



**Trustees Annual Report  
and  
Financial Statement  
for the year ended 31 December 2022  
for Hadleigh Baptist Church**

## Trustee's Annual Report for the year ending 31-12-2022

### 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 the whole year
Chris Todd	Church Senior Pastor	
Graham Peter Lancaster	Church Elder	
Luke Adam Frost	Events Deacon	
Mark Roger Jackson	Premises Deacon	
Steve Kingston	Finance Deacon	
Lorna Todd	Fellowship Deacon	

**Church Administrator**

Mrs Flavia Blows  
Email: [admin@hadleighbaptist.org.uk](mailto:admin@hadleighbaptist.org.uk)

**Church Treasurer**

Mr Robert Twigger  
Email: [treasurer@hadleighbaptist.org.uk](mailto:treasurer@hadleighbaptist.org.uk)

**Church Website**

[www.hadleighchurch.co.uk](http://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

<b>Structure, governance and management</b>
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**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 qualification and/or skill that is valuable to the team e.g. Accountancy qualification, safeguarding, management, charity work, health and safety, building maintenance, and ICT.

Any potential trustee is given a job description ahead of taking on the role and allowed to discuss the role before being appointed. The trustees are given regular advice and information from the national network (FIEC) to which we are affiliated. Trustees are confirmed to the role by a vote taken at an annual church meeting and serve a minimum term of two years. After two years trustees may stand again following a majority vote in their favour at the church meeting.

The Grace Baptist Trust Corporation is the current **Holding Trustee** of the two properties belonging to the church.

## **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.

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

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

Everything we do reflects this principal objective, the mission statement that underpins it and the following core values introduced in 2012 to that help make the mission possible. These core values were revisited in 2019 on Sundays and in our small groups: We seek to be:

**A Discipling Church** - Encouraging, supporting, teaching, and challenging one another to become conformed to the character and priorities of Jesus Christ.

**An Evangelising Church** – Those that attend are equipped and become confident to share the message of Christianity openly and sensitively.

**A Church Family** – Hadleigh Baptist Church seeks to be a distinctive people who are devoted to one another; Where we seek to share our life as well as our faith. We aim to be committed to pray for one another.

**A Worshipping Church** – Where our devotion to God results in fervent praise.

**A Generous Church** – We endeavour to be generous to anyone in need and are known for our kindness in our local community and beyond.

**A Worldwide Church** – We recognise that we are part of God's worldwide church. And seek opportunities where we can work in partnership with other churches and relevant organisations. We demonstrate this by being committed to supporting missionary organisations and individuals that promote the Christian faith around the world. Our support is spiritual and financial.

Our main activities include:

- Sunday worship services (morning and evening)
- 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.
- Young people's clubs.
- Promotion of mission and matters of social concern, both locally and further afield
- Taking school assemblies and lessons
- Informal social events for fellowship and outreach
- Alpha, CAP Money, 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 following information attempts to paint a fuller picture of the life of the Church over the past year.

### **Serving the local and wider community**

We continue to serve the local community. In 2022, we held our annual free Easter Egg Hunt reaching over 350 children in the community.

A new event called the 'Glow Party' held at the church toward the end of October half-term attracted 60 children from school years 1-6.

The Winter Wonderland held during the Christmas period, served over 500 children. Each family also received books explaining the Christian faith at an age-appropriate level.

The Church actively engages the community through adverts in the Hadleigh Community News, Hadleigh In Touch, a regularly updated church web site and various social media sites, e.g. Facebook, Twitter and YouTube. The church also took an active part in assisting support groups in the community to assist the vulnerable.

The church ran an Alpha Course in March 2022 for church members and the wider community.

Regularly people from the community and beyond drop in to speak with our Pastor on various matters at our Church offices.

### **Children and Young people**

The baby and toddler group called 'The Ark' that began in January 2016 ran during term time serving 25-30 children and their parents/carers.

A crèche for the under 3s was provided on a Sunday morning along with Junior Church (Sunday School) for those aged 3 – 11. A group for those in the first two years (Years 7 & 8) of High School met when required on Sunday mornings alongside the morning service.

### **Teaching and building up of God's people.**

On each Sunday we held a service of Christian worship. A pastoral care team continued to support people throughout the week. Our services are broadcasted on YouTube, and those associated with the church can join the service live via Zoom. At present our Youtube channel has over 75K subscribers and serves not only the local community but also believers/enquirers in several other countries.

