



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Oldham Baptist Church CIO

1185319

## Receipts and payments accounts

CC16a

For the period  
from

01/04/2021

To

31/03/2022

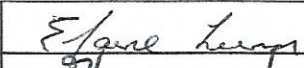
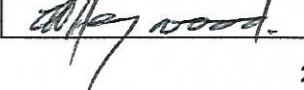
### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Weekly Offerings	38,117	-	-	38,117	32,984
Gift Weekend	3,803	-	-	3,803	3,310
Donations and Other Income	6,981	120	-	7,101	3,513
Investment Income	35	-	-	35	223
Raised for Other Causes	2,472	-	-	2,472	967
Buildings & General Reserve	-	-	-	-	-
Car Loan Repayments	-	-	-	-	833
Benevolent	80	-	-	80	-
<b>Sub total (Gross income for AR)</b>	<b>51,488</b>	<b>120</b>	<b>-</b>	<b>51,608</b>	<b>41,830</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>51,488</b>	<b>120</b>	<b>-</b>	<b>51,608</b>	<b>41,830</b>
<b>A3 Payments</b>					
Ministry	36,877	-	-	36,877	33,854
Mission	6,847	-	-	6,847	6,663
Upkeep of Church Premises	15,301	-	-	15,301	18,026
Administration	965	-	-	965	1,598
Buildings & General Reserve	-	-	-	-	-
Legacies	-	-	-	-	-
Benevolent	230	-	-	230	30
	-	-	-	-	-
<b>Sub total</b>	<b>60,220</b>	<b>-</b>	<b>-</b>	<b>60,220</b>	<b>60,171</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>60,220</b>	<b>-</b>	<b>-</b>	<b>60,220</b>	<b>60,171</b>
<b>Net of receipts/(payments)</b>	<b>- 8,732</b>	<b>120</b>	<b>-</b>	<b>- 8,612</b>	<b>- 18,341</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>73,503</b>	<b>12,308</b>	<b>-</b>	<b>85,811</b>	<b>104,152</b>
<b>Cash funds this year end</b>	<b>64,771</b>	<b>12,428</b>	<b>-</b>	<b>77,199</b>	<b>85,811</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 £
<b>B1 Cash funds</b>	Bank	8,834		-
	Building Society	55,937	11,428	-
	Consolidated Stock		1,000	-
	<b>Total cash funds</b>	<b>64,771</b>	<b>12,428</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	1,000	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Church		-	-
	Manse		-	-
	Church Fixtures and Fittings		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	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
	ELAINE LUNN	12 June 2022
	COLIN HEYWOOD	12 June 22



# **TRUSTEES ANNUAL REPORT**

## **YEAR ENDED 31<sup>ST</sup> MARCH 2022**

### **SECTION A**

#### **REFERENCE & ADMINISTRATION DETAILS**

Charity name: Oldham Baptist Church CIO

Registered charity number: 1185319

Charity's principal address: Oldham Baptist Church  
Chaucer Street  
Oldham  
Lancashire  
OL1 1BA

Names of the charity trustees who manage the charity:

Rev Arthur Janes (Minister)  
Elaine Lunn (Secretary)  
Colin Heywood (Treasurer)  
Barbara Gibbon  
Barbara Heywood  
Catherine Janes  
Susan Shufflebottom  
Pauline Spencer-Lomax  
Christine Thornborough

### **SECTION B**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Description of the charity's trusts**

Type of governing document : Baptist Union Corporation Ltd – CIO Association Model

How the charity is constituted: CIO Association Constitution

Trustee selection methods: The appointment of a minister is at a Special Church Members' Meeting and must receive votes from 70% or more of members present and voting. (Constitution item 13) The appointment of other trustees is at an annual General Meeting and the individual (s) must receive votes from 51% or more of members present and voting. (Constitution item 14)

## **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 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

#### **Summary of main activities in relation to these objects**

After a thirteen month closure because of the Covid 19 global pandemic, the Church building re-opened for worship on Easter Sunday, April 4<sup>th</sup> 2021 and has continued to meet each Sunday since then albeit with certain restrictions, the latter having had to vary with government and denominational advice. All the major Christian festivals have been celebrated.

