



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	April	2023		31	March	2024

Section A

Reference and administration details

Charity name

QE Park Baptist Church

Other names charity is known by

QEPBC

Registered charity number (if any)

1166680

Charity's principal address

QE Park Centre

Railton Road

Guildford, Surrey

Postcode

GU2 9LX

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev Catherine Whiting	Minister		
2	Mr Paul Hammond			
3	Mrs Rheanne Mole	Secretary		
4	Mr Alexander Mole	Treasurer		
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20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution – 6 th December 2015
How the charity is constituted (eg. trust, association, company)	Unincorporated association
Trustee selection methods (eg. appointed by, elected by)	Elected from the membership in accordance with our Constitution

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Members of the Church are accepted in accordance with the Governing Document which requires them to be, or to have been, publicly baptised by full immersion on the profession of faith in Jesus Christ; or, following other modes of baptism, to renew their public profession of faith in Jesus Christ.

A members meeting ('Church Meeting') is held at least three times a year and has responsibility for the overall policy of the Church. In accordance with our Governing Document the members appoint a minimum of three Trustees who are responsible for the day to day running of the Church's work and witness, as well as the financial and legal aspects of the charity. All members are encouraged to take an appropriate part in the spiritual and practical tasks involved in the furtherance of the charitable objective.

The Church is a member of the Baptist Union of Great Britain, the South Eastern Baptist Association and the Evangelical Alliance.

Our Property Trustees are:
The Baptist Union Corporation Limited
Baptist House
129 Broadway
Didcot
Oxfordshire. OX11 8RT

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

The principle purpose of the Church 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.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In order to achieve the principal objective, the Church provides a variety of activities both to its membership and to the wider community. The aim is to show the love of Jesus Christ in word and deed and to bring people into a closer relationship with him as living Lord.

One aspect of the work of the Church is the provision of regular public services of Christian worship, which take place on a Sunday morning at 10.30am, along with occasional services at other times which are advertised on the church and community centre notice boards and on our Facebook pages. All services are open to anyone. During the regular morning service, we aim to provide activities for children and young people.

The Church runs three mid-week groups which are open to all for the development of faith and discipleship. Some smaller groups meet fortnightly or monthly for mutual encouragement, accountability and prayer. There is also a monthly men's breakfast and discussion. We hold a monthly prayer meeting which is advertised on our church news sheet and in Sunday services. We also have a WhatsApp prayer group, where members can post personal and wider prayer requests.

We run monthly interest groups - a walking group (weekly), book club, craft night and cake club. Men's and women's socials are also arranged from time to time.

The Church owns and runs the Community Centre where it is based. Rooms are hired out for activities such as exercise classes, children's music and activity groups, counselling, teaching, choirs, business meetings, training and parties.

The Church runs a Toddler group, called Little Lambs, which meets on Wednesdays with the purpose of assisting the community and demonstrating the love of Jesus Christ. It is preceded by a short session called Diddy Disciples, for toddlers and their carers, which consists of a short Bible story and a song.

The Church operates systems to ensure that all people working with children and vulnerable adults are appropriately vetted with by the Disclosure and Barring Service.

The Trustees have read the Charity Commission guidance on public benefit, and are satisfied that the activities outlined above clearly demonstrate that the charity is providing a benefit to the public.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

On Good Friday a number of church members were stationed outside the building to give away free hot cross buns and leaflets about Christianity and church activities, and to explain about the origins of Easter if passers-by were open to that. On Easter Sunday we served bacon, egg and sausage baps for breakfast before the service. This gave opportunity for strengthening fellowship as church members and visitors had relaxed time to chat.

On 16th April, we baptised four people – two of our church teenagers and two people who had come to faith through our Christianity Explored course. The daughter of one lady was also 'dedicated' – ie. Her mother and the church made promises to raise the child in the knowledge and love of Jesus Christ.

At the start of May we were involved in an event hosted by the local residents' association to celebrate the King's coronation. The church ran a stall selling afternoon teas and giving out a specially produced book (by Hope Together) and leaflets about church activities. Our Refresh café was also open throughout, to serve drinks and cakes. The event was well attended.

One of our members started running Baby Buggy walks on a monthly basis. By the end of the year, she had contact with 18 parents/grandparents with one to four people coming along each week, depending on their other commitments.

At our church AGM in June we welcomed 6 people into church membership and agreed the budget for the year ahead. A new mid-week 'Life Group' started this month, with a second group starting in September. These help to build relationships within the church and enable believers to encourage and challenge one another in their faith, through Bible study, discussion and prayer. They also provide a forum for people to learn the skill of leading a Bible study and discussion.

