

MELKSHAM BAPTIST CHURCH  
TRUSTEES ANNUAL REPORT &  
ACCOUNTS for  
YEAR ENDING 31 MARCH 2025



Melksham Baptist Church  
TRUSTEES' ANNUAL REPORT 2024/25

## Legal & Administrative Information

Name of Charity.      Melksham Baptist Church  
                                 Officially "Manse for the Minister of Melksham Baptist Church & Sunday School"

Address of Charity:    Old Broughton Road  
                                 Melksham  
                                 Wiltshire  
                                 SN12 8BX

Email:                    [baptist2015@hotmail.com](mailto:baptist2015@hotmail.com)  
Website:                [www.melkshambaptistchurch.orq.uk](http://www.melkshambaptistchurch.orq.uk)  
Facebook•              [www.facebook.com/MelkshamBaptist](https://www.facebook.com/MelkshamBaptist)

Charitable Status:                    Registered with the Charity Commission of England & Wales  
                                 Registration Number: 261709

Bankers  
                                 Natwest plc, Trowbridge

Administration:  
                                 The Church was founded under Trust Deed, originating in 1669.  
                                 Day to day administration and leadership are the responsibility of deacons (managing trustees). Of the deacons, the church secretary and church treasurer constitute the officers of the church.

                                 Decision-making is the collective responsibility of the church members through the Church Meeting; a quorum being represented by thirty percent of the church membership.

Trustees  
                                 During the year 2024/25, Deacons (managing trustees) were:

Mr Alan D McFall	Resigned 15 <sup>th</sup> June 2025
Miss Caroline Hancock	Resigned 15 <sup>th</sup> June 2025
Mr David Payne	Resigned 15 <sup>th</sup> June 2025

New Deacons (managing trustees) were elected at the AGM in 2025

Mr Jim Morris	Safeguarding	Appointed 15 <sup>th</sup> June 2025
Mr Maurice Perry	Property	Appointed 15 <sup>th</sup> June 2025
Mr Ian Wakeham	Treasurer	Appointed 15 <sup>th</sup> June 2025
Mrs Mary Wakeham	Secretary	Appointed 15 <sup>th</sup> June 2025

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Custodian Trustees

The West of England Baptist Trust Company Limited (WEBTC) are Custodian Trustees, holding in trust the title deeds of the property at Old Broughton Road, known as Melksham Baptist Church and Sunday School; and the property at Western Way known as The Old Baptist Burial Ground.

Since April 2019 the church owns, in conjunction with WEBTC, a property at 102 Linnet Lane which serves as the church manse. Following the conclusion of the Pastor's appointment on 31<sup>st</sup> March 2023, the manse property was successfully rented out from 1<sup>st</sup> June 2023 and continues to be subject to a managed letting agreement on our behalf.

Affiliations

The Church is affiliated to the Baptist Union of Great Britain (1181392) and its regional body, the West of England Baptist Association (1092443)

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## The Church

Melksham Baptist Church is affiliated to the Baptist Union of Great Britain and to the West of England Baptist Association (also known as "Webnet").

Membership of the Church is open to all who profess faith in Jesus Christ as Lord and Saviour and whose lives bear evidence of that fact. The usual means by which people become members is through Believers' Baptism.

Those desiring to become members are asked to seriously consider the New Testament teaching on baptism, but the Church shall welcome into membership those who earnestly desire to serve and follow Christ and who come from other Christian traditions.

The fellowship was formed in 1669 and the building in which we worship today is Grade II listed, having been built around 1776.

## Objectives

The advancement of religion for the salvation of all who believe in Jesus Christ and for the benefit of society in general, both locally and in the wider world. Specifically, making Jesus known in Melksham.

## Principal Aims

- Be a worshipping, witnessing community of Christians; ministering to the members, wider congregation and local community including through links with other Christian Churches, schools and other voluntary organisations as appropriate from time to time. • Help others come to a closer relationship with their Creator and Saviour.
- Support the work in Great Britain of the Baptist Union Home Mission and that overseas of BMS World Mission
- Encourage the giving of time and talent to aid and development work, primarily through other charities whose aims are compatible with our own
- Maintain the church premises as a safe and sound environment in which we, and other groups to whom we give access, may function; doing so in a manner that preserves the listed building, as far as possible, in its original form

## Policy Statements

### Reserves

The policy of the trustees is to retain sufficient reserves to maintain the smooth day to day running of the church. We also need to be in a position to meet our commitments as an employer of the Pastor both during employment and in the event of unexpected cessation. We need to be mindful of the requirement for significant capital expenditure, from time to time, on maintenance of our property portfolio which from 2019 now includes a manse.

### Investment

Where the trustees have opportunity to exercise influence over investment decisions, they do so on the strength of advice from the Custodian Trustees, seeking to maximise the annual return over a period of at least ten years and through either Government or ethical stocks.

