

REGISTERED CHARITY NUMBER: 110<sup>40</sup>~~04~~738

**UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 DECEMBER 2020**

**FOR**

**BROAD HAVEN BAPTIST CHURCH**

Bevan Buckland LLP  
Chartered Accountants  
45 High Street  
Haverfordwest  
Pembrokeshire  
SA61 2BP

**BROAD HAVEN BAPTIST CHURCH**

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FOR THE YEAR ENDED 31 DECEMBER 2020**

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## **BROAD HAVEN BAPTIST CHURCH**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

The principal purpose of the charity is to advance the Christian faith, according to the principles of the Baptist denomination, including the advancement of education, community service and other such general charitable purposes in the United Kingdom and the world, as determined by the Church. In order to achieve this principal objective, the Church provides a variety of activities both to its membership and to the community generally. The aim is to demonstrate the love of God in words and actions.

Central to the work of the church is the provision of regular services of Christian worship. These usually take place in the Chapel on a Sunday morning (as advertised outside the church, on the internet and the local Community Diary), although during the Covid-19 pandemic, services have taken place using a combination of email, post and Zoom. Usually these Sunday morning services include specific provision for children and young people in age appropriate groups. During the pandemic, this has been integrated into the provision for adults in Sunday services on Zoom (often supplemented with material delivered through email or post). The church is committed to being welcoming and friendly towards all members of the community and through the pandemic have invited all to join these services as would happen normally.

For the growth of faith and discipleship, the church holds a number of small groups, normally in the homes of members. During the pandemic, these groups have continued to meet using Zoom or the telephone or email. When restrictions allowed during the summer, some members of these groups and others came together for socially distanced gatherings in the Manse garden. A group for secondary school aged children which includes young people from other (and no) churches continued to meet through the pandemic on Zoom.

In order to enable the fulfilment of the charity's principal objectives, members are encouraged to volunteer their gifts, abilities and time. They duly share in the activities of the church, alongside the Minister, in activities such as leading public worship and small groups, children's work, pastoral care, mission, and maintaining the property of the church in which meetings are held (and graveyard). In addition, during the pandemic, volunteers from the church were able to support members of the community with food and prescription deliveries, and phone calls to combat social isolation. Although it was closed during the pandemic, the church is also responsible for a Charity Shop in a nearby village which is staffed by volunteers from the church and local community and which generates money for charitable causes in the United Kingdom and abroad. The Charity Shop also provides a valuable 'meeting place' for its neighbourhood, especially for those who are vulnerable.

All activities of the church operate in line with Safeguarding Policies and Procedures including the requirement that all who work with children and vulnerable adults are appropriately vetted with regard to the Disclosure and Barring Service. In addition, the church is actively involved in considering its response to issues such as racism, the climate crisis, and other justice issues (including being a Fairtrade Church). This is in line with our commitment to being welcoming to all and taking seriously a responsibility to accompany that commitment with action.

The trustees have read the Charity Commission guidance on public benefit, and are satisfied that the activities outlined above clearly demonstrate that the charity is providing a benefit to the public.



## **BROAD HAVEN BAPTIST CHURCH**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020**

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Achievements and performance**

The Church does not measure the success of its programmes only in numbers, including financial numbers, but also in less tangible areas like fellowship and encouragement. The Trustees recognise that these are difficult to measure, but believe that 2020 was a positive year in the life of the church, notwithstanding the challenges posed by the Covid-19 pandemic.

During the year several new individuals joined Zoom services on Sunday and four of those expressed an interest in membership by the end of the year. Two church members died during the year and three others left the church. Contact continued with a large number of regulars who are not formally members, but are considered part of the church. Despite the challenges of Covid 19, numbers remained steady on Sundays and trustees were encouraged by the ways in which the church had risen to the challenge of sustaining worship and supporting each other and the community through the pandemic.

Community engagement continued throughout the year, with highlights including a partnership with the Pembrokeshire County Council Community Hub as well as the local Londis store to support the community practically through the pandemic and beyond. A number of our usual community services and events were digitised in some way to take account of pandemic restrictions, such as the Remembrance Service (in collaboration with Broad Haven School), Community Carols (including a Virtual Community Choir) and the Stable Trail (using QR codes to tell the Christmas Story around the village). Although it was closed for much of the year, the Charity Shop took the opportunity to redecorate and reorganise ready for post pandemic reopening. The church garden continues to be used by the Playgroup meeting in the adjoining Village Hall, and the church is actively exploring how this space may be redeveloped to make a Quiet Garden in which members and the community (including the Playgroup) will be able to reflect and pray in the open air.

#### **FINANCIAL REVIEW**

##### **Financial review**

The church continues to raise the funds which it needs to carry on its activities from within its own membership and congregation. No wider public appeal was made for funds during the year.

The most significant expense relates to the cost of paying and housing the minister, to lead and co-ordinate the church's activities including the Sunday Services, pastoral care for the congregation and community, equipping and encouraging the membership in their life, Christian witness and service.

