

WEST WICKHAM AND SHIRLEY BAPTIST CHURCH

England & Wales · Charity number 1166796

Details

Other names	WWSBC
Status	Registered
Legal form	CIO
Registered	2016-04-27
Register	View on the Charity Commission register

Contact

Address	West Wickham & Shirley Baptist Ch Wickham Road Croydon CR0 8EH
Phone	02087775705
Email	office@wwsbc.org.uk
Website	www.wwsbc.org.uk

Activities

Objects: THE PRINCIPAL PURPOSES OF THE CHURCH ARE:- 3.1.1 THE ADVANCEMENT OF THE CHRISTIAN FAITH ACCORDING TO THE PRINCIPLES OF THE BAPTIST DENOMINATION. 3.1.2 THE CHURCH MAY ALSO ADVANCE EDUCATION AND CARRY OUT OTHER CHARITABLE PURPOSES IN THE UNITED KINGDOM AND/OR OTHER PARTS OF THE WORLD.

Activities: All activities associated with a church within the Baptist Union of Great Britain

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Buildings/facilities/open Space, Other Charitable Activities
- **What:** Education/training, The Prevention Or Relief Of Poverty, Religious Activities
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- Throughout London

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£306,101	£281,773	-	-
2023-12-31	£262,053	£329,733	-	-
2022-12-31	£206,226	£210,357	-	-
2021-12-31	£227,225	£235,330	-	-
2020-12-31	£203,142	£207,197	-	-

Trustees

Name	Role	Appointed
Jonathan Peter Hills	Chair	2016-04-27
Clifford John Underhay		2016-04-27
John Nightingale		2026-01-01
June George		2024-01-01
Marilyn Anne Boggust		2024-01-01
Neil Christmas Selby Mr		2016-04-24
Paul Warren Bradbury		2018-01-01
Rev Sara Jodi Kennett		2016-04-27

WEST WICKHAM AND SHIRLEY BAPTIST CHURCH

England & Wales - Charity number 1166796

Accounts

West Wickham & Shirley Baptist Church



Annual Report and Accounts 2024

(Charity Reg. No. 1166796)

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**Legal and Administrative Information
for the year ending 31st December 2024**

Charity Name

West Wickham & Shirley Baptist Church

Registered Address

Corner of Wickham Road & Monks Orchard Road, Croydon, CR0 8EH

Charity registration number

1166796

Governing document:

Church Constitution originally dated April 2016, revised March 2019.

Objects of the Charity

The principal 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.

The Church has been inspired to embrace the vision to become like '*A City on a Hill*' in the context of Matthew's Gospel, ch. 5 verse 14 and consequently adopted the following Mission Statement: "*Transforming lives and communities with the power of God's love.*"

Trustees

The Trustees who served during the year or who were serving at the date of this report were:

Rev Jonathan Hills	(Chair, Senior Minister)
Rev Sara Kennett	(Minister)
Mr Clifford Underhay	(Secretary)
Mr Paul Bradbury	(Treasurer)
Mr Philip Jenkins	
Mr. Neil Selby	
Mr Okenna Nzelu	
Mrs June George	(started 01/01/2024)
Mrs Marilyn Boggust	(started 01/01/2024)

Key Management Personnel

Those in charge of planning, directing, controlling, running and operating the church, including those members of staff who are the senior management personnel to whom the trustees have delegated significant authority or responsibility in the day-to-day running of the charity, are the Trustees, Community Development Coordinator, Church Operations Manager, Boys' Brigade Captain, Girls' Brigade Captain, and Youth & Children's Worker.

**Legal and Administrative Information
for the year ending 31st December 2024**

Bankers

Lloyds Bank, 137 North End, Croydon, CR0 1TN

Natwest Bank, 33 High St, West Wickham BR4 0LR

Teachers Building Society, Allenvie House, Hanham Road, Wimborne, Dorset, BH21 1AG

Baptist Union Corporation Ltd, Baptist House, 129 Broadway, Didcot, Oxon, OX11 8RT

Independent Examiner

John Helm ACA, Tandem Accounting Ltd, 17 Heathville Road, London N19 3AL

**Annual Report of the Trustees
for the year ending 31st December 2024**

The Trustees submit their annual report and the financial statements of West Wickham & Shirley Baptist Church (“the Church”) for the year ended 31 December 2024. The financial statements have been prepared in the format prescribed by the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP2015 (FRS102)) and the Financial Reporting Standard 102. The legal and administrative information set out earlier in this document forms part of this report.

Going Concern

Each year it is the Trustees’ responsibility to state whether or not the annual accounts have been drawn up on a going concern basis (see the accounting policy note on page 19). Going concern is the assumption that an entity, in this case the Church, has the resources (financial or otherwise) needed to continue operating for the foreseeable future and in particular, for at least 12 months from the date of approval by the Trustees of these annual accounts. If the going concern principle did not apply, then the accounts would be drawn up on an insolvent basis.

The Trustees have reviewed its financial forecast for 2025. This review indicates that the church’s income is expected to meet its expenditure in 2025. Accordingly, it has concluded that it is appropriate to prepare the 2024 Accounts on a going-concern basis and that it is not necessary to make any adjustment to these accounts as a result of the current situation. The Trustees will continue to keep both the short-term and longer-term impact under review, ensuring that the financial situation of the church is reviewed on a monthly basis, and is coupled with a robust budgeting process.

**Annual Report of the Trustees
for the year ending 31st December 2024**

1. Structure, Governance & Management

Trustees are responsible for the day-to-day management of the Church's business in accordance with the Church's objects. Trustees are elected by the Church members' meeting. Trustees will normally serve a term of office of three years but can be re-elected at the end of their first and any subsequent terms.

Trustees usually meet 10 times per year to discuss a full range of matters relating to finance, fabric of the buildings, general administration, the implementation of the church constitution and responsibility for the keeping of the church membership roll.

The financial aspects of the church are the responsibility of the Trustees, but they are managed on a day-to-day basis by the Treasurer, the Finance Group (who are responsible for reviewing the finances and suggesting matters of policy to the trustees), the Offering Counting Team and the Treasurers for the auxiliary departments (e.g. Boys' Brigade, Girls' Brigade).

None of the Church's Trustees, with the exception of the Ministers, receive remuneration.

The induction process for any church member newly-appointed as a Trustee comprises an initial meeting with the Minister and receipt of copies of:

- the Church Constitution
- the most recent financial statements
- the Charity Commission's guidance 'The Essential Trustee'
- the Baptist Union Guideline Leaflet C15 'Help I'm a Charity Trustee'.

Church Members

Church Membership is open to those who:

- accept the Beliefs of the Church;
- commit themselves to serving Christ within the Church and beyond;
- abide by the decisions of the Church Members' Meeting;
- acknowledge their responsibilities as Church Members; and
- have their membership application accepted by the Church Members' Meeting.

Church Members share in the responsibility for the finances, administration, maintenance and activities of the church and elect the Church Leadership. Church Members meet regularly each year for business meetings and receive reports from the Church Leadership.

Risk & Risk Management

The church and its activities operate with the confidence and assurance of God's provision and protection. Nevertheless, the trustees are aware of the ever-changing risks that the church is exposed to which could affect its ability to fulfil its objectives and purposes. The trustees have put in place a

**Annual Report of the Trustees
for the year ending 31st December 2024**

risk management framework supported by a risk management policy and a culture of creating and managing risk assessments for activities to which they are appropriate.

An assessment of the major risks that the church faces is routinely reviewed by the trustees and mitigating controls are put in place and reviewed. Where controls are considered to require additional work to reduce the risk to an acceptable level, a clear action plan and ownership is put in place.

At a high-level the areas of risks identified and monitored by the trustees include:

Risk Area	Mitigating Controls
Safeguarding and safety of anyone involved in church activities	Safeguarding team, safeguarding policy, safeguarding training. Health & Safety policy & risk assessments. Individual activity risk assessments.
Alignment of church activities to the charitable objects/purposes	Appropriate level of leadership and internal reporting, clear communication of church objectives to leaders/volunteers.
Proper management of financial resources	Financial controls & procedures, budgeting process, reserves policy, five year property plan.
Compliance with legislation	Regularly reviewed set of policies covering all areas of church life. Staff/volunteer training.

2. Activities

In fulfilling its purpose, the Church will engage in a range of activities either on its own or with others that will vary from time to time with activities being initiated, expanded, or closed, as appropriate. When planning our activities for the year, the trustees have considered the Charity Commission’s guidance on public benefit. In particular, we try to enable ordinary people to live out their faith as part of our church and local community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the local area.
- Missionary and outreach work.
- Sunday School, Boys’ & Girls’ Brigades & Youth Work.

To facilitate this work, it is important that we maintain the fabric of the church buildings.

The Activities may include but are not restricted to:

- regular public worship, prayer, Bible study, preaching and teaching;
- baptism, as defined in the Baptist Union’s Declaration of Principle;

**Annual Report of the Trustees
for the year ending 31st December 2024**

- the Communion of the Lord’s Supper which shall normally be observed at least once a month;
- evangelism and mission, locally, regionally, nationally and internationally;
- the teaching, encouragement, welcome and inclusion of young people; nurture and growth of Christian disciples;
- education and training for Christian and community service;
- giving and encouraging pastoral care; and
- supporting and encouraging charitable social action in the United Kingdom and overseas.

The Church runs a range of activities and organisations for all age-groups. The motivation for all of these has been to demonstrate God’s love to the community, to reach out in His name, to bring people into a saving knowledge of His love, to draw them into the Fellowship of His Church and to build up the Church Family.

The activities and organisations normally taking place are:

For Children and Parents:

- For children aged 0-4 and accompanying adults, a sports themed activity branded as Pickle Sports with toys and games, chat, friendship and support.
- Rhyme Time: For children aged 0-5 and accompanying adults, with music, chat, friendship and support.

For Young People

- **Girls’ Brigade & Boys’ Brigade:** Both Brigade organisations have a range of classes and activities for every age group from 5 to 22, some leading to Brigade Awards and Duke of Edinburgh’s Awards. They are also involved in regional activities and competitions.
- **‘Bible Study’/Youth Group:** An opportunity for young people to go deeper in their worship, prayer and faith. Social events and activities take place together with two youth weekends a year.

For Adults

- **Small groups:** Monthly or more frequently, different times of day or evening. 12 small groups meeting for Bible Study, prayer, fellowship, social activities and mutual support.
- **Prayer events:** monthly meetings for prayer offering different styles and themes, including Mission, world issues, etc.
- **Morning Bible Study:** Friday Mornings. This is also one of the Church’s small groups.
- **Lunch Club:** Monday and Thursday lunchtimes. Mostly for older people, a cooked meal, friendship, chat and low-key activities, this is run in partnership with Shirley Neighbourhood Care Scheme
- **Art Group:** Friendship and art activities.

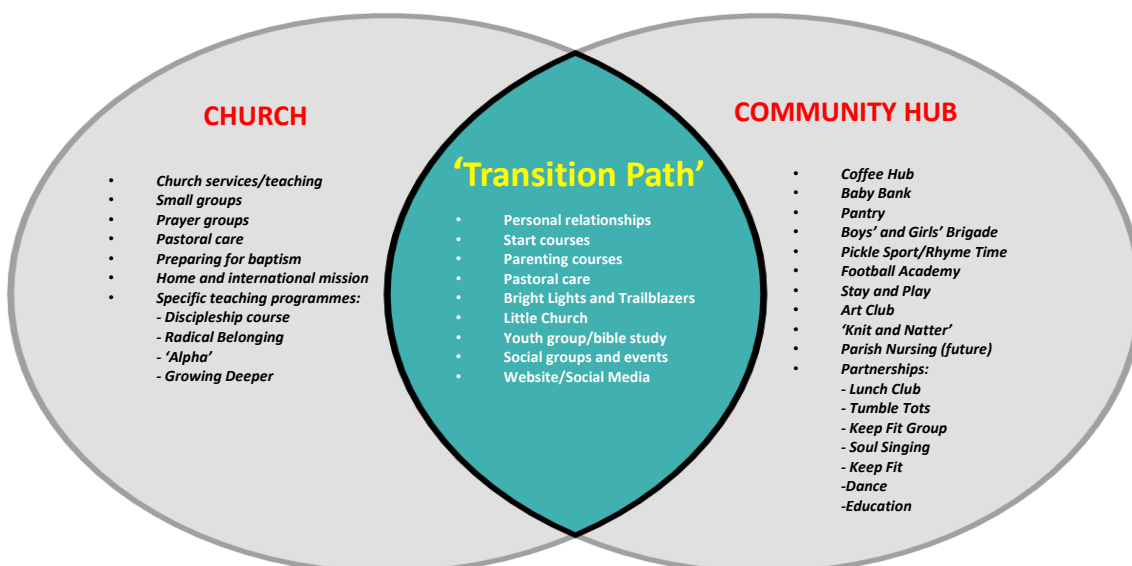
**Annual Report of the Trustees
for the year ending 31st December 2024**

- **Occasional or Annual Activities**, including: Pancake Morning, Hot-cross bun Coffee Morning, Easter Egg hunt, Picnic in the Park, Harvest tea, Christmas Lunch, Carol Service, Christingle, Christmas Stars, Stay & Play days during school holidays.
- **Courses:** Training courses including: Bright Lights Teachers’ training, Safeguarding, Food Hygiene, and Newcomers welcome courses.
- **Connect Groups:** Interest-based groups which allow people to get to know each other in an informal setting – Board Games, Reading group, Amblers, Ramblers, Knit & Natter, Curry Club for men.

3. Achievements & Performance

In 2024 we were pleased to hold a baptismal service where four people made public professions of faith by being baptised.

During 2024 the church continued to develop its commitment to becoming a centre for the local community adopting the theme ‘Helping Build a Better Community’. During this year the church continued its outreach by developing ‘The Hub’. The church adopted the model shown below as to how people may transition from the Hub into church and where church can volunteer and work in The Hub.



Annual Report of the Trustees for the year ending 31st December 2024

The activities of The Hub in particular centre around the Coffee Shop, The Pantry, and the Baby Bank.

The Coffee Shop, which opened in 2023, is open during the Pickle Sports and Rhyme Time and continues after these activities to be open to the general public as it does on other days of the week and during special events. This facility offers the opportunity for people to buy drinks and snacks in a relaxed atmosphere where the soft play facility is open to young children and where others can relax and socialise.

The Pantry was established in 2024 as a ‘social supermarket’ supplying food and basic essentials to those finding themselves financially stretched. It has a membership scheme which requires a small subscription allowing members to self-select items. During 2024 the membership grew to approximately 60 members with an average of 20-25 regularly attending.

During 2024 over 9,000 items of food were supplied, ranging from fresh to frozen food. Prior to Christmas 2024 an appeal was launched to raise funds to provide Christmas dinners for the families registered with The Pantry, the sum of £3,450 was raised and we were able to provide Christmas dinners to 42 families. A comment from one of the members:

“I want to say a big thank you to WWSBC and the Pantry for how your generosity has blessed me with two small children aged 3 and 1. Over several months and perhaps over a year the pantry has helped me when I became a single mother after my husband left. The Christmas food made a huge difference!”

The Baby Bank is currently open three days per week and provides pre-loved clothes, equipment, nappies and formula. All items are completely free of charge. 90% of clients who come to our Baby Bank are from the Borough of Croydon. Others are referred to by statutory agencies including Social Services, Community Health Services, Refuge Agencies, etc. and may reside in Croydon. Recognising the significant need in Croydon, we plan to work with other agencies and schools to expand Baby Bank, reach more families, and connect people with additional support services for comprehensive care.

The BabyBank Aims:

- To provide essential clothing and equipment to local families in financial hardship. Unlike other baby banks we provide clothing, including school uniform, for children up until age 16 years.
- To signpost families to other local sources of support as necessary and to reduce the stigma that exists sometimes.
- To thereby reduce stress, anxiety and depression, which will in turn help the children have a better start in life and hopefully help families recover more quickly from financial crisis.
- To facilitate the recycling of baby and child related items that the original owners no longer use.

The BabyBank Values:

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- **Community:** The items we pass on to families are a gift, given with love, from one family to another. We use the power of the community to support its most vulnerable members.
- **Inclusivity:** We aim to be thoughtful, respectful and inclusive of the diverse families we meet.
- **Dignity:** We respect the families we support and aim to reduce the stigma of growing up in poverty. We also hope to “break the cycle” for parents who have experienced difficult childhoods themselves.
- **Green:** We are mindful of the environment and are committed to reducing waste as much as possible. Donations that are not of the required quality are taken to textile recycling banks.
- **Welfare:** We are mindful of the mental health of those families we support, realising that we are impacting someone’s mental health, affecting their family by what their child is wearing. We really try to match up donations with specific children, so they don’t feel like they are relying on random hand-outs.

During the year we were able to provide prams/buggies, video monitors, cots, school uniforms, emergency food parcels, toys, and clothing to an average of 20 families per week.

Some of the feedback we have received:

- *“We are asylum seekers, and my children now have shoes to wear to school. Thank you so much”*
- *“It was my first time coming to Baby Bank today, but I didn’t need to be scared. Everyone was so lovely and so helpful. Thank you for your kindness”*
- *“Thank you so much for your kindness today and all the help you gave me. We got so many lovely items, and it is a massive help to us”*
- *“Thank you so much! How happy I feel that there are good people who can help. I feel so blessed to have come and met you there”*

Green Group - During the year we were grateful to our Green Group who continued the Gardening Club which meets regularly each week maintaining the church garden and surrounding flower beds. The group continued working towards the Eco Church Silver Award.

The church is pleased to be able to continue to offer specific targeted support to Ukraine through the provision of medical supplies and facilitate fund-raising activities by the local Ukrainian community.

Other Achievements:

During 2024 the church was able to join in partnership with other organisations providing healthy activities in conjunction with MyTime, a partner of the London Borough of Bromley. In addition, we

**Annual Report of the Trustees
for the year ending 31st December 2024**

are now able to partner with an organisation providing support and activities for people with autism and other special needs.

In addition, we were able to partner with Bethlem Hospital to run a trial course of instruction with the Hospital's mother & baby unit.

Over the Christmas period, in addition to the Christmas dinners provided through The Hub, we were able to hold a Christingle service where over 150 children attended, many of whom come from our toddler groups. We were also able to hold a 'Christmas Stars' event where an outdoor celebration was held offering members of our local community the opportunity to remember lost loved ones at Christmas time and to hang a star on our outdoor Christmas tree.

In November 2024 the church was pleased to appoint a new member of staff who joined us as the Church Operations Manager whilst our Church Administrator moved into the new role of Community Development Coordinator. Both these roles have allowed the church to develop The Hub, engage in new partnerships, and manage the church operations in a more efficient manner as the work continues to grow.

A massive thank you goes to all those involved in running these activities and keeping the mission of the church going.

4. Financial review

Traditionally the church's main sources of funding are the free-will offerings of church members, and others in attendance at church meetings, and income from hiring out the church's premises and facilities. During 2024, food and drink sales from the Coffee Counter has provided a further source of income. Those sales are however exclusively used for the running costs of the Hub.

Financial Activity and Financial Position

The Statement of Financial Activities and Balance Sheet can be found on pages 17 and 18 respectively. The Church's free reserves increased by £12,738 during the year. The balance sheet shows total net assets of £2,245,264 at the end of 2024.

In 2024 total income was higher than 2023 due to the start of the Coffee Counter and an increased use of the premises by community groups. The overall expenditure in 2024 was lower than 2023 mainly due to the increased costs in 2023 to replace the heating system. This was partially offset by increased staff costs and equipment/material costs mainly to outfit and run the coffee counter.

The church has maintained a strong financial position at the end of 2024, due mainly to the generous levels of giving by members of the congregation.

**Annual Report of the Trustees
for the year ending 31st December 2024**

Included in total funds are amounts totalling £24,251 which are restricted. These monies have either been raised for, and their use is restricted to, specific purposes, or they comprise donations subject to donor-imposed conditions. More details of these restricted funds can be found in note 7 to the accounts together with an analysis of movements in the year.

In addition to the above funds the church runs several other restricted funds for particular purposes. This includes funds for giving to other organisations such as Baptist Home Mission and Baptist Missionary Society. The Plummer Fund, named after a church member who left a generous bequest, is designated for assistance to young people who undertake missionary work in other countries.

Reserves Policy

The Trustees have established a Reserves Policy which aims to maintain a level of reserves approximately equivalent to three month’s average expenditure. The Church believes this is a reasonable and prudent level but would permit variations from this amount where circumstances warrant this. This would be, for instance, where expenditure is so urgent that to delay it would result in even higher costs later. If this situation should arise, then the Church would make plans to rebuild the reserves as quickly as possible.

At 31 December 2024 the church had free reserves of £118,486 (2023: £105,748) as follows:

	2024 £	2023 £
Total reserves	2,245,264	2,220,936
Less: restricted funds	(24,251)	(12,661)
Less: capital funds	(2,102,527)	(2,102,527)
Free reserves	118,486	105,748
Free reserves requirement:		
3 month’s budgeted routine expenditure	50,000	50,000

Volunteers

The Church is heavily dependent on its membership and congregation working as volunteers in all aspects of the church’s activities, many of which run with little or no impact on the church’s expenditure but nevertheless contribute substantially to the achievement of the church’s objectives. No accounting for this time and effort has been included in the financial statements.

**Annual Report of the Trustees
for the year ending 31st December 2024**

5. Plans for Future Periods

As the church moves forward into 2025 it will seek to continue to serve the community by continuing our current activities and developing other means of service and outreach.

We will continue to develop the Baby Bank as usage has demonstrated a big demand for this amongst the parents/carers of our Rhyme Time and Pickle Sports attendees. In addition, we are in communication with other local charities together with the London Boroughs of Croydon and Bromley Social Services who are demonstrating a wider demand for this service.

Due to the demand of the 'Pantry', we will further develop the 'Pantry'; it has become clear that there is a greater demand for this service, and we will seek to increase capacity in order that more customers might be accommodated.

We will continue to develop 'The Hub' coffee shop and soft play area; we will seek to engage with other agencies in order to provide a warm, convenient, safe place where people of all ages and backgrounds can find a welcome. In addition, we will explore the opportunities to expand the reach of The Hub by providing other activities in partnership with other agencies, including the NHS and Local Authorities.

As The Hub and Sunday congregation grow, we will consider expanding or reconfiguring our premises to meet demand.

**Annual Report of the Trustees
for the year ending 31st December 2024**

6. Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

7. Approval

The report of the Trustees was approved by the Trustees on 14 October 2025 and signed on its behalf by:



Cliff Underhay
Trustee

**Independent Examiner's Report to the Trustees of West Wickham & Shirley Baptist Church
for the year ending 31st December 2024**

I report on the accounts of the Church for the year ended 31 December 2024 which are set out on pages 17 to 31 of the charity report and accounts.

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 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;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the church as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. 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.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

John Helm ACA



14 October 2025

Statement of Financial Activities for the year ending 31st December 2024

	Notes	<----- 2024 (current year)----->				<----- 2023 (prior year)----->			
		Unrestricted Funds	Restricted Funds	Capital Funds	Total Funds	Unrestricted Funds	Restricted Funds	Capital Funds	Total Funds
		£	£	£	£	£	£	£	£
Income and endowments from:									
Donations and legacies	2	209,285	23,872	-	233,157	201,046	32,179	-	233,225
Charitable activities	2	-	8,817	-	8,817	677	9,755	-	10,432
Other trading activities	2	35,200	27,409	-	62,609	12,814	3,727	-	16,541
Investment Income	2	1,518	-	-	1,518	1,855	-	-	1,855
Total		246,003	60,098	-	306,101	216,392	45,661	-	262,053
Expenditure on:									
Charitable activities	3	233,265	48,508	-	281,773	262,519	67,214	-	329,733
Total		233,265	48,508	-	281,773	262,519	67,214	-	329,733
Net income/(expenditure)		12,738	11,590	-	24,328	(46,127)	(21,553)	-	(67,680)
Transfers between funds		-	-	-	-	-	-	-	-
Other recognised gains/(losses):									
Gains/(losses) on revaluation of fixed assets		-	-	-	-	-	-	-	-
Net movement in funds		12,738	11,590	-	24,328	(46,127)	(21,553)	-	(67,680)
Reconciliation of funds:									
Total funds brought forward		105,748	12,661	2,102,527	2,220,936	151,875	34,214	2,102,527	2,288,616
Total funds carried forward		118,486	24,251	2,102,527	2,245,264	105,748	12,661	2,102,527	2,220,936

Balance Sheet
As at 31 December 2024

	Notes	Unrestricted Funds	Restricted Funds	Capital Funds	Total Funds 2024	Total Funds 2023
		£	£	£	£	£
Fixed Assets:						
Tangible assets	4	3,326	-	2,102,527	2,105,853	2,109,514
Total Fixed Assets		3,326	-	2,102,527	2,105,853	2,109,514
Current Assets:						
Debtors	5	13,203	2,041	-	15,244	12,531
Prepayments	5	2,366	-	-	2,366	2,354
Cash at bank and in hand		104,870	23,948	-	128,818	102,758
Total Current Assets		120,439	25,989	-	146,428	117,643
Current Liabilities:						
Creditors: Amounts falling due within one year	6	5,279	1,738	-	7,017	6,221
Net Current assets		115,160	24,251	-	139,411	111,422
Total assets less current liabilities		118,486	24,251	2,102,527	2,245,264	2,220,936
Total net assets		118,486	24,251	2,102,527	2,245,264	2,220,936
The funds of the charity:						
Unrestricted funds	7	118,486	-	-	118,486	105,748
Restricted income funds	7	-	24,251	-	24,251	12,661
Capital funds	7	-	-	2,102,527	2,102,527	2,102,527
Total charity funds		118,486	24,251	2,102,527	2,245,264	2,220,936

The financial statements were approved by the Trustees on 14 October 2025 and signed on its behalf by:



Paul Bradbury
Trustee

The notes on pages 19 to 31 form part of these accounts.

