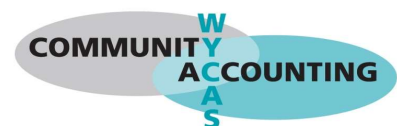


# **Chapel Allerton Baptist Church**

Charity number 1174113

## **Annual Report and Financial Statements for the year ended 31 March 2022**



West Yorkshire Community Accounting Service

# **Chapel Allerton Baptist Church**

## **Annual Report and Financial Statements for the year ended 31 March 2022**

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**Prepared by West Yorkshire Community Accountancy Service CIO**

# Chapel Allerton Baptist Church

## Trustees' report for the year ended 31 March 2022

### Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

| Name                   | Position        | Dates                 |
|------------------------|-----------------|-----------------------|
| Rev Graham Conway-Doel | Minister        |                       |
| Rev Simon Hall         | Minister        |                       |
| Dr David Small         | Treasurer       |                       |
| Mrs Lisa Baxby         | Leadership Team |                       |
| Mrs Vivienne Hatton    | Leadership Team | Elected 29/09/2021    |
| Mrs Fiona Heap         | Leadership Team | Elected 29/09/2021    |
| Mrs Rachel Hirst       | Leadership Team | Elected 29/09/2021    |
| Mr Ewan McNeill        | Leadership Team | Elected 29/09/2021    |
| Mr Mark Riches         | Leadership Team | Stood down 31/07/2021 |
| Miss Helen Webb        | Leadership Team | Elected 29/09/2021    |

|                       |         |                                 |
|-----------------------|---------|---------------------------------|
| <b>Charity number</b> | 1174113 | Registered in England and Wales |
|-----------------------|---------|---------------------------------|

### Registered and principal address

Chapel Allerton Baptist Church  
15 Milan Road  
Leeds  
LS8 5JR

### Bankers

The Co-operative Bank p.l.c.  
P.O. Box 101  
1 Balloon Street  
Manchester M60 4EP

### Independent examiner

Simon Bostrom FCIE

### West Yorkshire Community Accountancy Service CIO

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### Structure, governance and management

The Charity is governed by an Approved Governing Document. Members of Chapel Allerton Baptist Church ('Chapel A') are accepted in accordance with its Constitution, adopted on 16th March 2017.

The Ordinary Members Meeting normally takes place at least four times per year and has responsibility for the overall policy of Chapel A. Extra Ordinary & Special Church Meetings will occur when required. In accordance with the Constitution, the members appoint Trustees, who together with the Minister(s), are responsible for the day to day running of Chapel A's work and witness, and the financial and legal aspects of the charity. All members are encouraged to take an appropriate part in the spiritual and practical tasks involved in the furtherance of the charitable objective.

Relevant matters may be submitted to the Church Meeting by the Trustees for guidance, or may be raised by members in Church Meeting for further consideration by the Trustees. Though the Constitution permits decisions to be made at the Church Meeting by appropriate majorities, Chapel A seeks to work by consensus wherever possible.

# **Chapel Allerton Baptist Church**

## **Trustees' report (continued) for the year ended 31 March 2022**

### **Objectives and activities**

#### **The charity's objects**

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 charity's aim**

Our aim at Chapel A is for people to come to know God and follow Jesus. We want to show God's love to our local community and the wider world through supporting various projects both locally and further afield.

#### **The charity's main activities**

Chapel A holds regular public services which include worship, prayer, teaching and age-appropriate activities for children and young people. Chapel A seeks to be a friendly and welcoming community and anybody is free to attend any of these services.

Chapel A runs various Small Groups to encourage its members and community to grow in faith. Some of these groups are set up around a particular concern or issue. Details of these small groups are publicised through our website/social media and at Sunday morning services.

The Church has a Pastoral Team, consisting of its Ministers and at least 2 members of the Leadership Team. The Pastoral Team offers support to members of the congregation within the remit of the Safeguarding Policy.

The Church is part of 'Chapel Allerton and Meanwood Churches Together' and also actively support the Thrive Youth Project, alongside Chapel Allerton Methodist Church, St Matthews Church of England Church and Stainbeck United Reform Church.

Chapel A engages with the local community throughout the year, including an open air carol service (Carols in the Park) bi-annually, normally attended by over 1000 people from the local community.

Chapel A operates systems to ensure that all people working with children and vulnerable adults are appropriately vetted with regard to the Disclosure and Barring Service.

#### **Public benefit statement**

Chapel A has read the Charity Commission guidance on public benefit and is satisfied that the activities outlined above clearly demonstrate that the charity is providing a benefit to the public.

#### **Achievements and performance**

From April to July the church community was still meeting on zoom on a Sunday morning but we had a special online church meeting to vote on the declaration stating that there is a climate emergency. This was done along with our friends at Churches Together in Chapel Allerton and Meanwood (CTCAM). This vote meant that each church in the Churches Together Group needed to write a climate action plan to look at ways of addressing the climate emergency.

