

# Report of the Trustees and Unaudited Financial Statements for the Year Ended 31<sup>st</sup> December 2020 for Herne Bay Baptist Church

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## 1) Reference and Administrative Details of the Charity

### a) Trustees / Deacons

Rev Darren Blaney MA, BD, BSc	Minister
Pamela Banks	
Robert Brown	From 20 <sup>th</sup> January 2021 to 31 <sup>st</sup> May 2021
Kevin Budd	Secretary (Until 30 <sup>th</sup> September 2020)
Roger Good	From 1 January 2021
Oliver Jeffery	Until 31 <sup>st</sup> May 2021
Sophia Jordan	From 20 <sup>th</sup> January 2021 to 31 <sup>st</sup> March 2021
Peter Langridge	
Matthew Wright	Until 17 <sup>th</sup> March 2021

### b) Finance Group

Trevor Aldridge	Church Representative
Pamela Banks	Book Keeper and Trustee
Oliver Jeffery	Church representative
Alan Jordan	Church Representative

The Minister and Church Secretary are ex-officio members of the Finance Group.

### c) Youth Officer

Linda Cornelius

### d) Church Administrator

Alison Bodey

### e) Independent Examiner

Jonathan Barton CTA ATT (Fellow).

### f) Office Hours

Tuesday and Wednesday 9am to 12.00pm.

### g) Address And Contact Details

Herne Bay Baptist Church  
Friendship Centre  
105 High Street  
HERNE BAY  
CT6 5LA  
Telephone 01227-367908  
E-mail: [admin.hbbc@gmail.com](mailto:admin.hbbc@gmail.com)

## **2) Trustees' Report 31 December 2020**

The Trustees, who are also the Deacons of the charity, present their annual report together with the financial statement of Herne Bay Baptist Church (the charity) for the year ended 31 December 2020. The Trustees confirm that the Annual Report and Financial Statements of the charity comply with the current statutory requirements; the requirements of the charity's Constitution (Trust Deed) and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005, as they apply to smaller charities.

### **a) Constitution**

The Church was formed in 1879 as a Baptist Church following the principles of the Calvinist Baptists and is governed by Deacons (Trustees) and a Church Members' Meeting.

The Church is legally constituted as a registered charity No 1153040 and was set up by a Constitution on 19 September 2012 and registered by the Charity Commission on 23 July 2013.

The Constitution provides the Church Rules and a Constitution for the Church Members' proceedings to include appointment of the Minister, Church affiliations, Church Membership, Leadership and Church Members' Meetings.

The Trustees are governed by the Church Members' Meeting which is bi-monthly, or additionally when required, in all matters except finance for which they have the final responsibility as required by the Constitution.

The principle objective of the Church is the advancement of the Christian Faith according to the principles of the Baptist denomination.

The management of the charity is the responsibility of the Trustees who are elected under the terms of the Constitution.

### **b) Method of appointment of Trustees**

Under the Constitution the Trustees, apart from the Minister, who is a trustee by virtue of his office, are elected for a three year term nominated by Church Members and appointed following a secret ballot vote at a Church Members' Meeting providing they receive 66% of those casting a vote at that meeting. Trustees also serve as Deacons of the Church. Trustees may be elected for up to two three year terms but must have a break of one year following the second term before they become eligible for re-election.

The Church may elect or re-elect every three years a Secretary and Treasurer who shall also be trustees, there is no time limit on their appointment.

### **c) Policy for the Induction and Training of the Trustees**

Following the appointment of a Trustee the Minister and the Trustees meet together with the new member and work through the Baptist Union Corporation guidelines for new Deacons and Trustees.

Under the Church's congregational approach, Church Members retain ultimate authority under God in matters of Church life. They express this by nominating and appointing Trustees to act as stewards on their behalf and voting on the appointment of Ministers when required.

Trustees act as a governance group which has the responsibility of ensuring things are done. They exercise their governance function through ensuring the Terms of Reference are written and updated for groups dealing with such things as finance, youth worker support group, etc. The Trustees, along with the Minister, ensure that the mission and outreach of the Church is safeguarded. Trustees also encourage and provide personal support to the Minister.

