

Oundle Baptist Church

Accounts and Trustees Report
for the Year Ended 31 December 2022

Introduction

Oundle Baptist Church is a registered charity, charity number 1134043 which, as stated in the Charities Act 2011, is not required to produce a full annual report, but must submit a Trustees Annual Report and Accounts, the latter of which must be independently checked. The accounts have been compiled using the cash accounting method and the information provided here is for general purposes only. The Trustees Annual Report on the activities of the church fellowship in 2022 is incorporated into the body of this report.

The trustees of the church during this year have changed and the current details are set out below.

Minister

The Rev Martin Hills was called to the pastorate in October 2016

The Trustees

The following trustees were in post at 31st December 2022

Rev Martin Hills (Minister)

Michael Brookes

Ankia Clidas

Robin Croxon

David Gent (from 1st October 2022)

Juliet LaMar (from 1st October 2022)

Jane McDonald

Ann Scott (Treasurer)

Served as trustee but resigned in the year

Kelvin Mayes (until 30th September 2022)

Christopher Bradley (until 30th September 2022)

Andrew Burgess (until 30th September 2022)

Church Office

The church office is located at 1, St Osyth's Lane, Oundle PE8 4BG in premises which were purchased to serve as a community outreach centre, shared with the church office.

All correspondence from the charity's banks is currently addressed to the treasurer's home at 110 Glapthorn Road, Oundle PE8 4PS

Affiliation

The church is a full member of The Baptist Union of Great Britain and is also a member of the Evangelical Alliance

Bankers

The church maintains two accounts with Santander plc, Bridle Road, Merseyside, L30 4GB and two deposit accounts with the Baptist Union Corporation Ltd, Baptist House, PO Box 44, 129 Broadway, Didcot, OX11 8RT

Independent Examiners

The church is required to have its accounts independently examined and for this purpose it has appointed Mr Graham Darbourne of TC Group, 6 North Street, Oundle, PE8 4AL

Reserves Policy

The trustees are aware that the income of the church is heavily dependent upon voluntary giving which can be variable. The trustees continually monitor the level of giving and expenditure and seek to try to maintain reserves that would equate to approximately two months of known expenditure. The extraordinary circumstances due to the Covid-19 Pandemic during 2022 have meant that normal worship has not always been possible, meaning that expenditure on premises hire and other items related to worship has not always been incurred. The reserves at the end of 2022 are in excess of the amount but the trustees consider it prudent to maintain reserves at a higher level as the regular income of the church is heavily dependent on members who are over 70 years of age

Mission Statement

The mission statement of the church is:

Connecting to: Jesus
 Each other
 Our communities

Overview of the year

In the year 2022 the church family has been meeting in-person, but in addition, on requesting the zoom code, our services have also been available online to include not only the church family who were unwell or preferred not to mix with others but also individuals who had become part of the congregation online. We are grateful to our minister and members and friends who have provided technical support as well as participating in the services.

The small-group network in the church called 'connect groups' have continued to meet either online via zoom and/or in-person. Church members' meetings have also been held in this way. We have tended to have in-person meetings where voting is required, either in a week-day evening or immediately following the Sunday worship service. The leadership team meetings have been held in-person with the occasional 'hybrid' meeting in-person and also on zoom. The leaders (trustees), who meet every month, also have a prayer meeting for an hour each week. Once a month, this meeting is also open to the church family, giving the opportunity for corporate prayer as well as praying for individuals.

The church also has a very active pastoral care team who assist the minister in offering and providing pastoral support as needs arise.

Having appointed a voluntary Families and Childrens' worker in 2020, our 'tots' group for pre-school age children has continued meeting in the local scout group hall and the numbers attending have swelled to fill the bigger hall. A monthly 'explore' service is held on Sundays at the same time as the church service. Having allowed, in our budget, to employ a youth worker, there have been no suitable applicants, so the youth have been meeting on Sundays or during the week, the sessions being run by volunteers and the minister.

