



BUDLEIGH SALTERTON BAPTIST CHURCH (CIO)

Reg. Charitable No.: 1184810

Trustees Report

&

Annual Return

Financial year ending 31st December 2022

This annual report covers the financial year 1st January 2021 – 31st December 2022 and was approved by the trustees on 18th October 2023.

Signed

Signature:



Name:

Rev J Henley

Position:

Minister / Trustee

Date:

18th October 2023

Signature:



Name:

Dr Edward Newson

Position:

Trustee

Date:

18th October 2023

1. Reference & Administrative Details

Charity Name

Budleigh Salterton Baptist Church

Registered Charity No.

1184810

Principal Address

Ebenezer Chapel,
Little Knowle,
Budleigh Salterton,
Devon,
EX9 6QS

Trustees

Ministers: Rev James Henley
 Rev Julia Henley

Treasurer: Mrs Elizabeth Cottingham

Deacons: Rev Patrick Brandon - *elected August 2020*
 Dr Edward Newson – *elected July 2022*
 Mrs Penelope Harris – *resigned July 2023*

Bankers

Lloyds Bank plc.
25 Gresham Street,
London, EC2V 7HN

Cambridge & Counties Bank Ltd
Charnwood Court,
5b New Walk,
Leicester, LE1 6T

Baptist Union Corporation (property trustees)

Baptist House,
PO Box 44,
129 Broadway,
Didcot, OX11 8R

2. Structure, Governance and Management

Governing Documents

The church was founded in 1844. It is governed by the model Fairbairn Trusts provided by the Baptist Union Corporation, which was adopted in June 1987.

Constitution & Management

In July 2019 the church reconstituted as a Charitable Incorporated Organisation. All the assets held by the previous unincorporated church were transferred to the new CIO in July 2020.

According to the constitution, the trustees are responsible for overseeing the running of the church, its finances and its various charitable activities. However, Baptist ecclesiology puts the emphasis on the responsibility of all church members to participate in discerning direction and being involved in decision making. Therefore, the constitution states that the trustees should pay special attention to the direction and requests of the Church Members' Meeting.

Appointment of Trustees

The ministers, officers (secretary and treasurer) and elected deacons are the managing trustees of the church. The officers and deacons are elected, following the procedures for nomination and election detailed in the church's Constitution, from among those who have been an existing church member for at least one year and who fulfil the criteria stipulated by the Charity Commission. Induction and training opportunities are provided using resources offered by the Baptist Union of Great Britain, the South West Baptist Association and the Charity Commission.

The ministers are paid trustees appointed under the terms and processes detailed in the Constitution. They bear the burden of responsibility for leadership and the running of the church, with the help of the trustees, officers and church members. Decision about remuneration are made by the trustees, following guidance from the Baptist Union of Great Britain, and approved by the Church Member's Meeting.

Church Membership

On 31st December 2022 the church had 43 members.

3. Objectives & Activities

Charitable Purposes

The principal purposes of the Church are:-

- 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.

Activities

To fulfil this purpose, the church engages in a number of activities, including but not limited to the following.

- **Regular public worship, prayer, Bible study, preaching and teaching;**

This is offered through our weekly Sunday services, all-age service, Family Worship, Sunday School, Tuesday Prayer group, Prayer Chain and weekly Home Groups.

- **Baptism, as defined in the Baptist Union's Declaration of Principle;**
- **The Communion of the Lord's Supper which shall normally be observed at least once a month;**

This has taken place as part of our Sunday services, usually on the second Sunday of each month.

- **Evangelism and mission, locally, regionally, nationally and internationally;**

Locally this has taken place through the various community activities and special services we run, including The Wave Community Café. Nationally we offer a gift each year to the Baptist Union of Great Britain Home Mission Fund, as well as supporting several local churches and projects (E.g. The Wave, Littleham). International mission is supported through annual gifts to BMS World Mission.

