



(CIO Registration: 1175783)

**Trustees Report and Financial
Statements for the
year ended 31st December 2020**

Newport Pagnell Baptist Church

Trustees Report for the year ended 31 December 2020

The trustees present their report along with the financial statements for the year ended 31 December 2020. This report and the financial statements comply with the Church's governing document, applicable law and the requirements of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015).

Constitution and Objects

Newport Pagnell Baptist Church ("the Church") has operated under a constitution dated 18th July 2017, amended 8th February 2021, and is registered with the Charities Commission as a Charitable Incorporated Organisation ("CIO") (registration number 1175783) operating as a place of worship. The assets and liabilities of the original charity under which the Church operated (registration number 1127416) were transferred to the CIO with effect 1st January 2019.

The primary function of our church is to follow Christ's example of serving our community, presenting people with the Christian gospel and enable them to live out their faith as part of our Church and in their everyday living. We believe in the one true God who lives eternally in 3 persons – Father, Son and Holy Spirit.

Aligned to this is our church vision statement:

To live out God's love as we grow together as a family of disciple makers

And our church values:

- *We are family*
- *We are Bible-centred*
- *We are Spirit-led*
- *We are courageous in mission*
- *We are generous*
- *We are for everyone*

As God's people, seeking to do life and faith together, our greatest challenge and opportunity is to find the appropriate balance between being an organisation that exists primarily for its members, and one that exists primarily for those who are not its members.

The address of the Church, where the trustees may be contacted, is Lovat Hall, Silver Street, Newport Pagnell, Buckinghamshire MK16 0EJ.

Organisation

Although a member of the Baptist Union of Great Britain, Newport Pagnell Baptist Church is (like most British Baptist churches) an independent charity. The ultimate control of the Church is vested in the Church members. At the end of 2020, the Church had 168 (2019 – 170) members. The members meet together at least five times a year to discharge their business responsibilities.

Day to day management of the Church's affairs is performed by the Minister, Elders and Deacons. The number of Elders and Deacons is determined by the Church Members' Meeting from time to time.

The Minister is an employee of the Church, having been appointed by a special Church Members' Meeting. The appointment is open-ended, but terminable by notice on either side.

The following continued to serve as Trustees during 2020 continuing their period of office:

Steve Wood	Senior Minister
Keith Bedford	Elder
Jonathan Longhurst	Elder
Dick Parris	Elder

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Andrew Brown	Deacon
Des Henderson	Deacon
Sarah Hutton	Deacon
Grace Inwood	Deacon
Matthew Main	Deacon
Mandy Pateman	Deacon
Sue Richards	Deacon
Sue Winship	Deacon

Public benefit policy

In planning and managing activities for the year the trustees pay due notice to the Charity Commission's guidance on public benefit. The church's activities are offered to those interested and in need and are not restricted by ethnicity, gender, sexual orientation or religious belief. The trustees attempt to make sure that its building and activities are as accessible as possible. It is part of the church's objectives to provide services open for all people in the community. In this way the church provides benefit to its own members, but also to the wider community we serve. This policy has been evident in practice in the last year as the church has played an active part in the Newport Pagnell COVID-19 Response Group.

Activities

Context: a year of change, challenge, and growth

2020 was a year like no other and was dominated by the COVID-19 pandemic. As the year began, our new senior minister, Steve Wood, was less than 3 months into his new role, and by mid-March, the notion of church and all its gathered activities had been stopped for the first time in living memory. The transition required to retain both the inward and outward focus of a church in this context was significant. However, the response in both areas was incredible.

The different initiatives either driven by the church, or that the church took an active role in, are outlined in detail below. The very fact that these happened and, in many cases, have continued is commendable, in particular when reflecting on the other areas of progress also made over this time.

In January, the church approved the decision to begin recruitment for an Associate Minister, working through the Baptist Union 'settlement' process. After a period of very little progress, the church held preliminary interviews with two potential candidates in October. One of these, Peter Young, was taken forward and we ended the year awaiting his visit to lead and preach 'with a view' in January 2021.

