



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1/1/2021

To 31/12/2021

Charity name: Diss Baptist Church

Charity registration number: 1181369

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The purposes of the church are: 1. The advancement of the Christian faith in accordance with the basis of faith primarily but not exclusively within diss and the surrounding neighbourhood; and 2. Such other charitable purposes as shall, in the opinion of the charity trustees, put into practice the Christian faith in accordance with the basis of faith, including but not limited to: the prevention and relief of need, hardship and sickness; the advancement of education; and the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life provided that the advancement of such purposes must be undertaken in a manner that is consistent with the doctrinal distinctives and ethical statements as may be adopted and amended by the church from time to time in accordance with the provisions of the church handbook.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	For DBC lockdown restrictions continued to be a challenge as we began 2021 and indeed throughout the year. However, in line with government guidance for places of worship we managed to deal well with the challenges of keeping the church open throughout the year. Diss Baptist Church is essential to the life and community of our town as we seek to reach out to impact and enhance lives both spiritually and practically. From the start of the year we continued to have in person morning services using our controlled booking system and following strict social distancing guidelines. From Easter Day (4th April)

		our robust risk assessment and planning meant we were able to offer an evening service as well as morning. All services were live streamed for the purposes of those preferring to isolate or stay away. A key part of our togetherness and growth throughout 2021 was a 6 week online (via Zoom) 'Gift Discovery Course'. This was attended by a significant number of members as well as wider church family. This helped us to achieve our aim of not just reopening our facility and work after covid, but resetting the work ensuring as many members as possible were engaged and enthused as covid restrictions eased. Again in line with government guidance, we were able to restart our children's and youth ministry in September. Although this was begun on a much reduced and significantly revised basis, the impact for good we have had on whole families and not just the children has been observable through feedback and a growing attendance. Indeed, from this midweek ministry, we saw one or two families begin to connect with us on Sunday mornings at church services too. Our mid-week house groups have been vital especially during lockdown periods and for those isolating in the more relaxed months. For the first half of the year these continued on Zoom and then as outdoor rules relaxed, many groups chose to meet in gardens outdoors. Whether online or in person, these groups provide essential connection through unprecedented times of separation and loneliness. Pastorally they give us valuable insight into the particular needs and concerns of our church family and how best to address these. In September we began using the local Youth and Community Centre for our Sunday morning and evening services. This has enabled us to have a safer, more spacious venue with great parking facilities. Throughout the remainder of 2021 we established an excellent relationship with Diss Town Council who manage this facility thus further achieving our charitable aims as it benefits our church and the wider community. Our Pastor for Families and Communities (PFC) became increasingly established and settled into our church life and that of the wider community also. Focussing on a part of the town with many social, practical and spiritual needs, he has reached out on a regular basis to around 200 homes in various ways. The appreciation for his work in this neighbourhood is measured by the vast number of warm and kind words on the Diss Community Facebook Page.
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		As well as working with the community, the PFC worked very hard to build a close relationship with the local housing association who own and maintain the neighbourhood Community Room. With the previous management committee of the facility (made up of local residents) having all resigned during the previous year due to ill health or old age, the Community Room was at risk of shutting down, jeopardising vital neighbourhood and community groups and activities. Through 2021, the PFC established a new neighbourhood management committee made up of members of our church living on or around that neighbourhood. Although no activities using that room began during 2021, with the establishment of the new committee plus a close relationship with the housing association in place, the opportunities for 2022 were many and real. Our church has successfully achieved a key aim which was to reach out to this neighbourhood using the community room as a base. Our weekly coffee morning and a separate work among women and also among senior citizens have brought together a wide and diverse community with many and varied needs. As part of our 'post covid reset' and in line with the teaching of the bible, the church members recognised 2 further men to join the eldership of the church. Along with this we also strengthened the role of a deacon by giving the deacons specific and task related duties. We now have a strong leadership team made up of 4 elders (including the 2 full time pastors) and 2 deacons. We give thanks to God for his kindness and goodness to us throughout a challenging and difficult year.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The charity trustees of Diss Baptist Church have had regard to the guidance on public benefit in the activities of the charity.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related	Para 1.38	

investment		
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	See information and comments included in the main activities identified above.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	

Other		
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Total income for the year from collections was £68,169.71. After adding gift aid (from HMRC) specific mission giving and a grant of £8,500 towards the employment of a Pastor for Communities and Family, total income was £92,464.43 Total expenses for the year were £84,248.98, of which £56,189.95 was spent on employees' salaries and expenses. Total mission giving was £4,853 for the year. As a consequence the surplus of income over spending was £8,215.45
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves policy – general reserves (not including funds already designated for specific spending) should normally be between 3 and 6 months spending
Amount of reserves held	Para 1.22	Total unrestricted funds held were equal to £74,238.03, total restricted funds are £10.00, although taking into account funds already designated for specific spending this figure reduces by around £32,000 – funds set aside for costs of sale of buildings, salary for pastor for Community & Families and a small contingency fund. Reserves are approximately £42,000 and within the reserve policy stipulation.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	

