

# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01 Day	01 Month	2022 Year		31 Day	12 Month	2022 Year

## Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

### 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	Rev Nick Humphreys	Minister		
2	Chris Moss	Secretary	27/01/22 – 31/12/22	
3	Jackie Wardell	Treasurer		
4	Andrew Norfolk			
5	Bryan Cox			
6	Lorrae Speirs			
7	Paul Sexton			
8	Paul Timmins			
9	Richard Wright		20/10/2022 – 31/12/22	
10	Roland Smith			
11	Chris Abel		01/22 - 20/10/22	
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## 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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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Baptist Union Corporation Ltd - CIO Association Model
How the charity is constituted (eg. trust, association, company)	CIO Association Constitution
Trustee selection methods (eg. appointed by, elected by)	At Special Church Members' meeting, secret voting, 60% of members' votes required - See Constitution Item 14 Charity Trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Management of Covid-19 – As trustees of the Charity we continued to follow guidelines given by the Baptist Union the national representative of the Baptist Denomination, we also sought to keep to the guidelines offered by the government with regard to places of worship. With the recognition that across this year all restrictions were lifted.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

1. The advancement of the Christian faith according to the Principles of the Baptist denomination.
2. The church may also advance education and carry out other charitable purposes in the UK and/or other parts of the world.
3. Nothing in this Constitution shall authorise an application of the property of the church for purposes that are not charitable in accordance with Section 7 of the Charities and Trustees Investment (Scotland) Act 2005 or Section 2 of the Charities Act (Northern Ireland) 2008.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The Church puts on a wide variety of activities for the benefit of the church community and the wider community of Bourne. These have included weekly Sunday morning and regular evening worship and teaching services and weekly Life Groups – designed to connect with, and to encourage, people in their social and spiritual lives. There are weekly Youth and Children’s clubs, clubs for carers of the very young and the elderly and those needing counselling support from within the wider community.

The Church’s youth and children’s worker with Church members voluntarily assist in teams regularly providing activities in both junior and secondary schools locally as well as hosting, with other Church Staff, visits from local schools to the church building as part of their curriculum requirements.

Also away from the church premises, the wider range of Church-supported activities in the community include the town’s Food Bank, Job Club and the usual public holiday festivities including working alongside other local churches and other local charitable organisations.

In all these activities, the structure of Church management provides for the Trustees to receive regular reports of these interfacing activities of the Church and wider Bourne community as well as the many opportunities for them to take part. The Annual Budget of the Church includes the financial provision of these opportunities – locally, nationally and internationally - as well as the regular ‘church-based’ programme of activities. These appropriate decisions comply with the Trustees duty to have due regard to the guidance offered by the Charity Commission’s public benefit guidance when exercising any powers or duties to which the guidance is relevant.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

This year the physical interaction of the church has been restored with the ending of Covid -19 restrictions. It took the church several months to completely relax the restrictions in place over the pandemic. As we end the year, we observe no restrictions for our gathering as a community or for midweek groups. However, we recognise that some still wish to wear face masks and some still like a bit of space around them.

In returning to public worship, we have thought of holding outdoor services and so this year we trialled one in May. The response was positive both from the church and the public. We therefore are considering offering two or three if permitted in 2023.

It is fitting to begin our report by acknowledging that the church sought to provide two very different supports for the community in regard to the Queen. We celebrated her platinum jubilee through being part of a joint town service, providing a commemorative book for every child of primary school age and offering a street party. We also took time to open the church on the news of the death of HR Queen Elizabeth the Second. The church also offered opportunities to respond to the invasion of Ukraine by Russia in late Feb 2022. We have done this through opportunities to gather and pray in the church, opportunities to meet outside in the Well head park to pray with other churches. For the wider community we provided opportunities for them to offer their support for Ukraine through the provision of collections for various things needed. These were then distributed to collection centred to then be sent out to those in need.