We designated 2nd July our vision Sunday. We shared a picnic together and spent time in prayer and discussion regarding how to expand our work with children and young people.

During August we ran a Kidzone on Wednesday and Fridays, offering games and activities for children with their carers. This was well attended and very well received and gave us opportunity to develop relationships with young families from the local community and advertise our autumn events.

In mid-September, we hosted a comedy night with Christian comedian, Paul Kerensa. Paul delighted us with comedy and songs, and spoke candidly about his Christian faith. The evening was very well attended, including a good number of people from the local community. Later in the month, we had a visit to our Sunday service by a representative of Compassion UK who shared their work with impoverished children around the world and encouraged those present to consider sponsoring a child.

From October onwards, our minister encouraged those who were able to join her on Tuesday mornings for an hour of prayer for the church mission, members and contacts. A group of 3-4 started meeting each week. On 1st October we held a BBQ after the service to enable church

members to spend time together after the holiday months and to encourage those who we hadn't seen for some time to re-connect with the church family. On 14th October, we hosted an evening of songs from a community choir and a talk about the history of the local area. This was a well-attended, enjoyable and informative evening.

At the end of October, we held a Light Event, celebrating All Hallow's Eve, to coincide with the local Halloween trail. An enormous number of families came through our doors, to be served free hot drinks, sausage baps and cakes, and hundreds of children received gift bags containing a Christian story and information about our upcoming Christmas events.

A ladies' weekend away was organised for November. Twenty ladies spent two days at a local retreat centre. It was a wonderful time to get to know each other better, learn more from God and be physically and spiritually refreshed. Many of the men in the church enjoyed a Christmas social at the local curry house.

At the start of December we ran a joint craft evening with a local lady. She ran a wreath-making workshop and the church provided other crafts such as Christmas card making, as well as opening Refresh café to serve drinks and cakes. Later in the month we once again invited 90 pupils from the nearby junior school to attend our Christmas Unwrapped and Easter Cracked presentations.

Our other Christmas events were a Living Nativity and a Carols by Candlelight service. Both were very well attended and gave us opportunity to share the Christian message. We gave out age-appropriate booklets to children and adults alike and had information available about a Christianity Explored course that we would be running in January. Initially, eight people came along to the January course. Unfortunately, for various reasons, half of these only came once or twice. However, the four who remained found the content useful and challenging.

In January, we moved over to a new room booking system for our Centre which enables hirers to view the diary and place provisional bookings.

Refresh café has continued to go from strength to strength. Customers were given chocolate hearts on Valentine's day and the café celebrated its 1st birthday in March. We had balloons, bunting, a bubble machine and little gifts to take away. The café has become a place to find community, safety, practical help and to be heard.

Our regular interest groups have continued to flourish, with a good mix of church members and other locals. The book club has about 10 different members with 5-8 meeting each month. Craft night attracts a small but faithful group. It is a time for people to share their worries and find support. 10-18 people come for Cake night each month, with over 30 people attending at different times. Our Muddy Boots walking group is very popular with 33 people on the register. A large group of young people also joined them during a town-wide Walkfest in September. They hope to add a monthly bird spotting walk in 2024. Our Renew space continues to attract a group of 6-10 regulars. We are also joined, from time to time, by a group from the local residential care home who enjoy a café lunch and a change of scene. Our monthly Bible study in the care home also continues to be well received. Some overlap has developed between groups and some group members have also come along to our Sunday services or to help out at other church events or activities.

Section E

Financial review

Brief statement of the charity's policy on reserves

We have committed to keeping three months working capital in our bank account, as a contingency fund against unexpected costs.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our principle source of funds is from members' regular donations and lettings from the hire of the premises. This money has been put towards the Church's various activities and the upkeep of the community centre. The Church has also given regular financial support to local, national and international Christian organisations, whose Christian aims are compatible with our own charitable purpose.

