

# Leominster Baptist Church

*Etnam Street  
Leominster  
HR6 8AJ*

*Phone: 01432 830845*

## **ANNUAL REPORT, YEAR ENDING 31<sup>ST</sup> DECEMBER 2019**

**Leominster Baptist Church, registered number 237434**

### **1 Trustees and Church Officers at 31<sup>st</sup> December 2019**

Historically, the Trustees have been responsible for the property and those funds relating to it; Church Officers are appointed at the Annual Church Members Meeting with new Trustees recruited from among those appointed to be Deacons in accordance with the membership rules of the Church. Church officers (with the exception of the Pastor) are appointed from within the congregation. Deacons, Trustees and Pastor must be in full agreement with the aims and objectives and statement of faith and their spiritual life must meet the standards set out in the Church's constitution.

#### **Trustees**

Mr. Dean Burgis (Pastor)

Mr. Jeremy Clark (Secretary to Trustees)

Mrs Jackie Kosciecha (Treasurer)

Mr. Edward Roberts

Mr O. Chima Okereke

Mr. Timothy Wilson

Mr Paul Price

Mrs Chris Rice

Mrs Sheila Wilson

Mr Steven Dale

Mrs Marie Gittoes

#### **Deacons**

Mr. Dean Burgis (Pastor)

Mr. Jeremy Clark (Church Secretary)

Mr. O.Chima Okereke

Mr. Paul Price

Mrs Chris Rice

Mr. Edward Roberts

Mrs. Sheila Wilson

Mr. Timothy Wilson

Mr Steven Dale

Mr Andrew Dale

Mrs Marie Gittoes

#### **Main Charity Contact**

Mr. Jeremy Clark

### **Pastor and other paid employees.**

Dean Burgis continued as pastor and, during his holidays and Sundays off, the services have been led by church members or invited guest speakers from other churches. Marie Gittoes was employed as Pastoral Care Worker and Hannah Harris as Children and Families' Worker

## **2. Governing Document**

Leominster Baptist Church is governed by a Charity Commission Scheme signed on 31<sup>st</sup> October 1879, which amalgamated a number of earlier deeds originating from the founding of the Church in 1656. An amended Constitution was introduced in January 2016 and ratified a year later.

The affairs of the Church are ordered under the Church's Membership Handbook, last amended in January 2016.

## **3 Aims and Objectives**

Maintenance of a Protestant Meeting House in Etnam Street, Leominster;  
Support for the Minister and for the poor of the congregation  
Endowment of a Minister for the above Meeting House;  
Provision of a Manse for the Minister;  
Maintenance of a Burial Ground;  
Provision of almshouse accommodation for the poor of the congregation;

### **4a Fulfilment of Aims and Objectives: Property**

The Trustees have met twice during the year. The Chapel, Manse, Almshouse and Graveyards have all been regularly inspected; any essential maintenance work has been undertaken.

The premises are loaned to other community groups and charities for which a charge is either made or waived according to the circumstances.

The tenancy of Marlow Cottage (formerly known as the Almshouse) is continuing satisfactorily.

The Trustees consider that they have fulfilled their duty in their care of the premises.

### **4b Fulfilment of Aims and Objectives: Church Activities**

The four regular meetings of Church Members, including the Annual Church Meeting at which Church Officers are appointed, were held and records kept of all decisions. Deacons meetings were held at least once each month to implement Church Meeting decisions, to consider all matters relating to the wellbeing of the Church and individuals connected with it, and to provide leadership and direction for the Church.

The Church services and other meetings continue to be well-attended by a wide range of people of all ages and the Church functioned well in all departments throughout the year. The Church continues to engage with the community in a number of ways, including making its premises available to other voluntary organisations in the community.

The Church is strongly committed to supporting organisations that promote the Christian faith in this country and around the world and to humanitarian relief. Regular financial support is given to a number of such organisations and the Church is informed of their activities by visiting speakers and the supply of information.

Persons attending the Church offered themselves to a number of voluntary projects and short-term mission trips with the active support of the Church.

## **5 Funds and Reserves**

The Trustees and Church Officers have administered all of the funds of the Church and are satisfied that they have been handled responsibly in accordance with the Charity's aims and objectives.

The church accounts show that the balances held remain steady.

Except for gifts for specific purposes, which are held as restricted funds until disbursed, the Church has fulfilled its policy of donating approximately 20% of its income to other evangelical organisations whose aims and objectives are consistent with its own.

The regular income of the Church is sufficient to cover expected expenditure and there are adequate reserves for any foreseeable contingency. Income was £92,770.27 this year. Income is expected to remain below £100,000 pa in future years.

Rental income from the Almshouse (Marlow Cottage) will be used to maintain the building with any excess being applied charitably in accordance with the Trust Deed.