- **The teaching, encouragement, welcome and inclusion of young people;**

Our children are invited to come to our weekly Sunday School as part of the Sunday Service, and to our all-age service. We are also very involved in our local school – leading collective worship, RE lessons and providing support to staff.

- **Nurture and growth of Christian disciples;**

Nurture and growth of disciples takes place primarily in the Sunday service, but also through our Home Groups, which offer a chance to share and learn in more detail.

- **Education and training for Christian and community service;**

- **Giving and encouraging pastoral care;**

Pastoral care is provided primarily by our ministers, supported by the other trustees and other key people.

- **Supporting and encouraging charitable social action in the United Kingdom and abroad;**

We continued to work closely with the local foodbank and other charities to identify and address local needs. Overseas social action is offered through our support of BMS World Mission.

- **Encouraging relationships with and supporting Baptists and other Christians.**

We continue to work closely with the Budleigh Church Partnership, offering a number of special services and activities, and working together to support the local schools and other organisations.

Affiliation and Beliefs

The church is affiliated to the Baptist Union of Great Britain. As a member of the Baptist Union the Church subscribes to the Baptist Union's Declaration of Principle:

"That our Lord and Saviour Jesus Christ, God manifest in the flesh, is the sole and absolute authority in all matters pertaining to faith and practice, as revealed in the Holy Scriptures, and that each church has liberty, under the guidance of the Holy Spirit, to interpret and administer His laws.

That Christian Baptism is the immersion in water into the name of the Father, the Son and Holy Spirit, of those who have professed repentance towards God and faith in our Lord Jesus Christ who 'died for our sins according to the Scriptures; was buried, and rose again on the third day'.

That it is the duty of every disciple to bear personal witness to the gospel of Jesus Christ, and to take part in the evangelisation of the world."

Public Benefit

Throughout all our activities, the trustees have had regard to the Charity Commission's guidance on public benefit. Example of this are reflected in the reports below. In particular, the concern for public benefit has meant ensuring that all our activities, including the services we offer and community support, are publically accessible.

Volunteers

Apart from work done by the ministers, all the activities and services provided by the church are made possible through volunteers. These are normally drawn from existing church members and those who regularly attend our activities. A volunteer recruitment process is followed where necessary for safeguarding purposes.

4. Achievements & Performance

The reports below were submitted to and approved by the church members at the Annual Church Meeting in July 2023.

Ministers' Report

In a time of prayer during one of our services recently, someone prayed giving thanks for the way in which church feels like a big family, and asking that others would come to know and be welcomed into our family too. The strength of our church has always been in our relationships, and in our ability to make others feel welcome and 'part of the family.' However, looking back over the last year, and reading the reports which others have prepared here, we realise that much of what God has been doing among us has been about rebuilding those relationships and learning to be a church family together again. This has been especially important in the wake of Covid, and as we've said goodbye to a number of folk but also seen others come to join us.

We're immensely grateful to everyone who has played a part, big or small, in helping that to happen – from everyone who volunteers in different ways to those hosting and facilitating groups and events to those who underpin everything we do in prayer. We're very grateful to the deacons and the work they put in to help guide the church and oversee the practicalities of our life together. Special thanks go to Penny Harris, who has come to the end of her term as a deacon. We will miss her wisdom and insight in our meetings – thank you Penny for everything you have done!

Ultimately our calling as a church is to be an intentional community of disciples, gathered around Jesus and seeking to live his way in our life together. We do this through worship, prayer, hospitality and being sent out in mission – building relationships and sharing God's love among ourselves and with the community around us. It is this that will see people being drawn into our family and come to know God for themselves through us. And so our prayer, echoing that of Jesus, is that we would continue to grow in our love for God and each other, that our relationships would continue to be strengthened, and that through us God would reveal himself to those around us.