Notes to the Financial Statements

For the year ended 31 December 2024

1. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of accounting

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Charities Statement of Recommended Practice (Charities SORP (FRS 102)) and Financial Reporting Standard 102 (FRS 102). The accounts have also incorporated the amendments defined in Update Bulletin 1 to the Charities SORP (FRS 102), published on 2 February 2016. The financial statements are drawn up on the historical cost basis of accounting except for the revaluation of the residential freehold land and building which is shown at market value.

The financial statements include all transactions, assets and liabilities for which the Church is responsible in law. They do not include the accounts of church groups that owe an affiliation to another body or those that are informal gatherings of church members.

The Church meets the definition of a public benefit entity under FRS 102.

Going Concern

There are no material uncertainties about the charity's ability to continue as a going concern and accordingly the accounts have been drawn up on a going concern basis.

Income recognition

Voluntary income and donations (including legacies) are accounted for once the Church has entitlement to the income, it is probable the income will be received, and the amount of income receivable can be reliably measured. Income from the recovery of tax on gift aided donations is accounted for in the period to which the relevant donation is received. Grant income is recognised on a receivable basis.

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

The income from trading activities includes rental income from the letting of church premises which is accounted for when earned.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Church; this is normally upon notification of the interest paid or payable by the bank.

Notes to the Financial Statements For the year ended 31 December 2024

1. Accounting Policies (continued)

Expenditure recognition

Expenditure is accrued as soon as a liability is considered probable, and the amount of obligation can be measured reliably. Longer term liabilities are discounted to present value. The Church is not registered for VAT and accordingly expenditure includes VAT where appropriate.

Charitable expenditure includes those costs in fulfilling the Church's principal objects, as outlined in the Report of the Trustees. These include governance costs which comprise all costs involving the public accountability of the Church and its compliance with regulation and good practice. These costs include costs related to the independent examination and legal fees.

The church pays pension contributions into the Baptist Pension Scheme, a final salary defined benefit scheme for contributions until 31 December 2011 and a defined contribution scheme for contributions made thereafter. The scheme is a multi-employer scheme, and it is not possible to identify the assets and liabilities of the scheme which are attributable to the church. The scheme is therefore accounted for as a defined contribution scheme, with contributions payable to the scheme being accounted for on an accruals basis. In addition, the church paid, until October 2024, contributions towards a deficit on the defined benefit scheme. The deficit, discounted to present value, is fully provided in these accounts and the charge to the income and expenditure account, which is included in the total pension cost, is the element of the movement in the provision which relates to the movement in the discount.

Rentals under operating leases are charged as incurred over the term of the lease.

Tangible Fixed Assets

Tangible fixed assets are accounted for as follows:

- The church land and buildings are stated at the 2016 insurance cost of rebuild. Depreciation is not provided as the estimated residual value is considered to be the same or higher than the carrying value of the property in the accounts. The current insurance rebuild cost has since increased to £4.34 million (as per the 2025/2026 insurance policy).
- The church manse is stated at valuation, with the most recent estimated valuation taking place as at 31 December 2021 and the next valuation is expected to take place for the year ended 31 December 2026. Depreciation is not provided as the estimated residual value is considered to be the same or higher than the carrying value of the property in the accounts.
- The cost of any furniture, fittings and equipment, of value at least £2,500, is capitalised in these accounts. The cost less any expected residual value, is depreciated on a straight-line basis over the effective useful life of the asset, which has been estimated as three years.

Debtors

Debtors are included at the settlement amount due. Prepayments are valued at the amount prepaid.

Notes to the Financial Statements

For the year ended 31 December 2024

1. Accounting Policies (continued)

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of opening of the deposit.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation arising from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are recognised at their settlement amount.

Fund accounting

The funds held by the charity are either:

- Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
- Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.
- Capital funds – this is the value of property, namely the church buildings and the manse.

2. Income

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
Donations and legacies				
Gift Aided Donations	121,948	11,573	133,521	139,229
Donations	22,888	8,693	31,581	37,445
Tax Recovered	32,497	2,793	35,290	39,435
Offering	14,452	813	15,265	17,116
Bequest / Legacy	17,500	-	17,500	-
Total	209,285	23,872	233,157	233,225
Charitable Activities				
Fees/Contributions	-	6,132	6,132	5,077
Other Income	-	2,685	2,685	5,355
Total	-	8,817	8,817	10,432
Other trading activities				
Letting Income	35,200	-	35,200	12,814
Coffee Hub Sales	-	23,273	23,273	3,727
Pantry Sales	-	4,136	4,136	-
Total	35,200	27,409	62,609	16,541
Investment Income				
Bank Interest	1,518	-	1,518	1,855
Grand Total	246,003	60,098	306,101	262,053

Notes to the Financial Statements
For the year ended 31 December 2024

3. Expenditure on charitable activities

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
Charitable Activities				
Staff Costs (see note below)	163,203	-	163,203	146,407
Equipment/Materials	11,391	32,496	43,887	21,890
Utilities	18,754	3,617	22,371	19,582
Building Maintenance	15,424	4,398	19,822	89,402
Subs/Fees	7,595	2,210	9,805	14,252
Youth & Children	2,456	3,671	6,127	11,385
Insurance	4,433	-	4,433	3,098
Depreciation (Equipment)	3,662	-	3,662	8,164
Office/Printing etc	1,540	-	1,540	2,069
Grants/Gifts (see note below)	338	1,200	1,538	5,352
Operating Lease (Photocopier)	1,498	-	1,498	1,498
Staff Expenses	1,499	-	1,499	729
Ind. Examiner's Fee	1,100	-	1,100	1,000
Publicity	14	892	906	1,234
Other	238	253	491	24
Preaching Fees	120	-	120	330
Coffee Hub Costs	-	(229)	(229)	3,317
Building Development	-	-	-	-
Total	233,265	48,508	281,773	329,733

3a Staff Costs

	2024	2023
	£	£
Gross pay	141,894	129,923
Pension contributions	9,756	9,023
Employers NI	13,200	11,657
Employment Allowance	(5,000)	(5,000)
Staff Training	2,580	108
Other Payroll Costs	773	696
Total	163,203	146,407

Notes to the Financial Statements

For the year ended 31 December 2024

3. Expenditure on charitable activities (continued)

The average number of staff employed during 2024 is:

Average Head Count	-	5	(2023 – 5)
Average Full Time Staff	-	4	(2023 – 4)
Average Part Time Staff	-	1	(2023 – 1)
Average Full-time Equivalent	-	4.5	(2023 – 4.5)

No employees (2023: none) received employee benefits (excluding employer pension costs) of more than £60,000 during the year.

There was no material liability for paid annual leave or sick leave at the end of the reporting period (2023: none), and so no liability has been included in the accounts.

The Church is an employer participating in a pension scheme known as the Baptist Pension Scheme (“the Scheme”). The Scheme is a separate legal entity which is administered by the Pension Trustee (Baptist Pension Trust Limited). The Senior Minister and Minister are eligible to join the Scheme, which is not contracted out of the State Second Pension. A detailed description of the scheme’s surplus/deficit and how it affects the charity is provided in note 8.

3b. Analysis of Grants

Grants by Recipient Type		Grants by Institution	
	£		£
Grants to Institutions	1,190	London Baptist Association	569
Grants to Individuals	348	Baptist Missionary Society	531
Total	1,538	Individuals	348
		George Muller Charitable Trust	70
Grants by Nature of Activity		Other	20
	£	Total	1,538
Alleviation of Suffering/Poverty	368		
Christian Outreach	1,170		
Total	1,538		

Notes to the Financial Statements
For the year ended 31 December 2024

4. Tangible Fixed assets

Cost or valuation	Freehold land and buildings		
	Church	Manse	Total
	£	£	£
At 1 st January 2024	1,602,527	500,000	2,102,527
At 31 st December 2024	1,602,527	500,000	2,102,527

The capital fund includes the valuation for the church buildings and manse. The church building is included at its 2016 insurance value, while the manse is included at market value. A policy of revaluing the manse every 5 years has been agreed, with the next revaluation due in 2026.

Cost or valuation	Equipment, Furniture & Fittings			
	Net Book Value @ 31/12/2023	Acquisitions during 2024	Depreciation during 2024	Net Book Value @ 31/12/2024
	£	£	£	£
Equipment	6,987	0	3,661	3,326

All of the fixed assets are used for direct charitable purposes.

5. Debtors and prepayments

	2024 £	2023 £
Prepayments	2,366	2,354
Other debtors	15,244	12,531
Total	17,610	14,885

Prepayments consist of insurance policies and music licenses incepting in 2024 but covering part of 2025.

Other debtors consist of £15,244 which is £9,229 tax recoverable on Gift Aided donations and £6,014 invoiced charges related to the hire/use of the church building in 2024 (all received during 2025).

Notes to the Financial Statements

For the year ended 31 December 2024

6. Creditors: amounts falling due within one year

	2024	2023
	£	£
Loans and overdrafts	0	0
Other creditors	7,017	6,221
Total	7,017	6,221

Other creditors consist of £7,017 representing general purchases of equipment & materials which were purchased in 2024 but for which the invoice was not received, or payment not made, until early 2025 and independent examination fees of £1,100.

7. Fund description and movements

7a Unrestricted Funds

Fund Name	Balance at 1st Jan 2024	Income	Expenditure	Transfers	Balance at 31st Dec 2024
	£	£	£	£	£
Unrestricted Funds	99,233	246,003	233,265	-	111,971
Designated Funds					
Plummer Bequest	5,850	-	-	-	5,850
Global Legacy Fund	664	-	-	-	664
Total Designated Funds	6,514	-	-	-	6,514
Total Unrestricted Funds	105,748	246,003	233,265	-	118,486

Unrestricted Funds - Prior Year

Fund Name	Balance at 1st Jan 2023	Income	Expenditure	Transfers	Balance at 31st Dec 2023
	£	£	£	£	£
Unrestricted Funds	84,115	216,392	201,273	-	99,233
Designated Funds					
Plummer Bequest	5,850	-	-	-	5,850
Global Legacy Fund	61,910	-	61,246	-	664
Total Designated Funds	67,760	-	61,246	-	6,514
Total Unrestricted Funds	151,875	216,392	262,519	-	105,748

Notes to the Financial Statements

For the year ended 31 December 2024

7. Fund description and movements (continued)

The Plummer Bequest was a gift left to the church which was put aside to support young people from the church who embark on mission training or mission trips.

7. Fund description and movements (continued)

7b Restricted Funds

Fund Name	Balance at 1st Jan 2024	Income	Expenditure	Transfers	Balance at 31st Dec 2024
Restricted Funds					
Hub Trading	590	34,449	27,161	-	7,878
Heating Fund	-	3,478	3,600	-	(123)
Covid 19 Relief Fund	4,808	-	2,804	-	2,004
Mothers & Toddlers	1,417	3,642	2,477	-	2,582
Boys' Brigade	1,903	1,750	2,300	-	1,353
Christmas Boxes	-	3,527	2,296	-	1,232
Publicity Revamp	-	6,250	892	-	5,358
Baby Bank	515	1,391	856	-	1,050
Home Mission	-	569	569	-	-
Girls' Brigade	507	740	357	-	890
BMS	-	407	407	-	-
Fellowship Fund	546	-	279	-	267
Building Fund	1,003	-	-	-	1,003
Other Funds	1,372	3,895	4,510	-	757
Total Restricted Funds	12,661	60,098	48,508	-	24,251

Notes to the Financial Statements

For the year ended 31 December 2024

7. Fund description and movements (continued)

Restricted Funds – Prior Year

Fund Name	Balance at 1st Jan 2023	Income	Expenditure	Transfers	Balance at 31st Dec 2023
Restricted Funds					
Heating Fund	-	26,006	26,006	-	-
Coffee Shop Development	12,500	7,125	19,625	-	-
Building Fund	7,130	-	6,313	186	1,003
Mothers & Toddlers	3,158	2,994	4,735	-	1,417
Hub Trading	-	3,907	3,317	-	590
Boys' Brigade	2,061	1,284	1,442	-	1,903
Fellowship Fund	-	500	1,047	1,093	546
Girls' Brigade	229	799	521	-	507
Home Mission	132	224	356	-	-
Baby Bank	-	616	101	-	515
BMS	538	-	-	-	538
Covid 19 Relief Fund	4,808	-	-	-	4,808
Other Funds	3,658	2,206	3,751	(1,279)	834
Total Restricted Funds	34,214	45,661	67,214	-	12,661

Descriptions of the main restricted funds are as follows:

The Hub Trading fund is the monies received and spent as part of the operation of the Coffee Counter and Food Pantry. The income is mainly revenue from the sale of food/drink, donations, and membership fees for the Pantry. Costs are mainly food/drink, and surplus food bought for the pantry over and above food donations received.

The Heating fund was setup to fund the replacement heating system installed in 2023. A final invoice was received during 2024. The heating fund was closed in early 2025.

The Building Fund represents funds given specifically for the church building re-development project and maintenance of the church building.

The Boys' Brigade, Girls' Brigade and Mothers & Toddlers funds are held separately for the running of each organisation under the auspices of the church.

The Publicity Revamp fund was money given towards the refresh of the church's website and other publicity material. This project will be completed during 2025.

Notes to the Financial Statements

For the year ended 31 December 2024

7. Fund description and movements (continued)

The other funds (e.g. BMS, Home Mission) represent monies given to the church for other charitable organisations that the church has chosen to support, in response to appeals throughout the year.

Two funds, Heating Fund and Creche Refurb, had small negative balances at the end of 2024. For both, income was received in early 2025 to balance the funds and the funds were closed during 2025.

7c Capital Fund

Fund Name	Balance at 1st Jan	Income	Expenditure	Revaluation	Balance at 31st
	2024				Dec 2024
Capital Fund	2,102,527	-	-	-	2,102,527

Capital Fund – Prior Year

Fund Name	Balance at 1st Jan	Income	Expenditure	Revaluation	Balance at 31st
	2023				Dec 2023
Capital Fund	2,102,527	-	-	-	2,102,527

The capital fund represents the value of the church properties – the main church buildings on Wickham Road, and the church manse.

8. Pension Scheme

The Church is a participating employer in the Baptist Pension Scheme (“the Scheme”), which is a separate legal entity administered by the Pension Trustee (Baptist Pension Trust Limited). The assets of the Scheme are held separately from those of the Employer and the other participating employers.

The Scheme, previously known as the Baptist Ministers’ Pension Fund, started in 1925, but was closed to future accrual of defined benefits on 31 December 2011. Prior to this date the main benefit provided through the Defined Benefit (DB) Plan was a pension of one eightieth of final minimum pensionable income for each year of pensionable service together with additional pension in respect of premiums paid on Pensionable Income in excess of Minimum Pensionable Income.

From January 2012, pension provision is being made through the Defined Contribution (DC) Plan within the Scheme. In general, members pay 8% of their Pensionable Income and employers pay 6% of members’ Pensionable Income into individual pension accounts, which are operated and managed on behalf of the Pension Trustee by Broadstone Corporate Benefits Ltd.

Notes to the Financial Statements

For the year ended 31 December 2024

8. Pension Scheme (continued)

In addition, the employer pays a further 4% of Pensionable Income to cover Death in Service Benefits, administration costs, and an associated insurance policy which provides income protection for Scheme members if they are unable to work due to long-term incapacity. This income protection policy has been insured by the Baptist Union of Great Britain with Aviva Limited.

The Scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. Because it is not possible to attribute the Scheme's assets and liabilities to specific employers, the scheme is accounted for as if the Scheme were a defined contribution scheme.

The Ministers are eligible to join the Scheme.

Actuarial valuation as at 31 December 2019

A formal valuation of the DB Plan as at 31 December 2019 was carried out by a professionally qualified Actuary using the Projected Unit Method. At the valuation date the market value of the DB Plan assets was £298 million, whilst the level of assets needed to pay benefits was £316m, giving a deficit of £18m (equivalent to a past service funding level of 94%). The Church and the other participating employers in the DB Plan are collectively responsible for funding this deficit.

The key financial assumptions underlying the valuation were as follows:

<u>Type of assumption</u>	<u>% pa</u>
RPI price inflation assumption	3.20
CPI price inflation assumption	2.70
Minimum Pensionable Income Increase Adjustment (above CPI)	0.50
Pre-retirement assumed investment returns (gilt yield plus 1.75% pa)	2.95
Post retirement assumed investment returns (including benefits matched by the insurance policy) (gilt yield plus 0.5% pa)	1.70
Minimum Pensionable Income increases (CPI plus 0.5%)	3.20
Deferred pension increases (based on RPI)	
Pre April 2009	3.20
Post April 2009	2.50
Pension increases	
Based on CPI with an annual floor of 0% and annual cap of 5%	2.70

Notes to the Financial Statements For the year ended 31 December 2024

8. Pension Scheme (continued)

Mortality is assumed in accordance with 80% of the S3NA standard mortality table. Future improvements projected from 2013 in line with the “CMI 2019” projection with a long-term rate of improvement of 1.75% p.a. for males and 1.5% p.a. for females with the core smoothing parameter and with additional initial mortality improvement factor A=0.5%.

The next actuarial valuation of the DB Plan within the Scheme was due to take place not later than as at 31 December 2022. However, the DB Plan is to be wound up, and the process to wind it up was started with effect from 31st March 2024 and therefore no valuation is due to take place.

Recovery Plan

In addition to the contributions to the DC Plan set out above, where a valuation of the DB Plan reveals a deficit the Trustee and the Council agree to a rate of deficiency contributions from churches and other employers involved in the DB Plan. Following the 2019 valuation a Recovery Plan was signed in September 2020 under which deficiency contributions are payable until June 2026.

On 30th June 2022 the Baptist Pension Scheme signed an agreement with the insurance company Just Group (“Just”) to secure DB Plan members’ pension benefits. Just are now providing financial backing for all pensions provided through the Scheme’s DB Plan and following this transaction, the Scheme no longer has a shortfall. An updated Recovery plan was then signed in August 2022 under which recovery contributions from each participating employer in the DB Plan reduced to £1 per month from August 2022. These contributions ceased in November 2024, as the scheme was no longer in deficit. The outstanding deficiency contributions due under the Recovery Plan up to November 2024 are not considered material and therefore have not been included in the balance sheet.

9. Related party transactions and trustee’s expenses and remuneration

No trustees were remunerated as part of their role as trustees.

The following trustees were also employed by the church in the following capacities and as such received remuneration as part of their employment:

Mr Jonathan Hills (Senior Minister)
Gross Salary - £38,179 (2023: £35,377)

Notes to the Financial Statements
For the year ended 31 December 2024

Employer Pension Contributions - £4,817 (2023: £4,489)

Was also provided with manse accommodation.

Mrs Sara Kennett (Minister)

Gross Salary (incl. accommodation allowance) - £34,335 (2023: £32,232)

Employer Pension Contributions - £3,433 (2023: £3,187)

The following close relatives of trustees were employed by the church in the following capacities:

Mr Stuart Kennett (Youth Worker)

Gross Salary - £30,490 (2023: 28,252)

Employer Pension Contributions - £727 (2023: 660)

No trustees incurred expenses whilst fulfilling their role as trustees.

The trustees made aggregate unrestricted donations totalling £27,617 (2023: £30,975).

WEST WICKHAM AND SHIRLEY BAPTIST CHURCH

England & Wales - Charity number 1166796

Accounts

West Wickham & Shirley Baptist Church



Annual Report and Accounts 2023

(Charity Reg. No. 1166796)

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**Legal and Administrative Information
for the year ending 31st December 2023**

Charity Name

West Wickham & Shirley Baptist Church

Registered Address

Corner of Wickham Road & Monks Orchard Road, Croydon, CR0 8EH

Charity registration number

1166796

Governing document:

Church Constitution originally dated April 2016, revised March 2019.

Objects of the Charity

The principal 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.

The Church has been inspired to embrace the vision to become like '*A City on a Hill*' in the context of Matthew's Gospel, ch. 5 verse 14 and consequently adopted the following Mission Statement: "*Transforming lives and communities with the power of God's love.*"

Trustees

The Trustees who served during the year or who were serving at the date of this report were:

Rev Jonathan Hills	(Chair, Senior Minister)
Rev Sara Kennett	(Minister)
Mr Clifford Underhay	(Secretary)
Mr Paul Bradbury	(Treasurer)
Mr Philip Jenkins	
Mr. Neil Selby	
Mr Okenna Nzelu	
Mrs June George	(started 01/01/2024)
Mrs Marilyn Boggust	(started 01/01/2024)

Key Management Personnel

Those in charge of planning, directing, controlling, running and operating the church, including those members of staff who are the senior management personnel to whom the trustees have delegated significant authority or responsibility in the day-to-day running of the charity, are the Trustees, Ministry Leaders, Boys' Brigade Captain, Girls' Brigade Captain, and Youth & Children's Worker.

**Legal and Administrative Information
for the year ending 31st December 2023**

Bankers

Lloyds Bank, 137 North End, Croydon, CR0 1TN

Natwest Bank, 33 High St, West Wickham BR4 0LR

Teachers Building Society, Allenvie House, Hanham Road, Wimborne, Dorset, BH21 1AG

Baptist Union Corporation Ltd, Baptist House, 129 Broadway, Didcot, Oxon, OX11 8RT

Independent Examiner

John Helm ACA, Tandem Accounting, 17 Heathville Road, London N19 3AL

**Annual Report of the Trustees
for the year ending 31st December 2023**

The Trustees submit their annual report and the financial statements of West Wickham & Shirley Baptist Church (“the Church”) for the year ended 31 December 2023. The financial statements have been prepared in the format prescribed by the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP2015 (FRS102)) and the Financial Reporting Standard 102. The legal and administrative information set out earlier in this document forms part of this report.

Going Concern

Each year it is the Trustee’s responsibility to state whether or not the annual accounts have been drawn up on a going concern basis (see the accounting policy note on page 17). Going concern is the assumption that an entity, in this case the Church, has the resources (financial or otherwise) needed to continue operating for the foreseeable future and in particular, for at least 12 months from the date of approval by the Trustees of these annual accounts. If the going concern principle did not apply, then the accounts would be drawn up on an insolvent basis.

The Trustees have reviewed its financial forecast for 2024. This review indicates that the church’s income is expected to meet its expenditure in 2024. Accordingly, it has concluded that it is appropriate to prepare the 2023 Accounts on a going-concern basis and that it is not necessary to make any adjustment to these accounts as a result of the current situation. The Trustees will continue to keep both the short-term and longer-term impact under review, ensuring that the financial situation of the church is reviewed on a monthly basis, and is coupled with a robust budgeting process.

Annual Report of the Trustees for the year ending 31st December 2023

1. Structure, Governance & Management

Trustees are responsible for the day-to-day management of the Church's business in accordance with the Church's objects. Trustees are elected by the Church members' meeting. Trustees will normally serve a term of office of three years but can be re-elected at the end of their first and any subsequent terms.

Trustees usually meet 10 times per year to discuss a full range of matters relating to finance, fabric of the buildings, general administration, the implementation of the church constitution and responsibility for the keeping of the church membership roll.

The financial aspects of the church are the responsibility of the Trustees, but they are managed on a day-to-day basis by the Treasurer, the Finance Group (who are responsible for reviewing the finances and suggesting matters of policy to the trustees), the Offering Counting Team and the Treasurers for the auxiliary departments (e.g. Boys' Brigade, Girls' Brigade).

None of the Church's Trustees, with the exception of the Ministers, receive remuneration.

The induction process for any church member newly-appointed as a Trustee comprises an initial meeting with the Minister and receipt of copies of:

- the Church Constitution
- the most recent financial statements
- the Charity Commission's guidance 'The Essential Trustee'
- the Baptist Union Guideline Leaflet C15 'Help I'm a Charity Trustee'.

Church Members

Church Membership is open to those who:

- accept the Beliefs of the Church;
- commit themselves to serving Christ within the Church and beyond;
- abide by the decisions of the Church Members' Meeting;
- acknowledge their responsibilities as Church Members; and
- have their membership application accepted by the Church Members' Meeting.