We have continued to progress the building development project, albeit facing challenges of momentum and fundraising driven by the implications of COVID-19. A highlight of the year was the granting of planning permission for the full redevelopment of the site, which will now take place in phases and as funding allows. The church ended the year with the decision to appoint new architects (switching from Grindleys Architects to Baart Harries Newall (BHN)), based on a combination of factors including cost and ongoing project management. The temporary closure of the building also provided an opportunity to make some significant improvements to décor and facilities within the building, predominantly by volunteers working alone to adhere to lockdown restrictions.

As both a church and a community facility, despite the building being closed we ensured its continued availability for the regular Pre-school, NHS Blood Donor and NHS Baby Clinic sessions.

Throughout the second half of the year, the church also reviewed its leadership structures and, in November, took the decision to move away from two leadership teams – elders and deacons – who came together to form the Trusteeship, to one leadership team of elders, all of whom will be trustees. In the year ahead, this will be supported by a concerted effort to find places for all those within the church family to serve. It is hoped that this will enhance both the spiritual and operational direction of the church.

As the year went on, and the pandemic continued, attention switched to life after COVID-19. The leadership began exploring how it will re-engage those it has lost touch with through lockdown and the loss of gathered worship/activities,

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Trustees Report for the year ended 31 December 2020

as well as seeking to identify opportunities to change its approach or reach new groups within the wider community. This work remains ongoing.

Living out God's love

In mid-March when lockdown was first introduced across the UK, the church was one of five groups / individuals that came together to create the Newport Pagnell COVID-19 Response group. This initiative created a network of c.30 individuals across the community, with each individual 'responsible' for a geographic area. Every house in the community was leafleted and individuals' needs were channelled through the local leads. The church played a specific role in communication, financial management, administration (with an extended office team acting as a central co-ordination point) and distribution – e.g., for c.300 stationery/craft kits sent to local schools for those children in greatest need. At this time the church also raised approximately £5,000 towards the COVID-19 Response by a friend and mission partner in Uganda.

Our work for the Winter Night Shelter Milton Keynes continued as normal in the first 3 months of the year, with the church providing supervised overnight accommodation and meals to people who would otherwise be sleeping rough during the winter months. Each Tuesday, a group of volunteers enabled fifteen guests to spend an evening in the warmth of the church with games and television available, facilities to wash and dry their clothing, take a hot shower, enjoy hot food and an overnight stay on a comfortable mattress. This is often the beginning of an individual's journey back to permanent accommodation and employment. Whilst this was unable to return from November, the church kitchen has provided a space fortnightly for volunteers to prepare food for the alternative arrangements offered for the city's homeless people.

As a church family, our primary method of care for one another was through our network of Life groups. These groups were extended to include anyone with contact to the church family, and groups given the role of caring for, and in keeping in touch with both their core and extended membership. Where required, additional support was provided by a central pastoral care team – a small group made up of some very loving and generous people. In the main, this has worked well and, in some cases even resulted in those on the fringes re-establishing their links with the church.

Over the 12 months, notable support has been provided for those of older generations, many of whom have been isolated throughout. Our usual offering of the Bethany Lunch Club and the monthly Food4Thought church service and afternoon tea were curtailed in March along with everything else. However, a newsletter, including contributions from many existing and past church members, as well as a copy of the Sunday service / message for those who want it, has been produced and distributed to c.60 households every week without fail.

In other activities, our MOPs (Mums of Pre-schoolers) group has kept in regular touch with Mums in the community that are part of its community; bonfire night packs containing hot chocolate, marshmallows, and sparklers, were created for members to share with their neighbours; and the minister treated the community to a daily 'Human elf on a shelf' throughout December, resulting in more than 20,000 interactions from the Newport Pagnell 'Chit-Chat' Facebook group.

