

Annual Report and Financial Statements
for the Year Ended 31 December 2023

Crawley Baptist Church

Charity registration number: 1134616

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CRAWLEY BAPTIST CHURCH

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CRAWLEY BAPTIST CHURCH

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees	Rev Ian Phillips, Senior Minister Mr Ade Aderounmu, Deacon Mr Graham Durrant, Church Secretary Mr Graham Poole, Deacon Mr Ian Larkham, Deacon Mrs Sandra Warner, Minister, Pastoral Care Mrs Sue Lindridge, Minister, Children and Youth Mrs Sharon Golightly, Deacon Mr Philip Munt, Deacon Mrs Shamima McAdjar, Deacon
Charity Registration Number	1134616
Principal Office	Crabtree Road West Green Crawley West Sussex RH11 7HJ
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Bankers	The Royal Bank of Scotland Drummond House PO Box 1727 Edinburgh Midlothian EH12 9RH

CRAWLEY BAPTIST CHURCH

TRUSTEES' REPORT

The Trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2023.

Structure, governance and management

Nature of governing document

Crawley Baptist Church is governed by its constitution based on the Approved Governing Document provided by the Baptist Union. The Church received Charity Status from the Charity Commission in 2010.

The constitution explains that 'Church Members shall meet together in a Church Members' Meeting under the guidance of the Holy Spirit and under the Lordship of Christ to discern the mind of God in the affairs of the Church'. Ordinary Church Meetings – which we call 'Body Talk' – are held at least four times each year to consider routine matters associated with the life of the church including issues related to church membership and the appointment and dismissal of the charity trustees.

The constitution defines the Trustees of Crawley Baptist Church as the Minister, Deacons, Secretary, Treasurer and those employed staff who by the nature of their role work together with the Minister and the Deacons in the overall leadership of the Church.

1. The Qualifications of a Deacon:

A Deacon should be a person:

I. Of mature faith

II. Filled with the Holy Spirit

III. Who supports to the full the worship and witness of the church

IV. Who supports a life group as fully as they are able

V. Able to work in harmony with the Minister and Fellow Deacons

A Deacon is a person appointed by the church, under the guidance of the Holy Spirit, to share in the spiritual leadership, oversight and administration of the church.

A Deacon is a member of 18 years or over and a member not less than six months.

2. The Election of a Deacon

Deacons are elected at the AGM and require over 50% of the vote cast. They serve for a three-year term.

3. The Responsibility of a Deacon

Deacons meet on the first Thursday of every month, at least one away day and one weekend away for business, training and development.

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TRUSTEES' REPORT (CONTINUED)

Induction and training of the responsibility of Trustees is done on an informal basis as they are nominated for election. They are made aware of the role and responsibilities and relevant information is passed to them as and when it is received either at the regular monthly meeting or on training or planning days.

Recruitment and appointment of Trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the The Approved Governing Document provided by the Baptist Union and adopted in July 2009.

Risk management

Under the Statement of Recommended Practice (SORP (FRS 102) effective 1 January 2019) regulations it is recommended that the Deacons, as Trustees, complete an ongoing Risk Management review. The Deacons have undertaken this review during the year in order to identify and manage the principal risks that may deter Crawley Baptist Church from achieving its main objectives. A copy of the latest review as at 31st December 2022 is included as Appendix A.

Objectives and activities

In September 2021 we adopted a new vision:

By 2026 Crawley Baptist Church will love without limits.

To achieve this Vision we have three main thrusts: Looking up, Looking in and Looking out:

Looking Up: We will be people who are continually seeing and knowing God's transforming love as we follow him wholeheartedly.

Looking In: We will be a community who are fully using our gifts and fully equipped to serve one another in love.

Looking Out: We will be people who fearlessly proclaim God's magnificent love, always and everywhere.

It is through this Vision that we hope to fulfil our principal purpose as set out in the church's constitution: 'the advancement of the Christian faith according to the principles of the Baptist denomination'. We like to describe our purpose as simply being to:

- Declare God's Praise
- Develop Christian Disciples
- Demonstrate Christian Love

As a GOSPEL people, the church's values are:

- Grace - We will be motivated by God's free gift of love in all that we do.
- One another - We will be real as we care for one another and work together.

CRAWLEY BAPTIST CHURCH

TRUSTEES' REPORT (CONTINUED)

- Servant hearts - We will serve those in the local community and beyond with integrity and love.
- People - We will share the Good News of Jesus with anyone who does not know him.
- Equipped - We will identify, develop and use our God given gifts.
- Lifestyle - We will be good stewards of our time, talents and possessions.

Public benefit

The Trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

The Trustees maintain an overview of all the activities of the church and are constantly monitoring them in order to make any changes necessary in order to involve as wide a group of people as possible, thereby continuing to deliver a clear public benefit.

Achievements and performance

Review of activities

Activities focused on our vision that 'Crawley Baptist Church will love without limit!'

In 2023 we continued to implement the new Vision we adopted in September 2021.

In many ways the church went back to "normal" with most people attending in person. Some things stayed changed because people found them helpful, so for example, we kept the wall between the Rainbow Lounge and the sanctuary out, as we had during the pandemic to create more space. We found that some families found the different space helpful for their young families because of the tables and the set up of the room, so we continued with this arrangement throughout 2023.

Many of the activities that had struggled during the pandemic began to grow again, both in terms of the church's internal activities and the activities from those outside the church.

We continued to hold our bi-monthly Body Talk meetings in hybrid form, which for some had enabled them to be part of a meeting they otherwise would not be able to access. We continued to Live Stream the Sunday Morning services because, again, we have some people for whom this is a way they access what they would otherwise miss.

We have seen new people joining us for worship throughout the year, and some of those have stayed.

Examples of the Vision coming to life in the church for the community over the last year are set out below under the headings of the three Thrusts associated with that Vision.

CRAWLEY BAPTIST CHURCH

TRUSTEES' REPORT (CONTINUED)

Looking Up: We will be people who are continually seeing and knowing God's transforming love as we follow him wholeheartedly.

Church services: In 2023 we continued to meet every Sunday morning to worship together as a community. We did this in various ways including a communion service once a month, All Age services once a month and throughout the summer holiday time. We continued to live stream the services and received regular messages from those who watch them about how helpful they are.

We have a full band each Sunday morning, with 24 people participating on a rota system. This means that various mixes of musicians provide a constantly changing, but refreshing musical lead to our worship.

Once again, at least 20 people of all ages and abilities got together in Scratch Orchestra to play at the Easter and Remembrance services.

We welcomed new people who have joined the service throughout the year for all sorts of different reasons and from many different circumstances, nationalities and cultures.

We held an afternoon service at Green Fields Baptist Church in the fourth Sunday of every month, to encourage the congregation there and to anticipate what the future might look like if the churches become one church.

We continued to have a growing number attending Mid-Week Church, who met every other week on a Thursday, enjoying a time of worship and reflection. Many of us then shared lunch in the Rainbow Lounge coffee shop.