Church Members share in the responsibility for the finances, administration, maintenance and activities of the church and elect the Church Leadership. Church Members meet regularly each year for business meetings and receive reports from the Church Leadership.

Risk & Risk Management

The church and its activities operate with the confidence and assurance of God's provision and protection. Nevertheless, the trustees are aware of the ever-changing risks that the church is exposed to which could affect its ability to fulfil its objectives and purposes. The trustees have put in place a risk management framework supported by a risk management policy and a culture of creating and managing risk assessments for activities to which they are appropriate.

Annual Report of the Trustees for the year ending 31st December 2023

An assessment of the major risks that the church faces is routinely reviewed by the trustees and mitigating controls are put in place and reviewed. Where controls are considered to require additional work to reduce the risk to an acceptable level, a clear action plan and ownership is put in place.

At a high-level the areas of risks identified and monitored by the trustees include:

Risk Area	Mitigating Controls
Safeguarding and safety of anyone involved in church activities	Safeguarding team, safeguarding policy, safeguarding training. Health & Safety policy & risk assessments. Individual activity risk assessments.
Alignment of church activities to the charitable objects/purposes	Appropriate level of leadership and internal reporting, clear communication of church objectives to leaders/volunteers.
Proper management of financial resources	Financial controls & procedures, budgeting process, reserves policy, five year property plan.
Compliance with legislation	Regularly reviewed set of policies covering all areas of church life. Staff/volunteer training.

2. Activities

In fulfilling its purpose, the Church will engage in a range of activities either on its own or with others that will vary from time to time with activities being initiated, expanded, or closed, as appropriate. When planning our activities for the year, the trustees have considered the Charity Commission's guidance on public benefit. In particular, we try to enable ordinary people to live out their faith as part of our church and local community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the local area.
- Missionary and outreach work.
- Sunday School, Boys' & Girls' Brigades & Youth Work.

To facilitate this work, it is important that we maintain the fabric of the church buildings.

The Activities may include but are not restricted to:

- regular public worship, prayer, Bible study, preaching and teaching;
- baptism, as defined in the Baptist Union's Declaration of Principle;
- the Communion of the Lord's Supper which shall normally be observed at least once a month;
- evangelism and mission, locally, regionally, nationally and internationally;
- the teaching, encouragement, welcome and inclusion of young people;

Annual Report of the Trustees for the year ending 31st December 2023

- nurture and growth of Christian disciples;
- education and training for Christian and community service;
- giving and encouraging pastoral care; and
- supporting and encouraging charitable social action in the United Kingdom and overseas.

The Church runs a range of activities and organisations for all age-groups. The motivation for all of these has been to demonstrate God's love to the community, to reach out in His name, to bring people into a saving knowledge of His love, to draw them into the Fellowship of His Church and to build up the Church Family.

The activities and organisations normally taking place are:

For Children and Parents:

- **Toddlers:** For children aged 0-4 and accompanying adults, a sports themed activity branded as Pickle Sports with toys and games, chat, friendship and support.
- **Rhyme Time:** For children aged 0-5 and accompanying adults, with music, chat, friendship and support.

For Young People

- **Girls' Brigade & Boys' Brigade:** Both Brigade organisations have a range of classes and activities for every age group from 5 to 22, some leading to Brigade Awards and Duke of Edinburgh's Awards. They are also involved in regional activities and competitions.
- **'Bible Study'/Youth Group:** An opportunity for young people to go deeper in their worship, prayer and faith. Social events and activities take place together with two youth weekends a year.
- **West Wickham & Shirley Baptist Church (WWSBC) Football Academy:** Meets on Saturday Mornings during term time at Forest Academy school, Bridle Road, Shirley for children aged 5 to 16, run in connection with 'Kick London' (Registered Charity).

For Adults

- **Small groups:** Monthly or more frequently, different times of day or evening. 16 small groups meeting for Bible Study, prayer, fellowship, social activities and mutual support.
- **Prayer events:** monthly meetings for prayer offering different styles and themes, including Mission, world issues, etc.
- **Morning Bible Study:** Friday Mornings. This is also one of the Church's small groups.
- **Lunch Club:** Monday and Thursday lunchtimes. Mostly for older people, a cooked meal, friendship, chat and low-key activities, this is run in partnership with Shirley Neighbourhood Care Scheme
- **Art Group:** Friendship and art activities.
- **Occasional or Annual Activities,** including: Pancake Morning, Hot-cross bun Coffee Morning, Easter Egg hunt, Harvest tea, Christmas Lunch/Carol Service.
- **Courses:** Training courses including: Bright Lights Teachers' training, Safeguarding and Newcomers welcome courses.

Annual Report of the Trustees for the year ending 31st December 2023

- **Connect Groups:** Interest-based groups which allow people to get to know each other in an informal setting – Board Games, Amblers, Ramblers, Knit & Natter, Curry Club for men.

3. Achievements & Performance

During 2023 the church's activities continued to develop its commitment to becoming a centre for the local community adopting the theme 'Helping Build a Better Community'. This included the continuation of the Baby Bank, and the establishment of a trial 'Pantry', a franchise of the National initiative 'Your Local Pantry'.

During 2023 a coffee shop was constructed inside the Sanctuary together with a newly installed soft-play area which not only serves Rhyme Time and Pickle Sports but opens to the public on three days per week. This is an opportunity for church members and volunteers to serve the local community and to offer support to those seeking a place of welcome.

During the year we were pleased for our Green Group to establish a Gardening Club meeting regularly each week who set about transforming the church garden and surrounding flower beds, constructing a raised bed for growing flowers and vegetables as well as installing bird boxes and a rainwater capture butt.

In order to encourage healthy travel, the Green Group also installed a cycle rack for visitors to use.

In June we were pleased to receive the Eco Church Bronze Award. The Green Group will seek to gain the next level award!

During the summer we upgraded our heating system by installing a combination of high efficiency Gas boilers, air source heat pumps, and Wi-Fi thermostats in order to reduce the church's use of fossil fuels and to increase the efficiency of the system and improve the comfort of the users of the premises.

During 2023 we were pleased to establish a connection to a football outreach project in deprived areas in Colombia through a connection to one of our church members. We hope this connection will develop into an ongoing support for the project.

The church is pleased to be able to offer specific targeted support to Ukraine through the provision of medical supplies and facilitate fund-raising activities by the local Ukrainian community.

In 2023 we were pleased to hold a baptismal service where two of our young people made public professions of faith by being baptised.

A massive thank you goes to all those involved in running these activities and keeping the mission of the church going.

Annual Report of the Trustees for the year ending 31st December 2023

4. Financial review

Traditionally the church's main sources of funding are the free-will offerings of church members, and others in attendance at church meetings, and income from hiring out the church's premises and facilities. From 2020 through 2022 the church's income from weekly offerings and rental income reduced due to the non-availability of the church premises, however these have started to move towards pre-Covid levels during 2022 and 2023. Furthermore, the church membership has continued to support the church financially and many people who would normally give through the offering have transferred to other methods of giving.

Financial Activity and Financial Position

The Statement of Financial Activities and Balance Sheet can be found on pages 15 and 16 respectively. The Church's total reserves and free reserves decreased by £46,127 during the year. This was largely due to the expenditure on a replacement heating system and fit-out of the church coffee hub. The balance sheet shows total net assets of £2,220,936 at the end of 2023.

The church has maintained a strong financial position at the end of 2023, due mainly to the generous levels of giving by members of the congregation.

Included in total funds are amounts totalling £7,852 which are restricted. These monies have either been raised for, and their use is restricted to specific purposes, or they comprise donations subject to donor-imposed conditions. More details of these restricted funds can be found in note 8 to the accounts together with an analysis of movements in the year.

The building project was re-based to focus its attention on the creation of a coffee shop, and the re-purposing of various existing rooms to meet the needs of future projects based around the church being a Hub for the Community. This work was started during 2023 with the creation of a coffee hub within the church sanctuary, with soft-play area. Additionally, rooms were re-purposed to create space for the Baby Bank and Pantry.

In addition to the above funds the church runs several other restricted funds for particular purposes. This includes funds for giving to other organisations such as Baptist Home Mission and Baptist Missionary Society. The Plummer Fund, named after a church member who left a generous bequest, is designated for assistance to young people who undertake missionary work in other countries.

Towards the end of 2023 the coffee hub opened for trading three half-days per week, selling coffee and refreshments, providing a space for the community to meet. Currently this activity is fully operated by volunteers.

During 2023 the church opened an additional bank account, at Nat West, to provide a local mechanism for banking cash (in response to the closure of the local Lloyds branch) and also to provide a banking facility for the Hub activities.

Annual Report of the Trustees for the year ending 31st December 2023

Reserves Policy

The Trustees have established a Reserves Policy which aims to maintain a level of reserves equivalent to three month's average expenditure. The Church believes this is a reasonable and prudent level but would permit variations from this amount where circumstances warrant this. This would be, for instance, where expenditure is so urgent that to delay it would result in even higher costs later. If this situation should arise, then the Church would make plans to rebuild the reserves as quickly as possible.

At 31 December 2023 the church had free reserves of £105,748 (2022: £151,875) as follows:

	2023 £	2022 £
Total reserves	2,220,936	2,288,616
Less: restricted funds	(12,661)	(34,214)
Less: capital funds	(2,102,527)	(2,102,527)
Free reserves	105,748	151,875
Free reserves requirement:		
3 month's budgeted routine expenditure	50,000	50,000

Volunteers

The Church is heavily dependent on its membership and congregation working as volunteers in all aspects of the church's activities, many of which run with little or no impact on the church's expenditure, but nevertheless contribute substantially to the achievement of the church's objectives. No accounting for this time and effort has been included in the financial statements.

**Annual Report of the Trustees
for the year ending 31st December 2023**

5. Plans for Future Periods

As the church moves forward into 2024 the church will seek to continue to serve the community by continuing our current activities and developing other means of service and outreach.

We will continue to develop the Baby Bank as usage has demonstrated a big demand for this amongst the parents/carers of our Rhyme Time and Pickle Sports attendees. In addition, we are in communication with other local charities together with the London Boroughs of Croydon and Bromley Social Services who are demonstrating a wider demand for this service.

Due to the demand of the 'Pantry', we will further develop the 'Pantry' as part of the National charity 'Your Local Pantry'. From an initial trial it has become clear that there is a greater demand for this service, and we will seek to increase capacity in order that more customers might be accommodated.

The church is seeking to establish itself as a hub for the local community and will actively seek to promote this concept through future developments of 'The Hub' coffee shop and soft play area; we will seek to engage with other agencies in order to provide a warm, convenient, safe place where people of all ages and backgrounds can find a welcome. In addition, we will explore the opportunities to expand the reach of The Hub by providing other activities in partnership with other agencies and Local Authorities – e.g. LB Croydon, LB Bromley, NHS.

Annual Report of the Trustees for the year ending 31st December 2023

6. Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

7. Approval

The report of the Trustees was approved by the Trustees on 10th September 2024 and signed on its behalf by:



Cliff Underhay
Trustee

**Independent Examiner's Report to the Trustees of West Wickham & Shirley Baptist Church
for the year ending 31st December 2023**

I report on the accounts of the Church for the year ended 31 December 2023 which are set out on pages 15 to 29 of the charity report and accounts.

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 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;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the church as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. 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.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mr John Helm
17 Heathville Road
London
N19 3AL



Date 30th September 2024

Statement of Financial Activities for the year ending 31st December 2023

	Notes	<----- 2023 (current year)----->				<----- 2022 (prior year)----->			
		Unrestricted Funds	Restricted Funds	Capital Funds	Total Funds	Unrestricted Funds	Restricted Funds	Capital Funds	Total Funds
		£	£	£	£	£	£	£	£
Income and endowments from:									
Donations and legacies	2	201,046	32,179	-	233,225	166,009	825	-	166,834
Charitable activities	2	677	9,755	-	10,432	1,628	17,254	-	17,390
Other trading activities	2	12,814	3,727	-	16,541	20,510	-	-	20,510
Investment Income	2	1,855	-	-	1,855	1,492	-	-	1,492
Total		216,392	45,661	-	262,053	189,639	18,079	-	206,226
Expenditure on:									
Charitable activities	3	262,519	67,214	-	329,733	193,041	17,316	-	210,357
Total		262,519	67,214	-	329,733	193,041	17,316	-	210,357
Net income		(46,127)	(21,553)	-	(67,680)	(4,894)	763	-	(4,131)
Transfers between funds		-	-	-	-	-	-	-	-
Other recognised gains/(losses):									
Gains/(losses) on revaluation of fixed assets		-	-	-	-	-	-	-	-
Net movement in funds		(46,127)	(21,553)	-	(67,680)	(4,894)	763	-	(4,131)
Reconciliation of funds:									
Total funds brought forward		151,875	34,214	2,102,527	2,288,616	156,769	33,451	2,102,527	2,292,747
Total funds carried forward		105,748	12,661	2,102,527	2,220,936	151,875	34,214	2,102,527	2,288,616

Balance Sheet

As at 31 December 2023

	Notes	Unrestricted Funds	Restricted Funds	Capital Funds	Total Funds 2023	Total Funds 2022
		£	£	£	£	£
Fixed Assets:						
Tangible assets	4	6,987	-	2,102,527	2,109,514	2,110,538
Total Fixed Assets		6,987	-	2,102,527	2,109,514	2,110,538
Current Assets:						
Debtors	5	8,680	3,851	-	12,531	6,246
Prepayments	5	2,354	-	-	2,354	-
Cash at bank and in hand		93,037	9,721	-	102,758	174,636
Total Current Assets		104,071	13,572	-	117,643	180,882
Current Liabilities:						
Creditors: Amounts falling due within one year	6	5,310	911	-	6,221	2,804
Net Current assets		98,761	12,661	-	111,422	178,078
Total assets less current liabilities		105,748	12,661	2,102,527	2,220,936	2,288,616
Other Liabilities:						
Defined Benefit Pension Scheme Liability	7	-	-	-	-	-
Total net assets		105,748	12,661	2,102,527	2,220,936	2,288,616
The funds of the charity:						
Unrestricted funds	8	105,748	-	-	105,748	151,875
Restricted income funds	8	-	12,661	-	12,661	34,214
Capital funds	8	-	-	2,102,527	2,102,527	2,102,527
Total charity funds		105,748	12,661	2,102,527	2,220,936	2,288,616

The financial statements were approved by the Trustees on 10th September 2024 and signed on its behalf by:

Paul Bradbury
Trustee



The notes on pages 17 to 29 form part of these accounts.

Notes to the Financial Statements For the year ended 31 December 2023

1. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of accounting

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Charities Statement of Recommended Practice (Charities SORP (FRS 102)) and Financial Reporting Standard 102 (FRS 102). The accounts have also incorporated the amendments defined in Update Bulletin 1 to the Charities SORP (FRS 102), published on 2 February 2016. The financial statements are drawn up on the historical cost basis of accounting except for the revaluation of the residential freehold land and building which is shown at market value.

The financial statements include all transactions, assets and liabilities for which the Church is responsible in law. They do not include the accounts of church groups that owe an affiliation to another body or those that are informal gatherings of church members.

The Church meets the definition of a public benefit entity under FRS 102.

Going Concern

There are no material uncertainties about the charity's ability to continue as a going concern and accordingly the accounts have been drawn up on a going concern basis.

Income recognition

Voluntary income and donations (including legacies) are accounted for once the Church has entitlement to the income, it is probable the income will be received and the amount of income receivable can be reliably measured. Income from the recovery of tax on gift aided donations is accounted for in the period to which the relevant donation is received. Grant income is recognised on a receivable basis.

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

The income from trading activities includes rental income from the letting of church premises which is accounted for when earned.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Church; this is normally upon notification of the interest paid or payable by the bank.

Notes to the Financial Statements For the year ended 31 December 2023

1. Accounting Policies (continued)

Expenditure recognition

Expenditure is accrued as soon as a liability is considered probable, and the amount of obligation can be measured reliably. Longer term liabilities are discounted to present value. The Church is not registered for VAT and accordingly expenditure includes VAT where appropriate.

Charitable expenditure includes those costs in fulfilling the Church's principal objects, as outlined in the Report of the Trustees. These include governance costs which comprise all costs involving the public accountability of the Church and its compliance with regulation and good practice. These costs include costs related to the independent examination and legal fees.

The church pays pension contributions into the Baptist Pension Scheme, a final salary defined benefit scheme for contributions until 31 December 2011 and a defined contribution scheme for contributions made thereafter. The scheme is a multi-employer scheme and it is not possible to identify the assets and liabilities of the scheme which are attributable to the church. The scheme is therefore accounted for as a defined contribution scheme, with contributions payable to the scheme being accounted for on an accruals basis. In addition, the church currently pays contributions towards a deficit on the defined benefit scheme. The deficit, discounted to present value, is fully provided in these accounts and the charge to the income and expenditure account, which is included in the total pension cost, is the element of the movement in the provision which relates to the movement in the discount.

Rentals under operating leases are charged as incurred over the term of the lease.

Tangible Fixed Assets

Tangible fixed assets are accounted for as follows:

- The church land and buildings are stated at the 2016 insurance cost of rebuild. Depreciation is not provided as the estimated residual value is considered to be the same or higher than the carrying value of the property in the accounts.
- The church manse is stated at valuation, with the most recent estimated valuation taking place as at 31 December 2021 and the next valuation is expected to take place for the year ended 31 December 2026. Depreciation is not provided as the estimated residual value is considered to be the same or higher than the carrying value of the property in the accounts.
- The cost of any furniture, fittings and equipment, of value at least £2,500, is capitalised in these accounts. The cost less any expected residual value, is depreciated on a straight line basis over the effective useful life of the asset, which has been estimated as three years.

Debtors

Debtors are included at the settlement amount due. Prepayments are valued at the amount prepaid.

Notes to the Financial Statements

For the year ended 31 December 2023

1. Accounting Policies (continued)

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of opening of the deposit.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation arising from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are recognised at their settlement amount.

Fund accounting

The funds held by the charity are either:

- Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
- Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.
- Capital funds – this is the value of property, namely the church buildings and the manse.

2. Income

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
Donations and legacies				
Gift Aided Donations	119,544	19,685	139,229	106,682
Donations	30,445	7,000	37,445	16,156
Tax Recovered	34,514	4,921	39,435	29,814
Offering	16,543	573	17,116	14,182
Bequest / Legacy	-	-	-	-
Total	201,046	32,179	233,225	166,834
Charitable Activities				
Fees/Contributions	-	5,077	5,077	4,565
Other Income	677	4,678	5,355	12,825
Total	677	9,755	10,432	17,390
Other trading activities				
Letting Income	12,814	-	12,814	20,510
Coffee Hub Sales	-	3,727	3,727	-
Total	12,814	3,727	16,541	20,510
Investment Income				
Bank Interest	1,855	-	1,855	1,492
Grand Total	216,392	45,661	262,053	206,226

Notes to the Financial Statements

For the year ended 31 December 2023

3. Expenditure on charitable activities

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
Staff Costs (see note below)	146,407	-	146,407	117,588
Building Maintenance	55,572	33,830	89,402	23,248
Equipment/Materials	12,517	9,373	21,890	10,356
Utilities	19,582	-	19,582	16,413
Subs/Fees	5,389	8,863	14,252	6,316
Youth & Children	3,726	7,659	11,385	8,243
Depreciation (Equipment)	8,164	-	8,164	8,656
Grants/Gifts (see note below)	2,506	2,846	5,352	9,726
Insurance	3,098	-	3,098	3,778
Coffee Hub Costs	-	3,317	3,317	-
Office/Printing etc	1,906	163	2,069	1,889
Operating Lease (Photocopier)	1,498	-	1,498	1,498
Publicity	94	1,140	1,234	188
Ind. Examiner's Fee	1,000	-	1,000	1,010
Staff Expenses	729	-	729	549
Preaching Fees	330	-	330	331
Other	1	23	24	568
Building Development	-	-	-	-
Total	262,519	67,214	329,733	210,357

3a Staff Costs

	2023	2022
	£	£
Gross pay	129,923	120,960
Pension contributions	9,023	11,074
Pension contributions (Liability Adj)	-	(22,600)
Employers NI	11,657	11,010
Employment Allowance	(5,000)	(5,000)
Staff Training	108	1,490
Other Payroll Costs	696	654
Total	146,407	117,588

The average number of staff employed during 2023 is:

Average Head Count	-	5	(2022 – 5)
Average Full Time Staff	-	4	(2022 – 4)
Average Part Time Staff	-	1	(2022 – 1)
Average Full-time Equivalent	-	4.5	(2022 – 4.5)

Notes to the Financial Statements

For the year ended 31 December 2023

3. Expenditure on charitable activities (continued)

No employees (2022: none) received employee benefits (excluding employer pension costs) of more than £60,000 during the year.

There was no material liability for paid annual leave or sick leave at the end of the reporting period (2022: none), and so no liability has been included in the accounts.

The Church is an employer participating in a pension scheme known as the Baptist Pension Scheme (“the Scheme”). The Scheme is a separate legal entity which is administered by the Pension Trustee (Baptist Pension Trust Limited). The Senior Minister and Minister are eligible to join the Scheme, which is not contracted out of the State Second Pension. A detailed description of the scheme’s surplus/deficit and how it affects the charity is provided in note 9.

3b. Analysis of Grants

Grants by Recipient Type		Grants by Institution	
	£		£
Grants to Institutions	3,969	Shirley Neighbourhood Care	2,170
Grants to Individuals	1,383	Baptist Missionary Society	647
Total	5,352	George Muller Charitable Trust	520
		London Baptist Association	356
Grants by Nature of Activity		Pilgrims Hospice	136
	£	Shrublands Foodbank	125
Alleviation of Suffering/Poverty	3,829	Other	15
Christian Outreach	1,523	Total	3,969
Total	5,352		

Notes to the Financial Statements
For the year ended 31 December 2023

4. Tangible Fixed assets

Cost or valuation	Freehold land and buildings		
	Church	Manse	Total
	£	£	£
At 1 st January 2023	1,602,527	500,000	2,102,527
At 31 st December 2023	1,602,527	500,000	2,102,527

The capital fund includes the valuation for the church buildings and manse. The church building is included at its 2016 insurance value, while the manse is included at market value. A policy of revaluing the manse every 5 years has been agreed, with the next revaluation due in 2026.

Cost or valuation	Equipment, Furniture & Fittings			
	Net Book Value @ 31/12/2022	Acquisitions during 2023	Depreciation during 2023	Net Book Value @ 31/12/2023
	£	£	£	£
Equipment	8,011	7,140	8,164	6,987

Notes to the Financial Statements

For the year ended 31 December 2023

5. Debtors and prepayments

	2023 £	2022 £
Prepayments	2,354	0
Other debtors	12,531	6,246
Total	14,885	6,246

Prepayments consists of insurance policies and music licenses incepting in 2023 but covering part of 2024.

Other debtors consist of £12,531 which is tax recoverable £12,027 on Gift Aided donations and £504 which is invoiced charges related to the hire/use of the church building (all received during 2024).

6. Creditors: amounts falling due within one year

	2023 £	2022 £
Loans and overdrafts	0	0
Other creditors	6,221	2,804
Total	6,221	2,804

Other creditors consist of £6,221 representing general purchases of equipment & materials which were purchased in 2023 but for which the invoice was not received, or payment not made, until early 2024 and independent examination fees of £2,050 (covering both 2022 & 2023 accounts).

7. Provisions

	2023 £	2022 £
Balance brought forward	0	22,601
Deficit contributions made in the year	0	(2,860)
Interest cost	0	423
Remaining change to balance sheet liability	0	(20,164)
Balance carried forward	0	0

The provision for pension deficit liability was cleared in 2022. Further information on the pension scheme can be found in note 9.

Notes to the Financial Statements

For the year ended 31 December 2023

8. Fund description and movements

8a Unrestricted Funds

Fund Name	Balance at 1st Jan 2023	Income	Expenditure	Transfers	Balance at 31st Dec 2023
	£	£	£	£	£
Unrestricted Funds	84,115	216,392	201,273	-	99,233
Designated Funds					
Plummer Bequest	5,850	-	-	-	5,850
Global Legacy Fund	61,910	-	61,246	-	664
Total Designated Funds	67,760	-	61,246	-	6,514
Total Unrestricted Funds	151,875	216,392	262,519	-	105,748

Unrestricted Funds - Prior Year

Fund Name	Balance at 1st Jan 2022	Income	Expenditure	Transfers	Balance at 31st Dec 2022
	£	£	£	£	£
Unrestricted Funds	89,036	187,397	192,318	-	84,115
Designated Funds					
Plummer Bequest	5,823	750	723	-	5,850
Global Legacy Fund	61,910	-	-	-	61,910
Total Designated Funds	67,733	750	723	-	67,760
Total Unrestricted Funds	156,769	188,147	193,041	-	151,875

The Global Legacy Fund is a fund, created from a legacy left by a church member, which the church used during 2023 to partially fund the replacement of the church heating system and the fit-out of the church coffee hub.