John 17:20-23

“My prayer is not for them alone. I pray also for those who will believe in me through their message, that all of them may be one, Father, just as you are in me and I am in you. May they also be in us so that the world may believe that you have sent me. I have given them the glory that you gave me, that they may be one as we are one— I in them and you in me—so that they may be brought to complete unity. Then the world will know that you sent me and have loved them even as you have loved me.”

- James & Julia Henley

The Wave Community Café Report

The Wave Café re-opened its doors in the Venture Hall behind St. Peter's School in September 2022. We started early - 8:45-11:30am - hoping to attract parents doing the morning school run, plus other local residents who may want a coffee and pastry.

A number of helpers from church came for the session, either to help but also to drop in for coffee and a chat.

Numbers of visitors were small, so rather than sit around idly it was suggested we start knitting blankets for the charity Christian Response to Eastern Europe. This common activity really helped us become a team and became a real focus for many of us.

The café had a number of regulars from the church plus a handful of visitors - both older residents of Budleigh and grandparents and parents with babies and toddlers. Sadly as the months passed, however, numbers did not increase, and in fact some weeks no one came through the doors.

After much discussion, and even changing the start and finish times, it was decided to close the café for the summer.

Our aim is always to help the community and, although the cafe has united us in the church, it was felt more prayer and discussion are needed to find a vision for our work as a church in Budleigh. I know all of us as a team are disappointed in the outcome, but we need to be very earnest in prayer to discover how God wants to use us in the future.

- Rosie Hunter

Home Groups Report

Here at Budleigh Baptist Church we currently have 3 Home Groups hosted and lead by Julia, Patrick and Liz and Nick and Myran. Each group meets regularly on a midweek evening or afternoon for fellowship, Bible study, prayer, and support. Numbers fluctuate but generally have between 4 and 8 people.

Over this past year Brian and I have enjoyed our mostly weekly meet ups at Nick and Myran's where we start with a warm welcome and teas and coffees and biscuits, cake or even the delicious 'Ugly Bread' from our new bakers in town. We catch up on the past weeks' events generally and in each other's lives chatting and laughing and generally enjoying each other's company. We meet at 2.30 and by around 3.15 we start our Bible study time with a prayer, and then ably led by Myran we read the Bible passage, often in various Bible versions, and then discuss the different aspects of the passage. Using The Message Bible as well as the NIV often gets us going with seeing the meaning in a slightly different light. Myran has used Bible Study notes to guide and help us focus on what the passages meaning, and relevance is to us in our modern lives. This year we have studied Jesus' Letters to the Churches in Revelation 1-3 and currently we are studying Paul's letter to the Philippians.

I think the success of Home Groups is that by meeting regularly we have got to know each other well enough to feel free to share and discuss without embarrassment or fear of ridicule. Even as like-minded people we can vary in opinions and insights so it's great to be able to be open and real. When we do go off tangent now and then, Myran gently steers us back on course! We end with a short time of prayer for each other and for issues that have come up and we finally say our goodbyes around 4.30 all the better for a good afternoon together.

- Penny Harris

Fabric Report

Ebenezer Chapel is the home of Budleigh Salterton Baptist Church and is a grade II listed building. The main part of the chapel dates to 1844 and is built largely of rubble stone with a slate roof. A flat roofed modern extension at the rear built of concrete block work provides kitchen, meeting rooms and toilets.

Maintenance Work Carried Out 2022/2023

A number of volunteer work parties have taken place for general cleaning, gardening and the removal of leaves from the flat roof and gutters.

The side entrance door and shed door have been planed down and repainted to prevent sticking.

The leaking water heater in the kitchen has been disconnected from the electricity and water. The hot water tap no longer functions Hot water for washing up must now be supplied from a kettle. The water heater in the gents toilet no longer works and has been switched off at the wall.

Internal work to the audio visual system has been carried out to update and improve video and sound installations. This included the removal of the old organ and its associated speakers mounted on the south wall. A removable desk was added at the north end of the chapel for the AV equipment.

The high level timber window frames for the main meeting room on the flat roofed section were repaired. Rotten sills were repaired with wood hardener and epoxy filler, all windows and sills were rubbed down and repainted to help prevent future rot.