The Minister is the spiritual leader. The Minister is empowered to lead and encourage the Church in Mission, Teaching the Word of God and ensuring that the principal objective of the Church is maintained. The Trustees are empowered to recommend to the Church Members' Meeting the appointment of organisational leaders in the Church for their approval.

#### **d) Related Party Relationships**

The Church is affiliated to the Baptist Union of Great Britain and is a member of the South Eastern Baptist Association and the Evangelical Alliance. Neither affiliation nor membership of these organisations, however, represents any constitutional relationship.

The Baptist Union Corporation Limited is custodian Trustee of the land and premises at High Street and Spenser Road under a "Fairburn Trust". The Church has the benefit of using the property, replacing and enhancing parts of it, but could not sell and redeploy the proceeds.

In compliance with the requirements of the Charity Commission, the Trustees maintain a Register of Trustees interests and declare their interest in any business. It is a requirement for Trustees to be independent of any relationship that would pose a conflict of interest.

#### **e) Risk Management**

The Trustees manage the process of identifying and reviewing the major risks to which the Church is exposed and establishing systems to manage these risks. To that end detailed terms of reference or policies are in place for finance; health, safety and safeguarding; outreach and youth work officer. These documents are reviewed by the Trustees and amendments recommended to the Annual General Meeting for approval.

#### **f) Objectives and Activities**

The Trustees' role is to safeguard the Mission, Preaching and Teaching of the Gospel and Pastoral work of the Church as set out in the aims and objectives and is held accountable by the Church Members Meeting. The Mission ethos and values should be developed in line with the Church's vision. The Mission Statement is:

*Herne Bay Baptist Church, a community sharing Jesus, so you can know Jesus, become like Jesus and impact the world like Jesus.*

### **g) Activities for Achieving Objectives**

The Trustees continue to explore the capabilities and experiences of members of the Church to allow a plan to be drawn up for the future.

The Church holds a weekly service for worship and teaching on Sunday mornings. During the morning service the children are taught in their age groups apart from one every six weeks when an all age service, Explore Together, is held. Explore Together is a contemporary style of worship involving all ages and has been met generally with approval.

Activities are held through the week among them are the Carers and Toddlers' Group (Foot Prints), Youth meetings regularly held at weekends; the older members meeting once a week for a fellowship and worship time; there is also Reflections Coffee Shop each week which is a free outreach requesting donations only; a women's outreach meeting (LACE) held monthly; a keyboard club; a railway club; the Church also holds a Messy Church meeting monthly, apart from August and December, for families. This is proving to be very successful with many families being reached; it is also staffed by people from different denominations. The review of the activities follows below. On the last Saturday of the month the Church is open for members of the public to come in and look around, have coffee and chat to members. During the Pandemic most of the items were temporarily suspended in March 2020, but the Sunday service, prayer meetings, Bible study, children and youth meetings, the monthly church meetings and Messy Church were held via Zoom.

### **h) Grant making policies**

Although the Church is not a grant making body as such it provides through its general funds for gifts to support a number of Christian Missionary organisations, including The Baptist Missionary Society and the Home Mission of the Baptist denomination to which they give a tithe. Support has also been given to the Porchlight Trust, Coffee Aid and Tearfund Relief. In addition the Church supports individual people from our fellowship going on Mission trips and fund raising events are held to assist these people. From time to time appeals are made for such things as the local Food Bank and organisations such as Mustard Seed's Love in a Box appeal; Abraham's Oasis; Tearfund @Coppers for Coffee appeal; the Church also responds to national disaster appeals when the need arises. These all contribute to the Church meeting its objectives.

### **i) Volunteers**

The Church maintains a small, mainly part time, staff apart from the Minister, who is full time, the Youth Officer, the Administration Officer and the Church Cleaner. The vast majority of the work in the Church is undertaken by volunteers. This includes Trustees, Organisation Leaders and all the staff involved in Children's Work; community and family support, finance, pastoral care group, Home Group Leaders; music, worship and technical support; premises, apart from cleaning; evangelism, Mission support and a number of other things.

