



**Trustees Annual Report
and
Financial Statement
for the year ended 31 December 2021
for Hadleigh Baptist Church**

Trustee' Annual Report for the year ending 31-12-2021

Reference and administration details

Charity name: Hadleigh Baptist Church

Registered charity number: 1150613

Charity's principal address: George Street, Hadleigh, Suffolk IP7 5BE

Names of the charity trustees (Office Bearers) who manage the charity.

These trustees are appointed by the Member's Meeting:

Trustee name	Office held	Dates acted if not for whole year
Gregory Andrew Frost	Church Assistant Pastor	January 1 st – August 31 st (retired)
Christopher Ian Todd	Church Senior Pastor	
Graham Peter Lancaster	Church Elder	
Luke Adam Frost	Events Deacon	
Mark Roger Jackson	Premises Deacon	
Steve Kingston	Finance Deacon	
Kate Rupp	Fellowship Deacon	January 1 st – March 29th
Lorna Todd	Fellowship Deacon	

Church Administrator: Mrs Flavia Blows
Email: f.blows@hadleighchurch.co.uk

Church Treasurer: Rob Twigger
Email: treasurer@hadleighbaptist.org.uk

Church Website: www.hadleighchurch.co.uk

Holding Trustees (property)

The Grace Baptist Trust Corporation.

This Company is a Registered Charity (No. 251675) and is limited by guarantee and registered in England No. 592488 with its registered office at:

19 Croydon Road
Caterham
Surrey
CR3 6PA

Independent Examiner of Accounts

Mrs Carole Cowgill ACA
4 Penny Meadow
Capel St. Mary
Ipswich
Suffolk
IP9 2UU

Bankers

CAF Bank
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Structure, governance and management

Hadleigh Baptist Church is a charity that operates under the governance of a Constitution adopted at a meeting of its members in November 2008.

This constitution governs the charitable assets of the Church from a legal perspective in accordance with the requirements of charity law. Regulations affecting the spiritual governance of the Church are contained in a separate document entitled "Rules and Regulations".

Hadleigh Baptist Church also owns two properties, the Chapel and the Manse. These are the subjects of the following Governing Instruments:

- Chapel – Deed of Covenant and Declaration of Trust dated 2 October 1830
- Manse – Deed of Declaration of Trust dated 25 March 1973

The **Trustees** of Hadleigh Baptist Church and the **Managing Trustees** for the above property trusts are the **Office Bearers** of the Church i.e. the Pastor/s, the Elders and the Deacons. These are appointed by the Church Members' Meeting and are listed above. New trustees are chosen from those within the existing

membership that possess at least one particular qualification and/or skill that is valuable to the team. e.g. Accountancy qualification, safeguarding, management, charity work, health and safety, building, ICT.

Any potential trustee is given a job description ahead of taking on the role and given opportunity to talk it through ahead of being appointed. The trustees are given regular advice and information from the network that we are affiliated too, FIEC practical services and the GBTC who are our property holding trustees to perform their role.

The Grace Baptist Trust Corporation are the current **Holding Trustees** of the two property trusts.

Objectives and activities

The principal objective of Hadleigh Baptist Church is the advancement of the Christian faith according to Baptist principles and in accordance with the Church's Basis of Faith. The charity also carries out and supports other charitable purposes in the United Kingdom and other parts of the world.

Our aim is to glorify God in all that we do and our published mission statement, introduced during 2007, states that:

'We seek to introduce people in Hadleigh, the surrounding area and beyond to the Lord Jesus Christ.'

In September 2021 we revisited our core purposes as a church and agreed the following six areas:

Discipling

*Encouraging, supporting, teaching and challenging one another.
Becoming more and more like Jesus – all that He would want us to be.
Transforming lives by the gospel.*

Evangelism

*Equipped and confident to share the gospel openly and sensitively.
Looking to make disciples, not just church attenders.*

Fellowship

Being a unique, distinctive people who are devoted to one another; where everyone is truly equal and no-one need ever feel alone. Sharing life as well as the gospel. Committed to praying with and for one another. A level of commitment to one another that can't be found anywhere else.

Worship

Our love of God and all that He has done for us overflowing into praise, with all our heart, soul, mind and strength. Being devoted to prayer, because it is God who brings the growth. Sharing the Lord's Supper together as a way of worshipping Him and giving thanks.

Community

Generous to anyone in need. Known for kindness. Making a difference in our local community and beyond. A light to the world because people see our good deeds. Looking after others in their distress.

