

# CROFTON BAPTIST CHURCH, ORPINGTON, KENT

England & Wales · Charity number 1134220

## Details

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**Status** Registered

**Legal form** Previously excepted

**Registered** 2010-02-09

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Crofton Baptist Church  
100 Crofton Lane  
Orpington  
BR5 1HD

**Phone** 01689877010

**Email** [SECRETARY.CROFTONBC@GOOGLEMAIL.COM](mailto:SECRETARY.CROFTONBC@GOOGLEMAIL.COM)

**Website** [www.croftonbaptist.org.uk](http://www.croftonbaptist.org.uk)

## Activities

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**Objects:** The principal purpose of the Church is the advancement of the Christian faith according to the principles of the Baptist denomination. The Church may also advance education and carry out other charitable purposes in the United Kingdom and/or other parts of the world.

**Activities:** The purpose of Crofton Baptist Church is to advance the Christian faith. Principal activities include: public worship; prayer; Bible study; preaching; teaching; baptism; Holy Communion; worldwide evangelism; teaching, encouragement, welcome and inclusion of young people; nurture and growth of Christian disciples; training for Christian and community service; giving and encouraging pastoral care.

## Classification

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- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

## Geography

- **Area of benefit:** UNITED KINGDOM AND/OR OTHER PARTS OF THE WORLD.
- Bromley

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£322,067	£317,615	-	-
2023-12-31	£275,545	£278,762	-	-
2022-12-31	£283,751	£206,816	-	-
2021-12-31	£234,363	£199,931	-	-
2020-12-31	£233,575	£246,147	-	-

## Trustees

Name	Role	Appointed
Diane Patricia Moss		2025-01-01
Dr ANDREW CROWSON BSC PHD		
Gideon Taiye Iranloye		2026-01-01
Kolawole Oladisun Olounbanjo		2023-01-01
Lisa Margaret Adams		2025-01-01
Mehmet Fatih Bilger		2026-01-01
Natalie Charmaine Morton		2026-01-01
Olufemi Adesanya		2021-01-01
Phillip John Walter		2026-01-01
Rev ADRIAN MICHAEL JUDD		2012-10-28
Rev Moises Berrones Mendoza		2023-04-01
Sai Man Li		2023-01-01
Sara Jane Bottomley		2021-11-28

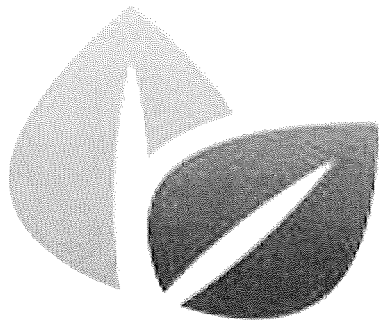
**CROFTON BAPTIST CHURCH, ORPINGTON, KENT**

England & Wales - Charity number 1134220

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# Accounts

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**CROFTON**  
BAPTIST  
**CHURCH**

**Helping people follow Jesus**

ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2024



## CROFTON BAPTIST CHURCH – ANNUAL REPORT 2024

The Charity Trustees present their Annual Report and Financial Statements for the year ended 31/12/2024.

### Statutory Information:

#### Registered Address:

100 Crofton Lane  
Orpington  
BR5 1HD

As from 09/02/2010, Crofton Baptist Church ('CBC', 'the charity') became a registered charity. CBC's Registered Charity number is 1134220.

#### Trustees:

Diane Moss (Chair of Trustees) - from 01/01/25  
Rev Adrian Judd (Pastor) - paid - from 01/09/12  
Rev Moises Mendoza (Associate Pastor) - paid - from  
01/04/23  
Wole Adeloye (Elder)  
Andrew Crowson (Church Manager & Elder) - paid - from  
07/09/16  
Chris Munday (Chair of trustees) – resigned 15/11/24

Rachel Davis  
Helen Williams  
Femi Adesanya  
Kola Olounbanjo  
Simon Li (Chair of Finance Team)  
Sara Bottomley (Community Worker & Elder) - paid -  
from 01/09/13  
Lisa Adams – from 01/01/25

#### Property Trustees:

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

#### Bankers:

Barclays Bank PLC  
229 High Street  
Orpington  
BR6 0JU

#### Independent Examiner:

Emmanuel Bajungu  
26 Clay Wood Close  
Orpington  
BR6 0TA

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
ME19 4JQ

## Charitable Object

The Charity is governed by a constitution 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 premises are on land for which the Baptist Union Corporation Limited hold trusts which are entirely compatible with the above object.

## Organisational Structure and Decision-Making Process

Crofton Baptist Church is an unincorporated association with Managing Trustees appointed by a meeting of partners (the "Church Meeting"). Church partnership is open to all who profess repentance towards God and faith in the Lord Jesus Christ. They also accept the deity of the Lord Jesus Christ, the authority of the Holy Scriptures and the interpretation of them usually called Evangelical.

In accordance with the Constitution, the Church Meeting appoints the Trustees, (consisting of the Pastors and Leadership Team), to be responsible for the spiritual leadership, oversight, and administration of the church, including the financial and legal aspects of the charity. Specific duties are assigned by the Trustees to each person by mutual agreement. New Trustees receive a pack of appropriate documentation, as listed in the document "**Briefing New CBC Leadership Team Members**". The Trustees submit relevant matters to the Church Meeting for guidance, or matters may be raised by partners in the Church Meeting for further consideration by the Trustees. The Church seeks to work by consensus wherever possible, though the constitution permits decisions to be made at Church Meetings by appropriate majorities. All partners are encouraged to take an appropriate part in the spiritual and practical tasks involved in the furtherance of the charitable objective.

**The Church Meeting has responsibility for the overall policy of the church, the appointment of the Charity Trustees, and meets regularly (not less than four times per year).** There were four meetings during 2024, one of which was a special church meeting, the AGM, and a regular church meeting. These included Special Church meetings on 18/02/24 and 23/06/24 to approve amendments to the constitution to implement the change from 'membership' to 'partnership'. Charity Trustees are elected for a period of 3 years and are eligible for re-election at the end of their period of service. The Church Secretary and the Chair of the Finance Team are chosen annually by the Charity Trustees from among themselves, subject to ratification by the partnership at the next Church Meeting.

## Objectives and Activities

### Introduction

The Mission Statement and Objectives of the Church continue to be as follows:

**Crofton Baptist Church Mission Statement – 'Helping people follow Jesus'**

**Crofton Baptist Church Vision –**

**"We exist to help people to become fully committed and equipped disciples of Jesus Christ"**

**We will do this through:**

- **Jesus' centred preaching and teaching**
- **Prayer that is both personal and corporate**
- **Loving relationships across the generations**
- **Serving others as we identify and use our spiritual gifts**
- **Passionate outreach both at home and overseas**
- **Engaging with our society in ways that are culturally relevant**
- **Joyful and creative worship that is grounded in Scripture**

**This means:**

- **Being committed to personal spiritual growth through the regular reading of God's word**
- **Living as a disciple of Jesus every day of the week**
- **Belonging to an appropriate small group / life group**
- **Learning to share our faith in Christ in natural and unforced ways**
- **Being involved in a group/activity within our local community**
- **Sharing our resources for the sake of the kingdom and for the care of others**

- **Playing our part in a church that lives up to the image of being a church that follows Jesus Christ**
- **Complete submission to the Holy Spirit in both decision-making and behaviour**

The church is committed to this vision which includes growing its interest in global mission, developing compassion ministries, and caring for people in the community. It is possible to see this commitment in the work carried out by partners of the church in serving the local, wider regional, and global communities.

### **Ministry Team Structure**

Additionally, the church has a Ministry Team structure in place. During 2024 the nine teams have overseen various areas of church life; Youth, Community, Fellowship, Mission, Pastoral Care and Prayer, Finance, Support, Seniors, Children, and the Sunday Service Ministry Team. These teams encourage partners to be fully involved in the work of the church exercising their gifts and using their skills.

### **Church Life**

The church is committed to helping all its partners grow as faithful followers and worshippers of Jesus Christ and servants of other people in the church and wider community. Sunday services provide opportunities for teaching and worship. They are also an opportunity to encourage partners to be active in serving others and telling them about Jesus. Partners of the Church also enjoy fun events and eating together. The services are live-streamed and then the recordings are placed on the church's YouTube channel. The numbers of business meetings were as follows: Leadership Team – 11 plus informal prayer meetings; Church Meetings – 4.

The Church AGM approved the annual report and annual accounts for 2023. It also considered strategy and vision for the year ahead. The regular annual Charity Trustee Election took place during November 2024 when Diane Moss was appointed as an Elder and Lisa Adams was appointed as a non-eldership trustee. Those elected began 3-year terms from 01/01/25.

The church partnership at the end of December 2023 totalled 155 and at the end of 2024, having taken account of deaths, people moving on and new partners joining, it was 154. 5 adults have been baptised by immersion during the year.

### **Achievements and Performance**

Several important objectives had been agreed by the Charity Trustees and Church Meeting for 2024 including:

1. Launch a new website with a wider range of feature to enhance communication within the fellowship and beyond.
2. Complete the transition to church covenant partnership.
3. To run an apologetics course entitled 'Beyond Belief' for the benefit of the community.
4. Conduct a review of the Mission Ministry Team activities and the systems and procedures for supporting mission organisations.
5. Consider how to address the issue that the Main Worship Area is now virtually full on Sundays. Congregation growth will require innovative thinking.
6. Establish a Prayer Room using the model provided by the organisation 24/7 Prayer.

Objectives one to five were met during the year and objective six was carried through to 2025

In addition, each Ministry Team set objectives for 2024 consistent with the overall objectives and those of the team itself as outlined in its original brief.

The following objectives were set for 2025:

1. Hold a teaching series entitled 'core values' and conduct a covenant service during the first part of the year.
2. Continue to explore the possibilities presented by the availability of the Oak Hall Worship Space including alternative services and the ability to develop new worship leaders.
3. Complete the Mission Strategy Group and Mission Ministry Team reforms.
4. Hold a further 'Beyond Belief' course following the success of the first one.
5. Improve the Oak Hall A/V capacities.

6. Refresh and reconstitute the remaining Ministry Team and encourage all church partners to participate in them.

**Finance Ministry Team:**

The financial results for the year ended 31 December 2024 are set out in the accompanying Financial Statements, together with a summary of the accounting policies adopted by the Charity.

The church continues to raise the funds needed to carry on its activities from within its own partnership and congregation, and in this accounting year no wider public appeal was made for funds. At the end of this accounting year the church employed 4 people. The church depends heavily on volunteers among its partnership in all aspects of its activities, many of which involve little or no expenditure but nevertheless contribute substantially to the achievement of its objectives. Online giving options are available and cashless giving via a mobile phone app was introduced during 2024.

As an expression of its role in the life of the wider church, the Charity made grants to national and international organisations and societies whose aims, and objectives are compatible with this church's own charitable purpose (Details are listed in the financial statements for the Year Ended 31 December 2024).

During November 2020, the Finance Team formulated a revised reserves policy. The finances of the church are not dependent on any one income stream; for instance, it receives no income from investments other than bank account interest and does not depend on a few large donors. The church owns a minister's residence and all its other assets outright. Throughout the year, the Fellowship Fund provided support to many partners who were in financial need, including pensioners and those on benefits.

Crofton Baptist Church has appropriate insurance for its buildings and contents and Employer's Liability Insurance, as recommended and provided by the Baptist Insurance Company PLC.

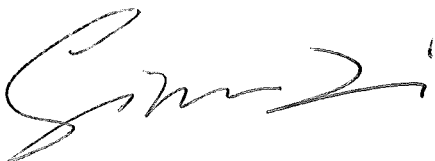
Statement of Financial Activities  
For the year ended 31 December 2024

						2024	2023
	Notes	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Total funds
		£	£	£	£	£	£
<b>Income from:</b>							
Donations and legacies	2	291,073		3,356		294,429	254,533
Income from charitable activities	3	9,859				9,859	17,397
Investments	4	2,779				2,779	3,615
Other income	5	15,000				15,000	-
<b>Total income</b>		<b>318,711</b>		<b>3,356</b>		<b>322,067</b>	<b>275,545</b>
<b>Expenditure on charitable activities:</b>							
Ministry	6	170,541				170,541	139,142
Grants	7	41,522	1,000	2,401		44,923	49,731
Establishment	8	77,285			8,725	86,010	69,736
Activities	9	16,142				16,142	20,154
<b>Total expenditure</b>		<b>305,489</b>	<b>1,000</b>	<b>2,401</b>	<b>8,725</b>	<b>317,615</b>	<b>278,763</b>
<b>Net income / (expenditure) before transfer</b>		<b>13,222</b>	<b>(1,000)</b>	<b>955</b>	<b>(8,725)</b>	<b>4,452</b>	<b>(3,218)</b>
<b>RECONCILIATION OF FUNDS</b>							
<b>Net movement in funds</b>		<b>13,222</b>	<b>(1,000)</b>	<b>955</b>	<b>(8,725)</b>	<b>4,452</b>	<b>(3,218)</b>
Total funds brought forward		158,483	66,988	1,169	1,530,283	1,756,923	1,760,142
<b>Total funds carried forward</b>		<b>171,705</b>	<b>65,988</b>	<b>2,123</b>	<b>1,521,558</b>	<b>1,761,375</b>	<b>1,756,923</b>

Balance sheet at 31st December 2024

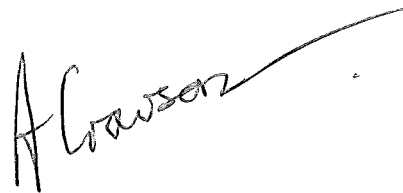
	Notes	2024 £	2024 £	2023 £	2023 £
<b>Fixed assets</b>					
Tangible assets	10		1,529,689		1,530,283
<b>Current assets</b>					
Debtors	11	31,765		27,830	
Bank and cash	12	<u>205,069</u>		<u>203,335</u>	
		236,835		231,165	
Creditors: Amounts falling due in one year	13	<u>5,149</u>		<u>4,525</u>	
<b>Net current assets</b>			231,686		226,640
<b>Total net assets</b>			<u>1,761,375</u>		<u>1,756,923</u>
<b>Reserves</b>					
Endowment fund			1,521,558		1,530,283
Restricted funds	15		2,123		1,169
Designated funds	16		65,988		66,988
Unrestricted funds	17		<u>171,705</u>		<u>158,483</u>
<b>Total funds</b>			<u>1,761,375</u>		<u>1,756,923</u>

These accounts were approved by the Trustees on  
30 Oct 2025



Simon LI (Treasurer)

and signed on their behalf by:



Andrew Crowson (Secretary)

## 1. Accounting policies.

### a. Basis of preparation.

The accounts are prepared in accordance with the Charities Statement of Recommended Practice (Charities SORP 2019), FRS102 and with the Charities Act 2011.

Crofton Baptist Church is a registered charity, no. 1134220 and meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognized at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The Financial Statements are drawn up on the going concern basis which assumes Crofton Baptist Church will continue in operational existence for the foreseeable future (deemed to be a period of at least 12 months from the date the financial statements were authorised for issue).

### b. Income recognition

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

### c. Donations and legacies

Donations are accounted for when received and, where applicable, Gift Aid is accrued.

### d. Investment income

Investment income is included in the accounts in the year in which it is received.

### e. Expenditure recognition

All expenditure is accounted for on an accruals basis. Expenditure is recognized where there is a legal or constructive obligation to make payments to third parties, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

### f. Fundraising and publicity costs

The Church does not make formal appeals for funds thus expenditure on these items is not material.

### g. Charitable Funding

The Church makes grants to other organisations whose charitable objects complement its work. It also makes grants to individuals in furtherance of the Church's charitable objectives.

### h. Fixed Assets

The main church building and the large hall are stated in the accounts at the insurance value in 1996. The manse and the extension to the church building, which was completed in 2000, is included at cost.

Furniture and equipment in the Church premises are included at cost or net realisable value.

Fixed asset expenditure is only capitalised if its cost exceeds £5,000.

#### i. Depreciation

Depreciation has not been charged on land and buildings because, in the opinion of the Trustees, the residual value of the assets is not less than the cost or valuation at which they are stated.

Depreciation on other fixed assets is calculated to write off the cost on a straight-line basis over their expected useful life, at the following rates:

Fixtures & fittings	10%
Equipment, office and audio-visual	20%

#### j. Funds

*Unrestricted funds* are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

*Designated funds* comprise unrestricted funds that have been set aside by the trustees for specific purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

*Restricted funds* are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for specific purposes.

*Endowment funds* represent those assets which must be held permanently by the charity, namely the church premises and manse. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund.

#### k. Reserves Policy

In order to meet ongoing obligations and provide for contingency events, a Reserves Policy is in place and is reviewed annually.

## 2. Donations and legacies

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	funds	funds	Funds	Funds
	£	£	£	£
Offerings	234,014	3,356	237,370	204,315
Tax refunds	41,059	-	41,059	34,749
Grants Received	16,000	-	16,000	15,469
	<u>291,073</u>	<u>3,356</u>	<u>294,429</u>	<u>254,533</u>

Grants received are mainly from Crofton Early Learners for the use of church premises.

## 3. Income from Charitable activities

	2024	2023
	Unrestricted	Unrestricted
	funds	funds
	£	£
Friday Heroes	3,445	4,653
Women @ Crofton	323	-
Seniors	560	292
Holiday at Home	-	610
Church weekend	29	627
Capernwray trip	1,708	5,327
Events	634	472
Story & Song	788	824
China Club	349	480
Renew 100	238	295
Friday Knights & Friday Legends	1,342	1,061
Badminton	301	441
Men @ Crofton	-	210
Big Church Read	-	831
Other	144	1,275
	<u>9,859</u>	<u>17,397</u>

The income from the Capernwray trip is decreased as less people joined the activity.

## 4. Investments

	2024	2023
	Unrestricted	Unrestricted
	funds	funds
	£	£
Bank interest	2,779	3,615

## 5. Other income

	2024	2023
	Unrestricted funds	Unrestricted funds
	£	£
Insurance claim	15,000	-

There was an insurance claim for the gas leak in the sports hall during the year. The claim was settled during the year.

## 6. Ministry

	2024	2023
	Unrestricted funds	Unrestricted funds
	£	£
Salaries	132,794	112,045
Social security costs	7,899	5,883
Pension costs	6,137	4,863
Training	3,027	2,966
Staff expenses	4,155	4,339
Visiting speakers	360	100
Manse	16,168	8,946
	<u>170,541</u>	<u>139,142</u>

The salaries cost increased £20,749 during the year. It is because the Associate Minister started work in April 2023, part way through the 2023 year.

The manse cost increased during the year is because the repair and maintenance of the accommodation for the Minister.

Much of the church management is carried out without charge by volunteers. This intangible cost is not included in the Statement of Financial Activities since there is no measurable cost to the volunteers for their service.

The Minister, Associate Minister, Community Worker and Church Manager are both trustees and paid employees. The Minister's benefits include the provision of manse accommodation owned by the church.

No employee received emoluments in excess of £60,000 during the year (2023 - none).

No sums were reimbursed to the Trustees for their work as Trustees, either in respect of salaries or expenses. (2023 - none).

Two employees participate in the Baptist Pension Scheme Defined Contribution (DC) Plan. The other employees, including the Minister, participate in pension schemes from other providers.

## 7. Grants

	2024	2024	2024	2024	2023
	Unrestricted	Designated	Restricted	Total	Total
	funds	funds	funds	Funds	Funds
	£	£	£	£	£
SAT-7 Trust	7,000			7,000	7,000
BU Home Mission	7,000			7,000	7,000
BMS World Mission	7,500			7,500	7,500
Living Leadership	3,500			3,500	3,500
Spinnaker Trust	2,000			2,000	2,000
Heatons	1,750		780	2,530	4,280
Education Plus	1,500			1,500	1,563
Fellowship Fund	4,741		1,621	6,361	6,631
UCCF	2,500			2,500	2,500
Release International	1,000			1,000	1,000
Orpington Food bank	20			20	-
Tear Fund	-			-	3,235
Nepal	1,050	500		1,550	2,771
Churches Together in Orpington	250			250	-
Christians Against Poverty	470			470	-
Other	1,241	500		1,741	751
	<u>41,522</u>	<u>1,000</u>	<u>2,401</u>	<u>44,923</u>	<u>49,731</u>

Restricted funds payments are in respect of amounts received for distribution to various organisations or for specific purposes related to church activities, including the Fellowship Fund which is for distribution of small gifts to members of the church fellowship to encourage them at times of financial or other distress.

Designated funds payments are made from the Emergency Relief Fund and Mission Fund.

## 8. Establishment

	2024	2024	2024	2023
	Unrestricted	Endowment	Total	Total
	funds	funds	Funds	Funds
	£	£	£	£
Buildings	38,277		38,277	19,273
Utilities	10,749		10,749	12,187
Cleaning	10,877		10,877	11,665
Telecommunications	838		838	596
Photocopying	2,029		2,029	1,460
Insurance	4,461		4,461	4,325
Licenses/Subs	4,343		4,343	4,277
Office expenses	4,437		4,437	4,649
Publicity	1,107		1,107	1,070
Depreciation	-	8,725	8,725	10,062
Other	167		167	173
	<u>77,285</u>	<u>8,725</u>	<u>86,010</u>	<u>69,736</u>

The increase in the building expense is mainly because of the replacement gas pipework in Sports hall, the service charge on upgrading the general lighting to LED in Oak Hall and upgrading of AV link between sanctuary and Oak Hall.

## 9. Activities

	2024	2023
	Unrestricted	Unrestricted
	funds	funds
	£	£
Friday Heroes	4,007	3,207
Friday Knights & Friday Legends	688	949
Story & Song	493	983
Holiday at Home	-	843
Capernwray trip	747	3,560
Seniors	853	475
Church weekend	-	2,412
Youth & children	861	921
Events	2,885	420
Worship	1,364	1,540
Outreach	2,219	2,739
Discipleship	1,195	539
Renew 100	421	114
Men @ Crofton	110	254
Women @ Crofton	299	-
Big Church Read	-	1,182
Other	-	15
	<u>16,142</u>	<u>20,154</u>

The expenditure from the Capernwray trip is decreased as less people are going and the participants paid their accommodation themselves.

The expenditure from the Events increased during the year as more activities held, thus more new stuffs and materials were purchased.

## 10. Assets

	Church Premises	Manse	Fixtures and Fittings	Office Equipment	Audio- visual Equipment	Total
Cost or valuation	£	£	£	£	£	£
At 1st January 2024	967,529	542,000	74,793	23,320	89,999	1,697,641
Additions					8,131	8,131
At 31st December 2024	967,529	542,000	74,793	23,320	98,130	1,705,772
Depreciation	£	£	£	£	£	£
At 1st January 2024			72,256	23,314	71,787	167,357
Charge for year			654	6	8,065	8,725
At 31st December 2024			72,910	23,320	79,852	176,082
Net book value	£	£	£	£	£	£
At 1st January 2024	967,529	542,000	2,537	6	18,212	1,530,284
At 31st December 2024	967,529	542,000	1,883	-	18,278	1,529,690

Expenditure on audio-visual equipment during the year was for a new projector.  
All of the assets are used for charitable purposes.

## 11. Debtors

	2024	2023
	£	£
HMRC (Gift Aid)	31,765	26,763
Sundry	-	1,067
	<u>31,765</u>	<u>27,830</u>

## 12. Bank and Cash

	2024	2023
	£	£
Baptists Together	85,274	85,274
Barclays Bank plc	95,487	74,881
CAF	22,114	41,085
Cash	2,194	2,095
	<u>205,069</u>	<u>203,335</u>

## 13. Creditors – amounts falling due within one year

	2024	2023
	£	£
HMRC (PAYE/NI)	4,775	3,153
Pensions	374	-
Sundry	-	1,372
Total	<u>5,149</u>	<u>4,525</u>

## 14. Pensions

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

For any month, each participating employer in the Scheme pays contributions as set out in the Schedule of Contributions in force at that time.

The Scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Scheme’s assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable towards benefits and expenses accrued in that year, plus any impact of deficiency contributions.

The Minister and members of the church staff are eligible to join the Scheme.

From January 2012, pension provision is being made through the Defined Contribution (DC) Plan within the Scheme. In general, members pay 8% of their Pensionable Income and employers pay 6% of members’ Pensionable Income into individual pension accounts, which are operated and managed on behalf of the Pension Trustee by Legal and General Life Assurance Society Limited. In addition, the employer pays a further 4% of Pensionable Income to cover Death in Service Benefits, administration costs, and an associated insurance policy which provides income protection for Scheme members in the event that they are unable to work due to long-term incapacity. This income protection policy has been insured by the Baptist Union of Great Britain with Aviva plc. The further 4% contribution rate is reduced to 3% for Employer contributions made to the Segregated DC Arrangement.

Members of the Basic Section pay reduced contributions of 5% of Pensionable Income, and their employers also pay a total of 5%.

Benefits in respect of service prior to 1 January 2012 are provided through the Defined Benefit (DB) Plan within the Scheme. The main benefits for pre-2012 service were a defined benefit 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. 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.

At the end of June 2022, the Baptist Pension Scheme signed an agreement with the insurance company Just Group (‘Just’) to secure members’ pension benefits under the Defined Benefit (‘DB’) Plan. As a result, the Scheme no longer has a shortfall. A revised statement of contributions was announced in July 2022 with deficit contributions from each participating employer in the DB Plan reducing to £1 per month from August 2022.

## 15. Restricted funds

	1st January 2024 £	Incoming resources £	Resources expended £	Transfers £	31st December 2024 £
Fellowship Fund	91	3,220	2,401	-	910
Missionary Fund	1,078	136	-	-	1,214
	<u>1,169</u>	<u>3,356</u>	<u>2,401</u>	<u>-</u>	<u>2,124</u>

The Fellowship Fund receives donations from members of the congregation and regular amounts from the church. This is used to make gifts to members of the church fellowship to encourage them at times of financial or other distress.

The Missionary Fund receives donations from members of the congregation for distribution to missionary organisations.

## 16. Designated funds

	1st January 2024 £	Resources expended £	Transfers £	31st December 2024 £
Emergency Relief Fund	1,000	500	-	500
Mission Fund	5,164	500	-	4,664
Sinking Fund	25,824	-	-	25,824
Contingency Reserve Fund	35,000	-	-	35,000
	<u>66,988</u>	<u>1,000</u>	<u>-</u>	<u>65,988</u>

The Emergency Relief Fund is used to respond to appeals for money from missionary or aid organisations in respect of major disasters.

The Mission Fund is in respect of a legacy received during 2011. The payment made from the Fund this year was a contribution to the travel costs of a member of the congregation taking part in a missionary trip

The Sinking Fund relates to amounts set aside to cover major repairs such as roofing, heating etc.