### **j) Achievement and performance**

The Trustees continue to be confident that the Charity now has adequate resources for the foreseeable future. The Finance Group meets on a monthly basis and prepares reports for both the Trustees and the Church Members' Meetings to apprise them of the situation and recommend any changes to the budget as necessary although the final decisions regarding the finances remains with the Trustees.

## **k) Review of Activities**

### **i) Crowning Years**

The weekly term time meetings continued until the lockdown due to the Corvid 19 Corona virus. Since then the leaders have each week, whenever possible, telephoned its members to keep in touch. The members are looking forward to being able to go back to their meeting again with the singing, guest speakers and their cup of tea at the close. They look forward to the church recommending new leaders in the place of Ray and Kay Macpherson who had shared leadership for the past ten years.

### **ii) Footprints Toddler Group**

Footprints Toddler Group is usually held on a Thursday morning from 9.30am to 11.30am termtime, and is for preschool aged children along with a parent/grandparent/carer/guardian. There are a variety of toys and games for the children to play with, and most weeks there is a story time and a time of singing for the children to engage with. During the morning the children are given a drink and a biscuit and the adults are served tea/coffee and a biscuit. There is a small charge payable each session, for each family group that comes.

2020 began like any other year, but with Covid-19 and lockdowns our last session was the xx March 2020. Since then we have kept in contact with the families via e.mail and a regular printed card that has been posted out. There have been recordings made by team of themselves reading four different Bible stories, which has been shared on Facebook, another team member has written and shared two further stories for Facebook. Footprints Toddler Group families have also been offered Messy Church 'In a bag', and we have had a very good take-up from the families for these.

### **iii) GIGAWAC**

GIGAWAC stands for God Is Great And We Are Cool - an acronym made up by the children who attend our children's group for school Reception year to school year 6. At present, we have a 3 year old who joins in the sessions with a parent, as they have no other regular engagement with children from church.

Since the Covid-19 regulations in March 2020, we have been holding weekly sessions on Zoom for approx 40 minutes, every Wednesday afternoon. We start with allowing everyone to share any news they have, then we learn and read Bible verses together and have discussions about them. We play games and pray at the end. We have 4 children who regularly attend and engage very well, and 4 adults who help facilitate the sessions.

### **iv) Keyboard Club**

The Keyboard Club is held in the small hall of Herne Bay Baptist Church every Wednesday afternoon between 2pm and 4pm. It is an outreach activity to reach out into the local community of Herne Bay and surrounding local areas. The activity is open to anyone who is interested in learning to play a keyboard regardless of faith or belief and comprises of some church members from Herne Bay Baptist Church, others from other local churches and also some who have no faith or do not regularly attend any church. At the present time the group comprises of seven members of mixed music ability and those attending do not necessarily need to be able to read music as simple, basic tuition is given using the Kenneth Baker method of music tuition. The local musical instrument

shop in the town has contact details for the group and can pass on details to anyone who either buys a keyboard or is just interested to learn the basic keyboard skills.

This is a mixed group and at the present time is comprising of four ladies and three men, most of who are retired. Some people prefer to bring their own keyboard with them, which is useful if they need to know more about the instrument or to learn how to use all the facilities that it offers. Other members, who either do not have their own keyboard or cannot manage to carry them to the church are loaned a keyboard to use each week that they attend. We encourage the members to buy their own keyboard if they are able to so that they are able to practice at home and to increase their ability, skills and confidence. The club has a small number of keyboards, which were purchased for the club use by the church outreach group and are kept on the church premises. There is a selection of Kenneth Baker keyboard books that are loaned; however, some prefer to buy their own books and bring them to the club each week. All keyboards that are kept at the church are P.A.T. tested regularly and this is organised annually and funded by the church in line with the annual P.A.T. testing of all electrical church equipment and to comply with insurance requirements.

