



## **HONITON FAMILY CHURCH - ANNUAL REPORT**

### **For the year ending 31<sup>st</sup> December 2020**

**Name of Charity -** Honiton Family Church

**Registered Charity Number -** 1181655

**Registered Address -** High Street  
Honiton  
Devon  
EX14 1LW

**Trustees -** The following individuals served as Charity Trustees between 1<sup>st</sup> January 2020 and 31<sup>st</sup> December 2020:

- Mr Jon Millard (Treasurer)
- Mrs Becky Kingdon (Secretary)
- Mrs Serena Brooks (Deacon)
- Mr Tim Judson (Pastor) (9<sup>th</sup> February - 31<sup>st</sup> December)
- Mr James Tupper (Deacon) (25<sup>th</sup> July - 31<sup>st</sup> December)
- Mr Richard Lucas (1<sup>st</sup> January – 28<sup>th</sup> May)

**Property Trustees-** Baptist Union Corporation Ltd  
Baptist House, PO Box 44, 129 Broadway,  
Didcot, Oxon, OX11 8RT

#### **Bankers-**

**General Account:** Lloyds  
82 High Street  
Honiton  
EX14 1JJ

**Restricted Account:** Lloyds  
82 High Street  
Honiton  
EX14 1JJ

**Independent Examiner -** Emily Wilkinson

## Organisational Structure and Decision-making processes –

Honiton Family Church (HFC) is an unincorporated association with Managing (Charity) Trustees appointed by a meeting of Members.

Members of the church are accepted in accordance with the constitution which allows open membership so that persons who have not been baptised in the manner described in the Baptist Union's Declaration of Principle may at the discretion of the members' meeting be accepted for membership based on their own public profession of faith. All members are encouraged to take part in the spiritual and practical tasks involved in the furtherance of the charitable objective.

Members meetings take place four times a year and have responsibility for the overall policy of the church. Additional meetings are held as required. In accordance with the constitution, the members appoint Trustees, who together with the Minister, Church Secretary and Treasurer (who are also appointed by the members), are collectively known as the Diaconate. The Diaconate have overall responsibility for the day to day running of the church's work and witness, and the financial and legal aspects of the charity.

Relevant matters may be submitted to the members meeting by the Trustees for guidance, or may be raised by members in members meetings for further consideration by the Trustees. HFC is governed by a church constitution. Though the constitution permits decisions to be made at church meetings by appropriate majorities, the church seeks to work by consensus wherever possible.

2020 was both an exciting and challenging year in the life of HFC. The arrival of the global pandemic and various government restrictions in March 2020 have required us to adapt and to find new ways to serve and support our church family and wider community over the majority of this past year.

We were very pleased to welcome Pastor Tim Judson and his family into the fellowship in February of 2020. Once our new Pastor was in place, the fixed-term paid role of 'Church Administrative Coordinator' (fulfilled by Sarah Bird) came to its end. The role of 'Church Administrative Coordinator' was created in 2019 to help ensure that church life, our administrative requirements and our outreach were able continue and to develop during the pastoral vacancy. This role ended in March 2020.

Towards the end of 2020, HFC felt the financial impact of the pandemic and the decision was taken to make two paid roles within the church redundant. The role of 'Administrative Support' (fulfilled by Becky Kingdon) ended on the 23<sup>rd</sup> of November 2020. The role of 'Pastoral Assistant' (fulfilled by Rose Millard) ended on the 9<sup>th</sup> of December 2020. As well as the Pastor, as of 31<sup>st</sup> December 2020, HFC also continues to employ a part-time cleaner but volunteers now fulfil all the other roles in the church.

## Objectives –

HFC is a Baptist Church and is a member of the Baptist Union of Great Britain. HFC is governed by a church constitution which is based on “*20<sup>th</sup> March 2008 Approved Governing Document for BUGB churches*”. This document states that the principal purpose of the charity 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.” HFC occupies premises which are held by the Baptist Union Trust Corporation on Trusts which are entirely compatible with the above objective.

### **We as a church seek to be:**

- Focused on Christ Jesus, in an ever-deepening relationship with him
- Family-friendly, committed to everyone; both young and old
- Growing spiritually and numerically
- Reaching into the heart of our community
- A spiritual and practical presence throughout Honiton, serving its people
- Developing closer and more meaningful relationships with each other

We aim to demonstrate the love of Jesus Christ in both word and deed and to bring people into a closer relationship with Him as the Living Lord. Moreover, we aim to be a church that welcomes people of all types and experiences into our church family confident in the transforming power of Jesus in all our lives.

