

Hillingdon Park Baptist Church

Report and Accounts

Year ended 31 December 2023

Stewardship 
Active generosity

1 Lamb's Passage, London EC1Y 8AB
www.stewardship.org.uk

HILLINGDON PARK BAPTIST CHURCH
LEGAL AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 DECEMBER 2023

ADDRESS FOR CORRESPONDENCE	Hillingdon Park Baptist Church 25 Hercies Road Uxbridge UB10 9LS
GOVERNING DOCUMENT	Constitution adopted August 2009, amended by resolution October 2021. The church is affiliated to the Baptist Union of Great Britain.
CHARITY REGISTRATION NUMBER	1131213
TRUSTEES RESPONSIBLE FOR MANAGING THE CHARITY	Rev Reginald Craig (resigned July 2023) Robin Dearing Pamela Goodchild Judith Hazelgrove Andrew Lomath Michael Williams
CUSTODIAN TRUSTEES	London Baptist Property Board Ltd.
BANKERS	Co-operative Bank
INDEPENDENT EXAMINER	Jaimée Young Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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HILLINGDON PARK BAPTIST CHURCH
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2023

The Trustees have pleasure in submitting the Report and Accounts for the year ended 31 December 2023.

Objects of the charity

The charity, which is a church, is governed by a trust deed and is constituted as a trust. The trust seeks to demonstrate the Christian faith in action by witness and worship in the Hillingdon area and by supporting work in other parts of the UK and the rest of the world.

The Church is not a building, but a gathering of ordinary people of different ages and backgrounds, whose lives have been changed by Jesus Christ, the Son of God. The New Testament reveals the Church as a community of people, properly taught and cared for, who by loving and serving Jesus Christ, were also committed to love and care for each other and to bring a blessing to the area in which they lived. Hillingdon Park Baptist Church, its trustees and members are committed to the restoration of those New Testament principles. It is not alone in this, it is one of many Churches in the area, country and all over the world that is re-discovering the excitement of knowing Jesus Christ. The vision is to see the people of Hillingdon district come into this experience of knowing Jesus as their Lord, Saviour and friend. The Trustees appreciate that they have a responsibility for the people and the building.

Review of the charity's main activities and achievements

To further the above objects and vision, the charity's main activities and achievements were as follows:

This year has seen major changes for the Church; Rev Reg Craig retired from ministry at the end of July after thirty two and half years at HPBC. A month prior to this our Youth & Children's Worker resigned to take up an appointment with Youth for Christ in Cheltenham. Church activities have continued, run mainly by volunteers with occasional visiting speakers, with Sunday services available on Zoom and Youtube. The Trustees are being assisted by the Regional Minister, Rev Hany Abdelmasih, who is acting as Moderator during this time of interregnum. The process of calling a new minister was started in April and by the end of the year the Church profile had been uploaded on the Baptist Union website and a number of expressions of interest received. The process will continue in 2024 by contact with interested ministers by the Trustees and other members of the Church.

During the year the Church has demonstrated Christian faith in action by serving the community in which it operates in the following ways:

- Regular acts of public worship and teaching with at least one service every Sunday and also on other special days. There has also been a weekly morning prayer meeting held on Zoom and a prayer ministry team available. The Church also operates a number of Connect Groups during the week that met at various venues generally in members' homes or over the internet for discussion, teaching and prayer. A MacMillan Coffee Morning was held in the Church in September and 88 shoeboxes were collected for Operation Christmas Child and sent through Samaritan's Purse. The Church website has been updated and contains details of the activities happening in the building and elsewhere. The building is open every weekday from 9.30 to 1.30 for anyone who wants to drop in.

- The Youth & Children's worker continued to provide enthusiasm and leadership to the youth work team until the end of June. Two clubs have operated on Friday evenings for 5 to 16 year-olds along with a Parent and Baby/toddler group (Tadpoles) on a Wednesday afternoon; all of these run during school term time and are now entirely run by volunteers. A bi-monthly teaching session has also been held on Sunday evenings for teenagers. Groups of all ages led by the Youth & Children's worker went to Spring Harvest in Skegness and to the Big Church Festival in Sussex. A Holiday Club was not run following the departure of the full time worker. The youth groups also held an event in November to raise money for the BBC Children in Need appeal.