The aim of the group is to encourage friendship as well as learning the keyboard and so there is a short break during the afternoon where hot drinks and homemade cakes are offered. It is an opportunity for the group to get to know each other and be able to chat and make new friends. It is important to ensure that each member realises that they are on a journey of learning and that they feel encouraged and not intimidated by others members who may be more advanced in their learning. "Play Time" is a where during the last fifteen minutes of the class each member is invited to play the piece of music that they have been learning to the others in the group. The members gain more confidence in their own playing ability and to measure their personal musical development while listening to the other group members. It also helps to integrate them as a group, which develops peer support especially for newer members. Once a year at Christmas the group enjoy a Christmas meal in a local restaurant of their choice.

The outcome of the keyboard club is a very social group that facilitates the learning of both basic music theory and practice combined with the social aspect of enjoying the friendship of other likeminded individuals.

#### **v) LACE**

Sadly 2020 was not what we had hoped. It started off well with tea and a chat in the Fellowship centre on the second Thursday in January, on the 30th we did Diamond painting little butterflies and hearts. February 27th we did silk painting. March 26th we were going to make Easter garlands but we had to cancel due to the first lockdown. We had hoped that we would be able to hold our Craft day in November, but we were not able to go ahead.

We are unable to make any decisions at the moment as we do not know if and when we will be able to meet.

#### **vi) Messy Church**

Messy Church, is an outreach activity for families and / or 'family style groups' (ie. Grandparents / grandchildren, aunts & uncles / nieces & nephews, just a group of mixed ages), we usually meet 10 times during the year on the 1st Saturday afternoon on the month from 4pm to 6pm, with there being no meetings in January or August.



In 2020, we meet in February which was our 10 year 'Birthday celebrations', and then March before the Covid-19 lockdowns meant we were no longer able to hold physical meetings. We then tried to find ways of keeping in contact with our families. There have been Zoom meetings and contact via Facebook, then towards the latter part of the year we have been able to offer and get out two Messy Church 'In a bag' sessions and film three Messy Church sessions for the Herne Bay Baptist Church YouTube page, two to go with the bags and one based on a session we created for a Zoom meeting earlier in the year. There has been a very good response to the bags and films.

Each session (or bag) is themed around a Bible story or passage and during this year we looked at topics that have included Samuel, Jonah, David and Goliath and Harvest – Jesus said 'I am the bread of life' - as well as Easter and Christmas. With the bags we have been able to do themed craft activities, as well as a prayer and a story that explains our theme. The bags have also included colouring sheets, our 'Take-away' Menu plus at Christmas a 'child friendly' book.

### **vii) Model Railway Club**

As with so many clubs and organisations, restrictions caused by the Covid pandemic have severely curtailed the activities of the club. There were only a handful of meetings once Government lockdowns were put in place and those were limited to five persons (including the keyholder) at the clubroom at any one time. Additional evenings were offered to allow more members to spend time on either on the club project or projects of their own but there was no uptake. Members indicated that it was the social side of club evenings that made attending enjoyable.

The club AGM 2021 has been adjourned and the approval of the members was sought, via e mail, for the Committee to continue in post until it can be re-convened. Approval was unanimous. The club has its own committee elected annually.

### **viii) Outreach**

Sadly the pandemic with its many restrictions has prevented the church from running the normal range of outreach activities that it would have hoped to carry out. Tentative plans are under way for later 2021 (post-pandemic) activities, including new outreaches to families.

### **ix) Reflections**

Reflections is a non-profit making coffee shop, which is held in Herne Bay Baptist Church every Friday morning. The aim of this activity is to out reach to the local community of the small seaside town of Herne Bay. Due to its location on the Kent coast, Herne Bay also welcomes visitors to the town on day trips or holiday makers and these often visit reflections coffee shop while browsing around the town. There are no entry restrictions and a warm welcome is offered to anyone of any denomination or of none, who would like to come in.