## **6 Conclusion**

The Trustees consider that they and the Church Officers have carried out their responsibilities in a satisfactory manner and that the Church is in a position to continue to actively pursue its aims and objectives in the future.

Signed on behalf of the Trustees: Jeremy Clark (secretary)

## **ASSETS OF THE CHARITY, 31<sup>ST</sup> DECEMBER 2019**

### **Property in Etnam Street**

(Valuation is Insurance re-build cost, 2009)

|                                  |           |
|----------------------------------|-----------|
| Chapel and associated buildings, | 1,712,469 |
|----------------------------------|-----------|

|       |         |
|-------|---------|
| Manse | 379,697 |
|-------|---------|

|         |         |
|---------|---------|
| Cottage | 175,245 |
|---------|---------|

Associated Gardens & Graveyard

### **Assets located in property in Etnam Street**

|  |        |
|--|--------|
| Antique Clock, (Insurance valuation, 2009) | 16,611 |
|--|--------|

|                                |        |
|--------------------------------|--------|
| Organ (purchase price in 2006) | 12,080 |
|--------------------------------|--------|

Sound and vision equipment & musical instruments  
(Bought at various times and regularly updated)

Movable property (tables, chairs etc.)  
(Bought at various times and regularly updated)

Kitchen, garden and office equipment  
(Bought at various times and regularly updated)

**Ford Transit 115 Minibus** (15-str. Regd. 2010) Purchased in 2017 for £9,500.

**Graveyard in Newlands Drive, Leominster**

**Particular Baptist Chapel and Trust Property**  
**in Etnam Street, Leominster**  
**Receipts and Payments Accounts**  
**year ended 31<sup>st</sup> Dec 2019**

**Receipts**

|   | <b>Unrestricted funds</b> | <b>Restricted Funds</b> |
|---|---------------------------|-------------------------|
| Gifts/Offerings (inc Gift Aid Receipts) | £75,622.20                |                         |
| Special Missionary Collections          |                           | £5,711.73               |
| Rent Received                           |                           | £2,400.00               |
| Rent of Rooms                           | £2,195.00                 |                         |
| Miscellaneous Receipts                  | £967.34                   | £0.00                   |
| Legacies                                | £2,810.00                 |                         |
| Sundry Youth Income                     | £0.00                     | £2,998.18               |
| Cefn Lea                                |                           | £3,064.00               |
|   | <b>£81,594.54</b>         | <b>£14,173.91</b>       |

**Payments**

|   |                   |                   |
|---|-------------------|-------------------|
| Wages & National Insurance                            | £36,032.46        |                   |
| Ministry  | £11,281.11        |                   |
| Gifts to Missionary & aid Organisations               | £14,385.10        |                   |
| Special Missionary Giving                             |                   | £5,705.77         |
| Minibus (running costs)                               | £1,616.16         |                   |
| Telephone   | £701.24           |                   |
| Printing, Postage & Stationery                        | £1,134.93         |                   |
| Equipment   | £2,933.47         |                   |
| Sundries  | £4,419.34         | £0.00             |
| Maintenance of Church Premises & Manse                | £2,487.28         |                   |
| Maint. - Marlow Cottage                               |                   | £0.00             |
| Heat & Light  | £2,464.16         |                   |
| Council Tax & Water                                   | £3,124.32         |                   |
| Insurance   | £2,203.12         |                   |
| Fees  | £3,229.59         | £0.00             |
| Youthwork Costs                                       | £0.00             | £2,646.08         |
| Cefn Lea  |                   | £3,028.91         |
|   | <b>£86,012.28</b> | <b>£11,380.76</b> |
| Net Incoming Resources                                | -£4,417.74        | £2,793.15         |
| Fund balances at 1 <sup>st</sup> Jan 2019             | £49,940.73        | £13,770.30        |
| Balances Carried Forward at 31 <sup>st</sup> Dec 2018 | <b>£45,522.99</b> | <b>£16,563.45</b> |

**Leominster Baptist Church, R & P Accounts**  
**Year ended 31<sup>st</sup> Dec 2019**

| <b><u>Receipts</u></b>         | <b><u>Church</u></b> | <b><u>Youth</u></b> |
|--------------------------------|----------------------|---------------------|
| Gifts & Offerings (inc G A)    | £75,622.20           |                     |
| Special Missionary Collections | £5,711.73            |                     |
| Rent from Hire of Rooms        | £2,195.00            |                     |
| Miscellaneous Receipts         | £967.34              | £2,598.18           |
| Legacies                       | £2,810.00            |                     |
| Rent Received                  | £2,400.00            |                     |
| Cefn Lea                       | £3,064.00            |                     |
|                                | <b>£92,770.27</b>    | <b>£2,598.18</b>    |