Section F

Other optional information

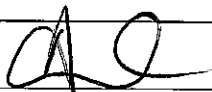
Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

ALEXANDER MOLE

Position (eg Secretary, Chair, etc)

TREASURER

Date

23 JAN 2025

Q E PARK BAPTIST CHURCH

ACCOUNTS FOR THE YEAR TO 31st March 2024

INCOME STATEMENT FOR THE YEAR ENDED 31 MARCH 2024

	<i>Note</i>	2024	2023
Receipts		£	£
Sundry Gifts		1,661	1,370
SO Giving		52,352	46,788
Income Tax on Gift Aid		11,721	10,749
Café income		69,317	4,949
Room Bookings		70,853	78,222
Total Receipts	1.2	205,905	142,078
Payments			
Staff & Staff Housing	2	75,231	49,457
Mission	3	8,159	6,906
Activities/Sunday Services/Worship	4	1,509	1,726
Childrens Work	5	199	29
Church Buildings	6	36,793	36,102
Café expenditure	7	67,672	4,781
Admin Costs	8	5,614	2,834
Total Payments		195,177	101,836
Surplus/-Deficit for the Year		10,728	40,242

Q E PARK BAPTIST CHURCH
ACCOUNTS FOR THE YEAR TO 31st March 2024

STATEMENT OF ASSETS AND LIABILITIES AT 31 MARCH 2024

		<i>Note</i>	2024	2023
ASSETS				
Fixed Assets				
Freehold Property			511,853	511,853
Total Fixed Assets	12		<u>511,853</u>	<u>511,853</u>
Current Assets				
Other Current Assets				
Other Debtors	9		10,925	4,875
Total Other Current Assets			<u>10,925</u>	<u>4,875</u>
Cash at bank and in hand				
Barclays Bank			101,002	90,713
Petty Cash Box			456	511
Total Cash at bank and in hand			<u>101,458</u>	<u>91,224</u>
Total Current Assets			<u>112,383</u>	<u>96,099</u>
Current Liabilities				
Other Current Liabilities				
Other Creditors			30,834	25,934
Payroll Liabilities			5,878	1,223
Total Other Current Liabilities	11		<u>36,712</u>	<u>27,157</u>
Total Current Liabilities			<u>36,712</u>	<u>27,157</u>
NET CURRENT ASSETS			<u>75,671</u>	<u>68,942</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>587,523</u>	<u>580,795</u>
Long Term Liabilities				
Seba Loan for Comm Centre	10		6,000	10,000
Total Long Term Liabilities			<u>6,000</u>	<u>10,000</u>
NET ASSETS			<u><u>581,523</u></u>	<u><u>570,795</u></u>
General Fund and Other Reserves				
Freehold Property Reserve	13		471,853	471,853
General Fund			109,670	98,942
			<u><u>581,523</u></u>	<u><u>570,795</u></u>

Notes to the Accounts

Note

2. <u>Staff & Staff Housing</u>	2024	2023
A · Staff:2100 · Pastor Salary	27,301	24,750
A · Staff:2101 · Administrator Salaries	13,404	12,307
A · Staff:2102 · Bookkeeper Salary	511	274
A · Staff:2103 · Minister in training Salary	10,508	5,824
A · Staff:2115 · Caretaker Salary	3,382	3,182
A · Staff:2108 · Pension - Staff	4,678	(9,847)
A · Staff:2109 · Payroll Admin	1,207	769
A · Staff:2110 · Travel Expenses	435	336
A · Staff:2111 · Training (Courses/Seminars)	1,367	1,003
A · Staff:2112 · Other Expenses	439	60
B · Staff Housing:2124 · Lease Back on Manse	12,000	10,800
Total Staff & Staff Housing	<u>75,231</u>	<u>49,457</u>

The average total number of full time equivalent employees in the year was 4 (2023: 3)

The average total number of full and part-time employees in the year was 5 (2023 : 4)

No employees were paid £60,000 or more.

3. <u>Mission</u>		
2201 · Friends International	1,000	1,000
2203 · Matrix Trust	1,000	1,000
2204 · BMS	2,300	2,225
2205 · SEBA (Home Mission)	2,300	2,225
2208 · Community Outreach-Fun Days;Toddlers	1,559	456
Total Mission	<u>8,159</u>	<u>6,906</u>

Notes to the Accounts

4. <u>Activities/Sunday Services</u>	2024	2023
D · Activities/Sunday Services:2400 · Gifts/Cards/Special Occasions	160	218
D · Activities/Sunday Services:2402 · Visiting Speakers	460	230
D · Activities/Sunday Services:2403 · Catering	667	567
E · Worship:2500 · Worship Equipment	-	551
E · Worship:2502 · Worship - Miscellaneous	223	160
Total Activities/Sunday Services	<u>1,509</u>	<u>1,726</u>
5. <u>Childrens/Youth Work</u>		
F · Childrens/Youth Work:2600 · Children's Work	199	29
Total Childrens/Youth Work	<u>199</u>	<u>29</u>
6. <u>Church Buildings</u>		
G · Church Buildings:2801 · Insurance-contents/employers liability	3,195	2,943
G · Church Buildings:2802 · Electricity (incl heating)	10,023	6,405
G · Church Buildings:2803 · Refuse collection	1,403	861
G · Church Buildings:2807 · Repairs & Maintenance	9,377	17,879
G · Church Buildings:2808 · Lift Maintenance Contract	546	506
G · Church Buildings:2809 · Cleaning materials	230	602
G · Church Buildings:2810 · Equipment QE Park	6,686	402
G · Church Buildings:2811 · Cleaning	5,332	6,503
Total Church Buildings	<u>36,793</u>	<u>36,102</u>
7. <u>Café Expenditure</u>		
H · Cafe:3000 · Staff Salaries	33,561	2,067
H · Cafe:3003 · Purchases for resale/Café Supplies	32,230	989
H · Cafe:3007 · Bank charges	1,175	80
H · Cafe:3009 · Repairs and renewals	328	1,645
H · Cafe:3010 · Other Expenses	378	-
	<u>67,672</u>	<u>4,781</u>

