

**WEST LEIGH BAPTIST CHURCH**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

# WEST LEIGH BAPTIST CHURCH

## LEGAL AND ADMINISTRATIVE INFORMATION

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Trustees	M M'Clelland	
	A Holmes	
	Reverend J Jacobson	
	T Simmonds	
	S Culliford	
	M Napper	
	T Lawrence	
	O Olugbodi	
	S Campbell	(Appointed 1 January 2023)
	I Newton	(Appointed 1 January 2023)
	S Tollworthy	(Appointed 1 January 2023)
Charity number	D Monk	(Appointed 1 January 2024)
	A Oladimeji	(Appointed 1 January 2024)
Charity number	1187741	
Principal address	1150 London Road	
	Leigh-on-Sea	
	Essex	
	SS9 2AJ	
Independent examiner	John Caladine FCCA CTA FCIE	
	Caladine Limited	
	Chantry House	
	22 Upperton Road	
	Eastbourne	
	East Sussex	
Bankers	BN21 1BF	
	CAF Bank Ltd	
	25 Kings Hill	
	West Malling	
	Kent	
	ME19 4JQ	

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# WEST LEIGH BAPTIST CHURCH

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# WEST LEIGH BAPTIST CHURCH

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2023

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The trustees present their annual report and financial statements for the year ended 31 December 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Charities Act 2011 and "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) (effective 1 January 2019)".

#### Objectives and activities

The church's objectives as set out in the governing document are:-

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 United Kingdom and/or other parts of the world.

The Trustees note that the church is not a building, but a gathering of ordinary people of different ages and backgrounds, whose lives have been changed by Jesus Christ, the Son of God. The New Testament reveals the church as a community of people, properly taught and cared for, who by loving and serving Jesus Christ, were also committed to love and care for each other and also bring a blessing to the area in which they lived. West Leigh Baptist Church (WLBC), its Trustees and members are committed to the implementation of those New Testament principles. It is not alone in this; it is one of many churches in the area, country and all over the world that is re-discovering the excitement of knowing Jesus Christ. The vision is to see the people of the West Leigh district and beyond come into this experience of knowing Jesus Christ as their Lord, Saviour and friend.

#### Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### Achievements and performance

To further the above objectives and vision, the charity's main activities and achievements during 2023 were as follows:-

WLBC is a thriving community of people who believe in, and follow Jesus Christ, believing Him to be the Son of God; a church of ordinary people who in reading and seeking to obey God's Word, the Bible, are day by day longing to share the transformative love of God with the local community and beyond.

Our vision Statement of "Jesus in Us, our Church, our Community, our World" remained our clear focus during 2023 along with a set of working principles to help fulfil this: Connecting with God, Connecting with each other and Connecting with the World.

The passing of the Covid pandemic was welcome but it provided some opportunities to learn new ways of doing things that the church has continued to benefit from. These included continuing to stream our Sunday morning services on-line which enabled a wider audience to be reached, including those who would otherwise not be able to join in person. Also, there has been more use of technology to conduct meetings (e.g. via Zoom) and a move towards more remote working. The use of social media to improve communication has also grown, for example with WhatsApp groups.

2023 saw the continued operation of Task Groups that were re-started in 2022 focusing on specific ministries and areas of service. These facilitate a wider involvement of the church membership in fulfilling the mission of WLBC and reducing the workload of the Ministers who would otherwise be overstretched. The Task Groups are:

- Buildings
- Children, Youth & Families
- Communication
- Finance
- Leadership
- Mission and Discipleship

# WEST LEIGH BAPTIST CHURCH

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2023

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- Pastoral (including Parish Nurse)
- Worship

We have been blessed by the preaching and teaching of God's word by our two Ministers, one of whom worked for four-and-a-half days (75% stipend) and the other for three days (50% stipend). We continued the search for a new associate Minister during 2023 (as a replacement for one of the Ministers who has been with us on a temporary basis in the knowledge that he would be leaving in February 2024). No suitable candidate was in prospect of being appointed by year end.

A church member was appointed as a Minister in Training on a volunteer basis for eight hours a week for a period of up to two years in September 2023 (this assignment will in fact come to an end after one year).

2023 saw the introduction of Sunday evening gatherings in addition to the Sunday morning service covering a variety of topics including evangelism, Christian practices, theology, testimonies as well as prayer and praise.