The church also expressed its part in the life of the wider church by making grants to national and international Christian organisations and societies with Christian aims and objectives compatible with the church's own charitable purpose.

The Church is heavily dependent on its membership working as volunteers in all aspects of the church's activities, many of which run with little or no impact on the church's expenditure, but nevertheless contribute substantially to the achievement of the church's objectives.

The financial results for the year, together with a summary of the accounting policies adopted are set out in the accompanying financial statements.

## **BROAD HAVEN BAPTIST CHURCH**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020**

#### **FINANCIAL REVIEW**

##### **Reserves policy**

The results for the year and financial position of the charity for the year ended 31 December 2020 are shown in the financial statements. There was a surplus in the year of £10,738 (2019 - £1,374). The charity is reliant upon the support of the church members and continued donations without which it would be unable to continue in existence.

The Trustees have established a Reserves Policy to enable the church to function effectively and meet its obligations in the event of a decline in our income or a major cost. This is currently set at the retention of at least 15% of its assets as a reserve.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

Broad Haven Baptist Church was registered as a charity on 8th March 2011 with the Charity Commission for England and Wales. It is governed by an Approved Governing Document in the form of its constitution which was adopted on 30th June 2010 and amended on 4th March 2015.

The Members Meeting usually takes place four times a year, although because of the Covid-19 pandemic in 2020, one of these 'meetings' took the form of email correspondence to members, one was not held, and the final meeting took place on Zoom. Although the governing document does not make provision for such electronic meetings, the trustees felt that this was the best way to proceed for the good governance of the charity. The same decision was taken for monthly deacons meetings, which proceeded on Zoom throughout the pandemic.

The practice of the church is that relevant matters may be submitted to the Church meeting by the Trustees for guidance, or may be raised by members in Church meeting (or through correspondence) for further consideration by the Trustees. Though the Constitution permits decisions to be made at Church meetings by appropriate majorities, the Church seeks to work by consensus wherever possible.

##### **Recruitment and appointment of new trustees**

Trustees are elected by the membership of the church in line with the requirements of the governing document.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Charity number**

1104738

40

##### **Principal address**

34 New Road  
Haverfordwest  
Pembrokeshire  
SA61 1TY

**BROAD HAVEN BAPTIST CHURCH**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**Trustees**

F Maull  
R Abadioru  
H Dare  
M Vickery  
D Thomas  
Y Pusey (resigned 15.8.20)  
L Harries  
R McGovern (appointed 1.1.20)

**Independent Examiner**

Bevan Buckland LLP  
Chartered Accountants  
45 High Street  
Haverfordwest  
Pembrokeshire  
SA61 2BP

Approved by order of the board of trustees on 15th April 2021 and signed on its behalf by:

L Harries.  
Trustee



## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BROAD HAVEN BAPTIST CHURCH

### Independent examiner's report to the trustees of Broad Haven Baptist Church

I report to the charity trustees on my examination of the accounts of Broad Haven Baptist Church (the Trust) for the year ended 31 December 2020.

### Responsibilities and basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Independent examiner's statement

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 the Trust 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 applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Alun Evans  
Bevan Buckland LLP  
Chartered Accountants  
45 High Street  
Haverfordwest  
Pembrokeshire  
SA61 2BP

Date: 2 June 2021.

# BROAD HAVEN BAPTIST CHURCH

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted fund £	Restricted fund £	2020 Total funds £	2019 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies		50,864	-	50,864	50,022
Other trading activities	2	16,901	-	16,901	32,202
Investment income	3	4	-	4	5
<b>Total</b>		<u>67,769</u>	<u>-</u>	<u>67,769</u>	<u>82,229</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
General		56,890	141	57,031	80,855
<b>NET INCOME/(EXPENDITURE)</b>		<u>10,879</u>	<u>(141)</u>	<u>10,738</u>	<u>1,374</u>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		106,331	5,683	112,014	110,640
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>117,210</u></u>	<u><u>5,542</u></u>	<u><u>122,752</u></u>	<u><u>112,014</u></u>

The notes form part of these financial statements



# BROAD HAVEN BAPTIST CHURCH

## BALANCE SHEET 31 DECEMBER 2020

	Notes	Unrestricted fund £	Restricted fund £	2020 Total funds £	2019 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	7	75,579	5,542	81,121	83,192
<b>CURRENT ASSETS</b>					
Debtors	8	2,465	-	2,465	2,123
Cash at bank		40,302	-	40,302	27,742
		<u>42,767</u>	<u>-</u>	<u>42,767</u>	<u>29,865</u>
<b>CREDITORS</b>					
Amounts falling due within one year	9	(1,136)	-	(1,136)	(1,043)
<b>NET CURRENT ASSETS</b>		<u>41,631</u>	<u>-</u>	<u>41,631</u>	<u>28,822</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>117,210</u>	<u>5,542</u>	<u>122,752</u>	<u>112,014</u>
<b>NET ASSETS</b>		<u>117,210</u>	<u>5,542</u>	<u>122,752</u>	<u>112,014</u>
<b>FUNDS</b>	10				
Unrestricted funds				117,210	106,331
Restricted funds				5,542	5,683
<b>TOTAL FUNDS</b>				<u>122,752</u>	<u>112,014</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 15th April 2021 and were signed on its behalf by:

