



# Trustees' Annual Report for the period

	Period start date				Period end date		
From	01	April	2024	To	31	March	2025

## 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	1 April – 31 July 2024	
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 <sup>th</sup> 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 our 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, on our website 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, in Sunday services and on our website. We also hold a weekly Tuesday morning prayer meeting, to pray for the church, the local community and the wider world. 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) plus monthly walks for mums with babies and toddlers, and bird tweets walks; book club, cake night and craft night. Other one-off events and Men's and women's socials are also arranged from time to time. All church events are advertised on our website.

We also run 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 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 operates systems to ensure that all people working with children and vulnerable adults are appropriately vetted through 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)

**Summary of the main achievements of the charity during the year**

**April 2024**

- As a number of people had joined the church in recent months, we held a Newcomers' tea in order to share some of the church's history and vision and to get to know one another better.
- Chris Duffet, a Baptist minister and artist, led a weekend of talks and activities based around prophetic art and evangelism, including painting an inspiring mural with the youth and young adults in the prayer den.
- A number of church members started a Growing Leaders course to develop their gifts in this area.

**May**

- A group of approximately 20, from the church and community, enjoyed 'An evening with Simon Reeve' at the theatre. Five church members also went on a retreat day, which focussed on the role of women in the Bible.
- Additional administrative support has been needed for some time so, in May, the church employed a part-time administrative assistant, whose role has included developing the church website, creating a digital database of church members and keeping the church and community informed of upcoming events and activities.
- Our minister attended the Baptist Union annual conference.

**June**

- We sent out an invite to Christians on our housing estate to join us for a coffee morning, with the hope of supporting and encouraging one another but, sadly, it was very poorly attended. We may consider trying this again in the lead up to a possible joint venture, such as an estate fair.
- Our AGM was held on 9<sup>th</sup> June when the budget for the coming year was approved.

**July**

- We were excited to baptise three members of our church, with their friends and family in attendance.

**August**

- We were delighted to welcome friends and family of our evangelism worker for her farewell service and BBQ. With her departure, thought was given to a replacement staff worker. As we are keen to encourage more young families into the church it was felt that our priority was to employ a children and families worker and this post was filled at the start of September.
- We celebrated the wedding of two of our young adults. It was a joyful day, with the building full of church members and friends and wider family of the couple, many of whom wouldn't normally attend church.
- We ran a Kidzone for children and their carers throughout the month, with craft and outdoor activities available and helpers from the church around to chat with those who came. This was very well attended and appreciated. We were able to tell them about a monthly Lego church event which we started in late September.

**September**

- Lego church is to be a monthly event for children and their carers, explaining a Bible story, singing songs, and using age-appropriate bricks to create models which reflect something in the story. This first session was attended by 8 families.
- Our Renew 'café' has continued to be well attended and appreciated. In September we renewed efforts to introduce an element of optional prayer to the afternoon. Two canal boat trips



were organised for the group, with 8-10 joining each time, and great enthusiasm was expressed to have this opportunity again next year.

- The launch of a month long Walkfest was hosted by our walking group. This was well attended, with the mayor and council officials coming along.

#### October

- We had a harvest lunch of soup and bread after the service and collected donations for the Baptist Missionary Society.
- This month also saw the first Prophecy school at the church. This was led by one of our church members and was found to be very helpful to those who attended.
- On All Hallow's Eve we hosted a Light Event for local families, offering free hot dogs, cakes and drinks and giving out literature about the Christian faith and upcoming events at the church. Approximately 500 people passed through.

#### November

- Approximately 20 ladies from our church and other local churches enjoyed an away weekend at a nearby retreat centre. This was a lovely opportunity to spend relaxed time together, to be refreshed and to listen to God.

#### December

- The Muddy Boots walking group has continued to grow. In addition to the weekly walks they have enjoyed monthly outings and a Christmas meal together at a local pub.
- We ran three Christmas Unwrapped sessions for children from the local junior school, to explain the real meaning of Christmas. Our Living Nativity and Carols by Candlelight services were, as always, very well attended.
- A Christmas lunch was cooked on Christmas day, with two church families hosting. An open invite was extended to church members and contacts of the church who might otherwise have been alone.
- Our café closed over the Christmas period to allow for a partial re-fit of the kitchen, including an improved and more user friendly dishwasher.

#### January 2025

- A small pastoral care team was formed, in order to better support and keep in regular touch with members of the church and local community who are unwell or going through difficult times.

