



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 28<sup>th</sup> February 2022 To 31<sup>st</sup> December 2022**

**Charity name: Cheriton Baptist Church**

**Charity registration number:1198088**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The principal purpose of the 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.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Cheriton Baptist Church (CBC) continues to meet the spiritual and practical needs of the community. The following summary of our main activities demonstrates that we are carrying-out charitable purposes for the public benefit whilst having due regard to the Charity Commission's public benefit guidance :-</p> <ul style="list-style-type: none"><li>• <b>Nepali Community:</b> The Nepalese-speaking service is held at CBC on Sunday afternoons. CBC and the Nepali Emmanuel church also work together on a variety of activities.</li><li>• <b>Community Partnerships:</b> CBC works with a number of local community groups including:<ul style="list-style-type: none"><li>i). Churches Together Folkestone, to organise events including Easter and Christmas events in Folkestone precinct;</li><li>ii). The Rainbow Centre, providing volunteers for the Winter Shelter, and donating to Food Bank</li><li>iii). Shepway District Council – praying for the councillors and their families in the local council chambers,</li></ul></li></ul>

		<p>supporting local events such as the Christmas light switch on and the Cheriton Light Festival;</p> <p>iv). Kent Police, Shepway District Council, The Shepway Community Safety Unit, and Folkestone Area Partnership Against Crime through the Urban Pastors Project</p> <p>v.) Local schools - by running school assemblies - both in schools and in the church, supporting management staff and teachers in some local schools.</p> <ul style="list-style-type: none"> <li>• Hosting The Community: Local Community Meetings; Cocaine Anonymous; Community Network; Pro-Active Development;</li> <li>• Community Training Hub: CBC delivers a variety of courses, some 'in house' and others in association with other groups.</li> <li>• Church Staff: CBC has a team of four, full and part time staff members and approximately thirty volunteers.</li> </ul> <p>Quested Gallery: this year we have launched the Gallery to encourage local creative people to display their work including running creative workshops for the community</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have full regard to the guidance issued regarding public benefit of the charity Cheriton Baptist Church.

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/a
Policy on social investment including program related investment	Para 1.38	N/a
Contribution made by	Para 1.38	The church would not function without the amazing contribution of our volunteers.

volunteers		The tasks they carry-out include teaching/preaching; musicians, sound & media, welcoming, cooking, serving food, cleaning, gardening, building maintenance and putting-out/stacking chairs
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Cheriton Baptist Church continues to work with and support other charities, especially in SE Asia. Along with members of the church who are currently "serving" in other countries e.g. South Africa &amp; South Sudan.</p> <p>The Hub Coffee Bar: is open on Thursday mornings and continues to be a popular place for people to meet up with old friends and others come to make new ones in a relaxed friendly atmosphere. It is well attended by both people from CBC and the local community.</p> <p>Work with children and youth. CBC provides a diverse set of activities &amp; programmes designed for each age group across the spectrum of 0 - 21yrs. We have a team of approximately 20 volunteers from different backgrounds and skill sets, who cater for the various needs of children and young people.</p> <p>Urban Pastors: CBC co-ordinates the Urban Pastors' team, comprising volunteers from a number of churches across Folkestone, in partnership with Shepway District Council's Community Safety Unit. The aim of Urban Pastors is to head onto the streets of our community and engage with the public - to be a friendly face, to be willing to pray for people, and to help combat the issue of Anti-Social behaviour. We currently have 2 teams running in the Cheriton and Harbour areas of Folkestone. We work closely with the local Council and local Police, to help to make the streets a safe place for all.</p>

		<p>Music &amp; Worship: We have a team of volunteer musicians made up from members of CBC. As a team they cover all aspects of worship in the church. As well as community events and other town wide events.</p> <p>Media: the media team facilitate the sound and media requirements of the church. Members of the media team also help with producing promotional videos. We have a small team who look after the church website and social media requirements. Since January this year we have been “livestreaming” our Sunday morning service via our YouTube channel.</p> <p>Stewarding/Welcoming Team: is mainly responsible for welcoming the congregation and visitors into the church, including the provision of requested information on activities and helping visitors feel at home. The team is responsible for the setup of the church for varying activities and also act as Fire Marshals during the services.</p>
--	--	--

### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Accounts included
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>Our aim is to retain a minimum reserve of three months running costs to enable the charity to be prepared for the following potential eventualities:</p> <p>a) The risk of unforeseen emergency or other unexpected need for funds, e.g. an unexpected large repair bill or finding 'seed-funding' for an urgent project.</p> <p>b) An unexpected drop in the Offering and/or Tithes.</p> <p>c) A source of income, e.g. a grant, not being renewed. Funds might be needed to give the trustees time to take action if income falls below expectations.</p> <p>d) Planned commitments, or designations, that cannot be met by future income alone, e.g. plans for a major asset purchase or to a significant project that requires the charity to provide 'matched funding'.</p> <p>e) The need to fund short-term deficits in a cash budget, e.g. money may need to be spent before a funding grant is received.</p>
Amount of reserves held	Para 1.22	Accounts included
Reasons for holding zero reserves	Para 1.22	N/a
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	

A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	C.I.O.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are selected by the existing trustees and affirmed by the membership.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Cheriton Baptist Church
Other name the charity uses	n/a
Registered charity number	1198088

Charity's principal address	Quested Rd, Cheriton, Folkestone CT19 4BY



## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	David John Barker	Minister		
2	Matthew Andrew Robb			
3	Graham Smerdon	Chairman of Trustees		
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