Mission & Other Churches

Recognising that we are part of God's one worldwide church. Passionate in any areas in which we can work in partnership with other churches. Committed to mission in our giving and our prayers. Praying regularly, passionately and compellingly that God might bless the work of others and grow them.

A new handbook for members and friends of the church was subsequently produced, which is available on the church website.

Our main activities include:

- Sunday morning worship services – including Junior Church for ages 3-14
- Mid-week small groups, prayer meetings and Bible studies
- Provision of free community events for all ages.
- Introducing Jesus to our community and the wider world through our social media channels.
- Pastoral work, including visiting the sick and bereaved
- Promotion of mission and matters of social concern, both locally and further afield
- Taking local school assemblies
- Informal social events for fellowship and outreach
- Christianity Explored, Baptismal and Discipleship Courses
- Practical support to individuals and families through acts of kindness
- Supporting the lonely and bereaved.
- Drop in facility in Church Offices

Achievements and performance

Owing to the spiritual nature of the Church's principal objective, it is always difficult to quantify exactly what the Church has achieved during the year. The impact of the COVID19 pandemic continued to curtail some of our original plans. However, we were still able to serve the town of Hadleigh and beyond throughout 2021.

The following information attempts to paint a fuller picture of the life of the Church over the past year.

Serving the local and wider community

Despite national lockdowns etc an Easter treasure hunt took place, with Easter eggs and outreach resources being delivered to the many families who joined in the fun. Our Winter Wonderland event was reintroduced with large numbers of families taking part over the course of the day. All were invited to the various Christmas services which followed.

The Church continues to actively inform and engage with the community through adverts in the Hadleigh Community News and our comprehensive web site and various social media sites, e.g. Facebook, Twitter and YouTube.

Our Pastor has a regular opportunity to be involved in local school assemblies. He is a Foundation Governor in St Mary's Primary School, Hadleigh.

We have a wide range of lettings throughout the week, including a Children's Centre. As well as providing activities for old and young alike these provide us with the opportunity to welcome people into the building and have contact with people who do not currently attend any church.

Children and Young people

The baby and toddler group called 'The Ark' that began in January 2016 was re-launched following the lifting of covid restrictions. It remains hugely popular with young mums (and dads) and is regularly over-subscribed.

Junior Church (Sunday School) for those aged 3 – 11 years restarted following the lifting of covid restrictions and grew in number in the latter part of 2021.

Our premises

In order to provide high quality online services during lockdown we invested in improved IT, sound, lighting and video equipment. We believe this contributed to the large number of subscribers to our church on YouTube as well as providing the means for our more vulnerable members to worship via 'zoom'. The church made it's facilities available free of charge to host an online conference run by kinetic network in May 2021.

Teaching and building up of God's people

Throughout 2021 we continued to hold a service each Sunday morning. Whenever possible we met in person, whilst maintaining the 'zoom' option for those who chose to use it. Our on-line community increased with regular subscribers across the UK and beyond.

Five small groups have met for prayer, study and fellowship, on Tuesday and Wednesday evenings by a variety of means as restrictions allowed. These have attracted an average attendance of 40+. These groups continue to lead to new friendships within the Church and provide the opportunity for more support and care for each other and our neighbours. We supplemented these groups with occasional midweek prayer/communion services on zoom. Sadly, our regular church residential weekend away at Sizewell Hall was not possible.

A pastoral care team continued to support people according to identified needs. A 'Prayer Circle' also exists to enable prayer needs to be met at any time and has been used extensively throughout the year with many answers to prayer.

A church member, whose mentored placement was at our church, completed his three-year Bible College degree in the summer. He subsequently secured a position as assistant pastor in a Suffolk Baptist Church.

We continued in 2021 the pattern of focussing our local, national and international charitable support to four main ministries. This enables us to be prayerfully focussed and informed in partnership with these ministries.

Five new members joined the church in 2021. In addition a number of new families have regularly attended worship.

Financial Review

The financial statement for the year ended 31 December 2021 and the report from the Independent Examiner can be found later in this document. It has been another extremely encouraging year financially, considering the potential impact of the pandemic with gross income of £125,640. All commitments to our

General Fund have been met on time. Our end of year balance of £29,027 compared to an opening balance of £12,474. We have invested in upgrading IT etc as outlined above. We have also improved lighting in many parts of the church building, including the installation of motion sensors to improve our energy footprint.

Once again, we gave financial, practical and prayerful support to Christian based organisations and individuals, both in the UK and abroad. In 2021 £21,557 of our gross income was given to such organisations and individuals. This is comfortably above our tithing policy i.e. to give at least 10% in this way.