A new venture started in mid 2022 helping host families in the locality and the refugees fleeing the war in Ukraine. There is a weekly coffee morning for hosts and/or refugees which is always well attended. The coffee mornings were so well attended that we soon outgrew the church's mission centre called No. 1. Alternative premises were located in 'The Hub' where a larger room was made available by the town council for a rental of £42 per session. Oundle Cooperative kindly made a community grant of £1500, and Oundle Town Council a grant of £3000 available for the work. Members and friends of Oundle Baptist Church continue to make donations. Ten weeks of English lessons, run by a Ukrainian teacher as well as church volunteers, were made available and very keenly attended by our Ukrainian refugee friends. Oundle School kindly provided the funding to pay the Ukrainian teacher. One of the main problems for the refugees is the lack of public transport especially for those living in rural villages. OBC made a contract with 'Volunteer Action' whose volunteer drivers were available to transport them to the English lessons and the weekly coffee morning. Assistance in procuring school places, local work and housing has been given by volunteers and some professionals who have made themselves available on some Friday mornings.

Independent Examiner's Report to the Trustees of Oundle Baptist Church

I report on the accounts of Oundle Baptist Church, charity number 1134043, for the year ended 31 December 2022.

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

Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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 the course of my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the Trustees have not met the requirements to ensure that:
 - proper accounting records are kept in accordance with section 130 of the Charities Act; and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Charities Act; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Graham Darbourne

TC Group

6 North Street, Oundle, Peterborough, PE8 4AL

15th June 2023

Statement of Financial Activities
Year to 31st December 2022

| | Unrestricted funds | Designated funds | Total Funds 2022 | Total Funds 2021 |
|--|-------------------------------|-----------------------------|-----------------------------|-----------------------------|
| Income | | | | |
| Incoming resources from generated funds (Note 1) | | 3361 | 3361 | - |
| Donations and legacies (Note 1,3) | 80,386 | 375 | 80,761 | 95,266 |
| Gift Aid (Note 1,3) | 15,952 | 794 | 16,746 | 11,470 |
| Other income | 52 | 11,219 | 11,272 | 91 |
| Total incoming resources | 96,391 | 15,749 | 112,140 | 106,827 |
| Expenditure | | | | |
| Ministry (Note 4) | 45,296 | - | 45,296 | 41,136 |
| No 1 building (Note 9) | 3,506 | - | 3,506 | 1,410 |
| Administration (Note 8) | 18,553 | - | 18,553 | 16,232 |
| Other Ministries (Note 7) | 3,001 | 1,817 | 4,818 | 554 |
| Worship (Note 5) | 10,581 | - | 10,581 | 4,639 |
| Giving To Others (Note 6) | 12,733 | - | 12,733 | 13,850 |
| No 1 Project (Note 15) | - | - | - | 650 |
| Training fund (Notes 15) | - | - | - | 530 |
| Disaster Fund (Notes 1 & 10) | - | 4,100 | 4,100 | 3,750 |
| Manse repairs Fund (Note 15) | - | - | - | 22 |
| Equipment Fund (Notes 15) | - | - | - | 553 |
| Fellowship Fund (Notes 1, 11) | - | 1,557 | 1,557 | 1,512 |
| No. 1 Roof Fund (Notes 1,12) | - | 1439 | 1439 | 550 |
| Ukrainian Refugee Fund (Note 14) | - | 5476 | 5476 | - |
| Total expenditure | 93,671 | 14,389 | 108,060 | 85,388 |
| Net income / expenditure | 2,720 | 1,360 | 4,080 | 21,439 |
| Transfers between funds | | | | |
| General fund | (20,104) | | (20,104) | (23,000) |
| Building Fund | - | - | | 20,000 |
| Disasters Fund | - | - | - | 3,000 |
| No.1 Roof Fund | - | 19729 | 19729 | - |
| Agency Fund | - | 375 | 375 | - |
| Net Movement in Funds | (20,104) | 20,104 | - | - |
| Net Income After Transfer | (17,384) | 21,464 | 4080 | 21,439 |
| Total funds brought forward | 683,368 | 32,967 | 716,335 | 694,896 |
| Total funds carried forward | 665,984 | 54,431 | 720,415 | 716,335 |

