

**EMMANUEL BAPTIST CHURCH LEEDS**

**REPORT AND ACCOUNTS**

**31st DECEMBER 2022**

## EMMANUEL BAPTIST CHURCH LEEDS

### Office Address

Church Office  
Hall Lane  
Horsforth  
Leeds  
LS18 5JE

### Trustees

K Boadu  
D Bottrill  
B W Brownutt  
B E Brownutt  
J Cannon  
G Charlton  
R Dyer (resigned 19/01/2023)  
R Goodfellow  
J Jarvis  
J W Johnston  
E Martin (appointed 17/07/2023)  
A Norris (appointed 24/09/2023)  
S P Smith  
C Taylor  
S Urwin  
A Walker  
M S Woods

### Accountants

Lee & Company  
Photon House  
Percy Street  
Leeds  
LS12 1EL

### Registered Charity No

1136269

## EMMANUEL BAPTIST CHURCH LEEDS

### Trustee's Report

The Trustees submit their report and accounts for the year ended 31st December 2022.

#### Objectives and Activities

The main objective of the charity is the advancement of the Christian faith in accordance with the basis of faith primarily, but not exclusively, within the City of Leeds and the surrounding neighbourhood; and such other charitable purposes as shall, in the opinion of the members of the church in general meeting further the work of the church.

The Trustees have identified the following activities of the church to be of public benefit:

##### *Education/training*

- Teaching and explanation of the Christian Faith

- Provision of a 'not for profit' preschool education in partnership with the LEA

##### *Relief of poverty*

- Provision of food parcels

- Regular financial giving to support other UK charities

##### *Overseas Aid/Famine relief*

- Regular financial giving to support other international charities including Morning Star, which is a charity that cares for children and AIDS orphans in South Africa

Who benefits from our work:

##### *Children/young people*

- Providing regular weekly activities for children/young people of preschool, primary and high school age

##### *Elderly people*

- Provision of regular practical and pastoral support

##### *People with disabilities/special need*

- Providing a safe environment in which people with special needs can be supported, nurtured and involved in church life

##### *People of particular ethnic or racial origin*

- Provide practical and pastoral support to people for whom English is a second language in Leeds and the surrounding areas

##### *Other charities/voluntary bodies*

- Provide practical support to children's charities in South Africa

How we achieve this:

##### *Provides human resources*

- Staff/volunteers - 100+ volunteers trained and DBS approved to work with children/vulnerable adults.

##### *Provides services*

- Food parcels

- Practical help including the provision of white and brown goods to those needing housing support

### *Providing advocacy/advice/information*

Money management

Debt advice

In determining the above activities the Trustees confirm that they have regard to the guidance issued by the Charities Commission under Section 4(6) of the Charities Act 2006 and the Charities (Accounts and Reports) Regulations 2008.

## **Achievements and Performance**

### *Development of premises*

We continue to maintain the fabric of the building and the develop the facilities available to members and attenders. During the year we completed a major upgrade to the access and security of the building, undertook repairs to the roof, continued repointing exterior walls, installed a new bookstall in the foyer and repaired and repainted several interior walls. Our additional Sunday morning service continued with increasing numbers attending both services. We made various technical upgrades to improve the quality and reliability of live-streaming of services and other events to help those not able to attend in person.

The various ministries that we run or support are listed below.

### *Discoverers*

A weekly term time club for primary school age children, providing a safe, inclusive environment where children can interact, play games and hear bible stories. Around 25 children attend each week supported by 7 regular volunteers who are all DBS checked.

### *Pulse*

A similar weekly ministry for highschool age children, providing opportunities to play games, relax together and hear about the Christian faith. It is run by a team of 6 DBS checked volunteers with up to 25 young people attending regularly.

### *Pre-school*

We employ 5 qualified staff to provide pre-school education with a distinct Christian ethos. Whilst we receive funding for up to 28 children every year (including children with learning and physical disabilities) we do so on a "not for profit" basis. Any surplus funds are re-invested to provide new equipment for the benefit of the children. Our most recent Ofsted report was outstanding. The Pre-school is open to any child regardless of race, religion, etc.

### *Toddler group*

We provide a very popular toddler group for local parents/carers. This is fully supported by the church who provide 5 helpers with an average of 70 carers and children attending each week.