Throughout the year, monthly prayer meetings have been held on Saturday mornings to seek God's will for the future.

There were a number of baptismal services during the year with 10 people being baptised.

We continued to encourage the church fellowship to prayerfully consider others beyond the local church by maintaining links with specific mission activities including:-

- Baptist Missionary Society
- Viva
- Release International
- An Indian orphanage
- Others within the UK and overseas

During the year we have been able to pray and give financial support to these specific ministries, along with other mission partnerships including support to the Baptist Union, Christians against Poverty, Foodbank, Evangelical Alliance and Christian Vision for Men.

The church has many home groups allowing members to have regular contact, prayer and support; these meet mainly in people's houses or in some cases on-line.

There were two Alpha Courses held at the church during the year for those seeking to find out more about the Christian faith.

We have also continued to run activities for children and youth during 2023, once again no longer restricted because of the pandemic, and we are blessed with having a significant number of young people engaged in the various groups. This includes a Boys Brigade company which now includes the Girls Association. A group of teenagers attended the Luminosity event run by the New Wine organisation during the summer.

Our "Stay and Play" activity for parents and carers with young children also continued and this is a service that is much appreciated in the local community as there is significant demand. Also, the Light Party run by the church for children and young people on 31<sup>st</sup> October was very well attended.

Parish Nursing continued ministering in the community including amongst the most vulnerable. An additional Parish Nurse was appointed in January 2023, specialising in the area of mental health. This has enabled the work to expand and develop further. Although the pandemic is behind us, this ministry continues to adapt to serving many who still find meeting with others a challenge given the rise in mental health issues among all age groups. Weekly activities on a Wednesday included exercise classes, socialising and interaction with others, lunch, a service and activities to promote good mental health. A holiday at home activity also took place one week during the summer which was well attended.

The Parish Nursing team also maintained regular contact with many who were continuing to be house-bound. As a church we were grateful for specific grants provided enabling the Parish Nursing team to work extended hours and in different ways to sustain meeting these needs within the fellowship and in the wider community. The grant providers during 2023 were the Essex Community Foundation, the Mid and South Essex CVS Network, the Community Investment Board, The Frank Litchfield General Charitable Trust, the Co-op Community Fund and John Lewis. Total grants received from these sources to support the work of Parish Nursing amounted to over £25,000.

# WEST LEIGH BAPTIST CHURCH

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2023

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The church has a proper system of ensuring that the vulnerable are cared for and protected via the Safeguarding Children, Young People and Adults at Risk Policy and the use of the Disclosure and Barring Service (DBS). Regular identification of those involved in both working with children and young people and vulnerable adults is carried out and training and support is provided. The system is reviewed annually and updated to keep up with best practice and legislation.

The church operates a Charity Shop (Cornerstone) located around one quarter of a mile from the church premises. A part time manager and assistant are employed with the shop staffed by a team of very committed volunteers. The assistant manager resigned towards the end of 2023 and a replacement is being sought with the opportunity being taken to review the job description for the role.

As well as raising funds for the charity, Cornerstone also provides essential support and friendship to many in the community who come to buy goods but also receive love and care from the people who work there. Cornerstone continued to deliver good levels of turnover and profit to support the building fund. Refurbishment of the premises was carried out during the course of the year to create more space for display of goods with the aim of increasing turnover and profit further.

WLBC continued to operate a distribution centre for the Southend Area Food Bank open each Saturday morning, with an increasing number of people in the community needing this kind of support due to economic circumstances. The distribution centre was run by a good number of volunteers, including some from the local community.

A number of community groups have been able to use the building with these external users also contributing to the church's income through letting fees.

Another activity run by WLBC in conjunction with other churches in the Southend City area is COSMOS which offers football training and matches for boys and girls; this runs from September to June.

The church continued with plans to complete the building project. Following a survey carried out with all relevant user groups and stakeholders the previous year, a scaled down plan was agreed with the church members and submitted to Southend City Council for approval. Planning permission was then granted in early 2023 and later in the year the church members approved the following resolution at a Special Church Meeting: "That the church goes ahead with completion of the building project on the basis of the plans approved by Southend City Council on 7<sup>th</sup> March 2023 and seeks to raise the necessary funds." A fund-raising strategy was agreed by the Trustees to be implemented in 2024.

The church's numerous activities would not have been able to take place without the hard work of the staff and the many volunteers who give up their time to serve. We are grateful for all this support. We are thankful too that church members and the wider congregation have continued to give generously and sacrificially to support the work of WLBC financially.