In order to meet ongoing obligations and provide for contingency events, a Contingency Reserve Fund is held and is reviewed annually. The review in 2024 recommended no increase to the fund.

## 17. Unrestricted funds

	1st January 2024 £	Incoming resources £	Resources expended £	Transfers £	31st December 2024 £
General Fund	158,483	318,711	305,489	-	171,705

## 18. Analysis of net assets

	Fixed assets	Net current assets	Total 2024
	£	£	£
Endowment Funds	1,529,689	(8,131)	1,521,558
Restricted Funds	-	2,123	2,123
Designated funds	-	65,988	65,988
Unrestricted Funds	-	171,705	171,705
	<u>1,529,689</u>	<u>231,686</u>	<u>1,761,375</u>

	Fixed assets	Net current assets	Total 2023
	£	£	£
Endowment Funds	1,530,283		1,530,283
Restricted Funds		1,169	1,169
Designated funds		66,988	66,988
Unrestricted Funds		158,483	158,483
	<u>1,530,283</u>	<u>226,640</u>	<u>1,756,923</u>

## 19. Related charities

The custodian Trustee of the church is the Baptist Union Corporation Limited (charity number 249635), and which is controlled by the Baptist Union Council. The church is also a member of the Baptist Union of Great Britain, the London Baptist Association and Cedarmore Housing Association Limited.

The church made donations to the Baptist Union Home Mission Scheme and Baptist World Mission, as set out in note 7.

The church received grants from Crofton Early Learners (CEL) totalling £16,000 (2023 - £15,427). CEL is considered to be part of the church's outreach to the local community, therefore any liability arising in respect of CEL ceasing to operate would be borne by Crofton Baptist Church.

## **CROFTON BAPTIST CHURCH**

### **Legal information:**

The Church is a Registered Charity No 1134220.

### **Church address:**

Crofton Baptist Church  
100 Crofton Lane  
Orpington,  
BR5 1HD

### **Trustees:**

The Trustees of Crofton Baptist Church during the year and up until the date of their annual report are the Minister, Associate Minister, Chair, Church Manager Community Worker, Elders and members of the Leadership Team (LT).

Diane Moss (Chair of Trustees, Elder) – appointed on 1 January 2025  
Chris Munday (Chair of Trustees and LT member) – resigned on 15 November 2024  
Adrian Judd (Minister)  
Moises Mendoza (Associate Minister)  
Andrew Crowson (Church Manager, Elder and LT member)  
Sara Bottomley (Community Worker, Elder and LT member)  
Simon Li (Chair of Finance Team, LT member)  
Wole Adelaye (Elder and LT member)  
Femi Adesanya (LT member)  
Helen Williams (LT member)  
Kola Olounbanjo (LT member)  
Rachel Davis (LT member)  
Lisa Adams (LT member) – appointed on 1 January 2025

### **Bankers:**

Barclays Bank plc  
229 High Street  
Orpington  
Kent, BR5 1LT

Charities Aid Foundation  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent, ME19 4JQ

### **Solicitors:**

Wellers  
45 Tweedy Road  
Bromley  
Kent, BR1 3NF

### **Independent Examiner:**

Emmanuel Bajungu  
26 Clay Wood Close,  
Orpington,  
BR6 0TA

## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees of Crofton Baptist Church (Charity no. 1134220) on the accounts for the year ended 31st December 2024 set out on pages 6 to 18.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2024.

### Responsibilities and basis of report

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

I report in respect of my examination of the Trust'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 Act.

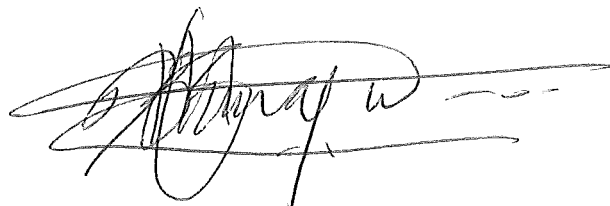
### Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants (ACCA).

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



Emmanuel Bajungu, ACCA  
26 Clay Wood Close,  
Orpington,  
BR6 0TA

Date:

30/10/2025



**CROFTON BAPTIST CHURCH, ORPINGTON, KENT**

England & Wales - Charity number 1134220

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# Accounts

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## CROFTON BAPTIST CHURCH – ANNUAL REPORT 2023

### Statutory Information:

#### Registered Address:

100 Crofton Lane  
Orpington  
BR5 1HD

As from 09/02/2010, Crofton Baptist Church (CBC) became a registered charity. CBC's Registered Charity number is 1134220.

#### Trustees:

Rev Adrian Judd (Pastor) - paid - from 01/09/12  
Rev Moises Mendoza (Associate Pastor) - paid - from 01/04/23  
Wole Adeloye (Elder)  
David Coles (Elder)  
Andrew Crowson (Church Manager & Elder) - paid - from 07/09/16  
Peter Newton (Chair of Finance Team/Treasurer)

Rachel Davis  
Helen Williams  
Femi Adesanya  
Kola Olounbanjo  
Simon Li  
Sara Bottomley (Community Worker & Elder) - paid - from 01/09/13

#### Property Trustees:

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

#### Bankers:

Barclays Bank PLC  
229 High Street  
Orpington  
BR6 0JU  
  
CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
ME19 4JQ

#### Independent Examiner:

Mark Jarrold  
23 Repton Road  
Orpington  
BR6 9HR

## Annual Report for 2023

The charity trustees present their Annual Report and Financial Statements for 2023.

### Charitable Object

The Charity is governed by a constitution 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 Limited, on trusts which are entirely compatible with the above object.

### Organisational Structure and Decision-Making Process

Crofton Baptist Church is an unincorporated association with Managing Trustees appointed by a meeting of members (the "Church Meeting"). Church membership is open to all who profess repentance towards God and faith in the Lord Jesus Christ. They also accept the deity of the Lord Jesus Christ, the authority of the Holy Scriptures and the interpretation of them usually called Evangelical.

In accordance with the Constitution, the Church Meeting appoints the Trustees, (consisting of the Pastor and Leadership Team), to be responsible for the spiritual leadership, oversight, and administration of the church, including the financial and legal aspects of the charity. Specific duties are assigned by the Trustees to each person by mutual agreement. New Trustees receive a pack of appropriate documentation, as listed in the document "**Briefing New CBC Leadership Team Members**". The Trustees submit relevant matters to the Church Meeting for guidance, or matters may be raised by members in the Church Meeting for further consideration by the Trustees. The Church seeks to work by consensus wherever possible, though the constitution permits decisions to

be made at Church Meetings by appropriate majorities. All members are encouraged to take an appropriate part in the spiritual and practical tasks involved in the furtherance of the charitable objective.

**The Church Meeting has responsibility for the overall policy of the church, the appointment of the Charity Trustees**, and meets regularly (not less than four times per year). There were five meetings during 2023. These included a Special Church meeting on 22/01/23 to appoint an Associate Pastor. The AGM was held in person on 16/07/23. The Pastors and other staff are appointed in accordance with the Church Constitution. Charity Trustees are elected for a period of 3 years and are eligible for re-election at the end of their period of service. The Church Secretary and the Chair of the Finance Team are chosen annually by the Charity Trustees from among themselves, subject to ratification by the membership at the next Church Meeting.

## **Objectives and Activities**

### **Introduction**

The Mission Statement and Objectives of the Church continue to be as follows:

#### **Crofton Baptist Church Mission Statement – ‘Helping people follow Jesus’**

#### **Crofton Baptist Church Vision –**

**“We exist to help people to become fully committed and equipped disciples of Jesus Christ”**

#### **We will do this through:**

- **Jesus’ centred preaching and teaching**
- **Prayer that is both personal and corporate**
- **Loving relationships across the generations**
- **Serving others as we identify and use our spiritual gifts**
- **Passionate outreach both at home and overseas**
- **Engaging with our society in ways that are culturally relevant**
- **Joyful and creative worship that is grounded in Scripture**

#### **This means:**

- **Being committed to personal spiritual growth through the regular reading of God’s word**
- **Living as a disciple of Jesus every day of the week**
- **Belonging to an appropriate small group / home group**
- **Learning to share our faith in Christ in natural and unforced ways**
- **Being involved in a group/activity within our local community**
- **Sharing our resources for the sake of the kingdom and for the care of others**
- **Playing our part in a church that lives up to the image of being a church that follows Jesus Christ**
- **Complete submission to the Holy Spirit in both decision-making and behaviour**

The church is committed to this vision which includes growing its interest in global mission, developing compassion ministries, and caring for people in the community. It is possible to see this commitment in the work carried out by members of the church in serving the local, wider regional, and global communities.

## **Ministry Team Structure**

Additionally, the church has a Ministry Team structure in place. During 2023 the nine teams have overseen various areas of church life; Youth, Community, Fellowship, Mission, Pastoral Care and Prayer, Finance, Support, Seniors, Children, and the Sunday Service Ministry Team. These teams encourage members to be fully involved in the work of the church exercising their gifts and using their skills.

## **Church Life**

The church is committed to helping all its members grow as faithful followers and worshippers of Jesus Christ and servants of other people in the church and wider community. Sunday services provide opportunities for teaching and worship. They are also an opportunity to encourage members to be active in serving others and telling them about Jesus. Members of the Church also enjoy fun events and eating together. The services are live-streamed and then the recordings are placed on the church’s YouTube channel. The numbers of business meetings were as follows: Leadership Team – 7 plus informal prayer meetings; Church Meetings – 5.

The Church AGM approved the annual report and annual accounts for 2022. It also considered strategy and vision for the year ahead. The regular annual Charity Trustee Election took place during November when Chris Munday was appointed as an Elder and Femi Adesanya was reappointed as a non-eldership trustee. All those elected begin 3-year terms from 01/01/24.

The church membership at the end of December 2022 totalled 148 and at the end of 2023, having taken account of deaths, people moving on and new members joining, it was 155. 4 adults have been baptised by immersion during

the year. On 11<sup>th</sup> March 2023 Crofton Baptist Church lost its last surviving founder member, Pam Davies, who had set us an example of commitment, vision, and zeal for just over 65 years!

## **Achievements and Performance**

Several important objectives had been agreed by the Charity Trustees and Church Meeting for 2023 including:

1. Associate Pastor Appointment - to proceed with this appointment, aiming for the chosen applicant to commence their role as soon as possible – **this objective was carried forward from 2021.**
2. To begin the process of transition from the term 'Church Member' to 'Church Partner' in order to better encapsulate the responsibilities of the role.

In addition, each Ministry Team set objectives for 2023 consistent with the overall objectives and those of the team itself as outlined in its original brief.

**OBJECTIVE 1** - Rev Moises Mendoza was appointed as the Associate Pastor at a Special Church meeting held on 22/01/23 and took up his appointment on 01/04/23.

**OBJECTIVE 2** - Good progress on was made during the year. This project will be progressed slowly and sensitively with completion expected during 2024.

In addition to the formal objectives set above the following activities were completed:

- the fellowship participated in the Church Big Read using the book 'The Church of Tomorrow' by John McGinley. This was accompanied by a sermon series
- a Lectio course was held using material provided by the organisation 24/7 Prayer.
- the Community Worker was granted well deserved sabbatical leave during August and September.
- a Church Big Day Out took place in September.
- a Young Adults Group was established to strengthen and encourage this age group.
- a Walk Through Nativity event was held which many families from the surrounding community attended and enjoyed.

The following objectives were set for 2024:

1. Launch a new website with a wider range of feature to enhance communication within the fellowship and beyond.
2. Complete the transition to church covenant partnership.
3. To run an apologetics course entitled 'Beyond Belief' for the benefit of the community.
4. Conduct a review of the Mission Ministry Team activities and the systems and procedures for supporting mission organisations.
5. Consider how to address the issue that the Main Worship Area is now virtually full on Sundays. Congregation growth will require innovative thinking.
6. Establish a Prayer Room using the model provided by the organisation 24/7 Prayer.

## **Finance Ministry Team:**

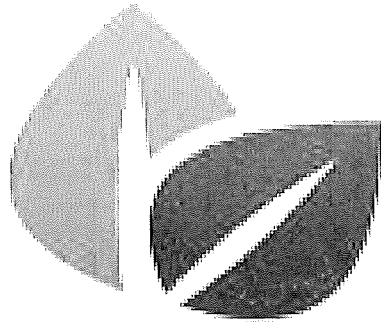
The financial results for the year ended 31 December 2023 are set out in the accompanying Financial Statements, together with a summary of the accounting policies adopted by the charity.

The church continues to raise the funds needed to carry on its activities from within its own membership and congregation, and in this accounting year no wider public appeal was made for funds. At the end of this accounting year the church employed 4 people. The church depends heavily on volunteers among its membership in all aspects of its activities, many of which involve little or no expenditure but nevertheless contribute substantially to the achievement of its objectives. Online giving options are available and cashless giving via a mobile phone app will be introduced during 2024.

As an expression of its role in the life of the wider church, the charity made grants to national and international organisations and societies whose aims, and objectives are compatible with this church's own charitable purpose (Details are listed in the attached document "**Accounts for the Year Ended 31 December 2023**").

During November 2020, the Finance Team formulated a revised reserves policy. The finances of the church are not dependent on any one income stream; for instance, it receives no income from investments other than bank account interest and does not depend on a few large donors. The church owns a minister's residence and all its other assets outright. Throughout the year, the Fellowship Fund provided support to many members who were in financial need, including pensioners and those on benefits.

Crofton Baptist Church has appropriate insurance for its buildings and contents and Employer's Liability Insurance, as recommended and provided by the Baptist Insurance Company PLC.



**CROFTON  
BAPTIST  
CHURCH**

**Helping people follow Jesus**

ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

Statement of Financial Activities

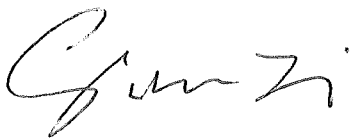
For the period from 1st January 2023 to 31st December 2023

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	Total funds £	2022 Total funds £
<b>Income from:</b>							
Donations and gifts	2	244,540		9,993		254,533	272,954
Income from activities	3	17,397				17,397	8,293
Investments	4	3,615				3,615	461
Other income	5						2,044
<b>Total income</b>		<b>265,552</b>		<b>9,993</b>		<b>275,545</b>	<b>283,751</b>
<b>Expenditure on charitable activities:</b>							
Ministry	6	139,142				139,142	78,189
Grants	7	43,197	1,500	5,034		49,731	62,705
Establishment	8	59,675			10,062	69,737	50,419
Activities	9	20,153				20,153	15,504
<b>Total expenditure</b>		<b>262,166</b>	<b>1,500</b>	<b>5,034</b>	<b>10,062</b>	<b>278,762</b>	<b>206,816</b>
<b>Net income / (expenditure) resources before transfer</b>		<b>3,386</b>	<b>(1,500)</b>	<b>4,959</b>	<b>(10,062)</b>	<b>(3,218)</b>	<b>76,935</b>
Transfers		49,072	17,100	(66,172)			
<b>Net movement in funds</b>		<b>52,457</b>	<b>15,600</b>	<b>(61,213)</b>	<b>(10,062)</b>	<b>(3,219)</b>	<b>76,935</b>
<b>Reconciliation of funds:</b>							
Total funds brought forward		106,027	51,388	62,382	1,540,345	1,760,142	1,683,207
Total funds carried forward		158,483	66,988	1,169	1,530,283	1,756,923	1,760,142

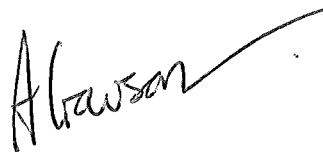
**Balance sheet at 31st December 2023**

	Notes	2023	2023	2022	2022
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	10		1,530,283		1,540,345
<b>Current assets</b>					
Debtors	11	27,830		17,474	
Bank and cash	12	<u>203,335</u>		<u>204,259</u>	
		231,165		221,733	
Creditors: Amounts falling due in one year	13	<u>4,525</u>		<u>1,936</u>	
<b>Net current assets</b>			226,640		219,797
<b>Total net assets</b>			<u>1,756,923</u>		<u>1,760,142</u>
<b>Reserves</b>					
Endowment fund			1,530,283		1,540,345
Restricted funds	15		1,169		62,382
Designated funds	16		66,988		51,388
Unrestricted funds	17		<u>158,483</u>		<u>106,027</u>
<b>Total funds</b>			<u>1,756,923</u>		<u>1,760,142</u>

These accounts were approved by the Trustees on 1/7/24 and signed on their behalf by:



Simon LI (Treasurer)



Andrew Crowson (Secretary)

## **CROFTON BAPTIST CHURCH**

### **Legal information:**

The Church is a Registered Charity No 1134220.

### **Church address:**

Crofton Baptist Church  
100 Crofton Lane  
Orpington,  
BR5 1HD

### **Trustees:**

The Trustees of Crofton Baptist Church are the Minister, Associate Minister, Community Worker, Elders and members of the Leadership Team (LT).

Wole Adelaye (Elder)  
Femi Adesanya (LT member)  
Sara Bottomley (Community Worker)  
David Coles (Elder)  
Andrew Crowson (LT member)  
Rachel Davis (LT member)  
Adrian Judd (Minister)  
Simon Li (LT member)  
Moises Mendoza (Associate Minister)  
Peter Newton (LT member)  
Kola Olounbanjo (LT member)  
Helen Williams (LT member)

### **Bankers:**

Barclays Bank plc  
229 High Street  
Orpington  
Kent, BR5 1LT

Charities Aid Foundation  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent, ME19 4JQ

### **Solicitors:**

Wellers  
45 Tweedy Road  
Bromley  
Kent, BR1 3NF

### **Independent Examiner:**

Mark Jarrold  
23 Repton Road  
Orpington  
Kent, BR6 9HR

## 1. Accounting policies.

### a. Basis of preparation.

The accounts are prepared in accordance with the Charities Statement of Recommended Practice (Charities SORP 2015), FRS102 and with the Charities Act 2011.

Crofton Baptist Church is a registered charity, no. 1134220 and meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognized at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

### b. Income recognition

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

### c. Donations

Donations are accounted for when received and, where applicable, Gift Aid is accrued.

### d. Investment income

Investment income is included in the accounts in the year in which it is received.

### e. Expenditure recognition

All expenditure is accounted for on an accruals basis. Expenditure is recognized where there is a legal or constructive obligation to make payments to third parties, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

### f. Fundraising and publicity costs

The Church does not make formal appeals for funds thus expenditure on these items is not material.

### g. Charitable Funding

The Church makes grants to other organisations whose charitable objects complement its work. It also makes grants to individuals in furtherance of the Church's charitable objectives.

### h. Fixed Assets

The main church building and the large hall are stated in the accounts at the insurance value in 1996. The manse and the extension to the church building, which was completed in 2000, is included at cost.

Furniture and equipment in the Church premises are included at cost or net realisable value.

Fixed asset expenditure is only capitalised if its cost exceeds £5,000.

#### i. Depreciation

Depreciation has not been charged on land and buildings because, in the opinion of the Trustees, the residual value of the assets is not less than the cost or valuation at which they are stated.

Depreciation on other fixed assets is calculated to write off the cost on a straight-line basis over their expected useful life, at the following rates:

Fixtures & fittings	10%
Equipment, office and audio-visual	20%

#### j. Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for specific purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for specific purposes.

Endowment funds represent those assets which must be held permanently by the charity, namely the church premises and manse. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund.

#### k. Reserves Policy

In order to meet ongoing obligations and provide for contingency events, a Reserves Policy is in place and is reviewed annually.

## 2. Donations and Gifts

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	funds	funds	Funds	Funds
	£	£	£	£
Offerings	195,026	9,289	204,315	223,058
Tax refunds	34,045	704	34,749	35,576
Grants Received	15,469		15,469	14,320
	<u>244,540</u>	<u>9,993</u>	<u>254,533</u>	<u>272,954</u>

Grants received are mainly from Crofton Early Learners for the use of church premises.

## 3. Income from Charitable activities

	2023	2022
	Unrestricted	Unrestricted
	funds	funds
	£	£
Friday Heroes	4653	2,558
Friday Knights & Friday Legends	1061	636
Capernwray trip	5327	-
Story & Song group	824	475
China Club	480	410
Holiday at Home	610	1,845
Seniors	292	144
Church weekend	627	-
Events	472	433
Renew 100	295	55
Badminton club	441	-
Men @ Crofton	210	-
Big Church Read	831	-
Other	1,275	1,737
	<u>17,398</u>	<u>8,293</u>

## 4. Investments

	2023	2022
	Unrestricted	Unrestricted
	funds	funds
	£	£
Bank interest	3,615	461

## 5. Other income

	2023	2022
	Unrestricted	Unrestricted
	funds	funds
	£	£
Insurance claim	-	2,044

## 6. Ministry

	2023	2022
	Unrestricted	Unrestricted
	funds	funds
	£	£
Salaries	112,045	79,164
Social security costs	5,883	2,563
Pension costs	4,863	3,958
Release of pension liability	-	(15,228)
Interest cost of pension liability	-	319
Training	2,966	264
Staff expenses	4,339	2,834
Visiting speakers	100	505
Manse	8,946	3,810
	<u>139,142</u>	<u>78,189</u>

The Associate Minister started work in April 2023.

Much of the church management is carried out without charge by volunteers. This intangible cost is not included in the Statement of Financial Activities since there is no measurable cost to the volunteers for their service.

The Minister, Associate Minister, Community Worker and Church Manager are both trustees and paid employees. The Minister's benefits include the provision of manse accommodation owned by the church.

No employee received emoluments in excess of £60,000 during the year (2022 - none).

No sums were reimbursed to the Trustees for their work as Trustees, either in respect of salaries or expenses. (2022 - none).

Two employees participate in the Baptist Pension Scheme Defined Contribution (DC) Plan. The other employees, including the Minister, participate in pension schemes from other providers.

## 7. Grants

	2023	2023	2023	2023	2022
	Unrestricted	Designated	Restricted	Total	Total
	funds	funds	funds	Funds	Funds
	£	£	£	£	£
SAT-7 Trust	7,000			7,000	7,001
BU Home Mission	7,000			7,000	6,998
BMS World Mission	7,500			7,500	22,457
Living Leadership	3,500			3,500	3,500
Spinnaker Trust	2,000			2,000	1,998
UCCF	2,500			2,500	2,500
Heatons	3,500		780	4,280	4,490
Fellowship Fund	6,335		296	6,631	6,933
Health and Education Nepal	1,000	500	1,271	2,771	2,073
Release International	1,000			1,000	1,010
Education Plus	1,500		63	1,563	1,500
Churches Together in Orpington					200
Orpington Food Bank					610
Tear Fund	11	600	2,624	3,235	500
Other	351	400		751	936
	<u>43,197</u>	<u>1,500</u>	<u>5,034</u>	<u>49,731</u>	<u>62,705</u>

Restricted funds payments are in respect of amounts received for distribution to various organisations or for specific purposes related to church activities, including the Fellowship Fund which is for distribution of small gifts to members of the church fellowship to encourage them at times of financial or other distress.

Designated funds payments are made from the Emergency Relief Fund and Mission Fund.

## 8. Establishment

	2023	2023	2023	2022
	Unrestricted	Endowment	Total	Total
	funds	funds	Funds	Funds
	£	£	£	£
Buildings	19,273		19,273	11,336
Utilities	12,187		12,187	5,288
Cleaning	11,665		11,665	7,115
Telecommunications	596		596	814
Photocopying	1,460		1,460	2,017
Insurance	4,325		4,325	3,930
Licenses/Subs	4,277		4,277	3,688
Office expenses	4,649		4,649	3,242
Publicity	1,070		1,070	1,684
Depreciation		10,062	10,062	9,735
Other	173		173	1,569
	<u>59,675</u>	<u>10,062</u>	<u>69,737</u>	<u>50,419</u>

Other expenditure in 2022 includes £1266 for work on the church garden.

## 9. Activities

	2023	2022
	Unrestricted	Unrestricted
	funds	funds
	£	£
Friday Heroes	3,207	2,670
Friday Knights & Friday Legends	949	483
Story & Song group	983	488
Holiday at Home	843	1,338
Seniors	475	189
Capernwray trip	3,560	-
Youth & children	921	1,220
Church weekend	2,412	-
Events	420	657
Worship	1,540	2,714
Outreach	2,739	3,736
Discipleship	539	1,770
Renew 100	114	218
Men @ Crofton	254	-
Big Church Read	1,182	-
Other	15	21
	<u>20,153</u>	<u>15,504</u>

## 10. Assets

	Church Premises	Manse	Fixtures and Fittings	Office Equipment	Audio- visual Equipment	Total
Cost or valuation	£	£	£	£	£	£
At 1st January 2023	967,529	542,000	74,793	23,320	89,999	1,697,641
Additions						
At 31st December 2023	967,529	542,000	74,793	23,320	89,999	1,697,641
Depreciation	£	£	£	£	£	£
At 1st January 2023			71,602	23,314	62,381	157,297
Charge for year			654		9,406	10,060
At 31st December 2023			72,256	23,314	71,787	167,357
Net book value	£	£	£	£	£	£
At 1st January 2023	967,529	542,000	3,191	6	27,618	1,540,345
At 31st December 2023	967,529	542,000	2537	6	18,212	1,530,284

There was no new expenditure on fixed assets during the year.

All of the assets are used for charitable purposes.

## 11. Debtors

	2023	2022
	£	£
HMRC (Gift Aid)	26,763	17,274
Sundry	1,067	200
	<u>27,830</u>	<u>17,474</u>

## 12. Bank and Cash

	2023	2022
	£	£
Baptists Together	85,274	40,072
Barclays Bank plc	74,881	81,040
CAF	41,085	82,665
Cash	2,095	482
	<u>203,335</u>	<u>204,259</u>

### 13. Creditors – amounts falling due within one year

	2023	2022
	£	£
HMRC (PAYE/NI)	3,153	1,710
Pensions	-	26
Sundry	1,373	200
Total	<u>4,526</u>	<u>1,936</u>

### 14. Pensions

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

For any month, each participating employer in the Scheme pays contributions as set out in the Schedule of Contributions in force at that time.

The Scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Scheme’s assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable towards benefits and expenses accrued in that year, plus any impact of deficiency contributions.

The Minister and members of the church staff are eligible to join the Scheme.

From January 2012, pension provision is being made through the Defined Contribution (DC) Plan within the Scheme. In general, members pay 8% of their Pensionable Income and employers pay 6% of members’ Pensionable Income into individual pension accounts, which are operated and managed on behalf of the Pension Trustee by Legal and General Life Assurance Society Limited. In addition, the employer pays a further 4% of Pensionable Income to cover Death in Service Benefits, administration costs, and an associated insurance policy which provides income protection for Scheme members in the event that they are unable to work due to long-term incapacity. This income protection policy has been insured by the Baptist Union of Great Britain with Aviva plc. The further 4% contribution rate is reduced to 3% for Employer contributions made to the Segregated DC Arrangement.