A menu on each table offers wide variety of hot and cold drinks and also includes a variety of homemade cakes, scones and fruit toast. There is no set charge for the food and drink offered but donations deposited into small china piggy banks which are on each table are suggested. A team of volunteers work very hard to transform the main church area into a coffee shop, with a variety of different tables catering for individuals, couples and groups. Attractive table cloths with pretty vases of flowers and background music enhances the ambience of the morning. Seasonal changes are made such as small bowls of sweets on each table and suitably festive decorations and cakes,

which reflect the current season. As the activity has grown in popularity some groups of friends now use this facility on a regular basis along with others who come in seeking to make new friends or to find someone to talk to and occasionally those seeking Pastoral Care. A Pastoral care team member is always available should someone need to talk or would like someone to pray with them.

Reflections is run on approximately 42 weeks per year and is closed through Christmas, Easter and also for 5-6 weeks during the summer holidays allowing the volunteers to arrange holidays and family events. On at least two Fridays throughout the year all the proceeds of the coffee shop are donated to various charities such as Children in Need, for which the team usually dress up to highlight the occasion. They also usually support Macmillan fundraising with a cake sale and decorate the church with banners and balloons from the Macmillan fundraising team.

Herne Bay Baptist Church is very centrally located within the town, near to the shops and other local amenities so is an excellent location that can be accessed by the local community to enjoy a warm welcome, a friendly chat and a drink and has therefore grown in popularity with those who use it.

#### **x) The Basement Youth**

There are three groups that come under this heading - a social activities group, a Sunday morning study group and a Sunday evening group. They are our groups that are for our young people, those in school years 7 through to 13 (age approx. 11 to 18).

In 2020 we started our social programme with a meal out and Laser Rush in January and an evening activity in the Basement in February. Sunday morning meetings continued with group meetings for young people to look at and discuss stories and themes from the Bible. Plus, we managed a couple of meetings with other young people from churches in Thanet for games, fellowship and worship.

Then in March all groups and face to face activities had to stop.

In April a WhatsApp group was created for the young people and some leaders, we also started a weekly Zoom meeting to try and enable us to keep in contact. During the Zoom meetings there was the chance to catch-up with each other, an online fun game and some teaching on various biblical themes. These came to an end in July, then during August we were able to have some social outside meet-ups and enjoy ice cream! In September we started a programme of 1-2-1 meet ups with the Youth Worker and a young person, these carried on throughout October. Due to the changes in the guidelines, in December we re-started meetings on Zoom, this time twice a month. These meetings still have some biblical content and for one of the meetings there is a craft activity delivered to the young person. The WhatsApp group has carried on throughout this time and has been a useful way of keeping connected, we were also able to share daily an 'Names of Jesus' Advent calendar using this platform.

We have also kept in contact with as many young people as possible through keeping the Facebook profile up to date, texts and sending out of colourings and cards. There has also been 'in-person' support offered to vulnerable young people.

On file there are currently 8 parental consent forms for their young people, these forms are renewed on an annual basis, running from September each year.

### **xi) The River**

The River Band meets on the second Sunday evening of the month and leads an acoustic style service of mainly music and shared items from the congregation. We finish each service with hot drinks and cakes (usually handmade!), and have an informal gathering.

In 2020 we had congregation sizes of approx 15 to 25, which includes people from other local churches who often attend. We often learn new songs in the River, and take them to the main morning church service. There are 3 regular band members who play a variety of instruments and sing, and each member takes it in turns to lead a service. We also have another musician who occasionally joins our band. Our Sunday evening service is primarily aimed at Christians who wish to worship musically in an intimate and very friendly and informal atmosphere.

We have had no meetings since March 2020.

### **l) Other activities**

Covid restrictions have greatly limited our ability to be involved with or to support other activities. No external bookings have been possible. We have continued our financial support to several charities.

### **m) Financial Review**

#### **i) Fundraising Activities / Income Generation**

The main thrust of the Church's income is from the voluntary giving of its members and others in the congregation. From time to time the Youth organisations have funding from outside organisations for special projects as does Crowning Years. However, activities moved from in person to online activities so there was no funding from outside organisations or fund raising activities.