The total number of church members at the end of the year was 189.

#### **Financial review**

Unrestricted funds showed a surplus before transfers of £24,584 which has been amended with a transfer of £41,074 from restricted funds. This transfer includes a correction from 2022 where the depreciation of the value of the building had been applied to unrestricted funds plus another transfer from the building fund, leaving an overall surplus after transfers of £66,288. This compared to a deficit in the previous year of £57,885 but without the building depreciation this would have been a deficit of £39,823. Restricted funds showed a surplus, after transfers, of £36,341 (2022: surplus of £84,123).

At 31 December 2023 unrestricted funds amounted to £396,866 and restricted funds were £1,704,919. The unrestricted funds include the net book value of the manse and the restricted funds include the net book value of the church buildings.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

# WEST LEIGH BAPTIST CHURCH

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2023**

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### Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO). It was registered with the Charity Commission on 4 February 2020 (no. 1187741). The work of the charity was previously carried out by another unincorporated charity of the same name (no. 1132875). On 1 January 2021 the unincorporated charity's assets and activities were transferred to the CIO.

The trustees who served during the year and up to the date of signature of the financial statements were:

M M'Clelland	
A Holmes	
Reverend J Jacobson	
N Copus	(Retired 1 January 2024)
T Simmonds	
S Culliford	
M Napper	
T Lawrence	
O Olugbodi	
Reverend W Eugster	(Retired 29 February 2024)
S Campbell	(Appointed 1 January 2023)
I Newton	(Appointed 1 January 2023)
S Tollworthy	(Appointed 1 January 2023)
D Monk	(Appointed 1 January 2024)
A Oladimeji	(Appointed 1 January 2024)

Responsibility for setting policy and for determining the parameters within which the charity should operate for making operating decisions rests with the church members' meeting with the appointment of Trustees who meet at least once a month to monitor the activities of the charity. Responsibility for the day to day operation of the charity is headed up by the Trustees led by the Ministers. New Trustees are appointed through the Church Members' Meeting as stipulated by the governing document.

The trustees' report was approved by the Board of Trustees.

***Andy Holmes***

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**A Holmes**

Trustee

Dated: .....

# **WEST LEIGH BAPTIST CHURCH**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

### ***FOR THE YEAR ENDED 31 DECEMBER 2023***

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

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



# WEST LEIGH BAPTIST CHURCH

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF WEST LEIGH BAPTIST CHURCH

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I report to the trustees on my examination of the financial statements of West Leigh Baptist Church (the charity) for the year ended 31 December 2023.

#### **Responsibilities and basis of report**

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

Since the charity'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 the Association of Chartered Certified Accountants, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.

**John Caladine FCCA CTA FCIE**

Caladine Limited  
Chantry House  
22 Upperton Road  
Eastbourne  
East Sussex  
BN21 1BF

Dated: .....

# WEST LEIGH BAPTIST CHURCH

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 DECEMBER 2023**

		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Notes							
<b>Income and endowments from:</b>							
Donations and legacies	3	225,985	108,308	334,293	192,642	79,922	272,564
Charitable activities	4	34,700	-	34,700	33,038	-	33,038
Other trading activities	5	-	-	-	-	92,423	92,423
Investments	6	1,833	4,937	6,770	1,049	16	1,065
Other income	7	2,671	30,048	32,719	-	-	-
<b>Total income</b>		<b>265,189</b>	<b>143,293</b>	<b>408,482</b>	<b>226,729</b>	<b>172,361</b>	<b>399,090</b>
<b>Expenditure on:</b>							
Raising funds	8	179	48	227	240	45,478	45,718
Charitable activities	9	240,426	65,200	305,626	288,252	38,882	327,134
<b>Total expenditure</b>		<b>240,605</b>	<b>65,248</b>	<b>305,853</b>	<b>288,492</b>	<b>84,360</b>	<b>372,852</b>
<b>Net income</b>		<b>24,584</b>	<b>78,045</b>	<b>102,629</b>	<b>(61,763)</b>	<b>88,001</b>	<b>26,238</b>
Transfers between funds	21	41,704	(41,704)	-	3,878	(3,878)	-
<b>Net movement in funds</b>		<b>66,288</b>	<b>36,341</b>	<b>102,629</b>	<b>(57,885)</b>	<b>84,123</b>	<b>26,238</b>
<b>Reconciliation of funds:</b>							
Fund balances at 1 January 2023		330,578	1,668,578	1,999,156	388,463	1,584,455	1,972,918
<b>Fund balances at 31 December 2023</b>		<b>396,866</b>	<b>1,704,919</b>	<b>2,101,785</b>	<b>330,578</b>	<b>1,668,578</b>	<b>1,999,156</b>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# WEST LEIGH BAPTIST CHURCH