Members of the Basic Section pay reduced contributions of 5% of Pensionable Income, and their employers also pay a total of 5%.

Benefits in respect of service prior to 1 January 2012 are provided through the Defined Benefit (DB) Plan within the Scheme. The main benefits for pre-2012 service were a defined benefit 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. 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.

At the end of June 2022, the Baptist Pension Scheme signed an agreement with the insurance company Just Group (‘Just’) to secure members’ pension benefits under the Defined Benefit (‘DB’) Plan. As a result, the Scheme no longer has a shortfall. A revised statement of contributions was announced in July 2022 with

deficit contributions from each participating employer in the DB Plan reducing to £1 per month from August 2022.

#### 15. Restricted funds

	1st January 2023 £	Incoming resources £	Resources expended £	Transfers £	31st December 2023 £
Assistant Minister Fund	62,078	4,094		(66,172)	-
Fellowship Fund	257	130	296		91
Missionary Fund	47	5,769	4,738		1,078
	<u>62,382</u>	<u>9,993</u>	<u>5,034</u>	<u>(66,172)</u>	<u>1,169</u>

The Assistant Minister Fund was opened in September 2020 to receive money pledged by the congregation in support of the employment of an Assistant Minister. The Assistant Minister started work on 1<sup>st</sup> April 2023, at which point the Fund was closed and the accumulated amount was transferred to the General Fund.

The Fellowship Fund receives donations from members of the congregation and regular amounts from the church. This is used to make gifts to members of the church fellowship to encourage them at times of financial or other distress.

The Missionary Fund receives donations from members of the congregation for distribution to missionary organisations.

#### 16. Designated funds

	1st January 2023 £	Resources expended £	Transfers £	31st December 2023 £
Emergency Relief Fund	-	1,100	2,100	1,000
Mission Fund	5,564	400		5,164
Sinking Fund	15,824		10,000	25,824
Contingency Reserve Fund	30,000		5,000	35,000
	<u>51,388</u>	<u>1,500</u>	<u>17,100</u>	<u>66,988</u>

The Emergency Relief Fund is used to respond to appeals for money from missionary or aid organisations in respect of major disasters.

The Mission Fund is in respect of a legacy received during 2011. The payment made from the Fund this year was a contribution to the travel costs of a member of the congregation taking part in a missionary trip.

The Sinking Fund relates to amounts set aside to cover major repairs such as roofing, heating etc. An additional transfer of £10,000 was made into this Fund during the year.

In order to meet ongoing obligations and provide for contingency events, a Contingency Reserve Fund is held and is reviewed annually. The review in 2023 resulted in a transfer into the Fund of £5,000 reflecting higher costs generally and, in particular, the appointment of the Assistant Minister during the year.

#### 17. Unrestricted funds

	1st January 2023 £	Incoming resources £	Resources expended £	Transfers £	31st December 2023 £
General Fund	106,027	265,552	262,166	49,072	158,483

#### 18. Analysis of net assets

	Fixed assets £	Net current assets £	Total 2023 £
Endowment Funds	1,530,283		1,530,283
Restricted Funds		1,169	1,169
Designated funds		66,988	66,988
Unrestricted Funds		158,483	158,483
	<u>1,530,283</u>	<u>226,640</u>	<u>1,756,923</u>

#### 19. Related charities

The custodian Trustee of the church is the Baptist Union Corporation Limited (charity number 249635), and which is controlled by the Baptist Union Council. The church is also a member of the Baptist Union of Great Britain, the London Baptist Association and Cedarmore Housing Association Limited.

The church made donations to the Baptist Union Home Mission Scheme and Baptist World Mission, as set out in note 7.

The church received grants from Crofton Early Learners (CEL) totalling £15,427 (2022 - £14,280). CEL is considered to be part of the church's outreach to the local community, therefore any liability arising in respect of CEL ceasing to operate would be borne by Crofton Baptist Church.

## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees and members of Crofton Baptist Church (Charity no. 1134220) on the accounts for the year ended 31st December 2023 set out on pages 2 to 14.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2023.

### Responsibilities and basis of report

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

I report in respect of my examination of the Trust'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 Act.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

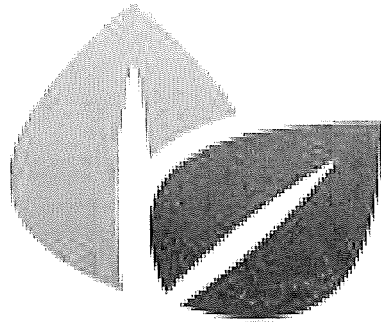
I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



M. Jarrold

Date: 30/06/24





**CROFTON  
BAPTIST  
CHURCH**

**Helping people follow Jesus**

ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

Statement of Financial Activities

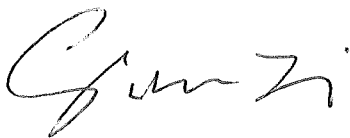
For the period from 1st January 2023 to 31st December 2023

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	Total funds £	2022 Total funds £
<b>Income from:</b>							
Donations and gifts	2	244,540		9,993		254,533	272,954
Income from activities	3	17,397				17,397	8,293
Investments	4	3,615				3,615	461
Other income	5						2,044
<b>Total income</b>		<b>265,552</b>		<b>9,993</b>		<b>275,545</b>	<b>283,751</b>
<b>Expenditure on charitable activities:</b>							
Ministry	6	139,142				139,142	78,189
Grants	7	43,197	1,500	5,034		49,731	62,705
Establishment	8	59,675			10,062	69,737	50,419
Activities	9	20,153				20,153	15,504
<b>Total expenditure</b>		<b>262,166</b>	<b>1,500</b>	<b>5,034</b>	<b>10,062</b>	<b>278,762</b>	<b>206,816</b>
<b>Net income / (expenditure) resources before transfer</b>		<b>3,386</b>	<b>(1,500)</b>	<b>4,959</b>	<b>(10,062)</b>	<b>(3,218)</b>	<b>76,935</b>
Transfers		49,072	17,100	(66,172)			
<b>Net movement in funds</b>		<b>52,457</b>	<b>15,600</b>	<b>(61,213)</b>	<b>(10,062)</b>	<b>(3,219)</b>	<b>76,935</b>
<b>Reconciliation of funds:</b>							
Total funds brought forward		106,027	51,388	62,382	1,540,345	1,760,142	1,683,207
Total funds carried forward		158,483	66,988	1,169	1,530,283	1,756,923	1,760,142

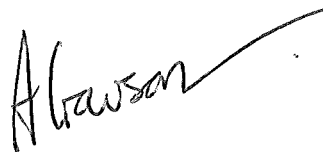
**Balance sheet at 31st December 2023**

	Notes	2023	2023	2022	2022
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	10		1,530,283		1,540,345
<b>Current assets</b>					
Debtors	11	27,830		17,474	
Bank and cash	12	<u>203,335</u>		<u>204,259</u>	
		231,165		221,733	
Creditors: Amounts falling due in one year	13	<u>4,525</u>		<u>1,936</u>	
<b>Net current assets</b>			226,640		219,797
<b>Total net assets</b>			<u>1,756,923</u>		<u>1,760,142</u>
<b>Reserves</b>					
Endowment fund			1,530,283		1,540,345
Restricted funds	15		1,169		62,382
Designated funds	16		66,988		51,388
Unrestricted funds	17		<u>158,483</u>		<u>106,027</u>
<b>Total funds</b>			<u>1,756,923</u>		<u>1,760,142</u>

These accounts were approved by the Trustees on 1/7/24 and signed on their behalf by:



Simon LI (Treasurer)



Andrew Crowson (Secretary)

## **CROFTON BAPTIST CHURCH**

### **Legal information:**

The Church is a Registered Charity No 1134220.

### **Church address:**

Crofton Baptist Church  
100 Crofton Lane  
Orpington,  
BR5 1HD

### **Trustees:**

The Trustees of Crofton Baptist Church are the Minister, Associate Minister, Community Worker, Elders and members of the Leadership Team (LT).

Wole Adelaye (Elder)  
Femi Adesanya (LT member)  
Sara Bottomley (Community Worker)  
David Coles (Elder)  
Andrew Crowson (LT member)  
Rachel Davis (LT member)  
Adrian Judd (Minister)  
Simon Li (LT member)  
Moises Mendoza (Associate Minister)  
Peter Newton (LT member)  
Kola Olounbanjo (LT member)  
Helen Williams (LT member)

### **Bankers:**

Barclays Bank plc  
229 High Street  
Orpington  
Kent, BR5 1LT

Charities Aid Foundation  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent, ME19 4JQ

### **Solicitors:**

Wellers  
45 Tweedy Road  
Bromley  
Kent, BR1 3NF

### **Independent Examiner:**

Mark Jarrold  
23 Repton Road  
Orpington  
Kent, BR6 9HR

## 1. Accounting policies.

### a. Basis of preparation.

The accounts are prepared in accordance with the Charities Statement of Recommended Practice (Charities SORP 2015), FRS102 and with the Charities Act 2011.

Crofton Baptist Church is a registered charity, no. 1134220 and meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognized at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

### b. Income recognition

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

### c. Donations

Donations are accounted for when received and, where applicable, Gift Aid is accrued.

### d. Investment income

Investment income is included in the accounts in the year in which it is received.

### e. Expenditure recognition

All expenditure is accounted for on an accruals basis. Expenditure is recognized where there is a legal or constructive obligation to make payments to third parties, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

### f. Fundraising and publicity costs

The Church does not make formal appeals for funds thus expenditure on these items is not material.

### g. Charitable Funding

The Church makes grants to other organisations whose charitable objects complement its work. It also makes grants to individuals in furtherance of the Church's charitable objectives.

### h. Fixed Assets

The main church building and the large hall are stated in the accounts at the insurance value in 1996. The manse and the extension to the church building, which was completed in 2000, is included at cost.

Furniture and equipment in the Church premises are included at cost or net realisable value.

Fixed asset expenditure is only capitalised if its cost exceeds £5,000.

#### i. Depreciation

Depreciation has not been charged on land and buildings because, in the opinion of the Trustees, the residual value of the assets is not less than the cost or valuation at which they are stated.

Depreciation on other fixed assets is calculated to write off the cost on a straight-line basis over their expected useful life, at the following rates:

Fixtures & fittings	10%
Equipment, office and audio-visual	20%

#### j. Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for specific purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for specific purposes.

Endowment funds represent those assets which must be held permanently by the charity, namely the church premises and manse. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund.

#### k. Reserves Policy

In order to meet ongoing obligations and provide for contingency events, a Reserves Policy is in place and is reviewed annually.

## 2. Donations and Gifts

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	funds	funds	Funds	Funds
	£	£	£	£
Offerings	195,026	9,289	204,315	223,058
Tax refunds	34,045	704	34,749	35,576
Grants Received	15,469		15,469	14,320
	<u>244,540</u>	<u>9,993</u>	<u>254,533</u>	<u>272,954</u>

Grants received are mainly from Crofton Early Learners for the use of church premises.

## 3. Income from Charitable activities

	2023	2022
	Unrestricted	Unrestricted
	funds	funds
	£	£
Friday Heroes	4653	2,558
Friday Knights & Friday Legends	1061	636
Capernwray trip	5327	-
Story & Song group	824	475
China Club	480	410
Holiday at Home	610	1,845
Seniors	292	144
Church weekend	627	-
Events	472	433
Renew 100	295	55
Badminton club	441	-
Men @ Crofton	210	-
Big Church Read	831	-
Other	1,275	1,737
	<u>17,398</u>	<u>8,293</u>

## 4. Investments

	2023	2022
	Unrestricted	Unrestricted
	funds	funds
	£	£
Bank interest	3,615	461

## 5. Other income

	2023	2022
	Unrestricted	Unrestricted
	funds	funds
	£	£
Insurance claim	-	2,044

## 6. Ministry

	2023	2022
	Unrestricted	Unrestricted
	funds	funds
	£	£
Salaries	112,045	79,164
Social security costs	5,883	2,563
Pension costs	4,863	3,958
Release of pension liability	-	(15,228)
Interest cost of pension liability	-	319
Training	2,966	264
Staff expenses	4,339	2,834
Visiting speakers	100	505
Manse	8,946	3,810
	<u>139,142</u>	<u>78,189</u>

The Associate Minister started work in April 2023.

Much of the church management is carried out without charge by volunteers. This intangible cost is not included in the Statement of Financial Activities since there is no measurable cost to the volunteers for their service.

The Minister, Associate Minister, Community Worker and Church Manager are both trustees and paid employees. The Minister's benefits include the provision of manse accommodation owned by the church.

No employee received emoluments in excess of £60,000 during the year (2022 - none).

No sums were reimbursed to the Trustees for their work as Trustees, either in respect of salaries or expenses. (2022 - none).

Two employees participate in the Baptist Pension Scheme Defined Contribution (DC) Plan. The other employees, including the Minister, participate in pension schemes from other providers.

## 7. Grants

	2023	2023	2023	2023	2022
	Unrestricted	Designated	Restricted	Total	Total
	funds	funds	funds	Funds	Funds
	£	£	£	£	£
SAT-7 Trust	7,000			7,000	7,001
BU Home Mission	7,000			7,000	6,998
BMS World Mission	7,500			7,500	22,457
Living Leadership	3,500			3,500	3,500
Spinnaker Trust	2,000			2,000	1,998
UCCF	2,500			2,500	2,500
Heatons	3,500		780	4,280	4,490
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Health and Education Nepal	1,000	500	1,271	2,771	2,073
Release International	1,000			1,000	1,010
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Churches Together in Orpington					200
Orpington Food Bank					610
Tear Fund	11	600	2,624	3,235	500
Other	351	400		751	936
	<u>43,197</u>	<u>1,500</u>	<u>5,034</u>	<u>49,731</u>	<u>62,705</u>

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Designated funds payments are made from the Emergency Relief Fund and Mission Fund.

## 8. Establishment

	2023	2023	2023	2022
	Unrestricted	Endowment	Total	Total
	funds	funds	Funds	Funds
	£	£	£	£
Buildings	19,273		19,273	11,336
Utilities	12,187		12,187	5,288
Cleaning	11,665		11,665	7,115
Telecommunications	596		596	814
Photocopying	1,460		1,460	2,017
Insurance	4,325		4,325	3,930
Licenses/Subs	4,277		4,277	3,688
Office expenses	4,649		4,649	3,242
Publicity	1,070		1,070	1,684
Depreciation		10,062	10,062	9,735
Other	173		173	1,569
	<u>59,675</u>	<u>10,062</u>	<u>69,737</u>	<u>50,419</u>

Other expenditure in 2022 includes £1266 for work on the church garden.

## 9. Activities

	2023	2022
	Unrestricted	Unrestricted
	funds	funds
	£	£
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Holiday at Home	843	1,338
Seniors	475	189
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Church weekend	2,412	-
Events	420	657
Worship	1,540	2,714
Outreach	2,739	3,736
Discipleship	539	1,770
Renew 100	114	218
Men @ Crofton	254	-
Big Church Read	1,182	-
Other	15	21
	<u>20,153</u>	<u>15,504</u>

## 10. Assets

	Church Premises	Manse	Fixtures and Fittings	Office Equipment	Audio- visual Equipment	Total
Cost or valuation	£	£	£	£	£	£
At 1st January 2023	967,529	542,000	74,793	23,320	89,999	1,697,641
Additions						
At 31st December 2023	967,529	542,000	74,793	23,320	89,999	1,697,641
Depreciation	£	£	£	£	£	£
At 1st January 2023			71,602	23,314	62,381	157,297
Charge for year			654		9,406	10,060
At 31st December 2023			72,256	23,314	71,787	167,357
Net book value	£	£	£	£	£	£
At 1st January 2023	967,529	542,000	3,191	6	27,618	1,540,345
At 31st December 2023	967,529	542,000	2537	6	18,212	1,530,284

There was no new expenditure on fixed assets during the year.

All of the assets are used for charitable purposes.

## 11. Debtors

	2023	2022
	£	£
HMRC (Gift Aid)	26,763	17,274
Sundry	1,067	200
	<u>27,830</u>	<u>17,474</u>

## 12. Bank and Cash

	2023	2022
	£	£
Baptists Together	85,274	40,072
Barclays Bank plc	74,881	81,040
CAF	41,085	82,665
Cash	2,095	482
	<u>203,335</u>	<u>204,259</u>

### 13. Creditors – amounts falling due within one year

	2023	2022
	£	£
HMRC (PAYE/NI)	3,153	1,710
Pensions	-	26
Sundry	1,373	200
Total	<u>4,526</u>	<u>1,936</u>

### 14. Pensions

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

For any month, each participating employer in the Scheme pays contributions as set out in the Schedule of Contributions in force at that time.

The Scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Scheme’s assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable towards benefits and expenses accrued in that year, plus any impact of deficiency contributions.

The Minister and members of the church staff are eligible to join the Scheme.

From January 2012, pension provision is being made through the Defined Contribution (DC) Plan within the Scheme. In general, members pay 8% of their Pensionable Income and employers pay 6% of members’ Pensionable Income into individual pension accounts, which are operated and managed on behalf of the Pension Trustee by Legal and General Life Assurance Society Limited. In addition, the employer pays a further 4% of Pensionable Income to cover Death in Service Benefits, administration costs, and an associated insurance policy which provides income protection for Scheme members in the event that they are unable to work due to long-term incapacity. This income protection policy has been insured by the Baptist Union of Great Britain with Aviva plc. The further 4% contribution rate is reduced to 3% for Employer contributions made to the Segregated DC Arrangement.

Members of the Basic Section pay reduced contributions of 5% of Pensionable Income, and their employers also pay a total of 5%.

Benefits in respect of service prior to 1 January 2012 are provided through the Defined Benefit (DB) Plan within the Scheme. The main benefits for pre-2012 service were a defined benefit 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. 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.

At the end of June 2022, the Baptist Pension Scheme signed an agreement with the insurance company Just Group (‘Just’) to secure members’ pension benefits under the Defined Benefit (‘DB’) Plan. As a result, the Scheme no longer has a shortfall. A revised statement of contributions was announced in July 2022 with

deficit contributions from each participating employer in the DB Plan reducing to £1 per month from August 2022.

#### 15. Restricted funds

	1st January 2023 £	Incoming resources £	Resources expended £	Transfers £	31st December 2023 £
Assistant Minister Fund	62,078	4,094		(66,172)	-
Fellowship Fund	257	130	296		91
Missionary Fund	47	5,769	4,738		1,078
	<u>62,382</u>	<u>9,993</u>	<u>5,034</u>	<u>(66,172)</u>	<u>1,169</u>

The Assistant Minister Fund was opened in September 2020 to receive money pledged by the congregation in support of the employment of an Assistant Minister. The Assistant Minister started work on 1<sup>st</sup> April 2023, at which point the Fund was closed and the accumulated amount was transferred to the General Fund.

The Fellowship Fund receives donations from members of the congregation and regular amounts from the church. This is used to make gifts to members of the church fellowship to encourage them at times of financial or other distress.

The Missionary Fund receives donations from members of the congregation for distribution to missionary organisations.

#### 16. Designated funds

	1st January 2023 £	Resources expended £	Transfers £	31st December 2023 £
Emergency Relief Fund	-	1,100	2,100	1,000
Mission Fund	5,564	400		5,164
Sinking Fund	15,824		10,000	25,824
Contingency Reserve Fund	30,000		5,000	35,000
	<u>51,388</u>	<u>1,500</u>	<u>17,100</u>	<u>66,988</u>

The Emergency Relief Fund is used to respond to appeals for money from missionary or aid organisations in respect of major disasters.

The Mission Fund is in respect of a legacy received during 2011. The payment made from the Fund this year was a contribution to the travel costs of a member of the congregation taking part in a missionary trip.

The Sinking Fund relates to amounts set aside to cover major repairs such as roofing, heating etc. An additional transfer of £10,000 was made into this Fund during the year.

In order to meet ongoing obligations and provide for contingency events, a Contingency Reserve Fund is held and is reviewed annually. The review in 2023 resulted in a transfer into the Fund of £5,000 reflecting higher costs generally and, in particular, the appointment of the Assistant Minister during the year.

#### 17. Unrestricted funds

	1st January 2023 £	Incoming resources £	Resources expended £	Transfers £	31st December 2023 £
General Fund	106,027	265,552	262,166	49,072	158,483

#### 18. Analysis of net assets

	Fixed assets £	Net current assets £	Total 2023 £
Endowment Funds	1,530,283		1,530,283
Restricted Funds		1,169	1,169
Designated funds		66,988	66,988
Unrestricted Funds		158,483	158,483
	<u>1,530,283</u>	<u>226,640</u>	<u>1,756,923</u>

#### 19. Related charities

The custodian Trustee of the church is the Baptist Union Corporation Limited (charity number 249635), and which is controlled by the Baptist Union Council. The church is also a member of the Baptist Union of Great Britain, the London Baptist Association and Cedarmore Housing Association Limited.

The church made donations to the Baptist Union Home Mission Scheme and Baptist World Mission, as set out in note 7.

The church received grants from Crofton Early Learners (CEL) totalling £15,427 (2022 - £14,280). CEL is considered to be part of the church's outreach to the local community, therefore any liability arising in respect of CEL ceasing to operate would be borne by Crofton Baptist Church.

## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees and members of Crofton Baptist Church (Charity no. 1134220) on the accounts for the year ended 31st December 2023 set out on pages 2 to 14.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2023.

### Responsibilities and basis of report

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

I report in respect of my examination of the Trust'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 Act.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



M. Jarrold

Date: 30/06/24



**CROFTON BAPTIST CHURCH, ORPINGTON, KENT**

England & Wales - Charity number 1134220

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# Accounts

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## CROFTON BAPTIST CHURCH – ANNUAL REPORT 2022

### Statutory Information:

#### Registered Address:

100 Crofton Lane  
Orpington  
BR5 1HD

As from 09/02/2010, Crofton Baptist Church (CBC) became a registered charity. CBC's Registered Charity number is 1134220.

#### Trustees:

Rev Adrian Judd (Pastor) - paid - from 01/09/12  
Wole Adeloye (Elder)  
David Coles (Elder)  
Christopher Munday (Elder)  
Andrew Crowson (Church Manager) - paid - from 07/09/16

Peter Newton (Chair of Finance Team/Treasurer)

Rachel Davis  
Eric Quartey  
Femi Adesanya  
Philip Walter  
Sara Bottomley (Community Worker) - paid - from 01/09/13

#### Property Trustees:

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

#### Bankers:

Barclays Bank PLC  
229 High Street  
Orpington  
Kent  
BR6 0JU

#### Independent Examiner:

Mark Jarrold  
60 Ravensbury Road  
Orpington BR5 2NN

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent ME19 4JQ

HSBC  
249 High St  
Orpington BR6 0NR

### Annual Report for 2022

The trustees present their Annual Report and Financial Statements for 2022.

#### Charitable Object

The Charity is governed by a Constitution 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 Limited, on Trusts which are entirely compatible with the above object.

#### Organisational Structure and Decision-Making Process

Crofton Baptist Church is an unincorporated association with Managing Trustees appointed by a meeting of members (the "Church Meeting"). Church membership is open to all who profess repentance towards God and faith in the Lord Jesus Christ. They also accept the deity of the Lord Jesus Christ, the authority of the Holy Scriptures and the interpretation of them usually called Evangelical.

In accordance with the Constitution, the Church Meeting appoints the Trustees, (consisting of the Pastor and Leadership Team), to be responsible for the spiritual leadership, oversight, and administration of the church, including the financial and legal aspects of the charity. Specific duties are assigned by the Trustees to each person by mutual agreement. New Trustees receive a pack of appropriate documentation, as listed in the document "**Briefing New CBC Leadership Team Members**". The Trustees submit relevant matters to the Church Meeting for guidance, or matters may be raised by members in the Church Meeting for further consideration by the

Trustees. The Church seeks to work by consensus wherever possible, though the Constitution permits decisions to be made at Church Meetings by appropriate majorities. All members are encouraged to take an appropriate part in the spiritual and practical tasks involved in the furtherance of the charitable objective.

**The Church Meeting has responsibility for the overall policy of the church, the appointment of the Charity Trustees**, and meets regularly (not less than four times per year). There were four meetings during 2022. The AGM was held in person and via Zoom on 26/06/22. The Pastor and other staff are appointed in accordance with the Church Constitution. Charity Trustees are elected for a period of 3 years and are eligible for re-election at the end of their period of service. The Church Secretary and the Chair of the Finance Team are chosen annually by the Charity Trustees from among themselves, subject to ratification by the membership at the next Church Meeting.

## **Objectives and Activities**

### **Introduction**

The Mission Statement and Objectives of the Church continue to be as follows:

#### **Crofton Baptist Church Mission Statement – ‘Helping people follow Jesus’**

#### **Crofton Baptist Church Vision –**

**“We exist to help people to become fully committed and equipped disciples of Jesus Christ”**

#### **We will do this through:**

- **Jesus’ centred preaching and teaching**
- **Prayer that is both personal and corporate**
- **Loving relationships across the generations**
- **Serving others as we identify and use our spiritual gifts**
- **Passionate outreach both at home and overseas**
- **Engaging with our society in ways that are culturally relevant**
- **Joyful and creative worship that is grounded in Scripture**

#### **This means:**

- **Being committed to personal spiritual growth through the regular reading of God’s word**
- **Living as a disciple of Jesus every day of the week**
- **Belonging to an appropriate small group / home group**
- **Learning to share our faith in Christ in natural and unforced ways**
- **Being involved in a group/ activity within our local community**
- **Sharing our resources for the sake of the kingdom and for the care of others**
- **Playing our part in a church that lives up to the image of being a church that follows Jesus Christ**
- **Complete submission to the Holy Spirit in both decision-making and behaviour**

The church is committed to this vision which includes growing its interest in global mission, developing compassion ministries and to caring for people in the community. It is possible to see this commitment in the work carried out by members of the church in serving the local, wider regional, and global communities.

## **Ministry Team Structure**

Additionally, the church has a Ministry Team structure in place. During 2022 the nine teams have overseen various areas of church life; Youth, Community, Fellowship, Mission, Pastoral Care and Prayer, Finance, Support, Seniors, Children, and the Sunday Service Ministry Team. These teams encourage members to be fully involved in the work of the church exercising their gifts and using their skills.