We continue to **'..... walk by faith, not by sight'** (2 Corinthians 5:7) and trust in the Lord Jesus Christ to provide finances to match the work He has commissioned us to undertake.

Brief statement of policy on reserves

We seek to keep the month end reserves at a minimum of between £8,000 and £10,000 to facilitate cash flow and to be in a position to cover unplanned/emergency expenditure.

Public Benefit

The trustees have considered the guidance produced by the Charity Commission on the provision of public benefit and they confirm that public benefit has been provided by:

- Providing regular public worship open to all
- Promoting the whole mission of the Church through activities for individuals, parents and toddlers, and special needs groups
- Conducting pastoral work including visiting the sick in their homes where appropriate and in hospital and the bereaved
- Teaching Christianity through sermons, courses and small groups
- Providing a baby and toddler group in the community
- Supporting in part the theological training of a male member
- Supporting other charities in the UK and overseas
- Providing a free Christmas Winter Wonderland event for the community
- Offering support to local families and /organisations throughout the pandemic
- Providing a 'drop in' facility for anyone at our Church offices

Declaration

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

Signed on behalf of the charity's trustees:

A handwritten signature in black ink, appearing to be 'EL 7.11'.

Signature:

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Full name:

Christopher Ian Todd

Position:

Senior Pastor

Date:

21.08.2022

HADLEIGH BAPTIST CHURCH

Receipts and Payments Account

For the year ended 31 December 2021

	Note	Unrestricted funds £	2021 Total £	2020 Total £
Receipts				
Donations, legacies and similar incoming resources		105,570	105,570	102,831
Activities in furtherance of charitable objectives		380	380	622
Activities for generating funds		9,490	9,490	3,208
Investment income		10,200	10,200	10,150
Other incoming resources		-	-	-
		125,641	125,641	116,811
Loans received		-	-	-
Total receipts		125,641	125,641	116,811
Payments				
Grants and donations	1	21,557	21,557	18,508
Costs of activities for charitable objectives	1	4,581	4,581	8,296
Support costs excluding fixtures and fittings	1	79,247	79,247	89,169
		105,385	105,385	115,973
Fixtures and fittings	1	3,703	3,703	1,602
Other land and buildings		-	-	-
Loan repayments		-	-	-
Total payments		109,088	109,088	117,574
Net receipts (-payments)		16,552	16,552	- 763
Gross transfers between funds		-	-	-
		16,552	16,552	- 763
Cash funds last year end		12,475	12,475	13,238
Cash funds this year end		29,027	29,027	12,475
		=====	=====	=====

The notes on page 10 form part of these accounts

HADLEIGH BAPTIST CHURCH

Statement of assets and liabilities

As at 31 December 2021

	Note	Unrestricted fund £	Restricted funds £	2021 Total £
Cash funds				
Bank Accounts		29,027	-	29,027
Building Society accounts		-	-	-
Cash in hand		-	-	-
		<u>29,027</u>	<u>-</u>	<u>29,027</u>
		=====	=====	=====
Assets retained for the charity's own use	2			
Freehold land and buildings		-	275,000	275,000
Other land and buildings		-	1,662,188	1,662,188
Fixtures and fittings		20,674	-	20,674
		<u>20,674</u>	<u>1,937,188</u>	<u>1,957,862</u>
		=====	=====	=====
Other monetary assets				
Tax reclaim		880	-	880
		=====	=====	=====
Liabilities				
Loans		-	-	-
Trade Creditors		-	-	-
Accruals		-	-	-
Deferred income		380	-	380
Agreed giving not dispersed		1,000	-	1,000
		<u>1,380</u>	<u>-</u>	<u>1,380</u>
		=====	=====	=====

Approved by the Board of Trustees on _____ and signed on its behalf by:

Trustee

The notes on page 10 form part of these accounts

HADLEIGH BAPTIST CHURCH

Notes to the Accounts

For the year ended 31 December 2021

1) Analysis of payments

Costs of activities for charitable objectives	2021	2020
	£	£
Outreach	2,242	1,683
Speakers' expenses	320	467
Church weekend away	459	4,630
Other expenses	1,561	1,517
	4,581	8,296
	=====	=====
Support Costs - unrestricted fund	2021	2020
	£	£
Pastoral remuneration (a)	62,637	74,032
Manse running costs excluding fixtures and fittings	1,623	1,628
Church running costs	10,688	10,710
Church maintenance excluding fixtures and fittings (b)	3,861	2,420
Independent examiner's fee	320	310
Other expenses	118	68
	79,247	89,169
	=====	=====
Grants and donations	2021	2020
	£	£
Total grants to institutions	10,695	14,748
Total grants to individuals	10,863	3,760
	21,557	18,508
	=====	=====