Life Groups: Throughout 2023 we supported our eighteen Life Groups in various ways. We invited the leaders together in February to share the Vision in the form of the Thrusts for 2023 and to spend time encouraging the groups. We heard stories of what's happening in different groups, the joys and the challenges. In July we hosted the Life Group Leaders' Banquet and as well as a lovely two course meal, we had a harpist play through the evening. The purpose of the banquet was to celebrate the work Life Groups, and particularly their leaders, do in the life and ministry of the church. Life Group Study Guides were written to accompany each sermon series and made accessible for groups if they wished to use them.

Looking In: We will be a community who are fully using our gifts and fully equipped to serve another in love.

Youth Activities: During 2023 we were in regular contact with 43 young people between the ages of 11 and 18. We also continued to connect with and support 10 young adults at university, work or training.

CRAWLEY BAPTIST CHURCH

TRUSTEES' REPORT (CONTINUED)

Regular activities included:

Re:allsorts Youth group (Wednesday evening)

Re:allsorts continued to be a vibrant community for young people connected with the church and the wider community. We have continued to be intentional in engaging parents through the Re:allsorts community WhatsApp group and community events with parents in June and November. Through the year we have covered a number of topics including poverty, loneliness, popularity and faithfulness and well as taking a fresh look at some Bible stories. We also continued to find other ways to build community amongst the young people with games night, a fencing session led by a member of the church and a sleepover in February. The group also has a heart to help the community and has helped the Easter Team sort food and pack parcels on 3 occasions during the year.

Doughnuts (Sunday morning)

We continued to see an increase in the numbers of young people joining the group as we welcomed new families to the church. Together we followed a series in the Old Testament and also covered topics such as friendships, mission and Christian foundations. We also encouraged the young people to use their gifts and abilities in the life of the church. Throughout the summer, and on other occasions, the young people joined the Tech Team in the gallery on a Sunday morning. Others volunteered at the summer holiday club and were regular volunteers at our community children's group, Pod.

Young People's life group (Sunday evening)

At the end of 2022, there was recognition that many of the members were moving on to university or as a result of work and the nature of the group would change. The members of the group continued to meet once a month until May 2023.

YP Day away at Blackland's Farm 15th July 2023

We were pleased to take 20 young people from across the church and community for an activity day at Blackland farm. We had a great day of activities and strengthening relationships with the young people. We were thankful for the Green Hills Christian Trust who awarded a grant to cover over half the cost of the day so that it was accessible to all.

Volunteers

We are thankful to the volunteers who have continue to serve the young people and their families this year. We have sought to thank and support them through encouragement and thank you gifts as well as appropriate training. This included the National Youth Ministry Weekend in November and CYM team mornings in March and October.

Children's Ministry: 2023 was all about running a programme for lots of new families and recruiting new volunteers to support this increase. God did immeasurably more than we could have hoped or imagined. We were able to run age-related groups, which supported creating new friendship groups. When these groups were established and an element of trust was found, children were open to lots of fun, discussion and prayer.

CRAWLEY BAPTIST CHURCH

TRUSTEES' REPORT (CONTINUED)

We were able to run a Holiday Club for 40 children based around the theme of the 'Miracles of Jesus'. Great fun was had by all. The church kept the cost to a minimum so that families could afford the small fee. At the end an invitation was given to all of the children to join our local community group on a Tuesday evening from September, which 9 children accepted.

Family Ministry: At the start of 2023, the Family Ministry team felt that they needed some direction with the 184 families that were now a part of the church either on a Sunday or through the week.

The team decided to have a review using a book by Gail Adcock titled 'The Essential Guide to Family Ministry'. The idea was that the book would give the team all the answers they needed and some direction, but actually what it did was challenge them with the importance of families both spiritually and pastorally.

Therefore, it was decided to stand down from running Kids Matter parenting programmes for a season, which Kids Matter felt was important. Their words were – if you have 184 families attending your church, this is significant moment in the life of your church and CBC needs to put the brakes on and pray as to what God wants for his people.

They spent months reading and praying through the areas that the book brought to the surface for them.

They felt it would be good to take the families on a journey of faith, but they were not quite sure what that looked like, other than relationship building and offering invitations to events that are already being run by the church, which they could signpost them to.

The families continue to be impacted by the cost of living rise and the pressures of both parents having to work to make ends meet. Attendance at church is both difficult and important, especially for parents who have to work shifts.

We ran a Light Party in October which 16 families attended. We supplied hot dogs and ice-cream in a warm building. Again, the cost was kept to a minimum to support families financially. The theme 'Let Your Light Shine' in a world with so much war and darkness felt more important than ever to proclaim.

We ran a Family Film & Craft evening again in a warm building in December, where 87 people attended with hot dogs and ice-cream. Families were so grateful that they asked when the next one would be.

Parents & Toddlers: A two day per week support group for parents/grandparents of under 3's. We have noticed a slight decrease in numbers with 61 families attending over the two days. What has impacted the group is the cost of living rise. In every family that attends, both parents are having to work to make ends meet. Parents are having to reduce the amount of maternity leave they have, so that they don't fall into debt. The increase in grandparents having to look after their grandchildren in retirement has grown. This is causing anxiety and sadness for our families. To support this shift, we have introduced a Christian encouragement of the day for parents and grandparents. We have a Christian craft, story and worship song every week which we always pray will give these community families a flavour of God's love. To see children with other children learning through play is amazing.

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TRUSTEES' REPORT (CONTINUED)

Women's Ministry: In January we went away as a group of women to spend time growing in our relationship with God and each other. We also held two other events, one at Lent and one during Advent, that offered renewal and refreshment, focusing on what and who God wants for us as his children.

Men's Ministry: At the end of November around thirty men gathered at a local hotel to enjoy a meal and an evening together to talk, reflect and to get to know each other better. During the year we held regular Men's Breakfasts at which there was breakfast, chat and a theme for each morning. One explored how historical items in the British Museum speak to the accuracy on the Biblical text historically. Another was the story of a Formula One mechanic, what life is like in that industry and what the challenges can be in such a cut throat business.

Premises: During 2023 we have hosted 21 outside users of the building. These are mostly charities; alongside these we have two non-charity users; Pilates and Slimming World. One of these charities, The Alzheimer's Society, who have three different groups meeting here during the month, hosted their Christmas Concert here at CBC. It was wonderful to have so many people fill the building singing and thoroughly enjoying themselves; we hope to continue this as a yearly event. Those that use the building have made some lovely comments on the feel of the building – these are a few; "Best venue we have been in", "Very welcoming, bright and peaceful" and "What a lovely feeling in the building".

We run our café two days a week. Many people from the community come to eat there and some of the charities using the building make use of the cafe. We have had a return of the mums from the Parent & Toddler group come to the café on Wednesdays; it's great to see the kids running around. The café has a lovely ambience to it, unhurried with lots of laughter and joy. It is run entirely by volunteers who 'Love without Limit.'

We have hosted an Alpha course, a Living Out conference, two big parties, six funerals, one wedding, Women's World day of prayer, a full day with MAF, complete with an aeroplane in the car park. The usual CYM and SPOT meetings continue, as well as Life Group meetings, Parent & Toddlers and Holly Hedgehog and all the everyday regular meetings that fill the building each and every week, making this a very special place to work.

