

## **Oadby Baptist Church**

Statutory Information

### **Registered Address**

OADBY BAPTIST CHURCH  
LEICESTER ROAD  
OADBY  
LEICESTER  
LE2 5BD

**Charity Registration Number** 1132009

### **Trustees**

<u>Name</u>	<u>Date appointed / resigned</u>
Rev Tom Cox	August 2017
Mark Jones ACMA (Treasurer)	March 2011 / reappointed March 2022
Paul Neville (Secretary)	March 2019 / reappointed March 2022
Jill Chapman	March 2020
Paula Jones	September 2021
Christine Swan	September 2021
Andrew Brockbank	March 2022
Everton Osbourne	March 2019/resigned March 2022
Nesam Navin	March 2020/resigned December 2021
Kim Latif	March 2017/resigned March 2021
Theo Lambourne	Reappointed March 2018 /resigned September 2021
Jo Spain	March 2018/resigned September 2021
William Device	September 2021/resigned February 2022

### **Property Trustees**

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

### **Bankers**

HSBC

**Independent Examiner - David Thurlby**

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## **Trustee report**

### **Annual Report for 2021**

The trustees present their Annual Report and financial statements for 2021

#### **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**

Oadby Baptist Church welcomes anyone who wants to meet together to worship, pray, explore their faith, and encourage each other to live their lives in close relationship with God. Members of the church are accepted in accordance with the Constitution.

The Church Members' Meeting normally takes place five times per year and has responsibility for the overall policy of the church. In accordance with the Constitution, the Membership appoints up to six Trustees (plus Church Officers; Church Secretary. Admin Secretary and Treasurer), who together with the Minister (who is also appointed by the Membership), and collectively known as the Leadership Team, 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. During 2021 whilst COVID 19 restrictions were in place the Church's Members Meetings have taken place online with all motions ratified in person at the first face to face meeting in September 2021.

Relevant matters may be submitted to the Church Meeting by the Trustees for guidance, or may be raised by Members in Church Meetings 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.

During 2020 the majority of the Church's activities took place using online platforms such as Teams and Zoom. Following the relaxation of lockdown and social distancing restrictions in July 2021 the majority of activities have now returned to a face to face basis. The Church throughout the lockdown and pandemic continued to operate effectively in preaching God's word as well as supporting its members, attendees and the local community. The Church acknowledges the assistance from its members in being able to run its activities online.

Central to the work and witness of the church is the provision of regular public services of Christian worship. During the first half of 2021 the majority of the Church's Sunday morning worship services at 10.30am took place online via Teams with a follow-on social coffee opportunity for members and friends to meet up. During the second half of the year we were pleased to be able to once again meet face to face and worship together.

The church seeks to be a friendly and welcoming community and anybody is free to attend any of its activities whether on line or face to face.

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 church office on request, or at Sunday worship services. These house groups continued through the lockdown using online platforms but have now resumed face to face meetings.

Youth work is a core part of the church's work in the local community. The church has successful Boys' and Girls' Brigade Companies. On Sundays there is also all-age appropriate provision in the morning for children and young people from reception to school year 13. Toddlers and their parents or carers are welcome to attend 'Bulrushes,' our weekly stay-and-play toddler group, which meets every Thursday morning during term-time. Our Youth Leader also ran a weekly house group for teenagers.

Following the redevelopment of the Church's community garden it has established a new group called 'A Place to grow' which meets on a Wednesday morning in the garden for 'Coffee, Cake, Chat and tendering the plants'.

The Church's Tuesday Fellowship group which provides an opportunity for the older members of the church and community to meet together met during the lockdown via Zoom but has now restarted face to face meetings and has seen an increase in numbers.

The church operates systems to ensure that all people working with children and vulnerable adults are appropriately vetted. All our adult volunteers undertake a disclosure (criminal records) check and are trained to provide a safe and caring environment for all children.

### **Achievements and Performance**

The church does not measure the success of its programmes only in numbers of members or attendees, but also in less tangible areas like fellowship and encouragement. The Trustees recognise that these are difficult to measure and whilst total Church Membership remains relative static at around 100, we are trying to create a wider number of connections in the local community which are not always measured in terms of membership.