2) Assets retained for the charity's own use

	Freehold land and buildings	Other land and buildings	Fixtures and fittings	Total
	£	£	£	£
	(c)	(c)		
Net book value at 31 December 2020	275,000	1,662,188	22,000	1,959,188
Additions	-	-	3,703	3,703
Disposals (d)	-	-	47	47
Revaluations	-	-	-	-
Depreciation (e)	-	-	4,981	4,981
	=====	=====	=====	=====
Net book value at 31 December 2021	275,000	1,662,188	20,674	1,957,862
	=====	=====	=====	=====

- Notes:
- (a) Pastoral remuneration was paid to trustees Chris Todd and Greg Frost for their pastoral duties. They were not paid for their roles as trustees.
 - (b) 2021 figure excludes £3,703 in fixtures and fittings (£1,602 in 2020).
 - (c) Freehold land and buildings at market value, other land and buildings at the insurance value as at 31 December 2020. Revaluation to take place by year end 2023.
 - (d) Represents the depreciated value extinguished at the date of disposal. Total proceeds from sale(s) were £436.
 - (e) Depreciation of fixtures and fittings is over 7 years.

Hadleigh Baptist Church
Financial Summary - 2021 Q
General Fund

	<u>Receipts</u>	<u>£</u>	
	<u>Offering:</u>		<u>Pasto</u>
1	Gift Aided	64,017.51	
1	Non-Gift Aided	10,344.97	
1	Designated Giving:		<u>Churc</u>
1	Gift Aided	6,865.00	
	Non-Gift Aided	4,204.50	
1	Gift Aid Refund	18,760.13	
	<u>Manse:</u>		
3	Rental Income	10,200.00	
	Miscellaneous Income		
1	Grant	-	
1	Refund	-	
1	Misc.	1,113.24	
1	Ark	265.00	

Dona

	Room hire:		
2b	Children's Centre	6,888.00	
2b	Adult Dance Class - A Day	-	
2b	Pilates - C Jacobs	-	
2b	KFA Suffolk Fitness	-	
2b	Adult ballet/BBC - LE Bryars	462.50	
2b	DanceEast	25.00	
2b	Little Signers	-	
2b	Chloe Dance - C Sheehan	-	
2b	Private room hire: Naomi Horne	318.00	
2b	Sing and Sign - Nickie Porter-Beckett	512.50	<u>Mans</u>
2b	Bounce - Tamara Scrase	687.50	
2b	Weight Watchers - Sandie Rush	65.61	
2b	Karen Louise Dance	300.00	

2b	SIT & STAY FIT - LISETTE SP	168.75	
2b	Clubercise - R Hodnett	62.50	
			<u>Misc</u>

	Sizewell:		
2a	Sizewell Fees	380.00	
			<u>Outre</u>

			<u>Sizew</u>
			<u>Visitir</u>

		<u>125,640.71</u>	
	Receipts less payments	16,552.30	

		<u>Youth Club</u>	
	<u>Receipts</u>	<u>£</u>	
2a		0.00	

rch
Quarter All

<u>Payments</u>		£	<u>Categories Key</u>		<u>Receipts</u>
<u>rs Remuneration:</u>					1 Donations, legacies etc
Salary	41,970.24	3a			2a Activities for furtherance of charita
Pension	4,741.49	3a			2b Activities for generating funds
Monthly expenses	88.47	3a			3 Investment income
PAYE	15,836.65	3a			4 Other Incoming resources
<u>h Running Costs:</u>					T Fund Transfers (Restricted <-> Unre
CCPAS Annual Fee	129.00	3c			X Fund Transfers (Other)
Cleaner's Wages	2,091.50	3c		of which	
Cleaning Materials	-	3c		F&F	
Copyright Licenses	776.91	3c			
Gas/Water/Electricity	3,233.68	3c			
General Repairs/Serviceing	2,253.54	3d	4	-	
Phone/Broadband	603.57	3c			
Advertising	44.14	2d			
Photocopier Inks & Meter Charge	187.51	3c			
TV Licence	-	3c			
Website Hosting	87.26	3c			
Coffee and Cups etc	19.50	3c			
Church Consumables	324.62	3c			
Church Insurance	1,508.44	3c			
External Examiner Fee	320.00	3e			
Wireless Microphone Licence	-	3c			
Care Team Expenses	-	2d			
Equipment replacements	2,946.04	3d	4	2,756.00	
DBS Check	-	3c			
Tablets	-	3c			
Zoom fees	517.92	3c			
AV Enhancements	2,364.17	3d	4	947.00	
Covid-19 costs	91.48	3c			
Sheet Music, etc	28.76	2d			
DPO Registration	40.00	3c			
Fellowship meal	518.42	2d			
Christmas decorations	18.98	2d			
Administrator salary, etc.	901.34	3c			
Church Suite/Planning Centre	11.98	3c			
Junior Church	165.16	2d			
<u>tions:</u>					
FIEC	1,200.00	1a			
Grace Baptist Mission	1,200.00	1a			
Mission VER (Brazil)	2,220.00	1a			
Pilgrim Homes (Finborough Court)	300.00	1a			
Paul Buss	2,850.00	1b			
Talitha Koum	-	1a			
GTSSS (India)	2,645.00	1a			
Sizewell Offering Gift	-	1a			
Christmas Offering FIND	-	1a			
Personal gift	8,012.50	1b			
Find (Ipswich)	1,222.50	1a			
Sizewell Hall	1,200.00	1a			
Welcome churches	707.00	1a			
<u>e:</u>					
Repairs & Servicing	1,235.79	3b	4	-	
Manse Insurance	386.84	3b			
Letting fee	-	3b			