#### **ii) Property Lettings**

At the beginning of the year bookings from external organisations were in place for the weekly meetings of Herne Bay Community Singers and Herne Bay Street Pastors, five dates, spread throughout the year had been reserved for meetings of the Herne Bay Forum, Canterbury City Council and a week exhibition in August was in place for Herne Bay Photographic Society.

Between January and March the Herne Bay Forum met on one occasion but all other meetings were cancelled and will not be returning to the church as the council has decided to hold the meetings online at present and at the Guildhall in future.

Herne Bay Street Pastors were unable to meet in January and February due to a lack of personnel available. Due to corona virus regulations an agreement for use was drawn up and agreed in March but the lock down has prevented the organisation meeting since then.

Herne Bay Community Singers had a successful start to the year but have been unable to meet since the March lockdown. They have expressed a desire to return as soon as is possible.

The church has lost a considerable amount of income due to these events not taking place and the contact between the church and outside organisations has been broken by the virus.

### **iii) Financial activity for the year**

During the year the Church received £92,827 in general giving, gift aid, HMRC job retention scheme, rent from Manses and contributions towards the use of the premises. It spent on its general activities £87,367. The net surplus being £5,460. They are grateful that the regular worshippers continued to maintain their giving and also give through Gift-Aid.

Due to the age and number of the properties that are the responsibility of the church and in the light of the money required to keep them in proper order it was decided that a repairs and maintenance fund should be generated and kept at £10,000 was prudent. Mainly funded from the income from rents this is now maintained as a contingency fund. Plans to re-tank the basement are underway.

In making payment to staff the Church use the service provided by West of England Baptist Payroll. Funds are drawn by them from our bank account by Direct Debit on a monthly basis. They deduct and pay all Tax due and National Insurance contributions and issue staff pay advice slips. The church continues to benefit from the National Insurance pension allowance. The Church is also grateful for the service of our Independent Examiner, Jonathan Barton, who faithfully does an excellent job preparing the accounts for us.

### **iv) Investment Policy and Performance**

The Church does not hold any long term investments.

### **v) Reserves Policy**

The Church maintains a reserves policy to maintain cash reserves equal to six months' committed expenditure. The Trustees review the reserves policy on an annual basis. At 31 December 2020 balances held in an interest earning deposit account for unrestricted funds totalled £30,784 which when added to the balance in the general funds exceeds the reserves policy.

## **n) Future Developments**

### **i) Personal Spiritual Development**

The pandemic has been a challenging time for the spiritual development of all in the church. Normal patterns of meeting and praying, of worship and teaching, have been disrupted. The church has moved Sunday worship online, through zoom, and has also offered zoom-based prayer meetings and mid-week Bible Study. It is a time when people have had to learn much more to be 'self-feeders' when it comes to the faith, and deepen their own spiritual disciplines and develop their own resources -- perhaps not a bad thing?

### **ii) Administrative matters**

The Trustees have completed a Risk Assessment of the Charity which is reviewed regularly.

The Trustees have reviewed the insurance policies of the Church and the policy was renewed with Baptist Union Insurance.

The Trustees having completed the appropriate action ensures that Church remained compliant with the current GDPR regulations.

### **iii) Reviews**

The Minister and Trustees continue to review worship services, practices and policies. Church services have been held regularly on Zoom since Covid-19 restricted in-person services.

### **iv) External**

The Church is a partner in the *CAP Debt Management Centre* which launched in April 2015 in Herne Bay. It offers professional advice, a get-out-of-debt-budgeting facility and negotiations with creditors, all free of charge to those with debt problems. The Church is also involved with the food bank providing parcels of food for those in need and Street Pastors whose prayer partners meet on our premises weekly. Joint services are held from time to time with other churches in the town.