- Community outreach has continued through Dovetail Community Outreach, a separate charity (registration number 1121797) which runs a daily lunch club and a bereavement support service. The Dining Centre has been struggling financially due to less diners since Covid and reducing funding from LBH. In order to help the situation the Trustees decided in July to stop charging Dovetail for hiring the rooms used for the Dining Centre. A number of local community groups also use the premises during the week; Springboard West, which teaches pupils who are out of school for a variety of reasons, uses rooms in the Church throughout school term time.

All of the Church activities are open to anyone who wishes attend although invitations are needed to join on-line meetings. Youth activities may be restricted in numbers due to safeguarding provisions.

The Church also supports mission work both in the UK and overseas both through prayer and financial giving which is detailed in this report.

The sanctuary area of the building continues to be of concern with a slightly uneven floor and movement of the building, causing cracks to appear, which is thought to be due to drying out of the clay soil caused by tree roots. Discussions have been ongoing with our insurers and their solicitors and with the Housing Association who own the adjoining land where some of the trees are located. The Housing Association has changed during the year and the new group are proving more difficult to contact. No conclusion to this issue has yet been reached. The trustees are continually monitoring progress and seeking possible solutions.

Church members' meetings are now held in person and on Zoom with special arrangements for voting if a secret ballot is required (usually for election of trustees). Trustees meetings have generally been held in person although some internet links have been used where trustees were unable to attend for any reason.

In planning the activities the Trustees have had regard to the guidance issued by the Charity Commission on public benefit and the guidance on safeguarding. The Trustees formed a Safeguarding Team which includes a Trustee, the Youth & Children's Worker and 2 other members with experience in this area, this group reports back any issues to the Trustees. Following the departure of the Minister and Youth Worker, who were both part of the team, the team now consists of a trustee and the same 2 Church members as previously.

Rev Reg Craig, Judy Hazelgrove and Andy Lomath were/are trustees of Dovetail Community Outreach.

Financial review

During the year income increased by £6,300, to £138,200, and expenditure decreased by £10,100, to £124,700. As a result the cash held by the charity increased by £13,500, to £51,100, of which £48,400 is unrestricted and can be used for any charitable purpose.

Offerings have increased during 2023 due to one off gifts. Room hire income has been steady but as mentioned earlier the Trustees have stopped charging Dovetail for room hire which has reduced income. The Trustees have increased room hire rates by around 5% for 2024. Expenditure in 2023 has been significantly reduced because the two full time workers left their posts during the year and have not yet been replaced. £9,000 was spent on a stairlift and replacement windows in the Church building, and it is anticipated further funds will need to be spent on the Church building and on the manse in 2024.

Reserves policy

The Trustees have kept the reserves policy under review and have not changed the policy as agreed on 6th January 2020, that the Church should hold 4 months running costs in reserve to cover stipends, salaries and other running costs, but that not more than 12 months running costs should be held as general fund reserves. In the last report figures put on these reserves were £32,000 to £96,000, however with the two full-time workers leaving during the year these amount have changed substantially; at present we have decided to leave these figures as they were as we are looking to appoint a new minister and youth worker. At the year end, the charity held unrestricted cash of £48,400 and the charity is complying with its reserves policy.

If the building needs major work and a special fund is set up to finance this, then that money will not be considered part of the reserves.

Governance

Responsibility for setting policy and for making operating decisions rest with the trustees who meet regularly to monitor the activities of the charity. New trustees are appointed by vote by secret ballot at a Church members' meeting (usually the AGM) following a nomination by the process laid out in the constitution.