Grow together as a family of disciple-makers

We started the year continuing to enjoy the opportunities offered by two Sunday services, each with a slightly different format and feel, offering different experiences according to preference. When the pandemic hit, we moved immediately to online services, pre-recorded, and then streamed on a Sunday morning. This would not have been possible without the dedicated and ongoing support of individuals both qualified and experienced in the delivery of video and audio production.

Whilst online services cannot replace the gathered church, we have managed to include many different contributors across the months of Church Online, involved in many different ways and we are grateful for all those who have worked hard to embrace the technology. We have also built-in regular Zoom meetings, enabling greater interaction and we have seen God move in significant ways, despite the format.

Throughout the year, although there have been times when we might have moved more quickly to increased church gatherings in the building, our heart has always been for the safety of our church family. In October, as lockdown began

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to temporarily ease, we did return to church in the building (alongside Church Online) for a short period of time. This was curtailed by the return to lockdown in November.

At the start of the pandemic, our provision for our children and young people was focused on the occasional family-oriented Church Online, supported by a regular weekly Zoom call, focused on fun and community. At the start of July, we launched Kids Online, a weekly magazine style offering of fitness, games, songs and centred around a Bible story imaginatively brought to life. Children are invited to contribute which has served to help them feel part of the wider church family. A highlight was the creation of a 'Christmas Special' Kids Online video made specifically as content for the four primary schools in Newport Pagnell.

Life groups have remained a key focus to help people in their walk with God, in particular through such a challenging few months. Whilst those groups with young families and people of working ages have struggled to meet regularly at times, many of our groups have thrived, finding greater engagement than they might have had otherwise. At key points, groups were invited to all share in the same studies, with materials provided by the church and aligned to Sunday services.

Baseline, Boys' Brigade and Girls' Brigade has provided a lifeline for young people, offering regular Zoom catch ups involving a lot of quizzes, and the frequent setting of 'tasks' which the boys and girls have received rewards for completing.

Despite the challenges of the situation and the enforced changes in reaching people, it is notable that all of the above activities have seen people engage who might never have otherwise walked through the doors of our church or engage in some of what is offered. This will be a key concern for us as we (hopefully) return to a sense of normality in 2021.

Elsewhere, our Churches Together activities have remained strong, with the ministers coming together to record video messages to the community at the start of lockdown, and at Easter. Alternative online solutions were found for some of the usual activities and the popular 'Nativity on the High Street' at Christmas was replaced by a downloadable Nativity treasure trail.

Summary

It has been a challenging year with the nature and shape of church changing beyond recognition. However, there is a sense that, somehow, we enter 2021 in a better place.

We have been reminded that church is the people, not the building.

We have retained, and possibly even grown, a strong sense of community.

We have seen people grow in their faith and walk with God.

We have adapted and learnt new ways of connecting and sharing the Good News of Jesus.

We have taken opportunities to engage with and show love to the community of which we are part.

We thank God for the love and grace He has shown us throughout and, as we look ahead to 2021, pray that we will be open to His leading as we (hopefully) oversee a return to being a gathered church. We look forward to being able to explore new opportunities of service with the arrival during 2021 of our associate minister. The relaxing of Covid restrictions should allow us to make progress on raising funds for the first phase of our building redevelopment, with start on site currently planned for early 2024.

Financial Policies and Responsibilities

Risk Management

In accordance with the principles outlined in the document produced by the Charity Commission – Charities and Risk – the Church maintains a Risk Register that is reviewed by the Trustees at least annually. It identifies threats to the church on reputational and financial bases. Each threat is quantified in terms of the probability of the threat becoming an issue (actually occurring) and the severity of the effect of the issue. Both probability and severity are assessed as High, Medium, Low, Very Low. Should either probability or severity be rated as High, then mitigating or threat reduction processes are put into effect to lower the overall threat level. A monetary sum is held in reserve to offset costs associated with risk threats becoming issues. (See Reserves Policy)

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Policy on grants and donations by the church

The Church adopted its current policy on grants and donations in 2004. In summary:

The Church should maintain its level of giving to the Baptist Union of Great Britain Home Mission appeal (channelled through the Central Baptist Association) and the BMS World Mission general appeal at the levels recommended by those charities. As their names imply the former concentrates its activities in this country whereas the latter is focussed on work outside the United Kingdom.

