

BIGGLESWADE BAPTIST CHURCH
ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2021



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Biggleswade Baptist Church

On accounts for the year
ended

31 March 2021

Charity no
(if any)

1144614

Set out on pages

2 to 9

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2021**.

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 2011 Act and in carrying out my examination, I have followed the 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Alison Smyth

Date:

18/12/2021

Name:

Alison Smyth

Relevant professional
qualification(s) or body
(if any):

ICAEW

Address:

4 High Street, Langford, Biggleswade, Bedfordshire, SG18 9RR



Trustees' Annual Report for the period

Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	01	04	2020		31	03	2021

Section A Reference and administration details

Charity name

Biggleswade Baptist Church

Other names charity is known by

Registered charity number (if any) 1144614

Charity's principal address

24 London Road

Biggleswade

Beds

Postcode

SG18 8EB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev Martin Ceaser	Minister		
2	Mr Cliff Andrews			
3	Mrs Ellen Andrews	Children and family worker		
4	Mrs Clare Botterill			
5	Mrs Alison Ertl	Administrator	To 17 November 2020	
6	Mr Gareth Godfrey			
7	Mr John Ingrey	Treasurer		
8	Mrs Gill Reeves			
9	Mr Mike Sladen			
10	Mr Bill Swale			
11	Mr Julian Thomas			
12	Mr Kevin Wilkes			
13	Mrs Yvonne Tobin		From 17 November 2020	
14	Mrs Ibim Banigo		From 20 April 2021	
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Standard Baptist Union Constitution adopted 2009
How the charity is constituted (eg. trust, association, company)	Church fellowship of 120 members and approx. 200 total congregation
Trustee selection methods (eg. appointed by, elected by)	Appointed by Annual Church members' meeting held in June.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

<p>Child protection Policy is in place based on national Baptist Union guidelines. All youth workers hold CPC accreditation.</p> <p>The Church is in membership of the Baptist Union of Great Britain and is a member of the Evangelical Alliance.</p> <p>The Church is also a partner with other churches in Biggleswade through Biggleswade Churches Together.</p> <p>Monthly leadership meetings are held involving all trustees to consider the on-going work of the Church and any relevant governance and operational issues that may arise. During 'Lockdown' periods remote meetings have been held using 'ZOOM' software.</p>
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Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

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

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Weekly meetings on Sundays . During the week small groups meet for bible study, prayer and fellowship. During Covid restrictions, meetings have been streamed over the Internet.

The church runs a Baby Group and Toddler group which provides support and play facilities for a large number of families in Biggleswade., these have been on 'hold' during the Covid pandemic.

Weekly lunchtime meetings are arranged in the town's middle schools for pupils with a relevant topic theme. These have been on hold during the Covid pandemic.

Regular mid-week lunch time and afternoon meetings are held to provide fellowship opportunities for residents of Biggleswade, again these have not been held during the Covid restrictions..

Breakfast Club for children aged 8 – 11 years normally runs once a month, with food and games. This will re-start after Covid restrictions are lifted.

A 'Mens Breakfast' is normally held monthly on Saturday morning and attracts between 25 - 30 men for a full breakfast and an opportunity for conversation and sharing together. A similar 'Ladies Breakfast' meeting is held on the subsequent Saturday morning with around 45 ladies attending. These will re-start once Covid restrictions are lifted.

A Holiday Bible Club is arranged during the first week of the annual school summer holidays for 240 children involving bible teaching, games, craft and music. Applications for places are often oversubscribed.

The Church is also involved with the other churches in Biggleswade to facilitate the joint worship service on Good Friday, supporting the Town Christmas Lights event, Christian Aid and other joint events.

Biggleswade Baptist Church is the local centre for a food aid Food Bank in conjunction with the local social services and is supported by food gifts by local supermarket collection points and other organisations. This has continued throughout the Covid pandemic.

Biggleswade Baptist Church seeks to serve the community in which it is situated and to share God's love with the town. The Trustees review the church activities to ensure that this is a primary aim.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Church through voluntary giving, supports a full time minister and the part time office manager and a full time Church and Community worker. A part time Children and Family worker and full time Youth Worker are employed by the Church. A tenth of all general income is given to five Christian charitable organisations supporting work both in UK and overseas developing nations.

All support activities and work in the church is provided voluntarily by the church members and congregation. Over 70 volunteers are normally involved with the annual Holiday Bible Club. During Lockdown restrictions this was replaced with on-line activities.

