

# CHICHESTER BAPTIST CHURCH

England & Wales · Charity number 1187869

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2020-02-11

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Chichester Baptist Church  
124 Sherborne Road  
Chichester  
PO19 3AW

**Phone** 01243782582

**Email** [office@chichesterbaptist.org](mailto:office@chichesterbaptist.org)

**Website** [www.chichesterbaptist.org](http://www.chichesterbaptist.org)

## Activities

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**Objects:** 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:** A key part of our mission is to serve our local community and demonstrate the love of Jesus. As well as services on Sundays, we hold a parent/carer toddler group, children's and youth groups, Alpha Courses and a lunch club for older people. We have a Christians Against Poverty office to help any facing debt issues. Our buildings are used by many groups providing services for our local community.

## Classification

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- **How:** Provides Services
- **What:** Religious Activities
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

## Geography

- West Sussex

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£566,497	£490,308	£2,492,934	9
2023-12-31	£475,176	£489,954	-	-
2022-12-31	£453,360	£400,647	-	-
2021-12-31	£381,148	£358,909	-	-
2020-12-31	£64,288	£54,047	-	-

## Trustees

Name	Role	Appointed
<b>ELLEN CAROLINE WILD</b>	Chair	2011-03-30
Andrew James Morgan		2013-07-10
Angela Emma Cocks		2023-05-17
Bruno Kondabeka		2023-05-17
<b>CALVIN RICHARD HOLLINGWORTH</b>		2018-05-09
Guy Robert Overton Applebee		2014-01-29
Ian James Crossley		2022-05-18
Joanne Louise Smith		2016-01-27
Mark Sean Blaney		2022-05-18
<b>THOMAS GEORGE SNOW</b>		2012-01-25

**CHICHESTER BAPTIST CHURCH**

England & Wales - Charity number 1187869

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# Accounts

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Trustees Annual Report and Financial Statements  
for

Chichester Baptist Church  
for the period ending 31 December 2024



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## Charity information - Reference and administrative details

Charity name : Chichester Baptist Church  
 Registered charity number : 1187869  
 Church address : 124 Sherborne Road, Chichester,  
 West Sussex, PO19 3AW

Trustees :

Ellen Wild (Chair)	Minister & Team Leader
Roger Hubert	Church Ministry Leader (Resigned May 2024)
Andy Morgan	Minister & Youth Ministry Leader
Calvin Hollingworth	Worship Ministry Leader
Bruno Kondabeka	Pastoral Minister
Tom Snow	Treasurer
Guy Applebee	Secretary
Jo Smith	Deacon
Ian Crossley	Deacon
Mark Blaney	Deacon
Angela Cocks	Deacon

Custodian Trustee : The Baptist Union Corporation

## Structure, Governance and Management

Chichester Baptist Church is a CIO registered with the Charity Commission. It is managed by its Trustees acting on behalf of the Church in accordance with decisions reached by the Church Meeting. Trustees are appointed from within the membership and elected by the Church Meeting. The Ministers of the Church are also Trustees by nature of their office.

The Church Meeting provides an opportunity for all the members to meet for a time of worship, discussion about the direction of the church, its vision & mission, and key decisions about such matters. All members of the Church are encouraged to attend these meetings.

All the Trustees have been briefed on the legal set up of this charity & its constitution and are aware of their obligations and responsibilities through Charity Commission publications. All Trustees have completed and signed Fit and Proper Persons Declarations.

## Objectives and Activities

The principal purpose of Chichester Baptist Church is 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.

When planning our programmes and activities for the year, and in the context of the overarching aim of the Church which is the advancement of the Christian faith and “for people to commit to and become more like Jesus”, the Trustees have considered the Commission’s Guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

For details of the main activities undertaken please see achievements and performance.

## Achievements and Performance

In the year 2024, the on-going stated aim of the Church to advance the Christian faith in accordance with the Baptist denomination has been followed in a variety of ways.

Our regular Sunday Services, morning and evening, are one area where the Christian faith is advanced through worship, teaching and prayer in a variety of different styles. Throughout the year we held in person services but also continued to live stream the morning services for those who are unable to attend. With our online/streaming provision, our services have reached individuals and families who would not necessarily have either wanted to or been able to attend actual services in the building.

Our Alternative Gatherings are another opportunity to meet with the local community and offer support. These comprise:

Cedar Ministry bringing church to elderly residents in local care homes.

Common Threads, a group focussed on creative knitting, crochet and needlework.

Early Birdies, golf and the chance to discuss faith and life.

Mud, Sweat and Gears, a local mountain bike ride.

Renew Together our wellbeing café.

SportsPlus, indoor and outdoor games for all ages.

Walk & Talk, a local walk with refreshments and the chance to hear a short Christian message.

Our weekly Acorns Parent/Carer Toddler group met throughout the year and continues to be appreciated by those attending as a safe space to meet people and allow their young children to interact socially. Both weekly sessions were fully booked throughout the year with a waiting list. Many local families from our community attend this group. Like many of our church activities we are reliant on amazing teams of volunteers to run Acorns.

Our Lunch Club continued to meet throughout 2024 serving a hot meal to older people, many of whom are particularly vulnerable and socially isolated.

Our women's prayer and Bible study group, Wellspring, and our homegroups met throughout the year. We also hosted 2 Alpha Courses for people exploring the Christian faith.

Our Thursday & Friday night youth groups and our Discipleship Groups regularly met throughout the year, providing huge encouragement and spiritual challenge for the young people attending.

We also ran a very successful Holiday Club for primary aged school children in the summer with over 120 children attending.

In addition to more formal groups meeting and supporting each other, Staff, Trustees, the Pastoral Care Team, and other leaders have sought to maintain personal contact with individual members of the congregation by making regular pastoral calls and visits.

The Church continues to have a focus on mission both here in the UK and wider afield. The Church continues to support several people in the congregation who work in Christian mission as well as contributing financially to other mission organisations.

A key initiative for the Church remains our Christians Against Poverty (CAP) centre. CAP is a national initiative which provides free debt counselling. The Chichester Debt Centre opened in 2009.

During 2024, the Church remained heavily involved in supporting prayerfully, financially and in providing volunteers for the Chichester Food Bank, Options Pregnancy Advice Service, HEART for the Homeless in Chichester and the Life Centre.

Our church buildings have been used by a range of other community, voluntary and public sector groups who are active and working in the local community including our local primary and secondary schools and our local residents' associations. We also now host a weekly dementia drop-in centre run by Sage House. This has proved to be very popular as well as providing a valuable local community resource.

All the activities described above are supported by volunteers, who give their time and expertise to the church. We have not included a value for the time of the volunteers in the financial statements, but the Trustees hugely appreciate all the time and support they give. The work of the church would not be possible without them.

## Financial Review

The church's income comes from many individual donors with the majority of donations coming through monthly standing orders. This income is considered reliable and any significant decline is, given the number of donors, likely to be gradual. With this in mind, our reserves policy is to hold at least 2 months core expenditure (currently equivalent to £ 70,000). Free reserves at the end of the year stood at £220,433 (2024: £195,580).

The church enjoyed a strong year financially. One reason for this was a special exercise carried out to ensure we had current, valid gift aid declarations for all qualifying donors. This boosted gift aid receipts for the year and enabled us to collect some £37,000 of additional gift aid relating to previous years.

A week of prayer and fasting was held in January 2025 to better seek God's will as to how best to use the financial and other resources with which the church has been blessed.

The Trustees approved the above on 6 March 2025. Signed on behalf of the Trustees.

E. Wild

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T. Snow

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Rev Ellen Wild  
Team Leader and Chair of Trustees

Tom Snow  
Treasurer

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES ON THE UNAUDITED ACCOUNTS OF CHICHESTER BAPTIST CHURCH

For the purposes of those charity funds on pages 8 to 16 for the period ended 31 December 2024 which require an independent examiner's report, we confirm the following:

### Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements (under section 145 of the 2011 Act);
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act);
- state whether particular matters have come to my attention.

### Basis of Independent Examiner's Report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes considerations of any unusual items or disclosures in the financial statements, and the seeking of explanations from you as 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 financial statements present a "true and fair view" and the report is limited to those matters set out in the statements below.

### Independent Examiner's Statement

In connection with my examination, no matter has come to my attention

1) which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements:

- to keep accounting records in accordance with s130 of the 2011 Act; and
- to prepare financial statements which agree with the accounting records and to comply with the accounting requirements of the 2011 Act; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

*A Morrison*

A Morrison FCA

Date:

*21/03/2025*

1 Home Way, Petersfield, Hants, GU31 4EE

### Statement of Financial Activities

## Year Ended 31st December 2024

	Note	Funds 2024			Total £	2023 Total £
		Unrestricted	Designated	Restricted		
		£	£	£		
Voluntary Income	2	455,772	-	54,008	509,780	421,289
Investment income	3	9,322	-	-	9,322	2,825
Charitable Activities	4	23,610	-	23,785	47,395	51,062
<b>Total Income</b>		<b>488,704</b>	<b>-</b>	<b>77,793</b>	<b>566,497</b>	<b>475,176</b>
Expenditure on Charitable Activities	5	406,764	810	81,710	489,284	489,209
Governance Costs	6	843	-	181	1,024	745
<b>Total Expenditure</b>		<b>407,607</b>	<b>810</b>	<b>81,891</b>	<b>490,308</b>	<b>489,954</b>
<b>Net Income/(Expenditure) before transfers</b>		<b>81,097</b>	<b>(810)</b>	<b>(4,098)</b>	<b>76,189</b>	<b>(14,778)</b>
Transfers between funds	13	(2,197,970)	2,192,761	5,209	-	-
<b>Net Income/(Expenditure) before gains/(losses)</b>		<b>(2,116,873)</b>	<b>2,191,951</b>	<b>1,111</b>	<b>76,189</b>	<b>(14,778)</b>
Gain/(Loss) on revaluation of assets		-	-	-	-	-
<b>Net Movement in Funds</b>		<b>(2,116,873)</b>	<b>2,191,951</b>	<b>1,111</b>	<b>76,189</b>	<b>(14,778)</b>
Total funds brought forward		2,337,306	47,321	32,118	2,416,745	2,431,523
<b>Total funds carried forward</b>		<b>220,433</b>	<b>2,239,272</b>	<b>33,229</b>	<b>2,492,934</b>	<b>2,416,745</b>

## Balance Sheet

As at 31st December 2024

	Note	2024 £	2023 £
<b>Fixed Assets</b>			
Tangible Fixed Assets	9	2,192,821	2,189,047
		<u>2,192,821</u>	<u>2,189,047</u>
<b>Current Assets</b>			
Debtors	10	40,441	37,340
Bank and Cash		281,536	204,172
<b>Total Current Assets</b>		<u>321,977</u>	<u>241,512</u>
<b>Creditors: Amounts falling due within one year</b>	11	<u>21,864</u>	<u>13,814</u>
<b>Net Current Assets</b>		<u>300,113</u>	<u>227,698</u>
<b>Creditors: Amounts falling due more than one year</b>		-	-
<b>Total Net Assets</b>		<u>2,492,934</u>	<u>2,416,745</u>
<b>Funds</b>			
Unrestricted	13	220,433	2,337,306
Designated funds		2,239,272	47,321
Restricted Funds		33,229	32,118
<b>Total Charity Funds</b>		<u>2,492,934</u>	<u>2,416,745</u>

These financial statements were approved by the trustees on 6/03/25 and signed on their behalf by:

Name of Trustee:

G. Appender      Tom Snow

Signed on behalf of the trustees:

G. Appender      T. Snow

The attached notes (1-13) form part of these statements

## Notes to the Financial Statements

### Accounting policies

#### Basis of preparation

The accounts are prepared on the basis of historic cost (except the church building which is valued at the insured value) in accordance with:

- Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005);
- Accounting Standards, FRS102;
- and the Charities Act 2011.

#### Donations

Donations are only included in the SoFA when the charity has unconditional entitlement.

#### Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

#### Legacies

Legacies are accounted for when their receipt is certain and can be properly quantified.

#### Investment income

Investment income is included in the accounts when receivable.

#### Grants payable

The Church makes grants to other organisations whose charitable objects complement its work. They are accounted for in the year in which they are paid.

#### Governance costs

This represents direct expenditure on the governance of the church. Most of the management is carried out without charge by volunteers. This intangible cost is not included in the Statements of Financial Activities but is described in the Trustees' annual report.

#### Fixed assets

The Church premises are included in the balance sheet at insurance value as per Baptist Union Insurance Company renewal at 29th September 2009. This value is reviewed annually at the year end but is not amended unless there is significant change. A professional valuation would incur significant cost which would be onerous compared with the additional benefit gained by its use in the accounts.

The Manse premises are stated at cost.

Furniture and Fittings and Computers and Equipment in the church premises are included at cost (less an annual depreciation charge) providing they cost over £1,000.

#### Depreciation

Depreciation has not been charged on the Church or Manse premises because, in the opinion of the Trustees, the depreciation charge would be insignificant given the high residual value of the asset.

Depreciation on other fixed assets is calculated to write off the cost on a straight-line basis over their expected useful life, at the following rates:

Furniture and fittings and Computer and equipment 10% or 20%

#### Investment

Investments are shown at market value.