Within the year the church picked up the planned Sabbatical of the Senior Pastor, which saw him step back from the day to day work the role carries. In his absence the wider leadership involving the trustees, elders and deacons and remaining staff members continued to lead the church. The desire was to ensure that the church didn't just tread water for 3 months whilst in this period. To the credit of the church a number of achievements were seen. We had the successful running of an in-person Alpha course which saw a small number attend and discover truths about the Christian faith and some, from their own personal choice making a commitment to accept Jesus into their lives. We also saw the 6-week trial of a children's group for infant school children which saw 13 children regularly attend. This group is held in a community space on a local housing estate and is run by a team from Bourne Baptist Church, the outcome of this is that the group continued in the September and is now a regular part of our weekly ministries.

The regular programme of 'opening the church doors' for others to attend weekly has been steadily implemented with some pre- Covid activities re-emerging in new formats.

Mums and Toddlers and Who let the Dad's Out groups have begun again. Our toddler group has created new relationships with members of the community some of whom connected from the new work on the housing estate. The work with Who Let the Dad's Out has restarted but we are looking at bringing in new members to build on those who continue to attend.

Also- the church has been open for a number of evenings for quiet prayer / reflection which has been supported by prompts and other materials to aid spiritual focus.

The church has continued to offer support to those groups in town operating as part of the wider church and so we have continued to help with the Food Bank and Healing Rooms.

With the return of the senior pastor in Sept from sabbatical the recognised concern for those who are being impacted by the rise in cost of living, the senior pastor spoke to the other church leaders in the town and the local council. The outcome of this and from further discussions a Warm Hub initiative was implimented.

The aim is to offer people a warm space to come and spend time in and will run from Nov 2022 to March 2023, thus allowing the community not to use their own funds to heat their own homes if they wished.

With face-to-face contact being permitted once more the Pastoral Care team has sought to offer support to those individuals who approached the Church for various personal and social needs including transport to medical appointments, shopping, financial support through our Hardship Fund and access to our counselling service. The church has continued to reach out to the local schools through the efforts of our youth worker and senior minister offering assemblies for the schools. The church has also offered support to several local schools by sending gifts to encourage those staff working within them. This work has been developed further by donating Christmas hampers to those working in the care homes based in Bourne. The response from those receiving these gifts has been one of gratitude and appreciation.

In regard to the work in the wider community we obviously, as shared before, were involved in the Platinum Jubilee, Warm Hub, but we again have got involved in towns Christmas Light turn on with a stall offering a chance to colour in a carol.

The church's Youth and Children's worker, supported by volunteering church members this year provided activities in our local Primary and Secondary schools. In addition, pupils and students came to visit the church building, where church staff and volunteers provided educational input to meet the requests from schools with regard to their curriculum requirements.

As already identified a lot of our work with the children and young people aged 7-18 was moved back to being physical meetings which has been well received by those in this age bracket. It was also the first opportunity in two years for our young people to attend a large youth event and so a small group managed by a team of 4 adults went. The event selected was called Satellites and was based at Peterborough show ground. The feedback from the young people was that they had a great time and really benefitted from the experience with again a number of them making a personal decision to follow Jesus for themselves.

Alongside this venture the church once again hosted a live Children's holiday club. It was titled GIFT (God's International Fixit Team) and we saw 50 children attend the 3 mornings of activity, where we offered singing, games, craft, stories, and lots of fun. Heartfelt appreciation goes to our youth worker and her team who have done a wonderful work with our weekly groups this year. We have needed to ask for support from the wider church as the groups are only viable when we have the help to do so. This is due to some of the helpers needing to step down due to a change in circumstances.



The commitment of Church members has been fantastic and has provided a great part of the voluntary service that keeps the spiritual and social / community work of the Church flourishing. The members and wider congregation of the church have provided sufficient income for the continued employment of 2 full-time and 2 part-time members of staff as well as covering all other church expenses.

On a practical note, the church has had works carried out to sort out areas of plaster that needed taking down and replacing, which then in turn has meant re-decoration has been needed. The outcome is that through this we have a building that is in good condition, alongside this work we have also seen two smaller rooms revamped which again offer those who use the spaces a better environment to be in. The transformation of these two smaller spaces has been down to the dedication and hard work of a small group of workers to whom we are very grateful.

