

APPENDIX 1



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	01	09	2020	To	31	08	2021

Reference and administration details

Charity name	Westwood Baptist Church
Other names charity is known by	
Registered charity number	SC000588
Charity's principal address	

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1				Westwood Baptist Church
2				Westwood Baptist Church
3				Westwood Baptist Church
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Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year

Structure, governance and management

Type of governing document

Westwood Baptist Church is congregational in government with the responsibility for its day to day running being undertaken by the Office Bearers who comprise: Pastor, Family and Community Pastor, Secretary, Treasurer, together with the other Elders and Deacons, all of whom collectively form the Leadership Team. The church is run in accordance with its Constitution and Guidelines.

Trustee recruitment and appointment

The Trustees are those who are appointed by election as set out in our Constitution. The number of Trustees is within the number allowed (2-4), as stipulated within the Constitution Guidelines. These identify the process of appointment and removal of Trustees with an opportunity for members to consider and decide at 4 yearly intervals whether or not to continue in service as a Trustee.

Objectives and activities

Charitable purposes

The church's objects are the advancement of the Christian faith, primarily in its immediate neighbourhood, but also in the town of East Kilbride as a whole, as well as throughout Scotland and the rest of the world, by all means consistent with the teachings of the Christian Bible, including worship, ministry, mission, prayer, witness, education, community service, and the support of agencies and individuals and others involved in Christian missionary work and / or the relief of poverty or other social needs.

Summary of the main activities in relation to these objects

Sunday worship services and young people's learning groups, weekly intercessory prayer group, weekly prayer space, monthly prayer group, weekly pre-school group and associated café, weekly youth group, weekly foodbank, fortnightly home group meetings, fortnightly well-being meditation sessions.

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Achievements and performance

Summary of the main achievements of the charity during the financial period

Through our Family and Community Pastor the Chaplaincy Teams of a number of local schools has been strengthened and significant improvement made to the mental health and support of students in collaboration with the Transforming Lives for Good programme.

The Foodbank continues to operate on a weekly basis and has seen an increase in the number of referrals to this service.

The number of Home Groups now functioning has increased to five.

The weekly pre-school playgroup has been re-established and is complimented by a drop-in café.

A weekly prayer space has been established and is regularly attended by individuals from outwith the church and from other churches.

Successful Alpha Courses have been hosted online and in person.

CAP Money Courses on debt and financial management have been held.

Financial review

Brief statement of the charity's policy on reserves

Despite the impact of Covid 19 and consequent restrictions, the financial accounts for the reporting period demonstrate a stable income and expenditure whilst being able to continue to meet our own financial demands and support the work of others.

Details of any deficit

Weekly cash giving has been affected by the inability to receive this during the period when congregational worship was not permitted. Whilst there has been a slight downturn in income, our predicted expenditure has also been reduced as a consequence of Covid 19 restrictions which prevented all of our planned activities from occurring.

Donated facilities and services (if any)

Not Applicable.


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Other optional information

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (e.g. Chair)	Trustee / Secretary	Trustee / Deacon
Date	02 May 2022	02 May 2022

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Enter charity name below

Enter SC No.

SC000588



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	09	2020		31	08	2021

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations	76,059	7,632			83,691	81,310
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
A1 Sub total	76,059	7,632	-	-	83,691	81,310
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	76,059	7,632	-	-	83,691	81,310
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	64,232	7,800			72,032	70,749
Grants and donations	8,470				8,470	8,270
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
A3 Sub total	72,702	7,800	-	-	80,502	79,019
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	72,702	7,800	-	-	80,502	79,019
Net receipts / (payments)	3,357	(168)	-	-	3,189	2,291
A5 Transfers to / (from) funds					-	
Surplus / (deficit) for year	3,357	(168)	-	-	3,189	2,291

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Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	23,510	11,858			35,368	33,078
	Surplus / (deficit) shown on receipts and payments account	3,358	(168)			3,190	2,291
						-	
						-	
	Cash and bank balances at end of year	26,868	11,690	-	-	38,558	35,369
	(Agree balances with receipts and payments account(s))	1	-	-	-	1	-

Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
B2 Investments			
	Total	-	-

Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets	Building		100,000	100,000
	Fixtures		44,000	5,000
	Total	-	144,000	105,000

Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
B4 Liabilities			
	Total	-	-

Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities			
	Total	-	-

Signed by one or two trustees
on behalf of all the trustees

Signature

Print Name

Date of approval

		24/11/2021

Section C Notes to the Accounts

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

	Type of activity or project supported	Individual / institution	Number of grants made	£
C2 Grants				
			Total	-

C3a Trustee remuneration	If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	
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	Authority under which paid	£
C3b Trustee remuneration - details		

C4a Trustee expenses	If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	
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		Number of trustees	£
C4b Trustee expenses - details			

	Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)
C5 Transactions with trustees and connected persons				

C6 Other information

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Analysis of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
Basic Offerings	17,436				17,436	11,107
Gift Aided Offerings	45,428	7,632			53,060	50,270
Gift Aid Refund	12,941				12,941	18,426
Sundry Income	254				254	1,507
Total	76,059	7,632	-	-	83,691	81,310

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	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
			-	
			-	
			-	
			-	
Total	-	-	-	-

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	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
Total	-	-	-	-	-	-

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
Package of expenses re Ministers	50,768				50,768	52,449
Administration / Overheads	13,399				13,399	15,269
Church Activities	65	7,800			7,865	3,031
					-	
					-	
					-	
					-	
					-	
					-	
					-	
Total	64,232	7,800	-	-	72,032	70,749

Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	76,059				76,059	77,349
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	76,059	-	-	-	76,059	77,349
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	76,059	-	-	-	76,059	77,349
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	64,232				64,232	68,635
Grants and donations	8,470				8,470	8,270
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
					-	
Sub total	72,702	-	-	-	72,702	76,905
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	72,702	-	-	-	72,702	76,905
Net receipts / (payments)	3,357	-	-	-	3,357	444
Transfers to / (from) funds					-	
Surplus / (deficit) for year	3,357	-	-	-	3,357	444

Nature and purpose of funds

We have one full-time Pastor and one part-time Family and Community Pastor

Additional analysis (3)

6 Breakdown of restricted funds

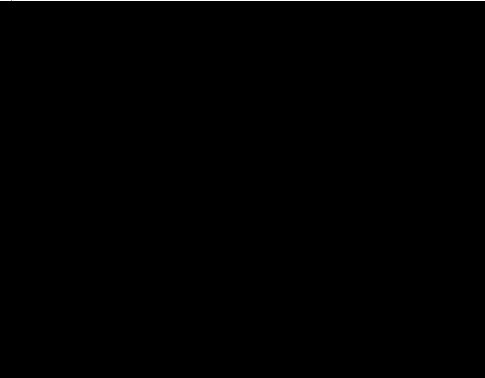
	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
	Building	Designated	Earmarked	Fellowship		
Receipts						
Donations		6,171	1,461		7,632	3,961
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	-	6,171	1,461	-	7,632	3,961
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	6,171	1,461	-	7,632	3,961
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	837	5,002	1,961		7,800	2,114
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
					-	
Sub total	837	5,002	1,961	-	7,800	2,114
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	837	5,002	1,961	-	7,800	2,114
Net receipts / (payments)	(837)	1,169	(500)	-	(168)	1,847
Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	(837)	1,169	(500)	-	(168)	1,847

Nature and purpose of funds

Building Fund is for long-term projects.
 Designated Fund is for projects within the church where the donor states how the money is to be used.
 Earmark Fund is for external projects and specific donations to outside charities (Tear Fund, Christian Aid, etc.)
 Fellowship Fund makes available money to be allocated at the discretion of the Pastor(s) (for emergency aid to congregational members or adherents).

APPENDIX 3



Report to the trustees/members of Registered charity number On the accounts of the charity for the period Set out on pages	Independent examiner's report on the accounts v2						
	Westwood Baptist Church						
	SC000588						
	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
01	September	2020	to	31	August	2021	
5 - 10					(remember to include the page numbers of additional sheets)		
Respective responsibilities of trustees and examiner Basis of independent examiner's statement	<p>The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.</p> <p>My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. 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 seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.</p>						
	<p>In the course of my examination, no matter has come to my attention</p> <p>1. which gives me reasonable cause to believe that in any material respect the requirements:</p> <ul style="list-style-type: none"> to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations <p>have not been met, or</p> <p>2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</p>						
Independent examiner's statement Signed: Name: Relevant professional qualification(s) or body (if any): Address:				Date:	13 October 2021		

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

Only complete if the examiner needs to highlight material problems.

Give here brief details of
any items that the
examiner wishes to
disclose