

# Stapleford Baptist Church

Report and Accounts

Year ended 31 December 2024

**STAPLEFORD BAPTIST CHURCH**  
**LEGAL & ADMINISTRATIVE DETAILS**  
**FOR THE YEAR ENDED 31 DECEMBER 2024**

ADDRESS FOR CORRESPONDENCE	Albert Street Stapleford Nottingham NG9 8DB
GOVERNING DOCUMENT	Constitution dated 3 November 2017
CHARITY REGISTRATION NUMBER	1175549
TRUSTEES RESPONSIBLE FOR MANAGING THE CHARITY	Nicholas Dunn John Horry David Howe David Puls David Wells
BANKERS	Co-operative Bank Kingdom Bank
INDEPENDENT EXAMINER	Archie McDowall BA CA Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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# **STAPLEFORD BAPTIST CHURCH**

## **REPORT OF THE TRUSTEES**

### **FOR THE YEAR ENDED 31 DECEMBER 2024**

The Trustees have pleasure in submitting the Report and Accounts for the year ended 31 December 2024.

#### **Objects of the charity**

Our primary purpose is to advance the Christian faith in accordance with our doctrinal statement.

#### **Summary of the charity's main activities and achievements**

To further the above objects and vision, the charity's main activities and achievements were as follows:

This has been a very encouraging year, and during the year our pastor completed his first year with the church. The elders have met regularly for monthly business meetings, additional discussion and planning meetings, and went away together to a leadership conference run by Keswick Convention.

During the year the elders prepared a Vision and Mission statement and consulted with the members as they did so. The final version of the statement was adopted in the autumn and our vision stated to be: *As God's family, to be transformed by him to shine out for his glory.*

The elders continue to review and develop the policies we need, and during the year established a new Finance Policy. They also commissioned a new website. During the year further progress was made with the use of the ChurchSuite programme and app to underpin activity and communications and as a means of improving church administration.

We have continued to meet for public worship each Sunday in both morning and evening, and on special occasions. In addition, our Sunday morning service can be accessed on YouTube (and the sermon is available as a podcast). Attendances at our services has grown and consequently during the year we purchased additional seating for use in our morning service.

We continue to have good numbers of children and young people attending our Friday evening youth activities and some also attend our Sunday morning activities. During the year we have added a creche facility on a Sunday morning. To maintain and run these activities we have had good support from our members some of whom have joined these teams for the first time. All who are involved in these are subject to our Safeguarding policy, are DBS checked, and receive safeguarding training. They are also invited to join a training day.

Our midweek programme of activities has continued. Our Monday morning Refresh programme (an open house drop-in for the local community) moved to meeting every week and this change has been a success. Also, on Monday during school term time one of our members has continued to hold Pilates sessions open to the community as well as to members. Our English language conversation class held weekly has continued for Hong Kong immigrants from the town and beyond. We also have a Life Group programme for people to meet (mainly in homes) at various times in the week; an additional group commenced during the year. For our annual church weekend, we returned to a previous format of spending the Saturday away (this time in Loughborough) followed by a special Sunday at Albert Street.

## **Summary of the charity's main activities and achievements (continued)**

Our Christmas programme this year again included two well attended shows for children presented by Saltmine Theatre. We hosted a Cantonese carol service (this time with the pastor of Nottingham Chinese Christian Church as our guest speaker), and held a Christmas Eve candlelight carol service. All the events were well attended.

It is our church policy to set aside funds from our general income to be used for Christian mission and charitable purposes outside the church. We support locally in practical ways or financially: Friends International, Crossteach, West Nottingham Foodbank, and Baby Basics. Further afield we have supported Christian mission largely by supporting mission workers known to us. Additionally, funds were raised for TearFund through a quiz evening.

We have not had to make any serious incident report to the Charity Commission.

In planning the activities the Trustees have applied the guidance on public benefit issued by the Charity Commission.

## **Church staff and volunteers**

It has been encouraging that many of our members have been able to volunteer to lead or help with various activities. We are highly dependent on their contributions of time and effort. Our paid part time administrator is an invaluable support to all we do.

Our elders work as a team, led by our pastor and share in the leadership and activities of various ministries and teams within the church

## **Financial review and reserves policy**

During the year income decreased by £22,378, to £109,389 and expenditure increased by £15,648, to £99,999. As a result the cash held by the charity increased by £9,390, to £171,363, all of which is unrestricted and can be used for any charitable purpose.