Responsibilities of trustees

Charity law requires us as Trustees to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

Approval

This report was approved by the trustees and signed on their behalf by:

Andrew Lomath
[Andrew Lomath \(Apr 15, 2024 11:28 GMT+1\)](#)

Andrew Lomath

Date: Apr 15, 2024

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
HILLINGDON PARK BAPTIST CHURCH**

I report to the trustees on my examination of the accounts of Hillingdon Park Baptist Church ('the charity') for the year ended 31 December 2023 on pages 6 to 9 following.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Jaimée Young
Jaimée Young (Apr 16, 2024 08:42 GMT+1)

Jaimée Young

Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

Date: Apr 16, 2024

HILLINGDON PARK BAPTIST CHURCH
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted Funds		Restricted Funds	Total 2023	Total 2022
		General Funds	Designated Funds			
		£	£	£	£	£
Income receipts						
Donations		76,507	-	390	76,897	67,599
Gift aid receipts		16,550	-	234	16,784	17,082
Income from charitable activities and events		1,680	-	10,636	12,316	11,775
Hall rental income		25,276	-	-	25,276	21,308
Dovetail rental income		5,600	-	-	5,600	9,600
Investment income		1,034	-	-	1,034	413
Other		339	-	-	339	1,192
		<u>126,986</u>	<u>-</u>	<u>11,260</u>	<u>138,246</u>	<u>128,968</u>
Capital and similar receipts						
Loan repayments		-	-	-	-	3,003
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,003</u>
Total receipts		<u>126,986</u>	<u>-</u>	<u>11,260</u>	<u>138,246</u>	<u>131,971</u>
Payments						
Payments in relation to charitable activities undertaken directly	2	98,205	-	11,165	109,370	116,458
Grants paid in relation to charitable activities undertaken by others	3	15,059	-	313	15,372	16,779
		<u>113,264</u>	<u>-</u>	<u>11,478</u>	<u>124,742</u>	<u>133,237</u>
Loans made		-	-	-	-	1,606
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,606</u>
Total payments		<u>113,264</u>	<u>-</u>	<u>11,478</u>	<u>124,742</u>	<u>134,843</u>
Net of receipts / (payments) before transfers		13,722	-	(218)	13,504	(2,871)
Transfers between funds	6	-	-	-	-	-
Net movement in funds		<u>13,722</u>	<u>-</u>	<u>(218)</u>	<u>13,504</u>	<u>(2,871)</u>
Cash funds as at last year end		34,639	-	2,941	37,581	40,452
Cash funds at this year end	A	<u>48,361</u>	<u>-</u>	<u>2,724</u>	<u>51,085</u>	<u>37,581</u>

The notes on pages 8-9 form part of these accounts.

HILLINGDON PARK BAPTIST CHURCH
STATEMENT OF ASSETS AND LIABILITIES
AS AT THE YEAR ENDED 31 DECEMBER 2023

	Unrestricted Funds		Restricted funds	Total 2023	Total 2022
	General funds	Designated funds			
	£	£	£	£	£
A Cash funds					
Cash at bank with immediate access	6,473	-	2,724	9,197	3,680
Deposit accounts	41,622	-	-	41,622	33,588
Petty cash	266	-	-	266	313
	<u>48,361</u>	<u>-</u>	<u>2,724</u>	<u>51,085</u>	<u>37,581</u>
B Other monetary assets					
Gift aid due to charity	13,263	-	85	13,348	11,713
Deposit for event	1,039	-	-	1,039	1,371
Other debtors	629	-	-	629	294
	<u>14,931</u>	<u>-</u>	<u>85</u>	<u>15,016</u>	<u>13,378</u>
C Liabilities					
Falling due within one year:					
PAYE/NI due	-	-	-	-	848
Fee for Independent Examination	1,230	-	-	1,230	1,182
Event deposits received in advance	1,066	-	-	1,066	1,330
Accrued expenses	-	-	-	-	1,527
	<u>2,296</u>	<u>-</u>	<u>-</u>	<u>2,296</u>	<u>4,887</u>
D Assets retained for charity's own use					
			Fund to which asset belongs	Value 2023	Value 2022
				£	£
Church Building					
Manse					
Equipment			General	150,000	139,760
				<u>150,000</u>	<u>139,760</u>

The trustees have used insurance values for equipment as the trustees are unable to reliably estimate current values; insurance values may differ materially from current values.

Current values have not been quoted for the buildings because reliable valuations are not available (and disclosure is not mandatory). The custodian trustee for the church building and manse is the London Baptist Property Board Ltd.

The accounts were approved by the trustees and signed on their behalf

by Andrew Lomath date Apr 15, 2024
Andrew Lomath (Apr 15, 2024 11:28 GMT+1)

Andrew Lomath

The notes on pages 8-9 form part of these accounts.

