

Annual Report and Financial Statements

for the Year Ended 31 March 2021

Shoreham Baptist Church

Charity registration number: 1148191

Independent Examiners Ltd
2 Broadbridge Business Centre
Delling Lane
Bosham
Chichester
West Sussex
PO18 8NF

SHOREHAM BAPTIST CHURCH

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8 to 18

SHOREHAM BAPTIST CHURCH

Reference and Administrative Details

Trustees	Chris Leggett Mike Daintree David Buck Brian Hoad Val Lynn Denise Edwards Will Mason (resigned 15 December 2020)
Charity Registration Number	1148191
Elders	Rev Ray Orr David Rollins John Lillywhite Andrew Lincoln
Principal Office	Western Road Shoreham by sea West Sussex BN43 5WD
Independent Examiner	G W Schulz ACMA Independent Examiners Ltd 2 Broadbridge Business Centre Delling Lane Bosham Chichester West Sussex PO18 8NF
Bankers	HSBC 1-3 Warwick Street Worthing West Sussex BN11 3DE

SHOREHAM BAPTIST CHURCH

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2021.

Structure, governance and management

Nature of governing document

Shoreham Baptist Church is a registered charity, number 1148191, and is constituted under a Trust deed.

Organisational structure

The Deacons act as Managing Trustees of the Church and are responsible to the Elders for the day to day management of the Church. The Elders are responsible for the spiritual leadership of the Church.

Risk Management

Under the Statement of Recommended Practice (SORP) regulations, the Deacons, as Trustees, have completed an ongoing Risk Management review and have acted to minimise all known risks.

Objectives and activities

Objects and aims

The principal object of the charity is the advancement of the Christian faith.

The purpose of the Church is to declare God's praise, develop Christian disciples and demonstrate Christian love.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

The Church has had a very different year due to the COVID -19 Pandemic. Sunday services and various sections of the Church transferred to online facilities and continued to provide a good service to all the members. As restrictions changed throughout the year some activities reverted to 'in-person' format.

The Rev Ray Orr has continued as Minister.

Financial review

Policy on reserves

The Church maintains a Reserves Policy to ensure that the Church is able to continue on a good financial basis, meeting its financial commitments. The financial situation is regularly reviewed by the Trustees.

SHOREHAM BAPTIST CHURCH

Trustees' Report

Principal funding sources

The deficit made by the Trust in the year amounted to £17,166 (2020 deficit £35,004). The Trustees note that the balance of £1,737,308 be carried forward as accumulated reserves.

The Baptist Union are the custodial trustees of the church building used by the church which is responsible for the maintenance and upkeep costs. The church building has been included in fixed assets at the insured value of £1,700,000 and is being depreciated at a rate of 2% x 50% x £1,700,000.

Going concern

After a serious look at our accounts and budget the Trustees believe that, with adjustments we can safely move forward and have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

Plans for future periods

Activities planned to achieve aims

The Church faced a long period of restricted activity and service during the year past but the Trustees are optimistic that a good measure of normality will soon return along with old and new ministry activities. They do not expect any major changes to take place in the coming year.

SHOREHAM BAPTIST CHURCH

Trustees' Report

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The annual report was approved by the trustees of the charity on 7 June 2021 and signed on its behalf by:



.....
Denise Edwards
Trustee

SHOREHAM BAPTIST CHURCH

Independent Examiner's Report to the trustees of Shoreham Baptist Church

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 6 to 18.

Respective responsibilities of trustees and examiner

As the charity's trustees of Shoreham Baptist Church 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 Shoreham Baptist Church's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of Shoreham Baptist Church 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 accounting 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.



.....
G W Schulz ACMA

Independent Examiners Ltd
2 Broadbridge Business Centre
Delling Lane
Bosham
Chichester
West Sussex
PO18 8NF