1. The Church should donate the equivalent of two week's income from members of the congregation to charities nominated agreed by the church meeting.
2. Income or profits from specific events may be donated to charities whose objectives are closely aligned to those of the Church.
3. A sum not exceeding 2% of income from members of the congregation should be set aside for charities whose objectives are closely aligned to those of the Church.
4. The Fellowship Fund continues to be open to receive funds for the benefit of members of the Church family in financial need.

The Church made donations during 2020 of £26,618 (2019: £42,001), equal to 10.75% of total income (2019: 8%).

Investment Policy

The Church holds funds available for investment in liquid assets, primarily cash at bank, to ensure that these are available for use in the Church's charitable activities. These funds are held in interest bearing deposit accounts with instant access at reputable UK-regulated banking institutions which reflect the Church's values and ethos and do not run counter to its aims.

Reserves Policy

The funds held in reserve by the Church are based upon the following criteria considered by the Trustees, and with the current sums allocated to each area for the 2021 financial year:

1. Maintenance of services for beneficiaries – Commitments to individuals or organisations - £7,000
2. Maintenance of services for beneficiaries – Employer obligations - £20,000
3. Funding or loan covenants – None - £0
4. Defined Benefit Pension Scheme – Employer debt obligation - £0
5. Various unmitigated risks identified in Risk Register - £36,000
6. Opportunities to be determined by the Church Membership for further development of the charity objectives - £86,745

The Reserves Policy is reviewed annually by the Trustees as part of the budget process.

Financial Review

The Charity has had a difficult year because of COVID-19 restrictions. Income was significantly reduced to £247,588 (2019: £525,113 which included £192,370 from a specific building fundraising appeal) and expenditure on achieving its charitable activities was £235,889 (2018: £270,191). We are grateful to all our supporters and volunteers without whom this would not have been possible, and to God for His blessings and provision.

Income during 2020 was significantly down mainly due to the building being closed from March onwards. This closure affected our lettings income, cash donations generated on a Sunday and our capability to fundraise for our building development. We took advantage of the Governments Furlough Scheme. We were appreciative of all those in the congregation who set up regular monthly standing orders for the ongoing work of the church.

2020 expenditure also slightly down partially due to savings in utilities but includes refurbishment work in the main hall and stage.

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Despite the consequences of COVID-19, the Charity ends the year with satisfactory levels of funds. The Building Fund stands at £232,317 which sets the Charity up well at this stage of its building development plans. General reserves are at an acceptable level of £149,745 which is following the Charity's reserves policy and provides financial strength to weather any financial shocks in the coming year, as well as affording the ability to take advantage of opportunities should they arise.

Trustees' responsibilities in relation to the financial statements

The Trustees are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Applicable law requires the Charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the 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 UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Declaration

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

Signed on behalf of the charity's trustees

Signature: SPWood
SPWood (Jul 12, 2021 15:11 GMT+1)

Full Name: Stephen Paul Wood
Position: Chair

Date: Jul 12, 2021

**TO THE TRUSTEES OF
NEWPORT PAGNELL BAPTIST CHURCH
('the CIO')
CIO Registration: 1175783**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31st December 2020 which are set out on the following pages.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts carried out under section 145 of the 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 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 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.