Balance Sheet

| | | | 2022 | 2021 |
|-----------------------|--------------|-----------------------------|----------------|----------------|
| | | | £ | £ |
| Fixed Assets | Notes | | | |
| | 2 | 7 Wentworth Drive | 340,000 | 340,000 |
| | 2 | 1 St Osyth’s Lane | 280,000 | 280,000 |
| | | Total Fixed Assets | 620,000 | 620,000 |
| Current Assets | | | | |
| | | Santander current a/c | 17,857 | 14,292 |
| | | Santander savings a/c | 61,798 | 61,995 |
| | | BU Deposit a/c 1 | 10,341 | 10,000 |
| | | BU Deposit a/c 2 | 10,341 | 10,000 |
| | | Cash | 78 | 47 |
| | | Total Current assets | 100,415 | 96,335 |
| | | Net Current Assets | 100,415 | 96,335 |
| TOTAL ASSETS | | | 720,415 | 716,335 |
| Represented by | | | | |
| <i>Unrestricted</i> | | | | |
| General Fund | | | 665,984 | 683,368 |
| <i>Designated</i> | | | | |
| Building | | | 21,574 | 20,351 |
| No 1 roof | | | 22,561 | 3,271 |
| Disasters | | | 1,849 | 4,380 |
| Fellowship Fund | | | 3,876 | 4,965 |
| <i>Restricted</i> | | | | |
| Ukrainian Refugees | | | 4,571 | - |
| TOTAL | | | 720,415 | 716,335 |

These accounts have been approved by the Trustees

Mrs Ann Scott

Treasurer and Trustee



Date: 15th June 2023

Ms Juliet Lamar

Trustee



Date: 15th June 2023

Fund Balances

| | Opening | Incoming | Outgoing | Transfers | Gains/losses | Closing |
|--|----------------|----------------|----------------|----------------|--------------|----------------|
| | £ | £ | £ | £ | £ | £ |
| Unrestricted Funds | | | | | | |
| General Fund | 683,368 | 96,391 | 93,671 | -20,104 | 0 | 665,984 |
| Sub-total for Unrestricted Funds | 683,368 | 96,391 | 93,671 | -20,104 | 0 | 665,984 |
| Designated and Restricted funds | | | | | | |
| Building | 20,351 | 1,224 | 0 | - | 0 | 21,575 |
| Disasters Fund | 4,380 | 1,568 | 4,100 | - | 0 | 1,848 |
| No 1 roof | 3,272 | 1,000 | 1,439 | 19,729 | 0 | 22,561 |
| Fellowship Fund | 4,965 | 469 | 1,557 | - | 0 | 3,876 |
| Ukrainian Refugees | 0 | 10,048 | 5,476 | - | | 4,571 |
| Agency | 0 | 1,440 | 1,815 | 375 | | 0 |
| Sub-total designated and restricted funds | 32,967 | 15,749 | 14,388 | 19,729 | 0 | 54,431 |
| TOTAL ALL | 716,335 | 112,140 | 108,060 | 0 | 0 | 720,415 |

Report and notes to the Accounts

1. Accounting Policies

These accounts have been prepared in accordance with the Charity SORP (FRS102) and the Charities Acts of 1993 and 2011. They have been based on a historic cost convention.

Incoming and outgoing resources have been recorded on a receipts and payments basis as at 31st December 2022.

The general fund operates to receive the general donations to the church and to meet the normal running expenses.