Notes to the Accounts

8. <u>Admin Costs</u>	2024	2023
I · Admin Costs:2900 · Stationery & Office Supplies	619	619
I · Admin Costs:2901 · BU & Home Mission subs	323	293
I · Admin Costs:2902 · Computer Consumables	861	256
I · Admin Costs:2903 · Bank Charges	166	124
I · Admin Costs:2905 · Postage	79	-
I · Admin Costs:2907 · Telephone & Internet	540	287
I · Admin Costs:2909 · Printing, Publicity, Marketing	109	782
I · Admin Costs:2910 · Copyright	2,916	352
I · Admin Costs:2910 · Training (H&S First Aid MS Pkgs)	-	120
Total Admin Costs	<u>5,614</u>	<u>2,834</u>
9. <u>Debtors</u>		
Prepayments	-	3,195
Other Debtors	9,245	-
Income Tax on Gift Aid	1,680	1,680
	<u>10,925</u>	<u>4,875</u>
10. <u>Loans:</u>	£	
Outstanding on loan from SEBU @ 1.4.23	10,000	
Repayments	<u>-4,000</u>	
Balance owing at 31.3.24	<u>6,000</u>	
The loan is interest free and unsecured and repayable in equal bi-annual instalments until September 2025		
11. <u>Creditors</u>		
Other creditors	30,834	25,934
Payroll liabilities	<u>5,878</u>	<u>1,223</u>
	<u>36,712</u>	<u>27,157</u>

Q E PARK BAPTIST CHURCH
ACCOUNTS FOR THE YEAR TO 31st March 2024

Notes to the Accounts

12. Fixed Assets

		<u>Property</u>	<u>Total</u>
		£	£
Cost			
	At 1.4.23	511,853	511,853
	Additions	-	-
	Disposals	-	-
	At 31.3.24	<u>511,853</u>	<u>511,853</u>
Depreciation			
	At 1.4.23	-	-
	Charge for the year	-	-
	Disposals	-	-
	At 31.3.24	<u>-</u>	<u>-</u>
Net Book Value			
	At 31.3.24	<u>511,853</u>	<u>511,853</u>
	At 31.3.23	<u>511,853</u>	<u>511,853</u>

The church is the beneficial owner (subject to the relevant trusts) of QEP Community Centre, Guildford, the legal title to which is held by the church's custodian trustee (The Baptist Union Corporation Ltd.)

13. General fund and other reserves

	<u>General</u>	<u>Freehold</u>	<u>Total</u>
	£	£	£
Opening balance at 1.4.23	98,942	471,853	570,795
Profit for the year	10,728	-	10,728
At 31.3.24	<u>109,670</u>	<u>471,853</u>	<u>581,523</u>

The accounts and statement of assets and liabilities set out on pages 1-7 relating to the year ending 31 March 2024 are as approved by the leadership team.

Signed: *Catherine M. Waring*

Report of the Independent Examiner(s) to the Trustees of Q E PARK BAPTIST CHURCH

On the accounts for the year ended 31 MARCH 2024

Respective responsibilities of Trustees and Examiner

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

It is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the church 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 the 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

~~Since the Church's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of [insert named of applicable listed body], which is one of the listed bodies. (Delete if income is less than £250,000)~~

In connection with my examination, no material matters have come to my attention which gives 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
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination. (if accounts prepared on accruals basis*)

I 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.

**Delete the words in the brackets if they do not apply*

Signed by or on behalf of the Examiner Anthony H Macleod Date 19.11.2024

Name MR ANTHONY H MACLEOD

Relevant Professional Qualification(s) or body (if any) N/A

Address 22 dagley Farm homes, dagley lane
Shalford Guildford Surrey GU4 8DE.