Signed:

Darren Warren

Darren Warren (Jul 12, 2021 19:30 GMT+1)

Date:

Jul 12, 2021

Darren Warren FMAAT

Paxton Independent Examiners
6 Alfred Street
Rushden
NN10 6YS

NEWPORT PAGNELL BAPTIST CHURCH							
Statement of Financial Activities for the year ended 31 December 2020 (including income and expenditure account)							
		Unrestricted Funds £	Restricted Income Funds £	2020 £	Unrestricted Funds £	Restricted Income Funds £	2019 £
Income from:							
Donations and legacies	2	162,161	62,566	224,727	212,655	272,793	485,448
Charitable activities	2	6,024	242	6,266			
Other trading activities	2	15,470	746	16,216	38,277	854	39,131
Investments	2	203	176	379	382	152	534
Total		183,858	63,730	247,588	251,314	273,799	525,113
Expenditure on:							
Raising funds	3	338	54	392	925	2,100	3,025
Charitable activities	3	195,947	21,991	217,938	204,702	65,489	270,191
Other	3	17,559	0	17,559	13,058	0	13,058
Total		213,844	22,045	235,889	218,685	67,589	286,274
Net income/(expenditure)		(29,986)	41,685	11,699	32,629	206,210	238,839
Transfers between funds		42,503	(42,503)	0	14,522	(14,522)	0
Actuarial gains/(losses) on Defined Benefit Pension Scheme		500	0	500	25,600	0	25,600
Net Movement in Funds		13,017	(818)	12,199	72,751	191,688	264,439
Reconciliation of Funds							
Total funds brought forward		211,792	237,751	449,543	139,041	46,063	185,104
Total funds carried forward		224,809	236,933	461,742	211,792	237,751	449,543

All activities of the charity are considered to be continuing.

The accompanying accounting policies and notes form an integral part of these financial statements.

NEWPORT PAGNELL BAPTIST CHURCH


Balance Sheet as at 31 December 2020

		Unrestricted Funds £	Restricted Income Funds £	2020 £	Unrestricted Funds £	Restricted Income Funds £	2019 £
Fixed assets							
Tangible assets	4	113,834	0	113,834	82,975	0	82,975
Investment		0	100	100	0	100	100
Total fixed assets		113,834	100	113,934	82,975	100	83,075
Current assets							
Debtors	8	16,060	5,812	21,872	9,499	2,360	11,859
Cash at bank and in hand		152,688	232,564	385,252	170,835	235,291	406,126
Total current assets		168,748	238,376	407,124	180,334	237,651	417,985
Liabilities							
Creditors: amounts falling due within one year	8	(10,373)	(1,543)	(11,916)	(3,617)	0	(3,617)
Defined benefit pension scheme liability		(47,400)	0	(47,400)	(47,900)	0	(47,900)
Net current assets/(liabilities)		110,975	236,833	347,808	128,817	237,651	366,468
Total assets less current liabilities		224,809	236,933	461,742	211,791	237,751	449,543
Total Net Assets		224,809	236,933	461,742	211,791	237,751	449,543
The funds of the charity:							
Restricted funds	9	0	236,933	236,933	0	237,751	237,751
General fund	9	149,745	0	149,745	166,674	0	166,674
Designated funds	9	122,464	0	122,464	93,018	0	93,018
Pension reserve	9	(47,400)	0	(47,400)	(47,900)	0	(47,900)
Total charity funds		224,809	236,933	461,742	211,792	237,751	449,543

Signed on behalf of all of the Trustees

Print Name

Date of Approval

 <small>SPWood (Jul 12, 2021 15:11 GMT+1)</small>	SPWood	14th April 2021
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NEWPORT PAGNELL BAPTIST CHURCH
Financial statements for the year ended 31 December 2020

Notes forming part of the financial statements.

Note 1 Accounting policies

(a) Basis of accounting The financial statements have been prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) – (Charities SORP (FRS102)) and the Charities Act 2011.

(b) Basis of consolidation The group financial statements consolidate those of the Charity and its subsidiary undertaking (see note 7) drawn up to 31 December 2020. The results of the Charity's non-charitable trading subsidiary have been incorporated on a line-by-line basis. Surpluses or deficits on intra-group transactions have been eliminated in full.

(c) Going concern These financial statements have been prepared on a going concern basis.

