

Company registration number: CE018863
Charity registration number: 1185350

Cranleigh Baptist Church

Annual Report and Financial Statements

for the year ended 31 March 2024

MSH Accountancy Limited
3 Bank Buildings
149 High Street
Cranleigh
Surrey
GU6 8BB

Cranleigh Baptist Church
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For the year ended 31 March 2024

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Cranleigh Baptist Church
Reference and administrative information
For the year ended 31 March 2024

Charity registration number 1185350

Company registration number CE018863

Registered office Cranleigh Baptist Church
262 High Street
Cranleigh
Surrey
GU6 8RT

Trustees Rev David Burt
Mr Keith Field
Mr Peter Pilgrim
Mr Richard Borgonon

Independent examiner MSH Accountancy Limited
3 Bank Buildings
149 High Street
Cranleigh
Surrey
GU6 8BB

Cranleigh Baptist Church
Trustees' report
For the year ended 31 March 2024

The trustees, who are directors for the purposes of company law, presents the annual report together with the financial statements of the Cranleigh Baptist Church ("the church") for the year ended 31 March 2024.

Objectives and activities

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charities Commission for England and Wales.

a. Objectives

The purposes of the church are:

- The advancement of the Christian faith in accordance with the basis of faith primarily, but not exclusively, within Cranleigh Surrey and the surrounding neighbourhood; and
- Such other charitable purposes as shall, in the opinion of the charity trustees, put into practice the Christian faith in accordance with the basis of faith, including but not limited to: the prevention and relief of need, hardship and sickness; the advancement of education; and the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life provided that the advancement of such purposes must be undertaken in a manner consistent with the doctrinal distinctives and ethical statements as may be adopted and amended by the church from time to time in accordance with the provisions of the church handbook.

b. Activities undertaken to achieve objectives

The church has continued to provide a range of activities:

- The very well attended Sunday morning service has continued and church membership has strongly expanded post Covid. We are clearly attracting more people as the number of houses within Cranleigh continues to grow.
- Occasional Sunday evening services have been reintroduced or replaced by specific topic meetings.
- Mid-week meetings continue and include but are not limited to:
 - Home Group bible studies;
 - Senior Link (the regular meeting for the elderly);
 - Children's and Young people's weekly group meetings; and
 - Special events including guest speakers.
 - Running Christianity Explored courses.

We continue to place our key events on YouTube, with one key speaker event (Professor John Lennox from Oxford University) attracting over 160,000 views and climbing.

The church premises have continued to be used for hosting a food bank in association with other local churches as well other community-based activities.

In addition, the church has become a major focal point for assisting Ukrainian refugee contacts

**Cranleigh Baptist Church
Trustees' report
For the year ended 31 March 2024**

of the church. We have established a clothing, bedding and toy provisions room as well as networking to support with housing, education and furniture needs.

During the year we have been able to use resources to continue to support missionaries who are situated abroad and in the UK.

Our annual budget includes the provision of funds to give financial assistance to those experiencing financial hardship within the church.

The church currently employs four members of pastoral and administrator staff. However, the church is very dependent on over 100 church members who regularly or occasionally volunteer their help in areas such as Children and Youth work, Senior Link, serving those inside and outside the church membership, the Music team, the Tech team, pastoral work, preparing for and hosting midweek meetings, building maintenance and many other areas. The time they sacrifice cannot be underestimated and without which the objectives and activities listed above would in no way be possible.

Structure, governance and management

a. Constitution

The church is a Charitable Incorporated Organisation and is governed by the Constitution adopted by the members of the church on 4 December 2018.

The day-to-day running of the church is overseen by the Oversight Team, who are the charity's trustees.

b. Appointment and training of trustees

In accordance with the church's Constitution, Trustees are elected every three years and given sufficient training on appointment.

c. Appointment of staff

The Oversight Team in consultation with the church members, are responsible for identifying and appointing staff members including the church pastors.

d. Risk assessment

The Trustees undertake regular risk assessment reviews covering health and safety, property, strategic, legal, financial, insurance and employment policies. The Trustees believe that there are satisfactory systems and controls in place to identify and mitigate any material exposure.

Regular fire, health and safety checks are undertaken, and full third-party insurance is in place to cover church activities and property.

Risk assessment is routinely undertaken for all proposed activities as part of the planning process to ensure compliance with external and internal guidelines and objectives.

We have an ongoing commitment to safeguarding vulnerable adults and children. A formal Safeguarding policy has been adopted. Staff and volunteers are DBS checked in accordance with that policy which is regularly reviewed and updated in line with current recommendations. We also provide both internal and external training in this area for both staff and volunteers.

Cranleigh Baptist Church
Trustees' report
For the year ended 31 March 2024

Regular external first aid training is provided to ensure qualifications of staff members and volunteers are maintained.

The majority of the church's income continues to be received through the generosity of those donating either monthly standing orders or one-off gifts.

e. Other matters

The Oversight Team delegate the oversight of some church ministries to other church members. The Oversight Team will bring to the church members, at one of the church business meetings arranged each year, any issues upon which their consensus is required.

