

TRUSTEES' REPORT 2021

Church Address: -

Greenfield Baptist Church

Murray Street

Llanelli

SA15 1DZ

Trustees: -

Minister	-	Rev David Jones BD
Church Secretary	-	Mr Darryl Benjamin BSc
Church Treasurer	-	Mrs Annette Gravell BSc MBA MSc JP
		Ms Sheenah Angelone
		Mr John Davies (completed term of office)
		Mrs Sandra Davies
		Mr Stephen Davies
		Mr Graham Meredith (completed term of office)
		Mr Mathew Taylor BEng MSc
		Mrs Susan Wooller
		Mr Michael Wooller
		Mrs Wendy Barnes (from October)
		Mr Stephen Thomas (from October)
		Vacancy (2)

Bankers: -

HSBC
Vaughan Street
Llanelli

Lloyds Bank
Stepney Street
Llanelli

Barclays Bank
City of Cardiff branch
Cardiff

Monmouth Building Society
Union Street
Swansea

Independent Internal Examiners: -

Mr A H Williams
Ms S Angelone

CONTENTS

1. GOVERNING DOCUMENT
2. GREENFIELD CHURCH PURPOSE AND OBJECTIVES
3. GREENFIELD CHURCH VALUES
4. THE MINISTER
5. CHURCH TRUSTEES
6. CHURCH MEMBERSHIP
7. CHURCH SERVICES AND MEETINGS
8. PASTORAL CARE
9. CHURCH WEBSITE
10. CHURCH ADMINISTRATION
11. MANAGEMENT OF RISK
12. CHURCH POLICIES AND PROCEDURES
13. SAFEGUARDING
14. HEALTH AND SAFETY
15. MISSION WORK
16. CHARITY WORK
17. USE OF THE CHURCH BY EXTERNAL ORGANISATIONS
18. TECHNOLOGICAL AIDS
19. GREENFIELD PREMISES
20. FINANCIAL STATEMENTS
21. BUILDING DEVELOPMENTS
22. RESERVES POLICY.
23. CONCLUSION AND REINFORCEMENT OF PURPOSE

1. GOVERNING DOCUMENT.

Greenfield Baptist Church, Llanelli (hereinafter referred to as Greenfield) is a registered charity with the Charity Commissioners of England and Wales - Charity Number 1150291.

The current governing document - 'The Constitution' - was adopted at a Special Church Meeting held on 30th April 2014.

2. CHURCH PURPOSE AND OBJECTIVES

The principal purpose of the Church at Greenfield 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 within the United Kingdom and/or other parts of the world.

Greenfield seeks to proclaim the Gospel of Jesus Christ, and aims to be a warm and welcoming community of faith.

In terms of Christian witness Greenfield strives to ensure good stewardship of the resources and talents that God has provided and aims to be a living witness to God's grace, at the heart of Llanelli.

3. GREENFIELD CHURCH VALUES

Greenfield seeks to demonstrate God's love through word and action, valuing each other as individuals, and modelling on Jesus' example. These values can only be achieved by reliance on God's grace, love and power; ever recognising the limits of our own strength or ability. We are committed to being a body led by the Spirit of God; seeking God's will and purpose in all we do in His name.

Building and developing relationships with God and with one another are vital aspects of our life as a church and the foundation of our Christian faith and hope.

It has become evident during the Covid19 pandemic that Greenfield is much more than '*just a building*'. The effective partnership of David our Minister and Darryl our Church Secretary has made it possible to provide 'online' and 'phone in' services as well as offering broader social media provision.

Baptists passionately believe in the uniqueness of Jesus, the importance of personal faith, and the expression of that faith through Believers' Baptism. As a gathered community of Believers, we seek to discern the will of God by ensuring that:-

- our structure is not hierarchical; we seek to work together for good, aiming to establish a "priesthood of all believers" and committed to informing others about God's love, which extends to all.
- by recognition that we are not in this alone, and therefore we seek to associate with fellow Baptists as well as Christians from other churches locally, nationally, and globally.
- by welcoming and encouraging those who are seeking to learn more of the Christian faith.

4. THE MINISTER

The Rev David Jones continues to serve the church with unfailing Christian commitment. He has been the minister at Greenfield since September 1989. Through his witness and outreach into the community church membership has not just been sustained but has increased. With the unfailing support and encouragement of his wife Yvonne the community spirit of the church continues to flourish.

5. CHURCH TRUSTEES.

The Minister, as defined by his role and responsibilities, is deemed to be a Church Trustee. Greenfield Church Constitution purports that a maximum, of up to twelve additional Trustees, are elected from among the baptised Church Members. Trustees at Greenfield are appointed for an initial four-year term with the opportunity to be nominated for reappointment at the end of each four-year term. The role of district deacon is incorporated into the role of a Trustee.

There are inherent legal responsibilities constituent with the role of Trustee. Prospective Trustees at Greenfield are apprised of the Baptist Unions guidelines and the Charity Commission requirements for Trusteeship prior to submitting their name for consideration as a Trustee. It is acknowledged by all Greenfield Trustees that each has a personal responsibility to keep up-to-date with Charity Commission guidelines for Trusteeship.

Trustees recognise a duty under Common Law to act in the best interests of the charities they serve. Trustees should neither benefit from the charity nor be influenced by their own wider interests when involved in decisions affecting the charity. Trustees of charitable organisations have a legal duty to avoid conflicts of interest under s175 of the Companies Act 2006. A Conflict-of-Interest Protocol is operational at Greenfield.

The Church Secretary and Church Treasurer are acknowledged as the Senior Officers of the church. They are appointed from within the group of Church Trustees, in accordance with the Church Constitution

6. CHURCH MEMBERSHIP

During 2021 Greenfield witnessed 6 baptisms and received 1 additional member by profession, transfer, and restoration.

In the year 2021 12 members sadly passed away and 1 transferred their membership.

7. CHURCH SERVICES AND MEETINGS

On 22nd March 2020, the first recorded Sunday morning service was 'uploaded' on YOUTUBE and FACEBOOK. This was followed by recordings of the Good Friday Communion Service and the Easter Sunday Service. Since that spring of 2020 over 300 services, including *Daily Thoughts*, have been recorded; these are still accessible. It is recognised that this effective work would not have been possible without the drive and ambition of our Minister, seeking to reach out to church members and the wider world. This effort has been complemented by the commitment and technical capability of Darryl our Church Secretary in recording, editing and up-loading all the services onto the web. Many positive and appreciative messages have been received from all over the world in recognition of their efforts.