Other	-	3b
<u>Illaneous:</u>		
Bank Charges	118.39	3f
LITS Conference	142.71	2d
Pastoral support	77.94	2d
Fees for other conferences/training	-	2d
Small Group Materials	32.00	2d
Stationery	163.71	3c
Other	426.00	2d
LITS Conference Deposit	-	2d
Gift	106.55	2d
<u>ach:</u>		
Easter (Hot Cross Buns)	-	2a
Football Ministry	41.00	2a
Christmas Meal	-	2a
3LS	-	2a
Ark Expenses	512.76	2a
Other	-	2a
Youth (Equip)	-	2a
Winter Wonderland	707.27	2a
Holiday Club	-	2a
Easter Egg Hunt	981.18	2a
Gift books	-	2a
Christianity Explored Materials	-	2a
<u>ell:</u>		
Fees & food	459.00	2c
Cooks	-	2c
Speaker	-	2c
Sizewell Children	-	2c
Gifts	-	2c
Sizewell Refund	-	2c
<u>ing Speakers</u>	319.50	2b
	<u>109,088.41</u>	

<u>Payments</u>	<u>£</u>	
Tuck/Equipment Purchased	0.00	2a
Food	0.00	2a

		<u>Payments</u>	
	105,570.35	Grants and donations	
ble activities	380.00	Total grants to institutions	1a
	9,490.36	Total grants to individuals	1b
	10,200.00	Costs of activities for charitable objectives	
		Outreach	2a
restricted)		Speakers' expenses	2b
		Church weekend away	2c
		Other expenses	2d
	125,640.71	Support Costs - unrestricted fund	
		Pastoral remuneration	3a
		Manse running costs/fixtures and fittings	3b/4
		Church running costs	3c
		Church maintenance / fixtures and fittings	3d/4
		Independent examiner's fee	3e
		Other expenses	3f
		Fixtures and Fittings	4
		Building Capital	B
		Fund Transfers (Restricted <-> Unrestricted)	T
		Fund Transfers (Other)	X
		Loan repayments	L

10,694.50
10,862.50

2,242.21
319.50
459.00
1,560.66

62,636.85
1,622.63
10,688.42
7,563.75
320.00
118.39

109,088.41

3,703.00

£5 reduced to £0 float

4.95

Summary of Year

	£	£		
Balance b/f	4.95			
Tuck Sold	0.00			
Trip Money	0.00			
Trfr from Gen Fund	0.00	-		
Tuck/Equipment Purchased		0.00		
Trip Costs		0.00		
Food		0.00		
Balance c/f		4.95		
	4.95	4.95	0.00	£0 float

Independent Examiner's Report to the Trustees of
Hadleigh Baptist Church
(Charity Number 1150613)

I report to the trustees on my examination of the accounts of the above Charity for the year ended 31st December 2021.

Responsibilities and basis of report

As the Charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Charities Act).

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Charities 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 Charities 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 give me cause to believe that, in any material respect, accounting records were not kept in accordance with section 130 of the Charities Act, or the accounts do not accord with the accounting records. I have no concerns, and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: Carole Cowgill

Date: 12/9/22

Mrs. Carole Cowgill ACA
4 Penny Meadow
Capel St. Mary
Ipswich
IP9 2UU