In order to achieve this, HFC provides a variety of activities both to its membership and to the wider community. HFC is heavily dependent on its membership working as volunteers in all aspects of the church’s activities. Many of these activities run with little or no impact on the church’s expenditure, but nevertheless contribute substantially to the achievement of the church’s objectives.

## Regular Activities -

### Sunday Services –

Central to the work and witness of the Church is the provision of regular public services of Christian worship. These services take place each Sunday at 10.30am in a local school building. We aim for our services to be accessible to seekers as well as both new and mature Christians by having a simple and fluid service structure.

The service begins with an accessible talk and an action song before the children and young people go out to their groups where they engage in Christian learning, activities and games. After the services, attendees are invited to stay for light refreshments.

Communion Services are held during our morning services on the 3<sup>rd</sup> Sunday in each month. There are also “seasonal” services at other times. All services are advertised within HFC and to the wider community in order to reach the widest possible audience.

From the 22<sup>nd</sup> of March onwards our Sunday services were held online. This decision was taken in light of COVID-19 and the resulting government guidelines. Meeting online enabled us to reach a far wider audience and we have welcomed many new faces to our Sunday services. Our membership and church family has continued to grow over this past year despite the social restrictions. As of the 31<sup>st</sup> of December 2020, HFC has 47 church members.

We feel blessed to have been able to continue to support and encourage people through our Sunday services. We hope to begin meeting in person once it is safe to do so in 2021 but will continue to look at how we can make our Sunday services more accessible online for those who cannot meet in person, who are further afield or who prefer attending online.

### Children's Work –

**Little Stars Parent and Toddler Group** – Little Stars runs every week during term time and is attended by, on average, twenty 0-5 year olds and their carers. We are encouraged to regularly see new parents attending. We have themes, parties and trips and at the end of the summer term we hold a “graduation ceremony” during our Sunday Service for those starting school.

Little Stars is a great access point in to church and it is a great way for us to build relationships with our wider community. We have been able to invite the families in attendance to other events including services, family and community events as well as the ‘Kidsmatter’ parenting course which continues to be a great success.

From March 2020 onwards, the Little Stars Parent and Toddler Group began meeting online. This was again due to the pandemic. We set up an online support group for parents, carers and volunteers to stay in touch. Each Monday, we held an online story-time for our Little Stars community to watch live. Meeting online meant that we were able to continue to reach out to local families and offer input and encouragement during a time when toddler groups were not able to meet safely. We look forward to opening our doors and meeting in person in 2021 when it is safe to do so.

**Families Events** - Our families events provide outreach for the whole family unit. Due to the pandemic and resulting government restrictions, our usual activities were limited. However, we were pleased to be able to hold a family Nativity service online in December.

**Sunday Mornings** - Our Sunday morning youth and children's groups are formed into – First Steps for 0-5's (5 regulars), Strides for KS1 (11 regulars), Leaps for KS2 (11 regulars) and Youth (with up to 7 attendees). We use age specific teaching materials and our volunteers are formed into teams and are overseen by age group co-ordinators. We follow

Scripture Union's resources Tiddlywinks, Splash and X-Stream notes, giving the children an overview of the Bible as well as every day application. From the 22<sup>nd</sup> of March onwards, our age group co-ordinators worked to make weekly online videos available for our children and families to access. The team also produced seasonal activity packs for our children and families containing crafts and bible-based learning.

**Youth Work** - A couple of online events were held during the pandemic to enable the young people to connect. These were primarily in a social capacity. We were also able to hold a 'bonfire and smores night' in person when restrictions allowed it. All activities were carried out with appropriate safeguarding procedures in place. The struggle of COVID-19 has prompted reflection in terms of how we might best serve youth and families in the long-term, and discussions have been going on to draw from the Kitchen Table Project for both children and youth, to help facilitate discipleship within the family unit.

**Bricks4Kids** is an after-school club held each Wednesday during term-time for primary school-aged children with autism and similar difficulties. We provide structured activities based around Lego, a story and sensory toys. This group is open to families in Honiton and surrounding areas. This group was put on hold when the pandemic began in March of 2020. We have a small online support group so that parents and carers can stay in contact and support each other. We look forward to restarting this group once we are able to meet in person in 2021.

