

**BIGGLESWADE BAPTIST CHURCH**  
**ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2023**



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 2023

Charity no  
(if any)

1144614

Set out on pages

2 to 10

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023.

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
- the accounts did 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 order to enable a proper understanding of the accounts to be reached.

Signed:

*Alison Smyth*

Date:

22/01/2024

Name:

Alison Smyth

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

ICAEW

Address:

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



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## **Trustees' Annual Report for the period**

**From 01/04/2022**   Period start date   **To 31/03/2023**   Period end date

**Charity name: Biggleswade Baptist Church**

**Charity registration number: 1144614**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	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 in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The Church through voluntary giving, supports a full time minister, the part time office manager 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.</p> <p>The church also hosts the weekly bereavement support group run by trained counselors.</p> <p>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 facility is also used by an IT literacy group and also by social services staff for client meetings.</p> <p>A 'Mens Shed' facility is run 3 times per week enabling use of primarily woodworking equipment for projects and 'wellbeing' support.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Biggleswade Baptist Church has served the community for over 250 years and the Trustees are aware of its place in the Community. The Trustees will review the details in PB1 to ensure that the activities continue to meet the guidance given.



**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	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 volunteers are supported by paid staff in areas of Food Bank, Youth Work and administration
Other		

**Achievements and Performance**

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Weekly meetings on Sundays . During the week small groups meet for bible study, prayer and fellowship. Appropriate Covid minimization practices have been introduced to ensure as safe environment in church premises as possible.</p> <p>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.</p> <p>Weekly lunchtime meetings have commenced again in the town's middle schools for pupils with a relevant topic theme.</p> <p>Breakfast Club for children aged 8 – 11 years normally runs once a month, with food and games.</p>

		<p>A 'Mens Shed' facility has been opened with three sessions a week enabling use of woodworking facilities in a suitable environment.</p> <p>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 55 ladies attending. These have re-started after Covid restrictions have been lifted.</p> <p>A Holiday Bible Club was 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</p> <p>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.</p> <p>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.</p> <p>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.</p>
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#### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	



Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Net surplus for the year of £44,158 (2022 - £2,273)
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	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. Almost all giving to the work and witness of the church has been made via direct bank transfers or Standing Orders. .
Amount of reserves held	Para 1.22	Total reserves £47,550
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No uncertainties identified

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The work and witness of the Church is supported entirely by voluntary contributions from those attending. Gift Aid refunds under an approved scheme also support the finances of the work.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Standard Baptist Union Constitution adopted 2009
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Unincorporated association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointed by Annual Church members' meeting held in June.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Child protection Policy is in place based on national Baptist Union guidelines. All youth workers hold CPC accreditation. Guidance publications issued by the Baptist Union are available for any new Trustees appointed at the annual church meeting.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<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.</p>
Relationship with any related parties	Para 1.51	
Other		



## Reference and Administrative details

Charity name	Biggleswade Baptist Church
Other name the charity uses	
Registered charity number	1144614
Charity's principal address	24 London Road Biggleswade Beds SG18 8TS

## 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			
4	Mrs Ibim Banigo			
5	Mrs Clare Botterill			
6	Mr Gareth Godfrey			
7	Mr John Ingrey	Treasurer		
8	Mrs Gill Reeves			
9	Mr Mike Sladen			
10	Mr Bill Swale		Retired June 2022	
11	Mrs Yvonne Tobin			
12	Mr Julian Thomas			
13	Mr Kevin Wilkes			
14				
15				
16				
17				
18				
19				
20				

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	



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### Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	No funds are held as custodian trustees
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

### Additional information (optional)

#### 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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### Declarations

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	22nd Jan 2024	



DRAFT —	No (if any):
Biggleswade Baptist Church	1144514

## Receipts and payments accounts

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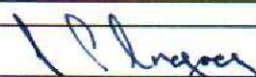
For the period from	Period start date	To	Period end date
	01/04/2022		31/03/2023

### 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 £
<b>A1 Receipts</b>					
General Offering	65,838	-	-	65,838	26,356
Covenanted Income - General	138,617	-	-	138,617	143,702
Donations - Restricted	-	14,671	-	14,671	22,654
Bank Interest Received	190	-	-	190	3
Use of Premises	2,951	-	-	2,951	1,395
<b>Sub total (Gross income for AR)</b>	<b>208,096</b>	<b>14,671</b>	<b>-</b>	<b>222,767</b>	<b>194,110</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>208,096</b>	<b>14,671</b>	<b>-</b>	<b>222,767</b>	<b>194,110</b>
<b>A3 Payments</b>					
Wages and Salaries (Incl NIC)	84,881	-	-	84,881	102,066
Training and Conference Costs	770	-	-	770	1,469
Travel Expenses	807	-	-	807	1,459
Membership Fees and Subscriptions	2,472	-	-	2,472	1,617
Catering Expenses	1,000	-	-	1,000	279
Printing, Postage and Stationery	860	-	-	860	827
Teaching Materials and Study Books	853	-	-	853	786
Visiting Preachers	300	-	-	300	-
Outreach Costs	2,128	2,401	-	4,529	2,978
Holiday Bible Club Costs	1,742	2,145	-	3,887	313
Other Direct Activity Costs	1,018	-	-	1,018	3,087
Building Maintenance	11,845	-	-	11,845	3,658
Rent	10,167	-	-	10,167	12,145
Light, Heat and Rates	10,685	-	-	10,685	9,333
Insurance	2,650	-	-	2,650	2,722
Telephone Costs	2,431	-	-	2,431	1,839
Pension Costs	16,894	-	-	16,894	23,502
Bank fees	15	-	-	15	-
Consultancy and Professional Fees	342	-	-	342	-
Grants	15,190	6,454	-	21,644	23,757
<b>Sub total</b>	<b>167,050</b>	<b>11,000</b>	<b>-</b>	<b>178,050</b>	<b>191,837</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Assets	559	-	-	559	-
<b>Sub total</b>	<b>559</b>	<b>-</b>	<b>-</b>	<b>559</b>	<b>-</b>
<b>Total payments</b>	<b>167,609</b>	<b>11,000</b>	<b>-</b>	<b>178,609</b>	<b>191,837</b>
<b>Net of receipts/(payments)</b>	<b>40,487</b>	<b>3,671</b>	<b>-</b>	<b>44,158</b>	<b>2,273</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>34,390</b>	<b>13,160</b>	<b>-</b>	<b>47,550</b>	<b>45,277</b>
<b>Cash funds this year end</b>	<b>74,877</b>	<b>16,831</b>	<b>-</b>	<b>91,708</b>	<b>47,550</b>



## 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 £
<b>B1 Cash funds</b>	Cash at bank	74,877	16,831	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>74,877</b>	<b>16,831</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>			Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
	Garage conversion	General	19,857	-
	Chairs	General	11,920	-
	Sound, visual and music equipment	General	3,865	-
	Computer equipment	General	3,625	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
	Signature	Print Name	Date of approval	
		J Ingrey	22/1/24	

Signed by one or two trustees on behalf of all the trustees