## **Church Life**

The church is committed to helping all its members grow as faithful followers and worshippers of Jesus Christ and servants of other people in the church and wider community. Sunday services provide opportunities for teaching and worship. They are also an opportunity to encourage members to be active in serving others and telling them about Jesus. Members of the Church also enjoy fun events and eating together. The services are live-streamed and then the recordings are placed on the church’s YouTube channel. The numbers of business meetings were as follows: Leadership Team – 11 (one of which was a half-day strategy meeting) plus informal prayer meetings; Church Meetings – 4

The Church AGM approved the annual report and annual accounts for 2021. It also considered strategy and vision for the year ahead. The regular annual Charity Trustee Election took place during November when Wole Adeyoye and David Coles were re-elected to serve as Elders, Andrew Crowson and Sara Bottomley were elected to serve as Elders and Rachel Davis, Helen Williams, Kola Olounbanjo and Simon Li were elected to as non-eldership trustees. All those elected begin 3-year terms from 01/01/23.

The church membership at the end of December 2021 totalled 149 and at the end of 2022, having taken account of deaths, people moving on and new members joining, it was 148. 5 adults have been baptised by immersion during the year.

### **Achievements and Performance**

Several important objectives had been agreed by the Charity Trustees and Church Meeting for 2022:

1. Associate Pastor Appointment - to proceed with this appointment, aiming for the chosen applicant to commence their role as soon as possible – **this objective was carried forward from 2021.**
2. Preparation of a Five-Year Vision Document - to attempt to be more strategic in our thinking and planning during the next five years – **this objective was carried forward from 2021.**
3. To continue progress towards the formation of a Discipleship Ministry Team – **this objective was carried forward from 2021.**
4. Appointment of a Families/Youth/Children worker - to proceed with this appointment, aiming for the chosen applicant to commence their role as soon as possible.
5. To begin the process of transition from the term 'Church Member' to 'Church Partner' in order to better encapsulate the responsibilities of the role.

In addition, each Ministry Team set objectives for 2022 consistent with the overall objectives and those of the team itself as outlined in its original brief.

**OBJECTIVE 1** - Good progress on was made during the year, with positive conversations about a possible candidate during September 2022. These progressed towards an appointment which may take place during 2023.

**OBJECTIVE 2** - This objective is still outstanding and may be addressed during 2023.

**OBJECTIVE 3** - This objective is still outstanding and may be addressed during 2023.

**OBJECTIVE 4** - Good progress on was made during the year, with positive conversations with a possible candidate. However, the candidate withdrew from the process. Further consideration will be necessary during 2023.

**OBJECTIVE 5** - Good progress on was made during the year, including a sermon and discussion paper produced by Adrian and positive conversations at church meetings affirming the need for the transition. This project will be progressed slowly and sensitively during 2023.

In addition to the above objectives:

- a new digital sound system was installed during the year which has enabled significant improvements.
- a new electric keyboard was purchased to improve the facilities available to the worship group.
- the fellowship celebrated the Queen's Platinum Jubilee with a special worship service.

### **Finance Ministry Team:**

The financial results for the year ended 31 December 2022 are set out in the accompanying Financial Statements, together with a summary of the accounting policies adopted by the charity.

The church continues to raise the funds needed to carry on its activities from within its own membership and congregation, and in this accounting year no wider public appeal was made for funds. At the end of this accounting year the church employed 3 people. The church depends heavily on volunteers among its membership in all aspects of its activities, many of which involve little or no expenditure but nevertheless contribute substantially to the achievement of its objectives. Online giving options were explored and implemented during 2021.

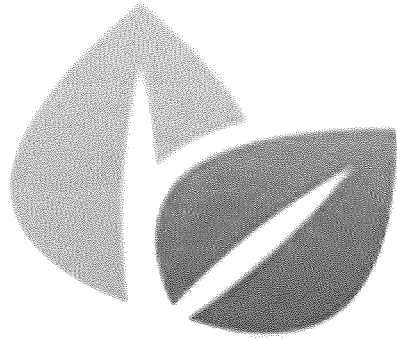
As an expression of its role in the life of the wider church, the charity made grants to national and international organisations and societies whose aims, and objectives are compatible with this church's own charitable purpose (Details are listed in the attached document "**Accounts for the Year Ended 31 December 2022**").

The budget for 2023 was prepared during December 2022.

During November 2020, the Finance Team formulated a revised reserves policy. The finances of the church are not dependent on any one income stream; for instance, it receives no income from investments other than bank account interest and does not depend on a few large donors. The church owns a minister's residence and all its other assets outright.

Throughout the year, the Fellowship Fund provided support to many members who were in financial need, including pensioners and those on benefits.

Crofton Baptist Church has appropriate insurance for its buildings and contents and Employer's Liability Insurance, as recommended and provided by the Baptist Insurance Company PLC.



**CROFTON**  
BAPTIST  
**CHURCH**

**Helping people follow Jesus**

ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2022

Statement of Financial Activities

For the period from 01 January 2022 to 31 December 2022

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	Total funds £	2022	2021
<b>Income from:</b>								
Donations and gifts	2	229,497		43,457		272,954	221,751	
Income from activities	3	8,293				8,293	11,979	
Investments	4	461				461	13	
Other income	5	2,044				2,044	620	
<b>Total income</b>		<b>240,294</b>		<b>43,457</b>		<b>283,751</b>	<b>234,363</b>	
<b>Expenditure on charitable activities:</b>								
Ministry	6	78,189				78,189	90,993	
Grants	7	41,446	1,000	20,259		62,705	46,407	
Establishment	8	40,683			9,735	50,419	54,410	
Activities	9	15,504				15,504	8,121	
<b>Total expenditure</b>		<b>175,822</b>	<b>1,000</b>	<b>20,259</b>	<b>9,735</b>	<b>206,816</b>	<b>199,931</b>	
<b>Net income / (expenditure) resources before transfer</b>		<b>64,472</b>	<b>(1,000)</b>	<b>23,198</b>	<b>(9,735)</b>	<b>76,935</b>	<b>34,432</b>	
<b>Transfers</b>		<b>(8,423)</b>	<b>800</b>		<b>7,623</b>			
<b>Net movement in funds</b>		<b>56,049</b>	<b>(200)</b>	<b>23,198</b>	<b>(2,112)</b>	<b>76,935</b>	<b>34,432</b>	
<b>Reconciliation of funds:</b>								
<b>Total funds brought forward</b>		<b>49,977</b>	<b>51,588</b>	<b>39,184</b>	<b>1,542,456</b>	<b>1,683,207</b>	<b>1,648,774</b>	
<b>Total funds carried forward</b>		<b>106,027</b>	<b>51,388</b>	<b>62,382</b>	<b>1,540,345</b>	<b>1,760,142</b>	<b>1,683,207</b>	

**Balance sheet at 31st December 2022**

	Notes	2022	2022	2021	2021
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	10		1,540,345		1,542,456
<b>Current assets</b>					
Debtors	11	17,474		8,138	
Bank and cash	12	<u>204,259</u>		<u>152,235</u>	
		221,733		160,373	
Creditors: Amounts falling due in one year	13	<u>1,936</u>		<u>2,524</u>	
<b>Net current assets</b>			<u>219,797</u>		<u>157,849</u>
<b>Net assets excluding pension liability</b>			1,760,142		1,700,305
Defined benefit pension scheme liability	14				17,100
<b>Total net assets</b>			<u>1,760,142</u>		<u>1,683,205</u>
<b>Reserves</b>					
Endowment fund			1,540,345		1,542,456
Restricted funds	16		62,382		39,184
Designated funds	17		51,388		51,588
Unrestricted funds			<u>106,027</u>		<u>49,977</u>
<b>Total funds</b>			<u>1,760,142</u>		<u>1,683,205</u>

These accounts were approved by the Trustees on

and signed on their behalf by:



Peter Newton (Treasurer)



Andrew Crowson (Secretary)

## **CROFTON BAPTIST CHURCH**

### **Legal information:**

The Church is a Registered Charity No 1134220.

### **Church address:**

Crofton Baptist Church  
100 Crofton Lane  
Orpington,  
BR5 1HD

### **Trustees:**

The Trustees of Crofton Baptist Church were the Minister, Elders and members of the Leadership Team (LT).

Wole Adeloje (Elder)  
Femi Adesanya (LT member)  
Sara Bottomley (Community Worker)  
David Coles (Elder)  
Andrew Crowson (LT member)  
Rachel Davis (LT member)  
Adrian Judd (Minister)  
Christopher Munday (Elder)  
Peter Newton (LT member)  
Eric Quartey (LT member)  
Phil Walter (LT member)

### **Bankers:**

Barclays Bank plc  
229 High Street  
Orpington  
Kent, BR5 1LT

Charities Aid Foundation  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent, ME19 4JQ

HSBC  
249 HighStreet  
Orpington  
Kent BR6 0NR

### **Solicitors:**

Wellers  
45 Tweedy Road  
Bromley  
Kent, BR1 3NF

### **Independent Examiner:**

Mark Jarrold  
23 Repton Road  
Orpington  
Kent, BR6 9HR

## **1. Accounting policies.**

### **a. Basis of preparation.**

The accounts are prepared in accordance with the, Charities Statement of Recommended Practice (Charities SORP 2015), FRS102 and with the Charities Act 2011.

Crofton Baptist Church is a registered charity, no. 1134220 and meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognized at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

### **b. Income recognition**

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

### **c. Donations**

Donations are accounted for when received and, where applicable, Gift Aid is accrued.

### **d. Investment income**

Investment income is included in the accounts in the year in which it is received.

### **e. Expenditure recognition**

All expenditure is accounted for on an accruals basis. Expenditure is recognized where there is a legal or constructive obligation to make payments to third parties, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

### **f. Fundraising and publicity costs**

The Church does not make formal appeals for funds thus expenditure on these items is not material.

### **g. Charitable Funding**

The Church makes grants to other organisations whose charitable objects complement its work. It also makes grants to individuals in furtherance of the Church's charitable objectives.

### **h. Fixed Assets**

The main church building and the large hall are stated in the accounts at the insurance value in 1996. The manse and the extension to the church building, which was completed in 2000, is included at cost.

Furniture and equipment in the Church premises are included at cost or net realisable value.

Fixed asset expenditure is only capitalised if its cost exceeds £5,000.

#### i. Depreciation

Depreciation has not been charged on land and buildings because, in the opinion of the Trustees, the residual value of the assets is not less than the cost or valuation at which they are stated.

Depreciation on other fixed assets is calculated to write off the cost on a straight-line basis over their expected useful life, at the following rates:

Fixtures & fittings	10%
Equipment, office and audio-visual	20%

#### j. Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for specific purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for specific purposes.

Endowment funds represent those assets which must be held permanently by the charity, namely the church premises and manse. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund.

#### k. Reserves Policy

In order to meet ongoing obligations and provide for contingency events, a Reserves Policy is in place and is reviewed annually.

## 2. Donations and Gifts

	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total Funds £	2021 Total Funds £
Offerings	182,171	40,887	223,058	179,440
Tax refunds	33,006	2,570	35,576	31,913
Grants Received	14,320		14,320	10,398
	<u>229,497</u>	<u>43,457</u>	<u>272,954</u>	<u>221,751</u>

Grants received are mainly from Crofton Early Learners for the use of church premises.

## 3. Income from Charitable activities

	2022 Unrestricted funds £	2021 Unrestricted funds £
Friday Heroes	2,962	383
Holiday at Home	1,845	926
Seniors	144	-
Events	433	-
Other	2,909	10,670
	<u>8,293</u>	<u>11,979</u>

Other includes, in 2021, £9641 from the settlement of a long-standing debt arising from outstanding rent of the Manse, being accumulated interest and reimbursement of legal fees.

## 4. Investments

	2022 Unrestricted funds £	2021 Unrestricted funds £
Bank interest	461	13

## 5. Other income

	2022 Unrestricted funds £	2021 Unrestricted funds £
Insurance claim	2,044	620

## 6. Ministry

	2022	2021
	Unrestricted	Unrestricted
	funds	funds
	£	£
Salaries	79,164	77,233
Social security costs	2,563	3,003
Pension costs	3,958	3,862
Actuarial (gains)/losses on re-measurement of pension liability		(809)
Release of pension liability	(15,228)	
Interest cost of pension liability	319	79
Training	264	1,682
Staff expenses	2,834	1,563
Visiting speakers	505	210
Manse	3,810	4,170
	<u>78,189</u>	<u>90,993</u>

Much of the church management is carried out without charge by volunteers. This intangible cost is not included in the Statement of Financial Activities since there is no measurable cost to the volunteers for their service.

The Minister and Church Manager are both trustees and paid employees. The Minister's benefits include the provision of manse accommodation owned by the church.

No employee received emoluments in excess of £60,000 during the year (2021 - none).

No sums were reimbursed to the Trustees for their work as Trustees, either in respect of salaries or expenses. (2021 - none).

One employee participates in the Baptist Pension Scheme Defined Contribution (DC) Plan. The other employees, including the Minister, participate in pension schemes from other providers.

## 7. Grants

	2022 Unrestricted funds £	2022 Designated funds £	2022 Restricted funds £	2022 Total Funds £	2021 Total Funds £
SAT-7 Trust	7,001			7,001	7,501
BU Home Mission	6,998			6,998	7,296
BMS World Mission	9,545	500	12,412	22,457	7,952
Living Leadership	3,500			3,500	3,994
Spinnaker Trust	1,998			1,998	2,503
UCCF	2,500			2,500	3,500
Heatons	3,500		990	4,490	3,990
Fellowship Fund	2,700		4,233	6,933	4,558
Nepal	59		2,014	2,073	3,165
Release International	1,010			1,010	
Education Plus	1,500			1,500	
Churches Together in Orpington	200			200	
Orpington Food Bank			610	610	
Tear Fund		500		500	300
Cedarmore Housing					304
Tools With A Mission					304
Christians Against Poverty					150
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Jamaica Appeal					300
Other	936			936	213
	<u>41,446</u>	<u>1,000</u>	<u>20,259</u>	<u>62,705</u>	<u>46,407</u>

Restricted funds payments are in respect of amounts received for distribution to various organisations or for specific purposes related to church activities, including the Fellowship Fund which is for distribution of small gifts to members of the church fellowship to encourage them at times of financial or other distress.

Designated funds payments are made from the Emergency Relief Fund.

## 8. Establishment

	2022 Unrestricted funds £	2022 Endowment funds £	2022 Total Funds £	2021 Total Funds £
Buildings	11,336		11,336	14,262
Utilities	5,288		5,288	7,286
Cleaning	7,115		7,115	7,271
Telecommunications	814		814	548
Photocopying	2,017		2,017	2,485
Insurance	3,930		3,930	3,485
Licenses/Subs	3,688		3,688	4,566
Office expenses	3,242		3,242	4,443
Publicity	1,684		1,684	1,349
Depreciation		9,735	9,735	8,379
Other	1,569		1,569	336
	<u>40,684</u>	<u>9,735</u>	<u>50,419</u>	<u>54,410</u>

Other expenditure includes £1266 for work on the church garden.

## 9. Activities

	2022 Unrestricted funds £	2021 Unrestricted funds £
Friday Heroes	2,670	603
Holiday at Home	1,338	774
Seniors	189	292
Youth & children	2,191	424
Events	657	203
Worship	2,714	3,563
Outreach	3,736	1,266
Discipleship	1,770	483
Other	239	513
	<u>15,504</u>	<u>8,121</u>

## 10. Assets

	Church Premises	Manse	Fixtures and Fittings	Office Equipment	Audio- visual Equipment	Total
Cost or valuation	£	£	£	£	£	£
At 1st January 2022	967,529	542,000	74,793	23,320	82,375	1,690,017
Additions					7,624	7,624
At 31st December 2022	967,529	542,000	74,793	23,320	89,999	1,697,641
Depreciation	£	£	£	£	£	£
At 1st January 2022			70,948	22,114	54,500	147,562
Charge for year			654	1,200	7,881	9,735
At 31st December 2022			71,602	23,314	62,381	157,297
Net book value	£	£	£	£	£	£
At 1st January 2022	967,529	542,000	3,845	1,206	27,875	1,542,456
At 31st December 2022	967,529	542,000	3,191	6	27,618	1,540,345

Expenditure on audio-visual equipment was for a new sound desk.

All of the assets are used for charitable purposes.

## 11. Debtors

	2022	2021
	£	£
HMRC (Gift Aid)	17,274	8,138
Sundry	200	
	<u>17,474</u>	<u>8,138</u>

## 12. Bank and Cash

	2022	2021
	£	£
Baptists Together	40,072	
Barclays Bank plc	81,040	59,815
CAF	82,665	91,074
HSBC		923
Cash	482	423
	<u>204,259</u>	<u>152,235</u>

### 13. Creditors – amounts falling due within one year

	2022	2021
	£	£
HMRC (PAYE/NI)	1,710	1,761
Pensions	26	26
Sundry	200	737
Total	<u>1,936</u>	<u>2,524</u>

### 14. Defined benefit pension scheme liability

	2022	2021
	£	£
Baptist Union Pension Scheme	-	17,100

Section 28.11A of FRS 102 requires agreed deficit recovery payments to be recognised as a liability. The movement in the provision is set out in the table below.

Accounting date (year ending):	31 December 2022	31 December 2021
	£	£
Balance sheet liability at year start	17,100	21,526
Deficiency contributions paid	(2,191)	(3,695)
Interest cost	319	79
Remaining change to balance sheet liability*		(809)
Release of liability	(15,228)	
Balance sheet liability at year end	-	17,100

\* Comprises any change in agreed deficit recovery plan and change in assumptions between year-ends.

At the end of June 2022, the Baptist Pension Scheme signed an agreement with the insurance company Just Group ('Just') to secure members' pension benefits under the Defined Benefit ('DB') Plan. As a result, the Scheme no longer has a shortfall. A revised statement of contributions was announced in July 2022 with deficit contributions from each participating employer in the DB Plan reducing to £1 per month from August 2022.

## 15. Pensions

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

For any month, each participating employer in the Scheme pays contributions as set out in the Schedule of Contributions in force at that time.

The Scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Scheme’s assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable towards benefits and expenses accrued in that year, plus any impact of deficiency contributions.

The Minister and members of the church staff are eligible to join the Scheme.

From January 2012, pension provision is being made through the Defined Contribution (DC) Plan within the Scheme. In general, members pay 8% of their Pensionable Income and employers pay 6% of members’ Pensionable Income into individual pension accounts, which are operated and managed on behalf of the Pension Trustee by Legal and General Life Assurance Society Limited. In addition, the employer pays a further 4% of Pensionable Income to cover Death in Service Benefits, administration costs, and an associated insurance policy which provides income protection for Scheme members in the event that they are unable to work due to long-term incapacity. This income protection policy has been insured by the Baptist Union of Great Britain with Aviva plc. The further 4% contribution rate is reduced to 3% for Employer contributions made to the Segregated DC Arrangement.

Members of the Basic Section pay reduced contributions of 5% of Pensionable Income, and their employers also pay a total of 5%.

Benefits in respect of service prior to 1 January 2012 are provided through the Defined Benefit (DB) Plan within the Scheme. The main benefits for pre-2012 service were a defined benefit 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. 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.

## 16. Restricted funds

	1st January 2022 £	Incoming resources £	Resources expended £	31st December 2022 £
Assistant Minister Fund	38,827	23,241		62,078
Fellowship Fund		4,490	4,233	257
Missionary Fund	347	15,726	16,026	47
	<u>39,184</u>	<u>43,457</u>	<u>20,259</u>	<u>62,382</u>

The Assistant Minister Fund was opened in September 2020 to receive money pledged by the congregation in support of the employment of an Assistant Minister. No appointment to this post was made in 2020, 2021 and 2022.

The Fellowship Fund receives donations from members of the congregation and regular amounts from the church. This is used to make gifts to members of the church fellowship to encourage them at times of financial or other distress.

The Missionary Fund receives donations from members of the congregation for distribution to missionary organisations.

## 17. Designated funds

	1st January 2022 £	Resources expended £	Transfers £	31st December 2022 £
Emergency Relief Fund	200	1,000	800	
Mission Fund	5,564			5,564
Sinking Fund	15,824			15,824
Contingency Reserve Fund	30,000			30,000
	<u>51,588</u>	<u>1,000</u>	<u>800</u>	<u>51,388</u>

The Emergency Relief Fund is used to respond to appeals for money from missionary or aid organisations in respect of major disasters.

The Mission Fund is in respect of a legacy received during 2011. No expenditure was made from this fund in 2022.

The Sinking Fund relates to amounts set aside to cover major repairs such as roofing, heating etc. No expenditure was made from this fund in 2022.

In order to meet ongoing obligations and provide for contingency events, a Contingency Reserve Fund is held and is reviewed annually.

## 18. Analysis of net assets

	Fixed assets	Net current assets	Total 2022
	£	£	£
Endowment Funds	1,540,345		1,540,345
Restricted Funds		62,382	62,382
Designated funds		51,388	51,388
Unrestricted Funds		106,027	106,027
	<u>1,540,345</u>	<u>219,797</u>	<u>1,760,142</u>

## 19. Related charities

The custodian Trustee of the church is the Baptist Union Corporation Limited (charity number 249635), and which is controlled by the Baptist Union Council. The church is also a member of the Baptist Union of Great Britain, the London Baptist Association and Cedarmore Housing Association Limited.

The church made donations to the Baptist Union Home Mission Scheme and Baptist World Mission, as set out in note 7.

The church received grants from Crofton Early Learners (CEL) totalling £14,280 (2021 - £10,360). CEL is considered to be part of the church's outreach to the local community, therefore any liability arising in respect of CEL ceasing to operate would be borne by Crofton Baptist Church.

## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

**Report to the trustees and members of Crofton Baptist Church (Charity no. 1134220) on the accounts for the year ended 31st December 2022 set out on pages 2 to 15.**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2022.

### **Responsibilities and basis of report**

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

I report in respect of my examination of the Trust'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 Act.

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

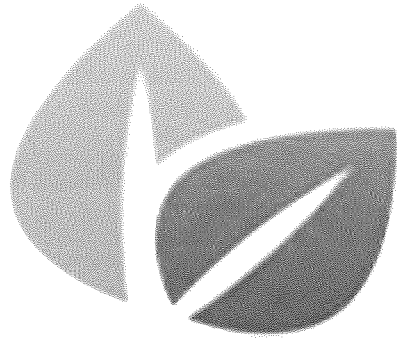
- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



M. Jarrold

Date: 30/09/2023.



**CROFTON**  
BAPTIST  
**CHURCH**

**Helping people follow Jesus**

ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2022

Statement of Financial Activities  
For the period from 01 January 2022 to 31 December 2022

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	Total funds £	2022	2021
<b>Income from:</b>								
Donations and gifts	2	229,497		43,457		272,954	221,751	
Income from activities	3	8,293				8,293	11,979	
Investments	4	461				461	13	
Other income	5	2,044				2,044	620	
<b>Total income</b>		<b>240,294</b>		<b>43,457</b>		<b>283,751</b>	<b>234,363</b>	
<b>Expenditure on charitable activities:</b>								
Ministry	6	78,189				78,189	90,993	
Grants	7	41,446	1,000	20,259		62,705	46,407	
Establishment	8	40,683			9,735	50,419	54,410	
Activities	9	15,504				15,504	8,121	
<b>Total expenditure</b>		<b>175,822</b>	<b>1,000</b>	<b>20,259</b>	<b>9,735</b>	<b>206,816</b>	<b>199,931</b>	
<b>Net income / (expenditure) resources before transfer</b>		<b>64,472</b>	<b>(1,000)</b>	<b>23,198</b>	<b>(9,735)</b>	<b>76,935</b>	<b>34,432</b>	
<b>Transfers</b>		<b>(8,423)</b>	<b>800</b>		<b>7,623</b>			
<b>Net movement in funds</b>		<b>56,049</b>	<b>(200)</b>	<b>23,198</b>	<b>(2,112)</b>	<b>76,935</b>	<b>34,432</b>	
<b>Reconciliation of funds:</b>								
<b>Total funds brought forward</b>		<b>49,977</b>	<b>51,588</b>	<b>39,184</b>	<b>1,542,456</b>	<b>1,683,207</b>	<b>1,648,774</b>	
<b>Total funds carried forward</b>		<b>106,027</b>	<b>51,388</b>	<b>62,382</b>	<b>1,540,345</b>	<b>1,760,142</b>	<b>1,683,207</b>	

**Balance sheet at 31st December 2022**

	Notes	2022	2022	2021	2021
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	10		1,540,345		1,542,456
<b>Current assets</b>					
Debtors	11	17,474		8,138	
Bank and cash	12	<u>204,259</u>		<u>152,235</u>	
		221,733		160,373	
Creditors: Amounts falling due in one year	13	<u>1,936</u>		<u>2,524</u>	
<b>Net current assets</b>			<u>219,797</u>		<u>157,849</u>
<b>Net assets excluding pension liability</b>			1,760,142		1,700,305
Defined benefit pension scheme liability	14				17,100
<b>Total net assets</b>			<u>1,760,142</u>		<u>1,683,205</u>
<b>Reserves</b>					
Endowment fund			1,540,345		1,542,456
Restricted funds	16		62,382		39,184
Designated funds	17		51,388		51,588
Unrestricted funds			<u>106,027</u>		<u>49,977</u>
<b>Total funds</b>			<u>1,760,142</u>		<u>1,683,205</u>

These accounts were approved by the Trustees on

and signed on their behalf by:



Peter Newton (Treasurer)



Andrew Crowson (Secretary)

## **CROFTON BAPTIST CHURCH**

### **Legal information:**

The Church is a Registered Charity No 1134220.

### **Church address:**

Crofton Baptist Church  
100 Crofton Lane  
Orpington,  
BR5 1HD

### **Trustees:**

The Trustees of Crofton Baptist Church were the Minister, Elders and members of the Leadership Team (LT).

Wole Adeloje (Elder)  
Femi Adesanya (LT member)  
Sara Bottomley (Community Worker)  
David Coles (Elder)  
Andrew Crowson (LT member)  
Rachel Davis (LT member)  
Adrian Judd (Minister)  
Christopher Munday (Elder)  
Peter Newton (LT member)  
Eric Quartey (LT member)  
Phil Walter (LT member)

### **Bankers:**

Barclays Bank plc  
229 High Street  
Orpington  
Kent, BR5 1LT

Charities Aid Foundation  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent, ME19 4JQ

HSBC  
249 HighStreet  
Orpington  
Kent BR6 0NR

### **Solicitors:**

Wellers  
45 Tweedy Road  
Bromley  
Kent, BR1 3NF

### **Independent Examiner:**

Mark Jarrold  
23 Repton Road  
Orpington  
Kent, BR6 9HR

## **1. Accounting policies.**

### **a. Basis of preparation.**

The accounts are prepared in accordance with the, Charities Statement of Recommended Practice (Charities SORP 2015), FRS102 and with the Charities Act 2011.