(d) Incoming resources All monetary donations and gifts are included in full in the statements of financial activities when receivable. The value of services provided by volunteers has not been included. Donations under Gift Aid, together with the associated income tax recoveries, are credited as income when donations are receivable. Investment income is recognised when receivable.

(e) Resources expended Resources expended are charged in the Statement of Financial Activities on an accrual's basis, inclusive of VAT which cannot be recovered.

(f) Tangible fixed assets Tangible fixed assets are capitalised at cost and depreciated on a straight-line basis over the following estimated useful lives:

Freehold building (Lovat Hall)	25 years
Fixtures, fittings, and equipment	5-10 years
Plant and machinery	5-10 years

No value has been attributed to the freehold land on which Lovat Hall stands in view of the restrictions placed upon its alternative use by planning consents, its location and condition.

Assets (or groups of assets) costing less than £500 are not capitalised.

(g) Debtors Short term debtors are measured at transaction price, less any impairment.

(h) Cash Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 30 days.

(i) Creditors Short term creditors are measured at transaction price.

(j) Pension costs 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 Minister(s) are eligible to join the Scheme, which is not contracted out of the State Second Pension.

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 (or 3% if the employer is in the segregated DC section) 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 Unum Limited. Members of the Basic Section pay reduced contributions of 5% of Pensionable Income, and their employers also pay a total of 5%.

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.

NEWPORT PAGNELL BAPTIST CHURCH

Financial statements for the year ended 31 December 2020

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 £300 million.

The valuation of the DB Plan revealed a deficit of assets compared with the value of liabilities of £18 million. As a result of the valuation, in addition to the contributions to the DC Plan set out above, it was agreed to increase the standard rate of deficiency contributions from churches and other employers involved in the DB Plan from 11% of Pensionable Income / Minimum Pensionable Income to be based on a 12% rate from 1 January 2016. The contributions are based on each church or other employer's position as at March 2015. Some churches and other employers that were only involved in the DB Plan for a short period now pay less than 12%. The Recovery Plan envisages deficiency contributions continuing until 30 June 2026.

During 2005 the trustees decided that all remaining posts should be pensionable from 1 January 2006. All four non-ministerial employees have opted into this scheme and are enrolled in a Group Stakeholder Pension Scheme with ReAssure. The contributions charged in the year are shown in Note 3.

(k) Fund accounting Charity law requires the net assets of the Church to be accounted for within a number of funds.

Unrestricted funds These are funds that can be used in accordance with the Church's charitable objectives at the discretion of the trustees.

- i. *The General Fund* – this is the fund through which the general activities of the Church are recognised.
- ii. *Designated Funds* - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects. The Church operates the following designated funds.
 - The fixed assets fund represents the net book value of tangible fixed assets. Each year an amount representing the movement in the net book value of such assets is transferred to or from the fund.
 - Boys' Brigade, and Girls' Brigade (youth organisations)
 - Parent & Toddler Group
 - Bethany Centre (lunch club for the elderly)
 - Food4Thought (monthly afternoon service and tea for the elderly)
 - MOPS (Mothers of pre-school age children)
 - The Development Fund (to finance the future development of the Church's principal purpose)
 - NP COVID-19 Response (administered on behalf of the community)

Restricted funds These are funds that can only be used for particular restricted purposes within the Church's objects. Restrictions arise when specified by the donor or when funds are raised for particular purposes. The Church operates the following restricted funds.

- i. *Income Funds* – These are expendable funds of which the Church has the following. The income and expenditure of these funds is shown in the restricted fund column of the notes
 - The Charity Appeals Fund is used to administer donations payable to institutions and projects other than those amounts paid from the general fund.
 - The Fellowship Fund exists to provide help to members of the church family in financial need.
 - The Buildings Fund exists to administer income and expenditure related to the Buildings Development Project.
- ii. *Endowment (capital) Funds* – These are permanent funds. The Church has no funds in this category.