**Payments**

|                             |                   |                  |
|-----------------------------|-------------------|------------------|
| Wages & National Insurance  | £36,032.46        |                  |
| Ministry                    | £11,281.11        |                  |
| Gifts to Miss & Aid Orgs.   | £14,385.10        |                  |
| Special Missionary Giving   | £5,705.77         |                  |
| Minibus                     | £1,616.16         |                  |
| Telephone                   | £701.24           |                  |
| Printing, Post & Stationery | £1,134.93         |                  |
| Equipment                   | £2,933.47         |                  |
| Sundries                    | £4,419.34         |                  |
| Maint – Church & Manse      | £2,487.28         |                  |
| Maint – Marlow Cottage      | £0.00             |                  |
| Heat & Light                | £2,464.16         |                  |
| Council Tax & Water         | £3,124.32         |                  |
| Insurance                   | £2,203.12         |                  |
| Fees                        | £3,229.59         |                  |
| Youthwork Costs             | £0.00             | £2,646.08        |
| Cefn Lea                    | £3,028.91         |                  |
|                             | <b>£94,746.96</b> | <b>£2,646.08</b> |

**Leominster Baptist Church, R & P Accounts**  
**Year ended 31st Dec 2019**

|   |                         |             |             |
|---|-------------------------|-------------|-------------|
| <b><u>Fund Balances as at 31<sup>st</sup> December 2019</u></b> | <b><u>£2,019.00</u></b> | <b>2018</b> | <b>2017</b> |
|---|-------------------------|-------------|-------------|

**Santander UK plc**

|                    |                  |                  |                |
|--------------------|------------------|------------------|----------------|
| Church A/c         | £24,659.30       | £26,756.23       | £24,694.66     |
| Church Reserve A/c | £35,811.08       | £35,693.74       | £35,634.48     |
| Church Youth A/c   | <u>£1,584.85</u> | <u>£1,232.75</u> | <u>£727.65</u> |
|                    | £62,055.23       | £63,682.72       | £61,056.79     |

**Cash in Hand**

|                     |                          |                          |                          |
|---------------------|--------------------------|--------------------------|--------------------------|
| Church Cash in Hand | <u>£31.21</u>            | <u>£28.31</u>            | <u>£39.13</u>            |
|                     | <b><u>£62,086.44</u></b> | <b><u>£63,711.03</u></b> | <b><u>£61,095.92</u></b> |

**Accumulated Fund**

|                           |            |            |            |
|---------------------------|------------|------------|------------|
| <b>Unrestricted Funds</b> | £54,043.20 | £58,342.29 | £55,456.25 |
|---------------------------|------------|------------|------------|

**Restricted Funds**

|                         |                  |                  |                  |
|-------------------------|------------------|------------------|------------------|
| Special Missionary      | £5.96            | -£268.54         | -£260.05         |
| Discretionary Fund      | £0.00            | £0.00            | £22.30           |
| Deposit held re tenancy | £238.33          | £238.33          | £238.33          |
| Marlow Cottage          | <u>£7,798.95</u> | <u>£5,398.95</u> | <u>£5,639.09</u> |
|                         | <u>£8,043.24</u> | <u>£5,368.74</u> | <u>£5,639.67</u> |

|  |                          |                          |                          |
|--|--------------------------|--------------------------|--------------------------|
|  | <b><u>£62,086.44</u></b> | <b><u>£63,711.03</u></b> | <b><u>£61,095.92</u></b> |
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## Total Funds

£75,622.20  
£5,711.73  
£2,400.00  
£2,195.00  
£967.34  
£2,810.00  
£2,998.18  
£3,064.00

**£95,768.45**

£36,032.46  
£11,281.11  
£14,385.10  
£5,705.77  
£1,616.16  
£701.24  
£1,134.93  
£2,933.47  
£4,419.34  
£2,487.28  
£0.00  
£2,464.16  
£3,124.32  
£2,203.12  
£3,229.59  
£2,646.08  
£3,028.91

**£97,393.04**

**-£1,624.59**  
£63,711.03

**£62,086.44**









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**Independent Examiner's Report to the Trustees of Leominster Baptist Chapel and Trust Property in Etnam Street, Leominster, Herefordshire.**

I report on the accounts for the year ended 31<sup>st</sup> December 2019.

**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(2) of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

\*examine the accounts under section 145 of the 2011 Act;

8follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and

\*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 provide 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 respects the requirements:
  - \*to keep accounting records in accordance with section 130 of the 2011 Act; and
  - \*to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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 account to be reached.

ALISON HARRINGTON (Mrs)  
3 ASH GROVE VIEW  
BODENHAM  
HEREFORD HR13 4LH

9 OCTOBER 2020.