

Ebbsfleet Baptist Church

Trustees Annual Report and Accounts

Year Ended 31st December 2023



Wyatt & Co

Chartered Accountants
125 Main Street, Garforth
Leeds
LS25 1AF

Ebbfleet Baptist Church

Year Ended 31st December 2023

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Ebbsfleet Baptist Church

Year Ended 31st December 2023

Legal and Administrative Information

Reference

The Charity is called Ebbsfleet Baptist Church. The Church is registered with the Charity Commission for England and Wales and was registered as a CIO on the 16th of May 2022.

Registered Charity Number 1198975

Registered Office 3 Embleton Lane,
Castle Hill,
Swanscombe
Kent
DA10 1BX

Website www.ebbsfleetbaptistchurch.org.uk

Trustees	Rev Penny Marsh	Chair
	Hannah Horton	
	Paul Buckley	
	Stephanie Wright	Resigned 17th June 2024
	Kimberley Lightfoot	Appointed 24th June 2024

Primary Bankers Metro Bank
One Southampton Row
London
WC1B 5HA

Independent Examiner Nigel Wyatt BSC FCA
Wyatt & Co Chartered Accountants
125 Main Street
Garforth
Leeds
LS25 1AF

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Trustees Annual Report

Objectives and Activities

The main objective of the charity is the advancement of the Christian faith according to the principles of the Baptist denomination.

During 2023, we have done this through a variety of activities.

Each Sunday we have held public meetings in the community centre. These have included some physical activities (a health walk and running group), a session for children and their parents/ carers, a buffet breakfast and further talks, and acts of Christian worship.

In addition to this, we have continued to lead a weekly coffee morning drop in for those at home during the week. Most of those attending have babies or pre-school children and it has proved to be a helpful connecting place.

The couch to 5km running group ran from January to April 2023, alongside the existing running group. We had 20 graduates, who are still connecting with one another via a WhatsApp group. The group has been renamed Ebbsfleet Community Runners with fresh logo, publicity and T shirts.

We have continued to work with the owner of the Blue Bean Coffee shop. Meet Up Monday has continued to meet weekly at the coffee shop. We also ran 6 coffee shop craft days for families.

In the autumn we supported a local resident in setting up a community choir. This informal choir, now called Ebbsfleet Voices, rehearsed carols and Christmas songs to perform at local Christmas events.

We have continued to invite the community to celebrate the major Christian festivals; this year we held an Easter Egg trail, with all-age activities. At Christmas we held 4 pop up community carol events in different parts of Ebbsfleet, presenting a pre-recorded service using a van with LED screens and PA. We had a stall at the Ebbsfleet Christmas market and gave away knitted crowns. The engagement with these activities has increased on previous years and have helped us to contribute to community development, whilst also sharing the Christian Faith.

Public Benefit Statement

In considering the activities, the Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Achievements and Performance

We are pleased to say that the number of families with young children regularly attending our weekly Sunday programme increased significantly during the year, from an average of 14 children per week to over 20 per week attending with at least one adult. 24 children took part in recording a nativity play for the pop-up carol events.

On Christmas eve we had an encouraging attendance of around 100 at the family Christingle service. We estimate that between 400 – 500 adults and children attended the community events that we held during 2023.

The weekly coffee morning continues to see numerical growth – towards the end of 2023, over 60 adults and children were benefitting from this activity each week.

The couch to 5km running course had 20 people attending regularly and has resulted in forming a regular running group in the area, meeting on Sunday mornings and Thursday evenings.

In October we held our first 'Light Party' as alternative to Halloween for young children. 54 children and 35 adults attended this.

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During the year we have had 23 people volunteer with us in various capacities. We estimate that this is equivalent to around 1,420 volunteer hours. This volunteering included regular weekly activities such as setting up, leading walk and run groups, children's work, administration and IT support, leading the coffee morning. It also includes stewarding at our community events.

Financial Review

Ebbsfleet Baptist church received a transfer of funds from the South Eastern Baptist Association in February 2023, which allowed us to start our charitable activities. £11,405 of this is reserved for community outreach.

During the year ending 31st December 2023 the church received an income of £105,457. This has included gifts from:

- Tonbridge Baptist Church - £10,000
- Emmanuel Baptist Church, Gravesend - £2,673
- Bessels Green Baptist Church – £1,481
- Giving from individuals throughout the year - £24,145

And Grants from

- Ebbsfleet Garden City Development Corporation and Ebbsfleet Garden City Trust, for Easter (£180) and Christmas events (£496.20)
- Kent County Council £500 for Christmas events
- And Sout East Baptist Association for Youth work (£155)

During the year the church spent £45,871 on its charitable activities. At the end of the year the church held £59,586, of which £11,666 are held as restricted funds.

Reserves Policy

With Guidance from the Baptist Union, Ebbsfleet Baptist Church aim to keep at least 3 month reserve of the Ministers salary.

At the end of the year the church held £47,920 unrestricted funds in reserve. This is higher than the targeted reserve, but will enable the church to carry out its charitable purposes in the future.

Structure, Governance and Management

As established in the Church Constitution, the Board of Trustees is composed of:

- 2 church members who have been elected to be on the church leadership team.
- The Church Treasurer
- The Minister

The Trustees have met 6 times throughout the year to manage the affairs of the Charity, both in their role as trustees as well as leaders of the Church.

We held 5 church member's meetings during the year which included an annual general meeting held on Sunday 29th October, (the AGM was open to anyone connected through any of our activities)

Ebbfleet Baptist Church

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Trustees Annual Report

Trustees' Responsibilities

Ebbfleet Baptist Church financial statements have been prepared on a cash basis when receipts and payments take place through the bank account.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Rev Penny Marsh

Name of Trustee

.....