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Short-term surplus funds are held in an "account, managed by the Baptist Union Corporation Limited, a subsidiary of the Baptist Union of Great Britain.

#### Risk Management

A Health & Safety Review is conducted every two years and reported to the trustees. Portable electrical appliance check (PAT) is conducted annually

An electrical installation condition report is produced every five years (latest in 2024).

A quinquennial (5-yearly) inspection of the property is carried out and reported to trustees and custodian trustees. (This was done in 2024).

The previous most significant risk associated with the Defined Benefits section of the Baptist Pension Scheme is no longer relevant since that scheme was closed in October 2024 following a buy out of the liabilities by Just Group.

#### Internal Financial Controls

We follow the guidelines contained as promoted by the Baptist Union of Great Britain and in the Association of Church Accountants & Treasurers Handbook as far as is practicable for a congregation of our size.

#### Conflict of Interest

We take care to avoid situations where conflict of interest may arise, whether in letting of contracts (deacons declare/monitor interest) or in making of decisions at church meetings (members absent themselves where necessary).

#### Complaint Handling

The Church Secretary, involving other deacons or specialists as relevant, initially deals with complaints. A record is kept of all correspondence and discussions. Where relevant, we take guidance from the Charity Commission guidelines on Reporting Serious Incidents.

#### Safeguarding

It is policy for the Pastor, deacons and all involved in leading work with children or vulnerable adults to have attended the complete set of Safeguarding Training sessions to level 3, as recommended by the Baptist Union of Great Britain. DBS checks have been completed on all relevant members in the past and are renewed in line with recommendations (currently after 3 years). Policy and associated procedures were reviewed during the year 2020/21 and were reviewed and updated in July 2025 by the incoming diaconate.

#### Data Protection

We have a policy and procedures to ensure compliance with the General Data Protection Regulations (May 2018), and follow updated guidance as issued by the Safeguarding Lead at the Baptist Union of Great Britain.

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## Brief Review of Church Life in the Year to March 2024

### Summary

Our focus continued to be on our main objective of promoting the Christian faith and way of life, primarily through regular, weekly worship services, to which all are welcome, and which are attended by an average of 20 attendees and through fortnightly "home-group" meetings that are attended by usually 8-10. These meetings focus more on discussion, prayer and Bible study and seek to guide on positive relationships and Christian living.

### Members & Friends

At 31<sup>st</sup> December, church members living locally with whom we are in regular contact number 21 people. Regular attendance at worship has typically been 20. Several clients and helpers from Foodbank joined our worship services at Christmas 2024 and Easter 2025.

It continues to be of concern to the leadership and church members that attendance had stagnated; However, we were delighted to welcome 2 new members into the church, Ian and Mary Wakeham who have already made a significant contribution to the life of the church.

### Outreach

In Easter 2024, Ian and Mary Wakeham led the church in our first "Tenebrae" service during Easter Week, which was widely advertised within the town. Given the response, a second Tenebrae service including anointing with oil from the Holy Land, was held in April 2025.

As mentioned above, our primary contact with "unchurched" members of the local population arises through the Foodbank which operates from our premises and a significant number of the volunteers (and trustees) are regular members of our congregation. We also make our premises available to the local Gateway club who meet on a weekly basis, and we have been delighted to hold special harvest and Christmas carol services suitable to their understanding.

The Sparklers group have been meeting regularly every week, providing significant mutual support and raising generous donations for several good causes; the church included.

### Church Growth — Development of Faith

In addition to regular teaching during Sunday morning worship, the Bible Study group is attended by approximately half of the membership.

### Other Witnessing

It has again been our privilege to support Melksham Foodbank, who became registered with the Charity Commission as a CIO in its own right.

### Management of Premises

Our aging church and hall premises remains a financial concern in the medium to long-term, which includes needing to replace one of our boilers in the next 18-24 months. However, we were able to afford some essential maintenance to rectify rainwater ingress to the church and other buildings toward the end of 2024. The new Diaconate are working towards a planned maintenance programme.

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### Public benefit

We continue to be a Christian, worshipping presence in the town, and are looking at differing ways of community engagement. Our services and activities are now being actively promoted through Social Media.

Our most significant contribution to the local community is to host the Melksham Foodbank and Lifeline CIO — providing storage facilities and a twice weekly collection and distribution and support service to those suffering from food poverty or their representatives.

Other users of our premises on a regular basis are Zumba weekly fitness dance class,

- 2 x weekly choir practice groups,
- social club for monthly knitting encouragement,
- a weekly Gateway social club for Special Needs individuals
- one of the designated Surgery locations for our local MP,
- and • a local authority polling station.

