compatible with the church's own charitable purpose.

The Church is heavily dependent on its membership working as volunteers in all aspects of the church's activities, many of which run

with little or no impact on the church's expenditure, but nevertheless contribute substantially to the achievement of the church's objectives.

The financial results for the year, together with a summary of the accounting policies adopted, are set out in the accompanying Financial Statement.

The Trustees have established a Reserves Policy and are satisfied that there are sufficient reserves at the Balance Sheet date, together with ongoing income anticipated, to enable the Church to function effectively in the coming year.

WEST MALLING BAPTIST CHURCH

INCLUDING SWAN STREET PRE-SCHOOL

CHARITY NUMBER 1130977

FINANCIAL STATEMENT

FOR THE YEAR ENDED

31 DECEMBER 2022

WEST MALLING BAPTIST CHURCH

FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

GENERAL FUNDS RECEIPTS AND PAYMENTS ACCOUNT

Receipts	Note	2022	2021
Weekly offerings		£62,333	£60,608
Donations	2	£4,712	£5,212
Income tax recovered on gifts		£15,924	£18,466
Investment income	3	£276	£80
Rents and contributions for use of premises		£137	£591
Raised for other causes	4	£4,857	£4,412
Reimbursement of Pre-School Support		£7,072	£0
Total Receipts		£95,311	£89,369
Payments			
Ministry	5	£42,902	£40,791
Mission	6	£27,016	£23,067
Upkeep of premises	7	£22,305	£18,590
Administration and other costs	8	£7,512	£5,385
Total Payments		£99,735	£87,833
(Deficit)/Surplus for the year		£(4,424)	£1,536
Balance brought forward		£25,841	£24,305
Balance carried forward		£21,417	£25,841

ADDITIONAL MISSIONARY FUND RECEIPTS AND PAYMENTS ACCOUNT

Receipts			
<u>Donations received</u>		<u>£2,080</u>	<u>£2,975</u>
Payments			
South Eastern Baptist Association - Home Mission		£465	£0
Local Food Banks		£450	£0
General Fund for "Known & Loved"		£445	£0
Tearfund		£240	£315
Blythswood Care		£250	£250
Barnabus Aid		£230	£0
Mission Aviation Fellowship		£0	£1,135
BMS World Mission		£0	£940
Mercy Ships		£0	£335
Total Payments		£2,080	£2,975
Surplus for the year		£0	£0
Balance brought forward		£0	£0
Balance carried forward		£0	£0

SWAN STREET PRE-SCHOOL RECEIPTS AND PAYMENTS ACCOUNT

During the 2022/23 academic year it became clear that Swan Street Pre-School was no longer financially viable and the decision was taken to close the Pre-School at the end of the academic year on 20th July 2022. The Managers and all remaining staff were made redundant on that day, with all due redundancy payments being met from Church funds.

	Note	2022	2021
Receipts			
Kent County Council funding		£35,053	£48,764
Other fees		£1,686	£8,077
Pre-Schools Collaboration	9	£0	£5,176
Disposal of Equipment		£650	£0
Other income		£41	£0
Total Receipts		£37,430	£62,017
Payments			
Wages and training costs		£32,014	£51,721
Pre-Schools Collaboration	9	£162	£5,003
Craft items		£82	£143
Equipment		£1,032	£521
Uniforms		£125	£0
Refreshments		£210	£377
Administration		£384	£786
Insurance		£483	£806
Upkeep of premises		£190	£243
Closure costs		£684	£0
Refund of financial support to Church funds		£7,072	£0
Total Payments		£42,438	£59,600
Surplus/(Deficit) for the year		£(5,008)	£2,417
Balance brought forward		£5,008	£2,591
Balance carried forward		£0	£5,008

BUILDINGS MAINTENANCE FUND

Receipts			
Transfer from General Fund	7	£2,500	£0
Payments			
Transfer to General Fund	7	£0	£12,500
Surplus for the year		£2,500	£(12,500)
Balance brought forward		£7,348	£19,848
Balance carried forward		£9,848	£7,348

