



## 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 Adeyemi 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.



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 £	2022 Total funds £	2021 Total funds £
<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>							
Total funds brought forward		49,977	51,588	39,184	1,542,456	1,683,207	1,648,774
Total funds carried forward		106,027	51,388	62,382	1,540,345	1,760,142	1,683,207

# 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 Adeloye (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	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	funds	funds	Funds	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	2021
	Unrestricted	Unrestricted
	funds	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	2021
	Unrestricted	Unrestricted
	funds	funds
	£	£
Bank interest	461	13

## 5. Other income

	2022	2021
	Unrestricted	Unrestricted
	funds	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
Operation Agri					377
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	
	17,474	8,138

## 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
	204,259	152,235

**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.



ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2022

Statement of Financial Activities

For the period from 01 January 2022 to 31 December 2022

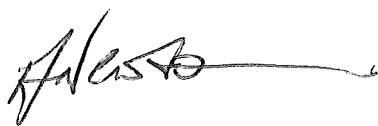
	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	2022 Total funds £	2021 Total funds £
<b>Income from:</b>							
Donations and gifts	2	229,497		43,457		272,954	221,751
Income from activities	3	8,293				8,293	11,979
Investments	4	461				461	13
Other income	5	2,044				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>7623</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>							
Total funds brought forward		49,977	51,588	39,184	1,542,456	1,683,207	1,648,774
Total funds carried forward		106,027	51,388	62,382	1,540,345	1,760,142	1,683,207

# 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 Adeloye (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	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	funds	funds	Funds	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	2021
	Unrestricted	Unrestricted
	funds	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	2021
	Unrestricted	Unrestricted
	funds	funds
	£	£
Bank interest	461	13

## 5. Other income

	2022	2021
	Unrestricted	Unrestricted
	funds	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
Operation Agri					377
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	
	17,474	8,138

## 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
	204,259	152,235

**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.