

# 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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Rev Ellen Wild  
Team Leader and Chair of Trustees

T. Snow

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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			2023	
		Unrestricted	Designated	Restricted	Total	Total
		£	£	£	£	£
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>	13		
Unrestricted		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	323,182	323,237
Mission	56,459	109	43,335	99,903	101,648
Establishment	65,498	701	-	66,199	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	-	-	580	418
Bank Charges	263	-	181	444	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

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	£	£	£	£	£
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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>	2,337,306	488,275	(407,178)	(2,197,970)	220,433
<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>	47,321	-	(810)	2,192,761	2,239,272
<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>	32,118	78,223	(82,321)	5,209	33,229
<b>Total Funds</b>	2,416,745	566,498	(490,309)	-	2,492,934



**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.