As can be seen from our financial report for the year, we are in a satisfactory financial position. Our Treasurer actively monitors our finances and reports to the elders as trustees and to Church Members' Meetings. Our reserves policy of holding 25% of budgeted expenditure for the year was met throughout the year, and we are confident this will remain the case in 2025. A substantial sum of money is currently held on deposit pending decisions on future staffing needs and some major work of our premises. At the year end, the charity held unrestricted cash of £171,363 and the charity is complying with its reserves policy.

## **Plans for the future**

As mentioned above we are considering future staffing needs. Seed funding for additional staff costs will be available from our current financial reserve, but offerings will need to rise to cover the full cost. Plans to replace the current toilets have now been prepared in outline, will not be like for like, and may involve creation of a new entrance area to serve the rear area and provide a new emergency exit for our main hall. The cost will be substantial, but current reserves will provide a healthy start, and a building fund will be launched when there is more clarity about feasibility and costs (most of which are anticipated to be incurred later than 2025).

## **Affiliations**

The church has renewed its affiliation to FIEC, and is a member of the Midlands Gospel Partnership. Our membership of The Stapleford Churches Forum (participating on the basis of the Evangelical Alliance Statement of Faith) continues too, and this enables us to share with other local churches in gospel witness in the town including local schools, and to be mutually encouraging.

## **Governance**

Responsibility for setting policy and for making operating decisions rest with the trustees who meet regularly to monitor the activities of the charity and also serve as elders of the Church.

Members of the church are members of the CIO, and appoint the elders. Elders' meetings are chaired by David Wells, and Members' meetings by the pastor or another of the trustees. David Howe was appointed as church pastor and became a trustee on 1st September 2023.

## **Risk statement**

The charity is exposed to various risks - be they operational, financial or reputational. The trustees review the charity's activities regularly to identify significant risks and, where possible, they take appropriate measures to mitigate those risks.

## **Responsibilities of trustees**

Charity law requires us as Trustees to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

## **Approval**

This report was approved by the trustees and signed on their behalf by:

*D R Wells*

D R Wells (Apr 1, 2025 15:40 GMT+1)

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DAVID WELLS

Date: Apr 1, 2025

## **INDEPENDENT EXAMINER'S REPORT**

### **TO THE TRUSTEES OF**

### **STAPLEFORD BAPTIST CHURCH**

I report to the trustees on my examination of the accounts of Stapleford Baptist Church ('the charity') for the year ended 31 December 2024 on pages 6 to 8 following.

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

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

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

Archie McDowall BA CA  
Stewardship  
1 Lamb's Passage  
LONDON  
EC1Y 8AB

Date:

**STAPLEFORD BAPTIST CHURCH**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31 DECEMBER 2024**

	Notes	Unrestricted Funds		Restricted Funds	2024	2023
		General Funds	Designated Funds			
		£	£	£	£	£
<b><i>Income receipts</i></b>						
Donations		80,698	-	775	81,473	72,994
Gift aid receipts		14,842	-	-	14,842	15,637
Legacies		5,000	-	-	5,000	36,353
Interest		4,933	-	-	4,933	3,239
Other		3,141	-	-	3,141	3,904
<b><i>Total receipts</i></b>		<b>108,614</b>	<b>-</b>	<b>775</b>	<b>109,389</b>	<b>132,127</b>
<b><i>Payments</i></b>						
Payments in relation to charitable activities undertaken directly	2	91,403	-	-	91,403	72,573
Grants paid in relation to charitable activities undertaken by others	3	7,820	-	775	8,595	4,598
<b><i>Total payments</i></b>		<b>99,224</b>	<b>-</b>	<b>775</b>	<b>99,999</b>	<b>77,170</b>
Net of receipts / (payments) before		9,390	-	-	9,390	54,957
Transfers between funds	6	-	-	-	-	-
<b><i>Net movement in funds</i></b>		<b>9,390</b>	<b>-</b>	<b>-</b>	<b>9,390</b>	<b>54,957</b>
Cash funds as at last year end		161,973	-	-	161,973	107,016
<b><i>Cash funds at this year end</i></b>	A	<b>171,363</b>	<b>-</b>	<b>-</b>	<b>171,363</b>	<b>161,973</b>

The notes on page 8 form part of these accounts.

