

**ANNUAL REPORTS AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2023**

**FOREST FOLD
BAPTIST CHURCH**

REGISTERED CHARITY NUMBER: 1134790

Independent Examiners Ltd
Unit 2
The Broadridge Business Centre
Dolling Lane
Bosham
PO18 8NF

FOREST FOLD BAPTIST CHURCH
CONTENTS

Page 3	Legal and Administrative Information
Page 4	Trustees' Report
Page 5	Independent Examiner's Report to the Trustees
Page 6	Statement of Financial Activities
Page 7	Balance Sheet
Pages 8 to 16	Notes to the Financial Statements

FOREST FOLD BAPTIST CHURCH

LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY REGISTRATION NUMBER	1134790	
DATE OF REGISTRATION	10th March 2010	
START OF FINANCIAL YEAR	1st January 2023	
END OF FINANCIAL YEAR	31st December 2023	
ELDERS	John Cowley (Pastor) Mark Philpott (Assistant Pastor) Anthony John Sharpe John Hitchcock	
DEACONS AT 31ST DECEMBER 2023	Stephen Baldwin Peter Turner Roger Dickinson David Bishop	Robert Hook Malcolm Cassam (Retired 31/3/23) Peter Dinnage (Appointed May 2023) Timothy David (Appointed May 2023)
TRUSTEES AT 31ST DECEMBER 2023	John Cowley (Chairman) Robert Hook Roger Dickinson Stephen Baldwin Peter Turner David Bishop	Anthony John Sharpe (Treasurer) John Hitchcock Mark Philpott Malcolm Cassam (Retired 31/3/23) Peter Dinnage (Appointed May 2023) Timothy David (Appointed May 2023)

The existing trustees appoint any new trustees following the provisions laid out in the Charity's Constitution adopted 10th March 2010.

LEGAL STATUS	Registered Charity
GOVERNING INSTRUMENT	Constitution Adopted on 10th March 2010

OBJECTS

The principle activity is to advance the Christian Faith according to Baptist principles and in accordance with the Basis of Faith. The Charity may also carry out other Charitable purposes in the United Kingdom and or other parts of the World.

CORRESPONDENCE ADDRESS	28 Southridge Road Crowborough East Sussex TN6 1LT	
PRIMARY BANKERS	Barclays Bank Plc 1High Street Crowborough East Sussex TN6 2PX	CAF Bank Ltd 25 Kings Hill Avenue West Malling Kent ME19 4JQ
INDEPENDENT EXAMINER	K Gomes Independent Examiners Ltd Unit 2 The Broadridge Business Centre Dolling Lane Bosham PO18 8NF	

FOREST FOLD BAPTIST CHURCH
TRUSTEES REPORT
FOR THE YEAR ENDED 31ST DECEMBER 2023

AIMS

To bring honour and glory to God through the preaching and teaching of His Word. To show the power of God as He works in our community so that we become more like Jesus in our words and actions.

BRIEF SUMMARY OF THE WORKS AND EVENTS

- Every Sunday there are two meetings where we meet to pray, worship God and hear the Word of God taught to us.
- The Church also holds meetings during the week for preaching, prayer, Home Groups and Bible study.
- The children's work continues with encouragement from the Sunday School work and the First Steps mothers and toddlers group which attracts a large number of people from the local community
- Activity and craft evenings were also held for children, and we also run a group for the younger teenagers.
- A group for the older teenagers meets for a mixture of activities, prayer and Bible teaching
- Our Assistant Pastor and other members of the Church have been invited to take Assemblies in several local schools and we are looking to encourage the growth of these links and the opportunities they give to be involved in the life of the local community
- We run a group — First Tuesday — for the older people from the Church and local community. The monthly luncheon meetings are very much appreciated, bringing opportunity to encourage growth and understanding and to provide increased community liaison.
- At Christmas we distribute calendars to homes in Crowborough
- We pray that God will continue to bless us as we move forward in His service

AIMS FOR THE FORTHCOMING YEAR

To declare the message of the good news about Jesus clearly by our words and actions, praying that God will use us to make a positive impact on Crowborough and beyond.

Although Forest Fold Baptist Church is the operational trust, the land and property continues to be owned by the Forest Fold Baptist Chapel Trust.

RISK ASSESSMENT

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

RESERVES POLICY

The trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.

TRUSTEES' RESPONSIBILITIES

The Charities Act 2011 require the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the trust and of the surplus of the trust for that period. In preparing those financial statements the trustees are required to:

- i) Select suitable accounting policies and apply them consistently
- ii) Make judgements and estimates that are reasonable and prudent
- iii) Prepare financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in existence.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on the 21 March 2024

Signed on their behalf by the Honorary Treasurer.....