Crofton Baptist Church is a registered charity, no. 1134220 and meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognized at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

### **b. Income recognition**

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

### **c. Donations**

Donations are accounted for when received and, where applicable, Gift Aid is accrued.

### **d. Investment income**

Investment income is included in the accounts in the year in which it is received.

### **e. Expenditure recognition**

All expenditure is accounted for on an accruals basis. Expenditure is recognized where there is a legal or constructive obligation to make payments to third parties, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

### **f. Fundraising and publicity costs**

The Church does not make formal appeals for funds thus expenditure on these items is not material.

### **g. Charitable Funding**

The Church makes grants to other organisations whose charitable objects complement its work. It also makes grants to individuals in furtherance of the Church's charitable objectives.

### **h. Fixed Assets**

The main church building and the large hall are stated in the accounts at the insurance value in 1996. The manse and the extension to the church building, which was completed in 2000, is included at cost.

Furniture and equipment in the Church premises are included at cost or net realisable value.

Fixed asset expenditure is only capitalised if its cost exceeds £5,000.

#### i. Depreciation

Depreciation has not been charged on land and buildings because, in the opinion of the Trustees, the residual value of the assets is not less than the cost or valuation at which they are stated.

Depreciation on other fixed assets is calculated to write off the cost on a straight-line basis over their expected useful life, at the following rates:

Fixtures & fittings	10%
Equipment, office and audio-visual	20%

#### j. Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for specific purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for specific purposes.

Endowment funds represent those assets which must be held permanently by the charity, namely the church premises and manse. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund.

#### k. Reserves Policy

In order to meet ongoing obligations and provide for contingency events, a Reserves Policy is in place and is reviewed annually.

## 2. Donations and Gifts

	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total Funds £	2021 Total Funds £
Offerings	182,171	40,887	223,058	179,440
Tax refunds	33,006	2,570	35,576	31,913
Grants Received	14,320		14,320	10,398
	<u>229,497</u>	<u>43,457</u>	<u>272,954</u>	<u>221,751</u>

Grants received are mainly from Crofton Early Learners for the use of church premises.

## 3. Income from Charitable activities

	2022 Unrestricted funds £	2021 Unrestricted funds £
Friday Heroes	2,962	383
Holiday at Home	1,845	926
Seniors	144	-
Events	433	-
Other	2,909	10,670
	<u>8,293</u>	<u>11,979</u>

Other includes, in 2021, £9641 from the settlement of a long-standing debt arising from outstanding rent of the Manse, being accumulated interest and reimbursement of legal fees.

## 4. Investments

	2022 Unrestricted funds £	2021 Unrestricted funds £
Bank interest	461	13

## 5. Other income

	2022 Unrestricted funds £	2021 Unrestricted funds £
Insurance claim	2,044	620

## 6. Ministry

	2022	2021
	Unrestricted funds	Unrestricted funds
	£	£
Salaries	79,164	77,233
Social security costs	2,563	3,003
Pension costs	3,958	3,862
Actuarial (gains)/losses on re-measurement of pension liability		(809)
Release of pension liability	(15,228)	
Interest cost of pension liability	319	79
Training	264	1,682
Staff expenses	2,834	1,563
Visiting speakers	505	210
Manse	3,810	4,170
	<u>78,189</u>	<u>90,993</u>

Much of the church management is carried out without charge by volunteers. This intangible cost is not included in the Statement of Financial Activities since there is no measurable cost to the volunteers for their service.

The Minister and Church Manager are both trustees and paid employees. The Minister's benefits include the provision of manse accommodation owned by the church.

No employee received emoluments in excess of £60,000 during the year (2021 - none).

No sums were reimbursed to the Trustees for their work as Trustees, either in respect of salaries or expenses. (2021 - none).

One employee participates in the Baptist Pension Scheme Defined Contribution (DC) Plan. The other employees, including the Minister, participate in pension schemes from other providers.

## 7. Grants

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Living Leadership	3,500			3,500	3,994
Spinnaker Trust	1,998			1,998	2,503
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Heatons	3,500		990	4,490	3,990
Fellowship Fund	2,700		4,233	6,933	4,558
Nepal	59		2,014	2,073	3,165
Release International	1,010			1,010	
Education Plus	1,500			1,500	
Churches Together in Orpington	200			200	
Orpington Food Bank			610	610	
Tear Fund		500		500	300
Cedarmore Housing					304
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Jamaica Appeal					300
Other	936			936	213
	<u>41,446</u>	<u>1,000</u>	<u>20,259</u>	<u>62,705</u>	<u>46,407</u>

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Designated funds payments are made from the Emergency Relief Fund.

## 8. Establishment

	2022 Unrestricted funds £	2022 Endowment funds £	2022 Total Funds £	2021 Total Funds £
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Utilities	5,288		5,288	7,286
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Photocopying	2,017		2,017	2,485
Insurance	3,930		3,930	3,485
Licenses/Subs	3,688		3,688	4,566
Office expenses	3,242		3,242	4,443
Publicity	1,684		1,684	1,349
Depreciation		9,735	9,735	8,379
Other	1,569		1,569	336
	<u>40,684</u>	<u>9,735</u>	<u>50,419</u>	<u>54,410</u>

Other expenditure includes £1266 for work on the church garden.

## 9. Activities

	2022 Unrestricted funds £	2021 Unrestricted funds £
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Worship	2,714	3,563
Outreach	3,736	1,266
Discipleship	1,770	483
Other	239	513
	<u>15,504</u>	<u>8,121</u>

## 10. Assets

	Church Premises	Manse	Fixtures and Fittings	Office Equipment	Audio- visual Equipment	Total
Cost or valuation	£	£	£	£	£	£
At 1st January 2022	967,529	542,000	74,793	23,320	82,375	1,690,017
Additions					7,624	7,624
At 31st December 2022	967,529	542,000	74,793	23,320	89,999	1,697,641
Depreciation	£	£	£	£	£	£
At 1st January 2022			70,948	22,114	54,500	147,562
Charge for year			654	1,200	7,881	9,735
At 31st December 2022			71,602	23,314	62,381	157,297
Net book value	£	£	£	£	£	£
At 1st January 2022	967,529	542,000	3,845	1,206	27,875	1,542,456
At 31st December 2022	967,529	542,000	3,191	6	27,618	1,540,345

Expenditure on audio-visual equipment was for a new sound desk.

All of the assets are used for charitable purposes.

## 11. Debtors

	2022	2021
	£	£
HMRC (Gift Aid)	17,274	8,138
Sundry	200	
	<u>17,474</u>	<u>8,138</u>

## 12. Bank and Cash

	2022	2021
	£	£
Baptists Together	40,072	
Barclays Bank plc	81,040	59,815
CAF	82,665	91,074
HSBC		923
Cash	482	423
	<u>204,259</u>	<u>152,235</u>

### 13. Creditors – amounts falling due within one year

	2022	2021
	£	£
HMRC (PAYE/NI)	1,710	1,761
Pensions	26	26
Sundry	200	737
Total	<u>1,936</u>	<u>2,524</u>

### 14. Defined benefit pension scheme liability

	2022	2021
	£	£
Baptist Union Pension Scheme	-	17,100

Section 28.11A of FRS 102 requires agreed deficit recovery payments to be recognised as a liability. The movement in the provision is set out in the table below.

Accounting date (year ending):	31 December 2022	31 December 2021
	£	£
Balance sheet liability at year start	17,100	21,526
Deficiency contributions paid	(2,191)	(3,695)
Interest cost	319	79
Remaining change to balance sheet liability*		(809)
Release of liability	(15,228)	
Balance sheet liability at year end	-	17,100

\* Comprises any change in agreed deficit recovery plan and change in assumptions between year-ends.

At the end of June 2022, the Baptist Pension Scheme signed an agreement with the insurance company Just Group ('Just') to secure members' pension benefits under the Defined Benefit ('DB') Plan. As a result, the Scheme no longer has a shortfall. A revised statement of contributions was announced in July 2022 with deficit contributions from each participating employer in the DB Plan reducing to £1 per month from August 2022.

## 15. Pensions

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

For any month, each participating employer in the Scheme pays contributions as set out in the Schedule of Contributions in force at that time.

The Scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable towards benefits and expenses accrued in that year, plus any impact of deficiency contributions.

The Minister and members of the church staff are eligible to join the Scheme.

From January 2012, pension provision is being made through the Defined Contribution (DC) Plan within the Scheme. In general, members pay 8% of their Pensionable Income and employers pay 6% of members' Pensionable Income into individual pension accounts, which are operated and managed on behalf of the Pension Trustee by Legal and General Life Assurance Society Limited. In addition, the employer pays a further 4% of Pensionable Income to cover Death in Service Benefits, administration costs, and an associated insurance policy which provides income protection for Scheme members in the event that they are unable to work due to long-term incapacity. This income protection policy has been insured by the Baptist Union of Great Britain with Aviva plc. The further 4% contribution rate is reduced to 3% for Employer contributions made to the Segregated DC Arrangement.

Members of the Basic Section pay reduced contributions of 5% of Pensionable Income, and their employers also pay a total of 5%.

Benefits in respect of service prior to 1 January 2012 are provided through the Defined Benefit (DB) Plan within the Scheme. The main benefits for pre-2012 service were a defined benefit 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. 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.

## 16. Restricted funds

	1st January 2022 £	Incoming resources £	Resources expended £	31st December 2022 £
Assistant Minister Fund	38,827	23,241		62,078
Fellowship Fund		4,490	4,233	257
Missionary Fund	347	15,726	16,026	47
	<u>39,184</u>	<u>43,457</u>	<u>20,259</u>	<u>62,382</u>

The Assistant Minister Fund was opened in September 2020 to receive money pledged by the congregation in support of the employment of an Assistant Minister. No appointment to this post was made in 2020, 2021 and 2022.

The Fellowship Fund receives donations from members of the congregation and regular amounts from the church. This is used to make gifts to members of the church fellowship to encourage them at times of financial or other distress.

The Missionary Fund receives donations from members of the congregation for distribution to missionary organisations.

## 17. Designated funds

	1st January 2022 £	Resources expended £	Transfers £	31st December 2022 £
Emergency Relief Fund	200	1,000	800	
Mission Fund	5,564			5,564
Sinking Fund	15,824			15,824
Contingency Reserve Fund	30,000			30,000
	<u>51,588</u>	<u>1,000</u>	<u>800</u>	<u>51,388</u>

The Emergency Relief Fund is used to respond to appeals for money from missionary or aid organisations in respect of major disasters.

The Mission Fund is in respect of a legacy received during 2011. No expenditure was made from this fund in 2022.

The Sinking Fund relates to amounts set aside to cover major repairs such as roofing, heating etc. No expenditure was made from this fund in 2022.

In order to meet ongoing obligations and provide for contingency events, a Contingency Reserve Fund is held and is reviewed annually.

## 18. Analysis of net assets

	Fixed assets	Net current assets	Total 2022
	£	£	£
Endowment Funds	1,540,345		1,540,345
Restricted Funds		62,382	62,382
Designated funds		51,388	51,388
Unrestricted Funds		106,027	106,027
	<u>1,540,345</u>	<u>219,797</u>	<u>1,760,142</u>

## 19. Related charities

The custodian Trustee of the church is the Baptist Union Corporation Limited (charity number 249635), and which is controlled by the Baptist Union Council. The church is also a member of the Baptist Union of Great Britain, the London Baptist Association and Cedarmore Housing Association Limited.

The church made donations to the Baptist Union Home Mission Scheme and Baptist World Mission, as set out in note 7.

The church received grants from Crofton Early Learners (CEL) totalling £14,280 (2021 - £10,360). CEL is considered to be part of the church's outreach to the local community, therefore any liability arising in respect of CEL ceasing to operate would be borne by Crofton Baptist Church.

## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

**Report to the trustees and members of Crofton Baptist Church (Charity no. 1134220) on the accounts for the year ended 31st December 2022 set out on pages 2 to 15.**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2022.

### **Responsibilities and basis of report**

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

I report in respect of my examination of the Trust'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 Act.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



M. Jarrold

Date: 30/09/2023.

**CROFTON BAPTIST CHURCH, ORPINGTON, KENT**

England & Wales - Charity number 1134220

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# Accounts

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## CROFTON BAPTIST CHURCH – ANNUAL REPORT 2021

### Statutory Information:

#### Registered Address:

100 Crofton Lane  
Orpington  
BR5 1HD

As from 09/02/2010, Crofton Baptist Church (CBC) became a registered charity. CBC's Registered Charity number is 1134220.

#### Trustees:

Rev Adrian Judd (Pastor) - paid - from 01/09/12  
Wole Adeloye (Elder)  
David Coles (Elder)  
Christopher Munday (Elder)  
Andrew Crowson (Church Manager) - paid - from 07/09/16

Deanne Davies (Church Secretary)  
Peter Newton (Chair of Finance Team/Treasurer)  
Rachel Davis  
Diane Moss  
Eric Quartey  
Femi Adesanya  
Philip Walter

#### Property Trustees:

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

#### Bankers:

Barclays Bank PLC  
229 High Street  
Orpington  
Kent  
BR6 0JU

#### Independent Examiner:

Mark Jarrold  
60 Ravensbury Road  
Orpington BR5 2NN

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent ME19 4JQ

HSBC  
249 High St  
Orpington BR6 0NR

### Annual Report for 2021

The trustees present their Annual Report and Financial Statements for 2021.

#### Charitable Object

The Charity is governed by a Constitution 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 Limited, on Trusts which are entirely compatible with the above object.

#### Organisational Structure and Decision-Making Process

Crofton Baptist Church is an unincorporated association with Managing Trustees appointed by a meeting of members (the "Church Meeting"). Church membership is open to all who profess repentance towards God and faith in the Lord Jesus Christ. They also accept the deity of the Lord Jesus Christ, the authority of the Holy Scriptures and the interpretation of them usually called Evangelical.

In accordance with the Constitution, the Church Meeting appoints the Trustees, (consisting of the Pastor and Leadership Team), to be responsible for the spiritual leadership, oversight, and administration of the church, including the financial and legal aspects of the charity. Specific duties are assigned by the Trustees to each person by mutual agreement. New Trustees receive a pack of appropriate documentation, as listed in the document "**Briefing New CBC Leadership Team Members**". The Trustees submit relevant matters to the Church Meeting for guidance, or matters may be raised by members in the Church Meeting for further consideration by the

Trustees. The Church seeks to work by consensus wherever possible, though the Constitution permits decisions to be made at Church Meetings by appropriate majorities. All members are encouraged to take an appropriate part in the spiritual and practical tasks involved in the furtherance of the charitable objective.

**The Church Meeting has responsibility for the overall policy of the church, the appointment of the Charity Trustees**, and meets regularly (not less than four times per year). This was obviously not possible during the Covid pandemic. The AGM was held in person and via Zoom on 17/10/21. A Special Church Meeting followed the AGM at which the members approved changes to the constitution to permit online meetings. These changes were those recommended by BUGB. The wording had been agreed with the Charity Commission by BUGB. The Pastor and other staff are appointed in accordance with the Church Constitution. Charity Trustees are elected for a period of 3 years and are eligible for re-election at the end of their period of service. The Church Secretary and the Chair of the Finance Team are chosen annually by the Charity Trustees from among themselves, subject to ratification by the membership at the next Church Meeting.

## **Objectives and Activities**

### **Introduction**

The Mission Statement and Objectives of the Church continue to be as follows:

#### **Crofton Baptist Church Mission Statement – ‘Helping people follow Jesus’**

#### **Crofton Baptist Church Vision –**

**“We exist to help people to become fully committed and equipped disciples of Jesus Christ”**

#### **We will do this through:**

- **Jesus’ centred preaching and teaching**
- **Prayer that is both personal and corporate**
- **Loving relationships across the generations**
- **Serving others as we identify and use our spiritual gifts**
- **Passionate outreach both at home and overseas**
- **Engaging with our society in ways that are culturally relevant**
- **Joyful and creative worship that is grounded in Scripture**

#### **This means:**

- **Being committed to personal spiritual growth through the regular reading of God’s word**
- **Living as a disciple of Jesus every day of the week**
- **Belonging to an appropriate small group / home group**
- **Learning to share our faith in Christ in natural and unforced ways**
- **Being involved in a group/ activity within our local community**
- **Sharing our resources for the sake of the kingdom and for the care of others**
- **Playing our part in a church that lives up to the image of being a church that follows Jesus Christ**
- **Complete submission to the Holy Spirit in both decision-making and behaviour**

The church is committed to this vision which includes growing its interest in global mission, developing compassion ministries and to caring for people in the community. It is possible to see this commitment in the work carried out by members of the church in serving the local, wider regional, and global communities.

## **Ministry Team Structure**

Additionally, the church has a Ministry Team structure in place. During 2021 the nine teams have overseen various areas of church life; Youth, Community, Fellowship, Mission, Pastoral Care and Prayer, Finance, Support, Seniors, Children and the Sunday Service Ministry Team. These teams encourage members to be fully involved in the work of the church exercising their gifts and using their skills.

## **Church Life**

The church is committed to helping all its members grow as faithful followers and worshippers of Jesus Christ and servants of other people in the church and wider community. Sunday services provide opportunities for teaching and worship. They are also an opportunity to encourage members to be active in serving others and telling them about Jesus. Members of the Church also enjoy fun events and eating together. The services are live-streamed and then the recordings are placed on the church’s YouTube channel. The numbers of business meetings were as follows: Leadership Team – 11 plus informal prayer meetings; Church Meetings – 2

The Church AGM approved the annual report and annual accounts for 2020. It also considered strategy and vision for the year ahead. The regular annual Charity Trustee Election took place during November when Andrew Crowson and Sara Bottomley were elected to begin 3-year terms from 01/01/22.

The church membership at the end of December 2020 totalled 153 and at the end of 2021, having taken account of deaths, people moving on and new members joining, it was 149. Three adults have been baptised by immersion during the year. From late June to mid-September Pastor Adrian Judd took a much needed and overdue sabbatical with his duties being divided among the Leadership Team.

### **Achievements and Performance**

The activities carried out during the year were necessarily limited due to the Covid-19 pandemic. Baptist Union and Government guidelines were followed throughout the pandemic with detailed Risk Assessments in place for all activities.

Several important objectives had been agreed by the Charity Trustees and Church Meeting for 2021:

1. Associate Pastor Appointment - to proceed with this appointment, aiming for the chosen applicant to commence their role as soon as possible.
2. Preparation of a Five-Year Vision Document - to attempt to be more strategic in our thinking and planning during the next five years.
3. To continue progress towards the formation of a Discipleship Ministry Team.
4. To re-launch the small Bible study groups within the fellowship.

In addition, each Ministry Team set objectives for 2021 consistent with the overall objectives and those of the team itself as outlined in its original brief.

The advertisement of the Associate Minister role resulted in 46 applicants, 12 of which returned a detailed questionnaire, 3 of which merited further consideration with 1 applicant being interviewed. No appointment resulted from this process and the job will be re-advertised during 2022. As a result of the Covid-19 pandemic which necessarily required re-evaluation of the priorities, objectives 2 and 3 remain outstanding. Objective 4 was achieved very successfully, and the new groups have been a great blessing to those attending.

In addition to objectives 1 to 4, and in response to the pandemic, it was decided that Renew 100, a wellbeing space, should be launched to help people recover from the impact of the pandemic on mental wellbeing. This has been very well received and many people from the community have benefitted from attending Renew 100.

### **Finance Ministry Team:**

The financial results for the year ended 31 December 2021 are set out in the accompanying Financial Statements, together with a summary of the accounting policies adopted by the charity.

The church continues to raise the funds needed to carry on its activities from within its own membership and congregation, and in this accounting year no wider public appeal was made for funds. At the end of this accounting year the church employed 3 people. The church depends heavily on volunteers among its membership in all aspects of its activities, many of which involve little or no expenditure but nevertheless contribute substantially to the achievement of its objectives. Online giving options were explored and implemented during 2021.

As an expression of its role in the life of the wider church, the charity made grants to national and international organisations and societies whose aims, and objectives are compatible with this church's own charitable purpose (Details are listed in the attached document "**Accounts for the Year Ended 31 December 2021**").

The budget was prepared during December 2020.

During 2009, the Finance Team formulated a reserves policy. The finances of the church are not dependent on any one income stream; for instance, it receives no income from investments other than bank account interest and does not depend on a few large donors. The church owns a minister's residence and all its other assets outright.

Throughout the year, the Fellowship Fund provided support to many members who were in financial need, including pensioners and those on benefits.

Crofton Baptist Church has appropriate insurance for its buildings and contents and Employer's Liability Insurance, as recommended and provided by the Baptist Insurance Company PLC.



**CROFTON**  
BAPTIST  
**CHURCH**

**Helping people follow Jesus**

ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2021

Statement of Financial Activities  
For the period from 01 January 2021 to 31 December 2021

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	2021 Total funds £	2020 Total funds £
<b>Income from:</b>							
Donations and gifts	2	200,767		20,983		221,751	221,076
Income from activities	3	11,979				11,979	12,377
Investments	4	13				13	122
Other income	5	620				620	
<b>Total income</b>		<b>213,379</b>		<b>20,983</b>		<b>234,363</b>	<b>233,575</b>
<b>Expenditure on charitable activities:</b>							
Ministry	6	90,993				90,993	82,362
Grants	7	37,276	4,900	4,231		46,407	56,829
Establishment	8	43,591	2,380	60	8,379	54,410	89,497
Activities	9	8,121				8,121	17,459
<b>Total expenditure</b>		<b>179,981</b>	<b>7,280</b>	<b>4,291</b>	<b>8,379</b>	<b>199,931</b>	<b>246,147</b>
<b>Net income / (expenditure) resources before transfer</b>		<b>33,398</b>	<b>(7,280)</b>	<b>16,692</b>	<b>(8,379)</b>	<b>34,432</b>	<b>(12,572)</b>
<b>Transfers</b>		<b>(5,232)</b>	<b>(2,400)</b>	<b>-</b>	<b>7,632</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>28,166</b>	<b>(9,680)</b>	<b>16,692</b>	<b>(748)</b>	<b>34,432</b>	<b>(12,572)</b>
<b>Reconciliation of funds:</b>							
<b>Total funds brought forward</b>		<b>21,811</b>	<b>61,268</b>	<b>22,491</b>	<b>1,543,204</b>	<b>1,648,774</b>	<b>1,661,346</b>
<b>Total funds carried forward</b>		<b>49,977</b>	<b>51,588</b>	<b>39,184</b>	<b>1,542,456</b>	<b>1,683,207</b>	<b>1,648,774</b>

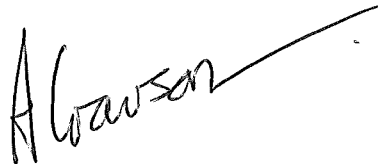
Balance sheet at 31st December 2021

	Notes	2021	2021	2020	2020
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	10		1,542,456		1,543,204
<b>Current assets</b>					
Debtors	11	8,138		9,955	
Cash at bank and in hand	12	<u>152,235</u>		<u>125,957</u>	
		160,373		135,912	
Creditors: Amounts falling due in one year	13	<u>2,524</u>		<u>8,820</u>	
<b>Net current assets</b>			<u>157,849</u>		<u>127,096</u>
<b>Net assets excluding pension liability</b>			1,700,305		1,670,300
Defined benefit pension scheme liability	14		17,100		21,526
<b>Total net assets</b>			<u>1,683,205</u>		<u>1,648,774</u>
<b>Reserves</b>					
Endowment fund			1,542,456		1,543,204
Restricted funds	15		39,184		22,491
Designated funds	16		51,588		61,268
Unrestricted funds			<u>49,977</u>		<u>21,811</u>
<b>Total funds</b>			<u>1,683,205</u>		<u>1,648,774</u>

These accounts were approved by the Trustees on 26/6/22 and signed on their behalf by:



Peter Newton (Treasurer)



Andrew Crowson (Secretary)

## **CROFTON BAPTIST CHURCH**

### **Legal information:**

The Church is a Registered Charity No 1134220.

### **Church address:**

Crofton Baptist Church  
100 Crofton Lane  
Orpington,  
BR5 1HD

### **Trustees:**

The Trustees of Crofton Baptist Church were the Minister, Elders and members of the Leadership Team (LT).

Wole Adeloje (Elder)  
Femi Adesanya (LT member)  
David Coles (Elder)  
Andrew Crowson (LT member)  
Rachel Davis (LT member)  
Deanne Davies (LT member)  
Adrian Judd (Minister)  
Diane Moss (LT member)  
Christopher Munday (Elder)  
Peter Newton (LT member)  
Eric Quartey (LT member)  
Phil Walter (LT member)

### **Bankers:**

Barclays Bank plc  
229 High Street  
Orpington  
Kent, BR5 1LT

Charities Aid Foundation  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent, ME19 4JQ

HSBC  
249 HighStreet  
Orpington  
Kent BR6 0NR

### **Solicitors:**

Wellers  
45 Tweedy Road  
Bromley  
Kent, BR1 3NF

### **Independent Examiner:**

Mark Jarrold  
23 Repton Road  
Orpington  
Kent, BR6 9HR

## **1. Accounting policies.**

### **a. Basis of preparation.**

The accounts are prepared in accordance with the, Charities Statement of Recommended Practice (Charities SORP 2015), FRS102 and with the Charities Act 2011.

Crofton Baptist Church is a registered charity, no. 1134220 and meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognized at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

### **b. Income recognition**

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

### **c. Donations**

Donations are accounted for when received and, where applicable, Gift Aid is accrued.

### **d. Investment income**

Investment income is included in the accounts in the year in which it is received.

### **e. Expenditure recognition**

All expenditure is accounted for on an accruals basis. Expenditure is recognized where there is a legal or constructive obligation to make payments to third parties, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

### **f. Fundraising and publicity costs**

The Church does not make formal appeals for funds thus expenditure on these items is not material.

### **g. Charitable Funding**

The Church makes grants to other organisations whose charitable objects complement its work. It also makes grants to individuals in furtherance of the Church's charitable objectives.

### **h. Fixed Assets**

The main church building and the large hall are stated in the accounts at the insurance value in 1996. The manse and the extension to the church building, which was completed in 2000, is included at cost.

Furniture and equipment in the Church premises are included at cost or net realisable value.

Fixed asset expenditure is only capitalised if its cost exceeds £5,000.

#### i. Depreciation

Depreciation has not been charged on land and buildings because, in the opinion of the Trustees, the residual value of the assets is not less than the cost or valuation at which they are stated.