Darren Blaney  
Minister/Trustee

Roger Good  
Trustee

*Original signed on behalf of the Trustees of Herne Bay Baptist Church on 24<sup>th</sup> day of July 2021*

### **3) Financial Accounts**

## a) Statement of Assets and Liabilities at 31 December 2020

HERNE BAY BAPTIST CHURCH  
Statement of Assets and Liabilities at 31st December 2020

<b>Bank Accounts</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Lloyds TSB Current Account - Main	14,456.99	9,404.05
Lloyds TSB Flexible Savings Account	29,983.33	29,972.55
Charity Bank 1 Year Fixed Term Savings Account	30,783.99	30,388.93
<b>Balance of all Bank Accounts</b>	<b>75,224.31</b>	<b>69,765.53</b>
<b>Petty Cash Imprests Held</b>	<b>180.00</b>	<b>178.25</b>
<b>Total Balances</b>	<b>75,404.31</b>	<b>69,943.78</b>

<b>Funds</b>		
<b>General Fund</b>	75,404.31	69,943.78
<b>Restricted Funds</b>	-	-
<b>Total Funds</b>	<b>75,404.31</b>	<b>69,943.78</b>

**Note 1. Within General Funds, the following allocated fund balances are held**

Crowning Years	472.69	420.49
Reflections	500.00	500.00
Outreach Team	250.00	303.33
Youth Mission	1,036.56	1,036.56
Pastoral Care	250.00	250.00
Repairs and Maintenance	12,500.00	10,000.00
Christmas Collection	-	56.00
First Aid Course	50.00	-
Footprints	346.75	373.78
	<b>15,406.00</b>	<b>12,940.16</b>

**Non-monetary assets held for Church's own use**

The Baptist Union Corporation Limited is custodian Trustee of the land and premises at High Street, Spenser Road and Cornwall Road under a "Fairburn Trust". The Church has the benefit of using the property, replacing and enhancing parts of it, but could not sell and redeploy the proceeds.

**Insured value**

Herne Bay Baptist Church, High Street, Herne Bay, Kent CT6 5LA	
Church - building insured value	2,884,816
The Friendship Centre - building insured value	526,505
Pipe Organ - insured value	241,313
Church contents - insured value	142,595
The Friendship Centre contents - insured value	32,904
30 Spenser Road, Herne Bay, Kent CT6 5QL	
Building insured value	265,632
97 Cornwall Road, Greenhill, Herne Bay, Kent CT6 7SZ	
Building insured value	178,076
	<b>4,271,841</b>

D Blaney  
Minister/Trustee

R Good  
Trustee

25 June 2021

25 June 2021

## b) Financial Statement

## HERNE BAY BAPTIST CHURCH

## Financial Statement for the Year Ended 31st December 2020

**GENERAL FUND**

	Note	2020 £	2019 £
<b>Receipts</b>			
General Income	1	90,995.34	101,880.84
Specific Income	2	1,831.92	10,899.76
		<u>92,827.26</u>	<u>112,780.60</u>
<b>Payments</b>			
Administration	3	10,775.23	10,589.67
Ministry	4	37,976.48	37,342.14
Mission	5	25,917.68	28,173.27
Upkeep	6	11,894.38	25,320.50
Specified Income Expenses	7	802.96	6,248.71
		<u>87,366.73</u>	<u>107,674.29</u>
<b>General Fund surplus for the year</b>		<u>5,460.53</u>	<u>5,106.31</u>
<b><u>RESTRICTED FUNDS</u></b>		-	-
<b>All Funds - Net Surplus for the year</b>		<u>5,460.53</u>	<u>5,106.31</u>