## Analysis of Income

	Unrestricted	Designated	Restricted	2024	2023
	£	£	£	£	£
<b>2 Voluntary Income</b>					
Offerings and Donations	341,426	-	39,835	381,261	335,530
Income Tax Refunds	111,372	-	14,173	125,545	58,384
Legacies	2,974	-	-	2,974	24,000
Grants Received	-	-	-	-	3,375
<b>Totals</b>	<b>455,772</b>	<b>-</b>	<b>54,008</b>	<b>509,780</b>	<b>421,289</b>
<b>3 Investment Income</b>					
Interest Income	9,322	-	-	9,322	2,825
<b>Totals</b>	<b>9,322</b>	<b>-</b>	<b>-</b>	<b>9,322</b>	<b>2,825</b>
<b>4 Charitable Activities</b>					
Income from church property	17,455	-	-	17,455	14,033
Church events	6,155	-	23,785	29,940	37,029
<b>Totals</b>	<b>23,610</b>	<b>-</b>	<b>23,785</b>	<b>47,395</b>	<b>51,062</b>
<b>TOTAL INCOME</b>	<b>488,704</b>	<b>-</b>	<b>77,793</b>	<b>566,497</b>	<b>475,176</b>

## Expenditure

### 5 Charitable Activities

	Unrestricted	Designated	Restricted	2024	2023
	£	£	£	£	£
Ministry	284,807	-	38,375	<b>323,182</b>	323,237
Mission	56,459	109	43,335	<b>99,903</b>	101,648
Establishment	65,498	701	-	<b>66,199</b>	64,324
<b>Totals</b>	<b>406,764</b>	<b>810</b>	<b>81,710</b>	<b>489,284</b>	<b>489,209</b>

### 6 Governance

	Unrestricted	Designated	Restricted	2024	2023
	£	£	£	£	£
Independent Examination Costs	580	-	-	<b>580</b>	418
Bank Charges	263	-	181	<b>444</b>	327
<b>Totals</b>	<b>843</b>	<b>-</b>	<b>181</b>	<b>1,024</b>	<b>745</b>

## 7 Grants Payable

	Unrestricted	Designated	Restricted	2024	2023
	£	£	£	£	£
BUGB Home Mission	3,857	-	520	4,377	5,000
BMS World Mission	9,140	-	1,143	10,283	8,950
Other Mission Organisations/Care	43,462	109	41,672	85,243	87,698
<b>Totals</b>	<b>56,459</b>	<b>109</b>	<b>43,335</b>	<b>99,903</b>	<b>101,648</b>

## 8 Staff Costs and Trustees Expenses

	2024	2023
	£	£
Stipends and salaries	215,424	208,618
Social security costs (Employer NI)	13,669	14,737
Employer contribution to pension plans	18,368	19,684
<b>Total Employment Costs</b>	<b>247,461</b>	<b>243,039</b>

The average number of employees during the year was: 9                      10

One employee, who is also a trustee, received employee benefits (excluding employer pension costs) of more than £60,000 but less than £70,000.

As Ministers, Ellen Wild was provided with manse accommodation rented by the church from the Minister and her spouse at a cost of £13,200 in the year and related manse expenses amounting to £5,924. Andy Morgan was provided with manse accommodation owned by the church and related manse expenses amounting to £7,176.

The Church pays pension contributions for its Ministers to the Baptist Pension Scheme, which is an occupational defined contribution scheme. The scheme is a multi employer scheme and it is not possible to identify the assets and liabilities of the scheme which are attributable to the Church. In accordance with FRS17 therefore, the scheme is accounted for as a defined contribution scheme.

The church has also paid into stakeholder pension plans for five other employees, two of whom are Trustees.

Five Trustees have received remuneration and other benefits in relation to their employment contracts with the church. These payment are made under a provision in the governing document.

No sums were reimbursed to the Trustees for their work as Trustees.

Ellen Wild, the Senior Minister/Team Leader received a stipend of £46,342, plus pension contributions of £5,625. Andy Morgan, Minister and Youth Ministry Leader, received a stipend of £28,600 plus pension contributions of £3,801. Roger Hubert, Church Ministry Leader, received remuneration of £9,904. Calvin Hollingworth, Worship Ministry Leader, received remuneration of £25,928 and pension contributions of £2,592. Bruno Kondabeka, Pastoral Ministry Lead, received remuneration of £28,520 and pension contributions of £1,318.

Total aggregate remuneration paid to key management personnel during the year was £165,730.

## 9 Tangible Fixed Assets

	Church Premises	Manses	Furniture and Fittings	Computers and Equipment	Total
	£	£	£	£	£
<b>Cost</b>					
At 1st January 2024	1,912,106	247,753	135,936	7,247	2,303,042
Revaluation					-
Additions			4,973	3,833	8,806
Disposals					-
<b>At 31st December 2024</b>	<b>1,912,106</b>	<b>247,753</b>	<b>140,909</b>	<b>11,080</b>	<b>2,311,848</b>
<b>Depreciation</b>					
At 1st January 2024			106,748	7,247	113,995
Depreciation charge			4,002	1,030	5,032
Depreciation disposal					-
<b>At 31st December 2024</b>	<b>-</b>	<b>-</b>	<b>110,750</b>	<b>8,277</b>	<b>119,027</b>
<b>Net Book Value</b>					
<b>At 31st December 2024</b>	<b>1,912,106</b>	<b>247,753</b>	<b>30,159</b>	<b>2,803</b>	<b>2,192,821</b>
At 31st December 2023	1,912,106	247,753	29,188	-	2,189,047

All fixed assets are used for direct charitable purposes.

## 9 Tangible Fixed Assets

	Church Premises	Manses	Furniture and Fittings	Computers and Equipment	Total
	£	£	£	£	£
<b>Cost</b>					
At 1st January 2024	1,912,106	247,753	135,936	7,247	2,303,042
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At 31st December 2023	1,912,106	247,753	29,188	-	2,189,047

All fixed assets are used for direct charitable purposes.

### 13 Analysis of Charitable Funds (2024)

	Fund Balances Brought Forward	Incoming Resources	Outgoing Resources	Transfers	Fund Balances Carried Forward
	£	£	£	£	£
<b>Unrestricted Funds</b>					
General funds	2,337,306	488,275	(407,178)	(2,197,970)	220,433
	-	-	-	-	-
<b>Total Unrestricted</b>	<b>2,337,306</b>	<b>488,275</b>	<b>(407,178)</b>	<b>(2,197,970)</b>	<b>220,433</b>
<b>Designated</b>					
Sinking Fund	23,702	-	(701)	-	23,001
Major repairs	15,000	-	-	-	15,000
Rent Reserve	4,250	-	-	1,700	5,950
Training	2,500	-	-	-	2,500
Winter Fund	1,869	-	(109)	(1,760)	-
Fixed assets	-	-	-	2,192,821	2,192,821
	-	-	-	-	-
<b>Total Designated</b>	<b>47,321</b>	<b>-</b>	<b>(810)</b>	<b>2,192,761</b>	<b>2,239,272</b>
<b>Restricted Funds</b>					
BMS Donations	-	520	(520)	-	-
CAP	-	402	(55)	-	347
Care	1,956	10,966	(3,100)	1,396	11,218
Christmas Appeal	11,296	15,247	(13,758)	-	12,785
Disasters	4,628	11,497	(9,033)	-	7,092
Home Mission	-	1,143	(1,143)	-	-
Ruth Priestley	-	8,321	(8,523)	209	7
Youth and Children's	-	20,806	(25,570)	5,300	536
Short Term Funds	6,291	3,936	(10,126)	-	101
Third Party Events	-	3,093	(3,093)	-	-
Winter Family Fund	7,947	849	(7,400)	(1,396)	-
Youth Camp Bursary	-	1,443	-	(300)	1,143
	-	-	-	-	-
<b>Total Restricted</b>	<b>32,118</b>	<b>78,223</b>	<b>(82,321)</b>	<b>5,209</b>	<b>33,229</b>
<b>Total Funds</b>	<b>2,416,745</b>	<b>566,498</b>	<b>(490,309)</b>	<b>-</b>	<b>2,492,934</b>

**Unrestricted Funds:**

The Unrestricted Funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

**Designated and Restricted funds**

**Sinking fund** is a fund set up to put funds aside to replace the boiler, photocopier and flat roof. The funds have been designated by the Trustees.

**Major Repairs** is a fund set up to help fund large repairs at the church that are expected in the next few years but whose timing cannot be accurately predicted. The funds have been designated by the Trustees.

**Rent Reserve fund** is a fund set up to cover any reduction or missed rent payments for the church rental property. The funds have been designated by the Trustees.

**Training fund** is a fund set up for the future training needs of the church. The funds have been designated by the Trustees.

**Winter fund** is a designated fund used to provide meals for the local community during the cost-of-living crisis. The funds have been designated by the Trustees. The fund was closed in 2024 and remaining funds returned to unrestricted funds.

**Fixed assets fund** represents the net book value of the charity's fixed assets. As such these funds are not available to use on a day-to-day basis.

**BMS Donations** is a holding fund for gifts made to BMS World Mission.

**CAP** fund holds donations made for our Christians Against Poverty (Debt Counselling) work in the community.

**Care** is a fund for donations made to meet urgent social needs of those in the local area.

**Christmas Appeal** holds donations made each Christmas to the particular cause(s) proposed by the church. The opening balance represents gifts made during the preceding December. These gifts are passed on early in the year.

**Disasters** fund holds donations made for immediate response to emergency appeals following international disasters.

**Home Mission** is a holding fund for gifts made to Home Mission - these are forwarded regularly.

**Ruth Priestly** is a restricted fund for donations for the support of Ruth as a missionary.

**Short Term funds** is used to hold funds which have been donated for other charities but which have not yet been paid over.

**Third Party Events** holds funds raised at charitable events held in the church premises for the benefit of other charities not yet remitted.

**Winter Family fund** is a restricted fund given by the church members to support those who are struggling with the cost-of-living crisis. The balance at the year end has been transferred to the Care Fund which is also restricted.

**Youth and Children's** is used for all activities (midweek, Sunday and during holidays) organised for our own young people and those in the surrounding community.

**Youth Camp Bursary** holds donations made to fund bursaries to individuals attending youth events where they are needed.

**CHICHESTER BAPTIST CHURCH**

England & Wales - Charity number 1187869

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# Accounts

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Trustees Annual Report and Financial Statements  
for  
Chichester Baptist Church  
for the period ending 31 December 2023



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**Charity information**

**Reference and administrative details**

Charity name Chichester Baptist Church

Registered charity number 1187869

Church address 124 Sherborne Road  
Chichester  
West Sussex  
PO19 3AW

Trustees

Ellen Wild (Chair)	Minister & Team Leader
Roger Hubert	Church Ministry Leader
Andy Morgan	Minister & Youth Ministry Leader
Calvin Hollingworth	Worship Ministry Leader
Bruno Kondabeka	Pastoral Minister (appointed May 2023)
Tom Snow	Treasurer
Guy Applebee	Secretary
Phil Adams	Deacon (resigned May 2023)
Jo Smith	Deacon
Debbie Uren	Deacon (resigned May 2023)
Ian Crossley	Deacon
Mark Blaney	Deacon
Angela Cocks	Deacon (appointed May 2023)

Custodian Trustee The Baptist Union Corporation

## **Structure, Governance and Management**

Chichester Baptist Church is a CIO registered with the Charity Commission. It is managed by its Trustees acting on behalf of the Church in accordance with decisions reached by the Church Meeting. Trustees are appointed from within the membership and elected by the Church Meeting. The Ministers of the Church are also Trustees by nature of their office.

The Church Meeting provides an opportunity for all the members to meet for a time of worship, discussion about the direction of the church, its vision & mission, and key decisions about such matters. All members of the Church are encouraged to attend these meetings.

All the Trustees have been briefed on the legal set up of this charity & its constitution and are aware of their obligations and responsibilities through Charity Commission publications. All Trustees have completed and signed Fit and Proper Persons Declarations.

## **Objectives and Activities**

The principal purpose of Chichester Baptist Church is 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.

When planning our programmes and activities for the year, and in the context of the overarching aim of the Church which is the advancement of the Christian faith and “for people to commit to and become more like Jesus”, the Trustees have considered the Commission’s Guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

For details of the main activities undertaken please see achievements and performance.

## **Achievements and Performance**

In the year 2023, the on-going stated aim of the Church to advance the Christian faith in accordance with the Baptist denomination has been followed in a variety of ways.

Our regular Sunday Services, morning and evening, are one area where the Christian faith is advanced through worship, teaching and prayer in a variety of different styles. Throughout the year we held in person services but also continued to live stream the morning services for those who are unable to attend. With our online/streaming provision, our services have reached individuals and families who would not necessarily have either wanted to or been able to attend actual services in the building.

Our Alternative Gatherings are another opportunity to meet with the local community and offer support. These comprise:

Cedar Ministry bringing church to elderly residents in local care homes.

Common Threads, a group focussed on creative knitting, crochet and needlework.

Early Birdies, golf and the chance to discuss faith and life.

Mud, Sweat and Gears, a local mountain bike ride.

Renew Together our wellbeing café.

SportsPlus, indoor and outdoor games for all ages.

Walk & Talk, a local walk with refreshments and the chance to hear a short Christian message.

A key initiative in response to the Cost-of-Living Crisis was started in the autumn 2022 with fortnightly free family film nights held in our main church building alongside hot refreshments. These continued into the first half of 2023 and were hugely popular with our local community.

A Community Freezer was also established during the autumn 2022 to respond to local needs and teams of volunteers cooked in our kitchen and filled the freezer with free meals for our wider church family and contacts and friends in the community who were in need. This again operated in 2023 with a break over the summer.

Our weekly Acorns Parent/Carer Toddler group met throughout the year and continues to be appreciated by those attending as a safe space to meet people and allow their young children to interact socially. Both weekly sessions were fully booked throughout the year with a waiting list. Many local families from our community attend this group. Like many of our church activities we are reliant on amazing teams of volunteers to run Acorns.

Our Lunch Club continued to meet throughout 2023 serving a hot meal to older people, many of whom are particularly vulnerable and socially isolated.

Our women's prayer and Bible study group, Wellspring, and our homegroups met throughout the year.

Our Thursday & Friday night youth groups and our Discipleship Groups regularly met throughout the year, providing huge encouragement and spiritual challenge for the young people attending.

We also ran a very successful Holiday Club for primary aged school children in the summer with over 100 children attending.

In addition to more formal groups meeting and supporting each other, Staff, Trustees, the Pastoral Care Team, and other leaders have sought to maintain personal contact with individual members of the congregation by making regular pastoral calls and visits.

The Church continues to have a focus on mission both here in the UK and wider afield. The Church continues to support several people in the congregation who work in Christian mission as well as contributing financially to other mission organisations.