David and Darryl have also recorded services not only at Greenfield but also in Bethel Seaside, Rehoboth Five Roads and Bethel Cefncaeau. Drawing on our audio recordings archive it has been possible to input into these recordings relevant congregational hymn singing. Support has also been provided in this ministry by Rev Alan Jones, Rev Carys Awen Jones, Pastor Steve Tucker, Lisa Isaac, Colin Isaac and Christine Nicholas. These valiant efforts have ensured that, despite Covid and the ensuing restrictions, The Word has gone out from Greenfield. This Ministry could not have been envisaged in the pre-pandemic days. It is intended to

continue with this Ministry, as well as issuing CDs and DVDs, to those who do not have internet access. All involved have felt it a joy and a privilege to have been involved in this effort - 'To God be the glory'.

The normal schedule for services at the chapel is displayed below:-

Sunday

11.00 a.m. Morning Service (Family Worship with Junior Church and Crèche facilities)

6.00 p.m. Evening Worship

The Ordinance of the Lord's Supper is observed twice each month, normally at the conclusion of the evening service on the 1st Sunday of the month and at the conclusion of the morning service on the 3rd Sunday of the month

All who love the Lord are invited to share in the Lord's Supper. Communion, served by the Minister, is also available to members who are housebound or who no longer live independently, although this was suspended during lockdown.

2.30 – 3.30 p.m. Sunday Study Social – Just 4 Youth - Designed for 11–17-year-olds and led by Lisa Isaac, these informal sessions offer opportunities for friendship and socialising.

6 – 7.15 pm Youth Club - An indoor teen youth club, led by Lisa Isaac for young people to meet and enjoy each other's company

Monday (on the 2nd Monday of each month)

6 – 7 pm JOY (Just Older Youth) – Once a month, led by Lisa Isaac - Modern worship service for youth/teenagers (All welcome)

7.00 p.m. Men's Fellowship - An opportunity for fellowship, prayer, and mutual encouragement.

Tuesday

10.30 a.m. Morning Service - -A short service of worship followed by refreshments in the schoolroom. An Ecumenical Communion Service is held periodically at the conclusion of the service (normally at three monthly intervals).

7.15 p.m. Bible Study and Prayer Meeting

Wednesday

2.30 p.m. Open Door Fellowship - -The fellowship comprises a small but faithful group who warmly welcome visitors. Their focus is one of inclusion – **the door** is open to all.

6.30 to 7.30 p.m. Greenfield Soup Station

The Soup Station is an important aspect of Greenfield's efforts to outreach into the local community. A 'door' service has continued throughout the lockdown period.

Thursday

6.30 p.m. Church Choir rehearsal - The choir, led by our Minister, contributes positively to worship and seasonal celebrations. New members are always welcomed.

Friday

6.00 p.m. to 7.15 p.m. Junior Youth club - An opportunity for young children (ages 5 – 11) connected to the church and/or from the local community to share in friendship and recreation.

6.30 – 7.30pm YAY (Young Adults and You) – Once a month - Contemporary worship service aimed at adults

Saturday

Special 'Mission' Breakfasts are occasionally held on Saturday mornings.

Also a Bible Study session led by Lisa Isaac at various times in the week for young adults (18-50 years old), these informal meetings are held, fortnightly usually in a social environment

Special Services

Open-air services are held within the church grounds at key times during the Christian calendar, and members of the local community are also warmly welcomed. The support of the Salvation Army Band, which regularly accompanies the annual outdoor Christmas Carol Service, is greatly appreciated.

Recording of Services

Sunday services, including sermons, are recorded, and can be accessed on the church website.

Edited recordings, including sermons and selected hymns, are available on CD or DVD. The Trustees and Church Members are grateful for the technical expertise of those Church Officers and family members who are engaged in this work, and who make this programme of outreach a reality. The provision for recorded services during Lockdowns has been a lifeline for so many, and the feedback has been extremely positive and complementary.

Following the introduction of lockdowns during the Covid-19 Pandemic where it was not possible to hold services in the chapel, various online and conference call services were set up to maintain the work of the church. Since the easing of restrictions and the return to the chapel for worship, some of those initiatives have continued. Currently there are two online video services in English per week, one released on a Sunday morning at 09.30 and a 'Just a Thought' service on a Tuesday morning both are available through our church YouTube channel and our Facebook group. Additionally, there are currently two conference audio calls, one on a Sunday evening as an Epilogue service at 8pm (occasionally delayed to 8.15p.m.) and prayer and bible study call on a Tuesday evening at 7.15 pm.

8. PASTORAL CARE

The Minister leads the church in respect of Pastoral Care. He is supported by the Trustees in their combined role as district deacons. Church membership is currently structured into ten specific districts each with its own district deacon and district officer. Pastoral care is an integral part of the responsibilities of district

deacons, who are expected to operate as specific and trusted links to members within their designated districts. Invoking, where necessary, the beneficial support of their respective district officer, deacons are expected to support the Minister by providing a major part of the pastoral care structure within their designated district. Additionally, many church members are proactive in providing care and support to other members of the church community, and we thank God for this important and caring ministry that is undertaken in His name. Pastoral care and support have been of crucial importance during lockdown.

9. CHURCH WEBSITE

The church website is a valuable source for promoting Christian worship and specifically Greenfield's mission. It plays a crucial role in extending and expanding the ministry at Greenfield. The website is updated regularly and provides information relating to all church activities. The church is extremely fortunate to have a member who, as a committed volunteer, sets up and consistently manages the church website.

Greenfield's web address is: www.greenfieldchurch.net

10. CHURCH ADMINISTRATION

The administration of the church is the shared responsibility of the Minister and Trustees.

All matters requiring the approval of church members are submitted by the Trustees to one of the three church members' meetings held annually. Additional church meetings may be held as required. Minutes, recording decisions taken, are kept in accordance with the Church Constitution.

It was not possible during Lockdowns to hold planned church meetings and some urgent decisions had to be taken by church Trustees at their 'Conference Call' meetings (as per guidance from the Baptist Association). However, ratification of church members will be sought at forthcoming Church Meetings for any decisions made in this manner on behalf of the church membership.

11. MANAGEMENT OF RISK

"All aspects of life involve risk and the church is no exception. The Charity Commission expects trustees of charities to assess the risks, they carry and to take steps to mitigate those risks" (*statement from the Association of Church Accountants and Treasurers*).