The church also hosts the weekly bereavement support group run by trained councillors.

A Drop-in-Centre and Community Hub was opened in February on a large new housing estate in Biggleswade to provide a contact point for residents. This has had limited opening during Covid restrictions.

Summary of the main achievements of the charity during the year

Open worship and teaching meetings held on Sundays and mid week, these have been streamed on line or held using internet meeting software.

Sunday Club activities for young people

Food Bank support in conjunction with the local organisations.

A pioneer Drop-in-Centre and Community Hub was opened in a commercial office/retail facility in the main square of the very large new Kings Reach housing estate under construction on the east side of Biggleswade. This is staffed by volunteers and the Church and Community Worker to provide support for families and signposting to other agencies. This has continued during lockdown restrictions on an appointment basis only.

Section E Financial review

Brief statement of the charity's policy on reserves

The charity normally maintains a bank deposit account of funds to cover unexpected requirements. This deposit sum is targeted to have a minimum value equivalent to an average monthly expenditure. Under lockdown requirements personal attendance at services will be significantly restricted and this may have an influence on direct voluntary giving.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	John Ingrey	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	18/12/2021	



Biggleswade Baptist Church			No (if any) 1144614	CC16a
Receipts and payments accounts				
For the period from	Period start date 01/04/2020	To	Period end date 31/03/2021	

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
General Offering	24,208	-	-	24,208	32,577
Covenanted Income - General	158,454	-	-	158,454	125,055
Donations - Restricted	-	7,967	-	7,967	20,078
Bequests and legacies	-	-	-	-	-
Bank Interest Received	9	-	-	9	65
Use of Premises	-	-	-	-	1,828
Training Income and Support	-	-	-	-	-
Holiday Bible Club Subscriptions	-	-	-	-	3,113
Saturday Bible Club Subscriptions	-	-	-	-	-
Living Water and Soul Survivor	-	-	-	-	755
Other Income	1,830	400	-	2,230	6,289
Sub total (Gross income for AR)	184,501	8,367	-	192,868	189,760
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	184,501	8,367	-	192,868	189,760
A3 Payments					
Wages and Salaries (Incl NIC)	101,802	-	-	101,802	101,868
Training and Conference Costs	655	-	-	655	4,400
Travel Expenses	505	-	-	505	1,631
Membership Fees and Subscriptions	1,669	-	-	1,669	1,337
Catering Expenses	186	-	-	186	2,154
Printing, Postage and Stationery	1,320	-	-	1,320	1,326
Teaching Materials and Study Books	916	-	-	916	906
Visiting Preachers	150	-	-	150	450
Outreach Costs	1,501	-	-	1,501	3,121
Holiday Bible Club Costs	77	-	-	77	4,974
Other Direct Activity Costs	2,284	1,107	-	3,391	14,267
Building Maintenance	7,300	-	-	7,300	16,560
Rent	7,200	-	-	7,200	-
Light, Heat and Rates	8,071	-	-	8,071	7,396
Insurance	2,689	-	-	2,689	2,562
Telephone Costs	1,512	-	-	1,512	1,540
Pension Costs	21,152	-	-	21,152	22,124
Consultancy Fees	-	-	-	-	6,309
Grants	17,849	894	-	18,743	30,291
Sub total	176,838	2,001	-	178,839	223,216
A4 Asset and investment purchases, (see table)					
Assets	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	176,838	2,001	-	178,839	223,216
Net of receipts/(payments)	7,663	6,366	-	14,029	(33,456)
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	26,928	4,320	-	31,248	64,704
Cash funds this year end	34,591	10,686	-	45,277	31,248

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at bank	34,591	10,686	-
		-	-	-
		-	-	-
	Total cash funds	34,591	10,686	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Garage Conversion	General	19,857	-
	Chairs	General	11,056	-
	Sound, visual and music equipment	General	3,865	-
	Computer equipment	General	1,269	-
	Chairs 2018-19	General	864	-
	Acer TC-885 Intel Core i5 desktop PC 1TB HDD 128GB SSD 26/05/2020	General	579	-
	19/09/2020 Laptop for J Sharman	General	499	-
	02/11/2020 Song Pro Computer A Anderson	General	719	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		J Ingrey	18/12/2021	

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Signature 1

Signed by John Ingrey using authentication code ZlpJd2ReZyRcVVFv at IP address 86.11.10.253, on 2021/12/18 21:53:15 Z.

John Ingrey's e-mail address is: john.ingrey@ntlworld.com.