A key initiative for the Church remains our Christians Against Poverty (CAP) centre. CAP is a national initiative which provides free debt counselling. The Chichester Debt Centre opened in 2009.

During 2023, the Church remained heavily involved in supporting prayerfully, financially and in providing volunteers for the Chichester Food Bank, Options Pregnancy Advice Service, HEART for the Homeless in Chichester and the Life Centre.

Our church buildings have been used by a range of other community, voluntary and public sector groups who are active and working in the local community including our local primary and secondary schools and our local residents' association.

In the autumn of 2023, we undertook a major refurbishment of our main worship area to refresh the decor for the benefit of the church family and wider community as well as keeping the premises in good condition. The main church had not been decorated at all since it was opened in 2002. This work was undertaken with a combination of paid tradespeople and our own volunteers. When completed the refurbishment received a very warm response from both the church family and local community.

Our church buildings have been used by a range of other community, voluntary and public sector groups who are active and working in the local community including our local primary and secondary schools and our local residents' association.

All the activities described above are supported by volunteers, who give their time and expertise to the church. We have not included a value for the time of the volunteers in the financial statements, but the Trustees hugely appreciate all the time and support they give. The work of the church would not be possible without them.

### **Financial Review**

The church's income comes from many individual donors with the majority of donations coming through monthly standing orders. This income is considered reliable and any significant decline is, given the number of donors, likely to be gradual. With this in mind our reserves policy is to hold at least 2 months core expenditure (currently equivalent to £66,000). Free reserves at the end of the year stood at £193,080 (2023: £223,630).

During the year the church received two grants towards the cost of purchasing a new cooker. We are very grateful to both Chichester District Council and the Arun and Chichester Food Partnership for their generosity. The new cooker has been used regularly to cook meals for our Community Freezer and our Lunch Club.

The Trustees approved the above on 18<sup>th</sup> April 2024 and signed on behalf of the Charity's Trustees



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Rev Ellen Wild

Team Leader and Chair of Trustees



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Tom Snow

Treasurer

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

### **ON THE UNAUDITED ACCOUNTS OF**

### **CHICHESTER BAPTIST CHURCH**

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For the purposes of those charity funds on pages 6 to 13 for the period ended 31 December 2023 which require an independent examiner's report, we confirm the following:-

#### **Respective Responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements (under section 145 of the 2011 Act);
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act);
- state whether particular matters have come to my attention.

#### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes considerations of any unusual items or disclosures in the financial statements, and the seeking of explanations from you as 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 financial statements present a "true and fair view" and the report is limited to those matters set out in the statements below.

#### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention

1) which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements:

- to keep accounting records in accordance with s130 of the 2011 Act; and
- to prepare financial statements which agree with the accounting records and to comply with the accounting requirements of the 2011 Act; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

*A Morrison*

**A Morrison FCA  
1 Home Way  
Petersfield  
Hants  
GU31 4EE**

**Date: 17th April 2024**

**Statement of Financial Activities**  
**For the period ended 31 December 2023**

**Chichester Baptist Church**

	notes	Unrestricted funds	Designated funds	Restricted funds	2023 Total £	2022 Total £
Incoming resources from generated funds						
Voluntary income	2	375,707	-	45,582	421,289	419,207
Investment income	3	2,825	-	-	2,825	7
Income from charitable activities	4	35,017	-	16,045	51,062	34,146
<b>Total income</b>		<b>413,549</b>	<b>-</b>	<b>61,627</b>	<b>475,176</b>	<b>453,360</b>
Costs of generating funds						
Charitable activities	5	402,366	3,148	83,695	489,209	400,103
Governance costs	6	745	-	-	745	544
<b>Total expenditure</b>		<b>403,111</b>	<b>3,148</b>	<b>83,695</b>	<b>489,954</b>	<b>400,647</b>
<b>Income / (expenditure) before transfers</b>		<b>10,438</b>	<b>(3,148)</b>	<b>(22,068)</b>	<b>(14,778)</b>	<b>52,713</b>
Transfers between funds	13	(14,305)	6,750	7,555	-	-
<b>Net incoming/(outgoing) resources before other gains/(losses)</b>		<b>(3,867)</b>	<b>3,602</b>	<b>(14,513)</b>	<b>(14,778)</b>	<b>52,713</b>
Gains / (losses) on investment assets		-	-	-	-	-
<b>Net movement in funds</b>		<b>(3,867)</b>	<b>3,602</b>	<b>(14,513)</b>	<b>(14,778)</b>	<b>52,713</b>
Total funds brought forward		2,341,173	43,719	46,631	2,431,523	2,378,810
<b>Total funds carried forward</b>		<b>2,337,306</b>	<b>47,321</b>	<b>32,118</b>	<b>2,416,745</b>	<b>2,431,523</b>

**Balance Sheet**  
**As at 31December 2023**

**Chichester Baptist Church**

	notes	2023		2022
		£	£	
Tangible fixed assets	9		<u>2,189,047</u>	<u>2,161,262</u>
			2,189,047	2,161,262
<b>Current Assets</b>				
Debtors	10	37,340		19,012
Bank and cash		<u>204,172</u>		<u>273,427</u>
Total current assets		241,512		292,439
<b>Current Liabilities</b>				
Creditors due within one year	11	<u>13,814</u>		<u>22,178</u>
<b>Net current assets</b>			<b>227,698</b>	<b>270,261</b>
<b>Creditors</b>				
Amounts falling due after more than one year			-	-
<b>Total Net Assets</b>			<u><b>2,416,745</b></u>	<u><b>2,431,523</b></u>
<b>Funds</b>				
Unrestricted	13		2,337,306	2,341,173
Designated			47,321	43,719
Restricted			<u>32,118</u>	<u>46,631</u>
			<u><b>2,416,745</b></u>	<u><b>2,431,523</b></u>

These accounts were approved by the Trustees on 18th April 2024 and signed on their behalf by

T SNOW

Treasurer

G Applebee

Secretary/Trustee

The attached notes (1 - 13) form part of this statement.

## 1 Accounting policies

### Basis of preparation

The accounts are prepared on the basis of historic cost (except the church building which is valued at the insured value) in accordance with:

- Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005);
- Accounting Standards, FRS102;
- and the Charities Act 2011.

### Donations

Donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

### Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

### Legacies

Legacies are accounted for when their receipt is certain and can be properly quantified.

### Investment income

Investment income is included in the accounts when receivable.

### Grants payable

The Church makes grants to other organisations whose charitable objects complement its work. They are accounted for in the year in which they are paid.

### Governance costs

This represents direct expenditure on the governance of the church. Most of the management is carried out without charge by volunteers. This intangible cost is not included in the Statements of Financial Activities but is described in the Trustees' annual report.

### Fixed assets

The Church premises are included in the balance sheet at insurance value as per Baptist Union Insurance Company renewal at 29th September 2009. This value is reviewed annually at the year end but is not amended unless there is significant change.

A professional valuation would incur significant cost which would be onerous compared with the additional benefit gained by the use of the accounts.

The Manse premises are stated at cost.

Furniture and Fittings and Computers and Equipment in the church premises are included at cost (less an annual depreciation charge) providing they cost over £1,000.

### Depreciation

Depreciation has not been charged on the Church or Manse premises because, in the opinion of the Trustees, the depreciation charge would be insignificant and not material given the high residual value of the asset.

Depreciation on other fixed assets is calculated to write off the cost on a straight-line basis over their expected useful life, at the following rates:

Furniture and fittings and Computer and equipment	10% or 20%
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### Investment

Investments are shown at market value.

**2 Voluntary income**

	Unrestricted £	Designated £	Restricted £	2023 £	2022 £
Offerings and donations	295,692	-	39,838	335,530	350,394
Tax refunds	53,015	-	5,369	58,384	68,813
Grants received	3,000	-	375	3,375	-
Legacies	24,000	-	-	24,000	-
<b>Total</b>	<b>375,707</b>	<b>-</b>	<b>45,582</b>	<b>421,289</b>	<b>419,207</b>

**3 Investment income**

	Unrestricted £	Designated £	Restricted £	2023 £	2022 £
Interest	2,825	-	-	2,825	7
<b>Total</b>	<b>2,825</b>	<b>-</b>	<b>-</b>	<b>2,825</b>	<b>7</b>

**4 Incoming resources from charitable activities**

	Unrestricted £	Designated £	Restricted £	2023 £	2022 £
Income from church property	14,033	-	-	14,033	11,760
Church events	20,984	-	16,045	37,029	22,386
<b>Total</b>	<b>35,017</b>	<b>-</b>	<b>16,045</b>	<b>51,062</b>	<b>34,146</b>

**5 Charitable activities**

	Unrestricted £	Designated £	Restricted £	2023 £	2022 £
Ministry	288,252	-	-	288,252	253,785
Mission	50,491	2,447	83,695	136,633	97,567
Establishment	63,623	701	-	64,324	48,751
<b>Total</b>	<b>402,366</b>	<b>3,148</b>	<b>83,695</b>	<b>489,209</b>	<b>400,103</b>

**6 Governance costs**

	Unrestricted £	Designated £	Restricted £	2023 £	2022 £
Independent Examination costs	418	-	-	418	420
Bank charges	327	-	-	327	124
<b>Total</b>	<b>745</b>	<b>-</b>	<b>-</b>	<b>745</b>	<b>544</b>

**7 Grants payable**

	Unrestricted £	Designated £	Restricted £	2023 £	2022 £
BUGB Home Mission	4,040	-	960	5,000	4,500
BMS World Mission	8,430	-	520	8,950	8,950
Other Mission Organisations/ Care	38,021	2,447	82,215	122,683	56,174
<b>Total</b>	<b>50,491</b>	<b>2,447</b>	<b>83,695</b>	<b>136,633</b>	<b>69,624</b>

**8 Staff costs and Trustees expenses**

	2023 £	2022 £
Salaries	208,618	190,705
Social security costs	14,737	10,977
Pension costs	19,684	15,664
<b>Total</b>	<b>243,039</b>	<b>217,346</b>

The average number of employees during the year was: 10 9

One employee, who is also a trustee, received employee benefits (excluding employer pension costs) of more than £60,000 but less than £70,000.

As Ministers; Ellen Wild was provided with manse accommodation rented by the church from the Minister and her spouse at a cost of £11,256 in the year and related manse expenses amounting to £6,457. Andy Morgan was provided with manse accommodation owned by the church and related manse expenses amounting to £4,981.

No sums were reimbursed to the Trustees for their work as Trustees.

The Church pays pension contributions for its Ministers to the Baptist Pension Scheme, which is an occupational defined contribution scheme. The scheme is a multi employer scheme and it is not possible to identify the assets and liabilities of the scheme which are attributable to the Church. In accordance with FRS17 therefore, the scheme is accounted for as a defined contribution scheme.

The church has also paid into stakeholder pension plans for four other employees, one of whom is a Trustee.

Five Trustees have received remuneration and other benefits in relation to their employment contracts with the church. These payment are made under a provision in the governing document.

Ellen Wild, the Senior Minister/Team Leader received a stipend of £42,941, plus pension contributions of £4,306. Andy Morgan, Minister and Youth Ministry Leader, received a stipend of £26,500 plus pension contributions of £3,298. Roger Hubert, Church Ministry Leader, received remuneration of £22,025. Calvin Hollingworth, Worship Ministry Leader, received remuneration of £24,025 and pension contributions of £2,244. Bruno Kondabeka, Pastoral Ministry Lead, received remuneration of £26,428.

Total aggregate remuneration paid to key management personnel during the year was £164,613.

**9 Tangible fixed assets**

	Church Premises	Manses	Furniture and fittings	Computers and equipment	Total
<b>Cost</b>					
Transferred into CIO	1,912,106	247,753	100,329	7,247	2,267,435
Additions	-	-	35,607	-	35,607
Carried forward	1,912,106	247,753	135,936	7,247	2,303,042
<b>Depreciation</b>					
Brought forward	-	-	98,926	7,247	106,173
Charge in the year	-	-	7,822	-	7,822
Elimination in the year	-	-	-	-	-
Carried forward	-	-	106,748	7,247	113,995
<b>Net Book Value</b>					
<b>At 31 December 2023</b>	<u>1,912,106</u>	<u>247,753</u>	<u>29,188</u>	<u>-</u>	<u>2,189,047</u>
At 31 December 2022	<u>1,912,106</u>	<u>247,753</u>	<u>1,403</u>	<u>-</u>	<u>2,161,262</u>

All the fixed assets are used for direct charitable purposes.

**10 Debtors**

	2023	2022
	£	£
Accrued income	33,161	15,215
Prepayments and other debtors	4,179	3,797
Total	<u>37,340</u>	<u>19,012</u>

**11 Creditors due within one year**

	2023	2022
	£	£
Accruals	12,019	18,713
Deferred income	1,795	3,465
Total	<u>13,814</u>	<u>22,178</u>

**12 Analysis of net assets**

	Fixed Assets	Current Assets	Total
	£	£	£
Restricted funds	-	32,118	32,118
Designated funds	-	47,321	47,321
Unrestricted funds	2,189,047	148,259	2,337,306
	<u>2,189,047</u>	<u>227,698</u>	<u>2,416,745</u>

<b>13 Funds</b>	<b>Fund balances brought forward</b>	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>Transfers</b>	<b>Fund balances carried forward</b>
<b>Unrestricted</b>					
General fund	<b>2,341,173</b>	413,549	(403,111)	<b>(14,305)</b>	<b>2,337,306</b>
<b>Designated</b>					
Sinking fund	<b>24,403</b>	-	(701)	-	<b>23,702</b>
Major Repairs	<b>12,500</b>	-	-	<b>2,500</b>	<b>15,000</b>
Rent Reserve	-	-	-	<b>4,250</b>	<b>4,250</b>
Training	<b>2,500</b>	-	-	-	<b>2,500</b>
Winter Fund	<b>4,316</b>	-	(2,447)	-	<b>1,869</b>
<b>Restricted</b>					
BMS Donations	<b>20</b>	500	(520)	-	-
CAP	-	1,055	(1,055)	-	-
Care	<b>4,363</b>	1,169	(3,576)	-	<b>1,956</b>
Christmas Offering	<b>2,223</b>	1,087	(3,282)	-	<b>28</b>
Disasters	<b>5,503</b>	12,278	(13,153)	-	<b>4,628</b>
Film Night	<b>125</b>	-	(125)	-	-
Home Mission	<b>20</b>	940	(960)	-	-
Ruth Priestley	-	8,210	(8,523)	<b>313</b>	-
Tree Appeal	<b>12,567</b>	14,406	(15,705)	-	<b>11,268</b>
Tools with a Mission	<b>37</b>	-	-	-	<b>37</b>
Youth and Children's	<b>69</b>	18,045	(25,356)	<b>7,242</b>	-
Short Term Funds	<b>6,765</b>	1,300	(1,811)	-	<b>6,254</b>
Winter Family Fund	<b>14,939</b>	2,637	(9,629)	-	<b>7,947</b>
	<b>2,431,523</b>	475,176	(489,954)	-	<b>2,416,745</b>

**Unrestricted Funds:**

The Unrestricted Funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

**Designated and Restricted funds**

**Sinking fund** is a fund set up to put funds aside to replace the boiler, photocopier and flat roof. The funds have been designated by the Trustees.