Depreciation on other fixed assets is calculated to write off the cost on a straight-line basis over their expected useful life, at the following rates:

Fixtures & fittings	10%
Equipment, office and audio-visual	20%

#### j. Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for specific purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for specific purposes.

Endowment funds represent those assets which must be held permanently by the charity, namely the church premises and manse. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund.

#### k. Reserves Policy

In order to meet ongoing obligations and provide for contingency events, a Reserves Policy is in place and is reviewed annually.

## 2. Donations and Gifts

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	funds	funds	Funds	Funds
	£	£	£	£
Offerings	161,254	18,186	179,440	180,075
Tax refunds	29,115	2,798	31,913	32,568
Grants Received	10,398		10,398	8,433
	<u>200,767</u>	<u>20,984</u>	<u>221,751</u>	<u>221,076</u>

## 3. Income from Charitable activities

	2021	2020
	Unrestricted	Unrestricted
	funds	funds
	£	£
Friday Heroes	383	1,065
Holiday at Home	926	-
Capernwray trip	-	9,723
Seniors	-	381
Events	-	651
Other	10,670	557
	<u>11,978</u>	<u>12,378</u>

Other includes £9641 from the settlement of a long-standing debt arising from outstanding rent of the Manse, being accumulated interest and reimbursement of legal fees.

## 4. Investments

	2021	2020
	Unrestricted	Unrestricted
	funds	funds
	£	£
Interest	13	122

## 5. Other income

	2021	2020
	Unrestricted funds	Unrestricted funds
	£	£
Insurance claim	620	-

This amount was received in respect of a claim for the replacement of windows broken by vandals.

## 6. Ministry

	2021	2020
	Unrestricted funds	Unrestricted funds
	£	£
Salaries	77,233	75,659
Social security costs	3,003	2,820
Pension costs	3,862	3,472
Actuarial (gains)/losses on re-measurement of pension liability	(809)	(10,765)
Interest cost of pension liability	79	563
Training	1,682	827
Staff expenses	1,563	2,909
Visiting speakers	210	75
Manse	4,170	6,802
	<u>90,993</u>	<u>82,362</u>

Much of the church management is carried out without charge by volunteers. This intangible cost is not included in the Statement of Financial Activities since there is no measurable cost to the volunteers for their service.

The Minister and Church Manager are both trustees and paid employees. The Minister's benefits include the provision of manse accommodation owned by the church.

No employee received emoluments in excess of £60,000 during the year (2020 - none).

No sums were reimbursed to the Trustees for their work as Trustees, either in respect of salaries or expenses. (2020 - none).

One employee participates in the Baptist Pension Scheme Defined Contribution (DC) Plan. The other employees, including the Minister, participate in pension schemes from other providers.

## 7. Grants

	2021 Unrestricted funds £	2021 Designated funds £	2021 Restricted funds £	2021 Total Funds £	2020 Total Funds £
SAT-7 Trust	7,501			7,501	9,263
BU Home Mission	7,296			7,296	8,763
BMS World Mission	7,952			7,952	8,763
Living Leadership	3,994			3,994	4,857
Spinnaker Trust	2,503			2,503	3,012
UCCF	3,500			3,500	4,384
Heatons	145	3,000	845	3,990	1,005
Fellowship Fund	3,997		561	4,558	5,384
Nepal	25	1,300	1,840	3,165	500
Release International				1,000	1,000
Cedarmore Housing			304	304	800
Christians Against Poverty	150			150	150
Operation Agri			377	377	-
Tear Fund		300		300	-
Jamaica Appeal		300		300	-
Overseas Missionary Fellowship				-	5,060
Education Plus				-	3,194
Other	213			213	694
	<u>37,276</u>	<u>4,900</u>	<u>4,231</u>	<u>46,407</u>	<u>56,829</u>

Restricted funds payments are in respect of amounts received for distribution to various organisations or for specific purposes related to church activities, including the Fellowship Fund which is for distribution of small gifts to members of the church fellowship to encourage them at times of financial or other distress.

Designated funds payments are made from the Emergency Relief Fund and the Mission Fund.

## 8. Establishment

	2021 Unrestricted funds £	2021 Designated funds £	2021 Restricted £	2021 Endowment funds £	2021 Total Funds £	2020 Total Funds £
Buildings	11,822	2,380	60		14,262	55,337
Utilities	7,286				7,286	5,574
Cleaning	7,271				7,271	7,115
Telecommunications	548				548	610
Photocopying	2,485				2,485	2,091
Insurance	3,485				3,485	3,352
Licenses/Subs	4,566				4,566	3,591
Office expenses	4,443				4,443	4,162
Publicity	1,349				1,349	1,084
Depreciation	-			8,379	8,379	5,859
Other	335				335	724
	<u>43,590</u>	<u>2,380</u>	<u>60</u>	<u>8,379</u>	<u>54,409</u>	<u>89,499</u>

## 9. Activities

	2021 Unrestricted funds £	2020 Unrestricted funds £
Friday Heroes	603	995
Holiday at Home	774	69
Capernwray trip	-	11,318
Seniors	292	380
Youth & children	424	1,398
Events	203	395
Worship	3,563	449
Other	2,262	2,445
	<u>8,121</u>	<u>17,459</u>

Worship expenditure includes the cost of purchasing a drum kit.

## 10. Assets

	Church Premises	Manse	Fixtures and Fittings	Office Equipment	Audio- visual Equipment	Total
	£	£	£	£	£	£
Cost or valuation						
At 1st January 2021	967,529	542,000	74,793	23,320	74,743	1,682,385
Additions					7,632	7,632
At 31st December 2021	967,529	542,000	74,793	23,320	82,375	1,690,017
Depreciation	£	£	£	£	£	£
At 1st January 2021			70,123	20,913	48,145	139,181
Charge for year			824	1,200	6,355	8,379
At 31st December 2021			70,948	22,114	54,500	147,562
Net book value	£	£	£	£	£	£
At 1st January 2021	967,529	542,000	4,670	2,407	26,598	1,543,204
At 31st December 2021	967,529	542,000	3,845	1,206	27,875	1,542,455

Expenditure on audio-visual equipment was for enhancing the church's sound system to improve live streaming of Sunday services.

All of the assets are used for charitable purposes.

## 11. Debtors

	2021	2020
	£	£
HMRC (Gift Aid)	8,138	9,130
Sundry	-	826
	<u>8,138</u>	<u>9,956</u>

The debt of £826 arising from manse rent arrears was cleared during the year by the former tenant of the Manse.

## 12. Bank and Cash in Hand

	2021	2020
	£	£
Barclays Bank plc	59,815	45,186
CAF	91,074	41,802
HSBC	923	38,330
Cash	423	643
	<u>152,235</u>	<u>125,961</u>

### 13. Creditors – amounts falling due within one year

	2021	2020
	£	£
Mission Societies	-	3,274
HMRC (PAYE/NI)	1,760	2,122
Pensions	26	2,497
Sundry	736	926
Total	<u>2,522</u>	<u>8,819</u>

### 14. Defined benefit pension scheme liability

	2021	2020
	£	£
Baptist Union Pension Scheme	17,100	21,526

Section 28.11A of FRS 102 requires agreed deficit recovery payments to be recognised as a liability. The movement in the provision is set out in the table below.

Accounting date (year ending):	31 December 2021	31 December 2020
	£	£
Balance sheet liability at year start	21,526	34,452
Deficiency contributions paid	(3,695)	(2,724)
Interest cost	79	563
Remaining change to balance sheet liability*	(809)	(10,765)
Balance sheet liability at year end	<u>17,100</u>	<u>21,526</u>

\* Comprises any change in agreed deficit recovery plan and change in assumptions between year-ends.

This liability represents the present value of the deficit contributions agreed as at the accounting date and has been valued using the following assumptions set by reference to the duration of the deficit recovery payments:

Accounting date	31 December 2021	31 December 2020	31 December 2019
Discount rate	2.0%	0.4%	1.7%
Future increases to Minimum Pensionable Income	4.1%	3.0%	3.2%

## **15. Pensions**

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

For any month, each participating employer in the Scheme pays contributions as set out in the Schedule of Contributions in force at that time.

The Scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Scheme’s assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable towards benefits and expenses accrued in that year, plus any impact of deficiency contributions.

The Minister and members of the church staff are eligible to join the Scheme.

From January 2012, pension provision is being made through the Defined Contribution (DC) Plan within the Scheme. In general, members pay 8% of their Pensionable Income and employers pay 6% of members’ Pensionable Income into individual pension accounts, which are operated and managed on behalf of the Pension Trustee by Legal and General Life Assurance Society Limited. In addition, the employer pays a further 4% of Pensionable Income to cover Death in Service Benefits, administration costs, and an associated insurance policy which provides income protection for Scheme members in the event that they are unable to work due to long-term incapacity. This income protection policy has been insured by the Baptist Union of Great Britain with Aviva plc. The further 4% contribution rate is reduced to 3% for Employer contributions made to the Segregated DC Arrangement.

Members of the Basic Section pay reduced contributions of 5% of Pensionable Income, and their employers also pay a total of 5%.

Benefits in respect of service prior to 1 January 2012 are provided through the Defined Benefit (DB) Plan within the Scheme. The main benefits for pre-2012 service were a defined benefit 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. 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.

### **Actuarial valuation as at 31 December 2019**

A formal valuation of the Defined Benefit (DB) Plan was performed at 31 December 2019 by a professionally qualified Actuary using the Projected Unit Method. The market value of the DB Plan assets at the valuation date was £298m.

The valuation of the DB Plan revealed a deficit of assets compared with the value of liabilities of £18m (equivalent to a past service funding level of 94%). The Church and the other employers supporting the DB Plan are collectively responsible for funding this deficit.

The key assumptions underlying the valuation were as follows:

Type of financial assumption	% pa
RPI price inflation assumption	3.20
CPI price inflation assumption	2.70
Minimum Pensionable Income increases (CPI plus 0.75% pa)	3.20
Assumed investment returns	
- Pre-retirement	2.95
- Post retirement	1.70
Deferred pension increases	
- Pre April 2009	3.20
- Post April 2009	2.50
Pension increases	
- Main Scheme pension	2.70

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Post-retirement mortality in accordance with 80% of the S3NFA and S3NMA tables, with allowance for future improvements in mortality rates from 2013 in line with the CMI 2019 core projections, with a long term annual rate of improvement of 1.75% for males and 1.5% for females, with the core smoothing parameter and with additional initial mortality improvement factor A=0.5%.

The next actuarial valuation of the DB Plan within the Scheme is due to take place not later than as at 31 December 2022.

### **Recovery Plan**

In addition to the contributions to the DC Plan set out above, where a valuation of the DB Plan reveals a deficit, the Trustee and the Council agree to a rate of deficiency contributions from churches and other employers involved in the DB Plan.

Under the current Recovery Plan dated 30 September 2020, deficiency contributions are payable until 30 June 2026. These contributions are broadly based on the employer's membership at 31 December 2014 and increase annually in line with increases to Minimum Pensionable Income as defined in the Rules. However, the Trustees and the Council agreed a 50% reduction for all deficiency contributions payable between 1 July 2020 and 31 December 2020.

## 16. Restricted funds

	1st January 2021 £	Incoming resources £	Resources expended £	31st December 2021 £
Assistant Minister Fund	21,706	17,131	-	38,827
Fellowship Fund	510	51	561	-
Missionary Fund	275	3,741	3,670	346
Fabric Fund	-	60	60	-
	<u>22,491</u>	<u>20,983</u>	<u>4,291</u>	<u>39,183</u>

The Assistant Minister Fund was opened in September 2020 to receive money pledged by the congregation in support of the employment of an Assistant Minister. No appointment to this post was made in 2020 and 2021.

The Fellowship Fund receives donations from members of the congregation and regular amounts from the church. This is used to make gifts to members of the church fellowship to encourage them at times of financial or other distress.

The Missionary Fund receives donations from members of the congregation for distribution to missionary organisations.

## 17. Designated funds

	1st January 2021 £	Resources expended £	Transfers £	31st December 2021 £
Emergency Relief Fund	500	1,900	1,600	200
Mission Fund	8,564	3,000		5,564
Sinking Fund	18,204	2,380		15,824
Contingency Reserve Fund	34,000		(4,000)	30,000
	<u>61,268</u>	<u>7,280</u>	<u>(2,400)</u>	<u>51,588</u>

The Emergency Relief Fund is used to respond to appeals for money from missionary or aid organisations in respect of major disasters.

The Mission Fund is in respect of a legacy received during 2011. In 2021 £3,000 was spent to contribute to the ongoing training expenses of missionaries associated with the church.

The Sinking Fund relates to amounts set aside to cover major repairs such as roofing, heating etc. During 2021 this fund was utilised to pay for repairs to the roof.

In order to meet ongoing obligations and provide for contingency events, a Contingency Reserve Fund is held and is reviewed annually. After the latest review the policy was revised, so that reserves should be maintained at approximately 3 months expenditure after excluding

property and repair costs and covering 75% of mission costs. This has given rise to a reduction of £4,000 to the fund.

#### 18. Analysis of net assets

	Fixed assets	Net current assets	Total 2021
	£	£	£
Endowment Funds	1,542,456		1,542,456
Restricted Funds		39,184	39,184
Designated funds		51,588	51,588
Unrestricted Funds		49,977	49,977
	<u>1,542,456</u>	<u>140,749</u>	<u>1,683,205</u>

#### 19. Related charities

The custodian Trustee of the church is the Baptist Union Corporation Limited (charity number 249635), and which is controlled by the Baptist Union Council. The church is also a member of the Baptist Union of Great Britain, the London Baptist Association and Cedarmore Housing Association Limited.

The church made donations to the Baptist Union Home Mission Scheme, the Baptist World Mission and Cedarmore Housing Association Ltd, as set out in note 7.

The church received grants from Crofton Early Learners (CEL) totalling £10,360 (2020 - £8,400). CEL is considered to be part of the church's outreach to the local community, therefore, any liability arising in respect of CEL ceasing to operate would be borne by Crofton Baptist Church.

## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

**Report to the trustees and members of Crofton Baptist Church (Charity no. 1134220) on the accounts for the year ended 31st December 2021 set out on pages 2 to 16.**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2021.

### **Responsibilities and basis of report**


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

I report in respect of my examination of the Trust'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 Act.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



M. Jarrold

Date: 25/06/2022.





ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2021

Statement of Financial Activities  
For the period from 01 January 2021 to 31 December 2021

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	2021 Total funds £	2020 Total funds £
<b>Income from:</b>							
Donations and gifts	2	200,767		20,983		221,751	221,076
Income from activities	3	11,979				11,979	12,377
Investments	4	13				13	122
Other income	5	620				620	
<b>Total income</b>		<b>213,379</b>		<b>20,983</b>		<b>234,363</b>	<b>233,575</b>
<b>Expenditure on charitable activities:</b>							
Ministry	6	90,993				90,993	82,362
Grants	7	37,276	4,900	4,231		46,407	56,829
Establishment	8	43,591	2,380	60	8,379	54,410	89,497
Activities	9	8,121				8,121	17,459
<b>Total expenditure</b>		<b>179,981</b>	<b>7,280</b>	<b>4,291</b>	<b>8,379</b>	<b>199,931</b>	<b>246,147</b>
<b>Net income / (expenditure) resources before transfer</b>		<b>33,398</b>	<b>(7,280)</b>	<b>16,692</b>	<b>(8,379)</b>	<b>34,432</b>	<b>(12,572)</b>
<b>Transfers</b>		<b>(5,232)</b>	<b>(2,400)</b>	<b>-</b>	<b>7,632</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>28,166</b>	<b>(9,680)</b>	<b>16,692</b>	<b>(748)</b>	<b>34,432</b>	<b>(12,572)</b>
<b>Reconciliation of funds:</b>							
<b>Total funds brought forward</b>		<b>21,811</b>	<b>61,268</b>	<b>22,491</b>	<b>1,543,204</b>	<b>1,648,774</b>	<b>1,661,346</b>
<b>Total funds carried forward</b>		<b>49,977</b>	<b>51,588</b>	<b>39,184</b>	<b>1,542,456</b>	<b>1,683,207</b>	<b>1,648,774</b>

Balance sheet at 31st December 2021

	Notes	2021	2021	2020	2020
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	10		1,542,456		1,543,204
<b>Current assets</b>					
Debtors	11	8,138		9,955	
Cash at bank and in hand	12	<u>152,235</u>		<u>125,957</u>	
		160,373		135,912	
Creditors: Amounts falling due in one year	13	<u>2,524</u>		<u>8,820</u>	
<b>Net current assets</b>			<u>157,849</u>		<u>127,096</u>
<b>Net assets excluding pension liability</b>			1,700,305		1,670,300
Defined benefit pension scheme liability	14		17,100		21,526
<b>Total net assets</b>			<u>1,683,205</u>		<u>1,648,774</u>
<b>Reserves</b>					
Endowment fund			1,542,456		1,543,204
Restricted funds	15		39,184		22,491
Designated funds	16		51,588		61,268
Unrestricted funds			<u>49,977</u>		<u>21,811</u>
<b>Total funds</b>			<u>1,683,205</u>		<u>1,648,774</u>

These accounts were approved by the Trustees on 26/6/22 and signed on their behalf by:



Peter Newton (Treasurer)



Andrew Crowson (Secretary)

## **CROFTON BAPTIST CHURCH**

### **Legal information:**

The Church is a Registered Charity No 1134220.

### **Church address:**

Crofton Baptist Church  
100 Crofton Lane  
Orpington,  
BR5 1HD

### **Trustees:**

The Trustees of Crofton Baptist Church were the Minister, Elders and members of the Leadership Team (LT).

Wole Adeloje (Elder)  
Femi Adesanya (LT member)  
David Coles (Elder)  
Andrew Crowson (LT member)  
Rachel Davis (LT member)  
Deanne Davies (LT member)  
Adrian Judd (Minister)  
Diane Moss (LT member)  
Christopher Munday (Elder)  
Peter Newton (LT member)  
Eric Quartey (LT member)  
Phil Walter (LT member)

### **Bankers:**

Barclays Bank plc  
229 High Street  
Orpington  
Kent, BR5 1LT

Charities Aid Foundation  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent, ME19 4JQ

HSBC  
249 HighStreet  
Orpington  
Kent BR6 0NR

### **Solicitors:**

Wellers  
45 Tweedy Road  
Bromley  
Kent, BR1 3NF

### **Independent Examiner:**

Mark Jarrold  
23 Repton Road  
Orpington  
Kent, BR6 9HR

## **1. Accounting policies.**

### **a. Basis of preparation.**

The accounts are prepared in accordance with the, Charities Statement of Recommended Practice (Charities SORP 2015), FRS102 and with the Charities Act 2011.

Crofton Baptist Church is a registered charity, no. 1134220 and meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognized at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

### **b. Income recognition**

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

### **c. Donations**

Donations are accounted for when received and, where applicable, Gift Aid is accrued.

### **d. Investment income**

Investment income is included in the accounts in the year in which it is received.

### **e. Expenditure recognition**

All expenditure is accounted for on an accruals basis. Expenditure is recognized where there is a legal or constructive obligation to make payments to third parties, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

### **f. Fundraising and publicity costs**

The Church does not make formal appeals for funds thus expenditure on these items is not material.

### **g. Charitable Funding**

The Church makes grants to other organisations whose charitable objects complement its work. It also makes grants to individuals in furtherance of the Church's charitable objectives.

### **h. Fixed Assets**

The main church building and the large hall are stated in the accounts at the insurance value in 1996. The manse and the extension to the church building, which was completed in 2000, is included at cost.

Furniture and equipment in the Church premises are included at cost or net realisable value.

Fixed asset expenditure is only capitalised if its cost exceeds £5,000.

#### i. Depreciation

Depreciation has not been charged on land and buildings because, in the opinion of the Trustees, the residual value of the assets is not less than the cost or valuation at which they are stated.

Depreciation on other fixed assets is calculated to write off the cost on a straight-line basis over their expected useful life, at the following rates:

Fixtures & fittings	10%
Equipment, office and audio-visual	20%

#### j. Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for specific purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for specific purposes.

Endowment funds represent those assets which must be held permanently by the charity, namely the church premises and manse. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund.

#### k. Reserves Policy

In order to meet ongoing obligations and provide for contingency events, a Reserves Policy is in place and is reviewed annually.

## 2. Donations and Gifts

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	funds	funds	Funds	Funds
	£	£	£	£
Offerings	161,254	18,186	179,440	180,075
Tax refunds	29,115	2,798	31,913	32,568
Grants Received	10,398		10,398	8,433
	<u>200,767</u>	<u>20,984</u>	<u>221,751</u>	<u>221,076</u>

## 3. Income from Charitable activities

	2021	2020
	Unrestricted	Unrestricted
	funds	funds
	£	£
Friday Heroes	383	1,065
Holiday at Home	926	-
Capernwray trip	-	9,723
Seniors	-	381
Events	-	651
Other	10,670	557
	<u>11,978</u>	<u>12,378</u>

Other includes £9641 from the settlement of a long-standing debt arising from outstanding rent of the Manse, being accumulated interest and reimbursement of legal fees.

## 4. Investments

	2021	2020
	Unrestricted	Unrestricted
	funds	funds
	£	£
Interest	13	122

## 5. Other income

	2021	2020
	Unrestricted funds	Unrestricted funds
	£	£
Insurance claim	620	-

This amount was received in respect of a claim for the replacement of windows broken by vandals.

## 6. Ministry

	2021	2020
	Unrestricted funds	Unrestricted funds
	£	£
Salaries	77,233	75,659
Social security costs	3,003	2,820
Pension costs	3,862	3,472
Actuarial (gains)/losses on re-measurement of pension liability	(809)	(10,765)
Interest cost of pension liability	79	563
Training	1,682	827
Staff expenses	1,563	2,909
Visiting speakers	210	75
Manse	4,170	6,802
	<u>90,993</u>	<u>82,362</u>

Much of the church management is carried out without charge by volunteers. This intangible cost is not included in the Statement of Financial Activities since there is no measurable cost to the volunteers for their service.

The Minister and Church Manager are both trustees and paid employees. The Minister's benefits include the provision of manse accommodation owned by the church.

No employee received emoluments in excess of £60,000 during the year (2020 - none).

No sums were reimbursed to the Trustees for their work as Trustees, either in respect of salaries or expenses. (2020 - none).

One employee participates in the Baptist Pension Scheme Defined Contribution (DC) Plan. The other employees, including the Minister, participate in pension schemes from other providers.

## 7. Grants

	2021 Unrestricted funds £	2021 Designated funds £	2021 Restricted funds £	2021 Total Funds £	2020 Total Funds £
SAT-7 Trust	7,501			7,501	9,263
BU Home Mission	7,296			7,296	8,763
BMS World Mission	7,952			7,952	8,763
Living Leadership	3,994			3,994	4,857
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Education Plus				-	3,194
Other	213			213	694
	<u>37,276</u>	<u>4,900</u>	<u>4,231</u>	<u>46,407</u>	<u>56,829</u>

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Designated funds payments are made from the Emergency Relief Fund and the Mission Fund.

## 8. Establishment

	2021 Unrestricted funds £	2021 Designated funds £	2021 Restricted £	2021 Endowment funds £	2021 Total Funds £	2020 Total Funds £
Buildings	11,822	2,380	60		14,262	55,337
Utilities	7,286				7,286	5,574
Cleaning	7,271				7,271	7,115
Telecommunications	548				548	610
Photocopying	2,485				2,485	2,091
Insurance	3,485				3,485	3,352
Licenses/Subs	4,566				4,566	3,591
Office expenses	4,443				4,443	4,162
Publicity	1,349				1,349	1,084
Depreciation	-			8,379	8,379	5,859
Other	335				335	724
	<u>43,590</u>	<u>2,380</u>	<u>60</u>	<u>8,379</u>	<u>54,409</u>	<u>89,499</u>

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Worship	3,563	449
Other	2,262	2,445
	<u>8,121</u>	<u>17,459</u>

Worship expenditure includes the cost of purchasing a drum kit.

## 10. Assets

	Church Premises	Manse	Fixtures and Fittings	Office Equipment	Audio- visual Equipment	Total
	£	£	£	£	£	£
Cost or valuation						
At 1st January 2021	967,529	542,000	74,793	23,320	74,743	1,682,385
Additions					7,632	7,632
At 31st December 2021	967,529	542,000	74,793	23,320	82,375	1,690,017
Depreciation	£	£	£	£	£	£
At 1st January 2021			70,123	20,913	48,145	139,181
Charge for year			824	1,200	6,355	8,379
At 31st December 2021			70,948	22,114	54,500	147,562
Net book value	£	£	£	£	£	£
At 1st January 2021	967,529	542,000	4,670	2,407	26,598	1,543,204
At 31st December 2021	967,529	542,000	3,845	1,206	27,875	1,542,455

Expenditure on audio-visual equipment was for enhancing the church's sound system to improve live streaming of Sunday services.

All of the assets are used for charitable purposes.

## 11. Debtors

	2021	2020
	£	£
HMRC (Gift Aid)	8,138	9,130
Sundry	-	826
	<u>8,138</u>	<u>9,956</u>

The debt of £826 arising from manse rent arrears was cleared during the year by the former tenant of the Manse.

## 12. Bank and Cash in Hand

	2021	2020
	£	£
Barclays Bank plc	59,815	45,186
CAF	91,074	41,802
HSBC	923	38,330
Cash	423	643
	<u>152,235</u>	<u>125,961</u>

### 13. Creditors – amounts falling due within one year

	2021	2020
	£	£
Mission Societies	-	3,274
HMRC (PAYE/NI)	1,760	2,122
Pensions	26	2,497
Sundry	736	926
Total	<u>2,522</u>	<u>8,819</u>

### 14. Defined benefit pension scheme liability

	2021	2020
	£	£
Baptist Union Pension Scheme	17,100	21,526

Section 28.11A of FRS 102 requires agreed deficit recovery payments to be recognised as a liability. The movement in the provision is set out in the table below.

Accounting date (year ending):	31 December 2021	31 December 2020
	£	£
Balance sheet liability at year start	21,526	34,452
Deficiency contributions paid	(3,695)	(2,724)
Interest cost	79	563
Remaining change to balance sheet liability*	(809)	(10,765)
Balance sheet liability at year end	<u>17,100</u>	<u>21,526</u>

\* Comprises any change in agreed deficit recovery plan and change in assumptions between year-ends.

This liability represents the present value of the deficit contributions agreed as at the accounting date and has been valued using the following assumptions set by reference to the duration of the deficit recovery payments:

Accounting date	31 December 2021	31 December 2020	31 December 2019
Discount rate	2.0%	0.4%	1.7%
Future increases to Minimum Pensionable Income	4.1%	3.0%	3.2%

## **15. Pensions**

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

For any month, each participating employer in the Scheme pays contributions as set out in the Schedule of Contributions in force at that time.

The Scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Scheme’s assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable towards benefits and expenses accrued in that year, plus any impact of deficiency contributions.

The Minister and members of the church staff are eligible to join the Scheme.

From January 2012, pension provision is being made through the Defined Contribution (DC) Plan within the Scheme. In general, members pay 8% of their Pensionable Income and employers pay 6% of members’ Pensionable Income into individual pension accounts, which are operated and managed on behalf of the Pension Trustee by Legal and General Life Assurance Society Limited. In addition, the employer pays a further 4% of Pensionable Income to cover Death in Service Benefits, administration costs, and an associated insurance policy which provides income protection for Scheme members in the event that they are unable to work due to long-term incapacity. This income protection policy has been insured by the Baptist Union of Great Britain with Aviva plc. The further 4% contribution rate is reduced to 3% for Employer contributions made to the Segregated DC Arrangement.

Members of the Basic Section pay reduced contributions of 5% of Pensionable Income, and their employers also pay a total of 5%.

Benefits in respect of service prior to 1 January 2012 are provided through the Defined Benefit (DB) Plan within the Scheme. The main benefits for pre-2012 service were a defined benefit 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. 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.

### **Actuarial valuation as at 31 December 2019**

A formal valuation of the Defined Benefit (DB) Plan was performed at 31 December 2019 by a professionally qualified Actuary using the Projected Unit Method. The market value of the DB Plan assets at the valuation date was £298m.

The valuation of the DB Plan revealed a deficit of assets compared with the value of liabilities of £18m (equivalent to a past service funding level of 94%). The Church and the other employers supporting the DB Plan are collectively responsible for funding this deficit.

The key assumptions underlying the valuation were as follows:

Type of financial assumption	% pa
RPI price inflation assumption	3.20
CPI price inflation assumption	2.70
Minimum Pensionable Income increases (CPI plus 0.75% pa)	3.20
Assumed investment returns	
- Pre-retirement	2.95
- Post retirement	1.70
Deferred pension increases	
- Pre April 2009	3.20
- Post April 2009	2.50
Pension increases	
- Main Scheme pension	2.70

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Post-retirement mortality in accordance with 80% of the S3NFA and S3NMA tables, with allowance for future improvements in mortality rates from 2013 in line with the CMI 2019 core projections, with a long term annual rate of improvement of 1.75% for males and 1.5% for females, with the core smoothing parameter and with additional initial mortality improvement factor A=0.5%.

The next actuarial valuation of the DB Plan within the Scheme is due to take place not later than as at 31 December 2022.

### **Recovery Plan**

In addition to the contributions to the DC Plan set out above, where a valuation of the DB Plan reveals a deficit, the Trustee and the Council agree to a rate of deficiency contributions from churches and other employers involved in the DB Plan.

Under the current Recovery Plan dated 30 September 2020, deficiency contributions are payable until 30 June 2026. These contributions are broadly based on the employer's membership at 31 December 2014 and increase annually in line with increases to Minimum Pensionable Income as defined in the Rules. However, the Trustees and the Council agreed a 50% reduction for all deficiency contributions payable between 1 July 2020 and 31 December 2020.

## 16. Restricted funds

	1st January 2021 £	Incoming resources £	Resources expended £	31st December 2021 £
Assistant Minister Fund	21,706	17,131	-	38,827
Fellowship Fund	510	51	561	-
Missionary Fund	275	3,741	3,670	346
Fabric Fund	-	60	60	-
	<u>22,491</u>	<u>20,983</u>	<u>4,291</u>	<u>39,183</u>

The Assistant Minister Fund was opened in September 2020 to receive money pledged by the congregation in support of the employment of an Assistant Minister. No appointment to this post was made in 2020 and 2021.

The Fellowship Fund receives donations from members of the congregation and regular amounts from the church. This is used to make gifts to members of the church fellowship to encourage them at times of financial or other distress.

The Missionary Fund receives donations from members of the congregation for distribution to missionary organisations.

## 17. Designated funds

	1st January 2021 £	Resources expended £	Transfers £	31st December 2021 £
Emergency Relief Fund	500	1,900	1,600	200
Mission Fund	8,564	3,000		5,564
Sinking Fund	18,204	2,380		15,824
Contingency Reserve Fund	34,000		(4,000)	30,000
	<u>61,268</u>	<u>7,280</u>	<u>(2,400)</u>	<u>51,588</u>

The Emergency Relief Fund is used to respond to appeals for money from missionary or aid organisations in respect of major disasters.

The Mission Fund is in respect of a legacy received during 2011. In 2021 £3,000 was spent to contribute to the ongoing training expenses of missionaries associated with the church.

The Sinking Fund relates to amounts set aside to cover major repairs such as roofing, heating etc. During 2021 this fund was utilised to pay for repairs to the roof.

In order to meet ongoing obligations and provide for contingency events, a Contingency Reserve Fund is held and is reviewed annually. After the latest review the policy was revised, so that reserves should be maintained at approximately 3 months expenditure after excluding

property and repair costs and covering 75% of mission costs. This has given rise to a reduction of £4,000 to the fund.

#### 18. Analysis of net assets

	Fixed assets	Net current assets	Total 2021
	£	£	£
Endowment Funds	1,542,456		1,542,456
Restricted Funds		39,184	39,184
Designated funds		51,588	51,588
Unrestricted Funds		49,977	49,977
	<u>1,542,456</u>	<u>140,749</u>	<u>1,683,205</u>

#### 19. Related charities

The custodian Trustee of the church is the Baptist Union Corporation Limited (charity number 249635), and which is controlled by the Baptist Union Council. The church is also a member of the Baptist Union of Great Britain, the London Baptist Association and Cedarmore Housing Association Limited.

The church made donations to the Baptist Union Home Mission Scheme, the Baptist World Mission and Cedarmore Housing Association Ltd, as set out in note 7.

The church received grants from Crofton Early Learners (CEL) totalling £10,360 (2020 - £8,400). CEL is considered to be part of the church's outreach to the local community, therefore, any liability arising in respect of CEL ceasing to operate would be borne by Crofton Baptist Church.

## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

**Report to the trustees and members of Crofton Baptist Church (Charity no. 1134220) on the accounts for the year ended 31st December 2021 set out on pages 2 to 16.**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2021.

### **Responsibilities and basis of report**


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

I report in respect of my examination of the Trust'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 Act.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



M. Jarrold

Date: 25/06/2022.



**CROFTON BAPTIST CHURCH, ORPINGTON, KENT**

England & Wales - Charity number 1134220

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# Accounts

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## CROFTON BAPTIST CHURCH – ANNUAL REPORT 2020

### Statutory Information:

#### Registered Address:

100 Crofton Lane  
Orpington  
BR5 1HD

As from 09/02/2010, Crofton Baptist Church (CBC) became a registered charity. CBC's Registered Charity number is 1134220.

#### Trustees:

Rev Adrian Judd (Pastor) - paid - from 01/09/12  
Wole Adeloje (Elder)  
David Coles (Elder)  
Christopher Munday (Elder)  
Marcus Honeysett (Elder) - resigned 10/01/20  
Andrew Crowson (Church Manager) - paid - from 07/09/16

Deanne Davies (Church Secretary)  
Peter Newton (Chair of Finance Team/Treasurer)  
Rachel Davis  
Rachel Dungate  
Diane Moss  
Eric Quartey  
Philip Walter

#### Property Trustees:

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

#### Bankers:

Barclays Bank PLC  
229 High Street  
Orpington  
Kent  
BR6 0JU

#### Independent Examiner:

Mark Jarrold  
60 Ravensbury Road  
Orpington BR5 2NN

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent ME19 4JQ

HSBC  
249 High St  
Orpington BR6 0NR

### Annual Report for 2020

The trustees present their Annual Report and Financial Statements for 2020.

#### Charitable Object

The Charity is governed by a Constitution 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 Limited, on Trusts which are entirely compatible with the above object.

#### Organisational Structure and Decision-Making Process

Crofton Baptist Church is an unincorporated association with Managing Trustees appointed by a meeting of members (the "Church Meeting"). Church membership is open to all who profess repentance towards God and faith in the Lord Jesus Christ. They also accept the deity of the Lord Jesus Christ, the authority of the Holy Scriptures and the interpretation of them usually called Evangelical.

In accordance with the Constitution, the Church Meeting appoints the Trustees, (consisting of the Pastor and Leadership Team), to be responsible for the spiritual leadership, oversight, and administration of the church, including the financial and legal aspects of the charity. Specific duties are assigned by the Trustees to each person by mutual agreement. New Trustees receive a pack of appropriate documentation, as listed in the document

**“Briefing New CBC Leadership Team Members”**. The Trustees submit relevant matters to the Church Meeting for guidance, or matters may be raised by members in the Church Meeting for further consideration by the Trustees. The Church seeks to work by consensus wherever possible, though the Constitution permits decisions to be made at Church Meetings by appropriate majorities. All members are encouraged to take an appropriate part in the spiritual and practical tasks involved in the furtherance of the charitable objective.

**The Church Meeting has responsibility for the overall policy of the church, the appointment of the Charity Trustees**, and meets regularly (not less than four times per year). This was obviously not possible during the Covid pandemic. There was one in person meeting on 16<sup>th</sup> February, but the AGM was held via Zoom on 22/10/20. The Pastor and other staff are appointed in accordance with the Church Constitution. Charity Trustees are elected for a period of 3 years and are eligible for re-election at the end of their period of service. The Church Secretary and the Chair of the Finance Team are chosen annually by the Charity Trustees from among themselves, subject to ratification by the membership at the next Church Meeting.

## **Objectives and Activities**

### **Introduction**

The Mission Statement and Objectives of the Church continue to be as follows:

#### **Crofton Baptist Church Mission Statement – ‘Helping people follow Jesus’**

#### **Crofton Baptist Church Vision –**

**“We exist to help people to become fully committed and equipped disciples of Jesus Christ”**

#### **We will do this through:**

- **Jesus’ centred preaching and teaching**
- **Prayer that is both personal and corporate**
- **Loving relationships across the generations**
- **Serving others as we identify and use our spiritual gifts**
- **Passionate outreach both at home and overseas**
- **Engaging with our society in ways that are culturally relevant**
- **Joyful and creative worship that is grounded in Scripture**

#### **This means:**

- **Being committed to personal spiritual growth through the regular reading of God’s word**
- **Living as a disciple of Jesus every day of the week**
- **Belonging to an appropriate small group / home group**
- **Learning to share our faith in Christ in natural and unforced ways**
- **Being involved in a group/ activity within our local community**
- **Sharing our resources for the sake of the kingdom and for the care of others**
- **Playing our part in a church that lives up to the image of being a church that follows Jesus Christ**
- **Complete submission to the Holy Spirit in both decision-making and behaviour**

The church is committed to this vision which includes growing its interest in global mission, developing compassion ministries and to caring for people in the community. It is possible to see this commitment in the work carried out by members of the church in serving the local, wider regional, and global communities.

## **Ministry Team Structure**

Additionally, the church has a Ministry Team structure in place. During 2020 the nine teams have overseen various areas of church life; Youth, Community, Fellowship, Mission, Pastoral Care and Prayer, Finance, Support, Seniors, Children and the Sunday Service Ministry Team. These teams encourage members to be fully involved in the work of the church exercising their gifts and using their skills.

## **Church Life**

The church is committed to helping all its members grow as faithful followers and worshippers of Jesus Christ and servants of other people in the church and wider community. Sunday services provide opportunities for teaching and worship. They are also an opportunity to encourage members to be active in serving others and telling them about Jesus. Members of the Church also enjoy fun events and eating together. MP3 versions of the Sunday morning service sermons are posted on the church’s website. The numbers of business meetings were as follows: Leadership Team – 14 plus informal prayer meetings held about fortnightly, after 17/3/20 these were all held via Zoom; Church Meetings – 2 (the AGM held on 22<sup>nd</sup> October was conducted via Zoom). The Leadership Team held a special meeting on 17/3/20 to discuss the Church’s response to the Covid crisis and its functioning during lockdown. All on-site group activities were suspended from that date.

The Church AGM approved the annual report and annual accounts for 2019. It also considered strategy and vision for the year ahead. The regular annual Charity Trustee Election took place during November using postal and email means when Peter Newton and Deanne Davies were re-elected, and Femi Adesanya was elected to join the team from 01/01/21.

The church membership at the end of December 2019 totalled 158 and at the end of 2020, having taken account of deaths, people moving on and new members joining, it was 153. Two adults have been baptised by immersion during the year.

### **Achievements and Performance**

The activities carried out during the year were necessarily limited due to the Covid-19 pandemic. The last on-site service before the first lockdown took place on 15/3/20. There was a brief resumption of on-site services from 9/9/20 to 20/12/20. These included three weekday evening communion services. Baptist Union and Government guidelines were followed throughout the pandemic with detailed Risk Assessments in place for all activities.

Several important objectives had been agreed by the Charity Trustees and Church Meeting for 2020:

1. Associate Pastor Appointment - to proceed with this appointment, aiming for the chosen applicant to commence their role in September 2020.
2. Preparation of a Five-Year Vision Document - to attempt to be more strategic in our thinking and planning during the next five years.
3. Refurbishment of the Main Kitchen - this works needs to be completed following the inspection report from the Environmental Health Officer.
4. To continue progress towards the formation of a Discipleship Ministry Team.

In addition, each Ministry Team set objectives for 2020 consistent with the overall objectives and those of the team itself as outlined in its original brief.

As a result of the Covid-19 pandemic objectives 1, 2 and 4 remain outstanding. However, despite the pandemic it was possible to complete the main kitchen refurbishment during July and August. This brought it up to the standard required by the previous Environmental Health Officer's Inspection Report. Additionally, the Associate Pastor position was advertised, but no suitable candidate was identified. In addition to these aims, the church has invested in equipment to enable the live-streaming of Sunday services.

### **Finance Ministry Team:**

The financial results for the year ended 31 December 2020 are set out in the accompanying Financial Statements, together with a summary of the accounting policies adopted by the charity.

The church continues to raise the funds needed to carry on its activities from within its own membership and congregation, and in this accounting year no wider public appeal was made for funds. At the end of this accounting year the church employed 3 people. The church depends heavily on volunteers among its membership in all aspects of its activities, many of which involve little or no expenditure but nevertheless contribute substantially to the achievement of its objectives.

As an expression of its role in the life of the wider church, the charity made grants to national and international organisations and societies whose aims, and objectives are compatible with this church's own charitable purpose (Details are listed in the attached document "**Accounts for the Year Ended 31 December 2020**").

The budget was prepared during January and approved by the Church Meeting.

During 2009, the Finance Team formulated a reserves policy. The finances of the church are not dependent on any one income stream; for instance, it receives no income from investments other than bank account interest and does not depend on a few large donors. The church owns a minister's residence and all its other assets outright.

Throughout the year, the Fellowship Fund provided support to many members who were in financial need, including pensioners and those on benefits.

Crofton Baptist Church has appropriate insurance for its buildings and contents and Employer's Liability Insurance, as recommended and provided by the Baptist Insurance Company PLC.



**CROFTON  
BAPTIST  
CHURCH**

**Helping people follow Jesus**

ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

Statement of Financial Activities

For the period from 01 January 2020 to 31 December 2020

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	2020 Total funds £	2019 Total funds £
<b>Income from:</b>							
Donations and gifts	2	197,080		23,996		221,076	226,970
Income from activities	3	12,377				12,377	17,259
Investments	4	122				122	548
<b>Total income</b>		<b>209,579</b>		<b>23,996</b>		<b>233,575</b>	<b>244,777</b>
<b>Expenditure on charitable activities:</b>							
Ministry	5	82,362				82,362	129,765
Grants	6	54,324	1,000	1,505		56,829	60,901
Establishment	7	41,842	41,796		5,859	89,497	59,482
Activities	8	17,459				17,459	21,070
<b>Total expenditure</b>		<b>195,987</b>	<b>42,796</b>	<b>1,505</b>	<b>5,859</b>	<b>246,147</b>	<b>271,218</b>
<b>Net income / (expenditure) resources before transfer</b>		<b>13,592</b>	<b>(42,796)</b>	<b>22,491</b>	<b>(5,859)</b>	<b>(12,572)</b>	<b>(26,441)</b>
Transfers		(15,590)	1,000	-	14,590	-	-
<b>Net movement in funds</b>		<b>(1,998)</b>	<b>(41,796)</b>	<b>22,491</b>	<b>8,731</b>	<b>(12,572)</b>	<b>(26,441)</b>
<b>Reconciliation of funds:</b>							
Total funds brought forward		23,809	103,064	22,491	1,534,473	1,661,346	1,687,787
Total funds carried forward		21,811	61,268	22,491	1,543,204	1,648,774	1,661,346

Balance sheet at 31st December 2020

	Notes	2020	2020	2019	2019
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	9		1,543,204		1,536,465
<b>Current assets</b>					
Debtors	10	9,956		8,720	
Cash at bank and in hand	11	<u>125,961</u>		<u>160,964</u>	
		135,917		169,684	
Creditors: Amounts falling due in one year	12	<u>8,821</u>		<u>10,351</u>	
<b>Net current assets</b>			<u>127,096</u>		<u>159,333</u>
<b>Net assets excluding pension liability</b>			1,670,300		1,695,798
Defined benefit pension scheme liability	13		21,526		34,452
<b>Total net assets</b>			<u>1,648,774</u>		<u>1,661,346</u>
<b>Reserves</b>					
Endowment fund			1,543,204		1,534,473
Restricted funds	15		22,491		-
Designated funds	16		61,268		103,064
Unrestricted funds			<u>21,811</u>		<u>23,809</u>
<b>Total funds</b>			<u>1,648,774</u>		<u>1,661,346</u>

These accounts were approved by the Trustees on 7th June 2021 and signed on their behalf by:



Peter Newton (Treasurer)



Deanne Davies (Secretary)

## **CROFTON BAPTIST CHURCH**

### **Legal information:**

The Church is a Registered Charity No 1134220.

### **Church address:**

Crofton Baptist Church  
100 Crofton Lane  
Orpington,  
BR5 1HD

### **Trustees:**

The Trustees of Crofton Baptist Church were the Minister, Elders and members of the Leadership Team (LT).

Wole Adeloje (Elder)  
David Coles (Elder)  
Andrew Crowson (LT member)  
Rachel Davis (LT member)  
Deanne Davies (LT member)  
Rachel Dungate (LT member)  
Adrian Judd (Minister)  
Diane Moss (LT member)  
Christopher Munday (Elder)  
Peter Newton (LT member)  
Eric Quartey (LT member)  
Phil Walter (LT member)

### **Bankers:**

Barclays Bank plc  
Station Square  
Petts Wood  
Orpington  
Kent, BR5 1LT

Charities Aid Foundation  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent, ME19 4JQ

HSBC  
249 HighStreet  
Orpington  
Kent BR6 0NR

### **Solicitors:**

Wellers  
45 Tweedy Road  
Bromley  
Kent, BR1 3NF

### **Independent Examiner:**

Mark Jarrold  
23 Repton Road  
Orpington  
Kent, BR6 9HR

## **1. Accounting policies.**

### **a. Basis of preparation.**

The accounts are prepared in accordance with the Charities Statement of Recommended Practice (Charities SORP 2015), FRS102 and with the Charities Act 2011.

Crofton Baptist Church is a registered charity, no. 1134220 and meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognized at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

### **b. Income recognition**

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

### **c. Donations**

Donations are accounted for when received and, where applicable, Gift Aid is accrued.

### **d. Investment income**

Investment income is included in the accounts in the year in which it is received.

### **e. Expenditure recognition**

All expenditure is accounted for on an accruals basis. Expenditure is recognized where there is a legal or constructive obligation to make payments to third parties, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

### **f. Fundraising and publicity costs**

The Church does not make formal appeals for funds thus expenditure on these items is not material.

### **g. Charitable Funding**

The Church makes grants to other organisations whose charitable objects complement its work. It also makes grants to individuals in furtherance of the Church's charitable objectives.

### **h. Fixed Assets**

The main church building and the large hall are stated in the accounts at the insurance value in 1996. The manse and the extension to the church building, which was completed in 2000, is included at cost.

Furniture and equipment in the Church premises are included at cost or net realisable value.

#### i. Depreciation

Depreciation has not been charged on land and buildings because, in the opinion of the Trustees, the residual value of the assets is not less than the cost or valuation at which they are stated.

Depreciation on other fixed assets is calculated to write off the cost on a straight-line basis over their expected useful life, at the following rates:

Fixtures & fittings	10%
Equipment, office and audio-visual	20%

Depreciation is only charged on new assets costing over £5,000.

#### j. Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for specific purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for specific purposes.

Endowment funds represent those assets which must be held permanently by the charity, namely the church premises and manse. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund.

#### k. Reserves Policy

In order to meet ongoing obligations and provide for contingency events, a Reserves Policy is in place and is reviewed annually. Under the policy, reserves should be maintained at approximately 2 months non-fabric related expenditure, which for 2020 equated to £34,000 set aside in a designated Contingency Reserve Fund. The method of calculation has been reviewed and, for 2021, the reserve will be reduced to £30,000.

## 2. Donations and Gifts

	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total Funds £	2019 Total Funds £
Offerings	158,758	21,350	180,108	185,586
Tax refunds	29,922	2,646	32,568	33,384
Grants Received	8,400		8,400	8,000
	<u>197,080</u>	<u>23,996</u>	<u>221,076</u>	<u>226,970</u>

## 3. Income from Charitable activities

	2020 Unrestricted funds £	2019 Unrestricted funds £
Friday Heroes	1,065	3,482
Holiday at Home	-	1,410
Capernwray trip	9,723	5,400
Seniors	381	2,064
Events	651	1,419
Other	557	3,484
	<u>12,378</u>	<u>17,259</u>

The Capernwray trip could not go ahead in 2020 due to national restrictions on travel to combat COVID infections so the income of £9,723 received from participants was reimbursed. See also note 8.

## 4. Investments

	2020 Unrestricted funds £	2019 Unrestricted funds £
Interest	122	273
Rents	-	275
	<u>122</u>	<u>548</u>

## 5. Ministry

	2020	2019
	Unrestricted	Unrestricted
	funds	funds
	£	£
Salaries	75,659	73,927
Social security costs	2,820	3,653
Pension costs	3,472	3,806
BU pension deficit contribution	(10,202)	38,005
Training	827	2,890
Staff expenses	2,909	3,220
Visiting speakers	75	531
Manse	6,802	3,733
	<u>82,362</u>	<u>129,765</u>

The church's liability for its share of the BU Pension deficit has been reduced as a result of the latest actuarial valuation. See notes 13 and 14 for details.

Much of the church management is carried out without charge by volunteers. This intangible cost is not included in the Statement of Financial Activities since there is no measurable cost to the volunteers for their service.

The Minister and Church Manager are both trustees and paid employees. The Minister's benefits include the provision of manse accommodation owned by the church.

No employee received emoluments in excess of £60,000 during the year (2019 - none).

No sums were reimbursed to the Trustees for their work as Trustees, either in respect of salaries or expenses. (2019 - none).

One employee participates in the Baptist Pension Scheme Defined Contribution (DC) Plan. The other employees, including the Minister, participate in pension schemes from other providers.

## 6. Grants

	2020	2020	2020	2020	2019
	Unrestricted	Designated	Restricted	Total	Total
	funds	funds	funds	Funds	Funds
	£	£	£	£	£
SAT-7 Trust	8,763	500		9,263	10,137
BU Home Mission	8,763			8,763	8,560
BMS World Mission	8,763			8,763	8,560
Living Leadership	4,857			4,857	4,750
Spinnaker Trust	3,012			3,012	3,050
Overseas Missionary Fellowship	5,060			5,060	8,554

Education Plus	3,194			3,194	2,745
Fellowship Fund	4,884		500	5,384	5,769
UCCF	4,384			4,384	-
Release International	1,000			1,000	1,030
Cedarmore Housing	800			800	800
Christians Against Poverty	150			150	-
Orpington Food bank	-			-	750
Tear Fund	-			-	2,149
Nepal	-	500		500	1,730
Maypole Trust	-			-	300
Other	694	-	1,005	1,699	2,017
	<u>54,324</u>	<u>1,000</u>	<u>1,505</u>	<u>56,829</u>	<u>60,901</u>

Restricted funds payments are in respect of amounts received for distribution to various organisations or for specific purposes related to church activities, including the Fellowship Fund which is for distribution of small gifts to members of the church fellowship to encourage them at times of financial or other distress.

Designated funds payments are made from the Emergency Relief Fund.

## 7. Establishment

	2020	2020	2020	2020	2019
	Unrestricted	Designated	Endowment	Total	Total
	funds	funds	funds	Funds	Funds
	£	£	£	£	£
Buildings	13,541	41,796	-	55,337	25,505
Utilities	5,574			5,574	5,466
Cleaning	7,544			7,544	7,129
Telecommunications	610			610	602
Photocopying	2,091			2,091	2,841
Insurance	3,352			3,352	2,291
Licenses/Subs	3,591			3,591	3,390
Office expenses	4,162			4,162	1,906
Publicity	1,084			1,084	2,356
Depreciation	-		5,859	5,859	3,653
Other	293			293	4,343
	<u>41,842</u>	<u>41,796</u>	<u>5,859</u>	<u>89,497</u>	<u>59,482</u>

The designated fund payment of £41,796 was for the refurbishment of the church kitchen.

## 8. Activities

	2020	2019
	Unrestricted funds	Unrestricted funds
	£	£
Friday Heroes	995	3,109
Holiday at Home	69	1,454
Capernwray trip	11,318	5,811
Seniors	380	1,737
Youth & children	1,398	2,102
Events	395	1,510
Other	2,904	5,347
	<u>17,459</u>	<u>21,070</u>

Capernwray trip costs in 2020 include the re-imburement of amounts charged to participants (£9,723) because the event could not take place due to Government restriction brought in to combat the COVID pandemic. The remaining cost is for transport for which a refund could not be obtained.

## 9. Assets

	Church Premises	Manse	Fixtures and Fittings	Office Equipment	Audio-visual Equipment	Total
	£	£	£	£	£	£
Cost or valuation						
At 1st January 2020	967,529	542,000	74,793	23,320	62,145	1,669,787
Additions					12,598	12,598
At 31st December 2020	<u>967,529</u>	<u>542,000</u>	<u>74,793</u>	<u>23,320</u>	<u>74,743</u>	<u>1,682,385</u>
Depreciation						
At 1st January 2020			69,299	19,713	44,310	133,322
Charge for year			824	1,200	3,835	5,859
At 31st December 2020			<u>70,123</u>	<u>20,913</u>	<u>48,145</u>	<u>139,181</u>
Net book value						
At 1st January 2020	967,529	542,000	5,494	3,607	17,835	1,536,465
At 31st December 2020	967,529	542,000	4,670	2,407	26,598	1,543,204

All of the assets are used for charitable purposes.