NEWPORT PAGNELL BAPTIST CHURCH CIO - Year Ending 31st December 2020

Note 2 - Analysis of Income

	Unrestricted Funds	Restricted Income Funds	2020	Unrestricted Funds	Restricted Income Funds	2019
	£	£	£	£	£	£
Donations and legacies						
Donations and gifts	162,161	62,566	224,727	190,856	270,793	461,649
Charitable activities	6,024	242	6,266	12,734	0	12,734
Other		746	746	9,065	2,000	11,065
	168,185	63,554	231,739	212,655	272,793	485,448
Other trading activities						
Letting of premises	14,375	0	14,375	37,125	0	37,125
Other	1,095		1,095	1,152	854	2,006
	15,470	0	15,470	38,277	854	39,131
Investments						
Bank interest	203	176	379	382	152	534
	203	176	379	382	152	534
Total income	183,858	63,730	247,588	251,314	273,799	525,113

Note 3 - Analysis of Expenditure

	Unrestricted Funds	Restricted Income Funds	2020	Unrestricted Funds	Restricted Income Funds	2019
	£	£	£	£	£	£
Raising funds						
Fundraising costs	338	54	392	0	2,100	2,100
Goods for resale	0	0	0	925	0	925
	338	54	392	925	2,100	3,025
Charitable activities						
Personnel (see Note 5)	104,801	0	104,801	109,752	0	109,752
Donations and grants (see Note 6)	24,142	2,251	26,393	20,514	21,487	42,001
Utilities	8,259	0	8,259	14,961	0	14,961
Repairs and maintenance	17,933	0	17,933	17,200	1,500	18,700
Youth work	7,872	0	7,872	9,998	0	9,998
Legal & professional	39	1,403	1,442	0	41,431	41,431
Printing and photocopying	4,376	0	4,376	4,594	0	4,594
Trade subscriptions and memberships	3,020	0	3,020	4,380	0	4,380
Other	25,505	18,337	43,842	23,303	1,071	24,374
	195,947	21,991	217,938	204,702	65,489	270,191
Other expenditure						
Depreciation (see Note 4)	17,559	0	17,559	13,058	0	13,058
	17,559	0	17,559	13,058	0	13,058
Total expenditure	213,844	22,045	235,889	218,685	67,589	286,274

Note 4 - Capital Assets	Land & Buildings	Plant and Machinery	Fixtures Fittings and Equipment	Totals
	£	£	£	£
Cost 01-Jan-20	138,159	88,590	199,005	425,754
Additions	2,832	3,083	42,503	48,418
Cost 31-Dec-20	140,991	91,673	241,508	474,172
Dep 01-Jan-20	-107,825	-69,083	-165,870	-342,778
Depreciation	-6,787	-3,156	-7,616	-17,559
Dep 31-Dec-20	-114,612	-72,239	-173,486	-360,337
NBV 01-Jan-20	30,334	19,507	33,135	82,976
NBV 31-Dec-20	26,379	19,434	68,022	113,834

Note 5 - Personnel Costs

The average number of employees during the year was	,2020	,2019
Full time	2	1 1/2
Part time	3	3 1/4
	5	4 3/4

The cost of employing these staff was as follows

2020	Ministry	Preaching Fees	Other staff	Total
	£	£	£	£
Salaries & wages	22,584	0	54,721	77,305
National insurance contributions	1,124	0	1,139	2,263
Pension contributions	7,459	0	5,348	12,807
Accommodation costs	12,426	0	0	12,426
	43,593	0	61,208	104,801
2019	Ministry	Preaching Fees	Other staff	Total
	£	£	£	£
Salaries & wages	27,903	0	46,840	74,743
National insurance contributions	2,062	0	1,468	3,530
Pension contributions	9,518	0	4,329	13,847
Accommodation costs	17,632	0	0	17,632
	57,115	0	52,637	109,752

One trustee, Rev Steve Wood, received remuneration in his role as Senior Minister of the Church. Details are included above. He was entitled to receive travelling expenses which he declined.