**Major Repairs** is a fund set up to fund large repairs at the church that are expected in the next few years. The funds have been designated by the Trustees.

**Rent Reserve fund** is a fund set up to cover any reduction or missed rent payments for the church rental property. The funds have been designated by the Trustees.

**Training fund** is a fund set up for the future training needs of the church. The funds have been designated by the Trustees.

**Winter fund** is a designated fund used to provide meals for the local community during the cost of living crisis. The funds have been designated by the Trustees.

**BMS Donations** is a holding fund for gifts made to BMS World Mission - these are forwarded monthly.

**CAP** fund holds donations made for our Christians Against Poverty (Debt Counselling) work in the community.

**Care** is a fund for donations made to meeting urgent social needs of those in the local area.

**Christmas Offering** is the offering for Christmas day to be given to a specific charity.

**Disasters** fund holds donations made for immediate response to emergency appeals following international disasters.

**Film night** is a fund set up for income for the film nights held as part of the cost of living crisis to provide warmth, a film and food to the local community.

**Home Mission** is a holding fund for gifts made to Home Mission - these are forwarded regularly.

**Ruth Priestly** is a restricted fund for donations for the support of Ruth as a missionary from the church.

**Tree Appeal** holds donations made each Christmas to the particular cause supported by the church. The opening balance represents gifts made during the preceding December. These gifts are passed on early in the year.

**Tools with a Mission** is a holding fund for funds towards the work of restoring second hand tools to good working order prior to being sent abroad.

**Youth and Children's** is used for all activities (midweek, Sunday and during holidays) organised for our own young people and those in the surrounding community.

**Short Term funds** is used to hold funds which have been donated for specific funds which will be paid straight over to the relevant charity.

**Winter Family fund** is a restricted fund given by the church members to support those who are struggling with the cost of living crisis.

**CHICHESTER BAPTIST CHURCH**

England & Wales - Charity number 1187869

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# Accounts

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Trustees Annual Report and Financial Statements  
for  
Chichester Baptist Church  
for the period ending 31 December 2022



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**Charity information**

**Reference and administrative details**

Charity name Chichester Baptist Church

Registered charity number 1187869

Church address 124 Sherborne Road  
Chichester  
West Sussex  
PO19 3AW

**Trustees**

Ellen Wild (Chair)	Minister & Team Leader
Roger Hubert	Church Ministry Leader
Andy Morgan	Minister & Youth Ministry Leader
Calvin Hollingworth	Worship Ministry Leader
Tom Snow	Treasurer
Guy Applebee	Secretary
Phil Adams	Deacon
Jo Hawker	Deacon
Debbie Uren	Deacon
Ian Crossley	Deacon (appointed May 2022)
Mark Blaney	Deacon (appointed May 2022)

Custodian Trustee The Baptist Union Corporation

### **Structure, Governance and Management**

Chichester Baptist Church is a CIO registered with the Charity Commission. It is managed by its Trustees acting on behalf of the Church in accordance with decisions reached by the Church Meeting. Trustees are appointed from within the membership and elected by the Church Meeting. The Ministers of the Church are also Trustees by nature of their office.

The Church Meeting provides an opportunity for all the members to meet for a time of worship, discussion about the direction of the church, its vision & mission, and key decisions about such matters. All members of the Church are encouraged to attend these meetings.

All the Trustees have been briefed on the legal set up of this charity & its constitution and are aware of their obligations and responsibilities through Charity Commission publications. All Trustees have completed and signed Fit and Proper Persons Declarations.

### **Objectives and Activities**

The principal purpose of Chichester Baptist Church is 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.

When planning our programmes and activities for the year, and in the context of the overarching aim of the Church which is the advancement of the Christian faith and “for people to commit to and become more like Jesus”, the Trustees have considered the Commission’s Guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

For details of the main activities undertaken please see achievements and performance.

### **Achievements and Performance**

In the year 2022, the on-going stated aim of the Church to advance the Christian faith in accordance with the Baptist denomination has been followed in a variety of ways. Some of the changes in the ways we met as a result of the pandemic and subsequent challenges continued throughout 2022 whereas in other ways, our regular patterns of meeting together in person were restored and we have been delighted to welcome a number of new people who have been attending our worship services throughout the year.

Our regular Sunday Services are one area where the Christian faith is advanced through worship, teaching and prayer in a variety of different styles. Throughout 2022 we held in person services but also continued to live stream the morning services for those who are unable to attend. With our online/streaming service provision, our services have reached others who would not necessarily have either wanted to or been able to attend actual services in the building. We have continued to seek and pray for our online services to reach others and to advance God’s kingdom in this way.

During 2022 more of our “Alternative Gatherings” were able to resume meeting. Our Alternative Gatherings are another opportunity to meet with the local community and offer support.

Walk & Talk organise short walks in the locality with the chance to meet new people, enjoy being outside and to hear a short Christian message if they wish to.

Our Care Home ministry, Cedar Ministry was able to resume albeit in a limited manner as visits to care homes have still been difficult to organise for entirely understandable reasons. Some of the Cedar Ministry teams have sought to maintain contacts with the individual homes during the year.

Our provision of meals for the homeless also continued as we join forces with other churches in the Heart Initiative. This city-wide church initiative seeks to provide a daily hot meal for homeless people on the streets during the wintertime. Several of our members are actively involved in the work of Heart.

A key initiative in response to the Cost-of-Living Crisis was started in the autumn 2022 with fortnightly free family film nights held in our main church building alongside hot refreshments. This could only be undertaken with a huge amount of work from a large team of volunteers to ensure this was delivered safely and well. The response from our local community was tremendous.

A Community Freezer was also established during the autumn 2022 to respond to local needs and teams of volunteers cooked in our kitchen and filled the freezer with free meals as needed and we became aware of many in our wider church family and contacts and friends in the community who benefited from these meals.

In 2021 the Church was able to set up a wellbeing space called 'Renew Together' in partnership with Renew Wellbeing. It is a space where people can enjoy a hobby or activity in a peaceful and safe community setting. As well as joining in with activities or bringing their own hobbies along to share with others, we also follow a simple rhythm of prayer. In 2022, this was extended from a monthly Sunday gathering to a monthly Tuesday gathering as well and this space has been well received by those who regularly attend.

During 2022 our weekly Acorns Parent/Carer Toddler group met throughout the year This has been hugely appreciated by those able to attend as a safe space to meet people and allow the young children to interact socially. Both sessions were fully booked throughout the year with a waiting list. Many local families from our community attend this group. Like many of our church activities we are reliant on amazing teams of volunteers to run Acorns.

Our Lunch Club met throughout 2022. Between 20 – 25 older people many of whom were particularly vulnerable and socially isolated have been regularly attending and enjoying freshly prepared meals in the company of others. We were pretty much at full capacity throughout the year, and we receive regular requests from people wanting to come along and we try to accommodate them wherever possible.

Our women's prayer and Bible study group, Wellspring, was able to meet in person in the building and has flourished. Likewise, many of our homegroups were able to resume in person meetings in homes.

Our Thursday & Friday night youth groups and our Discipleship Groups regularly met throughout the year, again in person. Around 50 or so young people attend our Disciple groups which provided huge encouragement and spiritual challenge for the young people attending.

In addition to more formal groups meeting and supporting each other, Staff, Trustees, the Pastoral Care Team, and other leaders have sought to maintain personal contact with individual members of the congregation by making regular pastoral calls and visits.

The Church continues to have a focus on mission both here in the UK and wider afield. The Church continues to support several people in the congregation who work in Christian mission as well as contributing financially to other mission organisations.

A key initiative for the Church remains our Christians Against Poverty (CAP) centre. CAP is a national initiative which provides free debt counselling. The Chichester Debt Centre opened in 2009 and by the end of 2022, 517 families in the local area had been booked in for CAP Debt advice. Of these, over 148 had become debt free because of this initiative in our church, with a total of £ 2,053,158.88 debt cleared. The work of CAP remains a key compassion ministry and it is anticipated that this work will continue to increase in the coming year.

During 2022, the Church remained heavily involved in supporting prayerfully, financially and by providing volunteers for the Chichester Food Bank, Options Pregnancy Advice Service, HEART for the Homeless in Chichester and the Life Centre. Whilst other Churches in Chichester have taken the lead on these initiatives, we have been fully involved in supporting these key initiatives that seek, in their differing ways, to demonstrate the love of Jesus in practical help. The work of the Chichester Food Bank has increased significantly due to the increased demand because of the pandemic and the cost-of-living crisis. We were also able to host the distribution of Food boxes to families in receipt of Free School Meals at the start of the school holidays. Additionally, we were able to support the work of CAP by distributing Christmas and Easter parcels to all our CAP families.

Our church buildings have been used by a range of other community, voluntary and public sector groups who are active and working in the local community including our local primary and secondary schools and our local residents' association.

All the activities described above are supported by volunteers, who give their time to the church. We have not included a value for the time of the volunteers in the financial statements, but the Trustees hugely appreciate all the time and support they give. The work of the church would not be possible without them.

In addition to all the work undertaken by volunteers, 2022 also saw the appointment of a new Pastoral Ministry Leader and steps towards the appointment of a Children's Ministry Leader [this appointment was confirmed in January 2023].

## Financial Review

The church's income comes from many individual donors with most donations being made monthly. This income is considered reliable and any decline is likely to take place over a period of time. With this in mind our reserves policy is to hold at least 2 months core expenditure (currently equivalent to £59,000). The current free reserves stand at £223,630 (2021: £194,223).

The Trustees approved the above on 4<sup>th</sup> May 2023 and signed on behalf of the Charity's Trustees



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Rev Ellen Wild

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Tom Snow

Team Leader and Chair of Trustees

Treasurer

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

### **ON THE UNAUDITED ACCOUNTS OF**

### **CHICHESTER BAPTIST CHURCH**

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For the purposes of those charity funds on pages 7 to 14 for the period ended 31 December 2022 which require an independent examiner's report, we confirm the following:-

#### **Respective Responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements (under section 145 of the 2011 Act);
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act);
- state whether particular matters have come to my attention.

#### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes considerations of any unusual items or disclosures in the financial statements, and the seeking of explanations from you as 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 financial statements present a "true and fair view" and the report is limited to those matters set out in the statements below.

#### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention

1) which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements:

- to keep accounting records in accordance with s130 of the 2011 Act; and
- to prepare financial statements which agree with the accounting records and to comply with the accounting requirements of the 2011 Act; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

*Alison Morrison*

**A Morrison FCA  
1 Home Way  
Petersfield  
Hants  
GU31 4EE**

**Date: 24th April 2023**

**Statement of Financial Activities**  
**For the period ended 31 December 2022**

**Chichester Baptist Church**

	notes	Unrestricted funds	Designated funds	Restricted funds	2022 Total £	Period to December 2021 Total £
Incoming resources from generated funds						
Voluntary income	2	336,990	-	82,217	419,207	363,766
Investment income	3	7	-	-	7	299
Income from charitable activities	4	21,767	-	12,379	34,146	17,083
Other	5	-	-	-	-	-
<b>Total income</b>		<b>358,764</b>	<b>-</b>	<b>94,596</b>	<b>453,360</b>	<b>381,148</b>
Costs of generating funds						
Charitable activities	6	322,224	1,385	76,494	400,103	358,423
Governance costs	7	544	-	-	544	486
<b>Total expenditure</b>		<b>322,768</b>	<b>1,385</b>	<b>76,494</b>	<b>400,647</b>	<b>358,909</b>
<b>Income / (expenditure) before transfers</b>		<b>35,996</b>	<b>(1,385)</b>	<b>18,102</b>	<b>52,713</b>	<b>22,239</b>
Transfers between funds	14	(30,905)	25,000	5,905	-	-
<b>Net incoming/(outgoing) resources before other gains/(losses)</b>		<b>5,091</b>	<b>23,615</b>	<b>24,007</b>	<b>52,713</b>	<b>22,239</b>
Gains / (losses) on investment assets		-	-	-	-	-
<b>Net movement in funds</b>		<b>5,091</b>	<b>23,615</b>	<b>24,007</b>	<b>52,713</b>	<b>22,239</b>
Total funds brought forward		2,336,082	20,104	22,624	2,378,810	2,356,571
<b>Total funds carried forward</b>		<b>2,341,173</b>	<b>43,719</b>	<b>46,631</b>	<b>2,431,523</b>	<b>2,378,810</b>

**Balance Sheet**  
**As at 31 December 2022**

**Chichester Baptist Church**

	notes	2022	November to December 2021
		£	£
Tangible fixed assets	<b>10</b>	<u>2,161,262</u>	<u>2,161,963</u>
		2,161,262	2,161,963
<b>Current Assets</b>			
Debtors	<b>11</b>	19,012	49,924
Bank and cash		<u>273,427</u>	<u>191,272</u>
Total current assets		292,439	241,196
<b>Current Liabilities</b>			
Creditors due within one year	<b>12</b>	<u>22,178</u>	<u>24,349</u>
<b>Net current assets</b>		<b>270,261</b>	<b>216,847</b>
<b>Creditors</b>			
Amounts falling due after more than one year		-	-
<b>Total Net Assets</b>		<u><b>2,431,523</b></u>	<u><b>2,378,810</b></u>
<b>Funds</b>	<b>14</b>		
Unrestricted		2,341,173	2,336,082
Designated		43,719	20,104
Restricted		<u>46,631</u>	<u>22,624</u>
		<u><b>2,431,523</b></u>	<u><b>2,378,810</b></u>

These accounts were approved by the Trustees on 4th May 2023 and signed on their behalf by

T SNOW

Treasurer

G Applebee

Secretary/Trustee

The attached notes (1 - 14) form part of this statement.