The Zoom online facility for deacons, small groups and Church meetings was gradually phased out during 2021 as were the texted daily readings. However other spiritual study sessions were maintained at Lent and Advent. Many pre-Covid church activities have yet to resume.

The information about all activities is shared via an Annual Report and the Annual Budget of the Church includes the provision for supporting our local, national and international commitments.

## **SECTION D**

### **ACHIEVEMENTS AND PERFORMANCE**

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

The whole of the last year has been one of moving cautiously forward by having regular procedural reviews and gradually trying to restore people's confidence. Strict Covid precautions were in place for many months and some are still needed especially as new Covid variants emerge. Church attendance has averaged about 50 although some members still remain uneasy about returning to the building. The opportunity for people to meet socially for tea and biscuits after worship has been done in a controlled manner



Until June 2021 services were still accessible on Zoom for those who preferred not to meet in person. The recording of services on to CDs for a few households also continued until July 2021.

The pastoral care of the fellowship and other information has continued to be shared through a WhatsApp group, texts, phone calls and some visits along with a monthly news sheet.

The Church trustees have met monthly, and, in person since May 2021. They have sought to stay abreast of national and denominational guidelines, maintain fellowship updates and plan any practical responses connected to the pandemic.

The Church did hold a Gift Day in September 2021 and was gratified by an excellent response especially as reserves have had to be used to compensate for a fall in income from user groups and car park donations.

The Church has not been able to hold any of its own social events but we are pleased that some of our outside groups have resumed regular meetings even though some of their social interactions have had to be limited. It has also been pleasing to note that since February 2022 five new groups have been welcomed on to our Church premises.

## **SECTION E**

### **Financial Review**

The Church holds its funds within four account areas. Since April 2021 we have started to meet back in the Church following Covid 19 guidelines. We are gradually returning back to "normal". Our revenue for room hire and car park is slowly improving. We have not held any fund-raising events. This has resulted in a loss of additional income and we have had to use reserves set aside for other projects.

## **SECTION F**


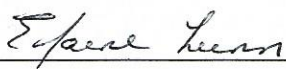
### **Land and Buildings**

The church has the use of two buildings. The Church building on Chaucer Street, which is used for weekly communal worship and community activities. And also, a manse which provides a home for the incumbent minister and family. The deeds to both buildings and land are held by The North Western Baptist Association and would be managed by the association in the event of church closure.

**SECTION G**  
**Declaration**

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

Signed on behalf of the charity's trustees:

<b>Signatures</b>		
<b>Full Names</b>	ARTHUR RICHARD JAMES	ELAINE LUNN
<b>Position</b>	MINISTER	SECRETARY
<b>Date</b>	13/6/22.	13 <sup>th</sup> June 2022



I report to the trustees on my examination of the accounts of Oldham Baptist Church for the year ended 31<sup>st</sup> March 2022.

**Responsibilities and basis of report** As the charity trustees of the Church 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 2011 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 Trust as required by section 130 of the Act; or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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

Signed: 

Name: Olufemi Salako

Address: 2 Finsbury Close, Oldham, OL8 2 JW

Date: 12 - 06 - 2022 .



**Name of Examiner: Femi Salako, 2 Finsbury Close, Oldham, OL8 2JW**

**Name of charity concerned: Oldham Baptist Church**

**Confirmation of Direction 1 &2**

I can confirm that I have validated the charity audit threshold applying to the accounts being reviewed and have ascertained that an audit is not required but that the charity is eligible for independent examination for which I am adequately skilled to complete. I can also confirm that no conflict of interest prevents me from carrying out the independent examination as outlined in Direction 2 of 'CC32-Independent Examination'.

This report relates directly to an independent examination carried out under section 145 of the 2011 Act and the examination has been conducted in accordance with the Directions given by the Commission in relation to the financial year ending 31/03/2022.