### Pastoral Care –

The pastoral team faced an interesting challenge in 2020 as social restrictions were put into place in March and face-to-face meetings were no-longer possible. While we were limited with regards to social interaction, the need for pastoral support within our church community and wider community was still very much present. Many of our usual activities were able to continue online or over the telephone including, mentoring, life groups, prayer meetings, Kidsmatter and Babiesmatter. We were also able to host an online Marriage Course using resources from Care for the Family which was a great success.

Due to the 'Pastoral Assistant' role regrettably being made redundant in December 2020, we have begun to draw life group leaders in a bit more intentionally to take greater responsibility for those they are overseeing. Going forward, those who are on the fringes of the church will be unofficially adopted by life groups so as to ensure that no one is isolated in the support they are offering or receiving.

**The Team** - The Pastoral Care team (a team of staff and volunteers) meets regularly to discuss pastoral issues and specific individuals in a confidential and supportive environment and, prayerfully, forge the best way forward. Once a term we invite the life group leaders to gather their input and make sure they know what we are up to in terms of support and visits. In this way, we hope to provide support for all those who are part of HFC in whatever capacity. This support takes a number of forms and, given our limited resources, is largely based around walking alongside somebody in difficult times, listening

and praying with them as well as signposting more practical help in the form of CAB, CAP or Social Services.

We have a number of families and individuals struggling with mental health issues; depression, anxiety and the effects of living with children with additional needs. Through life groups, mentoring (with tailored plans) and preaching series on a Sunday as well as on-going pastoral care and prayer, we help deal with these issues.

**Life Groups** - HFC runs a number of life groups. These groups encourage social fellowship and growth of faith and discipleship. Although our life groups are attended mainly by church members, they are open to anyone who would like to make contact with a group and learn more about the Christian faith.

Our groups meet on Mondays, Wednesdays, Thursdays and Fridays. They are informal social events with part of the meeting dedicated to Christian learning and prayer. The groups provide a great opportunity to encourage one another and to pray for those who are struggling with life both within and outside of HFC.

**Mentoring** - Spiritual mentoring is a way of accompanying one another through a spiritual journey; two people become "soul friends", studying the Bible together, praying, sharing life and faith, and being spiritually accountable. We currently have 23 such relationships, some of which are formal, with a written agreement to be mentors to one another, that the church agrees to support. Other relationships are more fluid and informal. The Youth of the church have also been taking part in this system of spiritual guidance. Whilst the pandemic has made it difficult for some partnerships to continue in the same way as before, those that have flourished have found great blessing and encouragement in being companions, and we hope to build on our mentoring in the future.

**Prayer Meetings** – We are committed to being a church family that regularly gathers together to pray for our church and for our wider community. Our monthly prayer gatherings have been well attended over the past year and have continued to be so in the lockdown, over video-conferencing. In addition, there is an ongoing prayer office, three days a week and weeks of prayer have been held to mark important events in the calendar. These prayer gatherings have been a valuable way in which we have been able to support our community while not being able to meet physically.

**Kidsmatter and Babiesmatter** - The Kidsmatter Parenting Group covers a range of topics from how we give and share love within a family to routines and rewards. The Babiesmatter Parenting Group aims to support and equip new parents. Both courses provide an opportunity to share experiences and to find solutions and new ideas for issues together. These courses have been a positive way to reach out into the community to non-Christians and Christians alike.

**Safeguarding** - The safeguarding team meet regularly to discuss matters of concern and to update procedures. In order to provide a safe and trusted environment, we ensure that all our volunteers working with children and adults at risk are subject to a Disclosure and Barring Service (DBS) check. We ensure that all volunteers understand and adhere to our Safeguarding policy.

### Other Regular Activities –

Throughout 2020 we have had to adjust and find new ways to engage with and support our local community. Many of our usual social events and family events were not able to continue as planned. However, we have been excited to develop new relationships within our local community and learn through the pandemic what areas of need there are in Honiton and the surrounding area.

**Work parties** – From June 2020 onwards, a small group of church volunteers met once a week (in line with government restrictions) to repair and redecorate our church building. This work was carried out in order to prepare the building for reopening. We look forward to reopening and being able to use our building to serve our church, our town and our community in 2021.

