

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	01	2024	To	31	12	2024

Reference and administration details

Charity name	Inverkeithing Baptist Church SCIO
Other names charity is known by	Inverkeithing BC
Registered charity number	SC051968
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				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Constitution

Trustee recruitment and appointment

No changes to the trustees

Objectives and activities

Charitable purposes

C) – the advancement of religion

Summary of the main activities in relation to these objects

Holding weekly worship services; teaching of the Christian religion in home Bible studies; children's Sunday school and youth work; supporting overseas missionary work through prayer and giving.

Holding a Christian witness in our community has also involved serving the community through a Toddler group, Youth Café, Coffee morning and free Breakfast Club as well as community events to mark seasonal celebrations- Christmas, Easter, Harvest, etc.

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Achievements and performance

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

Regular worship times and services for prayer, Bible study and children and youth were maintained and slightly expanded this session. The evening Young Adults group has expanded to include young adults from other churches. The Young Adults worship team now lead services once per month.

The 'Warm space' for teenagers weekly in the form of a drop-in café was originally supported by Fife Council. Funding has now ceased, but the provision has developed into a weekly youth club open to all of high-school age.

The part-time post for an Outreach worker was originally for 15 hours per week, but has now dropped to 10 hours per week.

4 trustees took part in a collaborative leadership course organised by the Baptist Union, held in our building. 'Lead Academy' worked with leaders from 2 other churches to enhance our leadership skills.

Our 2 Safeguarding Leads completed online courses and all those dealing with young or vulnerable people have PVG clearances.

Major roof repairs were required this session and new fascia and soffits were fitted around the building. Water ingress from the front roof was also fixed and the building is now water tight.

Financial review

Brief statement of the charity's policy on reserves

Any money given for a specific purpose (e.g. sound system) is kept in a savings account and used only for that reason.

Any money given by outsiders for community events (e.g. free breakfast) is ring-fenced within accounts and added to by church funds to run these events.

Details of any deficit

Donated facilities and services (if any)

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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)	Secretary	
Date	02/04/2025	

Inverkeithing Baptist Church Annual Accounts 20

<u>Income</u>		<u>Speakers</u>	<u>3375.00</u>
Cash	7321.31		
Gift Aid	22748.72	<u>MINISTRIES</u>	
Non G/A Direct to Bank	4649.12	Mukti Mission	1200.00
Coffee Mornings	2135.65	Scottish Baptist College	360.00
HMRC Charities	7078.85	Mannafields School	1200.00
Bible Believers	1890.00	Scottish Baptist Fund	1680.00
F.C-General Fund Grant	6000.00	Solas	180.00
CAF	420.00	Loan	4010.00
Breakfast Donation	202.67	████████ Catering	22.99
Loan Repayments	1010.00	████████ Breakfast Catering	2312.37
Dance Group	280.00	Easter Evangelism	163.00
For Manse Utilities	1364.00	Atholl Baptist Centre	200.00
AA Donation	150.00	Steadfast Global	400.00
Al-Anon	325.00	Our Daily Bread	50.00
Coop Community Fund	1921.96	Wycliffe	250.00
Fostering Group	40.00	Gift	350.00
20 euros cash	15.00	McMillan Cancer Support	200.00
Card Sales Income	58.95	To ██████ for Mukti Sales	40.00
MacMillan Coffee morning	200.00	Blythswood Care	300.00
BUS for Lead Academy	240.00	Operation Mobilisation	300.00
St Andrews Donation	25.12		<u>13218.36</u>
████████ Donation	300.00	<u>OUTREACH</u>	
	<u>58376.35</u>	Outreach Worker	6322.18
		Outreach Expenses	180.52
Transfers from Savings	29588.95	Outreach Worker Tax & N	1059.57
			<u>7562.27</u>
TOTAL INCOME	<u>87965.30</u>		

OTHER EXPENDITURE

█████ Cleaning/Catering	756.13	
█████ Windows/Rhones	740.00	
WRB Gas Contracts	180.00	
Scottish Gas Bill (Manse)	2265.05	
Regent Gas	4744.51	
Caretaker	2709.24	
Web Hosting	34.56	
Sky Business	359.28	
Sky Digital (Manse)	603.55	
Advanced Stairlift	124.80	
Ansvar Insurance	3280.25	
SSE Electricity	3509.12	
Greenwood Insurance	781.76	
Innes & Ptnrs Payroll	408.00	
Fyfe & Fraser	16626.00	
Ogilvie Roofline Ltd	12660.00	
Progression AV	2823.84	
Mackay Security	204.00	
Caledonia Fire & Security	253.18	
█████ Manse TV Licence	169.50	
CCLI Licence	263.00	
Scaffolding Permit	45.00	
Communion Cups	64.83	
█████ Software Renewal	79.99	
Ink Cartridges	212.75	
New Camera	604.95	
CD Fwd	54503.29	