## STATEMENT OF FINANCIAL POSITION

AS AT 31 DECEMBER 2023

	Notes	2023 £	£	2022 £	£
<b>Fixed assets</b>					
Property, plant and equipment	15	1,738,351		1,760,106	
Investments	16	5,001		-	
		<u>1,743,352</u>		<u>1,760,106</u>	
<b>Current assets</b>					
Trade and other receivables	17	5,583		13,772	
Cash at bank and in hand		439,780		318,298	
		<u>445,363</u>		<u>332,070</u>	
<b>Current liabilities</b>	18	(11,930)		(18,020)	
Net current assets			433,433		314,050
<b>Total assets less current liabilities</b>			2,176,785		2,074,156
<b>Non-current liabilities</b>	19	(75,000)		(75,000)	
<b>Net assets</b>			<u>2,101,785</u>		<u>1,999,156</u>
<b>Income funds</b>					
Restricted funds	21	1,704,919		1,668,578	
Unrestricted funds:					
Designated funds:					
General reserve		30,000		30,000	
		<u>30,000</u>		<u>30,000</u>	
General unrestricted funds	22	366,866		300,578	
		<u>396,866</u>		<u>330,578</u>	
		<u>2,101,785</u>		<u>1,999,156</u>	

The financial statements were approved by the Trustees on .....

**Andy Holmes**

.....  
A Holmes  
Trustee

# WEST LEIGH BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

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### 1 Accounting policies

#### Charity information

West Leigh Baptist Church is a Charitable Incorporated Organisation governed by its constitution dated 4 February 2020.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's memorandum and articles of association, the Charities Act 2011 and "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) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements 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 Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

The value of donated goods for resale are recognised as income when sold.

# WEST LEIGH BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

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### 1 Accounting policies (Continued)

#### 1.5 Expenditure

Liabilities are recognised when a constructive obligation exists, the payment is probable and the obligation can be measured or estimated reliably.

Resources expended are allocated to the particular cost centre to which they relate and include irrecoverable VAT.

#### 1.6 Property, plant and equipment

Property, plant and equipment are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following basis:

Church building	1% straight line
Manse	1% Straight line
Fixtures, fittings and equipment	20% straight line

The cost of the church building includes the cost of some land which is not depreciated.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Non-current investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

A subsidiary is an entity controlled by the charity. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

#### 1.8 Impairment of non-current assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

# WEST LEIGH BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

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### 1 Accounting policies (Continued)

#### ***Basic financial assets***

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### ***Basic financial liabilities***

Basic financial liabilities, including trade and other payables and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### ***Derecognition of financial liabilities***

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### **1.11 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **1.12 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# WEST LEIGH BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

### 3 Income from donations and legacies

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Donations and gifts	218,985	82,977	301,962	192,642	64,922	257,564
Legacies receivable	7,000	-	7,000	-	-	-
Other grants receivable	-	25,331	25,331	-	15,000	15,000
	<u>225,985</u>	<u>108,308</u>	<u>334,293</u>	<u>192,642</u>	<u>79,922</u>	<u>272,564</u>
<b>Donations and gifts</b>						
Donations of cash	180,814	74,119	254,933	158,761	55,350	214,111
Income tax recoverable	38,171	8,858	47,029	33,881	9,572	43,453
	<u>218,985</u>	<u>82,977</u>	<u>301,962</u>	<u>192,642</u>	<u>64,922</u>	<u>257,564</u>

### 4 Charitable activities

	2023 £	2022 £
Parish nurse	9,808	9,425
Room and hall hire	24,892	23,613
	<u>34,700</u>	<u>33,038</u>

### 5 Income from other trading activities

	Restricted funds 2023 £	Restricted funds 2022 £
Sale of donated goods	-	90,323
Advertising	-	2,100
	<u>-</u>	<u>92,423</u>