## 1 Accounting policies

### Basis of preparation

The accounts are prepared on the basis of historic cost (except the church building which is valued at the insured value) in accordance with:

- Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005);
- Accounting Standards, FRS102;
- and the Charities Act 2011.

### Donations

Donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

### Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

### Legacies

Legacies are accounted for when their receipt is certain and can be properly quantified.

### Investment income

Investment income is included in the accounts when receivable.

### Grants payable

The Church makes grants to other organisations whose charitable objects complement its work. They are accounted for in the year in which they are paid.

### Governance costs

This represents direct expenditure on the governance of the church. Most of the management is carried out without charge by volunteers. This intangible cost is not included in the Statements of Financial Activities but is described in the Trustees' annual report.

### Fixed assets

The Church premises are included in the balance sheet at insurance value as per Baptist Union Insurance Company renewal at 29th September 2009. This value is reviewed annually at the year end but is not amended unless there is significant change.

A professional valuation would incur significant cost which would be onerous compared with the additional benefit gained by the use of the accounts.

The Manse premises are stated at cost.

Furniture and Fittings and Computers and Equipment in the church premises are included at cost (less an annual depreciation charge) providing they cost over £1,000.

### Depreciation

Depreciation has not been charged on the Church or Manse premises because, in the opinion of the Trustees, the depreciation charge would be insignificant and not material given the high residual value of the asset.

Depreciation on other fixed assets is calculated to write off the cost on a straight-line basis over their expected useful life, at the following rates:

Furniture and fittings	10%
Computer and equipment	20%

### Investment

Investments are shown at market value.

**2 Voluntary income**

	Unrestricted £	Designated £	Restricted £	2022 £	2021 £
Offerings and donations	283,319	-	67,075	350,394	300,593
Tax refunds	53,671	-	15,142	68,813	52,320
Grants received		-		-	853
Legacies		-	-	-	10,000
<b>Total</b>	<b>336,990</b>	<b>-</b>	<b>82,217</b>	<b>419,207</b>	<b>363,766</b>

**3 Investment income**

	Unrestricted £	Designated £	Restricted £	2022 £	2021 £
Interest	7	-	-	7	299
<b>Total</b>	<b>7</b>	<b>-</b>	<b>-</b>	<b>7</b>	<b>299</b>

**4 Incoming resources from charitable activities**

	Unrestricted £	Designated £	Restricted £	2022 £	2021 £
Income from church property	11,760	-	-	11,760	2,122
Church events	10,007	-	12,379	22,386	14,961
<b>Total</b>	<b>21,767</b>	<b>-</b>	<b>12,379</b>	<b>34,146</b>	<b>17,083</b>

**5 Other incoming resources**

	Unrestricted £	Designated £	Restricted £	2022 £	2021 £
Other	-	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**6 Charitable activities**

	Unrestricted £	Designated £	Restricted £	2022 £	2021 £
Ministry	229,888	-	23,897	253,785	253,301
Mission	45,421	684	51,462	97,567	66,559
Establishment	46,915	701	1,135	48,751	38,563
<b>Total</b>	<b>322,224</b>	<b>1,385</b>	<b>76,494</b>	<b>400,103</b>	<b>358,423</b>

**7 Governance costs**

	Unrestricted £	Designated £	Restricted £	2022 £	2021 £
Independent Examination costs	420	-	-	420	360
Bank charges	124	-		124	126
Professional fees				-	-
<b>Total</b>	<b>544</b>	<b>-</b>	<b>-</b>	<b>544</b>	<b>486</b>

**8 Grants payable**

	Unrestricted £	Restricted £	2022 £	2021 £
BUGB Home Mission	3,286	1,214	4,500	4,500
BMS World Mission	8,184	766	8,950	8,850
Other Mission Organisations/ Care	19,908	36,266	56,174	41,697
<b>Total</b>	<b>31,378</b>	<b>38,246</b>	<b>69,624</b>	<b>55,047</b>

**9 Staff costs and Trustees expenses**

	2022 £	2021 £
Salaries	190,705	184,772
Social security costs	10,977	11,173
Pension costs	15,664	20,620
<b>Total</b>	<b>217,346</b>	<b>216,565</b>

The average number of employees during the year was: 9 9

No employee received emoluments (excluding employer pension) in excess of £60,000 during the year.

As Ministers; Ellen Wild was provided with manse accommodation rented by the church from the Minister and her spouse at a cost of £8,442 in the year and related manse expenses amounting to £4,080. Andy Morgan was provided with manse accommodation owned by the church and related manse expenses amounting to £2,635.

No sums were reimbursed to the Trustees for their work as Trustees.

The Church pays pension contributions for its Ministers to the Baptist Pension Scheme, which is an occupational defined contribution scheme. The scheme is a multi employer scheme and it is not possible to identify the assets and liabilities of the scheme which are attributable to the Church. In accordance with FRS17 therefore, the scheme is accounted for as a defined contribution scheme.

The church has also paid into stakeholder pension plans for four other employees, one of whom is a Trustee.

Four Trustees have received remuneration and other benefits in relation to their employment contracts with the church. These payment are made under a provision in the governing document.

Ellen Wild, the Senior Minister/Team Leader received a stipend of £43,221, plus pension contributions of £8,688. Andy Morgan, Minister and Youth Ministry Leader, received a stipend of £24,750 plus pension contributions of £3,075. Roger Hubert, Church Ministry Leader, received remuneration of £20,570. Calvin Hollingworth, Worship Ministry Leader, received remuneration of £22,438 and pension contributions of £2,216.

Total aggregate remuneration paid to key management personnel during the year was £140,115.

**10 Tangible fixed assets**

	Church Premises	Manses	Furniture and fittings	Computers and equipment	Total
<b>Cost</b>					
Transferred into CIO	1,912,106	247,753	100,329	7,247	2,267,435
Additions	-	-	-	-	-
Carried forward	1,912,106	247,753	100,329	7,247	2,267,435
<b>Depreciation</b>					
Brought forward	-	-	98,225	7,247	105,472
Charge in the year	-	-	701	-	701
Elimination in the year	-	-	-	-	-
Carried forward	-	-	98,926	7,247	106,173
<b>Net Book Value</b>					
<b>At 31 December 2022</b>	<u>1,912,106</u>	<u>247,753</u>	<u>1,403</u>	<u>-</u>	<u>2,161,262</u>
At 31 December 2021	<u>1,912,106</u>	<u>247,753</u>	<u>2,104</u>	<u>-</u>	<u>2,161,963</u>

All the fixed assets are used for direct charitable purposes.

**11 Debtors**

	2022	2021
	£	£
Accrued income	15,215	47,865
Prepayments and other debtors	3,797	2,059
Total	<u>19,012</u>	<u>49,924</u>

**12 Creditors due within one year**

	2022	2021
	£	£
Other creditors	-	4,450
Accruals	18,713	19,899
Deferred income	3,465	-
Total	<u>22,178</u>	<u>24,349</u>

**13 Analysis of net assets**

	Fixed Assets	Current Assets	Total
	£	£	£
Restricted funds	-	46,631	46,631
Designated funds	-	43,719	43,719
Unrestricted funds	2,161,262	179,911	2,341,173
	<u>2,161,262</u>	<u>270,261</u>	<u>2,431,523</u>

<b>14 Funds</b>	<b>Fund balances brought forward</b>	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>Transfers</b>	<b>Fund balances carried forward</b>
<b>Unrestricted</b>					
General fund	<b>2,336,082</b>	358,764	(322,768)	<b>(30,905)</b>	<b>2,341,173</b>
<b>Designated</b>					
Sinking fund	<b>20,104</b>	-	(701)	<b>5,000</b>	<b>24,403</b>
Major Repairs	-	-	-	<b>12,500</b>	<b>12,500</b>
Training	-	-	-	<b>2,500</b>	<b>2,500</b>
Winter Fund	-	-	(684)	<b>5,000</b>	<b>4,316</b>
<b>Restricted</b>					
BMS Donations	<b>186</b>	600	(766)	-	<b>20</b>
CAP	-	395	(395)	-	-
Care	<b>2,813</b>	5,955	(4,215)	<b>(190)</b>	<b>4,363</b>
Christmas Offering	<b>733</b>	2,994	(1,504)	-	<b>2,223</b>
Disasters	<b>3,475</b>	26,379	(24,351)	-	<b>5,503</b>
Film Night	-	125	-	-	<b>125</b>
Garden Fund	<b>(301)</b>	745	(1,135)	<b>691</b>	-
Home Mission	<b>276</b>	958	(1,214)	-	<b>20</b>
Ruth Priestley	<b>100</b>	7,901	(8,221)	<b>220</b>	-
Tree Appeal	<b>5,138</b>	15,130	(7,701)	-	<b>12,567</b>
Tools with a Mission	<b>37</b>	-	-	-	<b>37</b>
Youth and Children's	<b>4,161</b>	12,379	(21,661)	<b>5,190</b>	<b>69</b>
Short Term Funds	<b>6,006</b>	3,500	(2,735)	<b>(6)</b>	<b>6,765</b>
Winter Family Fund	-	17,535	(2,596)	-	<b>14,939</b>
	<b>2,378,810</b>	453,360	(400,647)	-	<b>2,431,523</b>

**Unrestricted Funds:**

The Unrestricted Funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

**Designated and Restricted funds**

**Sinking fund** is a fund set up to put funds aside to replace the boiler, photocopier and flat roof. The funds have been designated by the Trustees.

**Major Repairs** is a fund set up to fund large repairs at the church that are expected in the next few years. The funds have been designated by the Trustees.

**Training fund** is a fund set up for the future training needs of the church. The funds have been designated by the Trustees.

**Winter funds** is a designated fund used to provide meals for the local community during the cost of living crisis. The funds have been designated by the Trustees.

**BMS Donations** is a holding fund for gifts made to BMS World Mission - these are forwarded regularly.

**CAP** fund holds donations made for our Christians Against Poverty (Debt Counselling) work in the community.

**Care** is a fund for donations made to meeting urgent social needs of those in the local area.

**Christmas Offering** is the offering for Christmas day to be given to a specific charity.

**Disasters** fund holds donations made for immediate response to emergency appeals following international disasters.

**Film night** is a fund set up for income for the film nights held as part of the cost of living crisis to provide warmth, a film and food to the local community.

**Garden Fund** was set up for donations to improve the garden.

**Home Mission** is a holding fund for gifts made to Home Mission - these are forwarded regularly.

**Ruth Priestly** is a restricted fund for donations for the support of Ruth as a missionary from the church.

**Tree Appeal** holds donations made each Christmas to the particular cause supported by the church. The opening balance represents gifts made during the preceding December. These gifts are passed on early in the year.

**Tools with a Mission** is a holding fund for funds towards the work of restoring second hand tools to good working order prior to being sent abroad.

**Youth and Children's** is used for all activities (midweek, Sunday and during holidays) organised for our own young people and those in the surrounding community.

**Short Term funds** is used to hold funds which have been donated for specific funds which will be paid straight over to the relevant charity.

**Winter Family fund** is a restricted fund given by the church members to support those who are struggling with the cost of living crisis.

**CHICHESTER BAPTIST CHURCH**

England & Wales - Charity number 1187869

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# Accounts

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Trustees Annual Report and Financial Statements  
for  
Chichester Baptist Church  
for the period ending 31 December 2021



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**Charity information**

**Reference and administrative details**

Charity name Chichester Baptist Church

Registered charity number 1187869

Church address 124 Sherborne Road  
Chichester  
West Sussex  
PO19 3AW

**Trustees**

Ellen Wild (Chair)	Minister
Roger Hubert	Church Ministry Leader
Andy Morgan	Youth Ministry Leader
Calvin Hollingworth	Worship Ministry Leader
Heather Cheesman	Treasurer (resigned May 2021)
Tom Snow	Treasurer (appointed May 2021)
Chris Hawker	Secretary (resigned December 2021)
Guy Applebee	Secretary (from December 2021)
Phil Adams	Deacon
Jo Hawker	Deacon
Debbie Uren	Deacon
Louise Gilbertson	Deacon (resigned May 2021)
Victoria Jones	Deacon (resigned December 21)

Custodian Trustee The Baptist Union Corporation

## **Structure, Governance and Management**

Chichester Baptist Church is a CIO registered with the Charity Commission. It is managed by its Trustees acting on behalf of the Church in accordance with decisions reached by the Church Meeting. Trustees are appointed from within the membership and elected by the Church Meeting. The Ministers of the Church are also Trustees by nature of their office.

The Church Meeting provides an opportunity for all the members to meet for a time of worship, discussion about the direction of the church, its vision & mission, and key decisions about such matters. All members of the Church are encouraged to attend these meetings.

All the Trustees have been briefed on the legal set up of this charity & its constitution and are aware of their obligations and responsibilities through Charity Commission publications. All Trustees have completed and signed Fit and Proper Persons Declarations.

## **Objectives and Activities**

The principal purpose of Chichester Baptist Church is 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.