Signed on Behalf of the Trustees

.....

15/10/2024

Date of Approval

.....

Ebbsfleet Baptist Church

Year Ended 31st December 2023

Independent Examiners Report

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

Responsibilities and Basis of Report

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

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

Independent Examiner's Statement

I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Nigel Wyatt BSC FCA
Independent Examiner
125 Main Street
Garforth
Leeds
LS25 1AF

Date: 16/10/2024

Ebbfleet Baptist Church

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Statement of Receipts and Payments

			2023	
	Note	Unrestricted Funds	Restricted Funds	Total Funds
		£	£	£
Receipts				
Donations and legacies	2	92,721	12,736	105,457
Total Receipts		92,721	12,736	105,457
Payments				
Payments on charitable activities	3	44,801	1,070	45,871
Total Payments		44,801	1,070	45,871
Net Receipts / (Payments)		47,920	11,666	59,586
Net Movement in Funds (Cash)				
Total funds (cash) brought forward		-	-	-
Transfers		-	-	-
Total Funds (Cash) Carried Forward	8	47,920	11,666	59,586
Represented by				
General (unrestricted)		47,920	-	47,920
Restricted funds		-	11,666	11,666
Total Funds Carried Forward		47,920	11,666	59,586

Ebbfleet Baptist Church

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Statement of Assets and Liabilities

As the accounts are prepared on a cash basis there is no formal Balance Sheet or Statement of Financial Position. Instead, a statement of assets and liabilities is outlined giving an indication of the charity's assets at the year end.

The fixed asset value stated below is based on the church's insurance cover during the year.

	2023
	£
Current Assets	
Cash at bank and petty cash	59,586
	59,586

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Notes to the Financial Statements

Basis of Preparation

The financial statements have been prepared on a cash basis when receipts and payments take place through the bank account or petty cash.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Fund Accounting

Unrestricted funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the term of specific appeal, often known as a 'special offering' in the church.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Incoming Resources

All incoming resources are recognised once the charity has entitlement to the resources and the money has been paid.

Resources Expended

Expenditure is recognised on a cash basis when payments have been made through the bank account or by petty cash.

Taxation

The charity is exempt from tax on its charitable activities.

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Notes to the Financial Statements

2 Analysis of Receipts

	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
Donations and Legacies				
Donations and offerings	43,535	-	43,535	-
Gift aid	-	-	-	-
Grants	-	1,331	1,331	-
	<u>43,535</u>	<u>1,331</u>	<u>44,866</u>	<u>-</u>
Transfer of charitable activities				
Transfer of funds from SEBA	48,811	11,405	60,216	-
				-
Other Income				
Other income	121	-	121	-
Investments				
Interest	254	-	254	-
				-
Total Receipts	<u>92,721</u>	<u>12,736</u>	<u>105,457</u>	<u>-</u>

In February and April 2023 The South Eastern Baptist Association transferred a total of £48,811 to Ebbfleet Baptist Church, to start their charitable activity.

3 Payments on Charitable Activities

	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
Charitable Activities				
Administration	729	-	729	-
Building costs	13,148	-	13,148	-
Church Life	2,174	-	2,174	-
Communications	158	-	158	-
Events	2,708	1,070	3,778	-
Staff costs	328	-	328	-
Staff Salaries	25,076	-	25,076	-
Training	480	-	480	-
	<u>44,801</u>	<u>1,070</u>	<u>45,871</u>	<u>-</u>

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Notes to the Financial Statements

4 Volunteers

The church benefits greatly from the voluntary contributions of time and money from its regular attendees. Please refer to the trustee's report for further details about volunteer contributions to the organisation.

5 Independent Examination Fees

Fees payable to the independent examiner for	2023
	£
Independent examination and preparation of the financial statements	720

6 Staff Costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2023	2022
	£	£
Wages and salaries	25,076	-
	<u>25,076</u>	<u>-</u>

7 Trustee Remuneration and Expenses

During the year, Rev Penny Marsh received remuneration of gross pay £25,073, and provision of manse accommodation to the value of £7,292. This was received for Rev Marsh's role as a Minister and was not for her role as Trustee.

During the year, 3 trustees incurred out-of-pocket expenses totaling £4,901. All expenditure were incurred for the day-to-day running of the church.

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Notes to the Financial Statements

8 Analysis of Charitable Funds

	1st Jan 2023	Receipts	Payments	Transfers	31st Dec 2023
	£	£	£	£	£
Unrestricted Funds					
General	-	92,721	(44,801)	-	47,920
Total Unrestricted	-	92,721	(44,801)	-	47,920
Restricted Funds					
Christmas Grants	-	996	(890)	-	106
Coronation Grants	-	180	(180)	-	-
Community Outreach	-	11,405	-	-	11,405
Youth	-	155	-	-	155
Total Restricted	-	12,736	(1,070)	-	11,666
Total	-	105,457	(45,871)	-	59,586

Fund Descriptions

Restricted Funds

Christmas Grants	Grants donated for Christmas 2023 events.
Coronation Grants	Funds donated to cover the cost of renting a portalo for a community picnic.
Community Outreach	Funds held by South Eastern Baptist Association (SEBA) and passed on to Ebbsfleet Baptist Church for the purpose of community outreach.
Youth	Funds raised by South Eastern Baptist Association (SEBA) and passed on to Ebbsfleet Baptist Church for the purpose of young people's work in the local area.

9 Related Party Transactions

During the year, Ebbsfleet Baptist Church received two grants totaling £676 from Ebbsfleet Garden City Trust. Rev Penny Marsh is a trustee in common with Ebbsfleet Garden City Trust (charity number 1201387).