# WEST LEIGH BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

### 6 Income from investments

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Interest receivable	1,833	4,937	6,770	1,049	16	1,065

### 7 Other income

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Donation from subsidiary	2,671	30,048	32,719	-	-	-

### 8 Expenditure on raising funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
<b>Fundraising and publicity</b>						
Other fundraising costs	179	48	227	240	-	240
Staff costs	-	-	-	-	21,234	21,234
	179	48	227	240	21,234	21,474
<b>Trading costs</b>						
Operating charity shop	-	-	-	-	24,244	24,244
Total costs	179	48	227	240	45,478	45,718



# WEST LEIGH BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

### 9 Expenditure on charitable activities

	Charitable activities	Charitable activities
	2023	2022
	£	£
<b>Direct costs</b>		
Staff costs	149,089	135,168
Manse costs	4,070	24,248
Telephone and utilities	18,318	18,148
Church activities	14,923	12,372
Catering	1,173	866
Conferences, training and pastoral	800	524
Children's work	4,875	5,654
Evangelism and publicity	1,284	767
Repairs, maintenance and renewals	16,075	32,184
Computer and IT	1,878	2,864
Other funds and giving	315	260
Miscellaneous expenses	292	356
	<u>213,092</u>	<u>233,411</u>
Grant funding of activities (see note 10)	32,993	29,950
<b>Share of support and governance costs (see note 11)</b>		
Support	54,664	58,471
Governance	4,877	5,302
	<u>305,626</u>	<u>327,134</u>
<b>Analysis by fund</b>		
Unrestricted funds	240,426	288,252
Restricted funds	65,200	38,882
	<u>305,626</u>	<u>327,134</u>

# WEST LEIGH BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

### 10 Grants payable

	Charitable activities 2023 £	Charitable activities 2022 £
Grants to institutions:		
Baptists Together	1,026	931
BMS	5,760	5,450
CAP	1,860	1,700
Home Mission	1,800	2,400
Indian orphanages	4,490	4,224
Viva & KM	3,065	3,313
Foodbank	1,805	2,090
Release International	2,400	2,900
Other	4,970	3,279
	<u>27,176</u>	<u>26,287</u>
Grants to individuals	5,817	3,663
	<u>32,993</u>	<u>29,950</u>

### 11 Support costs

	Support costs £	Governance costs £	Total Support costs 2023 £	Governance costs £	Total 2022 £
Staff costs	27,665	-	27,665	-	26,599
Depreciation	21,755	-	21,755	-	26,860
Printing, postage and stationery	2,322	-	2,322	-	2,368
Insurance	2,922	-	2,922	-	2,644
Legal and professional	-	1,337	1,337	-	1,222
Accountancy and independent examination	-	3,540	3,540	-	4,080
	<u>54,664</u>	<u>4,877</u>	<u>59,541</u>	<u>5,302</u>	<u>63,773</u>
Analysed between					
Charitable activities	<u>54,664</u>	<u>4,877</u>	<u>59,541</u>	<u>5,302</u>	<u>63,773</u>

# WEST LEIGH BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

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### 12 Trustees

Reverend J Jacobson received gross pay (including housing and expense allowance) of £43,650 (2022: £42,075) and pension contributions of £3,993 (2022: £3,493) for his role as Minister.

Reverend W Eugster received gross pay of £17,763 (2022: £16,669) and pension contributions of £497 (2022: £464) for his role as Minister.

None of the other trustees received any remuneration or benefits from the charity during the year.

Trustee donations amounted to £44,940 during the year (2022: £28,615).

### 13 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	13	16
	<u>13</u>	<u>16</u>
<b>Employment costs</b>	<b>2023 £</b>	<b>2022 £</b>
Wages and salaries	164,692	170,699
Social security costs	4,239	4,336
Other pension costs	6,576	6,833
	<u>175,507</u>	<u>181,868</u>

The number of employees reduced in 2023 as employees were transferred to the new company WLBC Cornerstone Ltd which runs the charity shop.

There were no employees whose annual remuneration was more than £60,000.