11.1 Risk Register

Greenfield has a comprehensive Risk Register which is reviewed annually (unless there is a specific need or requirement to review within that period). The Risk Register is structured under the following headings: -

- Governance, Statutory, Regulatory Compliance Risks;
- Operational Risks;
- Financial Risks;
- External Risks.

11.2 Risk Assessments

The church Trustees acknowledge their duty to recognise and assess risks to which the church is exposed and to establish methods or ways to mitigate such risks. Specific Risk Assessments have been produced for the following identified areas: -

- * Food Safety and Hygiene;
- * Working at Height;
- * Use of Church Baptistry;
- * Working with Children;
- * Church Finance;
- * Emergency Evacuation of the Church Premises;
- * Soup Station (including the operation during pandemic circumstances)
- * Covid-19 in respect of holding church services and the meeting of young people at church and online
- * Slips, Trips and Falls;
- * Lone Working;
- * Approaching Church Perimeter;
- * Working with Adults at Risk;
- * Data Protection;

Where appropriate specific risk assessments were created to reflect the changes required as a consequence of the Pandemic.

12. CHURCH POLICIES AND PROCEDURES

Greenfield Trustees recognise the importance of having policies and procedures in respect of operational matters and in order to address areas of risk. Various policies and procedures have been introduced which aim to direct operational matters and promote regulatory compliance. These policies and procedures are structured under the following five headings:

- Safeguarding and Respect for Others
- Establishing and maintaining a Safe Environment
- Financial
- Statutory, Regulatory and Legal
- Dispute Resolution

Copies of all Policies and Procedures are held on file in the Church Admin Office. Individual copies are obtainable from the Church Secretary. A list of policies can be found in Appendix A at the end of this report.

13. SAFEGUARDING

13.1 Children and Young People

Greenfield adheres to Baptist Union Child Protection Schemes. – *Safe to Grow*. All who work with children and young people in Greenfield are provided with a copy of the appropriate safeguarding documentation.

All leaders and volunteers are subject to DBS (Disclosure and Barring Scheme) checks prior to engaging in any activity with children or young people connected with the church.

All Trustees, Leaders and Volunteers attend relevant training courses arranged by the Baptist Association.

Videos issued by the Baptist Association which appertain to the care of children and young people are shown at Church meetings.

13.2 Working with Adults at Risk within the Church

All Trustees, Leaders, and Volunteers who are engaged in activities with Adults at Risk in Greenfield, are invited to attend relevant training courses arranged by the Baptist Association.

All leaders and volunteers are subject to DBS (Disclosure and Barring Scheme) checks prior to engaging in any activity with adults at risk.

A Soup Station 'Entry and Behavioural Policy', designed to safeguard both volunteers and guests, is operational and complies with the requirements of Greenfield's Insurers.

13.3 Recruitment of Volunteers

A robust Recruitment of Volunteers policy and procedure, designed to meet Safeguarding Standards for 'Working with Children' and 'Working with Adults at Risk', is in force.

14. HEALTH AND SAFETY

Greenfield Church Trustees recognise their responsibilities under the auspices of 'Health and Safety'. Health and Safety features as a standard agenda item at all Trustees' meetings and church meetings, and the Health and Safety Administrator delivers a report at each meeting. Department leaders, church members and regular attenders are reminded of the importance of reporting 'near-miss' episodes as well as actual accidents. An Accident Report book is available outside the Church Admin Office.

Health and Safety measures were greatly intensified during pandemic and appropriately risk assessed. These measures were clearly communicated to church users.

15. MISSION WORK

Mission work is integral to the advancement of the Christian faith, and Greenfield Church's community shows strong commitment to a range of mission work activities.

15.1 Developing the work of Mission

Facebook and other Social Media – Particularly during the pandemic various social media platforms have been crucial to communication and sharing of the gospel message.

The weekly Soup Station - The support of the local community in aid of the Soup Station has been greatly appreciated, particularly during the period of pandemic. Food items and personal hygiene products are regularly provided by local supermarkets, and their support is greatly appreciated.

Street Connect - Greenfield, inspired by visits from representatives of 'Street Connect' in Glasgow, now makes regular contributions to their developing cause of street mission and particularly drug addiction. The work of 'Street Connect' now includes outreach cafes and community recovery groups. Apart from their engagement in residential 'rehab' work, 'Street Connect' is now working in partnership with GPs to establish opportunities for individuals to 'detox' whilst remaining in employment or at home.

Young Adults outreach- The introduction of the various sessions have been additional opportunities aimed at developing mission work with young adults and the under 50s. Some health and safety measures introduced during Covid19 have limited the availability of certain parts of Greenfield at specific times. The church Trustees have been truly grateful for the generosity of the Trustees of Bethel Seaside for allowing the young people, under the leadership of Lisa Isaac, to utilise the facilities at Bethel.

The Digital Junior Church - the church Trustees were greatly encouraged by the fact that the Greenfield Junior Church sought to continue meeting during the church closure by utilising social media platforms. Appropriate Risk Assessment procedures were followed.

Hope Home Thailand As a group, the Greenfield Junior Church continues its support of the mission work at Hope Home in north-west Thailand. This worthy cause, established under the auspices of the British Missionary Society, provides a home and refuge for children with severe disabilities.

Mission Breakfasts

Mission Breakfasts promote the work of Christian mission. Testimonies of invited speakers at Mission Breakfast have afforded a wonderful revelation of God's redeeming love and saving grace. The pandemic has curtailed the mission breakfasts but hopefully these will recommence in the not too distant future

15.2 Church Newsletters

The weekly newsletter is an additional and valuable source for communicating church news and associated information. Paper copies are available at Sunday and Tuesday services and over 130 are despatched digitally or via the general postal service.

15.3 Newspaper Outreach

The Minister contributes a weekly column conveying a Christian message to the local newspaper 'Llanelli Star'. Readership extends across Llanelli and outlying districts and this provides a further opportunity of sharing God's word within the local community.

15.4 Reaching out to the wider Community

Sadly, the Lockdown prevented the occasional attendance of children and babies from a local Family Centre at Tuesday morning services. We look forward to the time when we can safely invite them to join us at worship as it affords a wonderful opportunity of ministry not just to the children, but also to their nursery assistants and family members who accompany them.