The lower parts of the timber window frames and stone sills in the main chapel were repaired. Some gaps were filled with epoxy filler and woodwork was rubbed down repainted.

Areas of flaky paintwork round the kitchen door were rubbed down and repainted.

The Church notice board, which was suffering from flaking paint and some rotten areas was repaired with wood hardener, rubbed down and repainted.

An attempt was made to repair the fascia board bordering Yew Tree Cottage. The existing fascia had rotted, causing the gutter to droop and water to run down the wall. However, an inspection revealed that the rot had significantly penetrated the flat roof boarding, the ends of the roof joists and the soffit. Vegetation was growing between the side wall of Yew Tree Cottage and the roofing felt of the chapel. The layers of roofing felt in this area of the flat roof had also separated, causing further water penetration. The rotten soffit and fascia were completely removed to encourage air circulation and dry out the affected areas. The roofing felt was repaired in the area of layer separation and the join with Yew Tree Cottage using fibre glass matting and a bitumen based roofing felt compound.

Current Problem Areas and Future Maintenance Work

Stonework on the chapel façade. There are a couple of areas of cracked stone. One is the left hand corner stone, and the other the left corner stone of the front doorway (as viewed from the front). Both of these cracks have been repaired in the past with some sort of bitumen. However they have

both recently widened. The surveyor recommended that we should get a stone mason to come and look at the damaged stone work and make a repair. Two local stone masons have been contacted to provide a quotation. At the time of writing one has replied and indicated that they will make a site visit to assess.

Flat roof. The condition of the flat roof under the bituminous felt is not currently known. The felt appears to be quite old, as most of the protective grit is missing. There are a large number of joins in the felt, which are potential weak points for water ingress. The roof as a whole can safely take the weight of a person, but there are a few points where the roof feels spongy underfoot. In general it is not known if there is any water ingress anywhere other than that adjacent to Yew Tree Cottage. As mentioned before, the water penetration adjacent to Yew Tree Cottage has rotted the flat roof boarding, the joist ends and the soffit/fascia boards. A temporary repair with fibre glass matting and a bituminous based roofing felt compound has been made, but it is not yet known if this will be sufficient to remedy the problem. It is not known how far the rot has penetrated the roof boards, but it appears to be quite severe. It is hoped that the removal of the soffit and fascia boards will dry out the areas of rot, but this may be quite a long process. It may be possible to repair the rotten timber without removal of the bituminous felt, but the problem area will have to be monitored.

Windows and other external timber work. The six arched timber windows of the chapel appear to be in reasonably good condition. However, the putty holding in the individual panes is cracked and in some areas has fallen out. The paint around the panes has also cracked and peeled. Some remedial work to the bottom of the windows and sills was carried out at the last working party, but there are still a lot of repair work to be done. The chapel windows really require major refurbishment on the outside. If this is delayed then there is a possibility that major rot will start to set in. The refurbishment work is quite major, as it is very labour intensive.

The six high level timber window frames for the main meeting room on the flat roofed section are in reasonable condition and the remedial work carried out at the last working party should ensure that further deterioration is minimized. The timber window frames and door surrounds in the kitchen area require some further attention to ensure that there is no future rot. The timber Door and surround at the side entrance is in good condition. The integral shed door is in good condition. The fascia board for the main meeting room on the flat roof adjacent to the chapel is rotten and needs attention.

Internal damp and condensation. Areas of internal damp and condensation are a problem in the newer flat roofed areas of the building. Particularly in the gents toilet where the ceiling has a problem with mildew. The mildew has been cleaned at a previous working party, but has since returned. This is a bit of a puzzle, as mildew would be expected in an area of high humidity where warm air meets a cold surface. However, The gents toilet is not used frequently, and there is no source of hot water. The mildew looks like an interior surface problem rather than a penetrating damp problem from the roof.