### Overseas Mission

We are formally partnered, through the BMS World Mission organisation, with a mission worker in Peru and another worker in Uganda.

We continue to provide storage space to Tools with a Mission (TWAM) and members also supported Christian Aid.

### Outlook

The significant reduction in ministry-related costs from an accredited minister has enabled our finances to take an immediate upward turn. The activities normally undertaken by an accredited minister has placed a further burden on the church, which has partly been taken up by Ian and Mary Wakeham through regular monthly preaching and running the Bible Study group.

By a combination of our own resources and securing the services of a variety of external speakers, we have been able to commence new calendar years with most Sunday services having speakers booked in advance. We are grateful to God for His provision in this regard and to our Pulpit Secretary for her diligence.

Despite this past year being a difficult one with the past deacons experiencing significant health issues, there is a generally positive atmosphere when we meet, the outlook is quite encouraging.

Approved by Deacons (Managing Trustees) at Diaconate Meeting on 9th Sept 2025

*M Wakeham*

Mary Wakeham, Secretary

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ANNUAL ACCOUNTS

INDEPENDENT EXAMINER'S REPORT

Note: Accounts have been prepared on a Receipts and Payments basis

MELKSHAM BAPTIST CHURCH  
STATEMENT OF FINANCIAL ACTIVITIES





CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees

MELKHAM BAPTIST CHURCH

On accounts for the year  
ended

31st MARCH 2025

Charity no  
(if any)

XN27962

Set out on pages

ONE - FOUR

(8 - 12)

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [ ] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date:

26/6/25

Name:

KENNETH JOHN VINEASH

Relevant professional  
qualification(s) or body

N/A

**STATEMENT OF FINANCIAL ACTIVITIES**  
for the Year Ended 31st March 2025

	Notes	Unrestricted £	Designated £	Restricted £	TOTAL £	Last Year £
<b>INCOME</b>						
Donations & Legacies	2	29,343	1,866	5,408	36,617	40,680
Rental Income	3	17,263			17,263	15,864
Grants	12			6,059	6,059	1,167
Investment Income	4	4,300	322		4,622	3,623
<b>TOTAL INCOME</b>		<b>50,906</b>	<b>2,188</b>	<b>11,467</b>	<b>64,561</b>	<b>61,334</b>
<b>EXPENDITURE</b>						
Ministry & Mission	5	1,447		5,351	6,798	8,691
Premises	6	35,215	-	6,059	41,274	32,186
Church life		1,207			1,207	1,616
Administration	7	3,774			3,774	1,690
<b>TOTAL EXPENDITURE</b>		<b>41,643</b>	<b>-</b>	<b>11,410</b>	<b>53,053</b>	<b>44,184</b>
<b>SURPLUS / (DEFICIT)</b>		<b>9,263</b>	<b>2,188</b>	<b>58</b>	<b>11,508</b>	<b>17,150</b>
Movement of Funds		4,298 -	4,298	-		
<b>NET SURPLUS / (DEFICIT)</b>		<b>13,561 -</b>	<b>2,110</b>	<b>58</b>	<b>11,508</b>	<b>17,150</b>
<b>Funds Brought Forward 31 Mar 2024</b>		<b>24,735</b>	<b>10,381</b>	<b>509</b>	<b>35,626</b>	<b>18,476</b>
<b>Funds Carried Forward 31 Mar 2025</b>		<b>38,296</b>	<b>8,271</b>	<b>567</b>	<b>47,134</b>	<b>35,626</b>

**MELKSHAM BAPTIST CHURCH**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**As at 31st March 2025**

	Notes	31-Mar-25	31-Mar-24
<b>Statement of Assets and Liabilities</b>			
<b>Fixed Assets</b>			
Property & Other Fixed Assets	9	5,498,476	5,313,072
<b>Cash</b>			
Baptist Union Corporation		8,271	7,949
Cash at Bank		38,863	27,677
		<u>47,134</u>	<u>35,626</u>
<b>Liabilities</b>			
Mission payments	11	567	509
Loans from WEBT Co Ltd	9	57,941	65,318
		<u>58,508</u>	<u>65,827</u>

# MELKSHAM BAPTIST CHURCH

## NOTES TO THE ACCOUNTS for the Year Ended 31st March 2025

### 1 Accounting Policies

The accounts have been prepared under the Historic Cost convention and recored on a Receipts and Payments basis

	Unrestricted £	Designated £	Restricted £	TOTAL £	Last Year £
<b>2 Donations &amp; Legacies</b>					
Sunday Offerings	5,553			5,553	8,127
Gift-Aided Offerings	16,781			16,781	16,118
Tax refund	6,389			6,389	5,498
Donations	620	1,866	11,467	13,954	10,738
Fundraising	-			-	-
Legacies	-			-	200
	<b>29,343</b>	<b>1,866</b>	<b>11,467</b>	<b>42,676</b>	<b>40,680</b>