**Analytical Review**

As part of the independent review completed on the charity, I had access to and reviewed the following documents for the tax year 2021/2022:

- Financial Statement (year ended 31<sup>st</sup> March 2022)
- Financial Statement of 'Trial Balances' (year ended 31<sup>st</sup> March 2022)
- Bank Statements of Natwest account 01-06-39 02140187 (March 21-April 22)
- Bank Statements of Skipton Building Society account 982866628 (March 21-April 22)
- Wage details including pay slips and P60 for Arthur Janes, Michael Hill and Manisha Hushen
- Details of all expense claims with receipts
- Receipts and invoices for debits to account
- Cash Book for Natwest account 01-06-39 02140187 (2021-2022)
- Cash Book for Skipton Building Society account 982866628 (2021-2022)
- Income and Expenditure Budget
- Breakdown of Funds 2021-2022
- Charity Commission Return
- Trustee's Annual Report

The trustees annual report clearly outlines the key objectives and goals of the charity. The key objectives of the charity are as follows:

- The advancement of Christian faith according to the Principles of the Baptist denomination.
- The church may also advance education and carry out other charitable purposes in the UK and/or other parts of the world

These objectives are clearly underpinned and supported by the charities activities and this has been taken into account when validating the accounts and I confirm that spending is in line with these key activities with the majority of outgoings being spent on the general upkeep, wages, or day to day running of the church as well as charitable donations off the back of fundraising.

The finances of the charity are organised and facilitated by Colin Heywood who is trustee and treasurer of the charity, the filing system is clear and the recording accurate and contains:



- Details of all income/money received and payments/expenditure made, the date, and the nature of the income/money received or payments/expenditure and a record of any stocks and fixed assets held
- Details of any assets and liabilities at the end of the reporting period

The charity has receipts and invoices to support the accounts for each of which I have validated. The charity have a clear way of tracking transactions both in and out of the account through both bank statements and their own reporting system managed through an excel spreadsheet.

Where the charity have paid an invoice or claimed back funds they have clearly outlined this against the receipt of transfer/cheque number by which the amount was paid ensuring that the information is easily accessible and clear to understand.

The funds have been clearly separated and reported correctly in line with guidelines.

The accounting records are set out in line with section 130 of the 2011 Act:

- disclose at any time, with reasonable accuracy, the financial position of the charity at that time
- enable the trustees to ensure that, where any statements of account are prepared by them under section 132(1), those statements of accounts comply with the requirements of the regulations under section 132(1)

I can confirm that I have completed examination of comparison between the charities accounts and the accounting records and that they are consistent with each other. I have been able to clearly understand the income of the charity and how it has spent its charitable funds and that this spending aligns with the charity objectives outlined in the trustee's annual report.

From reviewing the material items in the account I have not identified any item for which the charity need to vouch for.

I can confirm that from the information reviewed each of the trustee's have acted in line with the interests of the charity and see no evidence of private benefit to either a trustee or related party.

The trustees' have managed the charity's funds and other resources effectively to enable the charity to pay its bills and meet liabilities that may fall due.

The trustee's did reference in their report a reduced income due to Covid-19 restrictions preventing them from acquiring usual additional income through room hire and car park rental causing them to dip into reserves set aside in the event of Church closure however the report does outline activities undertaken to mitigate utilization of these reserves moving forward. The level of reserves are not at a concerning level that could impact the operation of the charity.

As per regulation 10 of the Charities regulations 2008 the balance sheet is held and signed by at least one of the trustees of the charity.

There are a number of months throughout the year whereby the charity have exceeded their budget however this has been largely impacted by limited activities being undertaken and additional sources of income being curbed due to the Covid-19 pandemic outlined in the annual report and the position has improved since the removal of restrictions resulting in the charity being in line with their budget.



The details of activities undertaken and the costs associated are clearly outlined in the charities annual report and align with that of the accounts.

### **Conclusion**

I can confirm that from completing the independent review that the matters I have been required to review as set out by the 2008 Regulations have been met.