The Plummer Bequest was a gift left to the church which was put aside to support young people from the church who embark on mission training or mission trips.

Notes to the Financial Statements

For the year ended 31 December 2023

8. Fund description and movements (continued)

8b Restricted Funds

Fund Name	Balance at 1st Jan	Income	Expenditure	Transfers	Balance at 31st
	2023				Dec 2023
Restricted Funds					
Heating Fund	-	26,006	26,006	-	-
Coffee Shop Development	12,500	7,125	19,625	-	-
Building Fund	7,130	-	6,313	186	1,003
Mothers & Toddlers	3,158	2,994	4,735	-	1,417
Hub Trading	-	3,907	3,317	-	590
Boys' Brigade	2,061	1,284	1,442	-	1,903
Fellowship Fund	-	500	1,047	1,093	546
Girls' Brigade	229	799	521	-	507
Home Mission	132	224	356	-	-
Baby Bank	-	616	101	-	515
BMS	538	-	-	-	538
Covid 19 Relief Fund	4,808	-	-	-	4,808
Other Funds	3,658	2,206	3,751	(1,279)	834
Total Restricted Funds	34,214	45,661	67,214	-	12,661

Restricted Funds – Prior Year

Fund Name	Balance at 1st Jan	Income	Expenditure	Transfers	Balance at 31st
	2022				Dec 2022
Restricted Funds					
Coffee Shop Development	12,500	-	-	-	12,500
Building Fund	7,370	-	240	-	7,130
Covid 19 Relief Fund	5,528	-	720	-	4,808
Mothers & Toddlers	2,566	1,773	1,181	-	3,158
Boys' Brigade	1,288	2,490	1,717	-	2,061
BMS	-	538	-	-	538
Girls' Brigade	474	302	547	-	229
Home Mission	37	132	37	-	132
NHS Vaccine Centre	(185)	8,389	8,204	-	-
Other Funds	3,873	4,455	4,670	-	3,658
Total Restricted Funds	33,451	18,079	17,316	-	34,214

Notes to the Financial Statements

For the year ended 31 December 2023

8. Fund description and movements (continued)

Descriptions of the main restricted funds are as follows:

The Coffee Shop Development fund are monies given specifically toward the Coffee Shop component of the hub development project.

The Building Fund represents funds given specifically for the church building re-development project.

The Boys' Brigade, Girls' Brigade and Mothers & Toddlers funds are held separately for the running of each organisation under the auspices of the church.

The other funds (e.g. BMS, Home Mission) represent monies given to the church for other charitable organisations that the church has chosen to support, in response to appeals throughout the year.

During 2023 the surplus funds from the CAP support fund, £1,093, were transferred to the fellowship fund to support small donations to alleviate poverty in the church and community. The surplus funds given to provide a bench at the front of the church, £186, were transferred to the building fund.

8c Capital Fund

Fund Name	Balance at 1st Jan 2023	Income	Expenditure	Revaluation	Balance at 31st Dec 2023
Capital Fund	2,102,527	-	-	-	2,102,527

Capital Fund – Prior Year

Fund Name	Balance at 1st Jan 2022	Income	Expenditure	Revaluation	Balance at 31st Dec 2022
Capital Fund	2,102,527	-	-	-	2,102,527

The capital fund represents the value of the church properties – the main church buildings on Wickham Road, and the church manse.

Notes to the Financial Statements

For the year ended 31 December 2023

9. Pension Scheme

The Church is a participating employer in the Baptist Pension Scheme (“the Scheme”), which is a separate legal entity administered by the Pension Trustee (Baptist Pension Trust Limited). The assets of the Scheme are held separately from those of the Employer and the other participating employers.

The Scheme, previously known as the Baptist Ministers’ Pension Fund, started in 1925, but was closed to future accrual of defined benefits on 31 December 2011. Prior to this date the main benefit provided through the Defined Benefit (DB) Plan was a pension of one eightieth of final minimum pensionable income for each year of pensionable service together with additional pension in respect of premiums paid on Pensionable Income in excess of Minimum Pensionable Income.

From January 2012, pension provision is being made through the Defined Contribution (DC) Plan within the Scheme. In general, members pay 8% of their Pensionable Income and employers pay 6% of members’ Pensionable Income into individual pension accounts, which are operated and managed on behalf of the Pension Trustee by Broadstone Corporate Benefits Ltd. In addition, the employer pays a further 4% of Pensionable Income to cover Death in Service Benefits, administration costs, and an associated insurance policy which provides income protection for Scheme members if they are unable to work due to long-term incapacity. This income protection policy has been insured by the Baptist Union of Great Britain with Aviva Limited.

The Scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. Because it is not possible to attribute the Scheme’s assets and liabilities to specific employers, the scheme is accounted for as if the Scheme were a defined contribution scheme.

The Ministers are eligible to join the Scheme.

Actuarial valuation as at 31 December 2019

A formal valuation of the DB Plan as at 31 December 2019 was carried out by a professionally qualified Actuary using the Projected Unit Method. At the valuation date the market value of the DB Plan assets was £298 million, whilst the level of assets needed to pay benefits was £316m, giving a deficit of £18m (equivalent to a past service funding level of 94%). The Church and the other participating employers in the DB Plan are collectively responsible for funding this deficit.

Notes to the Financial Statements

For the year ended 31 December 2023

9. Pension Scheme (continued)

The key financial assumptions underlying the valuation were as follows:

<u>Type of assumption</u>	<u>% pa</u>
RPI price inflation assumption	3.20
CPI price inflation assumption	2.70
Minimum Pensionable Income Increase Adjustment (above CPI)	0.50
Pre-retirement assumed investment returns (gilt yield plus 1.75% pa)	2.95
Post retirement assumed investment returns (including benefits matched by the insurance policy) (gilt yield plus 0.5% pa)	1.70
Minimum Pensionable Income increases (CPI plus 0.5%)	3.20
Deferred pension increases (based on RPI)	
Pre April 2009	3.20
Post April 2009	2.50
Pension increases	
Based on CPI with an annual floor of 0% and annual cap of 5%	2.70

Mortality is assumed in accordance with 80% of the S3NA standard mortality table. Future improvements projected from 2013 in line with the “CMI 2019” projection with a long-term rate of improvement of 1.75% p.a. for males and 1.5% p.a. for females with the core smoothing parameter and with additional initial mortality improvement factor A=0.5%.

The next actuarial valuation of the DB Plan within the Scheme is due to take place not later than as at 31 December 2022.

Recovery Plan

In addition to the contributions to the DC Plan set out above, where a valuation of the DB Plan reveals a deficit the Trustee and the Council agree to a rate of deficiency contributions from churches and other employers involved in the DB Plan. Following the 2019 valuation a Recovery Plan was signed in September 2020 under which deficiency contributions are payable until June 2026. These contributions were broadly based on each employer's membership at 31 December 2014 and increase annually in line with increases to Minimum Pensionable Income as defined in the Rules.

Notes to the Financial Statements For the year ended 31 December 2023

9. Pension Scheme (continued)

On 30th June 2022 the Baptist Pension Scheme signed an agreement with the insurance company Just Group (“Just”) to secure DB Plan members’ pension benefits. Just are now providing financial backing for all pensions provided through the Scheme’s DB Plan and following this transaction, the Scheme no longer has a shortfall. An updated Recovery plan was then signed in August 2022 under which recovery contributions from each participating employer in the DB Plan reduced to £1 per month from August 2022.

Due to the nature of the Scheme, the profit and loss charge to the General fund for the period represents the employer contributions payable plus the movement in the pension provision (excluding the deficit contributions made in the year). For this scheme the pension cost for the Church is £9,023.

10. Related party transactions and trustee’s expenses and remuneration

No trustees were remunerated as part of their role as trustees.

The following trustees were also employed by the church in the following capacities and as such received remuneration as part of their employment:

Mr Jonathan Hills (Senior Minister)

Gross Salary - £35,377

Employer Pension Contributions - £4,489

Was also provided with manse accommodation.

Mrs Sara Kennett (Minister)

Gross Salary (incl. accommodation allowance) - £32,232

Employer Pension Contributions - £3,187

The following close relatives of trustees were employed by the church in the following capacities:

Mr Stuart Kennett (Youth Worker)

Gross Salary - £28,252

Employer Pension Contributions - £660

No trustees incurred expenses whilst fulfilling their role as trustees. Three trustees had a total of £287 reimbursed for expenses incurred while on non-trustee church business. These expenses were limited to travel, accommodation, and subsistence.

The trustees made aggregate unrestricted donations totalling £30,975.

WEST WICKHAM AND SHIRLEY BAPTIST CHURCH

England & Wales - Charity number 1166796

Accounts

West Wickham & Shirley Baptist Church



Annual Report and Accounts 2022

(Charity Reg. No. 1166796)

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**Legal and Administrative Information
for the year ending 31st December 2022**

Charity Name

West Wickham & Shirley Baptist Church

Registered Address

Corner of Wickham Road & Monks Orchard Road, Croydon, CR0 8EH

Charity registration number

1166796

Governing document:

Church Constitution originally dated April 2016, revised March 2019.

Objects of the Charity

The principal 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.

The Church has been inspired to embrace the vision to become like '*A City on a Hill*' in the context of Matthew's Gospel, ch. 5 verse 14 and consequently adopted the following Mission Statement: "*Transforming lives and communities with the power of God's love.*"

Trustees

The Trustees who served during the year or who were serving at the date of this report were:

Rev Jonathan Hills	(Chair, Senior Minister)
Rev Sara Kennett	(Minister)
Mr Clifford Underhay	(Secretary)
Mr Paul Bradbury	(Treasurer)
Mr Philip Jenkins	
Mr. Neil Selby	
Mr Okenna Nzelu	

Key Management Personnel

Those in charge of planning, directing, controlling, running and operating the church, including those members of staff who are the senior management personnel to whom the trustees have delegated significant authority or responsibility in the day-to-day running of the charity, are the Trustees, Ministry Leaders, Boys' Brigade Captain, Girls' Brigade Captain, and Youth & Children's Worker.

**Legal and Administrative Information
for the year ending 31st December 2022**

Bankers

Lloyds Bank, 137 North End, Croydon, CR0 1TN

Teachers Building Society, Allenvie House, Hanham Road, Wimborne, Dorset, BH21 1AG

Baptist Union Corporation Ltd, Baptist House, 129 Broadway, Didcot, Oxon, OX11 8RT

Independent Examiner

John Helm ACA, 17 Heathville Road, London N19 3AL

**Annual Report of the Trustees
for the year ending 31st December 2022**

The Trustees submit their annual report and the financial statements of West Wickham & Shirley Baptist Church (“the Church”) for the year ended 31 December 2022. The financial statements have been prepared in the format prescribed by the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP2015 (FRS102)) and the Financial Reporting Standard 102. The legal and administrative information set out earlier in this document forms part of this report.

Going Concern

Each year it is the Trustee’s responsibility to state whether or not the annual accounts have been drawn up on a going concern basis (see the accounting policy note on page 16). Going concern is the assumption that an entity, in this case the Church, has the resources (financial or otherwise) needed to continue operating for the foreseeable future and in particular, for at least 12 months from the date of approval by the Trustees of these annual accounts. If the going concern principle did not apply then the accounts would be drawn up on an insolvent basis.

The impact of the cost-of-living crisis on the finances of our church family members, whose giving provides the bulk of our financial support, remains unclear but a significant reduction in support is not thought to be likely.

Against this background, the Trustees have reviewed its financial forecast for 2023. This review indicates that it may incur an increased deficit in 2023 but that its cash reserves are more than adequate to absorb that deficit. Accordingly, it has concluded that it is appropriate to prepare the 2022 Accounts on a going-concern basis and that it is not necessary to make any adjustment to these accounts as a result of the current situation. The Trustees will continue to keep both the short-term and longer-term impact under review, ensuring that the financial situation of the church is reviewed on a monthly basis, and is coupled with a robust budgeting process.

Annual Report of the Trustees for the year ending 31st December 2022

1. Structure, Governance & Management

Trustees are responsible for the day-to-day management of the Church's business in accordance with the Church's objects. Trustees are elected by the Church members' meeting. Trustees will normally serve a term of office of three years but can be re-elected at the end of their first and any subsequent terms.

Trustees usually meet 10 times per year to discuss a full range of matters relating to finance, fabric of the buildings, general administration, the implementation of the church constitution and responsibility for the keeping of the church membership roll.

The financial aspects of the church are the responsibility of the Trustees, but they are managed on a day-to-day basis by the Treasurer, the Finance Group (who are responsible for reviewing the finances and suggesting matters of policy to the trustees), the Offering Counting Team and the Treasurers for the auxiliary departments (e.g. Boys' Brigade, Girls' Brigade).

None of the Church's Trustees, with the exception of the Ministers, receive remuneration.

The induction process for any church member newly-appointed as a Trustee comprises an initial meeting with the Minister and receipt of copies of:

- the Church Constitution
- the most recent financial statements
- the Charity Commission's guidance 'The Essential Trustee'
- the Baptist Union Guideline Leaflet C15 'Help I'm a Charity Trustee'.

Church Members

Church Membership is open to those who:

- accept the Beliefs of the Church;
- commit themselves to serving Christ within the Church and beyond;
- abide by the decisions of the Church Members' Meeting;
- acknowledge their responsibilities as Church Members;
- have their membership application accepted by the Church Members' Meeting.

Church Members share in the responsibility for the finances, administration, maintenance and activities of the church and elect the Church Leadership. Church Members meet regularly each year for business meetings and receive reports from the Church Leadership.

Risk & Risk Management

The church and its activities operate with the confidence and assurance of God's provision and protection. Nevertheless, the trustees are aware of the ever-changing risks that the church is exposed to which could affect its ability to fulfil its objectives and purposes. The trustees have put in place a risk management framework supported by a risk management policy and a culture of creating and managing risk assessments for activities to which they are appropriate.

Annual Report of the Trustees for the year ending 31st December 2022

An assessment of the major risks that the church faces is routinely reviewed by the trustees and mitigating controls are put in place and reviewed. Where controls are considered to require additional work to reduce the risk to an acceptable level, a clear action plan and ownership is put in place.

At a high-level the areas of risks identified and monitored by the trustees include:

Risk Area	Mitigating Controls
Safeguarding and safety of anyone involved in church activities	Safeguarding team, safeguarding policy, safeguarding training. Health & Safety policy & risk assessments. Individual activity risk assessments.
Alignment of church activities to the charitable objects/purposes	Appropriate level of leadership and internal reporting, clear communication of church objectives to leaders/volunteers.
Proper management of financial resources	Financial controls & procedures, budgeting process, reserves policy, five year property plan.
Compliance with legislation	Regularly reviewed set of policies covering all areas of church life. Staff/volunteer training.

2. Activities

In fulfilling its purpose, the Church will engage in a range of activities either on its own or with others that will vary from time to time with activities being initiated, expanded, or closed, as appropriate. When planning our activities for the year, the trustees have considered the Charity Commission's guidance on public benefit. In particular, we try to enable ordinary people to live out their faith as part of our church and local community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the local area.
- Missionary and outreach work.
- Sunday School, Boys' & Girls' Brigades & Youth Work.

To facilitate this work, it is important that we maintain the fabric of the church buildings.

The Activities may include but are not restricted to:

- regular public worship, prayer, Bible study, preaching and teaching;
- baptism, as defined in the Baptist Union's Declaration of Principle;
- the Communion of the Lord's Supper which shall normally be observed at least once a month;

Annual Report of the Trustees for the year ending 31st December 2022

- evangelism and mission, locally, regionally, nationally and internationally;
- the teaching, encouragement, welcome and inclusion of young people;
- nurture and growth of Christian disciples;
- education and training for Christian and community service;
- giving and encouraging pastoral care;
- supporting and encouraging charitable social action in the United Kingdom and overseas.

The Church runs a range of activities and organisations for all age-groups. The motivation for all of these has been to demonstrate God's love to the community, to reach out in His name, to bring people into a saving knowledge of His love, to draw them into the Fellowship of His Church and to build up the Church Family.

The activities and organisations normally taking place are:

For Children and Parents:

- **Toddlers:** For children aged 0-5 and accompanying adults, with toys and games, chat, friendship and support. During 2022 our Toddler group changed its activities-based sessions to develop a sports themed activity branded as Pickle Sports.
- **Rhyme Time:** For children aged 0-5 and accompanying adults, with music, chat, friendship and support.

For Young People

- **Girls' Brigade & Boys' Brigade:** Both of the Brigade organisations have a range of classes and activities for every age group from 5 to 22, some leading to Brigade Awards and Duke of Edinburgh's Awards. They are also involved in regional activities and competitions.
- **'Bible Study'/Youth Group:** An opportunity for young people to go deeper in their worship, prayer and faith. Social events and activities take place together with two youth weekends a year.
- **West Wickham & Shirley Baptist Church (WWSBC) Football Academy:** Meets on Saturday Mornings during term time at Forest Academy school, Bridle Road, Shirley for children aged 5 to 16, run in connection with 'Kick London' (Registered Charity).

For Adults

- **Small groups:** Monthly or more frequently, different times of day or evening. 16 small groups meeting for Bible Study, prayer, fellowship, social activities and mutual support.
- **Prayer events:** monthly meetings for prayer offering different styles and themes, including Mission, world issues, etc.
- **Morning Bible Study:** Friday Mornings. This is also one of the Church's small groups.
- **Lunch Club:** Monday and Thursday lunchtimes. Mostly for older people, a cooked meal, friendship, chat and low-key activities.
- **Art Group:** Friendship and art activities.
- **Occasional or Annual Activities,** including: Pancake Morning, Hot-cross bun Coffee Morning, Easter Egg hunt, Harvest tea, Christmas Lunch/Carol Service.

Annual Report of the Trustees for the year ending 31st December 2022

- **Courses:** Training courses including: Bright Lights Teachers' training, Safeguarding and Newcomers welcome courses.
- **Connect Groups:** Interest-based groups which allow people to get to know each other in an informal setting – Board Games, Amblers, Ramblers, Knit & Natter, Curry Club for men.

3. Achievements & Performance

During 2022 the church's activities continued to return to normal with the Covid-19 lockdown restrictions being eased. Provision was made for socially distanced seating in the church services and services continued to be live-streamed for those not able to attend in-person services. In addition communication was maintained and social connections via the following:

- A weekly recorded service which was delivered through the YouTube platform.
- A WhatsApp group for communication and support.
- An increased social presence on Facebook
- Young People's Bible Study
- Home groups

A massive thank you goes to all those were involved in running these activities and keeping the mission of the church going.

During 2021 the church became a vaccination centre for the NHS. The centre operated on average for 3 to 4 days per week, and over 45,000 people received vaccinations. The centre continued until March 2022.

As the church started to return to normal activities, we were pleased to hold a baptismal service where two of our congregation made public professions of faith by being baptised.

In February 2022, we were saddened to hear of the Russian invasion of Ukraine causing the suffering of many Ukrainian people. This invasion caused many Ukrainian families to flee their homes and travel to other safe countries in Europe. The church was pleased to become a collection point of food, clothing, healthcare, and medical materials for our local community which was taken directly to distribution centres in Ukraine and other East European countries. The church has a direct connection with Ukraine as our Lunch Club chef is a Ukrainian national from Lviv and we were able to continue throughout 2022 supporting her and sending medical supplies to the Ukrainian army on the frontline.

In November 2022 the church was able to host and operate a 'BabyBank' where families could access clothes, toys, equipment, and healthcare items for babies and young children.

**Annual Report of the Trustees
for the year ending 31st December 2022**

4. Financial review

Traditionally the church's main sources of funding are the free-will offerings of church members, and others in attendance at church meetings, and income from hiring out the church's premises and facilities. From 2020 through 2022 the church's income from weekly offerings and rental income reduced due to the non-availability of the church premises, however these have started to move towards pre-covid levels during 2022. Furthermore the church membership has continued to support the church financially and many people who would normally give through the offering have transferred to other methods of giving.

Financial Activity and Financial Position

The Statement of Financial Activities and Balance Sheet can be found on pages 14 and 15 respectively. The Church's total reserves decreased by £4,131 during the year. The free reserves decreased by £27,495 but the long term pension liability reduced by £22,601. The balance sheet shows total net assets of £2,288,616 at the end of 2022.

The church has maintained a strong financial position at the end of 2022, due mainly to the generous levels of giving by members of the congregation.

Included in total funds are amounts totalling £34,214 which are restricted. These monies have either been raised for and their use is restricted to specific purposes, or they comprise donations subject to donor-imposed conditions. More details of these restricted funds can be found in note 8 to the accounts together with an analysis of movements in the year.

The building project has been re-based to focus its attention on the creation of a coffee shop, and the re-purposing of various existing rooms to meet the needs of future projects based around the church being a Hub for the Community.

In addition to the above funds the church runs several other restricted funds for particular purposes. This includes funds for giving to other organisations such as Baptist Home Mission and Baptist Missionary Society. The Plummer Fund, named after a church member who left a generous bequest, is designated for assistance to young people who undertake missionary work in other countries.

Reserves Policy

The Trustees have established a Reserves Policy which aims to maintain a level of reserves equivalent to three month's average expenditure. The Church believes this is a reasonable and prudent level but would permit variations from this amount where circumstances warrant this. This would be, for instance, where expenditure is so urgent that to delay it would result in even higher costs later. If this situation should arise, then the Church would make plans to rebuild the reserves as quickly as possible.

At 31 December 2022 the church had free reserves of £151,875 (2021: £179,370) as follows:

**Annual Report of the Trustees
for the year ending 31st December 2022**

	2022 £	2021 £
Total reserves	2,288,616	2,292,747
Less: restricted funds	(34,214)	(33,451)
Less: capital funds	(2,102,527)	(2,102,527)
Add: provision (long term)	0	22,601
Free reserves	151,875	179,370
Free reserves requirement:		
3 month's budgeted routine expenditure	50,000	50,000

Volunteers

The Church is heavily dependent on its membership and congregation working as volunteers in all aspects of the church's activities, many of which run with little or no impact on the church's expenditure, but nevertheless contribute substantially to the achievement of the church's objectives. No accounting for this time and effort has been included in the financial statements.

5. Plans for Future Periods

As the church moves forward into 2023 the church will seek to continue to serve the community by continuing our current activities and developing other means of service and outreach.

We will continue to develop the BabyBank as usage has demonstrated a big demand for this amongst our parents/carers of our Rhymetime and PickleSports attendees.

Due to the demand of the BabyBank, we will explore the establishment of a 'Pantry' as part of the National charity 'Your Local Pantry'. Initial indications are that visitors to the BabyBank would welcome such a facility. We plan to start a small trial and a room is being prepared to host this.

The church is seeking to establish itself as a hub for the local community and will actively seek to promote this concept by building a coffee shop type facility inside the church with the emphasis on providing a warm, convenient, safe place where people of all ages and backgrounds can find a welcome.

Annual Report of the Trustees for the year ending 31st December 2022

6. Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

7. Approval

The report of the Trustees was approved by the Trustees on 10th October 2023 and signed on its behalf by:



Cliff Underhay
Trustee

Independent Examiner's Report to the Trustees of West Wickham & Shirley Baptist Church for the year ending 31st December 2022

I report on the accounts of the Church for the year ended 31 December 2022 which are set out on pages 14 to 28 of the charity report and accounts.