Except as stated above no trustee or connected person has received remuneration or expenses requiring disclosure in addition to the employee costs disclosed above as required by the SORP, certain other costs have been classified as personnel costs (including volunteers expenses).

	Unrestricted funds 2020	Restricted funds 2020	Total funds 2020	Total funds 2019
	£	£	£	£
Employee costs as shown above	104,801	0	104,801	109,752
Travel costs	53	0	53	366
Training costs	823	0	823	58
Recruitment costs	786	0	786	0
	106,463	0	106,463	110,176

Note 6 - Donations Made

	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£	£
Baptist Home Mission	8,650	0	0	8,650	8,550
Baptist World Mission	8,550	0	226	8,776	9,010
Tearfund	0	0	0	0	360
Ghana Charity	4,320	0	0	4,320	0
Milton Keynes Bridgbuilder Trust	2,160	0	0	2,160	1,980
Practical support for members of the c	0	0	2,250	2,250	21,027
Other	462	0	0	462	1,074
	24,142	0	2,476	26,618	42,001

Note 7 - Fixed Asset Investment

	Restricted Income Funds	Total 2020	Restricted Income Funds	Total 2019
	£	£	£	
Historical cost and net book value	100	100	100	100

During 2019, the Charity incorporated a subsidiary undertaking, Newport Pagnell Baptist Church Development Ltd. The carrying value of the investment of £100 (2019: £100) consists of the cost of 100 ordinary shares of £1 each, being 100% of the issued share capital in Newport Pagnell Baptist Church Development Ltd, which provides development services to the charity.

Note 8 - Debtors and Creditors

Debtors	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£	£
Prepayments	1,095	0	0	1,095	990
Recoverable Gift Aid	13,034	269	4,774	18,077	9,694
Debtors control a/c	1,662	0	1,038	2,700	1,175
	15,791	269	5,812	21,872	11,859

Creditors (due within one year)	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Creditors	3,566	1,615	72	5,253	2,835
Accrued expenses	4,320	872	1,472	6,664	1,830
	7,886	2,487	1,544	11,917	4,665

Creditors (due after one year)	0	0	0	0	0
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Provisions for liabilities	0	0	0	0	0
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Note 9 - Movement in Funds

Fund name	Balance at 01 Jan 20 £	Income £	Expenditure £	Transfers £	Gains and losses £	Balance at 31 Dec 20 £
General fund	166,673	175,288	-188,101	-4,115	0	149,745
Bethany	2,014	1,101	-1,050	0	0	2,065
Boys' Brigade	142	3,335	-4,016	600	0	61
Fixed Assets	82,975	1,600	-17,559	46,818	0	113,834
Food for Thought	1,587	229	-101	0	0	1,715
Girls' Brigade	349	695	-1,270	0	0	-226
MOPS	442	416	-491	0	0	367
Parent and Baby	5,509	1,195	-1,256	-800	0	4,648
Charity Donations	0	9,440	-9,440	0	0	0
Fellowship Fund	2,218	2,574	-2,190	0	0	2,602
LH Developmant Fund	235,533	47,045	-7,758	-42,503	0	232,317
NP COVID-19 Response	0	4,670	-2,658	0	0	2,012
Pensions Reserve	-47,900				500	-47,400
Total Funds	449,543	247,588	-235,889	0	500	461,742

Note 10 - Related party transactions

Transactions with other Baptist bodies

Newport Pagnell Baptist Church is an independent charity. The church is in membership of the Central Baptist Association and the Baptist Union of Great Britain. The Baptist Union Trust Corporation is custodian trustee of Lovat Hall. No fees are payable for this service.

Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
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Income	0	0	0	0	0
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Expenditure					
Subscription to Baptist Union of Great Britain	841	0	0	841	777
Insurance provided by Baptist Insurance Coy.PLC	1,935	0	0	1,935	1,993
Payments to Baptist Ministers' Pension Fund	7,518	0	0	7,518	9,518
	10,294	0	0	10,294	12,288