### 14 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

# WEST LEIGH BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

### 15 Property, plant and equipment

	Church building	Manse	Fixtures, fittings and equipment	Total
	£	£	£	£
<b>Cost</b>				
At 1 January 2023	1,668,971	350,000	32,407	2,051,378
At 31 December 2023	1,668,971	350,000	32,407	2,051,378
<b>Depreciation and impairment</b>				
At 1 January 2023	220,749	38,500	32,023	291,272
Depreciation charged in the year	18,063	3,500	192	21,755
At 31 December 2023	238,812	42,000	32,215	313,027
<b>Carrying amount</b>				
At 31 December 2023	1,430,159	308,000	192	1,738,351
At 31 December 2022	1,448,222	311,500	384	1,760,106

### 16 Fixed asset investments

			Other investments £
<b>Cost or valuation</b>			
At 1 January 2023			-
Additions			5,001
At 31 December 2023			5,001
<b>Carrying amount</b>			
At 31 December 2023			5,001
At 31 December 2022			-
Other investments comprise:	Notes	2023 £	2022 £
Investments in subsidiaries	26	1	-
Loans to subsidiaries	26	5,000	-
		5,001	-

In December 2023 West Leigh Baptist Church made an interest free loan of £5,000 to their subsidiary WLBC Cornerstone Limited (which runs the Cornerstone charity shop) to facilitate the operation of the new trading company.

# WEST LEIGH BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

### 17 Trade and other receivables

	2023	2022
	£	£
Amounts falling due within one year:		
Trade receivables	422	133
Other receivables	3,536	12,189
Prepayments and accrued income	1,625	1,450
	<u>5,583</u>	<u>13,772</u>

### 18 Current liabilities

	2023	2022
	£	£
Trade payables	2,425	11,326
Amounts owed to subsidiary undertakings	1,042	-
Other payables	636	1,588
Accruals and deferred income	7,827	5,106
	<u>11,930</u>	<u>18,020</u>

### 19 Non-current liabilities

	2023	2022
	£	£
Borrowings	<u>75,000</u>	<u>75,000</u>

The borrowings above represent monies loaned by a Church member in 2019 due to be repaid in ten years with no required payment prior to tenure expiring. The loan is interest free.

### 20 Retirement benefit schemes

	2023	2022
	£	£
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	<u>6,576</u>	<u>6,833</u>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

# WEST LEIGH BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2023

#### 21 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	Movement in funds				Movement in funds			
	Balance at 1 January 2022	Incoming resources	Resources expended	Transfers	Balance at 1 January 2023	Incoming resources	Resources expended	Transfers
	£	£	£	£	£	£	£	£
Social Enterprise Fund	793	3,202	-	-	3,995	9,295	(2,108)	-
Oct '17 Appeal	1,735	-	(1,735)	-	-	-	-	-
Boys Brigade	18	925	(606)	-	337	1,520	(1,413)	-
Girls Brigade	374	132	(506)	-	-	-	-	-
WLBC Football Team	-	1,951	(1,298)	-	653	1,420	(1,605)	-
Church W/E	6,067	-	-	-	6,067	-	-	-
Building Fund (Church net book value)	1,466,284	-	-	-	1,466,284	-	(18,063)	(18,062)
Building Fund (fundraising)	98,575	54,377	(19,925)	43,626	176,653	89,897	(9,527)	(19,534)
BF (Cornerstone) Shop	5,807	92,431	(46,626)	(47,504)	4,108	-	-	(4,108)
Meg Cannon Film Project	30	460	(490)	-	-	860	(860)	-
Suryapet Orphanage	572	633	(1,205)	-	-	2,498	(2,090)	-
Parish Nurse	3,403	15,000	(7,922)	-	10,481	25,331	(25,362)	-
Ministerial Support	-	-	-	-	-	7,878	-	-
Other Restricted Funds	797	3,250	(4,047)	-	-	4,594	(4,220)	-
	<u>1,584,455</u>	<u>172,361</u>	<u>(84,360)</u>	<u>(3,878)</u>	<u>1,668,578</u>	<u>143,293</u>	<u>(65,248)</u>	<u>(41,704)</u>
								<u>1,704,919</u>

# WEST LEIGH BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2023

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#### 21 Restricted funds (Continued)

Social Enterprise Fund is a restricted fund to allow for future expenditure on social needs.

Oct'17 Appeal is a restricted fund used in augmenting the existing building. The fund was closed in 2022.

Boys Brigade - WLBC has a BB company incorporating Girls Association where the church Finance team manages their books which we hold as a restricted fund.

Girls Brigade - the Girls Brigade company closed down in July 2022.

WLBC Football Team - the church has a youth football team (COSMOS) and the church Finance Team manages their books that are held as a restricted fund.