The Minister continues to contribute to the fortnightly recordings of the Llanelli and District 'Talking Newspaper for the Blind', usually by providing the 'Epilogue'. This medium affords an additional opportunity for reaching out to the wider community.

An annual bereavement service, arranged in conjunction with local Funeral Directors, is held at Greenfield during Advent. Feedback confirms that the service provides an important opportunity to proffer support for individuals and families grieving the loss of a loved one.

The Minister is engaged as a Hospital Chaplain at Ward 9, Prince Philip Hospital Llanelli but during Lockdown he instead became the Chaplain to the local 'Nightingale Hospital'. He is additionally engaged in

supporting individuals and families who approach the church for pastoral care and assistance to deal with domestic needs.

16. CHARITY WORK

16.1 Communion Offerings

The church supports local and national charities, principally through offerings taken at all Communion Services throughout the year. These charitable offerings are augmented by specific fund-raising activities organised by various church departments and by designated retiring collections. The breakdown of these Communion Offerings can be seen in the financial section of this report.

16.2 Church Choir Initiatives

Apart from their support at church services and special events members of the choir have for many years been actively involved in raising funds for worthy causes. Funds raised regularly by the church choir, through cake stalls, book stalls, and bric-a-brac stalls are generally directed to specific local causes. Plans are in hand to resume this valuable activity which was disrupted by Covid 19.

16.3 Church Members engaged in Designated Charity Work

Several church members are regularly engaged in charity work for a range of local and national charities, including Llanelli Talking Newspaper, Blood Cancer UK, Torch Christian Fellowship, Age Cymru Sir Gâr, Cancer Research, British Heart Foundation, Barnados, Parkinson's UK, Trussell Food Bank, and the Cancer Information Support Services.

16.4 Trussell Trust Food Bank

Greenfield supports the local Trussell Trust Food Bank located at Myrtle House, Llanelli. Normally contributions of foodstuffs and toiletries were delivered weekly to the food bank but Covid 19 restrictions caused a cessation of the link with the Food Bank. Greenfield therefore, sought through the operation of the Wednesday evening soup station, to extend support to those in need. It is intended to resume support of the Trussell Trust Foodbank in 2022.

17. USE OF THE CHURCH BY EXTERNAL ORGANISATIONS

Greenfield, as one of the largest and most centrally situated churches in Llanelli, is often used for special, formal fundraising events.

The Trustees of the church are supportive of the use of the chapel by selective external organisations. Various local schools utilise the facilities for concerts and prize giving events. Local choirs use the facilities for concerts, auditions or as a rehearsal venue.

The church lettings policy accords with guidance from Greenfield's Insurers. The church secretary is the main point of contact in respect of church lettings so that the appropriate insurance and regulatory checks can be consistently undertaken.

18. TECHNOLOGICAL AIDS.

Technology, including the use of audio-visual equipment, is an integral part of worship and mission. The Trustees are extremely grateful for the valuable services provided by church members in organising and operating the various technical services e.g., the church website, power point and other technical aids. Platforms such *Zoom*; *WhyPay* and *Skype* have been extremely useful during the Lockdown.

Loop systems for individuals with hearing loss, are installed in both the chapel and the schoolroom. A recent upgrade to the sound system has been undertaken in the main chapel which included improvements to the loop system coverage, the addition of extra speakers in the gallery along with a new additional amplifier.

19. GREENFIELD PREMISES.

19.1 Beneficial Ownership

The church is the beneficial owner of the following asset - the church premises - the legal title of which is held by the church's custodian Trustees – The Baptist Union Corporation Ltd.

19.2 The Chapel

The 163-year-old church building is subject to a constant need of upkeep and maintenance. Greenfield is a Grade 2 listed building, and this imposes restrictions and constraints on the building, development and repair work permitted. Previous experience has demonstrated that, as a listed building in a prominent area of the town, repair and replacement have had to be consistent with original materials, impacting heavily on cost.

19.3 Church Manse

The church does not currently own a manse. Some financial provision is, however, retained in a Manse Fund specifically for the purpose of supporting a minister of the church in need of housing accommodation. The Manse Fund is registered as a separate Charity – Registration Number 226501.

19.4 Buildings Survey

The church is insured with the Baptist Insurance Company. The last insurer's survey was undertaken in June 2016. A quinquennial survey investigation is planned for 2022.

20. FINANCIAL STATEMENTS

The Trustees are jointly and severally responsible for ensuring that complete and accurate financial statements are prepared for each financial year. These statements are required by law to give a true and fair account of that Charity and of the surplus or deficit for the respective financial year.

The Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- Prepare financial statements on the 'going concern' basis unless it is inappropriate to presume that the Charity will continue in business.

The accounts of Greenfield Baptist Church are prepared on a 'Receipts and Payments' basis. The Accounts and Statements of Assets and Liabilities for the year ending 31 December 2021 are set out in the Financial Section of the 2022 Church Report.

Church members have agreed that the end of year accounts be examined by external examiners every 5 years. The 2016 Financial Results were subject to external examination. The examination of the annual financial results will remain the responsibility of the formally appointed Internal Examiners until the next external examination of accounts is scheduled for the 2021 accounts. Due to the Pandemic it was determined by the Church Trustees that the Internal Examiners would examine the 2021 accounts and that the 2022 accounts would be released for external examination. The Internal Examiners' report for 2021 can be found in the Financial Section of the 2022 Church Report.

The Financial Report, The Trustees' Report, and the Internal Examiners' Report in respect of 2020 were all accepted by the church Trustees on behalf of the church membership. These reports were filed, with the Charity Commission within the acknowledged, revised, deadline date. The reports were circulated to all members prior to submission to the Charity Commission. Formal ratification by church members will be sought at the first possible Church meeting.

20.1 Finance Regulations

The Financial Regulations Policy and Procedure implemented in 2016 contained specific requirements for Departmental Treasurers. Training sessions, delivered by the Internal Examiners, have resulted in greater consistency of accounting methods and the Internal Examiners and the Trustees are grateful for the continued endeavours of all Departmental Treasurers.

20.2 Payment of Trustees

The Minister of the church continues to be the only Trustee who is remunerated by the church charity.

20.3 Principal Funding Sources

The main source of church income is derived from the generous regular offerings of church members and other worshippers. Legacy income and Gift Aid income, including the Gift Aid Small Donations (GASDS),

supplement this income source. Trustees continue to encourage those who are eligible, to participate in the Gift Aid scheme. The relevant forms are available from the Church Treasurer.