There are a number of designated funds as follows:

- **Disaster Fund** – this fund enables the church to make a rapid response to provide financial support in cases of national and international emergencies.
- **No 1 roof Fund** - the roof at No 1 is in need of a major repair and because of the listed status of the building this is likely to be an expensive operation. A fund was established in 2017 to help towards this expenditure;
- **Fellowship Fund** - this fund has been available for a number of years to allow the Minister to provide funds to individuals for urgent needs within the wider church family.
- **Building Fund** - In 2021 the church family decided that we should seek to find either a building to convert or land to build a church on, so the trustees established a building fund to save for such a project. In 2022 £1,224 was donated and transferred into two accounts with the Baptist Union of Great Britain. The church had been investigating acquiring a building in 2022 but those channels have been closed.
- **Ukrainian Refugee Fund** – In 2022 it was decided to offer wraparound support to Ukrainian refugees and their host families. The fund was established by the church family and was contributed to by Oundle School, The Cooperative Community Fund and Oundle Town Council.

2. Property

The church owns two properties – the manse at 7 Wentworth Drive and the community building at No 1 St Osyths Lane. These are both shown in the accounts at historical cost.

3. Donations

The church is entirely dependent on voluntary giving to fund its activities. It receives no funding from any external source. A number of members make regular payments by standing order and the Trustees are grateful to them for enabling a core of funding to be available. Many of the regular donors are taxpayers and the church is able to recover tax under the Gift Aid scheme.

Additional funds come from ad hoc donations from members and friends of the church and congregation and from the cash offering that is taken up as a part of weekly worship. The Government's Gift Aid Small Donations Scheme has enabled a further sum to be received in respect of these cash offerings. Our income from the Government's Gift Aid and GASDS was greater than in 2021 because a claim was not processed on time to be recorded on 2021. (£15,952 in 2022 compared to income in 2021 of £11,295).

Overall, the total general fund donations decreased by £12,080 which represents 13.06% of that received in 2021.

The trustees are aware that many of the regular donors are aged over 70 and we have lost a number of those members in 2022. The trustees are aware that new younger givers will be required by the church to secure financial security.

4. Ministry

Rev Martin Hills who was appointed to the ministry of the church in 2016 has continued to lead the church, and the trustees are grateful for his leadership and for the development of the vision of the church during the year. The Trustees also wish to express their thanks to his wife, Carita, for her support of Martin.

The employer's NIC payments have been covered by the government's Employment Allowance.

The church continues to pay pension contributions into the defined contributions scheme with The Baptist Union Pension Fund in respect of Martin, and he also makes contributions each month.

In 2022, Martin took a sabbatical break for three months to rest and spend time in prayer, reflection and listening to God.

The church provides the Minister with funds to make payments to those who may be in need from the Fellowship Fund.

The church is responsible for the council tax, water rates and building insurance on the manse.

The expenditure under this head comprised the following:

| Ministry Expenditure | Column1 | Column2 |
|------------------------------|---------|---------|
| | 2022 | 2021 |
| | £ | £ |
| | | |
| Employment Costs comprising: | | |
| Salary | 32217 | 31799 |
| Employer's pension cost | 4181 | 3788 |
| Expenses | 726 | 658 |
| Manse expenditure | 4307 | 3566 |
| Training and conferences | 2004 | 520 |
| Sabbatical Expenses | 1261 | 0 |
| Other expenses | 600 | 804 |
| MINISTER COST | 45296 | 41135 |

5. Worship and teaching

Being able to meet together for regular worship is an essential part of being a church and is a key part of our mission statement in enabling us to connect to each other and to Jesus.

Being allowed, post-pandemic restrictions, to meet every Sunday at Oundle Primary School, the cost of hiring premises has increased over 2021 when some restrictions were still in place.

Sunday worship is in person and also available online through the zoom code.

Times of prayer were able to be in person before the service each Sunday. With few exceptions, we have been able to have a social time over coffee/tea, usually before the service.

Most members of the church family also meet in 'connect groups' during the week for study, prayer and social times. As with Sunday services, some groups are continuing on zoom or in person depending on the weather.

We were able to open up our carol service to anyone without having to book as we did in the pandemic years. The disadvantage was that we did not know how many we were catering for, but it was refreshing to open up the doors to all-comers.