Other		
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Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Trust deeds: Church Building, Church Manse; Handbook and Constitution.
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The Constitution covers the election of trustees – elders of the church (voted on by church members) become trustees. If there are fewer than 3 elders then their number is supplemented by members of the diaconate.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Diss Baptist Church
Other name the charity uses	N/A
Registered charity number	1181369
Charity's principal address	3 Croft Lane DISS Norfolk IP22 4NA

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Jonathan Armstrong	Pastor/elder		Membership
2	Jonathan Findlay	Pastor/elder	1 July 2020 onwards	Membership
3	Iain Trench	Deacon	Until 10 Sept 2021	Membership
4	Trevor Hart	Elder	10 Sept 2021 onwards	Membership
5	Joseph Bannister	Elder	10 Sept 2021 onwards	Membership
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Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

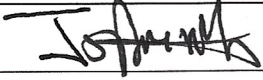
Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Jonathan Stuart Armstrong	
Position (eg Secretary, Chair, etc)	Chair	
Date	16 October 2022	

Diss Baptist Church
Income and Expenses
January - December 2021

	<u>Total</u>
Income	
Cash/Cheques/Standing Orders	66,169.71
Gift Aid	
GASD Tax Reclaimed	1,250.00
Gift Aid Tax Reclaimed	15,170.00
Total Gift Aid	£ 16,420.00
Interest Rcd	6.23
Sundry Income	40.00
Jam Money	240.99
Taylor Road Money	477.50
Mission Donations For	
Waveney Food Bank	350.00
BMS	260.00
Total Mission Donations For	£ 610.00
Restricted for	
Sizewell Weekend	0.00
Pastor for C & F	8,500.00
Total Restricted for	£ 8,500.00
Total Income	£ 92,464.43

Expenses

Salary & Expenses

Salary Tax NI	50,641.26
Pension Cont	3,271.44
Mileage & Expenses	1,319.25
Conference Fees	583.00
Guest Preachers	375.00
Total Salary & Expenses	£ 56,189.95

Manse

Repairs & Maintenance	337.14
Council Tax / Water Etc.	2,713.84
Insurance - Building	374.34
Total Manse	£ 3,425.32

Church

Repairs & Maintenance	201.00
Visual/Audio	1,964.53
Cleaning	1,215.54
Gas & Electricity	4,707.19
Water Rates	129.62
Insurance	1,463.46
Hire of Premises for Sunday Services	517.76
Total Church	£ 10,199.10

Administration

Accountancy Fees	767.00
Books & Literature	345.97
Copy Right	784.25
General Catering	946.23
Health & Safety	298.75
Professional Fees	655.20
Publicity	304.45
Stationery & Office Supplies	550.91
Subscriptions	174.00



Telephone & Broadband	362.56
Website/Internet	12.00
Total Administration	£ 5,201.32
Activity Expenses	
Outreach	35.00
Ladies Bible Study	125.60
Online Outreach	2,340.46
Taylor Road	1,440.38
Residentials	0.00
Total Outreach	£ 3,941.44
Youth	13.99
Jam	424.86
Total Youth	£ 438.85
Total Activity Expenses	£ 4,380.29
Mission - Donations To	
Asia Link	1,950.00
Grace Baptist P/Ship	1,950.00
Waveney Food Bank	350.00
BMS	250.00
London City Mission	353.00
Total Mission - Donations To	£ 4,853.00
Total Expenses	£ 84,248.98
Net Income	£ 8,215.45

Diss Baptist Church
Statement of Assets & Liabilities
As of December 31, 2021

Fixed Assets	
Church & Premises	£350,000.00
Manse	£375,000.00
Fixtures / Furniture / Equipment	£17,000.00
	£742,000.00
Current Assets	
Current Account	£18,217.32
Savings Account	£36,027.63
Business Prem: Account	£20,003.08
Total Current Assets	£74,248.03
Total Assets	£816,248.03
Total	£816,248.03
Funds	
Unrestricted Fund	£74,238.03
Restricted Fund (BMS)	£10.00
Capital Fund	£742,000.00
Total Funds	£816,248.03



These accounts have been prepared under the "Receipts & Payments basis".

Independent Examiner's Report to the Trustees of Diss Baptist Church

Charity No. 1181369

Year Ended 31st December 2021

I report to the trustees on my examination of the financial statements of Diss Baptist ('the charity') for the year ended 31st December 2021.

Responsibilities and basis of report

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

The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ('the Charities Act') and that an independent examination is needed.

I report in respect of my examination of the accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 financial statements do not accord with those records; or
3. the financial statements 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:



Date: 19th October 2022

Name: Johanne Thomas, FICB PM.Dip

Relevant profession qualifications or body (if any): Institute of Certified Bookkeepers
122-126 Tooley Street
London, SE1 2TU

Proprietor: Johanne Thomas FICB PM.Dip
8 Robin Close, Stowmarket, IP14 5NG
T: 01449 490010 E: jo@boaservices.co.uk