COVID was very much still with us in 2021 and this was reflected in our plans for the Autumn term 2021. However we spent the Sundays in August doing activities outside – prayer walk, brunch at various individuals houses and a woodland walk led by one of the members of the church – these were good times to enjoy fellowship, catch up and meet together in person, often this being the first time we had seen each other face to face for some time.

In September we held our first Sunday morning service in person at the Methodist Centre, about 60 people came and it was a real joy to see so many people there. Throughout the Autumn term we continued to offer the service on zoom as well so that those who were still shielding could be part of the worship as well. Over the Autumn term we trialled different ways of doing church with the 1st Sunday of the month being Muddy Church, the 2nd Sunday being a “traditional church service with various children and young peoples groups”, the 3rd Sunday being “café church” and the 4th Sunday being another “traditional church service”. The 5th Sundays we dedicated to a café church style climate Sunday service.

# **Chapel Allerton Baptist Church**

## **Trustees' report (continued) for the year ended 31 March 2022**

### **Achievements and performance continued**

We spent October celebrating Black History Month with a Black History walk around Leeds University Campus and subsequent talks by Dr Nash. In November we had a series of teaching by Charlotte Naylor Davies who had previously led our church through a series of talks and teaching about the Bible and Sexuality. She spoke on Biblical women and provided questions and thoughts on this in the Café Church as well.

Sadly, Graham one of our Ministers was off sick from September to December whilst at the same time Simon, our other Minister was on sabbatical for the autumn term. However, Graham had planned the programme before going off sick so we were grateful for that.

One initiative in the run up to Christmas was that of a Community choir – this was open to all in the local community and was really well attended. All those involved enjoyed it and enjoyed singing together. This culminated in a few concerts in the local area – at a local urban farm, in the Centre of Chapel Allerton and at a local Nursing Home.

In January we held our first climate Sunday service “café church” style where a member of the congregation spoke about carbon footprint calculators and we showed a video from a speaker from A Rocha, a Christian Environmental charity.

The war in Ukraine led many members of the church to act and so a regular time of prayer was established and a couple in church set up a North Leeds community wide Whats app group for people wanting to host those fleeing from Ukraine and those wanting to help. This group has proved an invaluable source of support and information.

### **Next steps**

Sadly with Simon off sick, the Trustees are looking at ways that we can support the Church but also support Graham as he plans the forthcoming service schedule.

We will be reviewing our current monthly pattern and asking for feedback and thoughts from the Church to see how we can adapt this going forwards.

### **Financial review**

The net payments for the year were £2,157.

### **Reserves policy**

The reserves policy of Chapel Allerton Baptist Church is to hold three months of all expenditure plus a further three months' staff costs to allow the church to adapt to any changes in the income or expenditure of the church.

The Treasurer will also present to the church meeting annually any additional reserves that may be required to enable the organisation to continue for the following three years. Such circumstances may include a known reduction in giving or exceptional expense.

The charity's free reserves, excluding fixed assets, at the year end were £68,522.

Approved by the board of trustees on 16 December 2022

Dr David Small (Trustee)

# **Chapel Allerton Baptist Church**

## **Independent examiner's report to the trustees of Chapel Allerton Baptist Church**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2022, which are set out on pages 6 to 10.

### **Responsibilities and basis of report**

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

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

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

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.

Simon Bostrom FCIE

16 December 2022

### **West Yorkshire Community Accountancy Service CIO**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

# Chapel Allerton Baptist Church

## Receipts and payments account

### for the year ended 31 March 2022

|  | Notes | 2022<br>Total<br>funds<br>£ | 2021<br>Total<br>funds<br>£ |
|--|-------|-----------------------------|-----------------------------|
| <b>Receipts</b>  |       |                             |                             |
| Monthly standing orders                                      |       | 72,834                      | 68,760                      |
| Direct giving  |       | 500                         | 120                         |
| Earmarked income   |       | 825                         | -                           |
| Income tax recovered (Gift Aid)                              |       | 16,446                      | 17,307                      |
| Bank interest  |       | 12                          | 148                         |
| Other income   |       | 385                         | -                           |
| Summer youth event income                                    |       | 1,114                       | -                           |
| <b>Total receipts</b>  |       | <b>92,116</b>               | <b>86,335</b>               |
| <b>Payments</b>  |       |                             |                             |
| Minister's salary, PAYE, expenses (S Hall and G Conway-Doel) | (2)   | 38,431                      | 29,855                      |
| Office expenses  | (3)   | 11,699                      | 14,748                      |
| Sunday expenses  | (4)   | 6,916                       | 155                         |
| Children's Ministry  | (5)   | 10,497                      | 10,097                      |
| Mission  | (6)   | 15,212                      | 13,665                      |
| Giving   | (7)   | 6,376                       | 7,871                       |
| Earmarked expenses   |       | 805                         | -                           |
| Investing in people  |       | 2,198                       | 444                         |
| Subscriptions  |       | 393                         | 447                         |
| Summer youth event expenses                                  |       | 1,732                       | -                           |
| Weekend at Home/Away expenses                                |       | 14                          | -                           |
| <b>Total payments</b>  |       | <b>94,273</b>               | <b>77,282</b>               |
| <b>Net income / (expenditure)</b>                            |       | <b>(2,157)</b>              | <b>9,053</b>                |
| <b>Fund balances brought forward</b>                         |       | <b>70,679</b>               | <b>61,626</b>               |
| <b>Fund balances carried forward</b>                         |       | <b>68,522</b>               | <b>70,679</b>               |