  
Trustee

## BROAD HAVEN BAPTIST CHURCH

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- 2% on cost
Improvements to property	- 2% on cost
Computer equipment	- 25% on cost

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

##### **Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

# BROAD HAVEN BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2020

### 2. OTHER TRADING ACTIVITIES

	2020	2019
	£	£
Shop income	6,481	32,202
Grants	10,000	-
Electricity refunds	420	-
	<u>16,901</u>	<u>32,202</u>

### 3. INVESTMENT INCOME

	2020	2019
	£	£
Deposit account interest	<u>4</u>	<u>5</u>

### 4. TRUSTEES' REMUNERATION AND BENEFITS

The only remuneration paid to trustees during the year was ministerial stipends to Revd H Dare in relation to duties to the Church. These totalled £12,000 (2019 - £11,725).

Pension contributions totalling £4,236 were also paid for Revd H Dare (2019 - £5,033).

#### Trustees' expenses

The only trustees expenses paid were Ministerial expenses. These amounted to £319 for the year ended 31 December 2020 and £1,310 for the year ended 31 December 2019.

### 5. STAFF COSTS

	2020	2019
	£	£
Wages and salaries	12,000	11,725
Other pension costs	4,236	5,033
	<u>16,236</u>	<u>16,758</u>

The average monthly number of employees during the year was as follows:

	2020	2019
Staff	<u>1</u>	<u>1</u>

No employees received emoluments in excess of £60,000.



# BROAD HAVEN BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2020

### 6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	50,022	-	50,022
Other trading activities	32,202	-	32,202
Investment income	5	-	5
<b>Total</b>	<b>82,229</b>	<b>-</b>	<b>82,229</b>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
General	80,714	141	80,855
<b>NET INCOME/(EXPENDITURE)</b>	<b>1,515</b>	<b>(141)</b>	<b>1,374</b>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	104,816	5,824	110,640
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>106,331</b>	<b>5,683</b>	<b>112,014</b>

### 7. TANGIBLE FIXED ASSETS

	Freehold property £	Improvements to property £	Computer equipment £	Totals £
<b>COST</b>				
At 1 January 2020 and 31 December 2020	59,950	38,339	429	98,718
<b>DEPRECIATION</b>				
At 1 January 2020	9,584	5,728	214	15,526
Charge for year	1,198	766	107	2,071
At 31 December 2020	10,782	6,494	321	17,597
<b>NET BOOK VALUE</b>				
At 31 December 2020	49,168	31,845	108	81,121
At 31 December 2019	50,366	32,611	215	83,192

# BROAD HAVEN BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2020

### 8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Debtors	2,215	1,873
Other debtors	250	250
	<u>2,465</u>	<u>2,123</u>

### 9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Other creditors	<u>1,136</u>	<u>1,043</u>

### 10. MOVEMENT IN FUNDS

	At 1.1.20	Net movement	At
	£	in funds	31.12.20
		£	£
<b>Unrestricted funds</b>			
General fund	106,331	10,879	117,210
<b>Restricted funds</b>			
Restricted	5,683	(141)	5,542
<b>TOTAL FUNDS</b>	<u>112,014</u>	<u>10,738</u>	<u>122,752</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	67,769	(56,890)	10,879
<b>Restricted funds</b>			
Restricted	-	(141)	(141)
<b>TOTAL FUNDS</b>	<u>67,769</u>	<u>(57,031)</u>	<u>10,738</u>

# BROAD HAVEN BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2020

### 10. MOVEMENT IN FUNDS - continued

#### Comparatives for movement in funds

	At 1.1.19 £	Net movement in funds £	At 31.12.19 £
<b>Unrestricted funds</b>			
General fund	104,816	1,515	106,331
<b>Restricted funds</b>			
Restricted	5,824	(141)	5,683
<b>TOTAL FUNDS</b>	<u>110,640</u>	<u>1,374</u>	<u>112,014</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	82,229	(80,714)	1,515
<b>Restricted funds</b>			
Restricted	-	(141)	(141)
<b>TOTAL FUNDS</b>	<u>82,229</u>	<u>(80,855)</u>	<u>1,374</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.19 £	Net movement in funds £	At 31.12.20 £
<b>Unrestricted funds</b>			
General fund	104,816	12,394	117,210
<b>Restricted funds</b>			
Restricted	5,824	(282)	5,542
<b>TOTAL FUNDS</b>	<u>110,640</u>	<u>12,112</u>	<u>122,752</u>



# BROAD HAVEN BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2020

### 10. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	149,998	(137,604)	12,394
<b>Restricted funds</b>			
Restricted	-	(282)	(282)
<b>TOTAL FUNDS</b>	<u>149,998</u>	<u>(137,886)</u>	<u>12,112</u>

### 11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2020.