The church's main Sunday morning services have returned to pre-COVID numbers with a good number of attendees also joining virtually. The church's youth organisations – Boys' Brigade and Girls' Brigade – have supported their members during the difficult lock-down periods and since restarting face to face activities in the second half of the year have continued to record good attendance levels..

The church aims to play a positive part in the life of the community of Oadby. This is achieved through the use of its premises for non-church-related activities such as a line dancing class as well as by its Members serving the community in activities not formally linked to the church, for example working with local charities such as Street Pastors, Helping Hands and acting as school governors and local councilors.

The church is active in supporting local, national and overseas charities. The church's largest charitable donations are made to the Baptist Missionary Society (BMS) and the Baptist Union Home Mission Fund. In addition, each quarter a £400 donation is made to a charity chosen by the Mission and Social Action team. Our donations in 2021 included over £2,100 being donated to the Afghan Welcome and Baby Basics initiative supporting Afghanistan refugees and babies arriving in the UK. In total £14,345 was donated via the church accounts, with further funds being donated directly by individuals to charities.

## **Financial Review**

The church continues to raise the majority of the funds it needs to carry on its activities from within its own Membership and congregation.

The principal costs of the Church are employment related costs. These costs relate to the stipend of its Minister, Revd. Tom Cox, its Youth Leader's salary, the Church Administrator (this post was vacant between July 2020 and November 2021) and the costs of the newly appointed Children's and Family Worker from November 2021.

The church expresses its part in the life of the wider Church by making donations to national and international Christian organisations and societies with Christian aims and objectives compatible with the church's own charitable purpose. Charities who received donations in 2021 included Open Hands, BMS, Ella's House and Christians Against Poverty.

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 statements.

In 2021 the Church's income increased compare to 2020. The increase reflects the receipt of donations and pledges in respect of the Church's Children & Family Worker role which started in November 2021 as well as grants of over £11,000 in respect of funding the renovations and investment in the Community garden. The grants were received from the East Midlands Baptist Association, Helen Jean Cope Trust, Oadby Village Hall Trust, Florence Turner Trust, Garfield Weston Trust and Oadby Education Foundation.

The Church's expenditure increased primarily as a result of its continued investment and maintenance of its premises. During 2021 the Church installed a new boiler in its Oasis centre, completed repairs to the Oasis Centre roof, transformed its Community garden as well as installing a number of new windows in the Church manse.

Whilst COVID 19 has had a short term impact on the Church's finances it has not had a material long term affect with room bookings in particular increasing significantly in the first few months of 2022.

## **Investment policy**

The Trustees, having regard for the liquidity requirements of the Church and to the reserves policy, have kept all available funds in either a bank current account or an interest bearing deposit account with instant access to all funds at any time.

## **Reserves policy**

The Trustees have established a Reserves Policy, and are satisfied that they have sufficient reserves at the Balance Sheet date (31 December 2021), together with ongoing income anticipated, to enable the church to function effectively in the coming year.

The reserves policy states that the charity aims to have sufficient unrestricted funds available to cover at least 3 months of operations. Any expenditure that would reduce the reserves below this level, even temporarily, is subject to agreement from the Trustees together with an agreed plan to address any deficit. Total bank balances at 31 December 2021 were £64,644 (Dec 20: £71,849).

## **Plans for the future**

During 2022 the Church is planning for face to face activities to once again be the 'norm' although it will continue to offer online Sunday morning services as these have become part of the normal way in which many Churches now deliver their message to its wider congregation and community.

The Church's new employees both of whom started in November 2021 – Office Administrator and Children and Family Worker - will in 2022 be augmenting the Church's offering in terms of the efficiency and effectiveness of its activities and the range of activities and support provided to children and families.

The Church's Youth Leader contract comes to the end of its 3 year term in August 2022 and ahead of this deadline the Membership will be considering whether to continue with a full time 40 hour a week role or whether the role should be reduced to reflect changes in the Community, with school activities previously undertaken by the Youth leader not having been restarted by local schools post COVID 19.

The Church is aware of the increasingly volatile economic outlook and the impacts this could have on its membership and local community. The Church is ready to support its congregation as and when required and believes its finances are adequate to be able to manage through the difficult time ahead without any significant curtailment of activities.

## **Statement of risks**

The trustees confirm that they have given consideration to the major risks to which the charity is exposed and that systems have been designed and established to mitigate those risks.