Increasing numbers of worshippers now contribute directly through the banking system. Any other worshippers wishing to avail themselves of this facility are invited to contact the Church Treasurer for further details and the requisite form.

Bespoke gifts for specific purposes or projects are often received at the church; many are anonymously donated and cannot, therefore, be formally acknowledged. The church Trustees are keen to take the opportunity through this church report, to express their gratitude for these kind, generous, and often anonymous gifts.

20.4 Pensions

The church is an employer participating in a pension scheme known as the Baptist Pension Scheme ("The Scheme"), formerly known as the Baptist Ministers' Pension Fund, until 31 December 2011 ("The Ministers' Fund"). The Scheme is a separate legal entity which is administered by the Pension Trustee (Baptist Pension Trust Limited).

Monthly contributions are made towards the Defined Benefit Deficit Scheme of the Baptist Pension Fund.

20.4.1 Pensions Auto Enrolment

The Trustees met their responsibilities under Auto Enrolment of Pensions, and achieved the 1 January 2017 Staging Date. Subsequent re-enrolment parameters have also been met.

20.5 Cessation Event

Formal notification of a cessation event was received from the Baptist Pension Scheme in November 2018. Church members, mindful that a cessation event could have serious financial implications for the church, recommended that the Church Trustees seek legal guidance on the matter. Blake Morgan Solicitors (Cardiff) were engaged, and subsequently the church entered a Deferred Debt Arrangement (DDA) in August 2020. Estimated debt figures are issued monthly by the Baptist Pension Administrators and Greenfield Trustees review these figures on a monthly basis.

Church members will receive regular updates in relation to the Pensions Deficit at Church Meetings.

21. BUILDING DEVELOPMENTS

21.1 Planned Preventative Maintenance

Planned, preventative maintenance is under the auspices of the church Trustees. All costs are approved in accordance with the Financial Regulations of the church.

21.2 Reactive Maintenance

Greenfield has service contracts to cover any breakdown in respect of heating. Constant checking of the premises is designed to minimise the need for much reactive maintenance.

21.3. Building improvements or developments

During the lockdown period advantage was taken, when appropriate, to install secondary glazing in parts of the chapel.

A drone has been used to identify some roofing problems which have recently been detected. Some urgent repair work was undertaken in 2021. Estimates for further work are awaited.

Most proposed building improvement work has been curtailed due to the pandemic and in particular to uncertainty regarding Greenfield's portion of the Baptist Pension Defined Benefit deficit.

The following improvements or developments are currently being scheduled or investigated:-

Work item	Working estimate	total £106,200
Contact being made with suitably qualified professionals re a quinquennial inspection - a recommendation of the BUGB. This five yearly report, on the status of our Grade II listed building, will provide a detailed status of the structure and also will provide recommendations on how to maintain and secure the structure of our building for future generations. It is anticipated that various additional work might be identified	£1,500	
Replacement of 163 year old front doors	£10,000	
The plastering and repainting of the internal walls of the chapel and subsequent decoration is now becoming an urgent requirement. Improvement work to the chapel ceiling has also been identified. There is an expectation that the scaffolding required for the work to proceed will be costly and additionally, it is anticipated that there will be a need for temporary relocation of church services.	£10,000	
Positioning of safety rails in front rows of the gallery of the chapel.	£5,000	
Repainting of exterior of the church	£1,000	
Repainting the railings surrounding the church	£3,000	
Replacement of current ceiling in the chapel	£20,000	
Replacement of chapel windows in the Station Road aspect	£30,000	
Fitting of lighting for lane gate access	£2,000	
Replace handles on kitchen cupboards	£350	

Removal of the rear pews in order to improve accessibility within the chapel. Initial discussions have been held with the relevant regulatory authorities regarding the developments designed to improve manoeuvrability for individuals with disabilities. This could entail the repositioning of some seating but the effect of these developments should prove invaluable should there be a fire within the church premises.	£3,000
Replacement boiler following recent inspection	£20,000
Replace fault emergency lighting	£350

22. RESERVES POLICY.

The building improvements itemised in section 21 above feature within the Reserves Policy. In addition, changes to the ministerial leadership of the church at some future time, may well result in major reduction in income and this change could also create ensuing housing costs.

Greenfield has agreed to support a church member for the two years of study at the Baptist College. This support will include payment of study costs.

Additional costs are anticipated for plans associated with the development of youth ministry at Greenfield.

With the possible expansion of some of the developments within the operation of the church it is probable that additional ministerial support will be sought.

Concern and uncertainty created by the notification received from the Baptist Pension Authority that Greenfield faced a cessation event has had a major impact on planned and proposed building work. Following receipt of formal notification from the Pensions Authority a decision was taken by church members, at a specially convened meeting, to accumulate sufficient financial funds to cover the initial sum notified as a church liability. Immediate action was taken to place some funds in restricted accounts and to further accrue sufficient funds to meet the estimated sum advised in the initial notification of the debt. This responsibility and action curbed scheduled, planned building work and proposed developments and in effect imposed a moratorium on such activities. Subsequently the Covid19 restrictions have had yet further limiting influence.

As indicated in 20.5 above, Greenfield has now entered into a Deferred Debt Arrangement with the Pension Fund and is therefore restored as a member of the Pension Fund. It is anticipated that sufficient monitoring of estimated debt figures will now permit the Trustees, to place on the agenda of the next possible church meeting, an item seeking release of restriction for some of the funding currently allocated to the Pension Liability.

23. CONCLUSION AND REINFORCEMENT OF PURPOSE

The last couple of years have been beset with challenge and change but with God's grace the church at Greenfield has continued to grow and develop. The Covid pandemic and subsequent controls and restrictions impacted strongly on many of the certainties of life and placed enormous pressure on our

established routines and procedures. The church re-opened in April 2021 following a second period of lockdown and has effectively continued, with the combined team effort of Trustees, and with considerable support from many of the church community in respect of stewarding and cleaning. The safety and well-being of all who attend Greenfield was and continues to be paramount. Slowly and steadily the worshipping congregation have been returning but, thanks to the efforts of David and Darryl on-line services and Facebook services still continuing. It has been such a delight to welcome new people sharing with us in worship at various services.

This report from the Trustees of Greenfield relates to the year of 2021 and is a true reflection of the Christian work and witness of the church and its efforts to reach out to its members, friends and to the wider community.

Appendix A

POLICIES AND PROCEDURES

PURPOSE

As indicated in the Church Constitution – ‘the principal purpose of the Church at Greenfield 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.