MANSE DEVELOPMENT FUND**2022****2021****Receipts**

Transfer from General Fund	5	<u>£1,500</u>	<u>£0</u>
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Payments

Pre-School Redundancy Payments		<u>£1,500</u>	<u>£0</u>
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Surplus/(Deficit) for the year

		£0	£0
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Balance brought forward

		£10,000	£10,000
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Balance carried forward

		<u>£10,000</u>	<u>£10,000</u>
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MINISTERIAL SUPPORT FUND**Receipts**

		<u>£0</u>	<u>£0</u>
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Payments

Pre-School Redundancy Payments		<u>£19,682</u>	<u>£0</u>
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Surplus(Deficit) for the year

		£(19,682)	£0
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Balance brought forward

		£19,682	£19,682
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Balance carried forward

		<u>£0</u>	<u>£19,682</u>
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STATEMENT OF ASSETS AND LIABILITIES AT 31 DECEMBER 2022

	Notes	2022	2021
ASSETS:			
Bank and Deposit Account Balances	10	<u>£41,265</u>	<u>£67,879</u>
REPRESENTING BALANCES ON THE FOLLOWING FUNDS			
General Funds (unrestricted fund)		£21,417	£25,841
Buildings Maintenance Fund (designated fund)		£9,848	£7,348
Manse Development Fund (designated fund)		£10,000	£10,000
Ministerial Support Fund (designated fund)		£0	£19,682
Additional Missionary Fund (restricted fund)		£0	£0
Swan Street Pre-School (restricted fund)		£0	£5,008
		<u>£41,265</u>	<u>£67,879</u>
Assets held for the Church's own use	11	<u>£2,937,477</u>	<u>£2,603,109</u>
CREDITORS:			
Current liabilities		£0	£495
Pension Scheme liability	12	<u>£0</u>	<u>£16,874</u>
Total Liabilities		<u>£0</u>	<u>£17,369</u>

NOTES TO THE ACCOUNTS

1 Basis of accounts: These accounts have been prepared on a "receipts and payments" basis and accordance with Section 133 Charities Act 2011.

	2022	2021
2 Donations and other income:		
Donations	£3,421	£1,633
Legacies	£1,000	£0
Grants for repairs to listed building	£0	£3,356
Other income	£291	£223
Total Donations and Other Income	£4,712	£5,212

3 Investment Income:		
Bank interest	£10	£1
Interest on deposit with the Baptist Union of Great Britain	£266	£79
Total Investment Income	£276	£80

4 Other Causes:	2022		2021	
	Raised	Given	Raised	Given
Restricted Funds				
BMS World Mission	£1,450	£1,450	£1,206	£1,201
Churches Together in Malling	£1,500	£1,500	£0	£0
Project Possible (formerly Rope Charitable Trust)	£760	£760	£1,736	£1,736
Transforming Lives for Good	£0	£0	£45	£0
Tearfund	£20	£80	£450	£420
Assistance to Church Family	£100	£100	£975	£975
Barnabus Fund	£487	£572	£0	£0
Other items	£540	£540	£0	£0
	£4,857	£5,002	£4,412	£4,332
Unrestricted Funds				
BMS World Mission	£0	£4,290	£0	£4,490
Home Mission	£0	£3,600	£0	£4,490
Evangelical Alliance	£0	£200	£0	£200
	£0	£8,090	£0	£9,180
Total Other Causes	£4,857	£13,092	£4,412	£13,512

	2022	2021
5 Ministry:		
Minister's stipend	£24,854	£24,500
Pension contribution	£5,548	£6,968
National Insurance less Employment Allowance	£153	£25
Minister's expenses	£1,004	£654
Pulpit supplies	£640	£595
Manse upkeep	£9,031	£7,639
Transfer to Manse Development Fund	£1,500	£0
Other ministry costs	£172	£410
	£42,902	£40,791