## **Trustee's responsibilities for the financial statements**

Charity law requires the trustees of the charity to prepare statements of account for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources for that period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the financial statements in accordance with the methods and principles set out in the Statement of Recommended Practice Accounting and Reporting by Charities and to state whether or not the accounts have been prepared in accordance with that statement and applicable accounting standards
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which are sufficient to show and explain the charity's transactions and to disclose with reasonable accuracy at any time the financial position of the charity, and to enable them to ensure that any statements of account comply with the requirements of the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **Signed on behalf of the trustees**

Revd. Tom Cox  
October 2022

Mr Mark Jones (Treasurer)

## **INDEPENDENT EXAMINERS REPORT**

### **TO THE TRUSTEES OF OADBY BAPTIST CHURCH**

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I report on the accounts for the year ended 31 December 2021, which are set out on pages 8 to 14.

#### **Respective responsibilities of trustees and examiner**

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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

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.

#### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 130 of the Charities Act;
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**David Thurlby, ACIB**

**Dated:.... 22/10/2022**

# Statement of Financial Activities for year ended 31 December 2021

				2020
	Unrestricted funds	Restricted funds	Total funds	Prior year total funds
<b>Income and endowments from:</b>				
Donations and legacies	120,762	—	120,762	106,276
Income from charitable activities	8,654	—	8,654	6,410
Investments	1,963	—	1,963	1,196
<b>Total income</b>	<b>131,379</b>	<b>—</b>	<b>131,379</b>	<b>113,882</b>
<b>Expenditure on:</b>				
Raising funds	12,333	—	12,333	18,186
Expenditure on charitable activities	109,338	—	109,338	61,977
Charitable donations			0	11,982
			0	
Other expenditure	9,283	—	9,283	6,993
<b>Total expenditure</b>	<b>130,954</b>	<b>—</b>	<b>130,954</b>	<b>99,138</b>
			0	
<b>Net income / (expenditure) resources before transfer</b>	<b>425</b>	<b>—</b>	<b>425</b>	<b>14,744</b>
<b>Transfers</b>				
Gross transfers between funds - in	—	—	—	—
Gross transfers between funds - out	—	—	—	—
<b>Other recognised gains / losses</b>				
Gains on revaluation, fixed assets, charity's own use	—	—	—	—
<b>Net movement in funds</b>	<b>425</b>	<b>—</b>	<b>425</b>	<b>14,744</b>
<b>Total funds brought forward</b>	<b>1,721,114</b>	<b>25,000</b>	<b>1,746,114</b>	<b>1,731,374</b>
<b>S Total funds carried forward</b>	<b>1,722,539</b>	<b>25,000</b>	<b>1,747,539</b>	<b>1,746,114</b>



## Balance Sheet as at 31 December 2021

	Description	2021	2020
<b>Fixed assets</b>			
	The Church building	1,504,564	1,504,564
	The Manse	180,000	180,000
	<b>Total Fixed assets</b>	<b>1,684,564</b>	<b>1,684,564</b>
<b>Current assets</b>			
	HSBC community account	3,797	8,408
	HSBC money manager account	41,448	44,083
	BU deposit account	19,399	19,358
	Boys Brigade bank account	5,939	5,447
	Tuesday Fellowship bank account	962.68	468
	Girls Brigade bank account	4,103	3,247
	Accounts Receivable	6,400	4,698
	<b>Total Current assets</b>	<b>82,048</b>	<b>85,709</b>
<b>Liabilities</b>			
	pension deficit	18,619	22,709
	Accounts Payable	1,454	1,450
	<b>Total Liabilities</b>	<b>20,073</b>	<b>24,159</b>
	<b>Net Asset surplus(deficit)</b>	<b>1,746,539</b>	<b>1,746,114</b>
<b>Reserves</b>			
	Excess / (deficit) to date	425	14,740
	Starting balances	1,746,114	1,731,374
	<b>Total Reserves</b>	<b>1,747,539</b>	<b>1,746,114</b>
<b>Represented by funds</b>			
	Unrestricted	1,722,539	1,721,114
	Restricted	25,000	25,000
	<b>Total</b>	<b>1,747,539</b>	<b>1,746,114</b>

## Analysis of income and expenditure

### Donations and legacies

The Church receives regular weekly/monthly donations from its members, some of which can be gift aided. The Church also received a number of grants during 2021 for the redevelopment of its garden (see main trustee report for more details). Charitable donations relate to money collected for charitable causes. Sundry collections includes bequests and donations made to the Church. During COVID (2020 and 2021) Sunday morning cash collections varied significantly with the timing of donations.