Printed Name: Tony Sharpe

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/ members of Forest Fold Baptist Church on the accounts for the year ended 31st December 2023 set out on pages 6 to 15.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (The Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

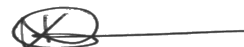
1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

K Gomes FCIE MAAT
Independent Examiners Ltd
Unit 2
The Broadridge Business Centre
Dolling Lane
Bosham
PO18 8NF

Signed :



Dated:

25.3.24

FOREST FOLD BAPTIST CHURCH

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST DECEMBER 2023

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
INCOMING RESOURCES						
Incoming Resources from Generated Funds						
Donations & Legacies	3a	110,648	-	149,407	260,055	158,226
Investment Income	3b	2,135	-	-	2,135	459
Charitable Activities	3c	-	-	23,639	23,639	25,753
TOTAL INCOMING RESOURCES		112,783	-	173,046	285,829	184,438
RESOURCES EXPENDED						
Costs of Generating Funds						
Charitable Activities	4a	114,799	-	171,939	286,739	183,536
Governance Costs	4b	4,091	-	-	4,091	3,905
TOTAL RESOURCES EXPENDED		118,890	-	171,939	290,830	187,441
NET INCOMING/ (OUTGOING) RESOURCES		(6,107)	-	1,107	(5,000)	(3,002)
Total Funds Brought Forward		18,910	102,000	27,026	147,936	150,939
Funds Transfer		26,000	- 26,000	-	-	-
TOTAL FUNDS CARRIED FORWARD		38,804	76,000	28,133	142,937	147,936

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 8 to 15 form part of these financial statements.

FOREST FOLD BAPTIST CHURCH
BALANCE SHEET
FOR THE YEAR ENDED 31ST DECEMBER 2023

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 31-Dec-23 £	Total 31-Dec-22 £
Fixed Assets						
Tangible Assets	2	39,295	-	-	39,295	14,767
Current Assets						
Debtors & Prepayments	8	-	-	2,975	2,975	925
Cash at Bank and in Hand	7	829	76,000	25,158	101,987	133,504
Total Current Assets		829	76,000	28,133	104,962	134,429
Creditors: amounts falling due within one year	9	1,320	-	-	1,320	1,260
NET CURRENT ASSETS	-	491	76,000	28,133	103,642	133,169
TOTAL ASSETS less current liabilities		38,804	76,000	28,133	142,937	147,936
NET ASSETS		38,804	76,000	28,133	142,937	147,936
Funds of the Charity						
General Funds		38,804	-	-	38,804	18,910
Designated Funds	5	-	76,000	-	76,000	102,000
Restricted Funds	6	-	-	28,133	28,133	27,026
Total Funds		38,804	76,000	28,133	142,937	147,936

Approved by the Trustees on the 21 March 2024
 Signed on their behalf by the Honorary Treasurer A Sharpe
 Printed Name: Tony Sharpe

FOREST FOLD BAPTIST CHURCH
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2023

1. ACCOUNTING POLICIES

Basis of Preparation & Assessment of Going Concern

Basis of Preparation

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) - (Charities SORP - FRS102) and the Charities Act 2011.

The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Incoming Resources

Recognition of Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Incoming Resources with Related Expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resource and related expenditure are reported gross in the SOFA.

Grants and Donations

Grants and Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Tax Reclaims on Donations and Gifts

Incoming resources from tax reclaims are included in the SOFA at the same time as the gift to which they relate.

Gifts in Kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SOFA as incoming resources when receivable.

Donated Services and Facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Volunteer Help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Investment Income

This is included in the accounts when receivable.

Investment Gains and Losses

This included any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

FOREST FOLD BAPTIST CHURCH

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

1. ACCOUNTING POLICIES (continued)

Expenditure and Liabilities

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance Costs

Include costs of the preparation and examination of statutory accounts, the costs of the trustees meetings and cost of any legal advice to trustees on governance or constitutional matters.

Grants with Performance Conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SOFA once the recipient of the grant has provided the specified service or output.

Grants Payable without Performance Conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to a grant which remain in control of the charity.

Support Costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of the resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Fixed Assets

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or, if gifted, at the value to the charity on receipt.

Investments

Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.