## Corporate trustees - names of the directors at the date the report was approved

Director name		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	


## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/a

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

--

### Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

### Other optional information

--

## Declarations

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

Signed on behalf of the charity's trustees

**Signature(s)**

*G. Smerdon*

**Full name(s)**

Graham Smerdon

**Position (eg  
Secretary, Chair, etc)**

Chairman

**Date**

4<sup>th</sup> July 2023



CHERITON BAPTIST CHURCH

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31ST DECEMBER 2022

INCOMING RESOURCES

	Funds	
	General	Restricted
	£	£
Voluntary Income	67,992	
Offering	11,392	
Gift Aid		9,000
UP		3,516
Donations	1,310	
Miscellaneous	120	
Hub Café	2,204	
Youth		0
Events	830	
Hire	2,995	
Bank Interest	75	
<b>Total Income</b>	<b>86,918</b>	<b>12,516</b>

CASH FLOW STATEMENT

	Sanctander	San savings	Petty Cash	Hub float	Total
	£	£	£	£	£
Balance b/f	17,762	75,717	500	179	94,158
Amount In	98,474	75	825	2,802	102,176
Transfer	-270		270		0
Transfer	5,762	-5,762			
Banked Out	-112,792	-1,322	-2,919		-117,033
<b>Total</b>	<b>8,936</b>	<b>70,030</b>	<b>273</b>	<b>62</b>	<b>79,301</b>

FUND STATEMENT

	General	Urban Pastors	Restricted Other Fund	Emergency Fund	Total
Balance b/f	79,424	8,894	1,238	4,405	93,961
Income	86,918	9,000	3,516		99,434
Expenditure	-102,198	-7,196	-3,516	-1,184	-114,094
	64,143	10,698	1,238	3,222	79,301
Add: Assets	21,562				21,562
Depreciation	-5,391				-5,391
<b>Total</b>	<b>80,314</b>	<b>10,698</b>	<b>1,238</b>	<b>3,222</b>	<b>95,472</b>

RESOURCES EXPENDED

Charitable Activities	5,627	1,529	7,156
Mission		1,184	1,184
Emergency Fund		1,987	1,987
Iranian Reunion		4,200	31,022
Personnel	26,822		2,001
Training	2,001		5,541
Office Supplies	5,541		6,050
Equipment, media	6,050		10,959
Manse rent and utilities	10,959		9,450
Church utilities	9,450		1,775
Licences & Subs	1,775		4,530
Repairs & Maintenance	4,530		1,066
Cleaning	1,066		4,871
Insurances	4,871		2,996
Urban Pastors		2,996	558
Youth & Children's Work	558		3,766
Fellowship, worship	3,766		327
Miscellaneous	327		1,088
Outreach	1,088		0
undraising trading costs			905
Hub Café	905		1,350
Meeting Point, toddler group			3,012
Events	1,350		12,500
Equipment - New boiler	3,012		0
VAN	12,500		0
Governance costs			0
Independent Examiner			0
<b>Total Resources Expended</b>	<b>102,198</b>	<b>11,895</b>	<b>114,093</b>
Net Resources c/d	-15,281	621	-14,660
Assets (7	21,562	0	21,562
Depreciation	-5,391	0	-5,391
	890	621	1,511
Cash balance b/f	79,424	14,537	93,961
cash balance c/f	80,314	15,158	95,472

NOTES

1	General Offering comprises:-	
5	Recorded Offering	67,423
2	Loose Offering, lump sums	569
6		67,992
	Gift Aid Tax Refund	11,392
7	Donations includes £1250 for Joe in SA, ELMA 476	
2	Iranian Reunion £1735	
3	£700 utility bill, £127 King Legacy, £538 others	
4	Events: £536 Summer Camp & £294 Kids	
5	Hire was largely £1361 from CA group, £713 from Emmanuel, KCC £82.5	
6	£168.40 from Kitchen and £145 from United Response, hire donation £525	
7	Mission spending comprises Joel Thorman £2680 (£1430 from church, £1250 from his parents )	
8	Prathap £1650, Elam £476, JMHA £2350,	
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
31		
32		
33		
34		
35		
36		
37		
38		
39		
40		
41		
42		
43		
44		
45		
46		
47		
48		
49		
50		
51		
52		
53		
54		
55		
56		
57		
58		
59		
60		
61		
62		
63		
64		
65		
66		
67		
68		
69		
70		
71		
72		
73		
74		
75		
76		
77		
78		
79		
80		
81		
82		
83		
84		
85		
86		
87		
88		
89		
90		
91		
92		
93		
94		
95		
96		
97		
98		
99		
100		



**Cheriton Baptist Church**  
**Registered Charity No. 1132606**

**Independent Examiner's Report to the trustees / members of Cheriton Baptist Church, Cheriton, Kent. Year ended 31 December 2022**

I report on the accounts for the year ended 31<sup>st</sup> December 2022 which are set out in the attached report. The accounts were prepared by the Treasurer, Lan Lan Comerford

**Respective responsibilities of trustees and examiner.**

The Charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed. It is my responsibility to:

- Examine the accounts (under section 43 of the Act)
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act), and
- To state whether particular matters have come to my attention.

**Basis of independent examiner's report.**

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items of or disclosures in the accounts and seeking 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 accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement.**

In the course of my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in, any material respect, the requirements:
  - To keep accounting records in accordance with section 41 of the Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act; have not been met; or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Examiner: Philip Goodwin  
Qualified by experience.  
Retired Bank Manager, NatWest Bank, 30 years.  
Former School Director of Finance, 10 years  
08 May 2023