**Christmas Market** - In December 2020, we hosted an outdoor Christmas market coordinated by a local community organisation named 'Honiton Forward'. This three-day market aimed to support local small businesses and give them some much needed income during the pandemic. This market was widely advertised throughout our local community and was a great success.

### Charitable Giving –

HFC has a link with Compassion UK. Compassion UK is a Christian charity that seeks to release children from poverty through child sponsorship. Compassion UK provides vulnerable children with food, clothing, education, access to medical care and the care of their local church. In January 2020, HFC hosted a 'Compassion Sunday' service during which the church congregation heard about Compassion UK's work and specifically the contribution HFC has been able to make to children around the world through Compassion UK. This service also gave those attending the opportunity to sponsor a child.

In past years we have given to Home Mission and BMS. Due to the changing climate in 2020, we did not donate financially to Home Mission or BMS but look forward to being able to give again in the future.

HFC commits itself to supporting missionary work, both local and further afield, through financial giving and in prayer.



## **2020 HFC Annual Financial Summary**

Despite the challenges of lockdown and changes in way the church operated in 2020, we were able to continue operating, mainly due to the generosity of our members and occasional other kind donations. The bulk of our income was from donations (£36,000) and associated gift aid (£5,600). Lettings was the other main source of income, from both the church building in the first quarter (£3,400) and the manse (£9,000) throughout the year.

Due to the lockdown in March and restrictions throughout the rest of the year, only the first quarter saw the 'normal' operating procedures from 2019 continuing. The church was closed from March and has still not re-opened (at time of writing), so while running costs were reduced and on-line services meant we weren't renting a hall and various classrooms from a local school for a Sunday morning, there was no lettings income from the church after March (expected income would be around £10,000).

The main expenses in 2020 were stipend/salaries (£39,600). We were pleased to welcome our new pastor in late February and he has been working part-time (on an 85% stipend) since then. After much prayer and thoughtful discussion with church members the decision was made to make two part-time staff redundant in the Autumn. Having to fund our new pastor, changing church needs, reduction in income due to lockdown and the expectation of costs for building repairs in the near future necessitated this difficult decision to be made.

Other expenses were largely due to running costs for the church building and pastor's house (£4,500 in all) as well as helping our new pastor move to Honiton and settle in (£2,200). There was little capital expenditure on the church building in 2020 with the main expense being to 'make safe' and improve the electrics (£1,400).

We continue to transfer £100 per month from the General Account into a Reserve to build-up a 'rainy day' fund, as is good practice. There is now around two months' worth of regular expenditure in this account (£7,000).

In 2020, significantly more transactions were completed electronically and most donors and creditors are now comfortable with on-line banking, making treasuring more efficient with less physical counting of money. There is still the requirement for authorisation of payments by two trustees (both for physical and on-line banking) before any funds can be paid out. Three deacons are able to authorise any payments.

Even though the 2020 HFC accounts show a £3,300 deficit overall, there is still a healthy balance available for continued running of the church in 2021.

The accounts (on pages 9 and 10) have been agreed with the external examiner.

Jon Millard, HFC Treasurer 8<sup>th</sup> April 2021

## **Achievements and Performance –**


HFC does not measure the success of its programmes only in numbers (including financial numbers), but also in areas like fellowship, encouragement and the development of people's lives to cope with the difficulties of living in today's world. The Trustees recognise that these are difficult to measure, but believe that 2020 has been a positive year in the life of the church, as it continues to re-invent itself and pursue its mission to:



**‘Love God, Love People, Love Honiton’.**

The Trustees have read the Charity Commission guidance on public benefit, and are satisfied that the activities outlined above demonstrate that the charity is providing a benefit to the public.