Last year, designated income totalled £2,555, restricted income totalled £7,591, with the balance of £30,534 being unrestricted

### 3 Rental Income

Manse Rental	12,045			12,045	9,998
Church Premises	5,219			5,219	5,866
	<b>17,263</b>	<b>-</b>	<b>-</b>	<b>17,263</b>	<b>15,864</b>

Last year, all £15,864 was unrestricted income

### 4 Investment Income

Dividends	8	4,300		4,300	3,500
Bank Interest		322		322	123
		<b>4,622</b>	<b>-</b>	<b>4,622</b>	<b>3,623</b>

Last year, all £3,623 was unrestricted income

### 5 Ministry & Mission

Minister's expenses		-	-	-	285
Preaching Fees		1,440	-	1,440	980
Pension		7	-	7	12
Donations to outside organisations			11,410	11,410	7,414
		<b>1,447</b>	<b>-</b>	<b>11,410</b>	<b>8,691</b>

Last year, £7,414 was designated expenditure, with the balance of £1,277 unrestricted expenditure

### 6 Premises

Manse Costs		971		971	10,601
Loan repayments		12,000		12,000	11,200
Utilities		6,805		6,805	3,628
Insurance		3,591		3,591	3,508
Cleaning		362		362	422
Repairs, Renewals & Improvements		9,534	6,059	15,593	230
Equipment / Repairs		1,951		1,951	2,598
		<b>35,215</b>	<b>-</b>	<b>6,059</b>	<b>41,274</b>

Last year, all £32,186 was unrestricted expenditure

### 7 Administration / support costs

Stationery & postage		247		247	471
Licences		632		632	252
Professional Fees		2,896		2,896	362
		<b>3,774</b>	<b>-</b>	<b>3,774</b>	<b>1,085</b>

Last year, all £1,085 was unrestricted expenditure

### 8 Dividends

Dividends received is from the "Ann Tyler / Rushall" fund, administered by WEBA (Webnet), the proceeds of which are divided among three baptist churches, of which Melksham Baptist Church is one. The total current fund is valued at 31st December 2024 of £488,302

# MELKSHAM BAPTIST CHURCH

## ANALYSIS OF FUNDS for the Year Ended 31st March 2025

### 9 FIXED ASSETS

The church and contents has been valued on the basis of insured value to give a more accurate valuation than open market.  
The manse, as a domestic dwelling, has been valued at open market value.

	2025	2024
<b>Insurance Values</b>		
Church Buildings	4,959,082	4,814,631
Pipe Organ	94,299	91,553
Contents	110,095	106,888

### Burial Ground - Western Way, Melksham

No meaningful value is available so it has not been included in the these statements

### Manse - 102 Linnet Lane, Melksham

Purchased in April 2019 at a cost of £250,000 in conjunction with West of England Baptist Trust Company.

A loan was created with WEBTC of £100,000, with a repayment terms £12,000 pa over 10 years.

When the current loan is repaid, WEBTC will hold 60% interest in the property, and Melksham Baptist Church 40%

	2025	2024
Market Valuation (31 March)	335,000	300,000

### 10 Designated Funds

	31-Mar-24	Income	Expenditure	Transfers	31-Mar-25
Reserve Fund	7,949	322	-	-	8,271
	10,381	2,188	-	4,298	8,271

### 11 Restricted Funds

	£	£	£	£	£
Alabare	29	442	-446	-	25
Baptist Union / WEBA	90	1,549	-1,566	-	72
Bible Society	-	90	-90	-	-
BMS	122	1,999	-1,983	-	137
Cancer - Macmillan	-	-	0	-	-
Cancer - RUH FF	-	30	-30	-	-
Cancer - STARS	-	-	0	-	-
Christian Aid	-	220	-175	-	45
Crisis Fund	198	80	0	-	278
CSW	-	60	-60	-	-
Leprosy Mission	-	-	0	-	-
MAF	51	114	-165	-	-
Melksham FoodBank	-	405	-405	-	-
MFoC/Bless M	-	-	0	-	-
SPI/OCC	-	-	0	-	-
Spurgeons	10	200	-200	-	10
Tear Fund	-	10	-10	-	-
TLG	-	140	-140	-	-
TWAM	10	20	-30	-	-
Welcome Churches	-	-	0	-	-
WHCT	-	50	-50	-	-
Grants Received	12	6,059	-6,059	-	-
	509	11,467	-11,410	-	567

### 12 GRANTS RECEIVED

Grants Received Over £1000

Benefact Trust	2,100
WHCT	2,000

Grants £1000 or under

<b>TOTAL GRANTS RECEIVED</b>	<b>6,059</b>
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