

Sketty Community Church

Trustee Annual Report and Accounts

for the period ended 31st March 2024

Charity Number: 234876

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Trustees' Annual Report

Objectives and Activities

The charity exists to advance the Christian faith in Swansea and the surrounding area and in other parts of the UK and the world as the trustees think fit. Also, it will fulfil other purposes which are exclusively charitable according to the laws of England and Wales and are connected with the charitable work of the trust.

To bring relief to any persons who are in need due to hardship or other circumstances and relieve any distress caused by those circumstances as the trustees see fit.

Sketty Baptist Church was founded in the year 1912 and the church building was opened on its present site in Carnglas Road in 1913. From the time of its founding the church had a constitution but the whereabouts of the original document is unknown. A new constitution was accepted as the Constitution of Sketty Baptist Church by the Church Members at the Church Members' Meeting on 19th November 2013 and superseded any previous Constitution and/or Statement of Faith.

At a Special Members Meeting on 3rd June 2018 the Church Members approved a change of name for the church from Sketty Baptist Church to Sketty Community Baptist Church – following a merger with another church in Swansea, namely Woodlands Church – but on the understanding that the church is to be known as Sketty Community Church.

Sketty Community Church is a member of the Baptist Union of Great Britain family, and more specifically the South Wales Baptist Association. The church is a member of the Evangelical Alliance.

Structure, Management and Governance

The charity is governed by a declaration of Trust dated 9th April 2019.

The charity is managed by trustees who are appointed by the church leadership and members. The trustees who served during the year and up to the date of this report are set out below.

The trustees who served during this financial period are:

Marilyn O'Connell
Pamela Dacey (resigned 13.8.24)
Paul Mort
Karen Jones

Achievement and Activities Report

The following activities of the church were led, managed and supported by members of the church. In all there are approximately 40 volunteers who have freely given their time to enable the church to undertake its community focussed activities.

No volunteers received any remuneration for the work they have undertaken.

When major events were being put on (such as the Coronation event), more than 50 volunteered their time and energy.

April

PT funeral
BW funeral
PAT testing undertaken by RS

May

Coronation Party: This was a free event for the community and involved refreshments and cakes (in abundance) and included musical contributions from church members, The Rockettes (a ukulele band) and Mal Pope. Close to 300 attended during the course of the afternoon.

Commenced services at Penybryn House. This is a local nursing home. A small group from the church take a short service, usually on the last Thursday of each month. Some of us are also able to take communion with one of the residents who is bed bound.

June

CJ funeral

August

Start of kitchen refurbishment: major works began to convert the kitchen and church office into a large modern kitchen which would meet hygiene standards for community ventures in particular. The total cost was in the region of £50k, the bulk of which came from existing funds which had been made up of contributions from church members. A donation of £5k was received from the G P Janes Fund (for West Baptist Churches).

Café Church each Sunday of the month: Instead of regular church services, following the traditional format we were used to, we held our services in the Hall, in groups with plentiful supplies of tea and coffee. We sang, took part in quizzes, prayed for different groups of folks and had a short message. Communion used the leftovers of bacon/sausage baps!

Belvoir eventually take on Manse: the trustees decided that it was time to approach a local Estate Agent to take on the management of the church Manse. Belvoir prices were the most competitive and so a contract was entered into with them.

September

New railing banner: a new banner was supplied by GPS Design and Print, who are neighbours to the church.

October

Sorted out postcode – 9BP! After much searching and questioning, the definitive reply eventually came back from the Post Office. (However, numerous utility companies fail to recognise it and insist on using 9BN.)

MacMillan Coffee Morning

Started CIO discussions: currently the church is governed by an unincorporated trust deed. In order to maximise protection for the trustees and allow for them to potentially explore staffing and business opportunities more readily, they began to explore the CIO route with materials prepared by the Baptist Union of Great Britain and their solicitors Anthony Collins.

Kitchen finished – see August comment

November

Started thinking about Asst Pastor: the current Pastor had previously mentioned that there was a time approaching when there was a need to pass on the responsibility to a younger person.

Half-Yearly meeting: the church supported the idea of exploring the possibility of employing a Community Worker.

Remembrance Sunday: as in the past, small crosses were placed on the grassed area at the front of the church and a short open-air service was held at 11am.

December

DR funeral

Hall painted: following the kitchen refurbishment, one of the walls was painted

Sketty School/Christmas Tree: as is becoming a tradition, Sketty School were invited to bring their choir to the turning on of the lights of the Christmas tree. Including pupils, staff, family and friends, approximately 80 folks attended and enjoyed the lights and free hot chocolate with refreshments.

Hall used as Polling Station

Christmas and Carol services: we did attempt to go into the community to sing carols but were sadly prevented by adverse weather. However, the Christmas Eve 'sing around the Christmas tree' event, although rained off and had to be held in the Hall, did attract a number of young families from the road and outnumbered church folk.