Church W/E is a restricted fund to allow for future expenditure on a church weekend away.

Building Fund comprises the net book value of the church building and cash funds raised and used for the church buildings. For the 2023 accounts the two parts of the fund have been separated out. The transfer out from "Building Fund (Church net book value)" of £18,062 during the year relates to depreciation not posted against the restricted fund in the previous year and instead posted to unrestricted funds. The "Building Fund (fundraising)" received a transfer from the BF (Cornerstone) Shop in the year and there was also an adjustment so that the funds agreed to the church records - these transfers resulted in a net transfer out of £19,534.

BF (Cornerstone) Shop was a restricted fund to manage the charity shop. The remaining funds of £4,108 were transferred to the "Building Fund (fundraising)" in 2023 following the setting of a new subsidiary company to run the shop.

Meg Cannon Film Project - this is a restricted fund where gifts can be passed through church giving channels, and where this is managed by the Finance Team.

Suryapet Orphanage - this is an Indian orphanage where WLBC along with 2 other local churches provide financial support from our main income tithe but where this fund enables individuals to provide specific donations which the Finance Team will settle monthly.

Parish Nurse - this fund includes income from specific grants for the work of the Parish Nurse and expenditure which can be applied against it. Other activities are part of the General Fund.

Ministerial Support - this fund contains donations received for the appointment of a new associate minister.

Other Restricted Funds is the aggregation of several individually immaterial restricted funds to allow for future expenditure on projects and causes as laid out by the donor placing the restriction at the time of the gift.

# WEST LEIGH BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

### 22 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2023	Incoming resources	Resources expended	Transfers	At 31 December 2023
	£	£	£	£	£
General reserve	30,000	-	-	-	30,000
General funds	300,578	265,189	(240,605)	41,704	366,866
	<u>330,578</u>	<u>265,189</u>	<u>(240,605)</u>	<u>41,704</u>	<u>396,866</u>
<b>Previous year:</b>	<b>At 1 January 2022</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Transfers</b>	<b>At 31 December 2022</b>
	£	£	£	£	£
General reserve	30,000	-	-	-	30,000
Manse Rent Fund	900	-	(900)	-	-
General funds	357,563	226,729	(287,592)	3,878	300,578
	<u>388,463</u>	<u>226,729</u>	<u>(288,492)</u>	<u>3,878</u>	<u>330,578</u>

The General reserve represents funds set aside in accordance with best practice advised by the Charity Commission.

### 23 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total Unrestricted funds 2023 £	Restricted funds 2022 £	Total 2022 £
Fund balances are represented by:					
Property, plant and equipment	308,192	1,430,159	1,738,351	311,884	1,448,222
Investments	5,001	-	5,001	-	-
Current assets/(liabilities)	83,673	349,760	433,433	18,694	295,356
Long term liabilities	-	(75,000)	(75,000)	-	(75,000)
	<u>396,866</u>	<u>1,704,919</u>	<u>2,101,785</u>	<u>330,578</u>	<u>1,668,578</u>
					<u>1,999,156</u>



# WEST LEIGH BAPTIST CHURCH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

### 24 Operating lease commitments

#### Lessee

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023 £	2022 £
Within one year	-	15,000
Between two and five years	-	5,000
	<u>-</u>	<u>20,000</u>

The lease related to the rental of the Cornerstone shop. In 2023 the trading activities were transferred to a separate trading subsidiary, WLBC Cornerstone Ltd (company number 14446176).

### 25 Related party transactions

L Lawrence, wife of trustee T Lawrence, received gross pay of £12,745 (2022: £11,120) and pension contributions of £382 (2022: £334) for her role as Parish Nurse.

L M'Clelland, wife of trustee M M'Clelland, received gross pay of £15,440 (2022: £12,440) and pension contributions of £463 (2022: £373) for her role as Bookkeeper.

### 26 Subsidiaries

Details of the charity's subsidiaries at 31 December 2023 are as follows:

Name of undertaking	Registered office	Nature of business	Class of shares held	% Held Direct Indirect
WLBC Cornerstone Limited	United Kingdom	Charity shop	Ordinary	100.00

The aggregate capital and reserves and the result for the year of subsidiaries excluded from consolidation was as follows:

Name of undertaking	Profit/(Loss) £	Capital and Reserves £
WLBC Cornerstone Limited	32,784	66