Policies and Procedures for the operational matters at Greenfield Llanelli

All aspects of our lives involve risk and the life of the church is no exception. The Charity Commission expects trustees of charities to assess the risks they carry and to take steps to mitigate those risks (*statement from the Association of Church Accountants and Treasurers*). Greenfield has a Risk Register which is reviewed annually (unless there a need to review within that period). The Church has also introduced numerous policies and procedures in order to meet specific needs and requirements or which are necessary to mitigate such risks. These policies and procedures are listed below and are structured under the following headings: -

- Safeguarding and Respect for Others
- Establishing and Maintaining a Safe Environment
- Financial
- Statutory, Regulatory and Legal
- Dispute Resolution

After the various Lockdowns have ended the trustees have been mindful that returning to the church under Covid has required that various assessments and procedures have had to be modified to cater for the additional impact Covid has had on church activities.

(* below denotes training linked to the policy/procedure which will be reviewed and updated as necessary)

CATEGORY	SPECIFIC	POLICY AND PROCEDURE	RISK ASSESSMENT	GUIDELINES	RELATED POLICIES
SAFEGUARDING AND RESPECT FOR OTHERS	Safeguarding Children	Operational *	Standard risk assessment completed	Prime Guideline BUGB ‘Safe to Grow’	<ul style="list-style-type: none"> • Safeguarding Adults at Risk • Appointing and Managing Volunteers
	Safeguarding Adults at Risk	Operational *	Standard risk assessment completed	Prime Guideline BUGB ‘Safe to Grow’	<ul style="list-style-type: none"> • Safeguarding Children • Appointing and Managing Volunteers
	DBS Checking Procedure	Operational	BUGB function	Due Diligence	<ul style="list-style-type: none"> • Appointing and Managing Volunteers
	Appointing and Managing Volunteers	Operational	Completed	Prime Guideline BUGB ‘Safe to Grow’	<ul style="list-style-type: none"> • Safeguarding Policies • HR Best Practice
	Greenfield Soup Kitchen Standards	Entry and Behavioural Policy	Standard risk assessment completed	Greenfield Safeguarding policies	<ul style="list-style-type: none"> • Safeguarding Adults at Risk

CATEGORY	SPECIFIC	POLICY AND	RISK ASSESSMENT	GUIDELINES	RELATED
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		PROCEDURE			POLICIES
ESTABLISHING AND MAINTAINING A SAFE ENVIRONMENT	General Management of Risk (part of the Risk Assessment procedure)	Greenfield Baptist Church Risk Register	Completed and confirmed by Internal Examiners	Various including Charity Commission, Baptist Insurance Company, HMRC	
	Greenfield Health and Safety	Policy operational	Standard risk assessment completed	Various including BUGB	
	First Aid needs	In preparation stage	In preparation stage	Proprietary guidance & Resuscitation Council UK guidelines	<ul style="list-style-type: none"> Greenfield Health and Safety Policy
	Food Safety and Hygiene	Policy operational	Standard risk assessment completed	Food Standards Agency	<ul style="list-style-type: none"> Greenfield Health and Safety Policy
	Greenfield Emergency Evacuation and Fire Policy	Policy Operational.	Comprehensive Risk assessment undertaken end of 2016	Professional Fire Risk Assessment undertaken by external organisation	<ul style="list-style-type: none"> Greenfield Emergency Evacuation and Fire Policy
	Fire Safety alarm testing	Standard weekly operation	–	Professional guidelines	<ul style="list-style-type: none"> Greenfield Emergency Evacuation and Fire Policy
	Safety Evacuation Process	Standard operation *	Standard risk Assessment completed	Professional guidelines	<ul style="list-style-type: none"> Greenfield Emergency 2019 and Fire Policy
	Greenfield First Aid Reporting	Reporting procedure operational	–	–	<ul style="list-style-type: none"> Greenfield Health and Safety Policy
	Lone Working	Procedure operational	Standard risk assessment completed	Baptist Insurance guidelines contextualised	<ul style="list-style-type: none"> Working at Height procedure
	Working at Height	Procedure operational	Standard risk assessment completed	Baptist Insurance guidelines contextualised	<ul style="list-style-type: none"> Lone Working procedure
	Use of Baptistry	Procedure operational	Standard risk assessment completed	Baptist Insurance guidelines contextualised	<ul style="list-style-type: none"> Lone Working procedure
	Slips, Trips and Falls	Procedure operational	Standard risk assessment completed	Baptist Insurance guidelines contextualised	<ul style="list-style-type: none"> Lone Working procedure Working at Height procedure
	Personal Safety	Policy operational	Standard risk assessment completed	Baptist Insurance guidelines contextualised	<ul style="list-style-type: none"> Lone Working procedure
	Asbestos Safety	No policy required	Professional Survey undertaken 2016	Professional guidelines	–

	Covid Risk Assessment	Operational	Completed	Government and BUGB	
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CATEGORY	SPECIFIC	POLICY AND PROCEDURE	RISK ASSESSMENT	GUIDELINES	RELATED POLICIES
FINANCIAL	Greenfield Finance Regulations	Comprehensive policy and procedure in operation	Standard Risk Assessment completed	Mainly Charity Commission and HMRC	
	Appointment of Internal Examiners	Policy operational	–	–	<ul style="list-style-type: none"> Greenfield Baptist Church Financial Regulations
	Appointment of External Examiners	Determined by Trustees	–	–	<ul style="list-style-type: none"> Greenfield Baptist Church Financial Regulations
	Cessation Fund Protocol	Protocol operational	–	–	–

CATEGORY	SPECIFIC	POLICY AND PROCEDURE	RISK ASSESSMENT	GUIDELINES	RELATED POLICIES
STATUTORY, REGULATORY AND LEGAL	Data Protection Policy	Policy operational	Risk Assessment Completed	BUGB and Data Commissioner	
	Data Retention and Archive Policy	Ongoing			
	Conflict of Interest Protocol	Protocol operational		Charity Commission guidelines	
	Use of CCTV on and around Church Premises				<ul style="list-style-type: none"> Data Protection Policy and Personal Information Audit
	Appointment of Church Officers	In accordance with Greenfield Church constitution	–	–	<ul style="list-style-type: none"> Greenfield Baptist Church Financial Regulations
	Appointment of TRUSTEES	In accordance with Greenfield Church constitution	–	–	<ul style="list-style-type: none"> Greenfield Baptist Church Financial Regulations
	Church Music Licence	–	–	CCLI	–