Other areas within the new part of the building that suffer from damp or mildew are probably caused by lack of air circulation and heating. Particularly as the new section is built into the earth bank. There is an area of woodworm/rot in the floor of the chapel towards the main entrance. This is probably caused by lack of air flow. The cavity under the floor appears to be full of dust and debris,

and there are no operational vents to circulate air. This appears to be long standing, but should be monitored to ensure that the situation does not deteriorate elsewhere.

- Roy Gibson

Safeguarding Report

Safeguarding is a priority for Budleigh Baptist Church and will remain a priority as we grow and welcome people from every part of our community to join our fellowship.

Our Safeguarding Policy was ratified by Church Members and this is now in operation and communicated through our website as well as being displayed on notice boards in the Chapel and Hall. This Policy states how the Church will act to safeguard both children and vulnerable adults who attend church. It is planned to review the Safeguarding Policy over the summer period to ensure that it remains in line with best practice in the South West Baptist Association.

A set of procedures is also available to help with the practical matters of safeguarding. These cover areas such as recognising, recording and responding to abuse, safer behaviour and safer recruitment. In addition, there is guidance on working with children and vulnerable adults and maintaining a safe church community.

This year our Church Leaders, DPS and several Church Members have attended Safeguarding Level 2 and Level 3 training with some planning to take courses later in the year. The training was delivered by the SWBA.

We have also reviewed and updated DBS checks as required for those working with children and/or vulnerable adults.

While I have responded to a number of queries and requests for guidance in relation to safeguarding matters no formal safeguarding complaints have been made during the past year.

- Myran Larkin

5. Financial Review

Treasurer's Report

2022 saw us emerge from the restrictions of Covid, with the services back in the chapel for which we are really thankful.

As always we rely on the generous standing order monthly gifts from you, our church family to sustain us but now we are back in the chapel we have also benefited from the red velvet bag in the entrance hall which has had gifts in it every week and amounted to just over £1200 last year so it does make a difference, so thank you all for those, you are a generous church.

Through the year there have been some large individual donations, which made a huge difference to the end of year figure which at the end of 2022 we showed a loss of just over £3400, which although it is a significant loss it was a great improvement on the previous year. So thank you all for your generosity.

We must also be thankful that we do still have a large reserve account to sustain us and at the end of 2022 it was nearly £75,000.

We are still able to give to other organisations such as SWBA, BMS and The Wave and we still have a small pastoral fund for our church friends who are stretched financially, please talk to Julia if you are struggling. Launchpad supported meals for children during the school holidays, and we raised over £1300 to pass onto them, we are making a difference in our community.

All our income is generated by our church and we don't receive any funding from any external sources so please continue to prayerfully consider your giving, as always what we give as individuals is the only source of income into the church, and it would be nice to have a surplus at the end of a year!

- Liz Cottingham

Buildings

The church currently owns two properties:

- Chapel – valued in 2018 at £140,000 by Adrian Male FRICS
- Manse – valued in 2019 at £417,500 by Adrian Male FRICS

During 2020 the church sold its previous manse and bought a new one. The money left over from this sale is shown in the BUC account.

Reserves Policy

The reserves policy agreed by the trustees states that the church should hold at least £20,000 in freely available reserves at any one time. This is to ensure that, should income suddenly drop, the church could continue to function and allow employees to serve a notice period for a few months.

Report of the Independent Examiner to the Deacons and Members of the Budleigh Salterton Baptist Church upon the accounts of the church for the year end 31st December 2022

Respective responsibilities of Trustees and the Independent Examiner

The church's trustees are responsible for the preparation of the accounts.

The church'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.

Basis of Independent Examiner's statement

My examination was carried out in accordance with general directions given by the Charity Commission and Baptist Union.