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 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;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the church as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. 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.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mr John Helm
17 Heathville Road
London
N19 3AL



Date 10th October 2023

Statement of Financial Activities for the year ending 31st December 2022

	Notes	<----- 2022 (current year)----->				<----- 2021 (prior year)----->			
		Unrestricted Funds		Capital Funds	Total Funds	Unrestricted Funds		Capital Funds	Total Funds
		£	£	£	£	£	£	£	£
Income and endowments from:									
Donations and legacies	2	166,009	825	-	166,834	153,869	2,530	-	156,399
Charitable activities	2	1,628	17,254	-	18,882	33,682	35,152	-	68,834
Other trading activities	2	20,510	-	-	20,510	1,992	-	-	1,992
Total		188,147	18,079	-	206,226	189,543	37,682	-	227,225
Expenditure on:									
Charitable activities	3	193,041	17,316	-	210,357	193,057	42,273	-	235,330
Total		193,041	17,316	-	210,357	193,057	42,273	-	235,330
Net income		(4,894)	763	-	(4,131)	(3,514)	(4,591)	-	(8,105)
Transfers between funds		-	-	-	-	(1,421)	1,421	-	-
Other recognised gains/(losses):									
Gains/(losses) on revaluation of fixed assets		-	-	-	-	-	-	89,000	89,000
Net movement in funds		(4,894)	763	-	(4,131)	(4,935)	(3,170)	89,000	80,895
Reconciliation of funds:									
Total funds brought forward		156,769	33,451	2,102,527	2,292,747	161,704	36,621	2,013,527	2,211,852
Total funds carried forward		151,875	34,214	2,102,527	2,288,616	156,769	33,451	2,102,527	2,292,747

Balance Sheet

As at 31 December 2022

	Notes	Unrestricted Funds	Restricted Funds	Capital Funds	Total Funds 2022	Total Funds 2021
		£	£	£	£	£
Fixed Assets:						
Tangible assets	4	8,011	-	2,102,527	2,110,538	2,115,414
Total Fixed Assets		8,011	-	2,102,527	2,110,538	2,115,414
Current Assets:						
Debtors	5	6,246	-	-	6,246	9,199
Cash at bank and in hand		140,117	34,519	-	174,636	195,179
Total Current Assets		146,363	34,519	-	180,882	204,378
Current Liabilities:						
Creditors: Amounts falling due within one year	6	2,499	305	-	2,804	4,444
Net Current assets		143,864	34,214	-	178,078	199,934
Total assets less current liabilities		151,875	34,214	2,102,527	2,288,616	2,315,348
Other Liabilities:						
Defined Benefit Pension Scheme Liability	7	-	-	-	-	22,601
Total net assets		151,875	34,214	2,102,527	2,288,616	2,292,747
The funds of the charity:						
Unrestricted funds	8	151,875	-	-	151,875	156,769
Restricted income funds	8	-	34,214	-	34,214	33,451
Capital funds	8	-	-	2,102,527	2,102,527	2,102,527
Total charity funds		151,875	34,214	2,102,527	2,288,616	2,292,747

The financial statements were approved by the Trustees on 10th October 2023 and signed on its behalf by:



Paul Bradbury
Trustee

The notes on pages 16 to 28 form part of these accounts.

Notes to the Financial Statements For the year ended 31 December 2022

1. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of accounting

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Charities Statement of Recommended Practice (Charities SORP (FRS 102)) and Financial Reporting Standard 102 (FRS 102). The accounts have also incorporated the amendments defined in Update Bulletin 1 to the Charities SORP (FRS 102), published on 2 February 2016. The financial statements are drawn up on the historical cost basis of accounting except for the revaluation of the residential freehold land and building which is shown at market value.

The financial statements include all transactions, assets and liabilities for which the Church is responsible in law. They do not include the accounts of church groups that owe an affiliation to another body or those that are informal gatherings of church members.

The Church meets the definition of a public benefit entity under FRS 102.

Going Concern

There are no material uncertainties about the charity's ability to continue as a going concern and accordingly the accounts have been drawn up on a going concern basis.

Income recognition

Voluntary income and donations (including legacies) are accounted for once the Church has entitlement to the income, it is probable the income will be received and the amount of income receivable can be reliably measured. Income from the recovery of tax on gift aided donations is accounted for in the period to which the relevant donation is received. Grant income is recognised on a receivable basis.

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

The income from trading activities includes rental income from the letting of church premises which is accounted for when earned.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Church; this is normally upon notification of the interest paid or payable by the bank.

Notes to the Financial Statements For the year ended 31 December 2022

1. Accounting Policies (continued)

Expenditure recognition

Expenditure is accrued as soon as a liability is considered probable, and the amount of obligation can be measured reliably. Longer term liabilities are discounted to present value. The Church is not registered for VAT and accordingly expenditure includes VAT where appropriate.

Charitable expenditure includes those costs in fulfilling the Church's principal objects, as outlined in the Report of the Trustees. These include governance costs which comprise all costs involving the public accountability of the Church and its compliance with regulation and good practice. These costs include costs related to the independent examination and legal fees.

The church pays pension contributions into the Baptist Pension Scheme, a final salary defined benefit scheme for contributions until 31 December 2011 and a defined contribution scheme for contributions made thereafter. The scheme is a multi-employer scheme and it is not possible to identify the assets and liabilities of the scheme which are attributable to the church. The scheme is therefore accounted for as a defined contribution scheme, with contributions payable to the scheme being accounted for on an accruals basis. In addition, the church currently pays contributions towards a deficit on the defined benefit scheme. The deficit, discounted to present value, is fully provided in these accounts and the charge to the income and expenditure account, which is included in the total pension cost, is the element of the movement in the provision which relates to the movement in the discount.

Rentals under operating leases are charged as incurred over the term of the lease.

Tangible Fixed Assets

Tangible fixed assets are accounted for as follows:

- The church land and buildings are stated at the 2016 insurance cost of rebuild. Depreciation is not provided as the estimated residual value is considered to be the same or higher than the carrying value of the property in the accounts.
- The church manse is stated at valuation, with the most recent estimated valuation taking place as at 31 December 2021 and the next valuation is expected to take place for the year ended 31 December 2026. Depreciation is not provided as the estimated residual value is considered to be the same or higher than the carrying value of the property in the accounts.
- The cost of any furniture, fittings and equipment, of value at least £2,500, is capitalised in these accounts. The cost less any expected residual value, is depreciated on a straight line basis over the effective useful life of the asset, which has been estimated as three years.

Debtors

Debtors are included at the settlement amount due. Prepayments are valued at the amount prepaid.

Notes to the Financial Statements

For the year ended 31 December 2022

1. Accounting Policies (continued)

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of opening of the deposit.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation arising from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are recognised at their settlement amount.

Fund accounting

The funds held by the charity are either:

- Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
- Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.
- Capital funds – this is the value of property, namely the church buildings and the manse.

2. Income

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
Donations and legacies				
Gift Aided Donations	106,682	-	106,682	104,475
Donations	15,901	255	16,156	21,780
Tax Recovered	29,814	-	29,814	26,154
Offering	13,612	570	14,182	2,990
Bequest / Legacy	-	-	-	1,000
Total	166,009	825	166,834	156,399
Charitable Activities				
Fees/Contributions	-	4,565	4,565	295
Other Income	1,628	12,689	14,317	68,539
Total	1,628	17,254	18,882	68,834
Other trading activities				
Letting Income	20,510	-	20,510	1,992
Grand Total	188,147	18,079	206,226	227,225

Notes to the Financial Statements

For the year ended 31 December 2022

3. Expenditure on charitable activities

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
Staff Costs (see note below)	117,588	-	117,588	139,981
Building Maintenance	16,608	6,640	23,248	33,440
Equipment/Materials	17,985	1,027	19,012	14,940
Utilities	13,771	2,642	16,413	13,928
Grants/Gifts (see note below)	8,639	1,087	9,726	7,523
Youth & Children	2,704	5,539	8,243	4,741
Subs/Fees	6,076	240	6,316	7,017
Insurance	3,778	-	3,778	3,168
Office/Printing etc	1,889	-	1,889	591
Operating Lease (Photocopier)	1,498	-	1,498	2,119
Ind. Examiner's Fee	1,010	-	1,010	1,000
Other	427	141	568	1,458
Staff Expenses	549	-	549	507
Preaching Fees	331	-	331	140
Publicity	188	-	188	1,177
Building Development	-	-	-	3,600
Total	193,041	17,316	210,357	235,330

Notes to the Financial Statements

For the year ended 31 December 2022

3. Expenditure on charitable activities (continued)

3a Staff Costs

	2022	2021
	£	£
Gross pay	120,960	123,014
Pension contributions	11,074	12,974
Pension contributions (Liability Adj)	(22,600)	(5,500)
Employers NI	11,010	10,432
Employment Allowance	(5,000)	(4,000)
Staff Training	1,490	2,299
Other Payroll Costs	654	762
Total	117,588	139,981

The average number of staff employed during 2022 is:

Average Head Count	-	5	(2021 – 6)
Average Full Time Staff	-	4	(2021 – 4)
Average Part Time Staff	-	1	(2021 – 2)
Average Full-time Equivalent	-	4.5	(2021 – 5)

No employees (2021: none) received employee benefits (excluding employer pension costs) of more than £60,000 during the year.

There was no material liability for paid annual leave or sick leave at the end of the reporting period (2021: none), and so no liability has been included in the accounts.

The Church is an employer participating in a pension scheme known as the Baptist Pension Scheme (“the Scheme”). The Scheme is a separate legal entity which is administered by the Pension Trustee (Baptist Pension Trust Limited). The Senior Minister and Minister are eligible to join the Scheme, which is not contracted out of the State Second Pension. A detailed description of the scheme’s surplus/deficit and how it affects the charity is provided in note 9.

Notes to the Financial Statements

For the year ended 31 December 2022

3. Expenditure on charitable activities (continued)

3b. Analysis of Grants

Grants by Recipient Type		Grants by Institution	
	£		£
Grants to Institutions	8,106	Shirley Neighbourhood Care	7,208
Grants to Individuals	1,620	Christians against Poverty	600
Total	9,726	DEC	135
		Shrublands Foodbank	120
Grants by Nature of Activity		Other	43
	£	Total	8,106
Alleviation of Suffering/Poverty	8,965		
Christian Outreach	761		
Total	9,726		

4. Tangible Fixed assets

Cost or valuation	Freehold land and buildings		
	Church	Manse	Total
	£	£	£
At 1 st January 2022	1,602,527	500,000	2,102,527
At 31 st December 2022	1,602,527	500,000	2,102,527

The capital fund includes the valuation for the church buildings and manse. The church building is included at its 2016 insurance value, while the manse is included at market value. A policy of revaluing the manse every 5 years has been agreed, with the next revaluation due in 2026.

Cost or valuation	Equipment, Furniture & Fittings			
	Net Book Value @ 31/12/2021	Acquisitions during 2022	Depreciation during 2022	Net Book Value @ 31/12/2022
	£	£	£	£
Equipment	12,887	3,780	8,656	8,011

Notes to the Financial Statements

For the year ended 31 December 2022

5. Debtors and prepayments

	2022 £	2021 £
Prepayments	0	0
Other debtors	6,246	9,199
Total	6,246	9,199

Other debtors consist of £5,506 which is tax recoverable on Gift Aided donations and £740 which is invoiced charges related to the hire/use of the church building (all received during 2023).

6. Creditors: amounts falling due within one year

	2022 £	2021 £
Loans and overdrafts	0	0
Other creditors	2,804	4,444
Total	2,804	4,444

Other creditors consist of £1,754 representing general purchases of equipment & materials which were purchased in 2022 but for which the invoice was not received until early 2023 and independent examination fees of £1,050.

7. Provisions

	2022 £	2021 £
Balance brought forward	22,601	28,101
Deficit contributions made in the year	(2,860)	(4,824)
Interest cost	423	353
Remaining change to balance sheet liability	(20,164)	(1,029)
Balance carried forward	0	22,601

The provision has been calculated based on the current deficit contributions, assuming they will increase by inflation and the total liability have been discounted to present value using a market bond rate. Section 28.11A of FRS 102 requires agreed deficit recovery payments to be recognised as a liability.

Further information on the pension scheme can be found in note 9.

Notes to the Financial Statements

For the year ended 31 December 2022

8. Fund description and movements

8a Unrestricted Funds

Fund Name	Balance at 1st Jan 2022	Income	Expenditure	Transfers	Balance at 31st Dec 2022
	£	£	£	£	£
Unrestricted Funds	89,036	187,397	192,318	-	84,115
Designated Funds					
Plummer Bequest	5,823	750	723	-	5,850
Global Legacy Fund	61,910	-	-	-	61,910
Total Designated Funds	67,733	750	723	-	67,760
Total Unrestricted Funds	156,769	188,147	193,041	-	151,875

Unrestricted Funds - Prior Year

Fund Name	Balance at 1st Jan 2021	Income	Expenditure	Transfers	Balance at 31st Dec 2021
	£	£	£	£	£
Unrestricted Funds	93,971	189,543	193,057	(1,421)	89,036
Designated Funds					
Plummer Bequest	5,823	-	-	-	5,823
Global Legacy Fund	61,910	-	-	-	61,910
Total Designated Funds	67,733	-	-	-	67,733
Total Unrestricted Funds	161,704	189,543	193,057	(1,421)	156,769

The Global Legacy Fund is a fund, created from a legacy left by a church member, which the church aims to distribute to other causes to further the advancement of the Christian Faith and the relief of poverty.

The Plummer Bequest was a gift left to the church which was put aside to support young people from the church who embark on mission training or mission trips.

Notes to the Financial Statements

For the year ended 31 December 2022

8b Restricted Funds

Fund Name	Balance at 1st Jan 2022	Income	Expenditure	Transfers	Balance at 31st Dec 2022
Restricted Funds					
Coffee Shop Development	12,500	-	-	-	12,500
Building Fund	7,370	-	240	-	7,130
Covid 19 Relief Fund	5,528	-	720	-	4,808
Mothers & Toddlers	2,566	1,773	1,181	-	3,158
Boys' Brigade	1,288	2,490	1,717	-	2,061
BMS	-	538	-	-	538
Girls' Brigade	474	302	547	-	229
Home Mission	37	132	37	-	132
NHS Vaccine Centre	(185)	8,389	8,204	-	-
Other Funds	3,873	4,455	4,670	-	3,658
Total Restricted Funds	33,451	18,079	17,316	-	34,214

Restricted Funds – Prior Year

Fund Name	Balance at 1st Jan 2021	Income	Expenditure	Transfers	Balance at 31st Dec 2021
Restricted Funds					
NHS Vaccine Centre	-	31,375	31,560	-	(185)
Coffee Shop Development	12,500	-	-	-	12,500
Covid 19 Relief Fund	7,833	-	2,305	-	5,528
Building Fund	7,320	50	-	-	7,370
Boys' Brigade	3,070	-	1,782	-	1,288
Other Funds	2,850	4,043	3,020	-	3,873
Mothers & Toddlers	2,311	255	-	-	2,566
Girls' Brigade	700	65	291	-	474
Home Mission	37	-	-	-	37
Lunch Club	-	1,894	3,315	1,421	-
BMS	-	-	-	-	-
Floating Shelter	-	-	-	-	-
Total Restricted Funds	36,621	37,682	42,273	1,421	33,451

Descriptions of the main restricted funds are as follows:

The Coffee Shop Development fund are monies given specifically toward the Coffee Shop component of the wider building re-development project.

The Covid 19 Relief Fund was money transferred from the Global Legacy fund to provide relief to members and others known to the church whose personal situations have deteriorated as a result

Notes to the Financial Statements

For the year ended 31 December 2022

of the effects of Covid 19. This money has been used to provide immediate, short-term relief, in critical situations and has been mainly used to provide food, essential items, and to meet small but urgent financial needs.

The Building Fund represents funds given specifically for the church building re-development project.

The Boys' Brigade, Girls' Brigade and Mothers & Toddlers funds are held separately for the running of each organisation under the auspices of the church.

The other funds (BMS, Home Mission, Floating Shelter) represent monies given to the church for other charitable organisations that the church has chosen to support, in response to appeals throughout the year.

The NHS Vaccine Centre fund represents costs incurred in preparing and maintaining the building for use by the NHS, e.g. cleaning, gas, electricity, waste disposal. The costs were invoiced to the NHS and they reimbursed the church accordingly.

8c Capital Fund

Fund Name	Balance at 1st Jan 2022	Income	Expenditure	Revaluation	Balance at 31st Dec 2022
Capital Fund	2,102,527	-	-	-	2,102,527

Capital Fund – Prior Year

Fund Name	Balance at 1st Jan 2021	Income	Expenditure	Revaluation	Balance at 31st Dec 2021
Capital Fund	2,013,527	-	-	89,000	2,102,527

The capital fund represents the value of the church properties – the main church buildings on Wickham Road, and the church manse.

Notes to the Financial Statements For the year ended 31 December 2022

9. Pension Scheme

The Church is a participating employer in the Baptist Pension Scheme (“the Scheme”), which is a separate legal entity administered by the Pension Trustee (Baptist Pension Trust Limited). The assets of the Scheme are held separately from those of the Employer and the other participating employers.

The Scheme, previously known as the Baptist Ministers’ Pension Fund, started in 1925, but was closed to future accrual of defined benefits on 31 December 2011. Prior to this date the main benefit provided through the Defined Benefit (DB) Plan was a pension of one eightieth of final minimum pensionable income for each year of pensionable service together with additional pension in respect of premiums paid on Pensionable Income in excess of Minimum Pensionable Income.

From January 2012, pension provision is being made through the Defined Contribution (DC) Plan within the Scheme. In general, members pay 8% of their Pensionable Income and employers pay 6% of members’ Pensionable Income into individual pension accounts, which are operated and managed on behalf of the Pension Trustee by Broadstone Corporate Benefits Ltd. In addition, the employer pays a further 4% of Pensionable Income to cover Death in Service Benefits, administration costs, and an associated insurance policy which provides income protection for Scheme members if they are unable to work due to long-term incapacity. This income protection policy has been insured by the Baptist Union of Great Britain with Aviva Limited.

The Scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. Because it is not possible to attribute the Scheme’s assets and liabilities to specific employers, the scheme is accounted for as if the Scheme were a defined contribution scheme.

The Ministers are eligible to join the Scheme.

Actuarial valuation as at 31 December 2019

A formal valuation of the DB Plan as at 31 December 2019 was carried out by a professionally qualified Actuary using the Projected Unit Method. At the valuation date the market value of the DB Plan assets was £298 million, whilst the level of assets needed to pay benefits was £316m, giving a deficit of £18m (equivalent to a past service funding level of 94%). The Church and the other participating employers in the DB Plan are collectively responsible for funding this deficit.

Notes to the Financial Statements

For the year ended 31 December 2022

9. Pension Scheme (continued)

The key financial assumptions underlying the valuation were as follows:

<u>Type of assumption</u>	<u>% pa</u>
RPI price inflation assumption	3.20
CPI price inflation assumption	2.70
Minimum Pensionable Income Increase Adjustment (above CPI)	0.50
Pre-retirement assumed investment returns (gilt yield plus 1.75% pa)	2.95
Post retirement assumed investment returns (including benefits matched by the insurance policy) (gilt yield plus 0.5% pa)	1.70
Minimum Pensionable Income increases (CPI plus 0.5%)	3.20
Deferred pension increases (based on RPI)	
Pre April 2009	3.20
Post April 2009	2.50
Pension increases	
Based on CPI with an annual floor of 0% and annual cap of 5%	2.70

Mortality is assumed in accordance with 80% of the S3NA standard mortality table. Future improvements projected from 2013 in line with the “CMI 2019” projection with a long-term rate of improvement of 1.75% p.a. for males and 1.5% p.a. for females with the core smoothing parameter and with additional initial mortality improvement factor A=0.5%.

The next actuarial valuation of the DB Plan within the Scheme is due to take place not later than as at 31 December 2022.

Recovery Plan

In addition to the contributions to the DC Plan set out above, where a valuation of the DB Plan reveals a deficit the Trustee and the Council agree to a rate of deficiency contributions from churches and other employers involved in the DB Plan. Following the 2019 valuation a Recovery Plan was signed in September 2020 under which deficiency contributions are payable until June 2026. These contributions were broadly based on each employer's membership at 31 December 2014 and increase annually in line with increases to Minimum Pensionable Income as defined in the Rules.

Notes to the Financial Statements For the year ended 31 December 2022

9. Pension Scheme (continued)

On 30th June 2022 the Baptist Pension Scheme signed an agreement with the insurance company Just Group (“Just”) to secure DB Plan members’ pension benefits. Just are now providing financial backing for all pensions provided through the Scheme’s DB Plan and following this transaction, the Scheme no longer has a shortfall. An updated Recovery plan was then signed in August 2022 under which recovery contributions from each participating employer in the DB Plan reduced to £1 per month from August 2022.

Due to the nature of the Scheme, the profit and loss charge to the General fund for the period represents the employer contributions payable plus the movement in the pension provision (excluding the deficit contributions made in the year). For this scheme the pension cost for the Church is £(11,526) made up of Pension Contributions of £11,074, and a Liability Adjustment of £(22,600).

10. Related party transactions and trustee’s expenses and remuneration

No trustees were remunerated as part of their role as trustees.

The following trustees were also employed by the church in the following capacities and as such received remuneration as part of their employment:

Mr Jonathan Hills (Senior Minister)

Gross Salary - £35,377

Employer Pension Contributions - £4,054

Was also provided with manse accommodation.

Mrs Sara Kennett (Minister)

Gross Salary (incl. accommodation allowance) - £29,770

Employer Pension Contributions - £2,977

The following close relatives of trustees were employed by the church in the following capacities:

Mr Stuart Kennett (Youth Worker)

Gross Salary - £26,387

Employer Pension Contributions - £604

No trustees incurred expenses whilst fulfilling their role as trustees. Three trustees had a total of £263 reimbursed for expenses incurred while on non-trustee church business. These expenses were limited to travel, accommodation, and subsistence.

The trustees made aggregate unrestricted donations totalling £26,445.

WEST WICKHAM AND SHIRLEY BAPTIST CHURCH

England & Wales - Charity number 1166796

Accounts

West Wickham & Shirley Baptist Church



Annual Report and Accounts 2021

(Charity Reg. No. 1166796)

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**Legal and Administrative Information
for the year ending 31st December 2021**

Charity Name

West Wickham & Shirley Baptist Church

Registered Address

Corner of Wickham Road & Monks Orchard Road, Croydon, CR0 8EH

Charity registration number

1166796

Governing document:

Church Constitution originally dated April 2016, revised March 2019.

Objects of the Charity

The principal 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.

The Church has been inspired to embrace the vision to become like '*A City on a Hill*' in the context of Matthew's Gospel, ch. 5 verse 14 and consequently adopted the following Mission Statement: "*Transforming lives and communities with the power of God's love.*"

Trustees

The Trustees who served during the year or who were serving at the date of this report were:

Rev Jonathan Hills	(Chair, Senior Minister)
Rev Sara Kennett	(Minister)
Mr Clifford Underhay	(Secretary)
Mr Paul Bradbury	(Treasurer)
Mr Philip Jenkins	
Mr. Neil Selby	
Mrs Janet Fagon	(resigned 31 st December 2021)
Mr Okenna Nzelu	

Key Management Personnel

Those in charge of planning, directing, controlling, running and operating the church, including those members of staff who are the senior management personnel to whom the trustees have delegated significant authority or responsibility in the day-to-day running of the charity, are the Trustees, Ministry Leaders, Boys' Brigade Captain, Girls' Brigade Captain, and Youth & Children's Worker.

Legal and Administrative Information
for the year ending 31st December 2021

Bankers

Lloyds Bank, 137 North End, Croydon, CR0 1TN

Teachers Building Society, Allenvie House, Hanham Road, Wimborne, Dorset, BH21 1AG

Baptist Union Corporation Ltd, Baptist House, 129 Broadway, Didcot, Oxon, OX11 8RT

Independent Examiner

John Helm ACA, 17 Heathville Road, London N19 3AL

**Annual Report of the Trustees
for the year ending 31st December 2021**

The Trustees submit their annual report and the financial statements of West Wickham & Shirley Baptist Church (“the Church”) for the year ended 31 December 2021. The financial statements have been prepared in the format prescribed by the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP2015 (FRS102)) and the Financial Reporting Standard 102. The legal and administrative information set out earlier in this document forms part of this report.

Covid-19 / Going Concern

The ongoing uncertainty arising from the Covid-19 pandemic continued to affect the church’s activities during 2021.

Each year it is the Trustee’s responsibility to state whether or not the annual accounts have been drawn up on a going concern basis (see the accounting policy note on page 16). Going concern is the assumption that an entity, in this case the Church, has the resources (financial or otherwise) needed to continue operating for the foreseeable future and in particular, for at least 12 months from the date of approval by the Trustees of these annual accounts. If the going concern principle did not apply then the accounts would be drawn up on an insolvent basis.

The Trustees continue to consider the impact of Covid-19 pandemic on its ministry. Although the hiring of the church halls has not yet returned to its pre-2020 levels, it is expected to return to a normal level towards the end of 2022. The impact of the pandemic and the subsequent cost-of-living crisis on the finances of our church family members, whose giving provides the bulk of our financial support, remains unclear but a significant reduction in support is not thought to be likely.

Against this background, the Trustees have reviewed its financial forecast for 2022. This review indicates that it may incur an increased deficit in 2022 but that its cash reserves are more than adequate to absorb that deficit. Accordingly, it has concluded that it is appropriate to prepare the 2021 Accounts on a going-concern basis and that it is not necessary to make any adjustment to these accounts as a result of the current situation. The Trustees will continue to keep both the short-term and longer-term impact under review, ensuring that the financial situation of the church is reviewed on a monthly basis, and is coupled with a robust budgeting process.

Annual Report of the Trustees for the year ending 31st December 2021

1. Structure, Governance & Management

Trustees are responsible for the day-to-day management of the Church's business in accordance with the Church's objects. Trustees are elected by the Church members' meeting. Trustees will normally serve a term of office of three years but can be re-elected at the end of their first and any subsequent terms.

Trustees usually meet 10 times per year to discuss a full range of matters relating to finance, fabric of the buildings, general administration, the implementation of the church constitution and responsibility for the keeping of the church membership roll.