When planning our programmes and activities for the year, and in the context of the overarching aim of the Church which is the advancement of the Christian faith and stated in our mission statement “for people to commit to and become more like Jesus”, the Trustees have considered the Commission’s Guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

For details of the main activities undertaken please see achievements and performance.

## **Achievements and Performance**

In the year 2021, the on-going stated aim of the Church to advance the Christian faith in accordance with the Baptist denomination has been followed in a variety of ways some of which have been very different when compared with previous years, almost entirely due to the pandemic and the very different and sometimes challenging circumstances that we have faced.

Our regular Sunday Services are one area where the Christian faith is advanced through worship, teaching, prayer in a variety of different styles. For the first part of 2021, all our church services remained online due to Covid restrictions but after Easter we were able to resume in person services and we continued to live stream the morning services for those who are unable to attend. That format continued for the remainder of the year. With our online/streaming service provision our services have reached others who would not necessarily have either wanted to or been able to attend actual services in the building. In this way we have continued to seek and pray for our online services to reach others and to advance God’s kingdom.

Some of our “Alternative Gatherings” were able to resume meeting in 2021 whilst others have remained on hold whilst the leadership reviews the situation. Our Alternative Gatherings are another opportunity to meet with the local community and offer support.

Walk & Talk organise short walks in the locality with the chance to meet new people, enjoy being outside and to hear a short Christian message if they wish to.

Our Care Home ministry, Cedar Ministry has not been able to resume as visits to care homes have been off limits. Some of the Cedar Ministry teams have sought to maintain contacts with the individual homes during the year.

Our Heart for Parklands initiative to reach out to local Parklands’ residents who struggle to get out has continued, albeit differently, with contact being maintained, where requested, over the phone or with doorstep visits.

Our provision of meals for the homeless also changed and we have joined forces with other churches in the Heart Initiative. This city-wide church initiative seeks to provide a daily hot meal for homeless people on the streets during the wintertime. A number of our members are actively involved in the work of Heart.

In 2021 the Church was able to set up a wellbeing space called ‘Renew Together’ in partnership with Renew Wellbeing. It is a space where people can enjoy a hobby or activity in a peaceful and safe community setting. As well as joining in with activities or bringing their own hobbies along to share with others, we also follow a simple rhythm of prayer.

Many of our other regular Church activities and groups that would have physically met on site during the year have either had to move to meeting online or outside.

During 2021 our Acorns Parent/Carer Toddler group was able to resume meeting in person. This has been hugely appreciated by those able to attend as a safe space to meet people and allow the young children to interact socially.

Our Lunch Club resumed meeting in the early autumn of 2021. Between 20 – 25 older people who were particularly vulnerable and socially isolated were delighted to be able to resume attending and enjoying freshly prepared meals in the company of others.

Our women’s prayer and Bible study group, Wellspring, has continued to meet online as have many of our homegroups.

Although our Friday night youth groups were not able to meet our Discipleship Groups regularly met online and then in person, with over 50 young people. These have provided huge encouragement and spiritual challenge for the young people who attend these groups.

In addition to more formal groups still meeting and supporting each other, Staff, Trustees, the Pastoral Care Team, and other leaders have sought to maintain personal contact with individual members of the congregation by making regular pastoral calls.

The Church continues to have a focus on mission both here in the UK and wider afield. The Church continues to support several people in the congregation who work both here and abroad in Christian mission as well as contributing financially to other mission organisations.

A key initiative for the Church remains our Christians Against Poverty (CAP) centre. CAP is a national initiative which provides free debt counselling. The office opened in 2009 and by the end of 2021 478 families in the local area had been referred. Of these, over 160 had become debt free because of this initiative in our church. The work of CAP remains a key compassion ministry and it is anticipated that this work will increase significantly in the coming year.

During 2021, the Church remained heavily involved in supporting prayerfully, financially and by providing volunteers for the Chichester Food Bank, Options Pregnancy Advice Service, HEART for the Homeless in Chichester and the Life Centre. Whilst other Churches in Chichester have taken the lead on these initiatives, we have been fully involved in supporting these key initiatives that seek, in their differing ways, to demonstrate the love of Jesus in practical help. The work of the Chichester Food Bank has increased significantly due to the increased demand because of the pandemic. The Church was also able to financially support the 2021 Christmas appeal from the Chichester Harbour Rotary to provide clothes, toys, personal hygiene essentials for families being sheltered in temporary accommodation or made homeless because of domestic violence. Additionally, we were able to support the work of CAP by distributing Christmas and Easter parcels to all our CAP families.

Our church buildings would normally be used by a range of other community, voluntary and public sector groups who are active and working in the local community. Due to Covid, many of these had to remain closed for the first part of the year but, as restrictions started to ease, there was a gradual re-opening of our buildings that enabled some of the voluntary groups to resume meeting, albeit in rather limited ways and of course in full compliance with the Covid regulations that were in force at the time.

All the activities described above are supported by volunteers, who give their time to the church. We have not included a value for the time of the volunteers in the financial statements, but the Trustees hugely appreciate all the time and support they give, the work of the church would not be possible without them.

### **Financial Review**

The church's income comes from many individual donors with most donations being made monthly. This income is considered reliable and any decline is likely to take place over a period of time. With this in mind our reserves policy is to hold at least 2 months core expenditure (currently equivalent to £57,000). The current free reserves stand at £194,223 (2020: £175,208).

The Trustees approved the above on 5<sup>th</sup> May 2022

Signed on behalf of the Charity's Trustee

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Rev Ellen Wild – Team Leader

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Tom Snow - Treasurer

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

### ON THE UNAUDITED ACCOUNTS OF

### CHICHESTER BAPTIST CHURCH

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For the purposes of those charity funds on pages 6 to 12 for the period ended 31 December 2021 which require an independent examiner's report, we confirm the following:-

#### **Respective Responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements (under section 145 of the 2011 Act);
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act);
- state whether particular matters have come to my attention.

#### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes considerations of any unusual items or disclosures in the financial statements, and the seeking of explanations from you as 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 financial statements present a "true and fair view" and the report is limited to those matters set out in the statements below.

#### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention

1) which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements:

- to keep accounting records in accordance with s130 of the 2011 Act; and
- to prepare financial statements which agree with the accounting records and to comply with the accounting requirements of the 2011 Act; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

*A Morrison*

**A Morrison FCA  
1 Home Way  
Petersfield  
Hants  
GU31 4EE**

**Date: 3rd May 2022**

**Statement of Financial Activities  
For the period ended 31 December 2021**

**Chichester Baptist Church**

	notes	Unrestricted funds	Designated funds	Restricted funds	2021 Total £	Period to December 2020 Total £
Incoming resources from generated funds						
Voluntary income	2	335,780	-	27,986	363,766	64,287
Investment income	3	299	-	-	299	1
Income from charitable activities	4	7,342	-	9,741	17,083	-
Other	5	-	-	-	-	-
<b>Total income</b>		<b>343,421</b>	<b>-</b>	<b>37,727</b>	<b>381,148</b>	<b>64,288</b>
Costs of generating funds						
Charitable activities	6	318,887	701	38,835	358,423	53,106
Governance costs	7	486	-	-	486	941
<b>Total expenditure</b>		<b>319,373</b>	<b>701</b>	<b>38,835</b>	<b>358,909</b>	<b>54,047</b>
<b>Income / (expenditure) before transfers</b>		<b>24,048</b>	<b>(701)</b>	<b>(1,108)</b>	<b>22,239</b>	<b>10,241</b>
Transfers between funds	14	(10,033)	5,000	5,033	-	-
<b>Net incoming/(outgoing) resources before other gains/(losses)</b>		<b>14,015</b>	<b>4,299</b>	<b>3,925</b>	<b>22,239</b>	<b>10,241</b>
Gains / (losses) on investment assets		-	-	-	-	-
<b>Net movement in funds</b>		<b>14,015</b>	<b>4,299</b>	<b>3,925</b>	<b>22,239</b>	<b>10,241</b>
Total funds brought forward		2,322,067	15,805	18,699	2,356,571	-
Funds Transferred from charity		-	-	-	-	2,346,330
<b>Total funds carried forward</b>		<b>2,336,082</b>	<b>20,104</b>	<b>22,624</b>	<b>2,378,810</b>	<b>2,356,571</b>

**Balance Sheet**  
**As at 31 December 2021**

**Chichester Baptist Church**

	notes	2021		November to December 2020	
		£	£		
Tangible fixed assets	<b>10</b>		<u>2,161,963</u>		<u>2,162,664</u>
			2,161,963		2,162,664
<b>Current Assets</b>					
Debtors	<b>11</b>	49,924		72,835	
Bank and cash		<u>191,272</u>		<u>137,568</u>	
Total current assets		241,196		210,403	
<b>Current Liabilities</b>					
Creditors due within one year	<b>12</b>	<u>24,349</u>		<u>16,496</u>	
<b>Net current assets</b>			<b>216,847</b>		<b>193,907</b>
<b>Creditors</b>					
Amounts falling due after more than one year			-		-
<b>Total Net Assets</b>			<u><b>2,378,810</b></u>		<u><b>2,356,571</b></u>
<b>Funds</b>					
Unrestricted	<b>14</b>		2,336,082		2,322,067
Designated			20,104		15,805
Restricted			<u>22,624</u>		<u>18,699</u>
			<u><b>2,378,810</b></u>		<u><b>2,356,571</b></u>

These accounts were approved by the Trustees on 5th May 2022 and signed on their behalf by

Trustee

Secretary/Trustee

The attached notes (1 - 14) form part of this statement.

## 1 Accounting policies

### Basis of preparation

The accounts are prepared on the basis of historic cost (except the church building which is valued at the insured value) in accordance with:

- Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005);
- Accounting Standards, FRS102;
- and the Charities Act 2011.

### Donations

Donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

### Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

### Legacies

Legacies are accounted for when their receipt is certain and can be properly quantified.

### Investment income

Investment income is included in the accounts when receivable.

### Grants payable

The Church makes grants to other organisations whose charitable objects complement its work. They are accounted for in the year in which they are paid.

### Governance costs

This represents direct expenditure on the governance of the church. Most of the management is carried out without charge by volunteers. This intangible cost is not included in the Statements of Financial Activities but is described in the Trustees' annual report.

### Fixed assets

The Church premises are included in the balance sheet at insurance value as per Baptist Union Insurance Company renewal at 29th September 2009. This value is reviewed annually at the year end but is not amended unless there is significant change.

A professional valuation would incur significant cost which would be onerous compared with the additional benefit gained by the use of the accounts.

The Manse premises are stated at cost.

Furniture and Fittings and Computers and Equipment in the church premises are included at cost (less an annual depreciation charge) providing they cost over £1,000.

### Depreciation

Depreciation has not been charged on the Church or Manse premises because, in the opinion of the Trustees, the depreciation charge would be insignificant and not material given the high residual value of the asset.

Depreciation on other fixed assets is calculated to write off the cost on a straight-line basis over their expected useful life, at the following rates:

Furniture and fittings	10%
Computer and equipment	20%

### Investment

Investments are shown at market value.

**2 Voluntary income**

	Unrestricted £	Designated £	Restricted £	2021 £	2020 £
Offerings	273,133	-	27,460	300,593	53,013
Tax refunds	52,134	-	186	52,320	10,761
Grants received	513	-	340	853	513
Legacies	10,000	-	-	10,000	-
Total	<u>335,780</u>	<u>-</u>	<u>27,986</u>	<u>363,766</u>	<u>64,287</u>

**3 Investment income**

	Unrestricted £	Designated £	Restricted £	2021 £	2020 £
Interest	299	-	-	299	1
Total	<u>299</u>	<u>-</u>	<u>-</u>	<u>299</u>	<u>1</u>

**4 Incoming resources from charitable activities**

	Unrestricted £	Designated £	Restricted £	2021 £	2020 £
Income from rooms	2,122	-	-	2,122	-
Church events	5,220	-	9,741	14,961	-
Total	<u>7,342</u>	<u>-</u>	<u>9,741</u>	<u>17,083</u>	<u>-</u>

**5 Other incoming resources**

	Unrestricted £	Designated £	Restricted £	2021 £	2020 £
Other	-	-	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**6 Charitable activities**

	Unrestricted £	Designated £	Restricted £	2021 £	2020 £
Ministry	241,666	-	11,635	253,301	40,169
Mission	41,329	-	25,230	66,559	9,195
Establishment	35,892	701	1,970	38,563	3,742
Total	<u>318,887</u>	<u>701</u>	<u>38,835</u>	<u>358,423</u>	<u>53,106</u>

**7 Governance costs**

	Unrestricted £	Designated £	Restricted £	2021 £	2020 £
Independent Examination costs	360	-	-	360	-
Bank charges	126	-	-	126	161
Professional fees	-	-	-	-	780
Total	<u>486</u>	<u>-</u>	<u>-</u>	<u>486</u>	<u>941</u>

**8 Grants payable**

	Unrestricted £	Restricted £	2021 £	2020 £
BUGB Home Mission	3,396	1,104	4,500	750
BMS World Mission	8,106	744	8,850	1,440
Other Mission Organisations/ Care	18,315	23,382	41,697	3,314
<b>Total</b>	<b>29,817</b>	<b>25,230</b>	<b>55,047</b>	<b>5,504</b>

**9 Staff costs and Trustees expenses**

	2021 £	2020 £
Salaries	184,772	29,948
Social security costs	11,173	2,320
Pension costs	20,620	3,071
<b>Total</b>	<b>216,565</b>	<b>35,339</b>

The average number of employees during the year was 9 9

No employee received emoluments in excess of £60,000 during the year.

Two trustees, who are also employees, lived in housing wholly or partly owned by the church.

No sums were reimbursed to the Trustees for their work as Trustees.

The Church pays pension contributions for its Ministers to the Baptist Pension Scheme, which is an occupational defined contribution scheme. The scheme is a multi employer scheme and it is not possible to identify the assets and liabilities of the scheme which are attributable to the Church. In accordance with FRS17 therefore, the scheme is accounted for as a defined contribution scheme.

