

BIGGLESWADE BAPTIST CHURCH
ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2022



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 2022

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 **31/03/2022**.

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:

24/01/2023

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

From		Period start date			To		Period end date		
		Day	Month	Year			Day	Month	Year
		01	04	2021			31	03	2022

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	Mr Gareth Godfrey			
6	Mr John Ingrey	Treasurer		
7	Mrs Gill Reeves			
8	Mr Mike Sladen			
9	Mr Bill Swale			
10	Mr Julian Thomas			
11	Mr Kevin Wilkes			
12	Mrs Yvonne Tobin			
13	Mrs Ibim Banigo		From 20 April 2021	
14				
15				
16				
17				
18				
19				
20				

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.

Child protection Policy is in place based on national Baptist Union guidelines. All youth workers hold CPC accreditation.

The Church is in membership of the Baptist Union of Great Britain and is a member of the Evangelical Alliance.

The Church is also a partner with other churches in Biggleswade through Biggleswade Churches Together.

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 were held using 'ZOOM' software, in the current period a growing number of meetings have been held 'in person'.

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 were streamed over the Internet. In the current period more meetings have been held in the church buildings with appropriate safeguards in place.

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 now re-started with restricted numbers and appropriate safeguarding measures.

Weekly lunchtime meetings are arranged in the town's middle schools for pupils with a relevant topic theme. It is proposed to re-start these meetings later in the year.

Breakfast Club for children aged 8 – 11 years normally runs once a month, with food and games. This will re-start during the current period

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 have re-started after Covid restrictions have been lifted.

A Holiday Bible Club is normally 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. A limited one day event was held in the current period once Covid restrictions had been lifted.

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 organizations. This 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..

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

A Drop-in-Centre and Community Hub was opened in February 2020 on a large new housing estate in Biggleswade to provide a contact point for residents. This has re-started on a limited basis following the lifting of Covid restrictions.

Summary of the main achievements of the charity during the year

Open worship and teaching meetings held on Sundays and mid-week.

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 February 2020 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 continued during lockdown restrictions on an appointment basis only but was opened again for three days/week with safeguarding measures from April 2021.

Covid restrictions and ongoing concerns over Covid have significantly affected the day to day operation of many activities which have tentively re-started in this period. New ways have been sought to continue the work and witness of the Church during the year and gradually activities are returning to pre-pandemic levels.

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. During the Lockdown periods, almost all giving to the work and witness of the church has been made via direct bank transfers or Standing Orders.

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	24 January 2023	



Biggleswade Baptist Church			No (if any) 1144614	CC16a
Receipts and payments accounts				
For the period from	Period start date 01/04/2021	To	Period end date 31/03/2022	

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	26,356	-	-	26,356	24,208
Covenanted Income - General	143,702	-	-	143,702	158,454
Donations - Restricted	-	22,654	-	22,654	7,967
Bank Interest Received	3	-	-	3	9
Use of Premises	1,395	-	-	1,395	-
Other Income	-	-	-	-	2,230
Sub total (Gross income for AR)	171,456	22,654	-	194,110	192,868
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	171,456	22,654	-	194,110	192,868

A3 Payments

Wages and Salaries (Incl NIC)	102,066	-	-	102,066	101,802
Training and Conference Costs	1,469	-	-	1,469	655
Travel Expenses	1,459	-	-	1,459	505
Membership Fees and Subscriptions	1,617	-	-	1,617	1,669
Catering Expenses	279	-	-	279	186
Printing, Postage and Stationery	827	-	-	827	1,320
Teaching Materials and Study Books	786	-	-	786	916
Visiting Preachers	-	-	-	-	150
Outreach Costs	2,978	-	-	2,978	1,501
Holiday Bible Club Costs	152	161	-	313	77
Other Direct Activity Costs	1,727	1,360	-	3,087	3,391
Building Maintenance	3,658	-	-	3,658	7,300
Rent	12,145	-	-	12,145	7,200
Light, Heat and Rates	9,031	302	-	9,333	8,071
Insurance	2,722	-	-	2,722	2,689
Telephone Costs	1,839	-	-	1,839	1,512
Pension Costs	23,502	-	-	23,502	21,152
Consultancy Fees	-	-	-	-	-
Grants	5,400	18,357	-	23,757	18,743
Sub total	171,657	20,180	-	191,837	178,839

A4 Asset and investment purchases, (see table)

Assets	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	171,657	20,180	-	191,837	178,839

Net of receipts/(payments)	(201)	2,474	-	2,273	14,029
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	34,591	10,686	-	45,277	31,248
Cash funds this year end	34,390	13,160	-	47,550	45,277

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	34,390	13,160	-
		-	-	-
		-	-	-
	Total cash funds	34,390	13,160	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets				
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use				
	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				
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		J Ingrey	24/01/2023	

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Signature 1

Signed by John Ingrey using authentication code ZlpJd2ReZyRcVVFv at IP address 86.11.10.253, on 2023/01/25 19:06:53 Z.

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