The financial aspects of the church are the responsibility of the Trustees, but they are managed on a day-to-day basis by the Treasurer, the Finance Group (who are responsible for reviewing the finances and suggesting matters of policy to the trustees), the Offering Counting Team and the Treasurers for the auxiliary departments (e.g. Boys' Brigade, Girls' Brigade).

None of the Church's Trustees, with the exception of the Ministers, receive remuneration.

The induction process for any church member newly-appointed as a Trustee comprises an initial meeting with the Minister and receipt of copies of:

- the Church Constitution
- the most recent financial statements
- the Charity Commission's guidance 'The Essential Trustee'
- the Baptist Union Guideline Leaflet C15 'Help I'm a Charity Trustee'.

Church Members

Church Membership is open to those who:

- accept the Beliefs of the Church;
- commit themselves to serving Christ within the Church and beyond;
- abide by the decisions of the Church Members' Meeting;
- acknowledge their responsibilities as Church Members;
- have their membership application accepted by the Church Members' Meeting.

Church Members share in the responsibility for the finances, administration, maintenance and activities of the church and elect the Church Leadership. Church Members meet regularly each year for business meetings and receive reports from the Church Leadership.

Risk & Risk Management

The church and its activities operate with the confidence and assurance of God's provision and protection. Nevertheless, the trustees are aware of the ever-changing risks that the church is exposed to which could affect its ability to fulfil its objectives and purposes. The trustees have put in place a risk management framework supported by a risk management policy and a culture of creating and managing risk assessments for activities to which they are appropriate.

**Annual Report of the Trustees
for the year ending 31st December 2021**

An assessment of the major risks that the church faces is routinely reviewed by the trustees and mitigating controls are put in place and reviewed. Where controls are considered to require additional work to reduce the risk to an acceptable level, a clear action plan and ownership is put in place.

At a high-level the areas of risks identified and monitored by the trustees include:

Risk Area	Mitigating Controls
Safeguarding and safety of anyone involved in church activities	Safeguarding team, safeguarding policy, safeguarding training. Health & Safety policy & risk assessments. Individual activity risk assessments.
Alignment of church activities to the charitable objects/purposes	Appropriate level of leadership and internal reporting, clear communication of church objectives to leaders/volunteers.
Proper management of financial resources	Financial controls & procedures, budgeting process, reserves policy, five year property plan.
Compliance with legislation	Regularly reviewed set of policies covering all areas of church life. Staff/volunteer training.

2021 Covid Arrangements

With the relative easing of lockdown restrictions in 2021 the regular Church Meetings resumed in September 2021. Prior to this, members were kept up-to-date with relevant information via e-mail, WhatsApp and periodic Zoom sessions.

At the November AGM the election of Trustees and Church Officers resumed after being suspended during 2020.

2. Activities

In fulfilling its purpose, the Church will engage in a range of activities either on its own or with others that will vary from time to time with activities being initiated, expanded, or closed, as appropriate. When planning our activities for the year, the trustees have considered the Charity Commission’s guidance on public benefit. In particular, we try to enable ordinary people to live out their faith as part of our church and local community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the local area.
- Missionary and outreach work.
- Sunday School, Boys’ & Girls’ Brigades & Youth Work.

Annual Report of the Trustees for the year ending 31st December 2021

To facilitate this work, it is important that we maintain the fabric of the church buildings.

The Activities may include but are not restricted to:

- regular public worship, prayer, Bible study, preaching and teaching;
- baptism, as defined in the Baptist Union's Declaration of Principle;
- the Communion of the Lord's Supper which shall normally be observed at least once a month;
- evangelism and mission, locally, regionally, nationally and internationally;
- the teaching, encouragement, welcome and inclusion of young people;
- nurture and growth of Christian disciples;
- education and training for Christian and community service;
- giving and encouraging pastoral care;
- supporting and encouraging charitable social action in the United Kingdom and overseas.

The Church runs a range of activities and organisations for all age-groups. The motivation for all of these has been to demonstrate God's love to the community, to reach out in His name, to bring people into a saving knowledge of His love, to draw them into the Fellowship of His Church and to build up the Church Family.

During 2021 the church's activities started to return to normal with the Covid-19 lockdown restrictions being eased. The activities and organisations normally taking place are:

For Children and Parents:

- **Toddlers:** For children aged 0-3 and accompanying adults, with toys and games, chat, friendship and support.
- **Rhyme Time:** For children aged 0-3 and accompanying adults, with music, chat, friendship and support.

For Young People

- **Girls' Brigade & Boys' Brigade:** Both of the Brigade organisations have a range of classes and activities for every age group from 5 to 22, some leading to Brigade Awards and Duke of Edinburgh's Awards. They are also involved with Sunday Parade Services, regional activities and competitions, and annual camps.
- **'Bible Study'/Youth Group:** An opportunity for young people to go deeper in their worship, prayer and faith. Visits to Soul Survivor, Hillsong, social events and activities, two youth weekends a year.
- **West Wickham & Shirley Baptist Church (WWSBC) Football Academy:** Meets on Saturday Mornings during term time at Forest Academy school, Bridle Road, Shirley for children aged 5 to 16, run in connection with 'Kick London' (Registered Charity).

For Adults

- **Small groups:** Monthly or more frequently, different times of day or evening. 16 small groups meeting for Bible Study, prayer, fellowship, social activities and mutual support.

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- **Prayer events:** monthly meetings for prayer offering different styles and themes, including Mission, world issues, etc.
- **Morning Bible Study:** Friday Mornings. This is also one of the Church's small groups.
- **Lunch Club:** Monday and Thursday lunchtimes. Mostly for older people, a cooked meal, friendship, chat and low-key activities.
- **Art Group:** Friendship and art activities.
- **Ramblers and Amblers:** Two walking groups for different abilities meeting monthly.
- **Occasional or Annual Activities,** including: Pancake Morning, Hot-cross bun Coffee Morning, Easter Egg hunt, Harvest tea, Christmas Lunch/Carol Service, Quiz Night.
- **Courses:** Training courses including: Junior Church Teachers' training, Safeguarding and Newcomers welcome courses.
- **Connect Groups:** Interest-based groups which allow people to get to know each other in an informal setting – Board Games, Amblers, Ramblers, Knit & Natter, Running.

3. Achievements & Performance

During the first part of 2021 we continued in lockdown due to the ongoing covid pandemic. After Easter some activities started to open up again.

During the first three to six months of 2021 the church consisted of the following activities:

- A weekly recorded service which was delivered through the YouTube platform.
- Weekly 'after church' coffee over Zoom.
- A weekly 'Thought for the day' delivered through YouTube.
- A weekly on-line Quiz over Zoom.
- A WhatsApp group for communication and support.
- An increased social presence on Facebook
- Young People's Bible Study over Zoom
- Home groups over Zoom
- Simple in-person covid-secure communion services when government regulations allowed.

A massive thank you goes to all those were involved in setting up and running these activities and kept the mission of the church going during this difficult time.

Once in-person church services were resumed they were, and continue to be, live-streamed via Youtube. On average 150 people watch the services via this method either live or during the following week.

The prolonged enforced isolation which many members experienced during 2021 risked an increase in anxiety, loneliness, and other mental health issues and so an extensive programme of covid-secure visits, regular phone-calls and electronic communication remained in place during 2021. As part of this our most vulnerable members were given regular pastoral packages of food

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and other items to help them cope and let them know that they were not alone. The restriction of activities and other difficulties caused an increase in pastoral situations which had to be dealt with by the ministerial and pastoral teams.

During 2021 the church became a vaccination centre for the NHS. The centre operated on average for 3 to 4 days per week, and over 30,000 people received vaccinations. The centre continued into early 2022 but was expected to close as the vaccination programme reduced and moved to doctor surgeries and pharmacies.

4. Financial review

Traditionally the church's main sources of funding are the free-will offerings of church members, and others in attendance at church meetings, and income from hiring out the church's premises and facilities. During 2020 and 2021 the church's income from weekly offerings and rental income has been reduced due to the non-availability of the church premises. However, the church membership has continued to support the church financially and many people who would normally give through the offering have transferred to other methods of giving. The weekly offering was reinstated as part of Sunday worship in early 2022, and some rental activity started towards the end of 2021.

Financial Activity and Financial Position

The Statement of Financial Activities and Balance Sheet can be found on pages 14 and 15 respectively. The Church's total reserves increased by £80,895 during the year, mainly due to revaluation of the church manse and pension liability. The free reserves decreased by £10,435. The balance sheet shows total net assets of £2,292,747 at the end of 2021.

Included in total funds are amounts totalling £33,451 which are restricted. These monies have either been raised for and their use is restricted to specific purposes, or they comprise donations subject to donor-imposed conditions. More details of these restricted funds can be found in note 8 to the accounts together with an analysis of movements in the year.

The church has maintained a strong financial position at the end of 2021, due mainly to the generous levels of giving by members of the congregation.

The building project has not progressed significantly, in the main due to Covid 19, and is not likely to affect the 2022 income/expenditure. The building project has been re-based to focus its attention on the creation of a coffee shop in the foyer area, and the re-purposing of various existing rooms to meet the needs of future projects based around the church being a Hub for the Community.

In addition to the General Fund the church runs several other restricted funds for particular purposes. This includes funds for giving to other organisations such as Baptist Home Mission and Baptist Missionary Society. The Plummer Fund, named after a church member who left a generous bequest, is designated for assistance to young people who undertake missionary work in other

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countries. The Global Legacy Fund is a fund, created from a legacy left by a church member, which has no restricted use and will be used to support various projects during the next few years.

Reserves Policy

The Trustees have established a Reserves Policy which aims to maintain a level of reserves equivalent to three month's average expenditure. The Church believes this is a reasonable and prudent level but would permit variations from this amount where circumstances warrant this. This would be, for instance, where expenditure is so urgent that to delay it would result in even higher costs later. If this situation should arise, then the Church would make plans to rebuild the reserves as quickly as possible.

At 31 December 2021 the church had free reserves of £179,370 (2020: £189,805) as follows:

	2021 £	2020 £
Total reserves	2,292,747	2,211,852
Less: restricted funds	(33,451)	(36,621)
Less: capital funds	(2,102,527)	(2,013,527)
Add: provision (long term)	22,601	28,101
Free reserves	179,370	189,805
Free reserves requirement:		
3 month's budgeted routine expenditure	50,000	50,000

Volunteers

The Church is heavily dependent on its membership and congregation working as volunteers in all aspects of the church's activities, many of which run with little or no impact on the church's expenditure, but nevertheless contribute substantially to the achievement of the church's objectives. No accounting for this time and effort has been included in the financial statements.

5. Plans for Future Periods

As the church moves forward into 2022 the church remains acting as an NHS Vaccination Centre as long as is required by the NHS. As restrictions on activities and public gatherings start to ease, the church will start to open up to in-person meetings both for worship and other weekly activities including youth and children's work.

Annual Report of the Trustees for the year ending 31st December 2021

It is not possible at this stage to make definite plans for the future, but we hope that as the current pandemic is brought under control, we will gradually be able to restart our regular meetings including making our premises available for community use.

6. Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

7. Approval

The report of the Trustees was approved by the Trustees on 6th September 2022 and signed on its behalf by:



Cliff Underhay
Trustee

Independent Examiner's Report to the Trustees of West Wickham & Shirley Baptist Church for the year ending 31st December 2021

I report on the accounts of the Church for the year ended 31 December 2021 which are set out on pages 14 to 29 of the charity report and accounts.

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 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;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the church as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. 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.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mr John Helm
17 Heathville Road
London
N19 3AL



Date 19 September 2022

Statement of Financial Activities for the year ending 31st December 2021

	Notes	Unrestricted Funds	Restricted Funds	Capital Funds	Total Funds 2021	Total Funds 2020
		£	£	£	£	£
Income and endowments from:						
Donations and legacies	2	153,869	2,530	-	156,399	178,290
Charitable activities	2	33,682	35,152	-	68,834	19,842
Other trading activities	2	1,992	-	-	1,992	5,010
Total		189,543	37,682	-	227,225	203,142
Expenditure on:						
Charitable activities	3	193,057	42,273	-	235,330	207,197
Total		193,057	42,273	-	235,330	207,197
Net income		(3,514)	(4,591)	-	(8,105)	(4,055)
Transfers between funds		(1,421)	1,421	-	-	-
Other recognised gains/(losses):						
Gains/(losses) on revaluation of fixed assets		-	-	89,000	89,000	
Net movement in funds		(4,935)	(3,170)	89,000	80,895	(4,055)
Reconciliation of funds:						
Total funds brought forward		161,704	36,621	2,013,527	2,211,852	2,215,907
Total funds carried forward		156,769	33,451	2,102,527	2,292,747	2,211,852

Balance Sheet

As at 31 December 2021

	Notes	Unrestricted Funds	Restricted Funds	Capital Funds	Total Funds 2021	Total Funds 2020
		£	£	£	£	£
Fixed Assets:						
Tangible assets	4	12,887	-	2,102,527	2,115,414	2,018,287
Total Fixed Assets		12,887	-	2,102,527	2,115,414	2,018,287
Current Assets:						
Debtors	5	6,116	3,083	-	9,199	6,704
Cash at bank and in hand		164,811	30,368	-	195,179	218,081
Total Current Assets		170,927	33,451	-	204,378	224,785
Current Liabilities:						
Creditors: Amounts falling due within one year	6	4,444	-	-	4,444	3,119
Net Current assets		166,483	33,451	-	199,934	221,666
Total assets less current liabilities		179,370	33,451	2,102,527	2,315,348	2,239,953
Other Liabilities:						
Defined Benefit Pension Scheme Liability	7	22,601	-	-	22,601	28,101
Total net assets		156,769	33,451	2,102,527	2,292,747	2,211,852
The funds of the charity:						
Unrestricted funds	8	156,769	-	-	156,769	161,704
Restricted income funds	8	-	33,451	-	33,451	36,621
Capital funds	8	-	-	2,102,527	2,102,527	2,013,527
Total charity funds		156,769	33,451	2,102,527	2,292,747	2,211,852

The financial statements were approved by the Trustees on 6th September 2022 and signed on its behalf by:

Paul Bradbury
Trustee



The notes on pages 16 to 29 form part of these accounts.

Notes to the Financial Statements For the year ended 31 December 2021

1. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of accounting

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Charities Statement of Recommended Practice (Charities SORP (FRS 102)) and Financial Reporting Standard 102 (FRS 102). The accounts have also incorporated the amendments defined in Update Bulletin 1 to the Charities SORP (FRS 102), published on 2 February 2016. The financial statements are drawn up on the historical cost basis of accounting except for the revaluation of the residential freehold land and building which is shown at market value.

The financial statements include all transactions, assets and liabilities for which the Church is responsible in law. They do not include the accounts of church groups that owe an affiliation to another body or those that are informal gatherings of church members.

The Church meets the definition of a public benefit entity under FRS 102.

Going Concern

There are no material uncertainties about the charity's ability to continue as a going concern and accordingly the accounts have been drawn up on a going concern basis.

Income recognition

Voluntary income and donations (including legacies) are accounted for once the Church has entitlement to the income, it is probable the income will be received and the amount of income receivable can be reliably measured. Income from the recovery of tax on gift aided donations is accounted for in the period to which the relevant donation is received. Grant income is recognised on a receivable basis.

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

The income from trading activities includes rental income from the letting of church premises which is accounted for when earned.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Church; this is normally upon notification of the interest paid or payable by the bank.

Notes to the Financial Statements For the year ended 31 December 2021

1. Accounting Policies (continued)

Expenditure recognition

Expenditure is accrued as soon as a liability is considered probable, and the amount of obligation can be measured reliably. Longer term liabilities are discounted to present value. The Church is not registered for VAT and accordingly expenditure includes VAT where appropriate.

Charitable expenditure includes those costs in fulfilling the Church's principal objects, as outlined in the Report of the Trustees. These include governance costs which comprise all costs involving the public accountability of the Church and its compliance with regulation and good practice. These costs include costs related to the independent examination and legal fees.

The church pays pension contributions into the Baptist Pension Scheme, a final salary defined benefit scheme for contributions until 31 December 2011 and a defined contribution scheme for contributions made thereafter. The scheme is a multi-employer scheme and it is not possible to identify the assets and liabilities of the scheme which are attributable to the church. The scheme is therefore accounted for as a defined contribution scheme, with contributions payable to the scheme being accounted for on an accruals basis. In addition, the church currently pays contributions towards a deficit on the defined benefit scheme. The deficit, discounted to present value, is fully provided in these accounts and the charge to the income and expenditure account, which is included in the total pension cost, is the element of the movement in the provision which relates to the movement in the discount.

Rentals under operating leases are charged as incurred over the term of the lease.

Tangible Fixed Assets

Tangible fixed assets are accounted for as follows:

- The church land and buildings are stated at the 2016 insurance cost of rebuild. Depreciation is not provided as the estimated residual value is considered to be the same or higher than the carrying value of the property in the accounts.
- The church manse is stated at valuation, with the most recent estimated valuation taking place as at 31 December 2021 and the next valuation is expected to take place for the year ended 31 December 2026. Depreciation is not provided as the estimated residual value is considered to be the same or higher than the carrying value of the property in the accounts.
- The cost of any furniture, fittings and equipment, of value at least £2,500, is capitalised in these accounts. The cost less any expected residual value, is depreciated on a straight line basis over the effective useful life of the asset, which has been estimated as three years.

Debtors

Debtors are included at the settlement amount due. Prepayments are valued at the amount prepaid.

Notes to the Financial Statements

For the year ended 31 December 2021

1. Accounting Policies (continued)

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of opening of the deposit.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation arising from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are recognised at their settlement amount.

Fund accounting

The funds held by the charity are either:

- Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
- Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.
- Capital funds – this is the value of property, namely the church buildings and the manse.

2. Income

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
Donations and legacies				
Gift Aid	103,715	760	104,475	117,096
Donations	21,220	560	21,780	22,852
Tax Recovered	25,964	190	26,154	31,275
Offering	2,970	20	2,990	7,067
Bequest / Legacy	-	1,000	1,000	-
Total	153,869	2,530	156,399	178,290
Charitable Activities				
Government Grants (Furlough)	-	-		14,086
Fees/Contributions	-	295	295	1,735
Other Income	33,682	34,857	68,539	4,021
Total	33,682	35,152	68,834	19,842
Other trading activities				
Letting Income	1,992	-	1,992	5,010
Grand Total	189,543	37,682	227,225	203,142

Notes to the Financial Statements

For the year ended 31 December 2021

3. Expenditure on charitable activities

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
Staff Costs (see note below)	136,666	3,315	139,981	117,272
Building Maintenance	11,500	21,940	33,440	8,892
Equipment/Materials	13,320	1,620	14,940	24,430
Utilities	5,737	8,191	13,928	9,736
Grants/Gifts (see note below)	5,106	2,417	7,523	24,161
Subs/Fees	6,347	670	7,017	7,611
Youth & Children	2,140	2,601	4,741	5,337
Building Development	3,600	-	3,600	-
Insurance	3,168	-	3,168	3,131
Operating Lease (Photocopier)	2,119	-	2,119	1,560
Other	398	1,060	1,458	681
Publicity	756	421	1,177	903
Ind. Examiner's Fee	1,000	-	1,000	950
Office/Printing etc	553	38	591	1,870
Staff Expenses	507	-	507	222
Preaching Fees	140	-	140	441
Total	193,057	42,273	235,330	207,197

Notes to the Financial Statements

For the year ended 31 December 2021

3. Expenditure on charitable activities (continued)

3a Staff Costs

	2021	2020
	£	£
Gross pay	123,014	115,961
Pension contributions	12,974	11,805
Pension contributions (Liability Adj)	(5,500)	(16,875)
Employers NI	10,432	9,475
Employment Allowance	(4,000)	(4,000)
Staff Training	2,299	-
Other Payroll Costs	762	906
Total	139,981	117,272

The average number of staff employed during 2021 is:

Average Head Count	-	6	(2020 – 7)
Average Full Time Staff	-	4	(2020 – 4)
Average Part Time Staff	-	2	(2020 – 3)
Average Full-time Equivalent	-	5	(2020 – 5)

No employees (2020: none) received employee benefits (excluding employer pension costs) of more than £60,000 during the year.

There was no material liability for paid annual leave or sick leave at the end of the reporting period (2020: none), and so no liability has been included in the accounts.

The Church is an employer participating in a pension scheme known as the Baptist Pension Scheme (“the Scheme”). The Scheme is a separate legal entity which is administered by the Pension Trustee (Baptist Pension Trust Limited). The Senior Minister and Minister are eligible to join the Scheme, which is not contracted out of the State Second Pension. A detailed description of the scheme’s surplus/deficit and how it affects the charity is provided in note 9.

Notes to the Financial Statements

For the year ended 31 December 2021

3. Expenditure on charitable activities (continued)

3b. Analysis of Grants

Grants by Recipient Type		Grants by Institution	
	£		£
Grants to Institutions	5,220	Christians against Poverty	4,470
Grants to Individuals	2,303	London Baptist Assoc.	500
Total	7,523	Shrublands Foodbank	225
		SleepPod	25
Grants by Nature of Activity		Total	5,220
	£		
Alleviation of Suffering/Poverty	7,023		
Christian Outreach	500		
Total	7,523		

4. Tangible Fixed assets

Cost or valuation	Freehold land and buildings		
	Church	Manse	Total
	£	£	£
At 1 st January 2021	1,602,527	411,000	2,013,527
At 31 st December 2021	1,602,527	500,000	2,102,527

The capital fund includes the valuation for the church buildings and manse. The church building is included at its 2016 insurance value, while the manse is included at market value. A policy of revaluing the manse every 5 years has been agreed, with the next revaluation due in 2026.

Cost or valuation	Equipment, Furniture & Fittings			
	Net Book Value @ 31/12/2020	Acquisitions during 2021	Depreciation during 2021	Net Book Value @ 31/12/2021
	£	£	£	£
Equipment	4,760	16,440	8,313	12,887

Notes to the Financial Statements

For the year ended 31 December 2021

5. Debtors and prepayments

	2021 £	2020 £
Prepayments	0	0
Other debtors	9,199	6,704
Total	9,199	6,704

Other debtors consist of £2,124 which is tax recoverable on Gift Aided donations and £7,075 which is invoiced charges related to the hire/use of the church building (all received during 2022).

6. Creditors: amounts falling due within one year

	2021 £	2020 £
Loans and overdrafts	0	0
Other creditors	4,444	3,119
Total	4,444	3,119

Other creditors consist of £1,020 representing general purchases of equipment & materials which were purchased in 2021 but for which the invoice was not received until early 2022, accrual of roofing repair costs £2,424, and independent examination fees of £1,000.

7. Provisions

	2021 £	2020 £
Balance brought forward	28,101	44,975
Deficit contributions made in the year	(4,824)	(3,555)
Interest cost	353	735
Remaining change to balance sheet liability	(1,029)	(14,054)
Balance carried forward	<u>22,601</u>	<u>28,101</u>

The provision is in respect of deficit pension contributions due to the Baptist Pension Scheme. The current deficit reduction plan requires contributions to be made until June 2026. The provision has been calculated based on the current deficit contributions, assuming they will increase by inflation and the total liability have been discounted to present value using a market bond rate. Section 28.11A of FRS 102 requires agreed deficit recovery payments to be recognised as a liability.

Notes to the Financial Statements

For the year ended 31 December 2021

Further information on the pension scheme can be found in note 9.

8. Fund description and movements

8a Unrestricted Funds

Fund Name	Balance at 1st Jan 2021	Income	Expenditure	Transfers	Balance at 31st Dec 2021
	£	£	£	£	£
Unrestricted Funds	93,971	189,543	193,057	(1,421)	89,036
Designated Funds					
Plummer Bequest	5,823	-	-	-	5,823
Global Legacy Fund	61,910	-	-	-	61,910
Total Designated Funds	67,733	-	-	-	67,733
Total Unrestricted Funds	161,704	189,543	193,057	(1,421)	156,769

Unrestricted Funds - Prior Year

Fund Name	Balance at 1st Jan 2020	Income	Expenditure	Transfers	Balance at 31st Dec 2020
	£	£	£	£	£
Unrestricted Funds	97,927	173,281	175,863	(1,374)	93,971
Designated Funds					
Plummer Bequest	5,823	-	-	-	5,823
Global Legacy Fund	77,000	-	3,200	(11,890)	61,910
Total Designated Funds	82,823	-	3,200	(11,890)	67,733
Total Unrestricted Funds	180,750	173,281	179,063	(13,264)	161,704

The Global Legacy Fund is a fund, created from a legacy left by a church member, which the church aims to distribute to other causes to further the advancement of the Christian Faith and the relief of poverty.

The Plummer Bequest was a gift left to the church which was put aside to support young people from the church who embark on mission training or mission trips.