**STAPLEFORD BAPTIST CHURCH**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**FOR THE YEAR ENDED 31 DECEMBER 2024**

Notes	<u>Unrestricted Funds</u>			2024	2023
	General funds	Designated funds	Restricted funds	£	£
<b>A Cash funds</b>					
Cash at bank with immediate access	34,792	-	-	34,792	29,776
Notice deposits	136,571	-	-	136,571	132,197
	<b>171,363</b>	<b>-</b>	<b>-</b>	<b>171,363</b>	<b>161,973</b>
<b>B Other monetary assets</b>					
Gift aid due to charity	8,525	-	-	8,525	7,115
Prepayments	1,470	-	-	1,470	-
	<b>9,995</b>	<b>-</b>	<b>-</b>	<b>9,995</b>	<b>7,115</b>
<b>C Liabilities</b>					
<b>Falling due within one year</b>					
Accruals	1,189	-	-	1,189	-
Taxes due	517	-	-	517	610
Fee for Independent Examination	900	-	-	900	1,140
Pension obligations	57	-	-	57	-
	<b>2,662</b>	<b>-</b>	<b>-</b>	<b>2,662</b>	<b>1,750</b>
<b>D Assets retained for charity's own use</b>					
				Fund to which asset belongs	Insurance value
					£
Land and buildings (give brief details)				General	1,648,865
Furniture, fittings and equipment				General	115,008
					<b>1,763,873</b>

Current values have not been quoted because reliable valuations are not available and current insurance values utilised instead.

**E Guarantees and secured debts**

The charity has not given any guarantees and has not provided its assets as security for any liabilities.

The accounts were approved by the trustees and signed on their behalf by:

DR Wells  
DR Wells (Apr 1, 2025 15:40 GMT+1)

DAVID WELLS

Date: Apr 1, 2025

The notes on page 8 form part of these accounts.

**STAPLEFORD BAPTIST CHURCH**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

**1 Accounting policies**

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	<u>Unrestricted Funds</u>		Restricted Funds	Total 2024	Total 2023
	General funds	Designated funds			
	£	£	£	£	£
<b>2 Payments in relation to charitable activities undertaken directly</b>					
Employment costs (see note 4)	47,736	-	-	47,736	44,246
Printing, stationery and advertising	4,351	-	-	4,351	2,896
Youth and groups	1,315	-	-	1,315	1,131
Memberships, conferences and training	5,228	-	-	5,228	3,652
Small equipment	2,668	-	-	2,668	1,007
Utilities and maintenance	18,808	-	-	18,808	10,160
Insurance	1,524	-	-	1,524	1,521
Hospitality and catering	1,955	-	-	1,955	3,457
Annual church weekend	2,286	-	-	2,286	-
Independent examination	900	-	-	900	1,165
Other costs	4,634	-	-	4,634	3,337
	<u>91,403</u>	<u>-</u>	<u>-</u>	<u>91,403</u>	<u>72,573</u>

**3 Grants paid in relation to charitable activities undertaken by others**

Grants for:					
Organisations	5,620	-	475	6,095	3,098
Individuals	2,200	-	300	2,500	1,500
	<u>7,820</u>	<u>-</u>	<u>775</u>	<u>8,595</u>	<u>4,598</u>

**4 Transactions with related parties**

David Howe served as a church leader and was received total employment benefits of £38,482 (2023: £15,516) for serving in that capacity, not for serving as a trustee; these payments are permitted by the charity's governing document.

Joanna Dunn, who is closely related to Nicholas Dunn, who is a trustee, received total employment benefits of £8,908 (2023: £11,172) as an administrator of the charity; these payments are permitted by the charity's governing document.

**6 Movement of funds**

	Opening balance	Receipts	Payments	Transfers	Closing balance
	£	£	£	£	£
General funds	161,973	108,614	(99,224)	-	171,363
Restricted funds					
Church Family	-	300	(300)	-	-
Charitable Organisations	-	475	(475)	-	-
	<u>-</u>	<u>775</u>	<u>(775)</u>	<u>-</u>	<u>-</u>
Total funds	<u>161,973</u>	<u>109,388</u>	<u>(99,998)</u>	<u>-</u>	<u>171,363</u>

A complete breakdown of the charitable organisations and causes supported is available from the church office on request.