CATEGORY	SPECIFIC	POLICY AND	RISK ASSESSMENT	GUIDELINES	RELATED POLICIES
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		PROCEDURE			
DISPUTE RESOLUTION	Dealing with an Employee's Grievance issues	Greenfield Grievance Policy	-----	ACAS Code of Practice and ACAS guide to Grievance at Work	<ul style="list-style-type: none"> • Disciplinary Policy • Formal Complaints Policy
	Dealing with Disciplinary issues at Work	Greenfield Disciplinary Policy	-----	ACAS Code of Practice and ACAS guide to Discipline at Work	<ul style="list-style-type: none"> • Grievance Policy
	Dealing with Capability in the Workplace	Greenfield Capability Policy and Procedure	-----	ACAS guidelines	<ul style="list-style-type: none"> • Grievance Policy • Disciplinary Policy
	Dealing with formal Complaints	Greenfield Formal Complaints Procedure	-----	-----	<ul style="list-style-type: none"> • Grievance Policy for employees

Greenfield Baptist Church
Handbook
June 2021

Financial Statement
for the year ending
31st December 2021.

2020	RECEIPTS	<i>Note</i>	2021
75784	Offerings	1	78130
22749	Sundry Receipts	2	21234
365	Additional Receipts	3	0
5448	Mission Work	4	5778
2034	Communion Offerings	5	5781
330	Charity Receipts	6	714
3649	Church Community Social Events	10	1044
	Departmental Receipts (Junior Church closing balance)		200
110359	SUB TOTAL		112881
399	Bank Interest	9	381
110758	TOTAL		113262
2020	PAYMENTS		2021
38816	Pastoral and Associated Costs	11	41201
6828	Other Salaries and Associated Costs	12	7590
2724	Pension Deficit	13	3695
9085	Mission Work	14	13432
2950	Communion Offerings	15	4025
1000	Charity Donations	16	1922
2675	Utilities	17	2433
5816	Buildings	18	11004
3443	Insurances		3403
1281	Stationery, Printing & Postage	19	1489
6111	Miscellaneous	19	3798
1848	Affiliation Fees		2140
723	Reimbursements	22	530
2868	Church Community Social Events	23	1428
86168	SUB TOTAL		98090
	Movement / Transfer to Other Greenfield Bank		
43082	Accounts	21	23725
129250	TOTAL		121815
24191	Balance of Receipts over Payments		14791
	DEPARTMENTAL		
849	Receipts	7	196
1236	Payments	20	407

2020	Note 1 - Offertories	2021
26682	Envelopes	25132
44323	Direct Credits to Bank	47208
3531	Cash	5790
1248	Grants	0
75784	TOTAL	78130

2020	Note 2 - Sundry Receipts	2021
7665	Donations	6355
4405	Soup Station	2450
485	CDs/ Newsletters	345
0	Reimb/Weddings/Funerals	50
385	Flowers	225
9809	Gift Aid	11809
22749	TOTAL	21234

2020	Note 3 - Additional Receipts	2021
365	Coffee Morning	0
365	TOTAL	0

2020	Note 4 - Mission Work	2021
3856	BMS World Mission	2962
480	Baptist Union Home Mission	312
40	Christian Aid	1692
436	Barnabus Fund	549
436	Open Doors	263
200	Other	0
5448	TOTAL	5778

2020	Note 5 - Communion Offerings	2021
2034	Various	5781
2034	TOTAL	5781

2020	Note 6 - Charity Receipts	2021
330	Various	714
330	TOTAL	714

2020	Note 7 - Departmental	2021
632	Choir	5
120	Junior Church	185
36	Open Door	5
61	Men's Fellowship	1
849	TOTAL	196

2020	Note 8 - Internet Account	2021
0	No transactions	0

2020	Note 9 - Bank Interest	2021
55	Internet Account 1	5
37	Internet Account 2	3
122	N & I Investment Account	2
13	Baptist Union Ministry Account	8
37	Barclays Investment Account**	6
135	Monmouth Building Society	357
399	TOTAL	381

2020	Note 10 - Church Community Social Events	2021
3649	Pantomime	1044
0	Church Trip	0
0	Christmas Lunch	0
3649	TOTAL	1044

2020	Note 11 - Pastoral and Associated Costs	2021
33706	Stipend and Housing Allowance	33696
660	Pulpit Supplies	330
4450	Expenses	7175
38816	TOTAL	41201

2020	Note 12 - Other Salaries and Associated Costs	2021
100	Organist	500
6728	Cleaner and Caretaker	7090
6828	TOTAL	7590

2020	Note 13 - Pension Deficit	2021
2724	Baptist Pension Scheme Shortfall	3695
2724	TOTAL	3695

2020	Note 14 - Mission Work	2021
5111	BMS World Mission	4492
220	Support for BMS Hope Home	120
573	Baptist Union Home Mission	2812
0	Christian Aid	2500
585	Barnabus Fund	750
585	Open Doors	500
211	Soup Kitchen	898
800	Street Connect	600
0	Bibles for Children (local school)	595
1000	Special (Womens' Day of Prayer)	165
9085	TOTAL	13432

2020	Note 15 - Communion Offerings	2021
225	Leprosy	225
225	Heol Goffa School	0
350	Christian Blind Mission	350
200	British Heart Foundation	100
130	Cancer Research Wales	350
100	Motor Neurone Association	250
100	Save the Children	200
100	Versus Arthritis (formerly Arthritis Care)	0
100	Blood cancer UK	250
100	Good News for Everyone (formerly Gideon's UK)	300
120	MAF	500
100	Age Cymru Dyfed (formerly Age Cymru Sir Gar)	0
100	Bible Society	250
600	Spurgeons	600
100	Cardiff Baptist College	250
100	Llanelli Talking Newspaper	200
100	Parkinson's UK Association	200
2850	TOTAL	4025

2020	Note 16 - Charity Donations	2021
100	Llanelli Hospice	500
0	Salvation Army	200
0	MIND (Bereavement Service)	200
0	Crisis for Christmas	500
200	Benevolent Fund	522
200	Trussell Trust Foodbank	0
350	Blood Bikes	0
250	Richard Taylor Fund	0
1100	TOTAL	1922