Depreciation Expense

Depreciation is calculated at a rate to write off the cost of tangible fixed assets on an appropriate basis over their estimated useful lives. The rates applied per annum are as follows:

Fixtures & Fittings	10% Reducing balance
Equipment	10% Reducing balance
Motor Vehicles	25% Straight line

2. TANGIBLE FIXED ASSETS

		Fixtures & Fittings	General Equipment	Motor Vehicles	Total 2023
		£	£	£	£
Cost	01-Jan-23	13,177	18,820	10,674	42,671
Additions		12,934	13,070	-	26,004
Disposals		-	-	-	-
Cost at	31-Dec-23	26,111	31,890	10,674	68,675
Depreciation	01-Jan-23	3,583	13,646	10,674	27,903
Charge		959	517	-	1,477
Depreciation at	31-Dec-23	4,542	14,163	10,674	29,380
Net Book Value	31-Dec-23	21,569	17,727	-	39,295
Net Book Value	31-Dec-22	9,593	5,173	-	14,766

The annual commitments under non-cancelling operating leases and capital commitments are as follows:

31st December 2023: None and 31st December 2022: None

FOREST FOLD BAPTIST CHURCH

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

3. INCOMING RESOURCES

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
a) Donations & Legacies						
Charity of the Month Collections	6	-	-	20,561	20,561	10,050
Gift Aid Tax Recovered		17,074	-	-	17,074	17,181
Gifts & Donations	6	17,566	-	128,846	146,412	53,951
Standing Orders		76,008	-	-	76,008	77,044
		110,648	-	149,407	260,055	158,226

b) Investment Income

CAF Cash Interest		2,135	-	-	2,135	459
		2,135	-	-	2,135	459

c) Incoming Resources from Charitable Activities

Crowborough Camps	6	-	-	3,971	3,971	3,931
First Steps	6	-	-	608	608	690
First Tuesday	6	-	-	2,855	2,855	2,374
Help Fund	6	-	-	6,064	6,064	10,931
Young Peoples Group	6	-	-	10,141	10,141	7,827
		-	-	23,639	23,639	25,753

FOREST FOLD BAPTIST CHURCH

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

4. RESOURCES EXPENDED

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
a) Charitable Activities						
Charity of the Month Collections	6	-	-	20,561	20,561	10,050
Crowborough Camps	6	-	-	3,957	3,957	2,821
Cyprus Fund	6	-	-	126,965	126,965	41,324
Depreciation Expense	2	1,477	-	-	1,477	697
Easter Camp	6	-	-	-	-	419
First Steps	6	-	-	757	757	1,245
First Tuesday	6	-	-	2,740	2,740	2,483
General Maintenance		13,922	-	-	13,922	11,814
Help Fund	6	-	-	5,813	5,813	10,546
Licenses & Subscriptions		953	-	-	953	790
Ministry & Outreach		6,603	-	-	6,603	10,030
Motor Vehicle Costs		1,858	-	-	1,858	1,690
Office Costs		955	-	-	955	581
Renovations & Improvements		4,081	-	-	4,081	9,913
Staff Costs	10	71,817	-	-	71,817	60,003
Utility Costs		8,813	-	-	8,813	8,759
Website & Computers		1,387	-	-	1,387	-
Young Peoples Group	6	-	-	11,146	11,146	8,955
Youth Work		2,934	-	-	2,934	1,416
		114,799	-	171,939	286,739	183,536

b) Governance Costs

Independent Examiners Fees		1,320	-	-	1,320	1,260
Insurance Costs		2,771	-	-	2,771	2,645
		4,091	-	-	4,091	3,905

FOREST FOLD BAPTIST CHURCH

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

5. DESIGNATED FUNDS

	Balance 01-Jan-23	Income	Expenditure	Transfers	Balance 31-Dec-23
	£	£	£	£	£
General Fund Reserve	102,000	-	- -	26,000	76,000
	102,000	-	- -	26,000	76,000

	Balance 01-Jan-22	Income	Expenditure	Transfers	Balance 31-Dec-22
	£	£	£	£	£
General Fund Reserve	102,000	-	-	-	102,000
	102,000	-	-	-	102,000

General Fund Reserve – This is a General Reserve fund into which surplus funds have been placed in the past and is available as the Reserve Policy of the Church.

The designated funds are wholly represented by the Charity's cash reserves.