This Annual Report was approved by the trustees on: ...17/05/2021

Signed on behalf of the trustees by: 1- .....  ..... (Signature)

.....R Kingdon..... (Name)

.....Church Secretary.... (Position)

2- .....  ..... (Signature)

.....J Millard..... (Name)

.....Treasurer..... (Position)



## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/01/2020


To

Period end date  
31/12/2020

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Gift Aided Donations	18,634	—	—	18,634	21,535
Tax refund on Gift Aid	5,576	—	—	5,576	4,436
One-off Grants (Furlough)	569	—	—	569	—
Use of Church	3,439	—	—	3,439	13,597
General Offerings	1,913	—	—	1,913	10,805
Youth Groups	—	—	—	—	2,005
Donations	15,737	500	—	16,237	15,179
Baptism/marriage/funerals	—	—	—	—	195
Club 30 donations	250	—	—	250	360
J Tots room rental	—	—	—	—	130
Café	—	46	—	46	2,353
Manse rent	9,000	—	—	9,000	—
<b>Sub total (Gross income for AR)</b>	<b>55,118</b>	<b>546</b>	<b>—</b>	<b>55,663</b>	<b>70,595</b>
<b>A2 Asset and investment sales, (see table).</b>					
	—	—	—	—	—
<b>Sub total</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>Total receipts</b>	<b>55,118</b>	<b>546</b>	<b>—</b>	<b>55,663</b>	<b>70,595</b>
<b>A3 Payments</b>					
Salaries	39,601	—	—	39,601	21,704
Minister's travel	19	—	—	19	284
Visitor's fees	—	—	—	—	692
Visitors expenses	—	—	—	—	69
Manse council tax	1,796	—	—	1,796	466
Manse water	—	—	—	—	99
Manse rent	236	—	—	236	2,400
Manse insurance	234	—	—	234	0
Manse repairs	—	—	—	—	436
Church electricity	545	—	—	545	912
Church gas	914	—	—	914	1,324
Church water	572	—	—	572	829
Church equip repair/main	502	—	—	502	602
Church bldg repairs/main	2,519	—	—	2,519	701
Church clean & housekeep	203	—	—	203	616
Administration expenses	5,696	—	—	5,696	8,659
Missionary giving	—	—	—	—	2,260
Youth Groups	477	—	—	477	4,578
Cafe	—	21	—	21	808
BMS	—	—	—	—	100
Home Mission	—	—	—	—	90
Ministry	—	—	—	—	1,210
Youth Worker	—	—	—	—	12,000
Other	5,644	—	—	5,644	13,380
<b>Sub total</b>	<b>58,958</b>	<b>21</b>	<b>—</b>	<b>58,979</b>	<b>74,219</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	—	—	—	—	—
<b>Total payments</b>	<b>58,958</b>	<b>21</b>	<b>—</b>	<b>58,979</b>	<b>74,219</b>
<b>Net of receipts/(payments)</b>	<b>(3,840)</b>	<b>525</b>	<b>—</b>	<b>(3,315)</b>	<b>(3,624)</b>
<b>A5 Transfers between funds</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>0</b>
<b>A6 Cash funds last year end</b>	<b>22,154</b>	<b>4,463</b>	<b>—</b>	<b>26,617</b>	<b>0</b>
<b>Cash funds this year end</b>	<b>18,314</b>	<b>4,988</b>	<b>—</b>	<b>23,302</b>	<b>(3,624)</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	General Account	11,352	-	-
	Reserve	6,962	-	-
	Buildings	-	1,153	-
	Manse Deposit	-	750	-
	Home Mission	-	30	-
	Manse refurb	-	3,055	-
	Ministry	-	-	-
	Youth Worker	-	-	-
	<b>Total cash funds</b>	<b>18,314</b>	<b>4,988</b>	<b>-</b>
(agree balances with receipts and payments account(s))		OK	OK	#VALUE!
	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	
B2 Other monetary assets	Details			
	Gift aid rebate Sep to Dec - approx	1,115	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			0	0
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Church Building	Unrestricted	0	0
	Manse	Unrestricted	0	0
	Computers and sound equipment	Unrestricted	0	0
	Chairs, tables and piano	Unrestricted	0	0
	Youth and Childrens toys	Unrestricted	0	0
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Outstanding Expenses	Unrestricted	(80)	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			J Millard	08/04/2021



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Honiton Family Church

On accounts for the year  
ended

31 December 2020

Charity no  
(if any)

1181615

Set out on pages

1 - 10

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2020

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 Trust's 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 (~~other than that disclosed below \*~~) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- 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.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

E. W.

Date:

05/05/2021

Name:

Emily Wilkinson

Relevant professional  
qualification(s) or body  
(if any):

Address:

April Cottage, Dunkeswell, Honiton, Devon EX14 4RE