The church has also paid into stakeholder pension plans for three other employees.

**10 Tangible fixed assets**

	Church Premises	Manses	Furniture and fittings	Computers and equipment	Total
<b>Cost</b>					
Transferred into CIO	1,912,106	247,753	100,329	7,247	2,267,435
Additions	-	-	-	-	-
Carried forward	1,912,106	247,753	100,329	7,247	2,267,435
<b>Depreciation</b>					
Brought forward	-	-	97,524	7,247	104,771
Charge in the year	-	-	701	-	701
Elimination in the year	-	-	-	-	-
Carried forward	-	-	98,225	7,247	105,472
<b>Net Book Value</b>					
<b>At 31 December 2021</b>	<u>1,912,106</u>	<u>247,753</u>	<u>2,104</u>	<u>-</u>	<u>2,161,963</u>
At 31 December 2020	<u>1,912,106</u>	<u>247,753</u>	<u>2,805</u>	<u>-</u>	<u>2,162,664</u>

All the fixed assets are used for direct charitable purposes.

**11 Debtors**

	2021	2020
	£	£
Accrued income	47,865	70,845
Prepayments and other debtors	2,059	1,990
Total	<u>49,924</u>	<u>72,835</u>

**12 Creditors due within one year**

	2021	2020
	£	£
Other creditors	4,450	3,958
Accruals	19,899	12,423
Deferred income	-	115
Total	<u>24,349</u>	<u>16,496</u>

**13 Analysis of net assets**

	Fixed Assets	Current Assets	Total
	£	£	£
Restricted funds	-	22,624	22,624
Designated funds	-	20,104	20,104
Unrestricted funds	2,161,963	174,119	2,336,082
	<u>2,161,963</u>	<u>216,847</u>	<u>2,378,810</u>

14 Funds	Fund balances transferred from old charity	Incoming resources	Outgoing resources	Transfers	Fund balances carried forward
<b>Unrestricted</b>					
General fund	2,322,067	343,421	(319,373)	(10,033)	2,336,082
<b>Designated</b>					
Sinking fund	15,805	-	(701)	5,000	20,104
<b>Restricted</b>					
BMS Donations	-	930	(744)	-	186
CAP	-	340	(373)	33	-
Care	3,810	310	(1,307)	-	2,813
Christmas offering	-	750	(17)	-	733
Disasters	3,723	10,882	(11,130)	-	3,475
Garden Fund	-	1,669	(1,970)	-	(301)
Home Mission	-	1,380	(1,104)	-	276
Tree appeal	9,292	4,933	(9,087)	-	5,138
Tools with a Mission	37	-	-	-	37
Youth and Children's	1,391	9,741	(11,971)	5,000	4,161
Short term funds	446	6,792	(1,132)	-	6,106
	<b>2,356,571</b>	381,148	(358,909)	-	<b>2,378,810</b>

**Unrestricted Funds:**

The Unrestricted Funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

**Designated and Restricted funds**

**BMS Donations** is a holding fund for gifts made to BMS World Mission - these are forwarded regularly.

**CAP** fund holds donations made for our Christians Against Poverty (Debt Counselling) work in the community.

**Care** is a fund for donations made to meeting urgent social needs of those in the local area.

**Christmas Offering** is the offering for Christmas day to be given to a specific charity.

**Disasters** fund holds donations made for immediate response to emergency appeals following international disasters.

**Garden Fund** was set up for donations to improve the garden.

**Home Mission** is a holding fund for gifts made to Home Mission - these are forwarded regularly.

**Tree Appeal** holds donations made each Christmas to the particular cause supported by the church. The opening balance represents gifts made during the preceding December. These gifts are passed on early in the year.

**Tools with a Mission** is a holding fund for funds towards the work of restoring second hand tools to good working order prior to being sent abroad.

**Youth and Children's** is used for all activities (midweek, Sunday and during holidays) organised for our own young people and those in the surrounding community.

**Short Term funds** is used to hold funds which have been donated for specific funds which will be paid straight over to the relevant charity.

**Sinking fund** is a fund set up to put funds aside to replace the boiler, photocopier and flat roof. The funds have been designated by the Trustees.

**CHICHESTER BAPTIST CHURCH**

England & Wales - Charity number 1187869

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# Accounts

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Trustees Annual Report and Financial Statements  
for  
Chichester Baptist Church  
for the period ending 31 December 2020



Contents

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**Charity information**

Charity name Chichester Baptist Church

Registered charity number 1187869

Church address 124 Sherborne Road  
Chichester  
West Sussex  
PO19 3AW

Trustees

Ellen Wild (Chair)	Minister
Roger Hubert	Church Ministry Leader
Andy Morgan	Youth Ministry Leader
Victoria Jones	Children's Ministry Leader
Calvin Hollingworth	Worship Ministry Leader
Heather Cheesman	Treasurer
Chris Hawker	Secretary
Phil Adams	Deacon
Guy Applebee	Deacon
Louise Gilbertson	Deacon
Jo Hawker	Deacon
Tom Snow	Deacon
Debbie Uren	Deacon
Ken Benjamin (resigned 21 September 2020)	Minister

Custodian Trustee The Baptist Union Corporation

### **Structure, Governance and Management**

Chichester Baptist Church is managed by its Trustees acting on behalf of the Church in accordance with decisions reached by the Church Meeting which is convened 6 times a year. (There is also provision for Special Church meetings if required).

The Trustees normally meet monthly and comprise the Senior Minister, Minister, other salaried ministry leaders, Church Secretary & Deacons with the Treasurer attending for financial matters.

The Church Meeting provides an opportunity for all the members to meet for a time of worship, discussion about the direction of the church, its vision & mission, and key decisions about such matters. All members of the Church are encouraged to attend these meetings. Since we were not able to meet in person the church meetings have been held online.

All the Trustees have been briefed on the legal set up of this charity & its constitution and are aware of their obligations and responsibilities through Charity Commission publications. All Trustees have completed and signed Fit and Proper Persons Declarations.

With effect from 11th February 2020 Chichester Baptist Church was registered with the Charity Commission (Registered Charity Number 1187869) as a Charitable Incorporated Organisation (CIO) having substantially the same underlying structure, governance, management, objectives and activities as the existing unincorporated association (Registered Charity Number 1127703). On 1st November 2020 the entire assets and undertakings of Chichester Baptist Church the unincorporated association were transferred to the new CIO. The existing Trustees of the unincorporated association at that date became the first Trustees of the CIO.

### **Objectives and Activities**

The principal purpose of Chichester Baptist Church is 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.

When planning our programmes and activities for the year, and in the context of the overarching aim of the Church which is the advancement of the Christian faith and stated in our mission statement “for people to commit to and become more like Jesus”, the Trustees have considered the Commission’s Guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

In our weekly public worship services, we seek to meet with God, to hear from Him and worship Him. We seek to communicate the truths of the Christian faith in an understandable and relevant way to help people to commit to and become more like Jesus.

In non-pandemic times a large number of activities would usually be held in our buildings throughout the week in addition to the worship services on Sundays. These would include a parent & toddler group, children & teenager groups, youth clubs, courses for people interested in finding out more about Christianity, home groups, bible study for women with young children, lunch club & bible study for older people. Many local people who are not necessarily members or regular worshippers attend a number of these different activities. A key part of our mission is to serve our local community and to demonstrate the love of Jesus to those who do not necessarily worship at the Church. This is demonstrated in practical ways such as the regular lunch club for people who are living alone, and teenage 'drop in' clubs on Friday nights. The Church has an established "Christians Against Poverty" (CAP) office and is meeting and helping people facing debt as part of the national CAP organisation.

The Church supports many Christian charities both locally, nationally & worldwide. Support is given to several individuals who are involved in mission work here in the UK and further afield.

In addition to the wide range of church organised activities and events as identified above, the church buildings would be used in non-pandemic times by a number of outside community organisations who provide services & events which benefit various groups & individuals within our local community.

The Church does not have a formal charging policy for use of the premises but instead groups are invited to make a voluntary donation. In this way, the Church can make best possible use of its buildings to support the local community and provide public benefit.

### **Achievements and Performance**

In the year 2020, the on-going stated aim of the Church to advance the Christian faith in accordance with the Baptist denomination has been followed in a variety of ways some of which have been very different when compared with previous years, almost entirely due to the pandemic and the very different and sometimes challenging circumstances that we have faced.

Our regular Sunday Services are one area where the Christian faith is advanced through worship, teaching, prayer in a variety of different styles.

At the outset of the pandemic in March 2020 when it became clear we were not going to be able to meet in our buildings for some time, we were able to move very quickly to online church services, with a combination of pre-recorded services and live zoom services. For a short period in the early autumn of 2020, we were able to resume meeting in the building but with very restricted numbers and in full compliance with the Covid restrictions as set out in Government guidance and our denomination guidelines. With our online service provision our services have reached others who would not necessarily have either wanted to or been able to attend actual services in the building. In this way we have continued to seek and pray for our online services to reach others and to advance God's kingdom

Almost all of our what we call "Alternative Gatherings" had to stop meeting from March 2020 onwards.

Walk & Talk organise short walks in the locality with the chance to meet new people, enjoy being outside and with the opportunity to hear a short Christian message if they wish to. Walk & Talk resumed briefly in the early Autumn 2020 in a manner that complied with the guidelines as lock down ended but shortly afterwards, had to stop again as the lockdown was re-imposed.

Our Care Home ministry, Cedar Ministry had to stop all their visits from March 2020 onwards and has not been able to resume since then as visits to care homes have been off limits. Some of the Cedar Ministry teams have sought to maintain contacts with the individual homes during the year.

Our Heart for Parklands initiative to reach out to local Parklands' residents who struggle to get out and have told us that they would welcome a friendly chat has continued albeit differently with contact being maintained where requested over the phone or doorstep visits.

With regard to the provision of homeless meals that we had previously been serving on a regular basis on the first Sunday of the month, we have joined forces with other churches in the city to provide meals for homeless people as part of the Heart Initiative. During the early part of 2019 in response to concerns about the growing numbers of homeless and needy people on our streets in Chichester, there was a city-wide church initiative to seek to provide a daily hot meal for homeless people on the streets during the wintertime. The church has continued to support this wider Chichester initiative throughout 2020.

Our other Alternative Gatherings have all had to be put on hold throughout 2020. These are Early Birdies [a round of golf with a chance to talk about some of the bigger issues of life] , SportsPlus [this involves a range of different sports and family activities meeting at Chichester College with a half time team talk where one of the key messages of Christianity is shared] , Common Threads [a time of creative knitting, crochet and needlework alongside the chance to hear a brief personal Christian story] and Mud, Sweat and Gears [a group of mountain bikers who meet early for a ride and to consider the bigger picture with a thought for the day]

All our other regular Church activities and groups that would have physically met on site during the year have either had to move to meeting online or due to the nature of the activity were cancelled. All these groups have as their aim the advancement of the Christian faith, some explicitly, others in lower keyways. All these different groups aim to be good news for the community around the church.

Partly because of the pandemic, many of our smaller groups had a key role to play in maintaining relationships and pastoral support and care for each other, either in person [when that was possible in smaller numbers] or by phone and outside walks etc. Our women's prayer and Bible study group, Wellspring, has continued to meet online as have many of our homegroups. Although our Friday night youth groups were not able to meet due to the restrictions in force and the nature of the activities, our Discipleship Groups regularly met online with over 50 young people actively engaging in these. In addition to more formal groups still meeting and supporting each other, Staff, Trustees, the Pastoral Care Team, and other leaders have sought to maintain personal contact with individual members of the congregation by making regular pastoral calls. Given the size of the congregation, this has been a significant undertaking but one which has been hugely appreciated.

We also had to put on hold our Bosham Village Hall gatherings that had started during 2019 and which had been attracting between 50-70 adults and children from our congregation. We had the sense during 2019 that God was leading us more clearly to establish a more regular sister congregation in Bosham. However, after being able to meet in the Village Hall at the start of 2020, all these plans had to be put on hold from March 2020 onwards as the Village Hall was closed.

The Church continues to have a focus on mission both here in the UK and wider afield. The Church continues to support several people in the congregation who work both here and abroad in Christian mission.

A key initiative for the Church remains our Christians Against Poverty (CAP) centre, based at Chichester Baptist Church. CAP is a national initiative which provides free debt counselling. Nationally thousands of families have been released from the pressure of debt through a combination of advice, financial education, budgeting, and insolvency services. This service is available free of charge. By the end of 2020 since we first opened the office in 2009, we had been referred 454 families living in this area and have been able to help many with more than just their debt challenges. By the end of 2020, some 158 people had become debt free because of this initiative since our local Debt Centre opened. Obviously with the pandemic, the work of CAP has been particularly challenging but notwithstanding that, the work of CAP remains a key compassion ministry for Chichester Baptist Church. It is anticipated that this work will increase significantly in the coming year as the economic impacts of the pandemic are seen more clearly and levels of personal debt increase.

Louise Strajnic was appointed CAP Centre Manager in March 2020. Due to Covid her training was delayed until the summer, but she was able to start taking on Client referrals from September onwards. The service has been able to continue throughout the pandemic using a phone-based appointment system but will look to going back to face to face visits as soon as it is safe to do so.

At the start of 2020, the Church remained heavily involved in supporting prayerfully, financially and providing volunteers for the Chichester Food Bank, Options Pregnancy Advice Service and the Life Centre (City Angels came to an end during the year). Other Churches in Chichester have taken the lead on these initiatives and we have been fully involved in supporting these key initiatives for the City of Chichester that seek in their differing ways to demonstrate the love of Jesus in practical ways. The work of the Chichester Food Bank has increased significantly due to the increased demand because of the pandemic and a number of families in this area becoming reliant on the Food Bank. The Church was also able to support the 2020 Christmas appeal from the Chichester Harbour Rotary to provide clothes, toys, personal hygiene essentials for families being sheltered in temporary accommodation or made homeless because of domestic violence.