Financial review

a. Going concern

After making appropriate enquires, the Trustees have reasonable expectation that the church has adequate reserves to continue in operational existence for the foreseeable future. For this reason, the going concern basis is adopted in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

Reserves are maintained to meet any unexpected expenditures or income shortfall brought about by external circumstances.

A discretionary fund of £10,000 is set aside and maintained as a designated unrestricted fund to support those in particular financial distress.

The remainder of the church's unrestricted funds are general in nature and are spent or applied at the discretion of the trustees or staff members to further any of the charity's purposes.

c. Statement of trustees' responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable laws and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

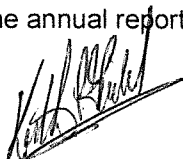
- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to

Cranleigh Baptist Church
Trustees' report
For the year ended 31 March 2024

show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The annual report was approved by the trustees and signed on its behalf by:



Keith Field
Trustee

Date: 7th October 2024 .

Cranleigh Baptist Church
Independent examiner's report to the trustees of Cranleigh Baptist Church ("the Company")
For the year ended 31 March 2024

I report to the charity trustees on examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also the directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the Act 2006').

Having satisfied myself that the accounts of Cranleigh Baptist Church are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directors given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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

1. Accounting records were not kept in respect of Cranleigh Baptist Church as required by section 386 of the 2006 Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.



Matthew Horne
ICAEW
3 Bank Buildings, 149 High Street
Cranleigh
Surrey GU6 8BB

Date: 23 September 2024

Cranleigh Baptist Church
Statement of Financial Activities
For the year ended 31 March 2024

	Note	Unrestricted funds £	Total funds 2024 £	Total funds 2023 £
Income from:				
Donations and legacies	4	344,102	344,102	285,929
Property income	5	47,500	47,500	57,101
Other income	6	8,571	8,571	1,636
Total income		400,173	400,173	344,666
Expenditure on:				
Charitable activities	7	318,755	318,755	232,305
Total expenditure		318,755	318,755	232,305
Net movement in funds		81,418	81,418	112,361
Funds brought forward		1,212,976	1,212,976	1,100,615
Funds carried forward		1,294,394	1,294,394	1,212,976

The accompanying notes form part of these financial statements.

All amounts derive from continuing activities.

All gains and losses recognised in the year are included in the Statement of Activities.

Cranleigh Baptist Church (registration number CEO18863)
Balance sheet
At 31 March 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	8	1,020,059	1,020,059
Current assets			
Debtors	9	49,949	51,798
Cash at bank and in hand		<u>247,147</u>	<u>176,587</u>
		297,096	228,325
Creditors: amounts falling due within one year	10	<u>(22,761)</u>	<u>(29,135)</u>
Net current assets		<u>274,335</u>	<u>199,250</u>
Total assets less current liabilities		<u>1,294,394</u>	<u>1,219,309</u>
Creditors: amounts falling due after more than one year	11	-	(6,335)
NET ASSETS		<u><u>1,294,394</u></u>	<u><u>1,212,976</u></u>
Funds of the charity			
Unrestricted funds	12	1,049,251	967,833
Revaluation reserve	13	<u>245,143</u>	<u>245,143</u>
Total funds		<u><u>1,294,394</u></u>	<u><u>1,212,976</u></u>

The accompanying notes form part of these financial statements.

For the financial year ending 31 March 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of accounts.

The financial statements were approved by the trustees and signed on their behalf by:



Keith Field
Trustee

Date: 16 October 2024.

Cranleigh Baptist Church
Notes to the financial statements
For the year ended 31 March 2024

1. General information

Cranleigh Baptist Church ("the church") is a Charitable Incorporated Organisation, incorporated in England.

2. Accounting policies

2.1 Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) – ("Charities SORP (FRS 102)"), the Financial Reporting Standard applicable in the UK and Republic of Ireland, the Companies Act 2006 and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The church meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

As part of the conclusions reached by the SORP-making body following the publication of Bulletin 1 on 2 February 2016, the charity has opted not to produce a cash flow statement as the income threshold for mandatory disclosure has not been met in either the current or previous period.

2.2 Going concern

The Trustees are confident that the church will have sufficient funds to continue to meet its liabilities as they fall due for at least 12 months from the date of approval of the financial statements and therefore have prepared the financial statements on a going concern basis.

2.3 Income

Income from donations and legacies

All income received from donations are recognised when received. Income tax recoverable on Gift Aid donations is recognised when income is receivable. Receipt of a legacy is recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the charity, can be reliably measured.

Property income

Rental income is recognised on a straight-line basis over the lease term. Where rental income is received in respect of future periods, it is recognised as deferred income.

Other income

Other income is accounted for on a receipts basis.

2.4 Expenditure

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs. All expenditure is accounted for on an accruals basis.

Cranleigh Baptist Church
Notes to the financial statements
For the year ended 31 March 2024

2.5 Tangible fixed assets

Land and building costs are capitalised and held at cost when future economic benefits are probable, and the cost can be measured reliably.

The church's policy is not to capitalise furniture and equipment costs.