7 June 2021

SHOREHAM BAPTIST CHURCH

Statement of Financial Activities for the Year Ended 31 March 2021

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Income and Endowments from:					
Donations and legacies	2	87,385	2,396	89,781	116,393
Charitable activities	3	3,275	8,009	11,284	18,776
Investment income	4	29	4	33	117
Total income		<u>90,689</u>	<u>10,409</u>	<u>101,098</u>	<u>135,286</u>
Expenditure on:					
Charitable activities	5	<u>100,915</u>	<u>17,349</u>	<u>118,264</u>	<u>170,290</u>
Total expenditure		<u>100,915</u>	<u>17,349</u>	<u>118,264</u>	<u>170,290</u>
Net expenditure		<u>(10,226)</u>	<u>(6,940)</u>	<u>(17,166)</u>	<u>(35,004)</u>
Net movement in funds		(10,226)	(6,940)	(17,166)	(35,004)
Reconciliation of funds					
Total funds brought forward		<u>1,621,259</u>	<u>133,215</u>	<u>1,754,474</u>	<u>1,789,478</u>
Total funds carried forward	13	<u>1,611,033</u>	<u>126,275</u>	<u>1,737,308</u>	<u>1,754,474</u>

The notes on pages 8 to 18 form an integral part of these financial statements.

SHOREHAM BAPTIST CHURCH

Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	8	1,730,147	1,750,503
Current assets			
Debtors	9	13,952	19,194
Cash at bank and in hand		<u>67,145</u>	<u>61,382</u>
		81,097	80,576
Creditors: Amounts falling due within one year	10	<u>(2,653)</u>	<u>(2,653)</u>
Net current assets		<u>78,444</u>	<u>77,923</u>
Total assets less current liabilities		1,808,591	1,828,426
Creditors: Amounts falling due after more than one year	11	<u>(71,283)</u>	<u>(73,952)</u>
Net assets		<u>1,737,308</u>	<u>1,754,474</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		126,275	133,215
Unrestricted income funds			
Unrestricted funds		<u>1,611,033</u>	<u>1,621,259</u>
Total funds	13	<u>1,737,308</u>	<u>1,754,474</u>

The financial statements on pages 6 to 18 were approved by the trustees, and authorised for issue on 7 June 2021 and signed on their behalf by:



.....
Denise Edwards
Trustee

SHOREHAM BAPTIST CHURCH

Notes to the Financial Statements for the Year Ended 31 March 2021

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Shoreham Baptist Church meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Gift aid

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category.

SHOREHAM BAPTIST CHURCH

Notes to the Financial Statements for the Year Ended 31 March 2021

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Tangible fixed assets

Individual fixed assets costing £500 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Freehold property	2% straight line on building only
Computer equipment	25% reducing balance

Trade debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Liabilities

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

SHOREHAM BAPTIST CHURCH

Notes to the Financial Statements for the Year Ended 31 March 2021

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

2 Income from donations and legacies

	Unrestricted funds		Restricted funds	Total 2021	Total 2020
	Designated	General			
	£	£	£	£	£
Donations and legacies;					
Donations	192	71,361	2,396	73,949	97,199
Gift aid reclaimed	-	13,952	-	13,952	19,194
Grants, including capital grants;					
Government grants	-	1,880	-	1,880	-
	<u>192</u>	<u>87,193</u>	<u>2,396</u>	<u>89,781</u>	<u>116,393</u>

3 Income from charitable activities

	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	General			
	£	£	£	£
Fees, grants and subscriptions	-	8,009	8,009	17,144
Other income	<u>3,275</u>	<u>-</u>	<u>3,275</u>	<u>1,632</u>
	<u>3,275</u>	<u>8,009</u>	<u>11,284</u>	<u>18,776</u>

SHOREHAM BAPTIST CHURCH

Notes to the Financial Statements for the Year Ended 31 March 2021

4 Investment income

	Unrestricted funds General £	Restricted funds £	Total 2021 £	Total 2020 £
Interest receivable and similar income;				
Interest receivable on bank deposits	<u>29</u>	<u>4</u>	<u>33</u>	<u>117</u>