2020	Note 17 - Utilities	2021
2504	Light and Heat	2207
171	Water	226
2675	TOTAL	2433

2020	Note 18 - Buildings	2021
674	General Repairs	4867
4750	Property Renovations	5217
392	Fire Protection	262
0	Grounds & Pest Controls	288
0	Use of other premises (due to Covid 19 restrictions)	370
5816	TOTAL	11004

2020	Note 19 - Miscellaneous	2021
1962	Licences	1035
984	Technical Costs	686
198	Piano and Organ Tuning	0
1271	Cleaning and Associated Costs	218
148	PAT Testing	151
1415	Health & Safety & Associated Costs	776
0	Admin related costs *	1489
0	Other Sundry items *	932
133	Training	0
6111	TOTAL	5287

* *previously included with cleaning and associated costs*

2020	Note 20 - Departmental	2021
865	Choir	277
371	Junior Church	130
0	Open Door	0
0	Men's Fellowship	0
	Youth	
1236	TOTAL	407

2020	Note 21 - Transfer to other Bank Accounts	2021
43082	Transfer to other Greenfield Bank Accounts	23725
43082	TOTAL	23725

2020	Note 22 - Reimbursements	2021
0	Junior Church Materials	19
723	Youth Materials	511

723	TOTAL	530
2020	Note 23 - Church Community Social Events	2021
2868	Pantomime	1428

2868

TOTAL

1428

STATEMENT OF ASSETS AND LIABILITIES at 31 December 2021

HSBC - COMMUNITY ACCOUNT	£
Balance at 1 January 2021	5372.47
Balance of Receipts over Payments Jan - Dec 2021	14790.61
Transfer in from Greenfield Barclays A/C	1275.18
Transfer to Barclays Soup Stn A/C Jan-Dec 2021	-1895.95
Transfer to HSBC A/C No 1	-10.00
Transfer in from HSBC A/C No 2 (to finance building work)	10084.20
Transfer to HSBC Internet A/C No 2 August 2021	-21809.02
Transfer to Lloyds	-10.00
Balance at 31 December 2021	7797.49
HSBC INTERNET ACCOUNT No 2 (Building Fund)	£
Balance at 1 January 2021	33594.78
Interest added Jan-Dec 2021	3.34
Transfer in from HSBC Community Account	21809.02
Transfer into HSBC Community A/C (to finance building work)	-10084.20
Balance at 31 December 2021	45322.94
NS&I INVESTMENT ACCOUNT	£
Balance at 1 January 2021	17053.37
Interest added Jan-Dec 2021	1.71
Balance at 31 December 2021	17055.08
MONMOUTH BUILDING SOCIETY	£
Balance at 1 January 2021	61943.58
Interest added March 2021	356.83
Balance at 31 December 2021	62300.41
BARCLAYS COMMUNITY ACCOUNT (for operation of Soup Station)	£
Balance at 1 January 2021	8278.19
Balance of Receipts over Payments	1387.15
Balance at 31 December 2021	9665.34

TOTAL CASH ASSETS	142141.26
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MINISTRY FUND - BAPTIST UNION CORPORATION	£
Balance at 1 January 2021	3989.91
Interest Added Jan-Dec 2021	7.93
Balance at 31 December 2021	3997.84

THE FOLLOWING THREE ACCOUNTS ARE DESIGNATED FOR GREENFIELD CESSATION FUND

HSBC INTERNET ACCOUNT No 1 (Restricted)	£
Balance at 1 January 2021	46658.59
Interest Added Jan-Dec 2021	4.71
Balance at 31 December 2021	46663.30

LLOYDS BANK TREASURER'S ACCOUNT (Restricted)	£
Balance at 1 January 2021	65010.00
Deposit February 2021	10.00
Balance at 31 December 2021	65020.00

BARCLAYS BUSINESS SAVINGS ACCOUNT (Restricted)	£
Opening Balance at 1 January 2021	65037.33
Interest Added Jan-Dec 2021	6.48
Balance at 31 December 2021	65043.81

TOTAL CESSATION FUNDS	176727.11
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TOTAL MONETARY ASSETS at 31st DECEMBER 2021
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BANK AND CASH BALANCES

<i>Representing balances on the following accounts:-</i>	£
General Fund (Unrestricted)	142141.26
Manse Fund (Designated)	98450.33
Ministry Fund (Restricted)	3997.84
Sunday School Legacy Fund incl. interest (Designated)	1796.34
Choir Fund (Designated)	1544.00
Open Door Fellowship (Designated)	242.00
Men's Fellowship (Designated)	1275.00
Cessation Fund (Restricted)	176727.11

TOTAL	426173.88
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Basis of Accounts

LIABILITIES - CESSATION FUND CONTINGENCY

GREENFIELD BAPTIST CHURCH IS A REGISTERED CHARITY - 1150291

THE CHURCH IS THE BENEFICIAL OWNER OF THE FOLLOWING ASSET –
CHURCH PREMISES AT MURRAY STREET-LLANELLI- CARMARTHENSHIRE-SA15 1DZ -INSURED VALUE £3,438,638
INCLUDING ORGAN £242,488 AND CONTENTS £103,503

THE LEGAL TITLE OF THESE ASSETS IS HELD BY THE CHURCH'S CUSTODIAN TRUSTEE THE BAPTIST UNION
CORPORATION LTD.

THESE ACCOUNTS HAVE BEEN PREPARED ON A 'RECEIPTS AND PAYMENTS' BASIS. THE ACCOUNTS, STATEMENTS OF
ASSETS AND LIABILITIES SET OUT IN THIS BOOKLET RELATE TO THE YEAR ENDING 31st DECEMBER 2021 AS
APPROVED BY THE TRUSTEES OF GREENFIELD BAPTIST CHURCH

These Accounts were approved by the Trustees and signed on their behalf by:-

Rev. David Jones (Minister)

Annette Gravell (Church Treasurer).....

INDEPENDENT EXAMINERS' REPORT to the TRUSTEES OF GREENFIELD BAPTIST CHURCH, LLANELLI

We report on the accounts of the charity for the year ended 31st December 2021.

Respective responsibilities of trustees and examiners

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to our attention.

Basis of independent examiner's report

Our examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with our examination, no matter has come to our attention:

(1) which gives us reasonable cause to believe that in any material respect the requirements:

- *to keep accounting records in accordance with section 130 of the 2011 Act; and*
- *to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act*

have not been met; or

(2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Names: Mr A H Williams

Ms S Angelone

Date: 6th June 2022