Over the Christmas period, we hosted two fabulous Carol Services, one at Green Fields church and one here at CBC; joyous celebrations to begin a very special time of year. Sunday services still remain at one service with refreshments either side, it is good to see people enjoying each other's company.

The regime of yearly contractors continues, on top of that, this year, we had some major work done around the building, keeping us compliant with current legislation. August saw the building buzzing with many contractors updating, adding and fixing parts of the building. Policies and risk assessments continue to be updated and adhered to, with a few additions to come in 2024. The Manse also boasted some improvements which will continue into 2024.

The community continues to engage with Crawley Baptist Church in various guises and we celebrate this, thanking God that we still offer a welcome that is relevant and needed. We hope that this continues into 2024.

CRAWLEY BAPTIST CHURCH

TRUSTEES' REPORT (CONTINUED)

Looking Out: We will be people who fearlessly proclaim God's magnificent love, always and everywhere.

Christmas Services: Christmas Choir awayday was well attended, resulting in a large choir for the Carol Services this year. The church was full again for the first time since the lockdown, which was encouraging and a sign people find this service helpful. As last year we held a Carol Service at Greenfields Baptist Church which was again full.

We hosted West Green Primary School's Christmas Carol Service. It was a delight to welcome the children and many of the parents and to be able to take part in the service with them. We invited parents to stay afterwards for mince pies, tea, coffee or mulled wine. Some of them took up the invitation to stay afterwards which was lovely.

The Alzheimer's Society held their Carol Service in the sanctuary and we welcomed the High Sherriff of Sussex along with other dignitaries, local choirs and groups as well, of course, as those who benefit from the various Alzheimer's groups that meet throughout the year in the church building. It was a pleasure to host this service.

SPOT: The Senior Persons Outreach Team, (SPOT), have been able to offer a different activity each month on Tuesday afternoons. We share a craft afternoon, a meal together, a friendship group covering interesting seasonal topics, and a games afternoon which also includes armchair exercises. Our numbers on Tuesday afternoons continue to grow, and we enjoy sharing activities together, building relationships and offering new challenges for our well being, such as quizzes, puzzles, reminiscing and exercises for both mind and body. On the second Tuesday of each month, after we have shared a meal, we encourage one of our guests to share something of their walk and journey of life and give testimony as to how God has helped them.

Daycation was a huge success this year, meeting for the whole day on each Tuesday during August. We enjoyed a variety of activities including craft work of all descriptions, flower arranging, pottery painting, book folding, card making, board games, snooker/pool, chess and word games. This event was very well attended with up to 70 guests on some Tuesdays being welcomed with coffee and croissant. We provided a home-cooked 2 course meal at lunch time. Each afternoon we had a different entertainer. This included a harpist, ukulele band, and Jaws and Claws. We were able to make a donation to St Catherine's Hospice which was the Ukulele band's chosen charity.

We have also this year arranged four coach outings which were always a great success ,especially our trip to the beach! Our small but dedicated 'Listening Ear' team continue to offer shopping, lifts, practical help and communion. They are of pastoral support as and when needed.

Football Club: Football club continued to thrive during 2023. We had good numbers each week, varying from 14 to 22 but mostly around the 18 mark with some people drifting away because of changing circumstances, and others joining us. Some of them made contact through the church website; others through members of the club. We have a steady and committed group of about 30 players who attend when they can. It varies from week to week with work commitments, illness, injury and holidays, but those who come consistently say it's the highlight of the week. Most of those who attend are not regularly part of the church.

CRAWLEY BAPTIST CHURCH

TRUSTEES' REPORT (CONTINUED)

One Voice Community Choir: One Voice Community Choir continued to meet fortnightly in term time and continued to grow. Having been honoured to receive an award at the Crawley awards ceremony for "Best Community Group" in 2022, we were invited to perform on the stage at the Hawth for the Awards ceremony in 2023. We also sang at "Race for Life" at Tilgate Park in the summer, and in the courtyard at Standen National Trust at Christmas. We had the privilege of singing in County Mall at Christmas to raise money for St. Catherine's Hospice, and a few of us were invited to sing at the new hospice in Pease Pottage.

Christians Against Poverty (CAP): Christians Against Poverty (CAP) is a national Christian organisation specialising in debt counselling for people in financial difficulty, including those facing bankruptcy or insolvency. There is a debt centre in Crawley which is supported by many churches (including Crawley Baptist Church) and Christians across the town. As part of their support CAP offers courses to help people improve their financial management and lifestyles. One of these courses is called 'Life Skills'. It covers the four key topics of money, organisation, health and relationships. The course generally lasts for 8 weeks and contains three main elements, which are the course, community and coaching. Community time is planned into the course so that the members, coaches and volunteers can get to know each other and have fun. It is an opportunity to openly profess and share our faith and build stronger relationships with the members. By the end of the course, each member is encouraged to join a church community if they are not part of one already. Each member has the opportunity to benefit from friendly one-to-one support and coaching from a trained CAP Life Skills Coach. Two church members are trained in delivering the course, and another three members provide support at the sessions. As well as this, people from other churches in Crawley help to run the courses. To date we have run eight courses and are planning our next course to be available soon. There is consideration to modify the length of the course and to this end, topics that overlap would be combined thereby offering a course with 3-4 sessions instead of 8-9 sessions. The team are thankful for all the prayer and support they receive from the supporting churches in Crawley, which includes CBC. The CAP courses we were involved in last year were held at Broadfield Church, Holy Trinity, Tilgate, and St Andrews, Furnace Green.

POD: A vibrant, busy, weekly community children's club for school years 1 to 6. In 2023, we had 27 children. The group has offered a bible-based programme since it opened over 30 years ago. As a team we felt that we could go a little deeper with exploring the Christian faith in 2023, as the majority of children came from non-faith backgrounds. The difference has been extraordinary. We introduced prayer; children are now praying for one another. We introduced a God slot whilst making a craft and having refreshments. The children have so many questions about this 'Jesus'. One family whose mother had died at the age of 35, thanked the team at POD for supporting and encouraging the children during their time of grief. One of our children had broken their arm whilst skateboarding; their friends at POD said we must pray for them!

CRAWLEY BAPTIST CHURCH

TRUSTEES' REPORT (CONTINUED)

We were able to hold 3 Family Celebration events each year which were always well received. The families are so grateful for what we do. These events give us an opportunity to share the Gospel at Christmas and Easter and the gift of family time during the Summer break. The children performed their very first POD Christmas Play based on the story the 'Grumpy Innkeeper'. The play was so funny and the children did their families proud. We were also able to go bowling and to Go Ape in 2023, which is a real luxury for the majority of the children This is financially supported by the church. Each year we give any new POD child a Bible, again financially supported by the church, In 2023 we handed out 7, which was wonderful! We were able to enjoy Pancake Day, and explore the topic of Lent. POD is a group that provides a safe space for children from difficult situations to share their news and make friendships.