HILLINGDON PARK BAPTIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

		Unrestricted Funds		Restricted Funds	Total 2023	Total 2022
		General funds	Designated funds			
		£	£			
2 Payments in relation to charitable activities undertaken directly						
Staff costs						
Employment costs	Note 4	47,934	-	-	47,934	70,076
Travel and other expenses		3,284	-	-	3,284	447
Ministry						
Youth work		3,914	-	564	4,478	5,580
Training and support		1,212	-	-	1,212	2,516
Outreach and other ministries		78	-	-	78	311
Worship, music, teaching and catering		3,376	-	-	3,376	3,001
Spring Harvest and other events		-	-	10,601	10,601	8,426
Discretionary gifts		198	-	-	198	59
Manse costs						
Council tax	Note 4	2,529	-	-	2,529	2,388
Utilities and telephone		961	-	-	961	1,323
Insurance		922	-	-	922	782
Maintenance		156	-	-	156	-
Church premises						
Equipment		372	-	-	372	427
General maintenance and cleaning		6,595	-	-	6,595	6,144
Fabric projects		9,062	-	-	9,062	576
Utilities		7,136	-	-	7,136	4,867
Telephone		795	-	-	795	1,137
Insurance		2,960	-	-	2,960	2,482
Support and administration						
Office and other support costs		5,381	-	-	5,381	4,617
Governance and licences		1,341	-	-	1,341	1,299
		98,205	-	11,165	109,370	116,458

3 Grants and gifts paid to others

Organisations:						
London Baptist Association	[purpose]	4,000	-	-	4,000	4,000
BMS World Mission	[purpose]	4,000	-	-	4,000	4,000
Grassroots		2,000	-	-	2,000	2,000
SIM International		2,000	-	-	2,000	2,000
Theological Hunger		500	-	-	500	1,000
Tearfund (missionary)		1,500	-	-	1,500	2,497
Organisations < £1,000	[purpose]	1,059	-	313	1,372	1,197
Individuals		-	-	-	-	85
		<u>15,059</u>	<u>-</u>	<u>313</u>	<u>15,372</u>	<u>16,779</u>

HILLINGDON PARK BAPTIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023

4 Transactions with related parties

Rev. Reginald Craig, a trustee until July, served as a church leader and was paid £22,234 [2022: £33,072] for serving in that capacity, not for serving as a trustee; these payments are permitted by the charity's governing document.

The son of trustee Reginald Craig, was paid £16,211 [2022: £26,820] in his capacity as youth worker, as permitted by the governing document.

In addition the charity incurred expenditure (see 'manse costs' in note 2) in respect of the provision of accommodation (which is customary for ministers) to Reginald Craig, a trustee to July, so that they could better perform their duties.

5 Acting as agent

During the year, the charity received money on behalf for an appeal which was solely supported by church members. This income was received as agent; the receipts totalling £1,555, and the subsequent payment, are excluded from the Receipts and Payments account.

6 Movement of funds

	Opening balance £	Receipts £	Payments £	Transfers £	Closing balance £
General funds	34,639	126,986	(113,264)		48,361
	<u>34,639</u>	<u>126,986</u>	<u>(113,264)</u>	<u>-</u>	<u>48,361</u>
Restricted funds					
Ladies Day	183	-	-	-	183
Building Fund	625	-	-	-	625
Spring Harvest	1,559	10,072	(10,601)	-	1,030
Big Church Day Out	-	564	(564)	-	-
Special Gift Fund - Tearfund	-	340	(263)	-	78
Special Gift Fund - other	-	50	(50)	-	-
Special Gift Fund - short term mission	574	234	-	-	808
	<u>2,941</u>	<u>11,260</u>	<u>(11,478)</u>	<u>-</u>	<u>2,724</u>
Total funds	<u>37,581</u>	<u>138,246</u>	<u>(124,742)</u>	<u>-</u>	<u>51,085</u>

The Ladies Day funds relate to an annual event organised by the ladies of the Church.

The Building Fund is for major works on the Church building.

The Spring Harvest / Big Church Day Out fund relates to external Christian events (the Church pays a group booking for cheaper rates).

The Special Gift Fund relates to donations given for the purpose of short term mission or special appeals often around harvest and Christmas.