#### February

- Our minister conducted the funeral of a local resident who we have had some contact with in the past.
- Our minister attended the regional ministers' conference, which enables mutual encouragement and exchange of ideas.

#### March

- We ran three Easter Cracked sessions for Year 6 pupils of the local junior school. This teaches them about the real meaning of Easter.



## 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)	Catherine M. Whiting	
Full name(s)	CATHERINE M. WHITING	
Position (eg Secretary, Chair, etc)	Minister	
Date	22/1/26	

**Q E PARK BAPTIST CHURCH**

ACCOUNTS FOR THE YEAR TO 31st March 2025

**INCOME STATEMENT FOR THE YEAR ENDED 31 MARCH 2025**

	<i>Note</i>	<b>2025</b>	<b>2024</b>
<b>Receipts</b>		£	£
Sundry Gifts		685	1,661
SO Giving		56,059	52,352
Income Tax on Gift Aid		12,950	11,721
Café income		-	69,317
Room Bookings		75,888	70,853
<b>Total Receipts</b>	<b>1.2</b>	<b>145,582</b>	<b>205,905</b>
<b>Payments</b>			
Staff & Staff Housing	2	82,060	75,231
Mission	3	11,414	8,159
Activities/Sunday Services/Worship	4	1,685	1,509
Childrens Work	5	170	199
Church Buildings	6	43,542	36,793
Café expenditure	7	-	67,672
Admin Costs	8	3,829	5,614
<b>Total Payments</b>		<b>142,699</b>	<b>195,177</b>
<b>Surplus/-Deficit for the Year</b>		<b>2,883</b>	<b>10,728</b>

**Q E PARK BAPTIST CHURCH**  
**ACCOUNTS FOR THE YEAR TO 31st March 2025**

**STATEMENT OF ASSETS AND LIABILITIES AT 31 MARCH 2025**

		<i>Note</i>	<b>2025</b>	<b>2025</b>
<b>ASSETS</b>				
Fixed Assets				
	Freehold Property		511,853	511,853
Total Fixed Assets		<b>12</b>	511,853	511,853
Current Assets				
	Other Current Assets			
	Other Debtors	<b>9</b>	6,257	10,925
Total Other Current Assets			6,257	10,925
Cash at bank and in hand				
	Barclays Bank		101,230	101,002
	Petty Cash		846	456
Total Cash at bank and in hand			102,076	101,458
Total Current Assets			108,333	112,383
Current Liabilities				
	Other Current Liabilities			
	Other Creditors		31,182	30,834
	Payroll Liabilities		2,598	5,878
Total Other Current Liabilities		<b>11</b>	33,780	36,712
Total Current Liabilities			33,780	36,712
NET CURRENT ASSETS			74,553	75,671
TOTAL ASSETS LESS CURRENT LIABILITIES			586,406	587,523
Long Term Liabilities				
	Seba Loan for Comm Centre	<b>10</b>	2,000	6,000
Total Long Term Liabilities			2,000	6,000
NET ASSETS			<b>584,406</b>	<b>581,523</b>
General Fund and Other Reserves				
	Freehold Property Reserve	<b>13</b>	471,853	471,853
	General Fund		112,553	109,670
			<b>584,406</b>	<b>581,523</b>



**Notes to the Accounts**

Note

**1.1 Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS102 have been prepared in accordance with the Charities SORP (FRS102) "Accounting and Reporting by Charities:

Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Ireland (FRS102) (effective 1st January 2015)", and the Charities Act 2011.

**1.2 Income**

**Donation income** is recognised in the SoFA when the charity has entitlement to the funds, it is probable that the income will be received, and the amount can be measured reliably.

**Tax reclaimable** in respect of gift aid is recognised when receivable.

**Investment income** represents interest received on surplus balances and is accounted for on an accruals basis.

**Room hire** is recognised when invoiced.

**1.3 Grants paid**

The Church makes grants to other organisations whose charitable objects complement its work. They are accounted for in the year in which they are paid.

**1.4 Depreciation**

Expenditure on fixtures, fittings and equipment is written off on a straight line basis over their estimated useful life of 4 years.