The Rainbow Lounge Coffee Shop: Through the dedication and enthusiasm of the volunteers the coffee shop continues to hold an Elite 5* scores on the doors food hygiene certificate from the local authority. We also have retained our 'Eat out Eat Well' Gold award for a healthy and nutritious menu with low fat and low sugar options. The coffee shop is open throughout the year on Wednesday and Thursday each week, though it is closed during school holidays and half terms. Trading hours are from 10.30 for coffee and cake and light lunches are served from 11.30 until we close at 14.00. Staffed entirely by volunteers, it is self-funding and any profit is used to buy new equipment for the church kitchens. Despite rising costs, we have managed to maintain our prices at the level set in 2021, making a two course lunch affordable at just £6.00. The introduction of a card reader for payments last year has proved popular and the number of payments made that way now accounts for approximately 80% of our meals served. As in the past any 'tips' received are converted to vouchers to provide a 'free meal' for those in the community who are disadvantaged. During 2023 we enjoyed the custom of members of the local community including two brothers who regularly brought their elderly parents for a meal. Unfortunately their mother died during the latter part of the year, but because of the relationship we had built up they requested that the funeral wake was held in the Rainbow Lounge. We were able to honour this commitment to their satisfaction and the brothers continue to bring their father to the coffee shop for lunch.

Other activities

Weddings: We hosted one wedding in the church during 2023 for a couple very much part of the church.

Funerals: The church was used for six funerals during 2023. Some of those were funerals for people who regularly attended the church and we were able to provide the sanctuary for the service and the Rainbow Lounge for refreshments afterwards. Other services were for people from the community who had a connection to the church in some way or who needed a church for a service. We were also able to help and support a family who didn't live in Crawley, but whose loved one did, and we were able to host their church and provide what they needed in challenging and difficult circumstances.

Baptisms: We had one baptism which was a lovely and powerful service for someone who had recently joined us from challenging and difficult circumstances.

Dedication Services: We had three Dedication service in 2023, in which we welcome the very youngest members of the church family and commit to share our faith with them as they grow.

CRAWLEY BAPTIST CHURCH

TRUSTEES' REPORT (CONTINUED)

Mission Team: The Mission Team consists of a small team of six and meets mostly once a month. As a team, our privilege is to share in the Great Commission and act in an advisory capacity to the Senior Minister, the Leadership Team and the Deacons, as well as manage the annual allocated budget.

Our aim is to help the fellowship at CBC to be Mission-aware by including regular prayer updates, sharing mission news and keeping the church informed of relevant developments regarding those areas in which we have involvement. This information is summarised in the Mission booklet available in the vestibule. In addition, we seek to encourage those individuals and organizations on the front line, at home and abroad, in their work for the Lord by our prayers and by other means. We also seek to support and encourage any members of the fellowship if they feel led to be involved in mission. This again will be in prayer, as well as financially with a one-off gift to help with travel or other expenses.

Through the Baptist Missionary Society, Worldwide, (BMS) we are linked with Jane Edwards in Mozambique and Kalbassou Doubassou at Guinibor II Hospital in Chad. Kalbassou's link is via the relatively new project from BMS of Church Partnerships.

Our mission involvement continues with New Life International in Kenya, Igniting Communities for Jesus in Burundi, Faith Centered Ministries in Rwanda and the Deo Gloria Church in Hunedoara, Romania.

Locally, we support and have CBC personnel involved with The Easter Team (Food Bank), Lighthouse (Children's School Assemblies and Lunch Clubs) and CAP (Christians Against Poverty). We regularly pray for these organisations during our Sunday Services and keep the Church informed of their news and activities.

We have collaborated with Barnabas Fund's "Food Gives" Programme and have sent many boxes of dried food items via the fund to persecuted Christians around the world.

In June, we held a Mission Month with a visit from MAF (Mission Aviation Fellowship) including having a Cessna Aircraft and Simulator on the premises as well as representatives from BMS, Good News For Everyone (formerly the Gideons). We also presented an introduction to Alpha.

We strive to raise the profile of Mission through inviting visitors to share in our Sunday Services, by keeping the Church informed of activities and developments in the Mission world and by encouraging individuals and Life Groups to participate in various Mission activities.

Our congregation is very diverse and we are mindful that many of our attendees are away from their original homeland. As a church we seek to make them feel welcomed and to help them to become an integral part of our fellowship.

As a small team, we are very encouraged with the support and interest shown in CBC's Mission profile by so many of our congregation, by our Leadership Team and the Deacons. We continue to pray that the Lord will find us all faithful in His work for the Gospel and the furtherance of His Kingdom.

CRAWLEY BAPTIST CHURCH

TRUSTEES' REPORT (CONTINUED)

The church is committed to enabling as many people as possible to join in its services of worship and its activities and to become part of the church community. The Trustees maintain an overview of all the activities of the church and are constantly monitoring them in order to make any changes necessary in order to involve as wide a group of people as possible, thereby continuing to deliver a clear public benefit.

Achievements

During 2023 we invested in the projects which form the three Thrusts.

Looking Up: In September we ran a 24/7 week of prayer following on from the Church Anniversary. We used the sanctuary and set up prayer stations that could be used to stimulate topics for which to pray. These stations included a gazebo in the middle of the sanctuary which was themed around the preaching series from September to December in the minor prophets, entitled: "This is Our God". Other stations included an opportunity to pray for the merger with Green Fields Baptist Church, opportunities to pray for the work of the Children's and Youth Ministries of the church, an opportunity to pray for the mission work support by the church and a space for those who wanted to take time to reflect and listen to God. On two evenings we held "Endless Song", an opportunity to worship with others and allow God to speak through worship in song.

From September to December we spent time in the Minor Prophets as a way of learning more about the God who is our God. The team preached one talk in each of the eleven prophets (we spent longer on the twelfth earlier in the year). Life Groups were encouraged to follow up each talk in their groups. The series asked the question: what kind of God do we love and serve? and encouraged us to "Look Up"!

Looking In: We continued to walk towards a better understanding of what it means to serve one another love in the following ways:

Living Out Conference: Following on from our conferences with Affirm, we hosted Living Out in September 2023, an organisation with a different theological view of the sexuality discussion to that of Affirm. The morning involved input and discussion and an opportunity to reflect on the different ways of understanding the issues.

Refresh: At our Life Group Leaders' morning, we explored how people were feeling coming out of the lockdowns and how we might helpfully respond. In discussion we produced some questions for leaders to take to their groups which some did, to encourage them to reflect together on how we can move towards our aim of serving one another in love.

Alpha: We ran an Alpha course for those in the church who wanted to further explore the basics of the Christian faith in a smaller setting than on a Sunday morning.

Looking Out: As the merger with Green Fields BC progressed during the year, we began to explore ways to grow the use of the building there. We held one of our Carol Services at Green Fields, again shipping in extra chairs and working with Green Fields to help serve refreshments. The church was full again and the service was very much appreciated. We were also able to link up with The Oaks Primary School and use their car park for the choir as we did last year.

CRAWLEY BAPTIST CHURCH

TRUSTEES' REPORT (CONTINUED)

At the end of the year, we began a new venture at Green Fields called Heartisan, an art and craft activity aimed at attracting people from Tilgate. We are excited about how this might develop during 2024.

We had ideas about a number of other activities to run alongside the move towards a merger, but we didn't get that far in 2023.