An examination includes a review of the accounting records kept by the church and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

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

Signed

Graham Jackson

6th April 2023

Accounts

		<u>INCOME</u>		
<u>2021</u>			<u>2022</u>	
		Restricted	Unrestricted	Total
	Bank Interest			
117	Cambridge & Counties	-	167	167
-	Lloyds Savings	-	4	4
295	Total Bank Interest	-	171	171
	Events / Activities			
45	Christmas Lunch	-	1,046	1,046
-	Quiz	-	192	192
66	Total Events / Activities	-	1,238	1,238
31,182	Giving	-	41,764	41,764
	Mission Gifts			
	BMS World Mission	121	-	121
	Launchpad	1,267	-	1,267
3,551	Total Mission Gifts	1,388	-	1,388
5,692	Tax Recovery	-	4,486	4,486
-	Wedding	-	280	280
40,948	Total Income	1,388	47,939	49,327

EXPENDITURE

Admin/Legal

279	CCLI Licence	-	169	169
1,375	Insurance	-	1,483	1,483
1,654	Total Admin/Legal	-	1,652	1,652

Buildings/Maintenance

	Chapel			
-	Boiler	-	565	565
225	Cleaners	-	588	588
25	Fire & Safety	-	25	25
	PA Equipment	-	88	88
	PAT Test	-	80	80
	Repairs	-	138	138
	Utilities			
827	Electricity	-	3,516	3,516
424	Gas (inc. disconnection)	-	487	487
-	Phone/Internet (inc. connection)	-	160	160
190	Water	-	93	93

1,441	Total Utilities	-	4,256	4,256
1,691	Total Chapel Manse	-	5,740	5,740
2,488	Council Tax	-	2,568	2,568
223	Repairs/Maintenance	-	110	110
487	Telephone / Internet	-	531	531
579	Water	-	544	544
3,777	Total Manse	-	3,753	3,753
5,468	Total Buildings / Maintenance	-	9,493	9,493

Appeal / Mission Gifts / Subscriptions

	Appeals			
	BMS Envelopes	120	-	120
	Launchpad	1,305	-	1,305
3,551	Total Appeals	1,425	-	1,425
	Mission Gifts			
1,600	BMS World Mission	-	1,600	1,600
1,600	BUGB Home Mission	-	1,600	1,600
	Devonport Community Church	-	1,000	1,000
1,200	The Wave, Littleham	-	1,200	1,200
6,400	Total Mission Gifts	-	5,400	5,400
100	Pastoral Gifts	-	82	82
261	BUGB Subscription	-	225	225
10,312	Total Appeals / Mission Gifts / Subscriptions	-	5,707	7,132

Ministry Costs

-	SWBA Ministers' Conference	-	160	160
30,360	Ministerial Costs	-	31,510	31,510
30,360	Total Ministry Costs	-	31,670	31,670

Mission / Special Events

-	Christmas	-	965	965
-	Jazz Night	-	15	15
-	Quiz	-	163	163
-	The Wave Community Café	-	234	234
-	Total Mission / Special Events	-	1,377	1,377

Other

50	Beverages	-	95	95
	Covid	-	49	49
	Mobile Phone	-	30	30

	Publicity	-	76	76
100	Safeguarding	-	175	175
18	Website	-	324	324
130	Zoom	-	158	158
168	Total Other	-	907	907
<u>Sunday Services</u>				
	Hall Hire	-	530	530
	Splash	-	38	38
2,315	Total Sunday Services	-	568	568
50,277	Total Expenditure	1,425	51,374	52,801

Movement in Investment

BUC ¹	769
Total	769

Account Balances

	31st Dec '21	31st Dec '22
Lloyds Current	2,940	5624
Lloyds Saver	7,149	5152
BUC	52,925	43693
Cambridge & Counties	13,177	20344
Total	76,191	74813

Reconciliation

Opening Balance	76,191
Uncleared payments/receipts	- 1329
Total Movement in Investment	769
Surplus/Deficit for Year	- 3,475
Closing Balance	73,485

¹ This money was realised from the difference between the sale of one of our properties and the purchase of another one, plus the interest gained.