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

	2022	2021
6 Mission:		
Given to other causes (per note 4)	£13,092	£13,512
Local evangelism & social action	£2,935	£2,262
Pre-School Support	£10,989	£7,293
	<u>£27,016</u>	<u>£23,067</u>
7 Upkeep of Church and Abbey View House premises:		
Utilities	£3,343	£2,565
Cleaning	£1,874	£1,618
Insurances	£2,709	£2,444
Repairs and maintenance	£10,741	£21,560
Transfers to/(from) Buildings Maintenance Fund	£2,500	£(12,500)
Purchase and replacement of equipment	£551	£1,878
Other items	£587	£1,025
	<u>£22,305</u>	<u>£18,590</u>
8 Administration:		
Printing and stationery	£1,981	£1,214
Telephone, broadband and postage	£995	£736
Subscriptions	£454	£480
Bank charges	£396	£395
Television and copyright licences	£983	£897
Professional fees	£288	£282
Other items	£2,415	£1,381
	<u>£7,512</u>	<u>£5,385</u>
9 Pre-Schools Collaboration is a Training Fund for a group of 10 Pre-Schools that commenced in September 2017 and for which Swan Street Pre-School was the lead. Funding is provided by Kent County Council on a school year basis, September to August, so income and expenditure are not fully matched in these accounts that are produced on a calendar year basis.		
10 Bank and deposit balances		
National Westminster Bank accounts	£29,612	£36,492
Baptist Union Corporation deposit account	£11,653	£31,387
	<u>£41,265</u>	<u>£67,879</u>
11 Assets held for the Church's own use		
The Church is the beneficial owner (subject to the relevant trusts) of the following assets, the legal title to which is held by the Church's custodian trustee, the Baptist Union Corporation Ltd:		
They are shown at insured value.		
Church premises, 63 Swan Street, West Malling	£1,206,786	£1,072,686
Abbey View House, 61 Swan Street, West Malling	£1,206,786	£1,072,686
The Manse, 86 Offham Road, West Malling	£424,988	£369,812
	<u>£2,838,560</u>	<u>£2,515,184</u>
The Church also owns fixtures, furniture and equipment with an insured value of:		
	£98,917	£87,925
	<u>£2,937,477</u>	<u>£2,603,109</u>

12 Pension Scheme Liabilities

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

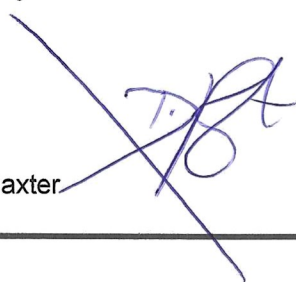
The Scheme, previously known as the Baptist Ministers' Pension Fund, started in 1925, but was closed to future accrual of defined benefits on 31 December 2011. Prior to this date the main benefit provided through the Defined Benefit (DB) Plan was a pension of one eightieth of final minimum pensionable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

A formal valuation of the DB Plan as at 31 December 2019 was made 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 £316 million, giving a deficit of £18 million (equivalent to a past service funding level of 94%). The Church and 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 accounts and statement of assets and liabilities set out on pages 1 to 6 relating to the year ending 31 December 2022 are as approved by the Trustees on 8th June 2023, and are signed on their behalf by:

Minister: Rev David Baxter




Treasurer:



Mr C P Cornwall

INDEPENDENT EXAMINER'S REPORT

Report to the Trustees/members of	WEST MALLING BAPTIST CHURCH	
On accounts for the year ended	31 December 2022	Charity number 1130977
Set out on pages	1 to 6	
Respective responsibilities of trustees and examiner	<p>The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.</p> <p>It is my responsibility to:</p> <ul style="list-style-type: none">• examine the accounts under section 145 of the Act;• to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and• to state whether particular matters have come to my attention.	
Basis of independent examiner's statement	<p>My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.</p>	
Independent examiner's statement	<p>In connection with my examination no matter has come to my attention</p> <p>(1) which gives me reasonable cause to believe that in any material respect the requirements:</p> <ul style="list-style-type: none">(a) to keep accounting records in accordance with section 130 of the 2011 Act; and(b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met; or <p>(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached</p>	
Signed		Date 10TH JULY 2023.
Name	PRECISION ACCOUNTANCY LLP	
Address	SUITE 48/49 BRADBOURNE HOUSE NEW ROAD EAST MALLING KENT ME19 6DZ	