We welcomed new people into the church during 2023 as well as saying goodbye to others.

During the year, across all the activities for children and young people we had regular contact with about 180 families.

During the year many of the members and congregation have met in one of the eighteen Life Groups, to build and deepen relationships and to "do life together".

Stories:

Looking Up: *We will be people who are continually seeing and knowing God's transforming love as we follow him wholeheartedly.*

At the end of the year we had the privilege of baptising someone who had been forced to flee their home because of their Christian faith. The church community welcomed them and they have, for now, found a home in the church, regularly attending services and attending one of our Life Groups when it has been possible. It has been a lovely, if challenging journey, but one where we have seen the presence of God at work.

As sometimes happens, our Minister took a funeral for a local family whose loved one had died in difficult circumstances. As a result of meeting and being with the family through a difficult time, some of them came to the church and have been part of us since that time. To walk some of their journey through their grief continues to be a privilege.

Looking In:

We ran an Alpha course for people in the church who wanted to further explore the basics of the Christian faith. This was a small group, but it facilitated some great time for discussion and reflection.

Looking Out:

During the year we hosted Menshare, a group that meets with men who want some time and space to talk about life. It proved so popular that they now meet on two days in the week. They tell us they love coming to the building. We are privileged to be a part of their healing by providing the space for them to meet.

As a development of Menshare, we began to host Sisterhood, a group for women to come and receive counselling in a safe space. We are able to offer them a confidential place to talk through some of the tough issues they face.

CRAWLEY BAPTIST CHURCH

TRUSTEES' REPORT (CONTINUED)

Our SPOT Christmas meal was attended by 70 guests. Afterwards one lady from the community said with tears in her eyes, "I really need this church, thank you". She now attends our activities every Tuesday afternoon. During the year another lady of over 90 years of age joined our group. She tells us almost every time she attends that she is so thankful to have found this church as it has helped her to reconnect with God. She has many happy memories of childhood faith and church activities she was involved with as a young person. She believes that attending our activities has given her a new sense of peace. She has made two donations to the church to help with our SPOT activities

We worked with MAF for a weekend in June and were able to connect with the Headteacher from West Green Primary School who loved this event. The whole school and their families attended an assembly and demonstrations throughout the day of the kind of planes MAF use. The Headteacher even arranged for a competition with the staff team who could best land the plane in the simulator!

We hosted the Alzheimer's Carol Service, which was attended by local dignitaries as well as those who regularly attend the groups and their carers. Two choirs sang and many took part by reading or singing. We received many comments about how friendly and welcoming the building is, and how much they appreciated the kind, caring and friendly atmosphere in the church. This may become a regular event!

Plans for future periods

When planning the year, the Trustees considered the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement for religion. We seek to provide a public benefit by reaching as many in the community as we can and to help them through:

- Regular services of worship with teaching and prayer
- Provision of pastoral care and practical support
- Explaining the Christian faith and providing opportunities for people to become followers of Jesus Christ.

In order to facilitate all this work, it is important to maintain the fabric of the premises.

We will continue to pursue our purposes: to declare God's praise, to develop Christian disciples, and to demonstrate Christian love. Our vision is that by 2025 Crawley Baptist Church will love without limits.

Our focus for 2024 can be seen in the Appendix: Thrusts for 2024

CRAWLEY BAPTIST CHURCH

TRUSTEES' REPORT (CONTINUED)

Financial review

All cash balances are held with the Baptist Union Corporation in an interest earning deposit account. When the Church committed to the rebuilding project it set up the double tithe in support of the External Tithe Fund (support to outside organisations) and the Evangelism, Outreach and Mission Fund (support for these activities from within the Church). Whilst the External Tithe Fund was distributed as received, the Evangelism, Outreach and Mission Fund was allowed to accumulate and has been used over the following years. It was decided to increase the Children and Family Worker's hours during 2023 and use this fund to finance this. It was also used for surveyor and solicitor fees associated with the proposed Green Fields amalgamation. This Fund is now fully spent. It is anticipated that the Children's and Family worker will be fully funded from revenue income in 2024.

During 2023 the raised costs of gas and electricity led to an increase in expenditure of 275% on 2022 to £30,164. The church also spent £10,939 on legal costs associated with an amalgamation with another smaller church, in order to bring life into that community.

The main points to note from the detailed accounts attached are shown overleaf (figures in brackets relate to the year ended 31st December 2022) :

- Revenue income amounted to £369,513 (2022 - £346,070) and comprised General Offerings, miscellaneous donations, tax refund on Gift Aid, interest received and income from use of premises.
- Revenue expenditure amounted to £415,999 (2022 - £376,083).
- All debtors are considered good for the full amount owing; all obligations have been met and will continue to be met as they fall due.

Policy on reserves

Crawley Baptist Church holds reserves in order to continue our operations in the face of future shortfalls in income or unexpected expenses. We have considered the financial risks we face and our policy is to hold £32,500 as free reserves.

CRAWLEY BAPTIST CHURCH

TRUSTEES' REPORT (CONTINUED)

Statement of Responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The annual report was approved by the Trustees of the charity on 12 September 2024 and signed on its behalf by:

.....
Rev Ian Phillips
Trustee

.....
Mr Graham Durrant
Trustee

CRAWLEY BAPTIST CHURCH

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF CRAWLEY BAPTIST CHURCH

I report to the Trustees on my examination of the accounts of Crawley Baptist Church for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity Trustees of Crawley Baptist Church 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 Crawley Baptist Church'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

Since Crawley Baptist Church's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Chartered Institute of Management Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of Crawley Baptist Church as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting 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.

.....
G W Schulz ACMA
Independent Examiners Ltd
2 Broadbridge Business Centre
Delling Lane
Bosham
Chichester
West Sussex
PO18 8NF

12 September 2024

CRAWLEY BAPTIST CHURCH

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Income and Endowments from:					
Donations and legacies	2	340,740	2,741	343,481	329,026
Charitable activities	3	21,816	-	21,816	15,010
Investment income	4	3,716	-	3,716	2,034
Total income		<u>366,272</u>	<u>2,741</u>	<u>369,013</u>	<u>346,070</u>
Expenditure on:					
Charitable activities	5	<u>392,967</u>	<u>22,532</u>	<u>415,499</u>	<u>376,083</u>
Total expenditure		<u>392,967</u>	<u>22,532</u>	<u>415,499</u>	<u>376,083</u>
Net expenditure		(26,695)	(19,791)	(46,486)	(30,013)
Other recognised gains and losses					
Actuarial gains on defined benefit pension schemes		<u>-</u>	<u>-</u>	<u>-</u>	<u>23,400</u>
Net movement in funds		(26,695)	(19,791)	(46,486)	(6,613)
Reconciliation of funds					
Total funds brought forward		<u>124,053</u>	<u>2,677,987</u>	<u>2,802,040</u>	<u>2,808,653</u>
Total funds carried forward	12	<u>97,358</u>	<u>2,658,196</u>	<u>2,755,554</u>	<u>2,802,040</u>

The notes on pages 21 to 30 form an integral part of these financial statements.