6. RESTRICTED FUNDS

	Balance 01-Jan-23	Income	Expenditure	Transfers	Balance 31-Dec-23
	£	£	£	£	£
Charity of the Month	-	20,561	20,561	-	-
Camp Fund	2,782	3,971	3,957	-	2,796
Cyprus Fund	12,867	128,846	126,965	-	14,748
First Step	552	608	757	-	403
First Tuesday	264	2,855	2,740	-	379
Help Fund	2,859	6,064	5,813	-	3,110
Loan Fund	6,560	-	-	-	6,560
Young Peoples Group	1,142	10,141	11,146	-	137
	27,026	173,046	171,939	-	28,133

	Balance 01-Jan-22	Income	Expenditure	Transfers	Balance 31-Dec-22
	£	£	£	£	£
Charity of the Month	-	10,050	10,050	-	-
Camp Fund	1,672	3,931	2,821	-	2,782
Cyprus Fund	8,763	45,428	41,324	-	12,867
Easter Camp	419	-	419	-	-
First Step	1,107	690	1,245	-	552
First Tuesday	373	2,374	2,483	-	264
Help Fund	2,474	10,931	10,546	-	2,859
Loan Fund	6,560	-	-	-	6,560
Young Peoples Group	2,270	7,827	8,955	-	1,142
	23,638	81,231	77,843	-	27,026

FOREST FOLD BAPTIST CHURCH

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

6. RESTRICTED FUNDS (Continued)

Charity of the Month – Each month the Church holds collections for specific causes and funds received during the month are placed in this fund for distribution monthly.

Camp Fund - This is for Summer Camps on the grounds of the Church and is self funding.

Cyprus Fund

UK Donations to support Mr & Mrs James Swanson and the Church they now lead in Cyprus are processed through this fund. The donations given to this Fund from the Church, its members and other supporting Churches and individuals around the UK are used to cover the Swansons' living expenses in Cyprus, their Church's expenses such as Rent, and associated education and training costs.

During 2023 we were able to support the humanitarian relief effort in response to the Turkish earthquake. This appeal raised £83,424 and was used in providing temporary accommodation under the guidance of the church in Cyprus.

First Tuesday – This is a group aimed at the over 60's which meets on a monthly basis on the 1st Tuesday of each month for a mid day meal and fellowship. This group is self funding.

Help Fund - relates to a fund contributed to via specific giving, some as part of their standing orders that are received into the main account and some via collections every first Sunday.

Loan Fund - is a fund set up to assist church members with loans repayable without interest over an agreed period of time.

The First Steps Fund - is a mother and toddler group - administered outside the general fund and mainly self sufficient. Occasional top ups from General Fund.

Young Peoples Group – Monies placed in this fund are received towards the cost of an Annual Holiday for the group of young people from within the Church.

The restricted funds are wholly represented by the Charity's cash reserves.

FOREST FOLD BAPTIST CHURCH

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

7. CASH AT BANK AND IN HAND

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Total 31-Dec-23 £	Total 31-Dec-22 £
Cash at Bank and in Hand	829	76,000	25,158	101,987	133,504
	829	76,000	25,158	101,987	133,504

8. DEBTORS AND PREPAYMENTS

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Total 31-Dec-23 £	Total 31-Dec-22 £
Loans to Members	-	-	2,975	2,975	925
	-	-	2,975	2,975	925

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Total 31-Dec-23 £	Total 31-Dec-22 £
Independent Examiner's Fees	1,320	-	-	1,320	1,260
	1,320	-	-	1,320	1,260

10. STAFF COSTS AND NUMBERS

	2023 £	2022 £
Gross Wages and Salaries	65,123	54,434
Employer's National Insurance Costs	-	-
Pension Contributions	6,693	5,568
	71,816	60,002

Employees who were engaged in each of the following activities:

	2023	2022
Activities in furtherance of organisation's objects	3	3

The organisation operates a PAYE scheme to pay all employed members of staff and no employees received emoluments in excess of £60,000. (2022:None)

FOREST FOLD BAPTIST CHURCH

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

11. TRUSTEES AND OTHER RELATED PARTIES

	2023	2022
Number of reimbursed trustees & related parties	16	17
Total amount paid	<u>£8,393</u>	<u>£7,694</u>

The payments were made to : 6 Trustees; 8 Trustees Wives; 1 connected trust by reason of some same Trustees ;1 connected company by reason it is owned by a Trustee . The payments made to trustees and related parties consisted of reimbursement for materials purchased on behalf of the church in connection with improvements and maintenance to the church.

During the financial year Trustee Mr J. Cowley & Spouse Mrs E. Cowley received £21,446 & £9,191 (2022:£21,446 & £9,191) respectively in salary related payments in furtherance of the Charity's objects.

Trustee Mr M Philpott received £29,985 in salary related payments in furtherance of the Charity's objects (2022 £23,796)

The payments made to trustees and related parties consisted of reimbursements for materials purchased on behalf of the charity in connection with improvements and maintenance to the church, and the activities of the various groups.

14. PUBLIC BENEFIT

The charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.