# Chapel Allerton Baptist Church

## Statement of assets and liabilities

as at 31 March 2022

|                                    | 2022<br>Total<br>£ | 2021<br>Total<br>£ |
|------------------------------------|--------------------|--------------------|
| <b>Cash funds</b>                  |                    |                    |
| Cash at bank                       | 68,522             | 70,679             |
| Cash in hand                       | -                  | -                  |
| <b>Total cash funds</b>            | <u>68,522</u>      | <u>70,679</u>      |
| <b>Amounts owed to the charity</b> | £                  | £                  |
| Gift Aid receivable                | 17,257             | 16,394             |
| HMRC PAYE                          | -                  | 2,013              |
|                                    | <u>17,257</u>      | <u>18,407</u>      |

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

The church owns office equipment and PA with an insurance value of £9,727

|                         |            |            |
|-------------------------|------------|------------|
| <b>Liabilities</b>      | £          | £          |
| Independent examination | <u>540</u> | <u>540</u> |
|                         | <u>540</u> | <u>540</u> |

The financial statements were approved by the board of trustees on 16 December 2022

Dr David Small (Trustee)

# **Chapel Allerton Baptist Church**

## **Notes to the accounts**

### **for the year ended 31 March 2022**

#### **1 Accounting policies**

##### **Basis of accounting**

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

##### **Taxation**

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

# Chapel Allerton Baptist Church

## Notes to the accounts continued

### for the year ended 31 March 2022

|  |               |               |
|--|---------------|---------------|
| <b>2 Minister salary and expenses</b>    | 2022          | 2021          |
|  | £             | £             |
| Salary, pension. PAYE Graham Conway-Doel | 19,392        | 10,841        |
| Work expenses Graham Conway-Doel         | 249           | 980           |
| Salary Simon Hall                        | 18,790        | 18,034        |
|  | <u>38,431</u> | <u>29,855</u> |
| <b>3 Office expenses</b>                 | 2022          | 2021          |
|  | £             | £             |
| Administrator                            | 9,637         | 10,110        |
| Equipment                                | 829           | 89            |
| Maintenance                              | -             | -             |
| Office supplies                          | 34            | 13            |
| Rent, rates, insurance                   | 371           | 3,600         |
| Stationery, printing, photocopying       | 245           | 16            |
| Utilities                                | 43            | 262           |
| Other                                    | 540           | 658           |
|  | <u>11,699</u> | <u>14,748</u> |
| <b>4 Sunday expenses</b>                 | 2022          | 2021          |
|  | £             | £             |
| Guest speakers                           | 1,365         | 1,516         |
| Venue hire                               | 4,051         | (2,373)       |
| Insurance, copyright                     | 409           | 680           |
| Refreshments                             | 417           | 188           |
| PA/electrical                            | 363           | -             |
| Resources/equipment                      | 311           | 144           |
|  | <u>6,916</u>  | <u>155</u>    |
| <b>5 Childrens ministry</b>              | 2022          | 2021          |
|  | £             | £             |
| Child Protection                         | 53            | -             |
| Sunday resources                         | 603           | 430           |
| Venue hire                               | -             | 75            |
| Worker Salary                            | 9,384         | 9,226         |
| Other                                    | 457           | 366           |
|  | <u>10,497</u> | <u>10,097</u> |
| <b>6 Mission</b>                         | 2022          | 2021          |
|  | £             | £             |
| Alpha                                    | -             | -             |
| Arts Festival                            | -             | -             |
| Carols in the Park / Christmas event     | 1,105         | 665           |
| Contribution to CAYP                     | 14,000        | 13,000        |
| Other                                    | 107           | -             |
|  | <u>15,212</u> | <u>13,665</u> |

**Chapel Allerton Baptist Church**  
**Notes to the accounts continued**  
**for the year ended 31 March 2022**

| <b>7 Giving</b>                           | 2022         | 2021         |
|---|--------------|--------------|
|   | £            | £            |
| BMS World Mission                         | 2,000        | 2,000        |
| Every Life International                  | -            | 1,000        |
| Home Mission                              | 3,000        | 3,000        |
| Kidz Klub Middleton                       | 1,000        | 1,000        |
| Leeds Faith in Schools                    | -            | -            |
| Other (incl individual support/subsidies) | 376          | 871          |
|   | <u>6,376</u> | <u>7,871</u> |

**8 Related party transactions**

Both ministers in the church are also trustees

Payments to the ministers are shown in note 1 above.