CRAWLEY BAPTIST CHURCH

BALANCE SHEET AS AT 31 DECEMBER 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	9	<u>2,653,600</u>	<u>2,653,600</u>
		<u>2,653,600</u>	<u>2,653,600</u>
Current assets			
Debtors	10	12,586	9,281
Cash at bank and in hand		<u>111,190</u>	<u>150,816</u>
		123,776	160,097
Creditors: Amounts falling due within one year	11	<u>(21,822)</u>	<u>(11,657)</u>
Net current assets		<u>101,954</u>	<u>148,440</u>
Net assets		<u>2,755,554</u>	<u>2,802,040</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		2,658,196	2,677,987
Unrestricted income funds			
Unrestricted funds		<u>97,358</u>	<u>124,053</u>
Total funds	12	<u>2,755,554</u>	<u>2,802,040</u>

The financial statements on pages 19 to 30 were approved by the Trustees, and authorised for issue on 12 September 2024 and signed on their behalf by:

.....
Rev Ian Phillips
Trustee

.....
Mr Graham Durrant
Trustee

CRAWLEY BAPTIST CHURCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Crawley Baptist Church meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Gift aid

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category.

CRAWLEY BAPTIST CHURCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Grant provisions

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Freehold property owned by the charity is included in the financial statements at its historical deemed cost and depreciated by writing off the difference between the cost and estimated residual value over its useful economic life. The useful economic life of the property is so long and the residual value so high that any depreciation would not be material.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities.

Depreciation and amortisation

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is not charged on freehold land. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Asset class	Depreciation method and rate
Freehold property	not material

CRAWLEY BAPTIST CHURCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)

Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Liabilities

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Fund structure

Unrestricted income funds are general funds that are available for use at the Trustees discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

CRAWLEY BAPTIST CHURCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)

2 Income from donations and legacies

	Unrestricted funds Designated £	General £	Restricted funds £	Total 2023 £	Total 2022 £
Donations and legacies;					
Donations	40,041	240,800	2,741	283,582	276,804
Legacies	5,000	-	-	5,000	-
Gift aid reclaimed	2,210	52,689	-	54,899	52,222
	<u>47,251</u>	<u>293,489</u>	<u>2,741</u>	<u>343,481</u>	<u>329,026</u>

3 Income from charitable activities

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Use of premises	16,801	16,801	15,010
Events	5,015	5,015	-
	<u>21,816</u>	<u>21,816</u>	<u>15,010</u>

4 Investment income

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Interest receivable and similar income;			
Interest receivable on bank deposits	3,716	3,716	2,034
	<u>3,716</u>	<u>3,716</u>	<u>2,034</u>

CRAWLEY BAPTIST CHURCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)

5 Expenditure on charitable activities

	Note	Unrestricted funds Designated £	General £	Restricted funds £	Total 2023 £	Total 2022 £
Mission costs		-	2,413	-	2,413	1,775
Ministry costs		29,022	21,170	1,030	51,222	65,932
Church premises costs		23,333	68,100	-	91,433	51,824
Manse costs		-	7,915	-	7,915	10,307
Administrative support		4,949	15,858	10,835	31,642	14,564
Independent examination		-	1,620	-	1,620	1,620
Grant funding of activities	6	150	46,220	2,161	48,531	56,457
Staff costs	8	-	172,217	8,506	180,723	173,604
		<u>57,454</u>	<u>335,513</u>	<u>22,532</u>	<u>415,499</u>	<u>376,083</u>

6 Grant-making

Analysis of grants

	Grants to institutions 2023 £	2022 £	Grants to individuals 2023 £	2022 £
Mission grants	<u>47,121</u>	<u>56,157</u>	<u>-</u>	<u>300</u>

7 Trustees remuneration and expenses

During the year, 3 Trustees received remuneration of £87,671 (2022 - 4 Trustees received £89,173).

During the year, 3 Trustees received benefits in kind in the form of pension contributions of £15,135 (2022 - £15,253).

During the year, 3 Trustees received reimbursement of expenses of £4,125 (2022 - 3 Trustees received £4,943).

CRAWLEY BAPTIST CHURCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)

8 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	151,179	142,617
Social security costs	8,041	6,834
Pension costs	21,503	24,153
	<u>180,723</u>	<u>173,604</u>

The number of persons (including senior management team) employed by the charity during the year was as follows:

	2023 No	2022 No
Employees	<u>6</u>	<u>7</u>

No employee received emoluments of more than £60,000 during the year

Paid Staff

Senior Minister: Rev Ian Phillips
Children and Families: Mrs Denise Beer
Financial Assistant: Mrs Lesley King
Children and Youth: Mrs Sue Lindridge
Premises Manager: Mrs Clare Sage
Pastoral Care: Mrs Sandra Warner

Volunteer Staff

Financial Assistant: Mr. Steve Pidgeon

Note: the following Paid Staff are also Trustees under the Constitution:

Senior Minister: Rev Ian Phillips
Pastoral Care: Mrs. Sandra Warner
Children and Youth: Mrs. Sue Lindridge

CRAWLEY BAPTIST CHURCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)

9 Tangible fixed assets

	Land and buildings £	Total £
Cost		
At 1 January 2023	<u>2,653,600</u>	<u>2,653,600</u>
At 31 December 2023	2,653,600	2,653,600
Depreciation		
At 31 December 2023	<u>-</u>	<u>-</u>
Net book value		
At 31 December 2023	<u>2,653,600</u>	<u>2,653,600</u>
At 31 December 2022	<u>2,653,600</u>	<u>2,653,600</u>

The charity owns and utilises the church premises at Crabtree Road, West Green, Crawley, RH11 7HJ which have been included in the financial statements in accordance with the new accounting framework at the insurance value of £2,431,222. The church manse at 27 Crabtree Road, West Green, Crawley, RH11 7HL, occupied by the senior minister, has also been included at its insurance value of £222,378.

10 Debtors

	2023 £	2022 £
Trade debtors	1,053	1,207
Prepayments	3,341	2,816
Accrued income	6,842	5,258
Other debtors	<u>1,350</u>	<u>-</u>
	<u>12,586</u>	<u>9,281</u>

11 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	2,859	2,499
Accruals	16,451	4,143
Deferred income	<u>2,512</u>	<u>5,015</u>
	<u>21,822</u>	<u>11,657</u>

CRAWLEY BAPTIST CHURCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)

12 Funds

Current year

	Balance at 1 January 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2023 £
Unrestricted funds					
<i>General</i>					
General Funds	53,778	319,021	(335,513)	2,750	40,036
<i>Designated</i>					
Gift Day Fund	41,504	11,746	(9,336)	-	43,914
Memorial Fund	19,999	5,000	(18,946)	-	6,053
Mission Trip Fund	1,797	-	-	-	1,797
Specified Ministries	4,800	19,916	(19,020)	(2,250)	3,446
Rainbow Lounge	1,679	8,485	(8,451)	-	1,713
Parent and toddler fund	496	2,104	(1,701)	(500)	399
	<u>70,275</u>	<u>47,251</u>	<u>(57,454)</u>	<u>(2,750)</u>	<u>57,322</u>
Total unrestricted funds	<u>124,053</u>	<u>366,272</u>	<u>(392,967)</u>	<u>-</u>	<u>97,358</u>
Restricted funds					
Koinonia Fund	5,046	580	(1,030)	-	4,596
Evangelism Outreach & Mission Fund	19,341	-	(19,341)	-	-
Easter Team Fund	-	1,477	(1,477)	-	-
Other Specific Charities	-	684	(684)	-	-
Building fund	<u>2,653,600</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,653,600</u>
	<u>2,677,987</u>	<u>2,741</u>	<u>(22,532)</u>	<u>-</u>	<u>2,658,196</u>
Total funds	<u>2,802,040</u>	<u>369,013</u>	<u>(415,499)</u>	<u>-</u>	<u>2,755,554</u>

