

Sketty Community Church

Trustee Annual Report and Accounts

for the period ended 31st March 2025

Charity Number: 234876

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Trustees' Annual Report

The principal purpose of the Church is the advancement of the Christian faith. The Church may also advance education and carry out other charitable purposes in the United Kingdom and/or other parts of the world.

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the Constitution of Sketty Baptist Church by the Church Members at the Church Members' Meeting on 19 November 2013 and superseded any previous Constitution and/or Statement of Faith.

At a Special Members Meeting on 3 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.

Officers/Trustees

The Trustees during the period: Marilyn O'Connell, Karen Jones, Pamela Dacey (resigned 13th August 2024) and Paul Mort (Minister). Jordan Manley was added as a new trustee on 30th April 2025.

Trustees, except for the Minister, receive no financial remuneration for carrying out their roles.

Trustees meet monthly.

At a previous meeting, discussions commenced regarding the church becoming a Charitable Incorporated Organisation (CIO). No further progress has been made.

We wish to thank Pam Dacey for her time as Church Secretary. Her diligence and integrity in carrying out this role over the years has been exemplary and very much appreciated. Pamela resigned as a trustee in August 2024.

CHURCH ACTIVITY CALENDAR for 2024-2025

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

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

Where required (specifically Toddlers, Man Shed and Forget Me Not), volunteers have the relevant DBS certificates.

Following specific invitations, small teams hold monthly services at Hawthorne Court Care Home and Penybryn Care Home.

April

Planning commenced for the running of a Bereavement Journey course. Four volunteers received the required training, and the church received a certificate to confirm that the required standards were met.

May

The Church Hall was used as a Polling Station for Police Commissioner.

The first session of the first Bereavement Journey course commenced.

Safeguarding training (for Levels 2 and 3) was received by 12 volunteers at Aenon Baptist (Morriston).

20th May – AR passed away.

Two baptisms were held on 26th May (SV and EG).

Sketty Primary School held a coffee morning (repeated at regular intervals throughout the Summer Term).

June

July

AR's funeral

The Church Hall was used as General Election polling station.

August

Café Church each Sunday

Monthly donations to charities commenced.

Discussions commenced for a new web site host/designer.

Exterior of church building painted (led by KW – many thanks!).

Parking permits were issued to local residents.

September

DXZ baptised.

Jordan and Luds were welcomed to the church!

New lights installed in the church Hall.

Bereavement Journey course (#2) commenced.

JO'C passed away.

The church took back the Manse from Belvoir (Estate Agent).

October

MacMillan Coffee morning

November

A Writing Group was set up – meeting monthly.

Sketty School choir and band at the lighting of the Christmas Tree.

December

Busy! Carol singing in the community and around homes.

Church Carol Service and Carols around the Christmas Tree (indoors!)

Toddler party and Man Shed Christmas dinner.

Christmas hampers and children's gifts distributed to families in need (through contacts at a local school whose catchment is an area of deprivation).

L and J initiated the first Youth meeting (for many years!).

The Writing Group contributed to the festive period with a booklet of their Christmas materials.

January

Haven commenced (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 much bigger presence of church attenders.

Local community businesses warmly welcomed the offer of bacon/sausage baps!

The main building hosted a wedding ceremony for the Sketty School Reception classes.

February

The church reregistered with the Bereavement Journey organisation.

A community event: Curry and Quiz Night, raising £410: proceeds to Sketty Foodbank.

March

Discussions to hold a community event on the church grounds initiated by one of the local Councillors.

Haven came to an end. (*Both Haven and Man Shed are in receipt of Council funding and are required to submit monitoring forms and in some cases receipts as evidence of spending. These reports are required to be completed by a set date in April 2025.)

Appointment of a new Assistant Pastor

Following the Special Church Meeting held on 3rd March 2024, a ballot was held and the result made public on 10th March 2024, which resulted in Jordan Manley being offered the post of Assistant Pastor. A salary was agreed and use of the Manse.

Notifications of Employment, terms of Employment, a standard contract for the use of the Manse were all completed.

DBS certification was approved and two references from his previous employers (Parklands Church, Sketty, Swansea) were received.

Jordan and Luds were welcomed into the life of the church on Sunday 1st September 2024, and the keys to the Manse were handed over to them on 14th September 2024.

Jordan's day to day ministry has been overseen by the current Pastor (PDM) and the Deacons, which includes all aspects of the role of a Pastor as outlined in his Job Description, Marks of Ministry etc.

As well as familiarising himself with the church family, Jordan has also met both of the South Wales Baptist Regional Ministers, has visited numerous ministers and churches, attended local leaders' breakfasts and attended the regional Ministers Conference.