Five small groups have met for prayer, study and fellowship, on Tuesday and Wednesday evenings, mainly in person but also via Zoom. These have attracted an average attendance of 50+. 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.

We continued in 2022 the pattern established in 2012 of focusing our local, national and international support on four main ministries. This continues to be very well received and has helped us to be more prayerfully focused and informed about the ministries that we support.

Over 70 people from the Church spent a weekend together at Sizewell Hall, with Chris Jarvis giving the Bible teaching.

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.

## Financial Review

The financial statement for the year ended 31 December 2022 and the report from the Independent Examiner can be found later in this document.

It has been another extremely encouraging year financially with gross income of £148,029. All commitments to our General Fund have been met on time and our end-of-year balance of £38,967 compared to an opening balance of £29,027.

Once again, we gave financial, practical, and prayerful support to Christian-based organisations and individuals, both in the UK and abroad. In 2022, £16,352 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.

### A 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 expenditures.

## 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
- Providing clubs for young people with a Christian ethos
- Supporting in part the theological training of a male member
- Supporting other charities in the UK and overseas
- Providing free Money Management Courses
- Providing a free Christmas Winter Wonderland event for the community
- Supporting local families and support organisations throughout the pandemic
- Providing a 'drop in' facility for anyone at our Church offices.

<b>Declaration</b>
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The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

Signature:

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Full name:

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Position:

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Date:

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# HADLEIGH BAPTIST CHURCH

## Receipts and Payments Account

For the year ended 31 December 2022

	Note	Unrestricted funds £	2022 Total £
<b>Receipts</b>			
Donations, legacies and similar incoming resources	:	125,232	125,232
<i>of which: Asset sales</i>		350	350
<i>"Warm spaces" grant from Babergh DC</i>		1,000	1,000
Activities in furtherance of charitable objectives		4,351	4,351
Activities for generating funds		8,187	8,187
Investment income		10,258	10,258
<i>of which: Bank interest</i>		58	58
Other incoming resources		-	-
		<b>148,029</b>	<b>148,029</b>
Loans received		-	-
<b>Total receipts</b>		<b>148,029</b>	<b>148,029</b>
<b>Payments</b>			
Grants and donations	1	16,352	16,352
Costs of activities for charitable objectives	1	11,343	11,343
Support costs excluding fixtures and fittings	1	108,782	108,782
		<b>136,477</b>	<b>136,477</b>
Fixtures and fittings	1	1,612	1,612
Other land and buildings		-	-
Loan repayments		-	-
<b>Total payments</b>		<b>138,089</b>	<b>138,089</b>
<b>Net receipts (-payments)</b>		<b>9,939</b>	<b>9,939</b>
Gross transfers between funds		-	-
		<b>9,939</b>	<b>9,939</b>
<b>Cash funds last year end</b>		<b>29,027</b>	<b>29,027</b>
<b>Cash funds this year end</b>		<b>38,967</b>	<b>38,967</b>

The notes on page 11 form part of these accounts

**2021**  
**Total**  
**£**

105,570  
436  
0

380

9,490

10,200  
0

-

-----  
**125,641**

-

-----  
**125,641**

21,557  
4,581  
79,247

-----  
**105,385**  
**3,703**

-

-

-----  
**109,088**

-----  
**16,552**

-

-----  
16,552

**12,475**

-----  
**29,027**

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# HADLEIGH BAPTIST CHURCH

## Statement of assets and liabilities

As at 31 December 2022

	Note	Unrestricted fund £	Restricted funds £	2022 Total £
<b>Cash funds</b>				
Bank Accounts		38,967	-	<b>38,967</b>
Building Society accounts		-	-	-
Cash in hand		-	-	-
		-----	-----	-----
		38,967	-	<b>38,967</b>
		=====	=====	=====
<b>Assets retained for the charity's own use</b>				
	2			
Freehold land and buildings		-	275,000	275,000
Other land and buildings		-	1,662,188	1,662,188
Fixtures and fittings		17,124	-	17,124
		-----	-----	-----
		17,124	1,937,188	<b>1,954,312</b>
		=====	=====	=====
<b>Other monetary assets</b>				
Tax reclaim		804	-	<b>804</b>
Sizewell Hall deposit		398	-	<b>398</b>
		-----	-----	-----
		<b>1,201</b>	-	<b>1,201</b>
		=====	=====	=====
<b>Liabilities</b>				
Loans		-	-	-
Trade Creditors		43	-	<b>43</b>
Accruals		-	-	-
Deferred income		1,085	-	<b>1,085</b>
Agreed giving not dispersed		-	-	-
		-----	-----	-----
		1,128	-	<b>1,128</b>
		=====	=====	=====