CRAWLEY BAPTIST CHURCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)

Prior year

	Balance at 1 January 2022 £	Incoming Resources resources expended £	Resources £	Transfers £	Other recognised gains/ losses) £	Balance at 31 December 2022 £
Unrestricted funds						
General						
General Funds	37,170	304,477	(313,769)	2,500	23,400	53,778
Designated						
Gift Day Fund	46,487	-	(4,983)	-	-	41,504
Memorial Fund	19,999	-	-	-	-	19,999
Mission Trip Fund	19,148	2,668	(20,019)	-	-	1,797
Specified Ministries	2,935	20,886	(17,521)	(1,500)	-	4,800
Rainbow Lounge	1,701	8,071	(7,093)	(1,000)	-	1,679
Parent and toddler fund	-	1,427	(931)	-	-	496
	<u>90,270</u>	<u>33,052</u>	<u>(50,547)</u>	<u>(2,500)</u>	<u>-</u>	<u>70,275</u>
Total unrestricted funds	<u>127,440</u>	<u>337,529</u>	<u>(364,316)</u>	<u>-</u>	<u>23,400</u>	<u>124,053</u>
Restricted funds						
Koinonia Fund	7,552	200	(2,706)	-	-	5,046
Evangelism Outreach & Mission Fund	20,061	-	(720)	-	-	19,341
Easter Team Fund	-	983	(983)	-	-	-
Other Specific Charities	-	7,358	(7,358)	-	-	-
Building fund	<u>2,653,600</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,653,600</u>
	<u>2,681,213</u>	<u>8,541</u>	<u>(11,767)</u>	<u>-</u>	<u>-</u>	<u>2,677,987</u>
Total funds	<u>2,808,653</u>	<u>346,070</u>	<u>(376,083)</u>	<u>-</u>	<u>23,400</u>	<u>2,802,040</u>

CRAWLEY BAPTIST CHURCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023 (CONTINUED)

13 Analysis of net assets between funds

Current year

	Unrestricted funds		Restricted funds	Total funds at 31 December 2023
	General	Designated		
	£	£	£	£
Tangible fixed assets	-	-	2,653,600	2,653,600
Current assets	61,708	57,472	4,596	123,776
Current liabilities	(21,822)	-	-	(21,822)
Total net assets	<u>39,886</u>	<u>57,472</u>	<u>2,658,196</u>	<u>2,755,554</u>

Prior year

	Unrestricted funds		Restricted funds	Total funds at 31 December 2022
	General	Designated		
	£	£	£	£
Tangible fixed assets	-	-	2,653,600	2,653,600
Current assets	65,435	70,275	24,387	160,097
Current liabilities	(11,657)	-	-	(11,657)
Total net assets	<u>53,778</u>	<u>70,275</u>	<u>2,677,987</u>	<u>2,802,040</u>

CRAWLEY BAPTIST CHURCH

Appendix A - Risk Management Report

<u>Finance</u>		
Potential risk	Potential impact	Steps/controls in place to mitigate risk
Revenue income does not increase at the rate required to sustain the increase in budgeted expenditure, e.g., via loss of major donors within congregation	Cut back on revenue expenditure thus reducing overall outreach and impact.	<p>Monthly financial reports are provided to the Deacons showing actual income compared with projections, including any significant changes in expected giving/expenditure.</p> <p>Bi-monthly reporting to Church Members to indicate need to increase giving.</p> <p>Encourage members and regular attendees to reassess their giving on a regular basis (e.g., annually at beginning of each year).</p>
Unexpected expenditure of General Fund.	Reduced revenue expenditure thus reducing overall outreach and impact.	A reserves policy is in place that is reviewed by the Finance Team on an annual basis and approved by the trustees. This is currently set at £32,500 plus one month's average expenditure.
Loss of key personnel/data with specialist knowledge of financial support systems.	Loss of all financial management and control.	<p>All critical data backed up using NAS (Network Attached Storage) drive.</p> <p>Two trained system operators are always maintained.</p>
Being the victim of Fraud	loss of capital/ reputational damage	<p>Processes for identifying and responding to fraud / key policies are in place</p> <p>Ensure instances of potential fraud are communicated to trustees and employees. Serious incidents reported to Charity Commission.</p>
Theft of Sunday offering	Loss of funds	<p>Money is stored in the safe as soon as practical after the service by suitably appointed personnel (e.g. trustees/finance team)</p> <p>Giving by standing order is encouraged.</p>
Loss of charity status and subsequent loss of gift and tax refunds	Cut back on revenue expenditure thus reducing overall outreach and impact.	Ensure all Charity Commission and HMRC requirements are met.

CRAWLEY BAPTIST CHURCH

Appendix A - Risk Management Report

<u>Personnel</u>		
Potential risk	Potential impact	Steps to mitigate risk
Loss of Staff and other key personnel/volunteers e.g., through relocation, promotion, retirement, ill health, accident, grievance, employee tribunal or burn out.	<p>Loss of direction and/or control of key areas of Church life.</p> <p>Additional pressure on remaining staff.</p> <p>Reduction in the Church's activities.</p>	<p>Risk reduced as far as practical by devolving responsibilities amongst teams led by staff and other key personnel.</p> <p>Sharing responsibilities through regular staff and team meetings.</p> <p>Encouraging open channels of communication with Deacons.</p> <p>Review job descriptions and procedures for regular appraisal, review and development, including succession planning.</p> <p>Annual budget review of staff remuneration package.</p> <p>Appropriate policies are in place (e.g., sickness lone working, grievance)</p> <p>Future staffing structure being explored.</p> <p>Team training days in place for volunteers and other volunteer engagements in place.</p> <p>Trustees are willing to stop activities if required.</p>
Inadequate performance of staff	<p>Loss of direction and/or control of key areas of Church life.</p> <p>Additional pressure on remaining staff.</p> <p>Reduction in the Church's activities.</p>	<p>Check job specifications, regularly do reviews/assessments</p>

CRAWLEY BAPTIST CHURCH

Appendix A - Risk Management Report

Data Security		
Potential risk	Potential impact	Steps to mitigate risk
Loss of Data/Records/Work from laptops due to theft, loss, damage, or breakdown	Loss of critical information	<p>NAS server is available for staff to back up all data.</p> <p>Critical finance data is backed up.</p> <p>Availability of this at home to be reviewed as part of data protection review.</p>
Data breach or loss of data (including cyber-attack on the church website)	<p>Heavy financial penalties or prosecution.</p> <p>Reputational damage</p> <p>Safe-guarding breach</p>	<p>Review of GDPR in progress aiming to be complete with training in place by the end of 2025.</p> <p>Data protection policy in place.</p> <p>Data handling processes in place.</p> <p>Control content of website and links to other sites.</p> <p>Security updates are applied to our IT system.</p> <p>Church Computer Policy in place.</p>