The main areas of expenditure under this heading were as follows:

| Worship and Teaching Expenditure | 2022 | 2021 |
|----------------------------------|-------|-------|
| | £ | £ |
| Equipment | 777 | |
| Events | 972 | 681 |
| Premises hire | 6,424 | 2,732 |
| Licences | 1,399 | 883 |
| Payments to visiting speakers | 250 | 0 |
| Refreshments | 438 | 98 |

| | | |
|--------------|---------------|--------------|
| Resources | 321 | 170 |
| Gifts | | 75 |
| TOTAL | 10,581 | 4,639 |

6. Giving to Others

The church is part of the Baptist family and provides support to the two main mission works of UK Baptists at home and overseas.

The church is helping to support The Souster Trust who reach out to young people locally and at school.

The church has continued to provide regular financial support to Bethany Children's Trust for its work in Africa.

The church continues to support the work of the Leprosy Mission of which one of our members is the UK director.

Support was also given to a charity in Myanmar

| Giving to Others | 2022 | 2021 |
|--------------------------|--------------|--------------|
| | £ | £ |
| Baptist World Mission | 3600 | 3600 |
| Baptist Home Mission | 3600 | 3600 |
| The Souster Trust | 1000 | 0 |
| CROPS | 0 | 1000 |
| Bethany Childrens' Trust | 1700 | 1700 |
| Myanmar | 1133 | 1700 |
| Leprosy Mission | 1700 | 1950 |
| Oundle Foodbank | | 300 |
| TOTAL | 12733 | 13850 |

7. Other Ministries (including children and young people)

Mrs Carita Hills, our unpaid families and childrens' worker, has been building up contacts with children and families connected with the church and has started a number of initiatives. A thriving Tots group has expanded on Tuesday mornings. 'Muddy Church' took place on some Saturday afternoons but has now been disbanded through lack of interest. Carita is now engaged with an after-schools club each Thursday.

The Sunday activities for children include some teaching and craft on three or four Sundays in the month and 'Explore' is held for primary school age children one Sunday a month in the sports hall of the same school where the church meet and at the same time as the service.

A youth group called 'Equip' was started in September. It was held on Sunday evenings at No.1 then merged onto Tuesday evening instead. The intended age group is for those in secondary school.

The church had decided to seek to appoint a part-time or trainee paid youth worker but following a prolonged advertisement campaign, no appointment has been made.

Judith Brashaw, who is our paid administrator is, with a small team of volunteers, pioneering support to enable us to be recognized as a 'bereavement friendly church'. A small budget was set aside to help fund this work. As well as volunteering online, she has started a grief talk café which is held occasionally throughout the year using free premises kindly offered by Oundle Library.

Under the heading of other ministries, we have included pastoral care which is offered to the attendees and their families of the church as well as to the wider community when needed.

| Other Ministries | 2022 | 2021 |
|------------------------------|--------------|------------|
| | £ | £ |
| Youth expenses | 206 | 195 |
| Families and Childrens' work | 2,255 | 307 |
| Outreach | 132 | |
| Bereavement Care | 302 | 0 |
| Pastoral ministry | 106 | 53 |
| TOTAL | 3,001 | 555 |

8. Church administration

Mrs Judith Brashaw has continued to act as church administrator and manager of No 1 during the year and had an unpaid break for four months spanning 2022 and 2023. The Trustees are very grateful to her for all her work and in particular for the assistance she has given to Rev Martin Hills. The trustees are also grateful to those who volunteered to carry out Judith's duties in her absence.

A number of members are involved in producing a range of communications through our website, social media and two publications. The Trustees are grateful for all their labours.

Judith and Ankia have been busy setting up Church Suite to update our communications system and Ankia has set up a new website which is much improved over the previous one.