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

Trustee

The notes on page 11 form part of these accounts



# HADLEIGH BAPTIST CHURCH

## Notes to the Accounts

For the year ended 31 December 2022

### 1) Analysis of payments

<b>Costs of activities for charitable objectives</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Outreach	3,834	2,242
Speakers' expenses	722	320
Church weekend away	5,296	459
Other expenses (a)	1,491	1,561
	<b>11,343</b>	<b>4,581</b>
	<b>=====</b>	<b>=====</b>
<b>Support Costs - unrestricted fund</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Pastoral remuneration (b)	38,048	62,637
Manse running costs (a)	532	1,623
Church running costs	19,812	10,688
Church maintenance (a)	49,980	3,861
Independent examiner's fee	330	320
Other expenses	81	118
	<b>108,782</b>	<b>79,247</b>
	<b>=====</b>	<b>=====</b>
<b>Grants and donations</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Total grants to institutions	16,152	10,695
Total grants to individuals	200	10,863
	<b>16,352</b>	<b>21,557</b>
	<b>=====</b>	<b>=====</b>

### 2) Assets retained for the charity's own use

	<b>Freehold land and buildings</b>	<b>Other land and buildings</b>	<b>Fixtures and fittings</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	(c)	(c)		
Net book value at 31 December 2021	275,000	1,662,188	20,674	1,957,862
Additions	-	-	1,612	1,612
Disposals (d)	-	-	397	397
Revaluations	-	-	-	-
Depreciation (e)	-	-	4,765	4,765
	<b>-----</b>	<b>-----</b>	<b>-----</b>	<b>-----</b>
Net book value at 31 December 2022	275,000	1,662,188	17,124	1,954,312
	<b>=====</b>	<b>=====</b>	<b>=====</b>	<b>=====</b>

- Notes: (a) 2022 figures for these categories exclude a total of £1,612 in fixtures and fittings (£3,703 in 2021).  
 (b) Pastoral remuneration was paid to trustee Chris Todd for his pastoral duties. He was not paid for his role as a trustee.  
 (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 £350.  
 (e) Depreciation of fixtures and fittings is over 7 years.

**Hadleigh Baptist Church**  
**Financial Summary - 2022 Quarter All**  
**General Fund**

		<u>Receipts</u>	<u>£</u>	<u>Payments</u>
<b><u>Offering:</u></b>				<b><u>Pastors Renumeration:</u></b>
1	Gift Aided		59,516.66	Salary
1	Non-Gift Aided		11,635.87	Pension
				Monthly expenses
				PAYE
<b><u>Designated Giving:</u></b>				<b><u>Church Running Costs:</u></b>
1	Gift Aided		25,470.00	Thirty One: Eight (CCPAS) Annual Fee
	Non-Gift Aided		4,055.79	Cleaner's Wages
				Cleaning Materials
				Copyright Licenses
				Gas/Water/Electricity
				General Repairs/Serviceing
				Phone/Broadband
				Advertising
				Photocopier Inks & Meter Charge
				TV licence
				Website Hosting
				Coffee and Cups etc
				Church Consumables
				Church Insurance
				External Examiner Fee
				Wireless Microphone Licence
				Care Team Expenses
				Equipment replacements
				DBS Check
				Contactless payment costs
				Zoom fees
				AV Enhancements
				Kitchen project 2022
				Sheet Music, etc
				DPO Registration
				Fellowship meal
				Christmas decorations
				Administrator salary, etc.
				Church Suite/Planning Centre
				Junior Church
				Roof project 2022
<b><u>Manse:</u></b>				<b><u>Donations:</u></b>
3	Rental Income		10,200.00	FIEC
				Grace Baptist Mission
				Mission VER (Brazil)
				GTSSS (India)
				Sizewell Offering Gift
				Christmas Offering FIND
				Find (Ipswich)
				Personal gift
				Fressingfield BC
<b>Miscellaneous Income</b>				
1	Grant		1,000.00	
1	Refund		-	
1	Misc.		483.84	
1	Ark		697.52	
3	Interest		58.21	
<b>Room hire:</b>				
2b	Children's Centre		2,664.00	
2b	Adult ballet/BBC - LE Bryars		675.00	
2b	Private room hire: Naomi Horne		28.00	
2b	Sing and Sign - Nickie Porter-Beckett		337.50	
2b	Bounce - Tamara Scrase		1,175.00	
2b	Karen Louise Dance		593.75	
2b	SIT & STAY FIT - LISETTE SP		562.50	
2b	Clubercise - R Hodnett		550.00	
2b	Act First		1,541.50	
2b	Private Room Hire - C Munns		60.00	
				<b><u>Manse:</u></b>
				Repairs & Servicing
				Manse Insurance