Due to the dedication of church members, we have seen 'The Bridge' continue over this past year. The intention of this initiative is to provide a bridge between the church and the wider community on a Sunday morning with the hope that people will stop, have a coffee and talk to the people hosting. Our desire is that relationships are formed and potentially people will consider the church as a place to come and not be fearful of. Currently the team are happy with how things have gone, in that over the past year a number of relationships have developed and some of whom have made strides in feeling more comfortable with what church might be all about. They look to 2023 with interest but do hope for an increase in those willing to help man this initiative.

In terms of membership, we have seen a number of those who were in membership resign their membership, but we also have seen some request membership, so our voting membership remains steady and in the region of seventy- five.

Regarding the leadership of the church, we have seen Chris Moss elected as our new Secretary and therefore a Trustee, alongside this appointment Roland Smith though standing down as Secretary was re-elected as a trustee, Bryan Cox was re-elected as a deacon and also trustee, with Richard Wright being elected as fabric deacon and also a trustee. We have had two leadership days, both being in person and have been very good and well received by all who have attended. The second of which enabled the trustees and wider leadership to talk over responses from the wider church with regard to the proposal to expand our paid staff regarding youth and children work. From this day various tasks were identified which we hope on completion will move the process on considerably.

Though Covid-19 is still a part of our lives we are thankful that, as a church, we have continued to thrive. As a community of faith, we pray for God's comfort over all who have been impacted by this pandemic, yet we continue to hold onto the Hope offered through Christ and we look to 2023 and all that is before us.

## Section E Financial review

Brief statement of the charity's policy on reserves

The Charity endeavours to maintain a reserve fund of 3 months of annual expenditure. We are in a positive position of not having a deficit or any debt.

Details of any funds materially in deficit

None

### Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F Other optional information

### Statement of Assets and Liabilities

In accordance with the Charitable Incorporated Organisations (General) Regulations 2012, Part 10, Regulation 62, the Trustees provide the following information by way of notes to the statement of assets and liabilities, that in respect of the following requirements:

- a) particulars of any guarantee given by the CIO, where any potential liability under the guarantee is outstanding at the date of statement, and
- b) particulars of any debt outstanding which is owned by the CIO and which is secured by an express charge on any assets of the CIO

That there are no such guarantees and no such debts outstanding at the date of this statement.

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

 b. A. Moss.

Full name(s)

NICHOLAS B HUMPHREYS CHRISTINE MOSS.

Position (eg Secretary, Chair, etc)

CHAIR TREASURER.

Date

30.1.23



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Bourne Baptist Church CIO

No (if any)

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/01/2022

To

Period end date  
31/12/2022

### 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>					
General Giving	130,805	-	-	130,805	-
Hardship (JW Trust)	-	630	-	630	-
Gosberton Trust	-	13,500	-	13,500	-
Youth Programme Fund	-	741	-	741	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	130,805	14,871	-	145,676	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	130,805	14,871	-	145,676	-
<b>A3 Payments</b>					
Salaries inc Tax and Pensions	58,752	13,500	-	72,252	-
Hardship and Church Giving	3,984	575	-	4,559	-
Mission	13,574	-	-	13,574	-
Gas Elec and Rates	7,320	-	-	7,320	-
AV Leasing and Insurance	10,121	-	-	10,121	-
Manse Expenses	1,661	-	-	1,661	-
Repairs and Housekeeping	8,218	-	-	8,218	-
Youthwork	3,829	3,133	-	6,962	-
Church Office and Legal	5,443	-	-	5,443	-
It Equipment	-	341	-	341	-
<b>Sub total</b>	112,902	17,549	-	130,451	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	112,902	17,549	-	130,451	-
<b>Net of receipts/(payments)</b>	17,903	- 2,678	-	15,225	-
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	129,470	6,109	-	135,579	-
<b>Cash funds this year end</b>	147,373	3,431	-	150,804	-



## 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		147,373	3,431	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	147,373	3,431	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	

**Independent Examiner's Report to the Trustees of Bourne Baptist Church CIO**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2022.

**Responsibilities and basis of report**

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the 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 Act.

**Independent examiner's statement**

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

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

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

**Use of our report**

This report is made solely to the charity's members. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our work, for this report, or for the opinions we have formed.

*Mark J Rees LLP*

Mr P Bott FCA  
Mark J Rees LLP Chartered Accountants  
Granville Hall  
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Leicester  
LE1 7RU

Date: 18/10/23