Notes to the Financial Statements

For the year ended 31 December 2021

8b Restricted Funds

Fund Name	Balance at 1st Jan 2021	Income	Expenditure	Transfers	Balance at 31st Dec 2021
Restricted Funds					
NHS Vaccine Centre	-	31,375	31,560	-	(185)
Coffee Shop Development	12,500	-	-	-	12,500
Covid 19 Relief Fund	7,833	-	2,305	-	5,528
Building Fund	7,320	50	-	-	7,370
Boys' Brigade	3,070	-	1,782	-	1,288
Other Funds	2,850	4,043	3,020	-	3,873
Mothers & Toddlers	2,311	255	-	-	2,566
Girls' Brigade	700	65	291	-	474
Home Mission	37	-	-	-	37
Lunch Club	-	1,894	3,315	1,421	-
BMS	-	-	-	-	-
Floating Shelter	-	-	-	-	-
Total Restricted Funds	36,621	37,682	42,273	1,421	33,451

Restricted Funds – Prior Year

Fund Name	Balance at 1st Jan 2020	Income	Expenditure	Transfers	Balance at 31st Dec 2020
Restricted Funds					
Coffee Shop Development	-	12,500	-	-	12,500
Covid 19 Relief Fund	-	3,558	5,725	10,000	7,833
Building Fund	6,962	600	242	-	7,320
Boys' Brigade	5,755	756	3,441	-	3,070
Other Funds	2,657	5,528	7,224	1,889	2,850
Mothers & Toddlers	3,607	462	1,508	(250)	2,311
Girls' Brigade	944	742	986	-	700
Home Mission	446	245	654	-	37
Lunch Club	155	5,250	7,030	1,625	-
BMS	374	220	594	-	-
Floating Shelter	730	-	730	-	-
Total Restricted Funds	21,630	29,861	28,134	13,264	36,621

Descriptions of the main restricted funds are as follows:

The Coffee Shop Development fund are monies given specifically toward the Coffee Shop component of the wider building re-development project.

Notes to the Financial Statements

For the year ended 31 December 2021

The Covid 19 Relief Fund was money transferred from the Global Legacy fund to provide relief to members and others known to the church whose personal situations have deteriorated as a result of the effects of Covid 19. This money has been used to provide immediate, short-term relief, in critical situations and has been mainly used to provide food, essential items, and to meet small but urgent financial needs.

The Building Fund represents funds given specifically for the church building re-development project.

The Lunch Club fund is used for the running of the weekly Lunch club which provides a meal for the elderly members of the community. The Lunch Club was closed during 2021 and a service provided by Shirley Neighbourhood Care is now run in its place.

The Boys' Brigade, Girls' Brigade and Mothers & Toddlers funds are held separately for the running of each organisation under the auspices of the church.

The other funds (BMS, Home Mission, Floating Shelter) represent monies given to the church for other charitable organisations that the church has chosen to support, in response to appeals throughout the year.

The NHS Vaccine Centre fund represents costs incurred in preparing and maintaining the building for use by the NHS, e.g. cleaning, gas, electricity, waste disposal. The costs were invoiced to the NHS and they reimbursed the church accordingly.

8c Capital Fund

Fund Name	Balance at 1st Jan 2021	Income	Expenditure	Revaluation	Balance at 31st Dec 2021
Capital Fund	2,013,527	-	-	89,000	2,102,527

Capital Fund – Prior Year

Fund Name	Balance at 1st Jan 2020	Income	Expenditure	Transfers	Balance at 31st Dec 2020
Capital Fund	2,013,527	-	-	-	2,013,527

The capital fund represents the value of the church properties – the main church buildings on Wickham Road, and the church manse.

Notes to the Financial Statements For the year ended 31 December 2021

9. Pension Scheme

The Church is a participating employer in the Baptist Pension Scheme (“the Scheme”), which is a separate legal entity administered by the Pension Trustee (Baptist Pension Trust Limited). The assets of the Scheme are held separately from those of the Employer and the other participating employers.

The Scheme, previously known as the Baptist Ministers’ Pension Fund, started in 1925, but was closed to future accrual of defined benefits on 31 December 2011. Prior to this date the main benefit provided through the Defined Benefit (DB) Plan was a pension of one eightieth of final minimum pensionable income for each year of pensionable service together with additional pension in respect of premiums paid on Pensionable Income in excess of Minimum Pensionable Income.

From January 2012, pension provision is being made through the Defined Contribution (DC) Plan within the Scheme. In general, members pay 8% of their Pensionable Income and employers pay 6% of members’ Pensionable Income into individual pension accounts, which are operated and managed on behalf of the Pension Trustee by Broadstone Corporate Benefits Ltd. In addition, the employer pays a further 4% of Pensionable Income to cover Death in Service Benefits, administration costs, and an associated insurance policy which provides income protection for Scheme members if they are unable to work due to long-term incapacity. This income protection policy has been insured by the Baptist Union of Great Britain with Aviva Limited.

The Scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. Because it is not possible to attribute the Scheme’s assets and liabilities to specific employers, the scheme is accounted for as if the Scheme were a defined contribution scheme.

The Ministers are eligible to join the Scheme.

Actuarial valuation as at 31 December 2019

A formal valuation of the DB Plan as at 31 December 2019 was carried out by a professionally qualified Actuary using the Projected Unit Method. At the valuation date the market value of the DB Plan assets was £298 million, whilst the level of assets needed to pay benefits was £316m, giving a deficit of £18m (equivalent to a past service funding level of 94%). The Church and the other participating employers in the DB Plan are collectively responsible for funding this deficit.

Notes to the Financial Statements

For the year ended 31 December 2021

9. Pension Scheme (continued)

The key financial assumptions underlying the valuation were as follows:

<u>Type of assumption</u>	<u>% pa</u>
RPI price inflation assumption	3.20
CPI price inflation assumption	2.70
Minimum Pensionable Income Increase Adjustment (above CPI)	0.50
Pre-retirement assumed investment returns (gilt yield plus 1.75% pa)	2.95
Post retirement assumed investment returns (including benefits matched by the insurance policy) (gilt yield plus 0.5% pa)	1.70
Minimum Pensionable Income increases (CPI plus 0.5%)	3.20
Deferred pension increases (based on RPI)	
Pre April 2009	3.20
Post April 2009	2.50
Pension increases	
Based on CPI with an annual floor of 0% and annual cap of 5%	2.70

Mortality is assumed in accordance with 80% of the S3NA standard mortality table. Future improvements projected from 2013 in line with the “CMI 2019” projection with a long-term rate of improvement of 1.75% p.a. for males and 1.5% p.a. for females with the core smoothing parameter and with additional initial mortality improvement factor A=0.5%.

The next actuarial valuation of the DB Plan within the Scheme is due to take place not later than as at 31 December 2022.

Recovery Plan

In addition to the contributions to the DC Plan set out above, where a valuation of the DB Plan reveals a deficit the Trustee and the Council agree to a rate of deficiency contributions from churches and other employers involved in the DB Plan.

Under the current Recovery Plan signed in September 2020, deficiency contributions are payable until June 2026. These contributions are broadly based on the employer's membership at 31 December 2014 and increase annually in line with increases to Minimum Pensionable Income as defined in the Rules.

Notes to the Financial Statements For the year ended 31 December 2021

9. Pension Scheme (continued)

Due to the nature of the Scheme, the profit and loss charge to the General fund for the period represents the employer contributions payable plus the movement in the pension provision (excluding the deficit contributions made in the year). For this scheme the pension cost for the Church is £6,586 made up of Pension Contributions of £11,771, and a Liability Adjustment of £(5,500).

10. Prior Year Adjustments

No prior year adjustments were made to the Opening Balances.

11. Related party transactions and trustee's expenses and remuneration

No trustees were remunerated as part of their role as trustees.

The following trustees were also employed by the church in the following capacities and as such received remuneration as part of their employment:

Mr Jonathan Hills (Senior Minister)

Gross Salary - £32,707

Employer Pension Contributions - £4,000

Was also provided with manse accommodation.

Mrs Sara Kennett (Minister)

Gross Salary (incl. accommodation allowance) - £29,469

Employer Pension Contributions - £2,947

The following close relatives of trustees were employed by the church in the following capacities:

Mr Stuart Kennett (Youth Worker)

Gross Salary - £26,120

Employer Pension Contributions - £596

No trustees incurred expenses whilst fulfilling their role as trustees. Three trustees had a total of £206 reimbursed for expenses incurred while on non-trustee church business. These expenses were limited to travel, accommodation, and subsistence.

The trustees made aggregate unrestricted donations totalling £27,065.

Notes to the Financial Statements

For the year ended 31 December 2021

12. Prior Year Comparatives

	Unrestricted Funds		Restricted Funds		Capital Funds	
	2021	2020	2021	2020	2021	2020
	£	£	£	£	£	£
Income and endowments from:						
Donations and legacies	153,869	156,701	2,530	21,589	-	-
Charitable activities	33,682	11,570	35,152	8,272	-	-
Other trading activities	1,992	5,010	-	-	-	-
Total	189,543	173,281	37,682	29,861	-	-
Expenditure on:						
Charitable activities	193,057	179,063	42,273	28,134	-	-
Total	193,057	179,063	42,273	28,134	-	-
Net income/(expenditure)	(3,514)	(5,782)	(4,591)	1,727	-	-
Transfers between funds	(1,421)	(13,264)	1,421	13,264	-	-
Other recognised gains/(losses):						
Gains/(losses) on revaluation of fixed assets	-	-	-	-	89,000	-
Net movement in funds	(4,935)	(19,046)	(3,170)	14,991	89,000	-
Reconciliation of funds:						
Total funds brought forward	161,704	180,750	36,621	21,630	2,013,527	2,013,527
Total funds carried forward	156,769	161,704	33,451	36,621	2,102,527	2,013,527

WEST WICKHAM AND SHIRLEY BAPTIST CHURCH

England & Wales - Charity number 1166796

Accounts

West Wickham & Shirley Baptist Church



Annual Report and Accounts 2020

(Charity Reg. No. 1166796)

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**Legal and Administrative Information
for the year ending 31st December 2020**

Charity Name

West Wickham & Shirley Baptist Church

Registered Address

Corner of Wickham Road & Monks Orchard Road, Croydon, CR0 8EH

Charity registration number

1166796

Governing document:

Church Constitution originally dated April 2016, revised March 2019.

Objects of the Charity

The principal 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.

The Church has been inspired to embrace the vision to become like '*A City on a Hill*' in the context of Matthew's Gospel, ch. 5 verse 14 and consequently adopted the following Mission Statement: "*Transforming lives and communities with the power of God's love.*"

Trustees

The Trustees who served during the year or who were serving at the date of this report were:

Rev Jonathan Hills	(Chair, Senior Minister)
Rev Sara Kennett	(Minister)
Mr Clifford Underhay	(Secretary)
Mr Paul Bradbury	(Treasurer)
Mr Philip Jenkins	
Mr. Neil Selby	
Mrs Janet Fagon	(appt Jan 2020)
Mr Okenna Nzelu	(appt Jan 2020)

Key Management Personnel

Those in charge of planning, directing, controlling, running and operating the church, including those members of staff who are the senior management personnel to whom the trustees have delegated significant authority or responsibility in the day-to-day running of the charity, are the Trustees, Ministry Leaders, Boys' Brigade Captain, Girls' Brigade Captain, and Youth & Children's Worker.

**Legal and Administrative Information
for the year ending 31st December 2020**

Bankers

Lloyds Bank, 137 North End, Croydon, CR0 1TN

Teachers Building Society, Allenvie House, Hanham Road, Wimborne, Dorset, BH21 1AG

Baptist Union Corporation Ltd, Baptist House, 129 Broadway, Didcot, Oxon, OX11 8RT

Independent Examiner

John Helm ACA, 17 Heathville Road, London N19 3AL

**Annual Report of the Trustees
for the year ending 31st December 2020**

The Trustees submit their annual report and the financial statements of West Wickham & Shirley Baptist Church (“the Church”) for the year ended 31 December 2020. The financial statements have been prepared in the format prescribed by the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP2015 (FRS102)) and the Financial Reporting Standard 102. The legal and administrative information set out earlier in this document forms part of this report.

Covid-19 / Going Concern

The significant event to have occurred prior to the signing of these accounts has been the lockdown restrictions made necessary by the Covid-19 pandemic, which broke out in early March 2020.

Each year it is the Trustee’s responsibility to state whether or not the annual accounts have been drawn up on a going concern basis (see the accounting policy note on page 18). Going concern is the assumption that an entity, in this case the Church, has the resources (financial or otherwise) needed to continue operating for the foreseeable future and in particular, for at least 12 months from the date of approval by the Trustees of these annual accounts. If the going concern principle did not apply then the accounts would be drawn up on an insolvent basis.

Clearly, as part of this year’s going concern review, the Trustees have had to consider the likely impact of COVID-19 pandemic on its ministry. It has concluded that the financial risks to that ministry have not increased significantly as a result of the lockdown restrictions imposed by the Government and the resultant closure of the church building and halls. As a result of these restrictions, income from hiring out the church halls has ceased and is not expected to return to anything like a normal level until the latter part of 2021. The impact of the lockdown on the finances of our church family members, whose giving provides the bulk of our financial support, remains unclear but a significant reduction in support is not thought to be likely.

Against this background, the Trustees have reviewed its financial forecast for 2021. This review indicates that it may incur a small deficit in 2021 but that its cash reserves are more than adequate to absorb that deficit. Even so, it took positive steps to reduce the potential impact by furloughing four of its seven employees for much of 2020 and 2021. Accordingly, it has concluded that it is appropriate to prepare the 2020 Accounts on a going-concern basis and that it is not necessary to make any adjustment to these accounts as a result of the lockdown restrictions. The Trustees will continue to keep both the short-term and longer-term impact under review, in particular, the 'degree of return to normality' will be actively monitored in the latter part of 2021, with a view to assessing the likely carryover into 2022 and the effect on the 2022 Budget.

Prior Year Adjustments

The Staff Costs figures for this year include minor adjustments to correct over-accruals in years 2017 and 2018, totalling £1,761.

**Annual Report of the Trustees
for the year ending 31st December 2020**

1. Structure, Governance & Management

Trustees are responsible for the day-to-day management of the Church's business in accordance with the Church's objects. Trustees are elected by the Church members' meeting. Trustees will normally serve a term of office of three years but can be re-elected at the end of their first and any subsequent terms.

Trustees meet approximately 6 times per annum to discuss a full range of matters relating to finance, fabric, general administration, the implementation of the church constitution and responsibility for the keeping of the church membership roll.

The financial aspects of the church are the responsibility of the Trustees, but they are managed on a day-to-day basis by the Treasurer, the Finance Group (who are responsible for reviewing the finances and suggesting matters of policy to the trustees), the Offering Counting Team and the Treasurers for the auxiliary departments (e.g. Boys' Brigade, Girls' Brigade).

None of the Church's Trustees, with the exception of the Ministers, receive remuneration.

The induction process for any church member newly-appointed as a Trustee comprises an initial meeting with the Minister and receipt of copies of:

- the Church Constitution
- the most recent financial statements
- the Charity Commission's guidance 'The Essential Trustee'
- the Baptist Union Guideline Leaflet C15 'Help I'm a Charity Trustee'.

Church Members

Church Membership is open to those who:

- accept the Beliefs of the Church;
- commit themselves to serving Christ within the Church and beyond;
- abide by the decisions of the Church Members' Meeting;
- acknowledge their responsibilities as Church Members;
- have their membership application accepted by the Church Members' Meeting.

Church Members share in the responsibility for the finances, administration, maintenance and activities of the church and elect the Church Leadership. Church Members meet regularly each year for business meetings and receive reports from the Church Leadership.

Risk & Risk Management

The church and its activities operate with the confidence and assurance of God's provision and protection. Nevertheless, the trustees are aware of the ever-changing risks that the church is exposed to which could affect its ability to fulfil its objectives and purposes. The trustees have put in place a

**Annual Report of the Trustees
for the year ending 31st December 2020**

risk management framework supported by a risk management policy and a culture of creating and managing risk assessments for activities to which they are appropriate.

An assessment of the major risks that the church faces is routinely reviewed by the trustees and mitigating controls are put in place and reviewed. Where controls are considered to require additional work to reduce the risk to an acceptable level, a clear action plan and ownership is put in place.

At a high-level the areas of risks identified and monitored by the trustees include:

Risk Area	Mitigating Controls
Safeguarding and safety of anyone involved in church activities	Safeguarding team, safeguarding policy, safeguarding training. Health & Safety policy & risk assessments. Individual activity risk assessments.
Alignment of church activities to the charitable objects/purposes	Appropriate level of leadership and internal reporting, clear communication of church objectives to leaders/volunteers.
Proper management of financial resources	Financial controls & procedures, budgeting process, reserves policy, five year property plan.
Compliance with legislation	Regularly reviewed set of policies covering all areas of church life. Staff/volunteer training.

2020 Covid Arrangements

After the lockdown restrictions put in place during March 2020 no in-person members meetings were held for the rest of the year, the AGM was not held and consequently no election of Trustees or Church Officers was held. Following guidance from the Charity Commission the Trustees noted the variation from the church’s Governance Document and that all election would be held over to the AGM in 2021.

During this period members were kept up-to-date with relevant information via e-mail, WhatsApp and periodic Zoom sessions.

2. Activities

In fulfilling its purpose, the Church will engage in a range of activities either on its own or with others that will vary from time to time with activities being initiated, expanded, or closed, as appropriate. When planning our activities for the year, the trustees have considered the Charity Commission’s guidance on public benefit. In particular, we try to enable ordinary people to live out their faith as part of our church and local community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.

**Annual Report of the Trustees
for the year ending 31st December 2020**

- Provision of pastoral care for people living in the local area.
- Missionary and outreach work.
- Sunday School, Boys' & Girls' Brigades & Youth Work.

To facilitate this work it is important that we maintain the fabric of the church buildings.

The Activities may include but are not restricted to:

- regular public worship, prayer, Bible study, preaching and teaching;
- baptism, as defined in the Baptist Union's Declaration of Principle;
- the Communion of the Lord's Supper which shall normally be observed at least once a month;
- evangelism and mission, locally, regionally, nationally and internationally;
- the teaching, encouragement, welcome and inclusion of young people;
- nurture and growth of Christian disciples;
- education and training for Christian and community service;
- giving and encouraging pastoral care;
- supporting and encouraging charitable social action in the United Kingdom and overseas

The Church runs a range of activities and organisations for all age-groups. The motivation for all of these has been to demonstrate God's love to the community, to reach out in His name, to bring people into a saving knowledge of His love, to draw them into the Fellowship of His Church and to build up the Church Family.

During 2020 the church's activities changed dramatically with the Covid-19 lockdown restrictions. Up to March 2020 and in normal times, the activities and organisations working were:

For Children and Parents:

- **Toddlers:** For children aged 0-3 and accompanying adults, with toys and games, chat, friendship and support.
- **Rhyme Time:** For children aged 0-3 and accompanying adults, with music, chat, friendship and support.

For Young People

- **Girls' Brigade & Boys' Brigade:** Both of the Brigade organisations have a range of classes and activities for every age group from 5 to 22, some leading to Brigade Awards and Duke of Edinburgh's Awards. They are also involved with Sunday Parade Services, regional activities and competitions, and annual camps.
- **'Bible Study'/Youth Group:** An opportunity for young people to go deeper in their worship, prayer and faith. Visits to Soul Survivor, Hillsong, social events and activities, two youth weekends a year.
- **West Wickham & Shirley Baptist Church (WWSBC) Football Academy:** Meets on Saturday Mornings during term time at Forest Academy school, Bridle Road, Shirley for children aged 5 to 16, run in connection with 'Kick London' (Registered Charity).

**Annual Report of the Trustees
for the year ending 31st December 2020**

For Adults

- **Small groups:** Monthly or more frequently, different times of day or evening. 16 small groups meeting for Bible Study, prayer, fellowship, social activities and mutual support.
- **Wednesday Fellowship:** Wednesday afternoons each month. Informal devotional time, usually with a visiting speaker.
- **Prayer events:** monthly meetings for prayer offering different styles and themes, including Mission, world issues, etc.
- **Morning Bible Study:** Friday Mornings. This is also one of the Church's small groups.
- **Lunch Club:** Monday lunchtimes. Mostly for older people, a cooked meal, friendship, chat and low-key activities, with an informal spiritual input.
- **Art Group:** Friendship and art activities.
- **Ramblers and Amblers:** Two walking groups for different abilities meeting monthly.
- **Occasional or Annual Activities,** including: Pancake Morning, Hot-cross bun Coffee Morning, Easter Egg hunt, Harvest tea, Christmas Lunch/Carol Service, Quiz Night.
- **Courses:** Training courses including: Junior Church Teachers' training, Safeguarding and Newcomers welcome courses.
- **Connect Groups:** Interest-based groups which allow people to get to know each other in an informal setting – Hygge, Board Games, Amblers, Ramblers, Knit & Natter, Running.

3. Achievements & Performance

Although activities continued as normal for the first couple of months of 2020, the first lockdown brought all in-person activities to an abrupt halt. As a result, we had to quickly adapt how the church was run, increasing the use of social media and the internet to support the church family.

Throughout most of the year church consisted of the following activities:

- A weekly recorded service which was delivered through the YouTube platform.
- Weekly 'after church' coffee over Zoom.
- A weekly 'Thought for the day' delivered through YouTube.
- A weekly on-line Quiz over Zoom.
- A WhatsApp group for communication and support.
- An increased social presence on Facebook
- Young People's Bible Study over Zoom
- Home groups over Zoom
- A recorded Christmas Carol service delivered over YouTube with over 1000 views.
- Simple in-person covid-secure communion services when government regulations allowed.

A massive thank you goes to all those were involved in setting up and running these activities and kept the mission of the church going during this difficult time.

**Annual Report of the Trustees
for the year ending 31st December 2020**

The prolonged enforced isolation which many members experienced during 2020 risked an increase in anxiety, loneliness, and other mental health issues and so an extensive programme of covid-secure visits, regular phone-calls and electronic communication was put in place. As part of this our most vulnerable members were given regular pastoral packages of food and other items to help them cope and let them know that they were not alone. The restriction of activities and other difficulties caused an increase in pastoral situations which had to be dealt with by the ministerial and pastoral teams.

During 2020 we acquired and installed streaming equipment in order to live-stream all Sunday services once in-person services are allowed to resume. This will allow members who are reluctant to return to church until the pandemic risk has sufficiently reduced to share in the family services.

During 2020 the main focus of the weekly sermons was how to be a church of Radical Belonging, and was focused around the following six areas:

- a) Ethnicity
- b) Mental Health
- c) Disability
- d) Poverty
- e) Gender
- f) Sexuality

4. Financial review

Traditionally the church's main sources of funding are the free-will offerings of church members and others in attendance at church meetings and income from hiring out the church's premises and facilities. During 2020 the church's income from weekly offerings and rental income has been reduced due to the non-availability of the church premises. However, the church membership has continued to support the church financially and many people who would normally give through the offering have transferred to other methods of giving.

Financial Activity and Financial Position

The Statement of Financial Activities and Balance Sheet can be found on pages 15 and 16 respectively. The Church's total reserves decreased by £4,055 during the year, the free reserves decreased by £35,920. The balance sheet shows total net assets of £2,211,852 at the end of 2020.

Included in total funds are amounts totalling £36,621 which are restricted. These monies have either been raised for and their use restricted to, specific purposes, or they comprise donations subject to donor-imposed conditions. More details of these restricted funds can be found in note 8 to the accounts together with an analysis of movements in the year.

**Annual Report of the Trustees
for the year ending 31st December 2020**

The church has maintained a strong financial position at the end of 2020, due mainly to the generous levels of giving by members of the congregation.

The building project has not progressed significantly in the main, due to Covid 19 and is not likely to affect the 2021 income/expenditure.

Due to the unpredictable nature of the pandemic and lockdowns the general fund budget for 2021 is being managed on a quarter-by-quarter basis and is being reviewed regularly.

In addition to the General Fund the church runs several other restricted funds for particular purposes. This includes funds for giving to other organisations such as Baptist Home Mission and Baptist Missionary Society. The Plummer Fund, named after a church member who left a generous bequest, is designated for assistance to young people who undertake missionary work in other countries. The Global Legacy Fund is a fund, created from a legacy left by a church member, which the church aims to distribute to other causes to further the advancement of the Christian Faith and the relief of poverty.

Reserves Policy

The Trustees have established a Reserves Policy which aims to maintain a level of reserves equivalent to three month's average expenditure. The Church believes this is a reasonable and prudent level but would permit variations from this amount where circumstances warrant this. This would be, for instance, where expenditure is so urgent that to delay it would result in even higher costs later. If this situation should arise then the Church would make plans to rebuild the reserves as quickly as possible.