			Letting fee
			Other
			<b>Miscellaneous:</b>
			Bank Charges
			LITS Conference
			Pastoral support
			Fees for other conferences/training
			Small Group Materials
			Stationery
			Other
			Gift
			<b>Outreach:</b>
			Easter (Hot Cross Buns)
			Football Ministry
			Christmas Meal
			3LS
			Ark Expenses
			Other
			Youth (Equip)
			Winter Wonderland
			Holiday Club
			Easter Egg Hunt
			Gift books
			Glow Party
			CAP (Christians Against Poverty)
			Alpha Course
			<b>Sizewell:</b>
			Fees & food
			Cooks
			Speaker
			Children
			Gifts
			Sizewell Refund
			Other
			<b>Visiting Speakers</b>

### Visiting Speakers

148,028.88

Receipts less payments	9,939.44
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£		<u>Categories Key</u>		
		<u>Receipts</u>		
		1 Donations, legacies etc		125,232.42
26,162.00	3a	2a Activities for furtherance of charitable activities		4,351.00
2,098.24	3a	2b Activities for generating funds		8,187.25
-	3a	3 Investment income		10,258.21
9,787.64	3a	4 Other Incoming resources		
		T Fund Transfers (Restricted <-> Unrestricted)		
		X Fund Transfers (Other)		
129.00	3c			
2,430.75	3c	of which		148,028.88
94.46	3c	F&F		
827.17	3c			
4,762.09	3c			
1,222.69	3d	4	-	
719.23	3c			
585.98	2d			
481.38	3c			
159.00	3c			
15.30	3c			
1,039.62	3c			
134.67	3c			
1,660.90	3c			
330.00	3e			
135.00	3c			
-	2d			
456.31	3d	4	-	
122.50	3c			
334.80	3c			
474.76	3c			
799.02	3d	4	276.21	
2,759.19	3d	4	957.00	
7.50	2d			
35.00	3c			
171.76	2d			
105.64	2d			
5,408.24	3c			
456.22	3c			
677.46	2d	4	379.00	
45,975.67	3d	4	-	
1,200.00	1a			
1,200.00	1a			
2,400.00	1a			
5,989.25	1a			
182.50	1a			
2,000.00	1a			
1,080.00	1a			
200.00	1b			
2,100.00	1a			
114.00	3b	4	-	
417.98	3b			



-	3b
-	3b

81.00	3f
	2d
108.85	2d
-	2d
-	2d
391.42	3c
212.74	2d
-	2d

-	2a
106.00	2a
-	2a
-	2a
782.07	2a
-	2a
-	2a
1,027.79	2a
-	2a
645.19	2a
-	2a
870.20	2a
104.75	2a
297.75	2a

3,830.52	2c
620.00	2c
381.90	2c
224.30	2c
199.00	2c
-	2c
40.64	2c

722.40	2b
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138,089.44

## **Payments**

### **Grants and donations**

Total grants to institutions	1a	16,151.75
Total grants to individuals	1b	200.00

### **Costs of activities for charitable objectives**

Outreach	2a	3,833.75
Speakers' expenses	2b	722.40
Church weekend away	2c	5,296.36
Other expenses	2d/4	1,869.93

### **Support Costs - unrestricted fund**

Pastoral remuneration	3a	38,047.88
Manse running costs/fixtures and fitting	3b/4	531.98
Church running costs	3c	19,811.51
Church maintenance / fixtures and fitting	3d/4	51,212.88
Independent examiner's fee	3e	330.00
Other expenses	3f	81.00

138,089.44

Fixtures and Fittings	4	1,612.21
Building Capital	B	
Fund Transfers (Restricted <-> Unrestricted)	T	
Fund Transfers (Other)	X	
Loan repayments	L	



**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 31<sup>st</sup> December 2022.

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: CM Cowgill

Date: 25/9/23

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