B/F **54503.29**

█████ Posture Shift	240.00
PAT Test	150.00
Camera Accessorles	74.97
█████ Wix Website	259.20
█████ IT Equipment	264.91
█████ Haven Catering	63.79
Gull Group for Manse	25.00
█████ Lamps	106.26
█████ Safeguarding Course	80.00
Paper Towels	57.70
Sound Desk Cover	22.94
BU Lead Academy	600.00
█████ Halogen Heaters	11.98
Baptist Event █████	60.00
Projector Lamp	41.32
	<u>56561.36</u>

TOTAL EXPENDITURE **80716.99****RECONCILIATION**

BAL BT FWD	3116.65
INCOME	<u>58376.35</u>
subtotal	61493.00
Transfers from Savings	29588.95
subtotal	<u>91081.95</u>
<u>Expenditure</u>	<u>80716.99</u>
subtotal	10364.96
Tx to Savings	<u>9500.00</u>
BalCd Fwd	<u>864.96</u>

Inverkeithing Baptist Church SCIO
Registered Scottish Charity
Number SC051968
Statement of Financial Activities
for the Year ended 31st December 2024

2024

2023

INCOMING RESOURCES

Voluntary Income	50454	40208
Other Income	7922	29404
	<u>58376</u>	<u>69612</u>

RESOURCES EXPENDED

Ministry Costs	3375	8293
Outreach Work	7562	3104
Gifts/Appeals	9208	4170
Church and Manse Running Costs	46771	15170
Governance Costs (Payroll)	408	359
Loans	4010	2000
Caretaker/Catering and Materials	3465	2903
Diakoneo Legal	0	2190
Sound System	3089	8333
Misc	2829	3043
Total	<u>80717</u>	<u>49565</u>

NET INCOMING RESOURCES

-22341 20047

NET TRANSFER FROM SAVINGS

20089 18604

Balance After Transfer -2252 1443

Balance Brought Forward 3117 1373

Balance Carried Forward 865 2816

				Balance	PAID
January		Sky Broadband	38.00	38.00	
		Scottish Gas	273.91	311.91	
February		Sky Broadband	38.00	349.91	
		Scottish Gas	343.23	693.14	
	26&29/02/24				694.00
March	08/03/24	Sky Broadband	38.00	38.88	
		Scottish Gas	282.23	321.11	
April	08/04/24	Sky Broadband	41.50	362.61	
		Scottish Gas	306.92	669.53	
	29/04/24			349.53	320.00
May	08/05/24	Sky Broadband	42.05	391.58	
	15/05/24	Scottish Gas	190.70	582.28	
June	10/06/24	Sky Broadband	58.00	640.28	
		Scottish Gas	129.87	770.15	
	10/06/24	Loan	1000.00	1770.15	
	28/06/24			1420.15	350.00
July	08/07/24	Sky Broadband	58.00	1478.15	
	15/07/24	Loan	300.00	1778.15	
	16/07/24	Scottish Gas	88.97	1867.12	
	22/07/24	Loan	400.00	2267.12	
Aug	02/08/24	Loan	300.00	2567.12	
	08/08/24	Sky Broadband	58.00	2625.12	
	16/08/24	Scottish Gas	56.39	2681.51	
Sept	05/09/24	Scottish Gas	100.24	2781.75	
	09/09/24	Sky Broadband	58.00	2839.75	
Oct	07/10/24	Scottish Gas	103.04	2942.79	
	08/10/24	Sky Broadband	58.00	3000.79	
Nov	06/11/24	Scottish Gas	164.98	3165.77	
	08/11/24	Sky Broadband	58.00	3223.77	
Dec	09/12/24	Scottish Gas	224.57	3448.34	
		Sky Broadband	58.00	3506.34	
		TV Licence	169.50	3675.84	
Reduced by Church				3175.00	500.00
		LOANS	250.00	3425.00	
January		Scottish Gas	286.35	3711.35	
		Sky Broadband	58.00	3769.35	
February		Scottish Gas	230.21	3999.56	
		Sky Broadband	58.00	4057.56	
March		Scottish Gas	236.54	4294.10	
		Sky Broadband	61.00	4355.10	150.00
April		Scottish Gas	195.10	4400.20	

APPENDIX 3



Independent examiner's report on the accounts

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<p>Report to the trustees/members of</p> <p>Registered charity number</p> <p>On the accounts of the charity for the period</p> <p>Set out on pages</p> <p>Respective responsibilities of trustees and examiner</p> <p>Basis of independent examiner's statement</p> <p>Independent examiner's statement</p>	<p>Charity name</p> <p>SC</p> <p>Period start date</p> <p>Day Month Year to Day Month Year</p> <p>Period end date</p> <p>(remember to include the page numbers of additional sheets)</p> <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 [other than that disclosed on the attached page*]</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</p>
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Signed**:

Name:

Relevant professional qualification(s) or body (if any):

Address:

Date: 19-3-25

*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.