2.6 Debtors

Trade and other debtors are recognised when an obligation arises and at the settlement amount, net of any trade discounts. Prepayments are recognised at the amount prepaid net of any trade discounts.

2.7 Cash at bank and in hand

Cash at bank and in hand comprises cash and short-term highly liquid investments with a short maturity date in order to meet the short-term cash commitments as they fall due.

2.8 Creditors

Trade and other creditors are recognised when an obligation arises and at the settlement amount, net of any trade discounts.

2.9 Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. The interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in within property costs in Note 6.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

2.10 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the objectives of the church and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes.

3. Income from donations and legacies

	Unrestricted funds 2024 £	Total funds 2024 £	Unrestricted funds 2023 £	Total funds 2023 £
Donations	<u>344,102</u>	<u>344,102</u>	<u>285,929</u>	<u>285,929</u>

Cranleigh Baptist Church
Notes to the financial statements
For the year ended 31 March 2024

4. Property income

	Unrestricted funds 2024 £	Total funds 2024 £	Unrestricted funds 2023 £	Total funds 2023 £
Rental income	<u>47,500</u>	<u>47,500</u>	<u>57,101</u>	<u>57,101</u>

5. Other income

	Unrestricted funds 2024 £	Total funds 2024 £	Unrestricted funds 2023 £	Total funds 2023 £
Other income	<u>8,571</u>	<u>8,571</u>	<u>1,636</u>	<u>1,636</u>

6. Analysis of expenditure on charitable activities

	Unrestricted funds 2024 £	Total funds 2024 £	Unrestricted funds 2023 £	Total funds 2023 £
Staff costs	157,958	157,958	98,494	98,494
Missionary and other giving	52,362	52,362	69,402	69,402
Property costs	76,259	76,259	36,790	36,790
Administrative expenses	26,040	26,040	22,040	22,040
Legal, professional and bank fees	<u>6,136</u>	<u>6,136</u>	<u>5,579</u>	<u>5,579</u>
	<u>318,755</u>	<u>318,755</u>	<u>232,305</u>	<u>232,305</u>

7. Tangible fixed assets

	Land and buildings £
Cost	
At 1 April 2023 and at 31 March 2024	<u>1,020,059</u>
Depreciation	
At 1 April 2023 and at 31 March 2024	<u>-</u>
Net book value	
At 31 March 2024	<u>1,020,059</u>
At 31 March 2023	<u>1,020,059</u>

Cranleigh Baptist Church
Notes to the financial statements
For the year ended 31 March 2024

8. Debtors

	2024 £	2023 £
Prepayments and accrued income	44,430	48,712
Other debtors	5,519	3,086
	<u>49,949</u>	<u>51,798</u>

9. Creditors: amounts falling due within one year

	2024 £	2023 £
Bank loan	15,168	21,642
Accruals	1,368	1,368
Deferred rental income	4,125	4,125
Other creditors	2,100	2,000
	<u>22,761</u>	<u>29,135</u>

10. Creditors: amounts falling due after one year

	2024 £	2023 £
Bank loans	-	6,335

11. Statement of unrestricted funds – current year

	At 1 April 2023 £	Income £	Expenses £	Transfers in/(out) £	At 31 March 2024 £
Designated funds					
Discretionary hardship fund	10,000	-	(4,600)	4,600	10,000
Building development fund	-	-	-	13,000	13,000
	<u>10,000</u>	<u>-</u>	<u>(4,600)</u>	<u>17,600</u>	<u>23,000</u>
General funds	<u>957,833</u>	<u>400,173</u>	<u>(314,155)</u>	<u>(17,600)</u>	<u>1,026,251</u>
Total unrestricted funds	<u>967,833</u>	<u>400,173</u>	<u>(314,155)</u>	<u>-</u>	<u>1,049,251</u>

Cranleigh Baptist Church
Notes to the financial statements
For the year ended 31 March 2024

Statement of unrestricted funds – prior year

	At 1 April 2022 £	Income £	Expenses £	At 31 March 2023 £
Designated funds				
Discretionary hardship fund	10,000	-	-	10,000
Evangelism fund	1,145	-	(1,145)	-
	<u>11,145</u>	<u>-</u>	<u>(1,145)</u>	<u>10,000</u>
General funds	<u>844,327</u>	<u>344,666</u>	<u>(222,305)</u>	<u>957,833</u>
Total unrestricted funds	<u>855,472</u>	<u>344,666</u>	<u>(232,305)</u>	<u>967,833</u>

12. Revaluation reserve fund

	2024 £	2023 £
Revaluation reserve fund - unrestricted	<u>245,143</u>	<u>245,143</u>

13. Employees

The charity employed an average of three full-time staff and one part-time staff during the year. One employee received emoluments including accommodation support and expenses which exceeded £60,000 during the current and previous year.

14. Related party transactions

There were no related party transactions in the current or previous period. None of the trustees received any remuneration, or claimed any expenses, in their capacity as trustees.

15. Independent examiner's fee

	2024 £	2023 £
Independent examiner's fee	<u>1,368</u>	<u>1,368</u>