January

Coffee Morning Plus (through to March) – Swansea City Council funding supported this venture through the Warm Spaces fund. This was, again, not particularly well attended by those in the community, although it did introduce us to one person who subsequently attended church on a regular basis.

Deacons started planning in earnest for Asst Pastor: it became apparent through a number of conversations and discussions had with church members and others from local churches, that Jordan Manley needed to be considered for this post. The idea of a Community Worker did not gain much traction, but the office of an Assistant Pastor to work alongside the current Pastor, learning about the church and developing the skills and understanding necessary to lead a church, seemed to be a far more productive alternative: allowing the Pastor to prepare for a retirement whilst allowing a new assistant to become more acquainted with the church until the time came to assume greater responsibilities.

The necessary documentation for terms of employment, job descriptions and allowing the Manse to be occupied by a church worker were accessed on the BUGB website and proved to be extremely helpful.

The existing tenants of the Manse were given an indication that it was likely that the church would be requiring the Manse for a future employee in the not-too-distant future.

Started planning Bereavement Journey: this is a six-week course, with an optional seventh faith based session, which seeks to support those who are struggling with the after effects of a bereavement. The course came highly recommended through a contact in a Cardiff church, and the course details were read by a church member who had been a bereavement counsellor for the NHS and gave the materials their support.

February

Started services at Hawthorne Court: this is a care home close to the church. The same style/format of service to be used as at Penybryn.

Fire extinguishers tested.

March

Community Cawl

Special Church Meeting to decide on Assistant Pastor: the church unanimously supported the officer of the position of Assistant Pastor and use of the church Manse to Jordan Manley – who accepted! Jordan and the church agreed that an appropriate start date for this post would be 1st September 2024.

The Manse tenants were officially notified of the church's intention to take back the Manse for use by its new church worker. Belvoir were directed to notify the family and their termination of contract was identified as 11th September 2024.

Baptism! On Easter Sunday, it was a great pleasure to open the baptistry for its first baptism in 12 years.

Church Members

At the end of March 2024, there were 63 members registered.

Community Engagement

Throughout the year, the Hall was used for the following church led activities: Toddlers, Man Shed*, Forget Me Not, Friendship Group.

(*The Man Shed was in receipt of a grant made available by Swansea City Council.)

The Hall was also hired out by: Pilates and exercise classes, a Fibromyalgia support group, Excelsior Choir, child's dance classes, South Wales Industrial Archaeology group, birthday parties, group building sessions for young adults with learning difficulties, Slimmer's World, residents' meetings.

Safeguarding

Julie Rees remains our designated Safeguarding Officer.

No matters to report.

Health and Safety

PAT carried out and fire safety equipment checked.

No accidents or causes for concern reported by members or Hall users group.

Policies

During the year, the church held the following policies:

Safeguarding
Complaints Policy and Procedures
Data Protection
Lettings
Lone Working
Health and Safety
Pastoral Care
Equal Opportunities

Church members are informed when a review of these documents is undertaken.

Assets

The church held a current account with Barclays Bank.

A reserves statement began to be formulated but had not yet been adopted.

Church Manse: 46 Llwynmawr Close, Sketty, Swansea, SA2 9HD. When not required by the church to house a church worker, it is rented on the open market.

Paul Mort was initially registered with RentSmart Wales as a representative of the trustees, before being taken on by Belvoir (see August report above).

This report was compiled by the Minister (and Trustee).

Finance

See accounts prepared by Martin.

Church Officers/Leadership Team.

Pam Dacey has stepped down as a trustee. The date of her resignation falls into the next financial year (2024/25). Remaining trustees from 2024/2025 onwards will be Marilyn O'Connell, Karen Jones and Paul Mort (Minister)

Martin Jones continues to act as Treasurer.

*See CIO below

Financial Review

Policy on reserves

The Charity's policy is to keep a minimum in general funds to run the organisation for 3 months.

Statement of Trustees Responsibilities

The trustees are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

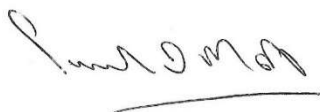
Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards & statements of recommended practice have been followed subject to any departures, disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. Trustees 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.