## 10. Debtors

	2020	2019
	£	£
HMRC (Gift Aid)	9,130	7,894
Sundry	826	826
	<u>9,956</u>	<u>8,720</u>

## 11. Bank and Cash in Hand

	2020	2019
	£	£
Barclays Bank plc	45,186	54,175
CAF	41,802	72,252
HSBC	38,330	33,896
Cash	643	641
	<u>125,961</u>	<u>160,964</u>

## 12. Creditors – amounts falling due within one year

	2020	2019
	£	£
Mission Societies	3,274	1,428
HMRC (Paye/NI)	2,123	1,928
Pensions	2,498	2,808
Sundry	926	4,187
Total	<u>8,821</u>	<u>10,351</u>

## 13. Defined benefit pension scheme liability

	2020	2019
	£	£
Baptist Union Pension Scheme	21,526	34,452

Section 28.11A of FRS 102 requires agreed deficit recovery payments to be recognised as a liability. The movement in the provision is set out in the table below.

Accounting date (year ending):	31 December 2020	31 December 2019
	£	£
Balance sheet liability at year start	34,452	36,683
Deficiency contributions paid	(2,724)	(3,553)
Interest cost	563	838
Remaining change to balance sheet liability*	(10,765)	484
Balance sheet liability at year end	21,526	34,452

\* Comprises any change in agreed deficit recovery plan and change in assumptions between year-ends.

This liability represents the present value of the deficit contributions agreed as at the accounting date and has been valued using the following assumptions set by reference to the duration of the deficit recovery payments:

Accounting date	31 December 2020	31 December 2019	31 December 2018
Discount rate	0.4%	1.7%	2.4%
Future increases to Minimum Pensionable Income	3.0%	3.2%	3.3%

#### 14. Pensions

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

For any month, each participating employer in the Scheme pays contributions as set out in the Schedule of Contributions in force at that time.

The Scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Scheme’s assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable towards benefits and expenses accrued in that year, plus any impact of deficiency contributions.

The Minister and members of the church staff are eligible to join the Scheme.

From January 2012, pension provision is being made through the Defined Contribution (DC) Plan within the Scheme. In general, members pay 8% of their Pensionable Income and employers pay 6% of members' Pensionable Income into individual pension accounts, which are operated and managed on behalf of the Pension Trustee by Legal and General Life Assurance Society Limited. In addition, the employer pays a further 4% of Pensionable Income to cover Death in Service Benefits, administration costs, and an associated insurance policy which provides income protection for Scheme members in the event that they are unable to work due to long-term incapacity. This income protection policy has been insured by the Baptist Union of Great Britain with Aviva plc. The further 4% contribution rate is reduced to 3% for Employer contributions made to the Segregated DC Arrangement.

Members of the Basic Section pay reduced contributions of 5% of Pensionable Income, and their employers also pay a total of 5%.

Benefits in respect of service prior to 1 January 2012 are provided through the Defined Benefit (DB) Plan within the Scheme. The main benefits for pre-2012 service were a defined benefit 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. 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.

#### **Actuarial valuation as at 31 December 2019**

A formal valuation of the Defined Benefit (DB) Plan was performed at 31 December 2019 by a professionally qualified Actuary using the Projected Unit Method. The market value of the DB Plan assets at the valuation date was £298m.

The valuation of the DB Plan revealed a deficit of assets compared with the value of liabilities of £18m (equivalent to a past service funding level of 94%). The Church and the other employers supporting the DB Plan are collectively responsible for funding this deficit.

The key assumptions underlying the valuation were as follows:

Type of financial assumption	% pa
RPI price inflation assumption	3.20
CPI price inflation assumption	2.70
Minimum Pensionable Income increases (CPI plus 0.75% pa)	3.20
Assumed investment returns	
- Pre-retirement	2.95
- Post retirement	1.70
Deferred pension increases	
- Pre April 2009	3.20
- Post April 2009	2.50
Pension increases	

- Main Scheme pension

2.70

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Post-retirement mortality in accordance with 80% of the S3NFA and S3NMA tables, with allowance for future improvements in mortality rates from 2013 in line with the CMI 2019 core projections, with a long term annual rate of improvement of 1.75% for males and 1.5% for females, with the core smoothing parameter and with additional initial mortality improvement factor A=0.5%.

The next actuarial valuation of the DB Plan within the Scheme is due to take place not later than as at 31 December 2022.

### Recovery Plan

In addition to the contributions to the DC Plan set out above, where a valuation of the DB Plan reveals a deficit the Trustee and the Council agree to a rate of deficiency contributions from churches and other employers involved in the DB Plan.

Under the current Recovery Plan dated 30 September 2020, deficiency contributions are payable until 30 June 2026. These contributions are broadly based on the employer's membership at 31 December 2014 and increase annually in line with increases to Minimum Pensionable Income as defined in the Rules. However, the Trustees and the Council agreed a 50% reduction for all deficiency contributions payable between 1 July 2020 and 31 December 2020.

## 15. Restricted funds

	1st January 2020 £	Incoming resources £	Resources expended £	31st December 2020 £
Assistant Minister Fund	-	21,706		21,706
Fellowship Fund	-	1,010	500	510
Missionary Fund	-	1,280	1,005	275
	-	23,996	1,505	22,491

The Assistant Minister Fund was opened in September 2020 to receive money pledged by the congregation in support of the employment of an Assistant Minister. No appointment to this post was made in 2020.

The Fellowship Fund receives donations from members of the congregation for distribution of small gifts to members of the church fellowship to encourage them at times of financial or other distress.

The Missionary Fund receives donations from members of the congregation for distribution to missionary organisations.

## 16. Designated funds

	1st January 2020 £	Resources expended £	Transfers £	31st December 2020 £
Emergency Relief Fund	500	1,000	1,000	500
Mission Fund	8,564			8,564
Sinking Fund	60,000	41,796		18,204
Contingency Reserve Fund	34,000			34,000
	<u>103,064</u>	<u>42,796</u>	<u>1,000</u>	<u>61,268</u>

The Emergency Relief Fund is used to respond to appeals for money from missionary or aid organisations in respect of major disasters.

The Mission Fund is in respect of a legacy received during 2011.

The Sinking Fund relates to amounts set aside to cover major repairs such as roofing, heating etc. During 2020 this fund was utilised to pay from the refurbishment of the Church kitchen.

In order to meet ongoing obligations and provide for contingency events, a Reserves Policy is in place and is reviewed annually. Under the policy, reserves should be maintained at approximately 2 months non-fabric related expenditure. This has been established as the Contingency Reserve Fund.

## 17. Analysis of net assets

	Fixed assets £	Net current assets £	Total 2020 £
Endowment Funds	1,543,204		1,543,204
Restricted Funds		22,491	22,491
Designated funds		61,268	61,268
Unrestricted Funds		21,811	21,811
	<u>1,543,204</u>	<u>105,570</u>	<u>1,648,774</u>

## 18. Related charities

The custodian Trustee of the church is the Baptist Union Corporation Limited (charity number 249635), and which is controlled by the Baptist Union Council. The church is also a member of

the Baptist Union of Great Britain, the London Baptist Association and Cedarmore Housing Association Limited.

The church made donations to the Baptist Union Home Mission Scheme, the Baptist World Mission and Cedarmore Housing Association Ltd, as set out in note 6.

The church received grants from Crofton Early Learners (CEL) totalling £8,400 (2019 - £8,000). CEL is considered to be part of the church's outreach to the local community, therefore, any liability arising in respect of CEL ceasing to operate would be borne by Crofton Baptist Church.

## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

**Report to the trustees and members of Crofton Baptist Church (Charity no. 1134220) on the accounts for the year ended 31st December 2020 set out on pages 2 to 16.**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2020.

### **Responsibilities and basis of report**

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

I report in respect of my examination of the Trust'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 Act.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



M. Jarrold

Date: 17 July 2021



**CROFTON  
BAPTIST  
CHURCH**

**Helping people follow Jesus**

ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

Statement of Financial Activities

For the period from 01 January 2020 to 31 December 2020

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	2020 Total funds £	2019 Total funds £
<b>Income from:</b>							
Donations and gifts	2	197,080		23,996		221,076	226,970
Income from activities	3	12,377				12,377	17,259
Investments	4	122				122	548
<b>Total income</b>		<b>209,579</b>		<b>23,996</b>		<b>233,575</b>	<b>244,777</b>
<b>Expenditure on charitable activities:</b>							
Ministry	5	82,362				82,362	129,765
Grants	6	54,324	1,000	1,505		56,829	60,901
Establishment	7	41,842	41,796		5,859	89,497	59,482
Activities	8	17,459				17,459	21,070
<b>Total expenditure</b>		<b>195,987</b>	<b>42,796</b>	<b>1,505</b>	<b>5,859</b>	<b>246,147</b>	<b>271,218</b>
<b>Net income / (expenditure) resources before transfer</b>		<b>13,592</b>	<b>(42,796)</b>	<b>22,491</b>	<b>(5,859)</b>	<b>(12,572)</b>	<b>(26,441)</b>
<b>Transfers</b>		<b>(15,590)</b>	<b>1,000</b>	<b>-</b>	<b>14,590</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>(1,998)</b>	<b>(41,796)</b>	<b>22,491</b>	<b>8,731</b>	<b>(12,572)</b>	<b>(26,441)</b>
<b>Reconciliation of funds:</b>							
Total funds brought forward		23,809	103,064	22,491	1,534,473	1,661,346	1,687,787
Total funds carried forward		21,811	61,268	22,491	1,543,204	1,648,774	1,661,346

Balance sheet at 31st December 2020

	Notes	2020	2020	2019	2019
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	9		1,543,204		1,536,465
<b>Current assets</b>					
Debtors	10	9,956		8,720	
Cash at bank and in hand	11	<u>125,961</u>		<u>160,964</u>	
		135,917		169,684	
Creditors: Amounts falling due in one year	12	<u>8,821</u>		<u>10,351</u>	
<b>Net current assets</b>			<u>127,096</u>		<u>159,333</u>
<b>Net assets excluding pension liability</b>			1,670,300		1,695,798
Defined benefit pension scheme liability	13		21,526		34,452
<b>Total net assets</b>			<u>1,648,774</u>		<u>1,661,346</u>
<b>Reserves</b>					
Endowment fund			1,543,204		1,534,473
Restricted funds	15		22,491		-
Designated funds	16		61,268		103,064
Unrestricted funds			<u>21,811</u>		<u>23,809</u>
<b>Total funds</b>			<u>1,648,774</u>		<u>1,661,346</u>

These accounts were approved by the Trustees on 7th June 2021 and signed on their behalf by:



Peter Newton (Treasurer)



Deanne Davies (Secretary)

## **CROFTON BAPTIST CHURCH**

### **Legal information:**

The Church is a Registered Charity No 1134220.

### **Church address:**

Crofton Baptist Church  
100 Crofton Lane  
Orpington,  
BR5 1HD

### **Trustees:**

The Trustees of Crofton Baptist Church were the Minister, Elders and members of the Leadership Team (LT).

Wole Adeloje (Elder)  
David Coles (Elder)  
Andrew Crowson (LT member)  
Rachel Davis (LT member)  
Deanne Davies (LT member)  
Rachel Dungate (LT member)  
Adrian Judd (Minister)  
Diane Moss (LT member)  
Christopher Munday (Elder)  
Peter Newton (LT member)  
Eric Quartey (LT member)  
Phil Walter (LT member)

### **Bankers:**

Barclays Bank plc  
Station Square  
Petts Wood  
Orpington  
Kent, BR5 1LT

Charities Aid Foundation  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent, ME19 4JQ

HSBC  
249 HighStreet  
Orpington  
Kent BR6 0NR

### **Solicitors:**

Wellers  
45 Tweedy Road  
Bromley  
Kent, BR1 3NF

### **Independent Examiner:**

Mark Jarrold  
23 Repton Road  
Orpington  
Kent, BR6 9HR

## **1. Accounting policies.**

### **a. Basis of preparation.**

The accounts are prepared in accordance with the Charities Statement of Recommended Practice (Charities SORP 2015), FRS102 and with the Charities Act 2011.

Crofton Baptist Church is a registered charity, no. 1134220 and meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognized at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

### **b. Income recognition**

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

### **c. Donations**

Donations are accounted for when received and, where applicable, Gift Aid is accrued.

### **d. Investment income**

Investment income is included in the accounts in the year in which it is received.

### **e. Expenditure recognition**

All expenditure is accounted for on an accruals basis. Expenditure is recognized where there is a legal or constructive obligation to make payments to third parties, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

### **f. Fundraising and publicity costs**

The Church does not make formal appeals for funds thus expenditure on these items is not material.

### **g. Charitable Funding**

The Church makes grants to other organisations whose charitable objects complement its work. It also makes grants to individuals in furtherance of the Church's charitable objectives.

### **h. Fixed Assets**

The main church building and the large hall are stated in the accounts at the insurance value in 1996. The manse and the extension to the church building, which was completed in 2000, is included at cost.

Furniture and equipment in the Church premises are included at cost or net realisable value.

#### i. Depreciation

Depreciation has not been charged on land and buildings because, in the opinion of the Trustees, the residual value of the assets is not less than the cost or valuation at which they are stated.

Depreciation on other fixed assets is calculated to write off the cost on a straight-line basis over their expected useful life, at the following rates:

Fixtures & fittings	10%
Equipment, office and audio-visual	20%

Depreciation is only charged on new assets costing over £5,000.

#### j. Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for specific purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for specific purposes.

Endowment funds represent those assets which must be held permanently by the charity, namely the church premises and manse. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund.

#### k. Reserves Policy

In order to meet ongoing obligations and provide for contingency events, a Reserves Policy is in place and is reviewed annually. Under the policy, reserves should be maintained at approximately 2 months non-fabric related expenditure, which for 2020 equated to £34,000 set aside in a designated Contingency Reserve Fund. The method of calculation has been reviewed and, for 2021, the reserve will be reduced to £30,000.

## 2. Donations and Gifts

	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total Funds £	2019 Total Funds £
Offerings	158,758	21,350	180,108	185,586
Tax refunds	29,922	2,646	32,568	33,384
Grants Received	8,400		8,400	8,000
	<u>197,080</u>	<u>23,996</u>	<u>221,076</u>	<u>226,970</u>

## 3. Income from Charitable activities

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Events	651	1,419
Other	557	3,484
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## 4. Investments

	2020 Unrestricted funds £	2019 Unrestricted funds £
Interest	122	273
Rents	-	275
	<u>122</u>	<u>548</u>

## 5. Ministry

	2020	2019
	Unrestricted	Unrestricted
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Pension costs	3,472	3,806
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Staff expenses	2,909	3,220
Visiting speakers	75	531
Manse	6,802	3,733
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The Minister and Church Manager are both trustees and paid employees. The Minister's benefits include the provision of manse accommodation owned by the church.

No employee received emoluments in excess of £60,000 during the year (2019 - none).

No sums were reimbursed to the Trustees for their work as Trustees, either in respect of salaries or expenses. (2019 - none).

One employee participates in the Baptist Pension Scheme Defined Contribution (DC) Plan. The other employees, including the Minister, participate in pension schemes from other providers.

## 6. Grants

	2020	2020	2020	2020	2019
	Unrestricted	Designated	Restricted	Total	Total
	funds	funds	funds	Funds	Funds
	£	£	£	£	£
SAT-7 Trust	8,763	500		9,263	10,137
BU Home Mission	8,763			8,763	8,560
BMS World Mission	8,763			8,763	8,560
Living Leadership	4,857			4,857	4,750
Spinnaker Trust	3,012			3,012	3,050
Overseas Missionary Fellowship	5,060			5,060	8,554

Education Plus	3,194			3,194	2,745
Fellowship Fund	4,884		500	5,384	5,769
UCCF	4,384			4,384	-
Release International	1,000			1,000	1,030
Cedarmore Housing	800			800	800
Christians Against Poverty	150			150	-
Orpington Food bank	-			-	750
Tear Fund	-			-	2,149
Nepal	-	500	-	500	1,730
Maypole Trust	-			-	300
Other	694	-	1,005	1,699	2,017
	<u>54,324</u>	<u>1,000</u>	<u>1,505</u>	<u>56,829</u>	<u>60,901</u>

Restricted funds payments are in respect of amounts received for distribution to various organisations or for specific purposes related to church activities, including the Fellowship Fund which is for distribution of small gifts to members of the church fellowship to encourage them at times of financial or other distress.

Designated funds payments are made from the Emergency Relief Fund.

## 7. Establishment

	2020	2020	2020	2020	2019
	Unrestricted	Designated	Endowment	Total	Total
	funds	funds	funds	Funds	Funds
	£	£	£	£	£
Buildings	13,541	41,796	-	55,337	25,505
Utilities	5,574			5,574	5,466
Cleaning	7,544			7,544	7,129
Telecommunications	610			610	602
Photocopying	2,091			2,091	2,841
Insurance	3,352			3,352	2,291
Licenses/Subs	3,591			3,591	3,390
Office expenses	4,162			4,162	1,906
Publicity	1,084			1,084	2,356
Depreciation	-		5,859	5,859	3,653
Other	293			293	4,343
	<u>41,842</u>	<u>41,796</u>	<u>5,859</u>	<u>89,497</u>	<u>59,482</u>

The designated fund payment of £41,796 was for the refurbishment of the church kitchen.

## 8. Activities

	2020	2019
	Unrestricted funds	Unrestricted funds
	£	£
Friday Heroes	995	3,109
Holiday at Home	69	1,454
Capernwray trip	11,318	5,811
Seniors	380	1,737
Youth & children	1,398	2,102
Events	395	1,510
Other	2,904	5,347
	<u>17,459</u>	<u>21,070</u>

Capernwray trip costs in 2020 include the re-imbursement of amounts charged to participants (£9,723) because the event could not take place due to Government restriction brought in to combat the COVID pandemic. The remaining cost is for transport for which a refund could not be obtained.

## 9. Assets

	Church Premises	Manse	Fixtures and Fittings	Office Equipment	Audio-visual Equipment	Total
	£	£	£	£	£	£
Cost or valuation						
At 1st January 2020	967,529	542,000	74,793	23,320	62,145	1,669,787
Additions					12,598	12,598
At 31st December 2020	<u>967,529</u>	<u>542,000</u>	<u>74,793</u>	<u>23,320</u>	<u>74,743</u>	<u>1,682,385</u>
Depreciation						
At 1st January 2020			69,299	19,713	44,310	133,322
Charge for year			824	1,200	3,835	5,859
At 31st December 2020			<u>70,123</u>	<u>20,913</u>	<u>48,145</u>	<u>139,181</u>
Net book value						
At 1st January 2020	967,529	542,000	5,494	3,607	17,835	1,536,465
At 31st December 2020	967,529	542,000	4,670	2,407	26,598	1,543,204

All of the assets are used for charitable purposes.

## 10. Debtors

	2020	2019
	£	£
HMRC (Gift Aid)	9,130	7,894
Sundry	826	826
	<u>9,956</u>	<u>8,720</u>

## 11. Bank and Cash in Hand

	2020	2019
	£	£
Barclays Bank plc	45,186	54,175
CAF	41,802	72,252
HSBC	38,330	33,896
Cash	643	641
	<u>125,961</u>	<u>160,964</u>

## 12. Creditors – amounts falling due within one year

	2020	2019
	£	£
Mission Societies	3,274	1,428
HMRC (Paye/NI)	2,123	1,928
Pensions	2,498	2,808
Sundry	926	4,187
Total	<u>8,821</u>	<u>10,351</u>

## 13. Defined benefit pension scheme liability

	2020	2019
	£	£
Baptist Union Pension Scheme	21,526	34,452

Section 28.11A of FRS 102 requires agreed deficit recovery payments to be recognised as a liability. The movement in the provision is set out in the table below.

Accounting date (year ending):	31 December 2020	31 December 2019
	£	£
Balance sheet liability at year start	34,452	36,683
Deficiency contributions paid	(2,724)	(3,553)
Interest cost	563	838
Remaining change to balance sheet liability*	(10,765)	484
Balance sheet liability at year end	21,526	34,452

\* Comprises any change in agreed deficit recovery plan and change in assumptions between year-ends.

This liability represents the present value of the deficit contributions agreed as at the accounting date and has been valued using the following assumptions set by reference to the duration of the deficit recovery payments:

Accounting date	31 December 2020	31 December 2019	31 December 2018
Discount rate	0.4%	1.7%	2.4%
Future increases to Minimum Pensionable Income	3.0%	3.2%	3.3%

#### 14. Pensions

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

For any month, each participating employer in the Scheme pays contributions as set out in the Schedule of Contributions in force at that time.

The Scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Scheme’s assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable towards benefits and expenses accrued in that year, plus any impact of deficiency contributions.

The Minister and members of the church staff are eligible to join the Scheme.

From January 2012, pension provision is being made through the Defined Contribution (DC) Plan within the Scheme. In general, members pay 8% of their Pensionable Income and employers pay 6% of members' Pensionable Income into individual pension accounts, which are operated and managed on behalf of the Pension Trustee by Legal and General Life Assurance Society Limited. In addition, the employer pays a further 4% of Pensionable Income to cover Death in Service Benefits, administration costs, and an associated insurance policy which provides income protection for Scheme members in the event that they are unable to work due to long-term incapacity. This income protection policy has been insured by the Baptist Union of Great Britain with Aviva plc. The further 4% contribution rate is reduced to 3% for Employer contributions made to the Segregated DC Arrangement.

Members of the Basic Section pay reduced contributions of 5% of Pensionable Income, and their employers also pay a total of 5%.

Benefits in respect of service prior to 1 January 2012 are provided through the Defined Benefit (DB) Plan within the Scheme. The main benefits for pre-2012 service were a defined benefit 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. 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.

#### **Actuarial valuation as at 31 December 2019**

A formal valuation of the Defined Benefit (DB) Plan was performed at 31 December 2019 by a professionally qualified Actuary using the Projected Unit Method. The market value of the DB Plan assets at the valuation date was £298m.

The valuation of the DB Plan revealed a deficit of assets compared with the value of liabilities of £18m (equivalent to a past service funding level of 94%). The Church and the other employers supporting the DB Plan are collectively responsible for funding this deficit.

The key assumptions underlying the valuation were as follows:

Type of financial assumption	% pa
RPI price inflation assumption	3.20
CPI price inflation assumption	2.70
Minimum Pensionable Income increases (CPI plus 0.75% pa)	3.20
Assumed investment returns	
- Pre-retirement	2.95
- Post retirement	1.70
Deferred pension increases	
- Pre April 2009	3.20
- Post April 2009	2.50
Pension increases	

- Main Scheme pension

2.70

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Post-retirement mortality in accordance with 80% of the S3NFA and S3NMA tables, with allowance for future improvements in mortality rates from 2013 in line with the CMI 2019 core projections, with a long term annual rate of improvement of 1.75% for males and 1.5% for females, with the core smoothing parameter and with additional initial mortality improvement factor A=0.5%.

The next actuarial valuation of the DB Plan within the Scheme is due to take place not later than as at 31 December 2022.

### Recovery Plan

In addition to the contributions to the DC Plan set out above, where a valuation of the DB Plan reveals a deficit the Trustee and the Council agree to a rate of deficiency contributions from churches and other employers involved in the DB Plan.

Under the current Recovery Plan dated 30 September 2020, deficiency contributions are payable until 30 June 2026. These contributions are broadly based on the employer's membership at 31 December 2014 and increase annually in line with increases to Minimum Pensionable Income as defined in the Rules. However, the Trustees and the Council agreed a 50% reduction for all deficiency contributions payable between 1 July 2020 and 31 December 2020.

## 15. Restricted funds

	1st January 2020 £	Incoming resources £	Resources expended £	31st December 2020 £
Assistant Minister Fund	-	21,706		21,706
Fellowship Fund	-	1,010	500	510
Missionary Fund	-	1,280	1,005	275
	-	23,996	1,505	22,491

The Assistant Minister Fund was opened in September 2020 to receive money pledged by the congregation in support of the employment of an Assistant Minister. No appointment to this post was made in 2020.

The Fellowship Fund receives donations from members of the congregation for distribution of small gifts to members of the church fellowship to encourage them at times of financial or other distress.

The Missionary Fund receives donations from members of the congregation for distribution to missionary organisations.

## 16. Designated funds

	1st January 2020 £	Resources expended £	Transfers £	31st December 2020 £
Emergency Relief Fund	500	1,000	1,000	500
Mission Fund	8,564			8,564
Sinking Fund	60,000	41,796		18,204
Contingency Reserve Fund	34,000			34,000
	<u>103,064</u>	<u>42,796</u>	<u>1,000</u>	<u>61,268</u>

The Emergency Relief Fund is used to respond to appeals for money from missionary or aid organisations in respect of major disasters.

The Mission Fund is in respect of a legacy received during 2011.

The Sinking Fund relates to amounts set aside to cover major repairs such as roofing, heating etc. During 2020 this fund was utilised to pay from the refurbishment of the Church kitchen.

In order to meet ongoing obligations and provide for contingency events, a Reserves Policy is in place and is reviewed annually. Under the policy, reserves should be maintained at approximately 2 months non-fabric related expenditure. This has been established as the Contingency Reserve Fund.

## 17. Analysis of net assets

	Fixed assets £	Net current assets £	Total 2020 £
Endowment Funds	1,543,204		1,543,204
Restricted Funds		22,491	22,491
Designated funds		61,268	61,268
Unrestricted Funds		21,811	21,811
	<u>1,543,204</u>	<u>105,570</u>	<u>1,648,774</u>

## 18. Related charities

The custodian Trustee of the church is the Baptist Union Corporation Limited (charity number 249635), and which is controlled by the Baptist Union Council. The church is also a member of

the Baptist Union of Great Britain, the London Baptist Association and Cedarmore Housing Association Limited.

The church made donations to the Baptist Union Home Mission Scheme, the Baptist World Mission and Cedarmore Housing Association Ltd, as set out in note 6.

The church received grants from Crofton Early Learners (CEL) totalling £8,400 (2019 - £8,000). CEL is considered to be part of the church's outreach to the local community, therefore, any liability arising in respect of CEL ceasing to operate would be borne by Crofton Baptist Church.

## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

**Report to the trustees and members of Crofton Baptist Church (Charity no. 1134220) on the accounts for the year ended 31st December 2020 set out on pages 2 to 16.**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2020.

### **Responsibilities and basis of report**

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

I report in respect of my examination of the Trust'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 Act.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



M. Jarrold

Date: 17 July 2021