	<u>Unrestricted</u>	<u>Designated</u>	<u>2021</u>	<u>2020</u>
Regular giving	84,586		84,586	78,863
Sunday morning cash collection	1,584		1,584	4,333
Sundry collections	2,625		2,625	3,446
Gift aid recovered	18,049		18,049	16,747
Grants received		12,500	12,500	1,250
Charitable donations	3,519		3,519	1,633
<b>Total</b>	<b>110,363</b>	<b>12,500</b>	<b>122,863</b>	<b>106,272</b>

### Income from charitable activities

Within the Church there are a number of different organisations which generate income through subscriptions, donations and activities. The majority of this income is related to our Boys' Brigade and Girls' Brigade organisations and is spent on activities for young people. During the latter part of 2021 the Church's Youth Organisation's activities started to return to pre-COVID 19 levels.

	<u>Unrestricted</u>	<u>Designated</u>	<u>2021</u>	<u>2020</u>
Youth camp income	153		153	983
Youth organisation income	4,866		4,866	4,636
Bulrushes income	182		182	291
Home mission income	80		80	100
Tues Fellowship	758		758	—
BMS Birthday	—	515	515	400
<b>Total</b>	<b>6,039</b>	<b>515</b>	<b>6,554</b>	<b>6,410</b>

### Investment and Rental income

The church receives interest income on its HSBC and Baptist Union bank accounts. The Church lets out its Hall for use by individuals and groups. Rental income began to increase again in 2021 as COVID restrictions began to be lifted.

	<u>Unrestricted</u>	<u>Designated</u>	<u>2021</u>	<u>2020</u>
Interest received	44		44	95
Letting Church Hall	1,918		1,918	1,101
<b>Total</b>	<b>1,962</b>		<b>1,962</b>	<b>1,196</b>

### **Maintenance and premises costs**

The cleaning cost reflects the costs of using a professional cleaning company to clean the Church on weekly basis. As part of the Ministerial contract the Church pays all the utility and Council tax bills relating to the Manse. Maintenance costs in 2021 were significantly higher than in 2020 reflecting the renovations to the garden, a new boiler for the Oasis centre and repairs to the Oasis centre roof. The Manse maintenance costs in 2021 reflect the cost of new windows. All the Church's office equipment is now fully depreciated.

	<b><u>Unrestricted</u></b>	<b><u>Designated</u></b>	<b><u>2021</u></b>	<b><u>2020</u></b>
Insurance	2,816		2,816	2,793
Cleaning	3,107		3,107	2,151
Heating, light and water	2,807		2,807	5,170
Maintenance - church	18,401	11,500	29,901	3,009
Maintenance - manse	2,652		2,652	2,500
Light, Heat, Rates - Manse	3,030		3,030	2,563
<b>Total</b>	<b>32,813</b>	<b>11,500</b>	<b>44,313</b>	<b>18,186</b>

### **Employment and administration costs**

The Church employed 4 individuals – a full time minister, an office administrator (appointed November 2021, previous incumbent retired May 2020), a Youth Leader and from November 2021 a part-time Childrens and Family Worker. None of the Trustees, other than the Minister received any remuneration during the year. Administration costs include the cost of the Church's leased photocopier, church web site, subscriptions and licence fee as well as external IT support for the live streaming Sunday morning services.

The pension payments reflect movements in the calculation of the future deficit payments expected to be made by the Church to the Baptist Union Pension Fund. In 2022 the Pension fund confirmed that the deficit had been cleared and the accounts for 2022 will reflect this improved position.