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

On behalf of the board



Signed:.....Trustee

Print Name: Paul D Mort

Date: 16th October 2024

Independent Examiner's Report to the Trustees of Sketty Community Church

I report on the accounts of the Trust for the year ended 31st March 2024, which are set out on the following pages.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

- examine the accounts (under section 145 of the Charities Act);
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act);
- to 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 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 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 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 requirements
- a. to keep accounting records in accordance with section 130 of the Charities Act; and
 - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

Signed:



Nicola Jayne Lewis

Date: 22nd January 2025

Receipts and Payments Account

for the year ended 31st March 2024

	<i>notes</i>	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds This Year</u>	<u>Total Funds Last Year</u>
<u>INCOME</u>	2				
Donations Income		27,671	-	27,671	37,361
Gift Aid Tax Reclaims		-	-	-	-
Grants received - Unrestricted		9,072		9,072	1,217
Grants Received - Restricted			1,720	1,720	820
Other Income	2.1	13,369		13,369	12,019
TOTAL INCOME		50,112	1,720	51,832	51,417
<u>EXPENDITURE</u>					
Charitable Expenditure	3.1	84,719	1,688	86,407	38,121
Accounting Fees	3.2	624	-	624	-
TOTAL EXPENDITURE		85,343	1,688	87,031	38,121
NET INCOME Before transfers		- 35,232	32	- 35,199	13,296
Transfers Between Funds		211 -	211	-	-
NET INCOME After transfers		- 35,020 -	179	- 35,199	13,296
NET MOVEMENT IN FUNDS		- 35,020 -	179	- 35,199	13,296
Total Funds Brought Forward		106,874	179	107,053	93,757
Total Funds Carried Forward		71,854	-	71,854	107,053

Statement of Assets and Liabilities

as at 31st March 2024

1. Fixed Assets

The Value of Assets owned by the charity at cost are as follows:

	<u>This Year</u>	<u>Last Year</u>
Land & Buildings (at cost)	184,950	184,950

This is the Manse property that is currently being let.

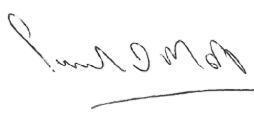
2. Bank and Cash Balances

	<u>This Year</u>	<u>Last Year</u>
Current & Deposit Accounts	71,854	107,053
	<u>71,854</u>	<u>107,053</u>

3. Other Assets and Liabilities

	<u>This Year</u>	<u>Last Year</u>
Assets:		
Gift Aid tax not yet received	<u>13,700</u>	<u>7,200</u>
Liabilities:		
Fee for Independent Examination	<u>660</u>	<u>600</u>
	<u>660</u>	<u>600</u>

The financial statements were approved by the Board and were signed on its behalf by:


Signed by.....

Print Name Paul D Mort
On behalf of the board of Trustees

Date 27.01.25

Notes to the Financial Statements

1. Accounting Policies

The accounts have been prepared on a Receipts and Payments basis with a Statement of Assets and Liabilities

1.1 Income

Recognition of income – Incoming resources are included in the accounts when the monies are received. Any debtors at year end are shown in the Statement of Assets and liabilities but are not included in the Receipts and Payments account.

2.2 Expenditure and Liabilities

Liability recognition – Expenses are recognised when payment is made but a note of any liabilities owed at the year end is shown in the Statements of Assets and Liabilities.

2. Analysis of Income

Donations income consists of regular giving by church members in tithes and offerings, plus “one off” gifts or donations. Where these gifts are given for a specific purpose or project they are held in a restricted fund. This includes gifts received under the gift aid scheme.

Gift Aid tax relief is claimed and recognised when the refund is received from HMRC. A note of pending claims is made in the Statement of Assets and Liabilities

Restricted Grant – This year £1720 was received into restricted funds (see note 4)

2.1 Breakdown of Other Income

	<u>this year</u>	<u>last year</u>
Hire of Hall	6,164	3,182
Events & Activities	436	1,277
Special Contributions	0	0
Rent of Manse	6,769	7,560
	<u>13,369</u>	<u>12,019</u>

3. Analysis of Expenditure

3.1 Breakdown of Charitable Expenditure

	<u>this year</u>	<u>last year</u>
Wages & Subcontracted Services	13,781	15,639
Caretaking & Cleaning	1,365	1,300
Manse Expenses	2,502	2,618
Church Rates & Insurance	1,522	1,044
Utilities	2,405	1,891
Advertising, postage & Stationery	0	0
Ministry and Music Costs	430	400
Repairs and Maintenance	50,071	2,928
Sundries	8,250	6,652
Small tools & Equipment	0	214
Subscriptions	312	362
Gifts & Donations	5,770	5,073
	<u>86,407</u>	<u>38,121</u>

There are no direct employees of the charity, and no payments have been made to trustees for acting in the capacity of a trustee.

3.2 Breakdown of Support and Governance Costs

	<u>this year</u>	<u>last year</u>
Book Keeping & Accounting	624	0

4. Analysis of Funds

The following restricted funds are held by the charity and the following movements in restricted funds have taken place this year

	Opening Fund	Income	Expenditure	Transfers	Closing Fund
Swansea Spaces Warm Hubs	179	1,720	1,688	(211)	0

Fund Details:

Swansea Spaces Warm Hubs - Grant from Swansea Council to support the residents of Swansea and provide a Warm Hub for the community to use.