## c) Notes to the Accounts

## HERNE BAY BAPTIST CHURCH - NOTES TO THE ACCOUNTS

	2020	2019
	£	£
<b>GENERAL FUND</b>		
<b>INCOME CATEGORIES</b>		
<b>1. General Income</b>		
Donations/ Cash / Envelopes / Direct to Bank	59,453.76	66,898.85
Income Tax Recovered on Gifts	9,058.55	8,889.00
Interest	405.84	401.49
Rent - 97 Cornwall Road	7,245.00	9,504.00
Rent - 30 Spencer Road	13,020.00	13,500.00
HMRC Job Retention Scheme	1,252.19	-
Use of Premises	560.00	2,687.50
	<b>90,995.34</b>	<b>101,880.84</b>
<b>2. Specific Income</b>		
Crowning Years	112.20	485.50
Fair Trade Coffee Fund	11.99	86.18
Utility refunds	618.41	277.60
Messy Church	57.32	198.95
Outreach	-	130.72
First Aid Course	50.00	-
Prom Praise	-	3,321.90
Reflections	588.00	2,453.21
Specific Offering and Donations	300.00	2,113.90
Youth and Families	94.00	1,831.80
	<b>1,831.92</b>	<b>10,899.76</b>
<b>TOTAL INCOME - GENERAL FUND</b>	<b>92,827.26</b>	<b>112,780.60</b>

## Notes to the accounts page 2

	2020 £	2019 £
<b>GENERAL FUND</b>		
<b>EXPENSE CATEGORIES</b>		
<b>3. Administration</b>		
Administrator	6,539.13	5,917.52
Employer's Pension	34.85	-
Accountancy	240.00	240.00
Bank Charges	185.25	412.97
Payroll charges	547.00	612.50
Copyright, TV and website	1,095.45	857.92
Printing, Stationery & Postage	846.88	842.72
Publications, Books and Misc	114.90	69.15
Services & Repairs Office Machines	856.77	1,267.71
Telephone	315.00	369.18
	<b>10,775.23</b>	<b>10,589.67</b>
<b>4. Ministry</b>		
Crowning Years	60.00	478.00
Expenses of Ministry including travel	1,723.47	2,042.02
Stipend	32,714.89	31,284.96
Employer's Pension	3,199.17	3,077.16
Visiting Speakers	278.95	460.00
	<b>37,976.48</b>	<b>37,342.14</b>
<b>5. Mission</b>		
Catering Expenses	78.56	391.42
Children & Youth Worker	13,419.99	11,854.65
Employer's Pension and NI Contributions	212.82	161.24
Children & Youth Worker Travel	165.71	396.02
Gifts/Donations	9,468.00	9,468.00
GIGAWAC	147.19	209.65
Messy Church	929.31	596.90
Reflections	123.51	1,049.16
Membership & Subscriptions	572.35	629.89
Youth and Families	800.24	3,416.34
	<b>25,917.68</b>	<b>28,173.27</b>
<b>6. Upkeep</b>		
Cleaning/Toiletries Supplies	174.63	213.48
Council Tax/Water Rates	287.39	605.23
Insurances	3,066.51	2,997.89
Lighting & Heating	3,053.06	3,113.00
Repairs & Maintenance	1,055.33	13,376.46
Wages	4,257.46	5,014.44
	<b>11,894.38</b>	<b>25,320.50</b>
<b>7. Specified Income Expenses</b>		
Fair Trade Coffee Fund	11.99	86.19
Outreach	121.78	227.39
Pastoral Care	186.16	397.19
Prom Praise	-	3,321.90
Specific donations	483.03	2,216.04
	<b>802.96</b>	<b>6,248.71</b>
<b>TOTAL EXPENSES - GENERAL FUND</b>	<b>87,366.73</b>	<b>107,674.29</b>
<b>GENERAL FUND - SURPLUS FOR 2020</b>	<b>5,460.53</b>	<b>5,106.31</b>

## d) Independent Examiner's Report

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES/MEMBERS OF HERNE BAY BAPTIST CHURCH

I report on the accounts of the Trust for the year ended 31 December 2020.

#### Respective responsibilities of trustees and examiner

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 (the 2011 Act) and that an independent examination is needed.

It is my 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 my attention.

#### Basis of independent examiner's report

My 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 my examination, no matter has come to my attention: ;

(1) which gives me 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 my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Jonathan Barton CTA, ATT(Fellow)  
Beacon House  
Hillborough Road  
Herne Bay  
Kent  
CT6 6HN

3 July 2021