At 31 December 2020 the church had free reserves of £189,905 (2019: £225,725) as follows:

	2020 £	2019 £
Total reserves	2,211,852	2,215,907
Less: restricted funds	(36,621)	(21,630)
Less: capital funds	(2,013,527)	(2,013,527)
Add: provision (long term)	28,101	44,975
Free reserves	189,805	225,725
Free reserves requirement:		
3 month's budgeted routine expenditure	50,000	50,000

**Annual Report of the Trustees
for the year ending 31st December 2020**

Volunteers

The Church is heavily dependent on its membership and congregation working as volunteers in all aspects of the church's activities, many of which run with little or no impact on the church's expenditure, but nevertheless contribute substantially to the achievement of the church's objectives. No accounting for this time and effort has been included in the financial statements.

5. Plans for Future Periods

Plans for the future are uncertain as the Covid-19 pandemic continues causing the church to continue in lockdown and providing support and pastoral care together with online worship services and other activities via Zoom.

The Trustees continue to meet monthly to monitor the situation and, together with Government legislation and guidelines issued by the Baptist Union and London Baptist Association, assess how best to serve church members, worshippers, and other members of our community affected by the current pandemic.

The Trustees have made the church premises available to the National Health Service (NHS) to be used as a vaccination centre. At the time of writing this report, the church buildings are currently operating as a vaccination centre and more than 30,000 vaccinations have been administered.

As part of the ongoing considerations, four employees are being kept on the Government's furlough scheme; this is reviewed at each monthly Zoom Trustees' meeting.

The Trustees continue to keep under review the re-opening the church and its activities in a controlled, sensitively managed process.

6. Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;

**Annual Report of the Trustees
for the year ending 31st December 2020**

- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

7. Approval

The report of the Trustees was approved by the Trustees on 15th October 2021 and signed on its behalf by:



**Cliff Underhay
Trustee**

**Independent Examiner's Report to the Trustees of West Wickham & Shirley Baptist Church
for the year ending 31st December 2020**

I report on the accounts of the Church for the year ended 31 December 2020 which are set out on pages 15 to 30 of the charity report and accounts.

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 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;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the church as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. 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.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Mr John Helm ACA
17 Heathville Road, London N19 3AL

Date 25 October 2021

**Statement of Financial Activities
for the year ending 31st December 2020**

	Notes	Unrestricted Funds	Restricted Funds	Capital Funds	Total Funds	Prior period Total Funds
		£	£	£	£	£
Income and endowments from:						
Donations and legacies	2	156,701	21,589	-	178,290	187,479
Charitable activities	2	11,570	8,272	-	19,842	19,539
Other trading activities	2	5,010	-	-	5,010	22,683
Total		173,281	29,861	-	203,142	229,701
Expenditure on:						
Charitable activities	3	179,063	28,134	-	207,197	230,452
Total		179,063	28,134	-	207,197	230,452
Net income		(5,782)	1,727	-	(4,055)	(751)
Transfers between funds		(13,264)	13,264	-	-	-
Other recognised gains/(losses):						
Gains/(losses) on revaluation of fixed assets		-	-	-	-	-
Net movement in funds		(19,046)	14,991	-	(4,055)	(751)
Reconciliation of funds:						
Total funds brought forward		180,750	21,630	2,013,527	2,215,907	2,216,658
Total funds carried forward		161,704	36,621	2,013,527	2,211,852	2,215,907

Balance Sheet

As at 31 December 2020

	Notes	Unrestricted Funds	Restricted Funds	Capital Funds	Total Funds	Prior period Total Funds
		£	£	£	£	£
Fixed Assets:						
Tangible assets	4	4,760	-	2,013,527	2,018,287	2,015,615
Total Fixed Assets		4,760	-	2,013,527	2,018,287	2,015,615
Current Assets:						
Debtors	5	6,566	138	-	6,704	10,224
Cash at bank and in hand		181,097	36,984	-	218,081	237,787
Total Current Assets		187,663	37,122	-	224,785	248,011
Current Liabilities:						
Creditors: Amounts falling due within one year	6	2,618	501	-	3,119	2,744
Net Current assets		185,045	36,621	-	221,666	245,267
Total assets less current liabilities		189,805	36,621	2,013,527	2,239,953	2,260,882
Other Liabilities:						
Defined Benefit Pension Scheme Liability	7	28,101	-	-	28,101	44,975
Total net assets		161,704	36,621	2,013,527	2,211,852	2,215,907
The funds of the charity:						
Unrestricted funds	8	161,704	-	-	161,704	180,750
Restricted income funds	8	-	36,621	-	36,621	21,630
Capital funds	8	-	-	2,013,527	2,013,527	2,013,527
Total charity funds		161,704	36,621	2,013,527	2,211,852	2,215,907

The financial statements were approved by the Trustees on 15th October 2021 and signed on its behalf by:

Paul Bradbury
Trustee

The notes on pages 17 to 30 form part of these accounts.

Notes to the Financial Statements For the year ended 31 December 2020

1. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of accounting

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Charities Statement of Recommended Practice (Charities SORP (FRS 102)) and Financial Reporting Standard 102 (FRS 102). The accounts have also incorporated the amendments defined in Update Bulletin 1 to the Charities SORP (FRS 102), published on 2 February 2016. The financial statements are drawn up on the historical cost basis of accounting except for the revaluation of the residential freehold land and building which is shown at market value.

The financial statements include all transactions, assets and liabilities for which the Church is responsible in law. They do not include the accounts of church groups that owe an affiliation to another body or those that are informal gatherings of church members.

The Church meets the definition of a public benefit entity under FRS 102.

Going Concern

There are no material uncertainties about the charity's ability to continue as a going concern and accordingly the accounts have been drawn up on a going concern basis.

Income recognition

Voluntary income and donations (including legacies) are accounted for once the Church has entitlement to the income, it is probable the income will be received and the amount of income receivable can be reliably measured. Income from the recovery of tax on gift aided donations is accounted for in the period to which the relevant donation is received. Grant income is recognised on a receivable basis.

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

The income from trading activities includes rental income from the letting of church premises which is accounted for when earned.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Church; this is normally upon notification of the interest paid or payable by the bank.

Notes to the Financial Statements For the year ended 31 December 2020

1. Accounting Policies (continued)

Expenditure recognition

Expenditure is accrued as soon as a liability is considered probable, and the amount of obligation can be measured reliably. Longer term liabilities are discounted to present value. The Church is not registered for VAT and accordingly expenditure includes VAT where appropriate.

Charitable expenditure includes those costs in fulfilling the Church's principal objects, as outlined in the Report of the Trustees. These include governance costs which comprise all costs involving the public accountability of the Church and its compliance with regulation and good practice. These costs include costs related to the independent examination and legal fees.

The church pays pension contributions into the Baptist Pension Scheme, a final salary defined benefit scheme for contributions until 31 December 2011 and a defined contribution scheme for contributions made thereafter. The scheme is a multi-employer scheme and it is not possible to identify the assets and liabilities of the scheme which are attributable to the church. The scheme is therefore accounted for as a defined contribution scheme, with contributions payable to the scheme being accounted for on an accruals basis. In addition, the church currently pays contributions towards a deficit on the defined benefit scheme. The deficit, discounted to present value, is fully provided in these accounts and the charge to the income and expenditure account, which is included in the total pension cost, is the element of the movement in the provision which relates to the movement in the discount.

Rentals under operating leases are charged as incurred over the term of the lease.

Tangible Fixed Assets

Tangible fixed assets are accounted for as follows:

- The church land and buildings are stated at the 2016 insurance cost of rebuild. Depreciation is not provided as the estimated residual value is considered to be the same or higher than the carrying value of the property in the accounts.
- The church manse is stated at valuation, with the most recent valuation taking place as at 31 December 2016 and the next valuation is expected to take place for the year ended 31 December 2021. Depreciation is not provided as the estimated residual value is considered to be the same or higher than the carrying value of the property in the accounts.
- The cost of any furniture, fittings and equipment, of value at least £2,500, is capitalised in these accounts. The cost less any expected residual value, is depreciated on a straight line basis over the effective useful life of the asset, which has been estimated as three years.

Debtors

Debtors are included at the settlement amount due. Prepayments are valued at the amount prepaid.

Notes to the Financial Statements

For the year ended 31 December 2020

1. Accounting Policies (continued)

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of opening of the deposit.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation arising from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are recognised at their settlement amount.

Fund accounting

The funds held by the charity are either:

- Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
- Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.
- Capital funds – this is the value of property, namely the church buildings and the manse.

2. Income

	Unrestricted Funds	Restricted Funds	Total	Prior Year
	£	£	£	£
Donations and legacies				
Gift Aid	105,216	11,880	117,096	108,642
Donations	16,905	5,947	22,852	11,764
Tax Recovered	28,305	2,970	31,275	29,162
Offering	6,275	792	7,067	29,411
Bequest / Legacy	-	-	-	8,500
Total	156,701	21,589	178,290	187,479
Charitable Activities				
Government Grants (Furlough)	10,875	3,211	14,086	-
Fees/Contributions	-	1,735	1,735	4,815
Other Income	695	3,326	4,021	14,724
Total	11,570	8,272	19,842	19,539
Other trading activities				
Letting Income	5,010	-	5,010	22,683
Grand Total	173,281	29,861	203,142	229,701

Notes to the Financial Statements

For the year ended 31 December 2020

2. Income (continued)

During 2020 the church made use of the Government's Covid Furlough scheme and four employees were furloughed either full-time or part-time at various points during the year.

As a result the church received £14,086 in funding from the furlough scheme.

3. Expenditure on charitable activities

	Unrestricted Funds	Restricted Funds	Total	Prior Year
	£	£	£	£
Staff Costs (see note below)	111,406	5,866	117,272	130,048
Equipment/Materials	21,395	3,035	24,430	20,972
Youth & Children	910	4,427	5,337	12,598
Grants/Gifts (see note below)	12,098	12,063	24,161	11,638
Subs/Fees	5,499	2,112	7,611	11,631
Utilities	9,736	-	9,736	11,404
Building Development	-	-	-	10,124
Building Maintenance	8,652	240	8,892	9,567
Office/Printing etc	1,870	-	1,870	3,290
Insurance	3,131	-	3,131	3,027
Operating Lease (Photocopier)	1,560	-	1,560	1,560
Staff Expenses	222	-	222	1,439
Ind. Examiner's Fee	950	-	950	1,050
Other	290	391	681	880
Publicity	903	-	903	616
Preaching Fees	441	-	441	608
Total	179,063	28,134	207,197	230,452

Notes to the Financial Statements

For the year ended 31 December 2020

3. Expenditure on charitable activities (continued)

3a Staff Costs

	2020	2019
	£	£
Gross pay	115,961	111,592
Pension contributions	8,249	8,433
Pension contributions (Liability Adj)	(13,319)	1,726
Employers NI	9,475	9,869
Employment Allowance	(4,000)	(3,000)
Staff Training	-	496
Other Payroll Costs	906	932
Total	117,272	130,048

The average number of staff employed during 2020 is:

Average Head Count	-	7	(2019 – 7)
Average Full Time Staff	-	4	(2019 – 4)
Average Part Time Staff	-	3	(2019 – 3)
Average Full-time Equivalent	-	5	(2019 – 5)

No employees (2019: none) received employee benefits (excluding employer pension costs) of more than £60,000 during the year.

There was no material liability for paid annual leave or sick leave at the end of the reporting period (2019: none), and so no liability has been included in the accounts.

The Church is an employer participating in a pension scheme known as the Baptist Pension Scheme (“the Scheme”). The Scheme is a separate legal entity which is administered by the Pension Trustee (Baptist Pension Trust Limited). The Senior Minister and Minister are eligible to join the Scheme, which is not contracted out of the State Second Pension. A detailed description of the scheme’s surplus/deficit and how it affects the charity is provided in note 9.

Notes to the Financial Statements

For the year ended 31 December 2020

3. Expenditure on charitable activities (continued)

3b. Analysis of Grants

Grants by Recipient Type		Grants by Institution	
	£		£
Grants to Institutions	18,046	Christians Against Poverty	7,200
Grants to Individuals	6,115	New Addington Baptist	3,200
Total	24,161	Sleepod	2,218
		CCFS	730
Grants by Nature of Activity		LBA Home Mission	654
	£	Lunch Bowl Network	600
Alleviation of Suffering/Poverty	19,193	BMS	594
Christian Outreach	4,968	Other	2,850
Total	24,161	Total	18,046

4. Tangible Fixed assets

Cost or valuation	Freehold land and buildings		
	Church	Manse	Total
	£	£	£
At 1 st January 2020 and 31 st December 2020	1,602,527	411,000	2,013,527

The capital fund includes the valuation for the church buildings and manse. The church building is included at its 2016 insurance value, while the manse is included at market value. A policy of revaluing the manse every 5 years has been agreed, with the next revaluation due in 2021.

Cost or valuation	Equipment, Furniture & Fittings			
	Net Book Value @ 31/12/2019	Acquisitions during 2020	Depreciation during 2020	Net Book Value @ 31/12/2020
	£	£	£	£
Equipment	2,088	5,518	2,846	4,760

Notes to the Financial Statements

For the year ended 31 December 2020

5. Debtors and prepayments

	2020 £	2019 £
Prepayments	0	0
Other debtors	6,704	10,224
Total	10,224	10,224

Other debtors consist of £6,704 which is tax recoverable on Gift Aided donations (received during 2021).

6. Creditors: amounts falling due within one year

	2020 £	2019 £
Other creditors	3,119	2,744
Total	3,119	2,744

Other creditors consist of £1,527 representing general purchases of equipment & materials which were purchased in 2020 but for which the invoice was not received until early 2021, waste collection invoices not yet received of £642 and independent examination fees of £950.

7. Provisions

	2020 £	2019 £
Balance brought forward	44,975	47,887
Deficit contributions made in the year	(3,555)	(4,638)
Interest cost	735	1,094
Remaining change to balance sheet liability	(14,054)	632
Balance carried forward	28,101	44,975

The provision is in respect of deficit pension contributions due to the Baptist Pension Scheme. The current deficit reduction plan requires contributions to be made until June 2026. The provision has been calculated based on the current deficit contributions, assuming they will increase by inflation and the total liability have been discounted to present value using a market bond rate. Section 28.11A of FRS 102 requires agreed deficit recovery payments to be recognised as a liability.

Further information on the pension scheme can be found in note 9.

Notes to the Financial Statements

For the year ended 31 December 2020

8. Fund description and movements

8a Unrestricted Funds

Fund Name	Balance at 1st	Income	Expenditure	Transfers	Balance at 31st
	Jan 2020				Dec 2020
	£	£	£	£	£
Unrestricted Funds	97,927	173,281	175,863	(1,374)	93,971
Designated Funds					
Plummer Bequest	5,823	-	-	-	5,823
Global Legacy Fund	77,000	-	3,200	(11,890)	61,910
Total Designated Funds	82,823	-	3,200	(11,890)	67,733
Total Unrestricted Funds	180,750	173,281	179,063	(13,264)	161,704

Unrestricted Funds - Prior Year

Fund Name	Balance at 1st	Income	Expenditure	Transfers	Balance at 31st
	Jan 2019				Dec 2019
	£	£	£	£	£
Unrestricted Funds	96,740	205,130	192,610	(11,333)	97,927
Designated Funds					
Plummer Bequest	5,823	-	-	-	5,823
Global Legacy Fund	77,000	-	-	-	77,000
Total Designated Funds	82,823	-	-	-	82,823
Total Unrestricted Funds	179,563	205,130	192,610	(11,333)	180,750

The Global Legacy Fund is a fund, created from a legacy left by a church member, which the church aims to distribute to other causes to further the advancement of the Christian Faith and the relief of poverty.

The Plummer Bequest was a gift left to the church which was put aside to support young people from the church who embark on mission training or mission trips.

Notes to the Financial Statements

For the year ended 31 December 2020

8b Restricted Funds

Fund Name	Balance at 1st	Income	Expenditure	Transfers	Balance at 31st
	Jan 2020				Dec 2020
Restricted Funds					
Coffee Shop Development	-	12,500	-	-	12,500
Covid 19 Relief Fund	-	3,558	5,725	10,000	7,833
Building Fund	6,962	600	242	-	7,320
Boys' Brigade	5,755	756	3,441	-	3,070
Other Funds	2,657	5,528	7,224	1,889	2,850
Mothers & Toddlers	3,607	462	1,508	(250)	2,311
Girls' Brigade	944	742	986	-	700
Home Mission	446	245	654	-	37
Lunch Club	155	5,250	7,030	1,625	-
BMS	374	220	594	-	-
Floating Shelter	730	-	730	-	-
Total Restricted Funds	21,630	29,861	28,134	13,264	36,621

Restricted Funds – Prior Year

Fund Name	Balance at 1st	Income	Expenditure	Transfers	Balance at 31st
	Jan 2019				Dec 2019
Restricted Funds					
Building Fund	11,760	600	15,523	10,125	6,962
Boys' Brigade	5,671	3,724	3,640	-	5,755
Mothers & Toddlers	3,329	1,817	1,539	-	3,607
Other Funds	894	5,303	3,528	(12)	2,657
Girls' Brigade	1,409	1,092	1,569	12	944
Floating Shelter	-	730	-	-	730
Home Mission	650	785	989	-	446
BMS	51	1,346	1,023	-	374
Lunch Club	(196)	9,174	10,031	1,208	155
Total Restricted Funds	23,568	24,571	37,842	11,333	21,630

Descriptions of the main restricted funds are as follows:

The Coffee Shop Development fund are monies given specifically toward the Coffee Shop component of the wider building re-development project.

Notes to the Financial Statements

For the year ended 31 December 2020

The Covid 19 Relief Fund was money transferred from the Global Legacy fund to provide relief to members and others known to the church whose personal situations have deteriorated as a result of the effects of Covid 19. This money has been used to provide immediate, short-term relief, in critical situations and has been mainly used to provide food, essential items, and to meet small but urgent financial needs.

The Building Fund represents funds given specifically for the church building re-development project. The coffee shop development fund is money given specifically to support the coffee shop part of that development.

The Lunch Club fund is used for the running of the weekly Lunch club which provides a meal for the elderly members of the community.

The Boys' Brigade, Girls' Brigade and Mothers & Toddlers funds are held separately for the running of each organisation under the auspices of the church.

The other funds (BMS, Home Mission, Floating Shelter) represent monies given to the church for other charitable organisations that the church has chosen to support, in response to appeals throughout the year.

8c Capital Fund

Fund Name	Balance at 1st	Income	Expenditure	Transfers	Balance at 31st
	Jan 2020				Dec 2020
Capital Fund	2,013,527	-	-	-	2,013,527

Capital Fund – Prior Year

Fund Name	Balance at 1st	Income	Expenditure	Transfers	Balance at 31st
	Jan 2019				Dec 2019
Capital Fund	2,013,527	-	-	-	2,013,527

The capital fund represents the value of the church properties – the main church buildings on Wickham Road, and the church manse.

9. Pension Scheme

The Church is an employer participating in a pension scheme known as the Baptist Pension Scheme ("the Scheme"), which is administered by the Pension Trustee (Baptist Pension Trust Limited). The Scheme is a separate legal entity and the assets of the Scheme are held separately from those of the Employer and the other participating employers.

Notes to the Financial Statements For the year ended 31 December 2020

9. Pension Scheme (continued)

For any month, each participating employer in the Scheme pays contributions as set out in the Schedule of Contributions in force at that time.

The Scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable towards benefits and expenses accrued in that year, plus any impact of deficiency contributions (see below).

The Minister(s) are eligible to join the Scheme. From January 2012, pension provision is being made through the Defined Contribution (DC) Plan within the Scheme. In general, members pay 8% of their Pensionable Income and employers pay 6% of members' Pensionable Income into individual pension accounts, which are operated and managed on behalf of the Pension Trustee by Legal and General Life Assurance Society Limited. In addition, the employer pays a further 4% of Pensionable Income to cover Death in Service Benefits, administration costs and an associated insurance policy which provides income protection for Scheme members in the event that they are unable to work due to long-term incapacity. This income protection policy has been insured by the Baptist Union of Great Britain with Aviva plc. The further 4% contribution rate is reduced to 3% for Employer contributions made to the Segregated DC Arrangement.

Benefits in respect of service prior to 1 January 2012 are provided through the Defined Benefit (DB) Plan within the Scheme. The main benefits for pre-2012 service was a defined benefit

pension of one eightieth of Final Minimum Pensionable Income for each year of Pensionable Service, together with additional pension in respect of premiums paid on Pensionable Income in excess of Minimum Pensionable Income. The Scheme, previously known as the Baptist Ministers' Pension Fund, started in 1925 but was closed to future accrual of defined benefits on 31 December 2011.

A formal valuation of the Defined Benefit (DB) Plan was performed at 31 December 2019 by a professionally qualified Actuary using the Projected Unit Method. The market value of the DB Plan assets at the valuation date was £298 million. The valuation of the DB Plan revealed a deficit of assets compared with the value of liabilities of £18 million (equivalent to a past service funding level of 94%). The Church and the other employers supporting the DB Plan are collectively

Notes to the Financial Statements For the year ended 31 December 2020

9. Pension Scheme (continued)

responsible for funding this deficit. The key assumptions underlying the valuation were as follows:

Type of financial assumption	% pa
RPI price inflation assumption	3.20
CPI price inflation assumption	2.70
Minimum Pensionable Income increases (RPI)	3.20
Assumed investment returns	
- Pre-retirement	2.95
- Post retirement	1.70
Deferred pension increases	
- Pre April 2009	3.20
- Post April 2009	2.50
Pension increases	
- Main Scheme pension	2.70

Post-retirement mortality in accordance with 80% of the S3NFA and S3NMA tables, with allowance for future improvements in mortality rates from 2013 in line with the CMI 2019 core projections, with a long term annual rate of improvement of 1.75% for males and 1.5% for females, with the core smoothing parameter and with additional initial mortality improvement factor A=0.5%.

The next actuarial valuation of the DB Plan within the Scheme is due to take place not later than as at 31 December 2022.

Recovery Plan

In addition to the contributions to the DC Plan set out above, where a valuation of the DB Plan reveals a deficit the Trustee and the Council agree to a rate of deficiency contributions from churches and other employers involved in the DB Plan.

Under the current Recovery Plan dated 30 September 2020, deficiency contributions are payable until 30 June 2026. These contributions are broadly based on the employer's membership at 31 December 2014 and increase annually in line with increases to Minimum Pensionable Income as defined in the Rules. However, the Trustee and the Council agreed a 50% reduction for all deficiency contributions payable between 1 July 2020 and 31 December 2020.

Notes to the Financial Statements For the year ended 31 December 2020

9. Pension Scheme (continued)

Due to the nature of the Scheme, the profit and loss charge to the General fund for the period represents the employer contributions payable plus the movement in the pension provision (excluding the deficit contributions made in the year). For this scheme the pension cost for the Church is (£5,185) made up of Pension Contributions of £11,690, and a Liability Adjustment of £(16,875).

10. Prior Year Adjustments

No prior year adjustments were made to the Opening Balances. The Staff Costs figures for this year include minor adjustments to correct over-accruals in years 2017 and 2018, totalling £1,761.

11. Related party transactions and trustee's expenses and remuneration

No trustees were remunerated as part of their role as trustees.

The following trustees were also employed by the church in the following capacities and as such received remuneration as part of their employment:

Mr Jonathan Hills (Senior Minister)

Gross Salary - £32,041

Employer Pension Contributions - £3,931

Was also provided with manse accommodation.

Mrs Sara Kennett (Minister)

Gross Salary - £23,813

Employer Pension Contributions - £2,997

The following close relatives of trustees were employed by the church in the following capacities:

Mr Stuart Kennett (Youth Worker)

Gross Salary - £25,588

Employer Pension Contributions - £581

No trustees incurred expenses whilst fulfilling their role as trustees. Three trustees had a total of £125 reimbursed for expenses incurred while on non-trustee church business. These expenses were limited to travel, accommodation, and subsistence.

The trustees made aggregate unrestricted donations totalling £39,500.

Notes to the Financial Statements
For the year ended 31 December 2020

12. Prior Year Comparatives

	Unrestricted Funds		Restricted Funds		Capital Funds	
	2020	2019	2020	2019	2020	2019
	£	£	£	£	£	£
Income and endowments from:						
Donations and legacies	156,701	180,885	21,589	6,594	-	-
Charitable activities	11,570	1,562	8,272	17,977	-	-
Other trading activities	5,010	22,683	-	-	-	-
Total	173,281	205,130	29,861	24,571	-	-
Expenditure on:						
Charitable activities	179,063	192,610	28,134	37,842	-	-
Total	179,063	192,610	28,134	37,842	-	-
Net income/(expenditure)	(5,782)	12,520	1,727	(13,271)	-	-
Transfers between funds	(13,264)	(11,333)	13,264	11,333	-	-
Other recognised gains/(losses):						
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-	-
Net movement in funds	(19,046)	1,187	14,991	(1,938)	-	-
Reconciliation of funds:						
Total funds brought forward	180,750	179,563	21,630	23,568	2,013,527	2,013,527
Total funds carried forward	161,704	180,750	36,621	21,630	2,013,527	2,013,527