The church continues to rent a storage container.

| Administration | 2022 | 2021 |
|-------------------------------------|-------|-------|
| | £ | £ |
| Administration and finance software | 856 | |
| Administrator's Salary | 7,092 | 7,810 |
| Computer support | 2,743 | 2,991 |
| Equipment | 730 | |
| Insurance | 1,466 | 1,410 |
| Subscriptions | 891 | 376 |
| Telephone | 562 | 340 |
| Professional Fees | 528 | 500 |
| Printing & Stationery | 2,306 | 1,900 |

| | | |
|--------------|---------------|---------------|
| Rent | 864 | 905 |
| Training | 270 | 0 |
| Website | 244 | 0 |
| TOTAL | 18,553 | 16,232 |

9. No 1 Building

No.1 St Osyth's Lane provides accommodation for a number of activities of the church and for the community projects as well as providing counselling and office accommodation.

| No.1 Building expenses | 2022 | 2021 |
|------------------------|--------------|--------------|
| | £ | £ |
| Utilities | 1,828 | 500 |
| Cleaning | 880 | 560 |
| Repairs | 798 | 350 |
| TOTAL | 3,506 | 1,410 |

10. Disaster Fund

This fund exists to enable a rapid response to be made by the church to financial needs arising from major disasters. Members are then encouraged to top up the fund with donations. Wherever possible donations are routed via recognised aid agencies. Two donations from this fund were made to assist with the war in Ukraine. During the year donations were made in reaction to worldwide disasters through the following agencies.

| Recipient | Cause | 2022 |
|--------------|------------------------|--------------|
| | | £ |
| DEC | Crisis in Afghanistan | 500 |
| DEC | Ukraine Disaster | 1,600 |
| Tearfund | General work in Africa | 1,000 |
| UNHCR | Ukrainian refugees | 500 |
| UNICEF | Pakistan floods | 500 |
| TOTAL | | 4,100 |

11. Fellowship Fund

The fellowship Fund has been in existence for many years to provide funds for the minister to help those in the fellowship, or further afield, when in need. The sum of £469 was received into this fund during the year and £1557 was paid out to members of the fellowship.

12. No. 1 Roof Fund

This fund was created some years ago to provide for the replacement of the roof at No.1. The only expenditure was two separate bat reports in April and August to determine whether bats were in residence in the roof space. Thankfully there were none, but the two reports cost £1,439. We had a donation of £1,000 towards the cost. Another appeal was made to the council to allow the roof replacement to be done using concrete tiles, as are present at the front of the building, but as Collyweston stone tiles are on the roof now, the appeal failed. The trustees plan to carry out the work in early 2023.

13. Building Fund

The fund was started to allow for savings to accumulate as the church was considering buying or building its own premises in the future. Bank accounts with the Baptist Union were opened to set aside the money and the BU were giving a higher rate of interest than that available at the banks. During the year donations of £920 were made, which also attracted gift aid. Along with the interest earned, the fund was increased by £ 1223.

14. Ukraine Wraparound Support Fund

The church family made a decision to support local people who kindly decided to host refugee families from Ukraine and started a fund for this purpose. Many volunteers are involved in meeting the families at our weekly coffee mornings held for that purpose, providing transport to some and assisting with English lessons for adults. Some volunteers who had been teachers are helping the Ukrainian children at the local primary schools. Because of the efforts of mainly Carolyn Gent, funding was successfully sought from Oundle Coop, Oundle School and Oundle Town Council. Gifts were given to hosts and guests where money was needed to settle the guests in to the host accommodation as well as when independent housing was found for the refugees. Many gifts of bicycles, furniture, household items were given by the community as well as from the grants that Carolyn procured. Robin and Janet Croxon have taken responsibility for the Friday coffee mornings where not only do the guests get an opportunity to chat in their own language with each other, but also to receive help with job applications, benefits, housing etc. Further programs are planned for 2023. The church extends its thanks to the army of volunteers who make the events possible. A total of £10,048 was donated and £5,476 was spent.

15. No.1 Project, Training, Equipment and Manse Repairs Funds

were all closed at the end of 2021

16. Reserves

At 31 December 2022 the total current assets of the church amounted to £100,415 of which £54,430 represents designated and restricted funds. The balance available for the general fund is £45,984 which is higher than would be necessary to meet the reserves policy. The trustees consider it prudent to hold this level of reserves as there is continued concern as to future levels of income give the age profile of the church.