## Notes to the Accounts

Note

		2025	2024
2.	<u>Staff &amp; Staff Housing</u>		
	Salary - minister	30,059	27,301
	Pension - minister	3,630	3,380
	Salaries - Staff	30,934	27,805
	Pension - Staff	1,167	1,298
	Payroll Admin	1,457	1,207
	Travel Expenses	1,174	435
	Training (Courses/Seminars)	1,425	1,367
	Other Expenses	214	439
	Lease Back on Manse	12,000	12,000
	Total Staff & Staff Housing	<u>82,060</u>	<u>75,231</u>

The average total number of full time equivalent employees in the year was 4 (2024: 4)

The average total number of full and part-time employees in the year was 5 (2024 : 5)

No employees were paid £60,000 or more.

3.	<u>Mission</u>		
	Friends International	1,000	1,000
	Matrix Trust	1,000	1,000
	BMS	2,525	2,300
	SEBA (Home Mission)	5,175	2,300
	Community Outreach-Fun Days;Toddlers	1,714	1,559
	Total Mission	<u>11,414</u>	<u>8,159</u>



**Notes to the Accounts**

		<b>2025</b>	<b>2024</b>
4. <u>Activities/Sunday Services</u>			
	Gifts/Cards/Special Occasions	225	160
	Visiting Speakers	475	460
	Catering	602	667
	Worship - Miscellaneous	383	223
	<b>Total Activities/Sunday Services</b>	<b>1,685</b>	<b>1,509</b>
5. <u>Childrens/Youth Work</u>			
	Children's Work	170	199
	<b>Total Childrens/Youth Work</b>	<b>170</b>	<b>199</b>
6. <u>Church Buildings</u>			
	Insurance-contents/employers liability	3,514	3,195
	Electricity (incl heating)	20,505	10,023
	Refuse collection	2,111	1,403
	Repairs & Maintenance	4,790	9,377
	Lift Maintenance Contract	615	546
	Cleaning materials	555	230
	Equipment QE Park	4,138	6,686
	Cleaning	7,315	5,332
	<b>Total Church Buildings</b>	<b>43,542</b>	<b>36,793</b>
7. <u>Café Expenditure</u>			
	Staff Salaries	-	33,561
	Purchases for resale/Café Supplies	-	32,230
	Bank charges	-	1,175
	Repairs and renewals	-	328
	Other Expenses	-	378
		<b>-</b>	<b>67,672</b>

**Notes to the Accounts**

8.	<u>Admin Costs</u>	2025	2024
	Stationery & Office Supplies	1,119	619
	BU & Home Mission subs	304	323
	Computer Consumables	1,020	861
	Bank Charges	129	166
	Postage	-	79
	Telephone & Internet	592	540
	Printing, Publicity, Marketing	211	109
	Copyright	454	2,916
	Total Admin Costs	<u>3,829</u>	<u>5,614</u>
9.	<u>Debtors</u>		
	Other Debtors	-	9,245
	Income Tax on Gift Aid	<u>6,257</u>	<u>1,680</u>
		<u>6,257</u>	<u>10,925</u>
10.	<u>Loans:</u>	£	
	Outstanding on loan from SEBU @ 1.4.24	6,000	
	Repayments	<u>-4,000</u>	
	Balance owing at 31.3.25	<u>2,000</u>	
	The loan is interest free and unsecured and repayable in equal bi-annual instalments until September 2025		
11.	<u>Creditors</u>		
	Other creditors	31,182	30,834
	Payroll liabilities	<u>2,598</u>	<u>5,878</u>
		<u>33,780</u>	<u>36,712</u>



**Q E PARK BAPTIST CHURCH**  
**ACCOUNTS FOR THE YEAR TO 31st March 2025**

**Notes to the Accounts**

12. Fixed Assets

		<u>Property</u>	<u>Total</u>
		£	£
Cost			
	At 1.4.24	511,853	511,853
	Additions	-	-
	Disposals	-	-
	At 31.3.25	<u>511,853</u>	<u>511,853</u>
Depreciation			
	At 1.4.24	-	-
	Charge for the year	-	-
	Disposals	-	-
	At 31.3.25	<u>-</u>	<u>-</u>
Net Book Value			
	At 31.3.25	<u>511,853</u>	<u>511,853</u>
	At 31.3.24	<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 1.4.24	109,670	471,853	581,523
Profit for the year	2,883	-	2,883
At 31.3.25	<u>112,553</u>	<u>471,853</u>	<u>584,406</u>

**The accounts and statement of assets and liabilities set out on pages 1-7 relating to the year ending 31 March 2025 are as approved by the leadership team.**

**Signed:** *Catherine M. Whiting*

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

On the accounts for the year ended 31 MARCH 2025

**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 11/1/2026

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