SHOREHAM BAPTIST CHURCH

Notes to the Financial Statements for the Year Ended 31 March 2021

5 Expenditure on charitable activities

	Note	Unrestricted funds Designated £	General £	Restricted funds £	Total 2021 £	Total 2020 £
Preachers and speakers		-	-	-	-	75
Books and resources		-	-	-	-	15
Subscriptions and conferences		-	1,152	-	1,152	1,320
Youth and children's work		-	243	181	424	4,264
Special events		315	-	-	315	4,293
Tithes and donations		-	16,188	2,376	18,564	24,726
CAP expenses		-	5,500	8,713	14,213	12,199
College fees		-	259	-	259	859
Insurance		-	3,015	-	3,015	3,090
Telephone		-	579	-	579	805
Printing and stationery		-	897	23	920	1,165
Postage and sundries		-	-	-	-	176
Room hire		-	-	-	-	210
Building maintenance		-	2,780	-	2,780	7,580
Equipment maintenance		-	1,265	-	1,265	1,874
Light and heat		-	1,798	-	1,798	4,030
Rates and water		-	3,003	-	3,003	2,915
Cleaning		-	66	-	66	676
Professional fees		-	144	-	144	144
Mortgage interest		-	506	2,726	3,232	3,511
Independent examination		-	1,500	-	1,500	2,100
Depreciation		-	17,026	3,330	20,356	20,364
Staff costs	7	-	44,679	-	44,679	73,899
		<u>315</u>	<u>100,600</u>	<u>17,349</u>	<u>118,264</u>	<u>170,290</u>

SHOREHAM BAPTIST CHURCH

Notes to the Financial Statements for the Year Ended 31 March 2021

6 Trustees remuneration and expenses

During the year, 1 Trustee received remuneration amounting to £5,441 (2020 - £2,562).

During the year, expenses totalling £3,513 were reimbursed or paid directly to 2 Trustees (2020 - 5 Trustees £2,209) for expenses incurred on behalf of the charity.

7 Staff costs

The aggregate payroll costs were as follows:

	2021	2020
	£	£
Staff costs during the year were:		
Wages and salaries	41,579	70,851
Pension costs	<u>3,100</u>	<u>3,048</u>
	<u>44,679</u>	<u>73,899</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2021	2020
	No	No
Employees	<u>3</u>	<u>9</u>

No employee received emoluments of more than £60,000 during the year

SHOREHAM BAPTIST CHURCH

Notes to the Financial Statements for the Year Ended 31 March 2021

8 Tangible fixed assets

	Land and buildings £	Computer equipment £	Total £
Cost			
At 1 April 2020	<u>1,885,000</u>	<u>6,675</u>	<u>1,891,675</u>
At 31 March 2021	<u>1,885,000</u>	<u>6,675</u>	<u>1,891,675</u>
Depreciation			
At 1 April 2020	83,600	6,572	90,172
Charge for the year	<u>71,330</u>	<u>26</u>	<u>71,356</u>
At 31 March 2021	<u>154,930</u>	<u>6,598</u>	<u>161,528</u>
Net book value			
At 31 March 2021	<u>1,730,070</u>	<u>77</u>	<u>1,730,147</u>
At 31 March 2020	<u>1,801,400</u>	<u>103</u>	<u>1,801,503</u>

The freehold property at 18/19 Buckingham Mews, Shoreham by Sea was purchased during 1995 at a cost of £91,500. In September 2000 it was professionally revalued at £185,000, and this amount is included in the accounts as its deemed cost under the new accounting framework. The building portion of the valuation, £166,500, is depreciated at the rate of 2% per annum.

The Church property at 1A Western Road, Shoreham by Sea, has been included in fixed assets at its insured value of £1,700,000. The building portion of the building estimated at half of the total is being depreciated over 50 years.

9 Debtors

	2021 £	2020 £
Accrued income	<u>13,952</u>	<u>19,194</u>

10 Creditors: amounts falling due within one year

	2021 £	2020 £
Bank loans	1,693	1,693
Accruals	<u>960</u>	<u>960</u>
	<u>2,653</u>	<u>2,653</u>

SHOREHAM BAPTIST CHURCH

Notes to the Financial Statements for the Year Ended 31 March 2021

11 Creditors: amounts falling due after one year

	2021	2020
	£	£
Bank loans	<u>71,283</u>	<u>73,952</u>

12 Pension and other schemes

Defined contribution pension scheme

The charity is an employer participating in a pension scheme known as the Baptist Pension Scheme ("the Scheme"). The Scheme is a separate legal entity which is administered by the Pension Trustee (Baptist Pension Trust Limited). The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £3,100 (2020 - £3,048).