Church members

In the annual return to the Baptist Union at the beginning of 2025, we recorded a membership of 69.

Community engagement

In addition to the church based activities outlined in the calendar above, the church Hall continues to host groups, many regular, including : a ladies choir, Pilates and exercise groups, an archaeological group, residents meetings, a social development group for young adults with additional needs, a neutral meeting place for parents and officers of the local education authority, first aid training for volunteers at a local Foodbank, a Tango dance group, dance classes for children educated at home, children's parties, slimming support groups, a support group for those with fibromyalgia.

Safeguarding

Julie Rees remains our designated Safeguarding Officer.

No Safeguarding issues were noted in this period.

As indicated above, 12 volunteers received Level 2/3 training in May 2024.

PDM undertook Due Diligence Checking training (for DBS applications) – October 2024.

Health and Safety

PAT carried out and fire safety equipment checked.

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

Policies

The church holds the following policies:

Safeguarding

Complaints Policy and Procedures

Data Protection

Lettings

Lone Working

Health and Safety

Pastoral Care

Equal Opportunities

A Finance Policy has been written but remains in Draft form.
Church members will be informed when a Reviews of these documents is undertaken.

Church Licenses

The church holds relevant and current licences for CCLI (Christian Copyright Licensing International) and Zionworx.

Assets

The church buildings continue to be monitored for safety and decoration. The drains have continued to be a regular cause for concern. However, from January 2025, the issues appear to have been finally resolved.

The church continued to hold 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. With the appointment of Jordan in September 2024, the Manse has been taken out of the private rented sector and is once more managed by the church. In order to satisfy landlord responsibilities, set out by Welsh Government, John White has kindly offered to become the registered agent for the property.

The facilities of the Manse have been improved: new bathroom, kitchen, two rooms knocked into one, decoration throughout.

This Report was compiled by the Minister (and Trustee):

Paul D Mort

Accepted by: Marilyn O'Connell. Karen Jones. Deborah Lawson (Trustees)

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:

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 2025, 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: 14th January 2026

Receipts and Payments Account

for the year ended 31st March 2025

	<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		29,589		29,589	27,671
Gift Aid Tax Reclaims		7,901	-	7,901	-
Grants received - Unrestricted		-		-	9,072
Grants Received - Restricted			1,173	1,173	1,720
Other Income	2.1	12,363		12,363	13,369
TOTAL INCOME		49,852	1,173	51,025	51,832
<u>EXPENDITURE</u>	3				
Charitable Expenditure	3.1	73,519	1,195	74,714	86,407
Accounting Fees	3.2	900	-	900	624
TOTAL EXPENDITURE		74,419	1,195	75,614	87,031
NET INCOME Before transfers		- 24,567	- 22	- 24,589	- 35,199
Transfers Between Funds	4	- 22	22	-	-
NET INCOME After transfers		- 24,589	-	- 24,589	- 35,199
NET MOVEMENT IN FUNDS		- 24,589	-	- 24,589	- 35,199
Total Funds Brought Forward		71,854		71,854	107,053
Total Funds Carried Forward		47,265	-	47,265	71,854

Statement of Assets and Liabilities

as at 31st March 2025

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	47,265	71,854
	<u>47,265</u>	<u>71,854</u>

3. Other Assets and Liabilities

	<u>This Year</u>	<u>Last Year</u>
Assets:		
Gift Aid tax not yet received	<u>11,647</u>	<u>13,700</u>
Liabilities:		
Fee for Independent Examination	<u>690</u>	<u>600</u>
	<u>690</u>	<u>600</u>

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

Signed by.....

Print Name.....

Date.....

On behalf of the board of Trustees

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 £1173 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	9,319	6,164
Events & Activities	410	436
Other Donations	0	0
Rent of Manse	2,634	6,769
	<u>12,363</u>	<u>13,369</u>

3. Analysis of Expenditure

3.1 Breakdown of Charitable Expenditure

	<u>this year</u>	<u>last year</u>
Wages & Subcontracted Services	25,727	13,781
Caretaking & Cleaning	2,210	1,365
Manse Expenses	24,562	2,502
Church Rates & Insurance	1,535	1,522
Utilities	4,643	2,405
Advertising, postage & Stationery	0	0
Ministry and Music Costs	444	430
Repairs and Maintenance	2,252	50,071
Sundries	6,937	8,250
Small tools & Equipment	30	0
Subscriptions	570	312
Gifts & Donations	5,804	5,770
	<u>74,714</u>	<u>86,407</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	900	624

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	0	1,173	1,195	22	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.