At the end of May 2020, our Senior Minister, Rev Ken Benjamin left his role here, initially going on Sabbatical before commencing his new position as Church Relationships Manager at the London Institute of Contemporary Christianity in September 2020.

With the onset of the pandemic in March 2020, this clearly had an impact on the whole process of seeking to appoint a new Team Leader. In September 2020, an advertisement was placed, and informal discussions took place with potential applicants and the Trustees. However, by the end of 2020 no appointment had been made and with the ongoing pandemic and the difficulty of meeting together, the decision was taken to defer any further moves to fill this position until the Spring of 2021 and, in the meantime, to continue to prayerfully seek God's guiding.

Clearly throughout 2020, our church buildings that would normally be used by a range of other community, voluntary and public sector groups who are active and working in the local community have had to remain closed.

As of 11th February 2020, a new CIO was registered with the Charity Commission (registered charity number 1187869) with substantially the same structure, governance, management, objectives, and activities. This provides a more modern charity structure and essentially removes the personal liability of trustees under the old structure. In addition, a CIO is a legal body so can enter into contracts which was not the case previously. The entire assets of the old unincorporated charity were subsequently transferred to the new CIO on 01/11/2020. Throughout this process the Membership were kept informed at our church meetings.

As a result of the pandemic our church meetings have continued throughout 2020 but online. Attendance by members has been higher at these online meetings. Full minutes and records of attendance have been kept at all these meetings.

All the activities described above are supported by volunteers, who give their time to the church. We have not included a value for the time of the volunteers in the financial statements, but the Trustees appreciate all the time and support they give.

In concluding this section, as we have described above and in full compliance with Government advice, our church buildings have remained closed for an extended period during 2020 and services and, where practical, other areas of church life such as our children's work and small groups, have been held remotely using the zoom video conferencing. It is likely that when the church re-opens there will be a need for some adaptations to church operations, at least in the shorter term. Throughout this unusual period throughout 2020 and going forwards into 2021, we will seek to continue to do our best to achieve our objectives for the benefit of our church family, the wider community and God's glory.

## Financial Review

The church's income comes from many individual donors and most donations are made on a regular basis via monthly standing orders or Sunday offerings. This income is, therefore, considered to be reliable and any decline is likely to take place over a period of time, which would allow the issues to be addressed. In addition, our major debtor is the HMRC and this income can be relied upon.

Our reserves policy is to hold at least 2 months core expenditure in the general funds (currently equivalent to £58,500). This is considered to be sufficient as income is unlikely to cease immediately and 2 months gives time to address the issues. The free reserves have been transferred from the new CIO and stand at £183,440.

During the period a surplus of £1,581 was made in the general fund. There has not been a significant reduction to the income even during this difficult year.

The Trustees approved the Trustees' Report above on 27<sup>th</sup> April 2021

Signed on behalf of the Charity's Trustees

*E Wild*

*H Cheesman*

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Rev Ellen Wild  
Minister

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Heather Cheesman  
Treasurer

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

### **ON THE UNAUDITED ACCOUNTS OF**

### **CHICHESTER BAPTIST CHURCH**

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For the purposes of those charity funds on pages 8 to 14 for the period ended 31 December 2020 which require an independent examiner's report, we confirm the following:-

#### **Respective Responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements (under section 145 of the 2011 Act);
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act);
- state whether particular matters have come to my attention.

#### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes considerations of any unusual items or disclosures in the financial statements, and the seeking of explanations from you as 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 financial statements present a "true and fair view" and the report is limited to those matters set out in the statements below.

#### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention

1) which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements:

- to keep accounting records in accordance with s130 of the 2011 Act; and
- to prepare financial statements which agree with the accounting records and to comply with the accounting requirements of the 2011 Act; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

*A Morrison*

**A Morrison FCA  
1 Home Way  
Petersfield  
Hants  
GU31 4EE**

**Date: 26th April 2021**

**Statement of Financial Activities  
For the period ended 31 December 2020**

**Chichester Baptist Church**

	notes	Unrestricted funds	Designated funds	Restricted funds	Period to December 2020 Total £
Incoming resources from generated funds					
Voluntary income	2	52,867	-	11,420	<b>64,287</b>
Investment income	3	1	-	-	<b>1</b>
Income from charitable activities	4	-	-	-	-
Other	5	-	-	-	-
<b>Total income</b>		<b>52,868</b>	<b>-</b>	<b>11,420</b>	<b>64,288</b>
Costs of generating funds					
Charitable activities	6	50,485	-	2,621	<b>53,106</b>
Governance costs	7	802	-	139	<b>941</b>
<b>Total expenditure</b>		<b>51,287</b>	<b>-</b>	<b>2,760</b>	<b>54,047</b>
<b>Income / (expenditure) before transfers</b>		<b>1,581</b>	<b>-</b>	<b>8,660</b>	<b>10,241</b>
Transfers between funds	14	-	-	-	-
<b>Net incoming/(outgoing) resources before other gains/(losses)</b>		<b>1,581</b>	<b>-</b>	<b>8,660</b>	<b>10,241</b>
Gains / (losses) on investment assets		-	-	-	-
<b>Net movement in funds</b>		<b>1,581</b>	<b>-</b>	<b>8,660</b>	<b>10,241</b>
Total funds brought forward		-	-	-	-
Funds Transferred from charity		2,320,486	15,805	10,039	<b>2,346,330</b>
<b>Total funds carried forward</b>		<b>2,322,067</b>	<b>15,805</b>	<b>18,699</b>	<b>2,356,571</b>

**Balance Sheet**  
**As at 31 December 2020**

**Chichester Baptist Church**

		November to December	
	notes	£	£
Tangible fixed assets	<b>10</b>		<u>2,162,664</u>
			2,162,664
<b>Current Assets</b>			
Debtors	<b>11</b>	72,835	
Bank and cash		<u>137,568</u>	
Total current assets		210,403	
<b>Current Liabilities</b>			
Creditors due within one year	<b>12</b>	<u>16,496</u>	
<b>Net current assets</b>			<b>193,907</b>
<b>Creditors</b>			
Amounts falling due after more than one year			-
<b>Total Net Assets</b>			<u><u><b>2,356,571</b></u></u>
<b>Funds</b>			
Unrestricted	<b>14</b>		2,322,067
Designated			15,805
Restricted			<u>18,699</u>
			<u><u><b>2,356,571</b></u></u>

These accounts were approved by the Trustees on 27th April 2021 and signed on their behalf by

*H Cheesman*

Heather Cheesman  
Treasurer/Trustee

*C Hawker*

C Hawker  
Church Secretary/Trustee

The attached notes (1 - 14) form part of this statement.

## 1 Accounting policies

### Basis of preparation

The accounts are prepared on the basis of historic cost (except the church building which is valued at the insured value) in accordance with:

- Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005);
- Accounting Standards, FRS102;
- and the Charities Act 2011.

### Donations

Donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

### Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

### Legacies

Legacies are accounted for when their receipt is certain and can be properly quantified.

### Investment income

Investment income is included in the accounts when receivable.

### Grants payable

The Church makes grants to other organisations whose charitable objects complement its work. They are accounted for in the year in which they are paid.

### Governance costs

This represents direct expenditure on the governance of the church. Most of the management is carried out without charge by volunteers. This intangible cost is not included in the Statements of Financial Activities but is described in the Trustees' annual report.

### Fixed assets

The Church premises are included in the balance sheet at insurance value as per Baptist Union Insurance Company renewal at 29th September 2009. This value is reviewed annually at the year end but is not amended unless there is significant change.

A professional valuation would incur significant cost which would be onerous compared with the additional benefit gained by the use of the accounts.

The Manse premises are stated at cost.

Furniture and Fittings and Computers and Equipment in the church premises are included at cost (less an annual depreciation charge) providing they cost over £1,000.

### Depreciation

Depreciation has not been charged on the Church or Manse premises because, in the opinion of the Trustees, the depreciation charge would be insignificant and not material given the high residual value of the asset.

Depreciation on other fixed assets is calculated to write off the cost on a straight-line basis over their expected useful life, at the following rates:

Furniture and fittings	10%
Computer and equipment	20%

### Investment

Investments are shown at market value.

**2 Voluntary income**

	Unrestricted £	Restricted £	2020 £
Offerings	43,560	9,453	53,013
Tax refunds	8,794	1,967	10,761
Grants received	513	-	513
Legacies	-	-	-
Total	<u>52,867</u>	<u>11,420</u>	<u>64,287</u>

**3 Investment income**

	Unrestricted £	Restricted £	2020 £
Interest	1	-	1
Total	<u>1</u>	<u>-</u>	<u>1</u>

**4 Incoming resources from charitable activities**

	Unrestricted £	Restricted £	2020 £
Income from rooms	-	-	-
Church events	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>

**5 Other incoming resources**

	Unrestricted £	Restricted £	2020 £
Other	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>

**6 Charitable activities**

	Unrestricted £	Restricted £	2020 £
Ministry	39,230	939	40,169
Mission	7,513	1,682	9,195
Establishment	3,742	-	3,742
Total	<u>50,485</u>	<u>2,621</u>	<u>53,106</u>

**7 Governance costs**

	Unrestricted £	Restricted £	2020 £
Independent Examination costs	-	-	-
Bank charges	22	139	161
Professional fees	780	-	780
Total	<u>802</u>	<u>139</u>	<u>941</u>

**8 Grants payable**

	Unrestricted £	Restricted £	2020 £
BUGB Home Mission	458	292	750
BMS World Mission	990	450	1,440
Other Mission Organisations/ Care	2,364	950	3,314
<b>Total</b>	<b>3,812</b>	<b>1,692</b>	<b>5,504</b>

**9 Staff costs and Trustees expenses**

	2020 £
Salaries	29,948
Social security costs	2,320
Pension costs	3,071
<b>Total</b>	<b>35,339</b>

The average number of employees during the year was 9

No employee received emoluments in excess of £60,000 during the year.

Two trustees, who are also employees, lived in housing wholly or partly owned by the church.

No sums were reimbursed to the Trustees for their work as Trustees.

The Church pays pension contributions for its Ministers to the Baptist Pension Scheme, which is an occupational defined contribution scheme and is not contracted out of the State Second Pension. The scheme is a multi employer scheme and it is not possible to identify the assets and liabilities of the scheme which are attributable to the Church. In accordance with FRS17 therefore, the scheme is accounted for as a defined contribution scheme.

The church has also paid into stakeholder pension plans for three other employees.

**10 Tangible fixed assets**

	Church Premises	Manses	Furniture and fittings	Computers and equipment	Total
<b>Cost</b>					
Transferred into CIO	1,912,106	247,753	100,329	7,247	2,267,435
Additions	-	-	-	-	-
Carried forward	1,912,106	247,753	100,329	7,247	2,267,435
<b>Depreciation</b>					
Transferred into CIO	-	-	97,524	7,247	104,771
Charge in the year	-	-	-	-	-
Elimination in the year	-	-	-	-	-
Carried forward	-	-	97,524	7,247	104,771
<b>Net Book Value</b>					
<b>At 31 December 2020</b>	<b>1,912,106</b>	<b>247,753</b>	<b>2,805</b>	<b>-</b>	<b>2,162,664</b>

All the fixed assets are used for direct charitable purposes.

**11 Debtors**

	2020
	£
Accrued income	70,845
Prepayments and other debtors	1,990
Total	<u>72,835</u>

**12 Creditors due within one year**

	2020
	£
Other creditors	3,958
Accruals	12,423
Deferred income	115
Total	<u>16,496</u>

**13 Analysis of net assets**

	Fixed Assets	Current Assets	Total
	£	£	£
Restricted funds	-	18,699	18,699
Designated funds	-	15,805	15,805
Unrestricted funds	2,162,664	159,403	2,322,067
	<u>2,162,664</u>	<u>193,907</u>	<u>2,356,571</u>

14 Funds	Fund balances transferred from old charity	Incoming resources	Outgoing resources	Transfers	Fund balances carried forward
<b>Unrestricted</b>					
General fund	2,320,486	52,868	(51,287)	-	2,322,067
<b>Designated</b>					
Sinking fund	15,805	-	-	-	15,805
<b>Restricted</b>					
BMS Donations	-	440	(440)	-	-
Care	3,500	1,260	(950)	-	3,810
Disasters	3,713	10	-	-	3,723
Home Mission	-	292	(292)	-	-
Noise Project	-	-	-	-	-
Tree appeal	-	9,418	(126)	-	9,292
Tools with a Mission	37	-	-	-	37
Youth and Children's	2,343	-	(952)	-	1,391
Short term funds	446	-	-	-	446
	<b>2,346,330</b>	<b>64,288</b>	<b>(54,047)</b>	<b>-</b>	<b>2,356,571</b>

**Unrestricted Funds:**

The Unrestricted Funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

**Designated and Restricted funds**

**BMS Donations** is a holding fund for gifts made to BMS World Mission - these are forwarded regularly.

**CAP** fund holds donations made for our Christians Against Poverty (Debt Counselling) work in the community.

**Care** is a fund for donations made to meeting urgent social needs of those in the local area.

**Disaster** fund holds donations made for immediate response to emergency appeals following international disasters.

**Home Mission** is a holding fund for gifts made to Home Mission - these are forwarded regularly.

**Noise** is a fund set up for the work on the Parklands Estate during the mission week.

**Tree Appeal** holds donations made each Christmas to the particular cause supported by the church. The opening balance represents gifts made during the preceding December. These gifts are passed on early in the year.

**Tools with a Mission** is a holding fund for funds towards the work of restoring second hand tools to good working order prior to being sent to abroad.

**Youth and Children's** is used for all activities (midweek, Sunday and during holidays) organised for our own young people and those in the surrounding community.

**Short Term funds** is used to hold funds which have been donated for specific funds (such as the Christmas offering and carol service offering) which will be paid straight over to the relevant charity.

**Sinking fund** is a fund set up to put funds aside to replace the boiler and photocopier. The funds have been designated by the Trustees.