CRAWLEY BAPTIST CHURCH

Appendix A - Risk Management Report

Activities		
Potential risk	Potential impact	Steps to mitigate risk
Child abuse allegations made against an individual or individuals as part of CYM or other Church organisations working with children.	<p>Damage and harm to the individuals, families and friends arising from abuse</p> <p>Legal or other claims against individuals and/or the church.</p> <p>Adverse public reaction towards the Church.</p> <p>Damage to the children, parents and families resulting in a decline of young people in the Church.</p> <p>Damage and loss of confidence by and in Children and Youth Ministry leaders affecting purpose, values and vision of the Church.</p>	<p>Crawley Baptist Church Safeguarding Policy implemented and subject to regular review with referral to the Disclosure and Barring Service as appropriate.</p> <p>Regular training in Safeguarding Protection issues for all those working with children.</p>
Allegations made against an individual or individuals as part of a Church organisation working with vulnerable adults.	<p>Damage and harm to the individuals, families and friends arising from abuse</p> <p>Legal or other claims against individuals and/or the Church.</p> <p>Adverse public reaction towards the Church.</p> <p>Damage and loss of confidence by and in the work with vulnerable adults affecting purpose, values and vision of the Church.</p>	<p>Crawley Baptist Church Safeguarding Policy for Vulnerable Adults implemented and subject to regular review with referral to the Disclosure and Barring Service as appropriate.</p> <p>Regular training in Safeguarding Protection issues for all those working with vulnerable adults.</p>
Abuse by member of the public or accident otherwise incurred causing harm/damage to other people, staff or premises.	<p>Damage and harm to the individuals, families and friends arising from abuse.</p> <p>Legal claim against the church.</p> <p>Adverse public reaction towards the Church.</p>	<p>Appropriate/relevant insurance cover held relating to the premises.</p> <p>Stewards appointed and staff aware of need for vigilance and support and building security procedures.</p>

CRAWLEY BAPTIST CHURCH

Appendix A - Risk Management Report

Activities		
Potential risk	Potential impact	Steps to mitigate risk
Allegations made against staff, pastoral and counselling workers and other leaders.	<p>Damage and harm to the individuals, families and friends arising from abuse.</p> <p>Legal claim against the church.</p> <p>Adverse public reaction towards Crawley Baptist Church and/or legal claims against individuals and/or Crawley Baptist Church.</p>	<p>Insurance protection held through the Baptist Union Minister's Insurance, subject to regular review.</p> <p>Additional insurance cover held through the Association of Christian Counsellors.</p> <p>Adherence to established good practice.</p> <p>Advice from insurers have confirmed that the "legal liability arising from pastoral care" covers all employees and authorised volunteers.</p>
Trustees make unintentional mistakes and/or bring the Church into disrepute through their actions.	<p>Possible legal action against the church.</p>	<p>Greater training of Trustees in respect of their legal duties and Baptist principles to be made available.</p> <p>Regular trustees' meetings held, with records kept and communication channels maintained</p> <p>Appropriate Trustees insurance cover in place.</p>
Breakdown of tolerance from neighbours due to disturbance from church activities	<p>Negative impact on church activities</p> <p>Possible legal action against the church.</p>	<p>Keep neighbours informed of relevant events.</p> <p>Avoid things that knowingly upset neighbours.</p>

CRAWLEY BAPTIST CHURCH

Appendix A - Risk Management Report

Premises		
Potential risk	Potential impact	Steps to mitigate risk
Inadequate Health & Safety procedures and measures.	<p>Claims from staff and/or voluntary staff due to actual or potential accidents occurring.</p> <p>Death or injury to persons</p> <p>Adverse inspection from H&S officials resulting in legal action being taken against the Trustees.</p> <p>Deficiencies in Health and Safety provisions prevent the use of the premises, resulting in curtailment of the Church's activities.</p> <p>Overheating in sanctuary causing illness.</p> <p>Adequate ventilation (natural or mechanical) required to obtain cross flow of air.</p> <p>Damage or loss of premises due to fire.</p>	<p>Ongoing training arranged in, first aid, fire safety and food hygiene procedures, and personnel appointed in key areas. H&S training to be planned in by end of 2025.</p> <p>Fire extinguishers regularly maintained</p> <p>Holly Hedgehog and Parents and Toddlers hold fire drills annually. Other fire drills planned following training. H&S Policy reviewed annually and revised as appropriate.</p> <p>Risk Assessments carried out, implemented and under regular review.</p> <p>Ensure appropriate ventilation.</p> <p>Ensure that air conditioning is switched on as necessary (where fitted).</p> <p>Ensure that windows are open where required.</p> <p>Fire drills held twice yearly.</p>
Premises left unlocked when unattended.	Unauthorised access, possible theft and/or damage.	All key holders and leaders are briefed on security and lock-up procedures. Car park gates are normally closed and secured when there is no one in the building.
Loss of external door keys.	Unauthorised access, possible theft and/or damage.	Intruder alarm system is normally set when no one is in the building.
Unauthorised parking in the car park.	Restricted/limited use by authorised users.	Car park gates are normally closed and secured when there is no one in the building.
Intruder	Theft of equipment or resources.	CCTV installed and in use 24 hours. Usage of CCTV planned to be reviewed by the end of 2025.
Outside user groups using the premises unattended.	<p>Misuse of premises</p> <p>Emergency during use</p>	<p>Before bookings are made – new users are checked as appropriate.</p> <p>Appropriate training in procedures for fire and first aid in place.</p>

CRAWLEY BAPTIST CHURCH

Appendix A - Risk Management Report

Premises		
Potential risk	Potential impact	Steps to mitigate risk
Lack of / or insufficient insurance held by CBC	Insufficient / no cover if anything happens to any leader or volunteer, anybody using the premises, anybody on external activities.	Trustees to ensure that the appropriate insurance is maintained
Lack of / or insufficient insurance held by Contractors/external users when working on/using the premises	CBC Trustees prosecuted if something happens to the contractor, other users, staff or property, etc.	Premises Manager or other approved person confirms that contractors hold correct or adequate insurance to comply with at least the appropriate laws plus our requirements.
Outbreak of any national pandemic/virus amongst staff, volunteers or other building users.	Viruses caught by staff or volunteers or other building users resulting in illness of various degrees from minor illness through serious illness, disability or even death.	Premises are regularly cleaned, hand sanitisers are provided and general hygiene measures being followed
Merger with Greenfields Baptist Church results in CBC being responsible for unknown premises issues	Unbudgeted spending required to resolve issues at Greenfields premises Litigation and loss of reputation if a safety incident arise	Appropriate surveys have been undertaken before the merger formally takes place.
Falling Objects, terrorist action	Significant damage or total loss of premises	Suitable policies in place