SHOREHAM BAPTIST CHURCH

Notes to the Financial Statements for the Year Ended 31 March 2021

13 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
Unrestricted funds				
<i>General</i>				
General Funds	1,596,240	90,497	(100,600)	1,586,137
<i>Designated</i>				
Reserve Funds	18,500	-	-	18,500
Small Designated Funds	6,519	192	(315)	6,396
	<u>25,019</u>	<u>192</u>	<u>(315)</u>	<u>24,896</u>
Total unrestricted funds	<u>1,621,259</u>	<u>90,689</u>	<u>(100,915)</u>	<u>1,611,033</u>
Restricted funds				
Children and Youth Group	913	-	(93)	820
Open house	139	19	(88)	70
Messenger Choir Fund	255	-	(23)	232
Building Fund	120,247	-	(3,330)	116,917
Christians Against Poverty	8,935	8,014	(8,713)	8,236
Gift towards mortgage repayment	2,726	-	(2,726)	-
Bosnia work and child support	-	2,376	(2,376)	-
	<u>133,215</u>	<u>10,409</u>	<u>(17,349)</u>	<u>126,275</u>
Total funds	<u>1,754,474</u>	<u>101,098</u>	<u>(118,264)</u>	<u>1,737,308</u>

SHOREHAM BAPTIST CHURCH

Notes to the Financial Statements for the Year Ended 31 March 2021

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2020 £
Unrestricted funds					
<i>General</i>					
General Funds	1,606,087	102,664	(112,141)	(370)	1,596,240
<i>Designated</i>					
Reserve Funds	18,500	-	-	-	18,500
Small Designated Funds	769	9,312	(3,932)	370	6,519
	<u>19,269</u>	<u>9,312</u>	<u>(3,932)</u>	<u>370</u>	<u>25,019</u>
Total unrestricted funds	<u>1,625,356</u>	<u>111,976</u>	<u>(116,073)</u>	<u>-</u>	<u>1,621,259</u>
Restricted funds					
Shekinah Playgroup	26,280	5,774	(32,054)	-	-
Children and Youth Group	59	2,085	(1,231)	-	913
Open house	163	453	(477)	-	139
Messenger Choir Fund	684	3,232	(3,661)	-	255
Building Fund	123,577	-	(3,330)	-	120,247
Christians Against Poverty	7,122	8,012	(6,199)	-	8,935
Gift towards mortgage repayment	6,237	-	(3,511)	-	2,726
Bosnia work and child support	-	3,754	(3,754)	-	-
	<u>164,122</u>	<u>23,310</u>	<u>(54,217)</u>	<u>-</u>	<u>133,215</u>
Total funds	<u>1,789,478</u>	<u>135,286</u>	<u>(170,290)</u>	<u>-</u>	<u>1,754,474</u>

SHOREHAM BAPTIST CHURCH

Notes to the Financial Statements for the Year Ended 31 March 2021

14 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2021 £
Tangible fixed assets	1,615,077	115,070	1,730,147
Current assets	69,892	11,205	81,097
Current liabilities	(2,653)	-	(2,653)
Creditors over 1 year	<u>(71,283)</u>	<u>-</u>	<u>(71,283)</u>
Total net assets	<u>1,611,033</u>	<u>126,275</u>	<u>1,737,308</u>

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2020 £
Tangible fixed assets	1,632,103	118,400	1,750,503
Current assets	65,761	14,815	80,576
Current liabilities	(2,653)	-	(2,653)
Creditors over 1 year	<u>(73,952)</u>	<u>-</u>	<u>(73,952)</u>
Total net assets	<u>1,621,259</u>	<u>133,215</u>	<u>1,754,474</u>

Shoreham Baptist Church 31.03.2021 - Final accounts

Final Audit Report

2021-06-15

Created:	2021-06-15
By:	Gary Schulz (gary@iel.org.uk)
Status:	Signed
Transaction ID:	CBJCHBCAABAAzsONftHW2ve0CLpQbgn6LIIGVqQV43rg

"Shoreham Baptist Church 31.03.2021 - Final accounts" History

-  Document created by Gary Schulz (gary@iel.org.uk)
2021-06-15 - 10:58:39 AM GMT- IP address: 90.220.139.132
-  Document emailed to Denise Edwards (denise371@btinternet.com) for signature
2021-06-15 - 10:59:30 AM GMT
-  Email viewed by Denise Edwards (denise371@btinternet.com)
2021-06-15 - 3:23:57 PM GMT- IP address: 81.132.15.225
-  Document e-signed by Denise Edwards (denise371@btinternet.com)
Signature Date: 2021-06-15 - 3:30:55 PM GMT - Time Source: server- IP address: 81.132.15.225
-  Agreement completed.
2021-06-15 - 3:30:55 PM GMT