	<b><u>Unrestricted</u></b>	<b><u>Designated</u></b>	<b><u>2021</u></b>	<b><u>2020</u></b>
Minister stipend	23,425		23,425	22,838
Administration costs – salary	1,038		1,038	2,637
Pension Payments	7,178		7,178	5,984
Administration costs – photocopier, web site, licence fees	13,378		13,378	9,655
Training	457		457	296
Youth leader costs	20,918	1,000	21,918	20,567
<b>Total</b>	<b>66,394</b>	<b>1,000</b>	<b>67,394</b>	<b>61,977</b>

### **Charitable donations**

The Church makes a number of charitable donations each year. The two largest donations are made to BMS and the Baptist Home Mission fund. The church makes a quarterly donation of £400 to individual charities chosen by the Church members. Other Charitable donations includes donations of over £2,100 to Afghan

Welcome and Baby Basics initiative supporting Afghanistan refugees and babies arriving in the UK raised as part of the Church Harvest celebrations.

	<u>Unrestricted</u>	<u>Designated</u>	<u>2021</u>	<u>2020</u>
Other charitable donations	2,850	0	2,850	627
BMS	5,100		5,100	5,100
Home Mission	4,280		4,280	4,300
Quarterly Focus	1,600		1,600	1,600
BMS Birthday		515	515	355
<b>Total</b>	<b>13,830</b>	<b>515</b>	<b>14,345</b>	<b>11,982</b>

### Other activities

	<u>Unrestricted</u>	<u>Designated</u>	<u>2021</u>	<u>2020</u>
Tuesday Fellowship	330	—	330	0
Youth work and youth camp	3,397	—	3,397	5,922
Worship costs	803	—	803	697
Kitchen equip and maintenance	361	—	361	149
Other costs	11	—	11	225
<b>Total</b>	<b>4,902</b>		<b>4,902</b>	<b>6,993</b>

### Debtors

At 31 December 2021 the Church had debtors relating to gift aid due from HMRC .

	<u>2021</u>	<u>2020</u>
HMRC Gift aid	6,400	4,068
Other		630
<b>Accounts Receivable</b>	<b>6,400</b>	<b>4,698</b>

### Creditors

At 31 December 2021 the Church was awaiting invoices and was expecting to make payments in respect of PAYE and employee pension contributions, the Church December cleaning costs and Christmas charitable donation collections. All creditors have been paid at the date of signing these accounts.

	<u>2021</u>	<u>2020</u>
<b>Accounts Receivable</b>	<b>1,454</b>	<b>1,450</b>

## Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
<b>Youth worker</b>						
Restricted	25,000					25,000
<b>General fund</b>						
General	1,721,114	131,379	130,954			1,721,539
<b>Grand total</b>	<b>1,746,114</b>	<b>131,379</b>	<b>130,954</b>			<b>1,746,539</b>

The Church maintains a policy of keeping at least 3 months expenditure in reserve in an instant access bank account. As from 1 September 2019 the Church has employed directly its own youth leader and in 2021 also appointed a part-time Children's & Family Worker. The Church has established a separate reserve to cover over 2/3 of the 12 month cost of these roles.

## Statement of assets and liabilities

	2021	2020
<b>The Manse</b>		
General fund (Unrestricted)	180,000	180,000
<b>The Church building</b>		
General fund (Unrestricted)	1,504,564	1,504,564

The valuation of the Church Building and the Manse are subject to market fluctuations. The Church building has been valued for insurance purposes at a higher value but the Church believe the valuations included in the accounts are appropriate (albeit prudent).

The Church's fixture and fittings have all been fully depreciated. The Church believe this is a prudent position.

## Pension Scheme Liabilities

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

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

A formal valuation of the DB Plan as at 31 December 2019 was conducted by a professionally qualified Actuary. At the valuation date the deficit in the scheme had reduced to £18m. The Church and the other participating employers in the DB Plan are collectively responsible for funding this deficit.

Under the Schedule of Contributions, the church makes a monthly payment in respect of the DB scheme deficit, currently £325.04 which will increase in line with increases in Minimum Pensionable Income. The Schedule of Contributions foresees these contributions continuing until June 2026. The pension scheme

liability shown in the Statement of Assets and liabilities is calculated as the current rate per month multiplied by the number of months remaining in the current Schedule of Contributions (with an allowance for inflation), which amounted to £18,619 (Dec 20: 22,709).

The Church has been advised that the estimated cost for the church to buyout their Pension Scheme liabilities at 31 December 2021 was £47,400 (2020: £72,900).

During 2021 total payments made by the Church to the Baptist pension fund totaled £7,178 (2020: £5,984).