### *Café*

This operates one morning a week and provides teas, coffees and light refreshments to anyone visiting the village of Horsforth. No charges are made but donations are accepted. Numbers attending vary between 20 and 40.

### *Lunch+*

This ministry provides a hot lunch and a chance to get together once a month for anyone in the local community who wishes to join us. No charges are made but donations are accepted. Numbers attending vary between 30 and 50.

### *Manna Project*

We run a compassion ministry which seeks to support vulnerable people in various ways. One expression of our support is the provision of short term food parcels to help those within the church and in the wider community who are experiencing financial difficulties and help with utility costs. When the need arises, we also provide help with one-off costs and provide larger items such as microwaves, basic washing machines, carpets, etc. to people needing re-housing.

### *Children's Summer Holiday Club*

We run a free children's holiday club with a Christian theme for one week during August. We cater for up to 100 children with 20 volunteers. The week ends with a parents/carers barbeque event and a special church service on the Sunday.

### *Who Let the Dads Out?*

This is a monthly Saturday morning ministry for dads to spend time with their young children, whilst giving mums a chance for a break. Numbers attending (dads and children) average about 55.

### *Student Ministry*

We provide spiritual and practical support to students, including regular refreshments and help with transport. We cater for around 15 students with 4 helpers.

### *Community events*

We hold regular craft evenings and occasional ad-hoc events (sometimes in conjunction with other community groups) to aid community cohesion and engagement.

## **Financial Review**

The trustees are satisfied that there are sufficient reserves at the Balance Sheet date, together with ongoing anticipated income, to enable the Church to function effectively in the coming year.

The trustees aim to ensure that there are sufficient reserves to enable the charity to function for a minimum of three months. The unrestricted reserves at the year end were £153,966 (2021 - £189,710).

The charity relies for its income on donations from a large number of church members and attenders. Whilst individual circumstances may change, the trustees are confident that, in aggregate, donations will be maintained at a level to ensure that the charity can continue as a going concern.

## **Structure, Governance & Management**

The charity is governed by its Constitution and its Church Rules. The church is a membership organisation and holds periodic members meetings (usually at least four times a year). Trustees are elected by church members at church meetings and are accountable to the membership as a whole.

Key management personnel, whom the trustees rely on to comply with the requirements of the charities objectives, are the senior pastor, the pastor for Discipleship and Training and the treasurer.

## Reference and Administrative Details

The charity is registered with the Charities Commission. The registration number is 1136269.

The address of the principal office is:

Church Office  
Hall Lane  
Horsforth  
Leeds  
LS18 5JE

### *Trustees*

K Boadu  
D Bottrill  
B W Brownnutt  
B E Brownnutt  
J Cannon  
G Charlton  
R Dyer  
R Goodfellow  
J Jarvis  
J W Johnston  
S P Smith  
C Taylor  
S Urwin  
A Walker  
M S Woods

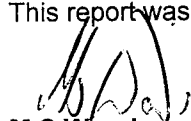
There are no corporate trustees. Two of the trustees - M S Woods and A Walker hold title to the property belonging to the charity.

## Exemptions from Disclosure

No exemptions from disclosure have been made in compiling this report.

## Funds held as custodian trustee on behalf of others

This report was approved by the Board on 18th October 2023.



**M S Woods**  
**Trustee and Deacon**

**Independent Examiner's Report to the Trustees of  
EMMANUEL BAPTIST CHURCH LEEDS**

I report to the charity trustees on my examination of the accounts for the year ended 31st December 2022.

**Responsibilities and basis of report**

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 your charity's accounts as carried out under section 145 of the Act. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent Examiner's Statement**

As the charity's gross income exceeds £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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 to enable a proper understanding of the accounts to be reached.



**Anna McClean FCA**

**Lee & Company**

**Photon House, Percy Street**

**Leeds LS12 1EL**

**18th October 2022**

# EMMANUEL BAPTIST CHURCH LEEDS

## Statement of Financial Activities for the year ended 31st December 2022

	Unrestricted Funds £	Restricted Funds £	Total Funds £	2021 £
<b>Income from:</b>				
Donations and gifts	339,346	-	339,346	313,845
Charitable activities	-	59,737	59,737	46,215
Other trading activities	-	-	-	280
Investments	392	-	392	86
	<u>339,738</u>	<u>59,737</u>	<u>399,475</u>	<u>360,426</u>
<b>Expenditure on:</b>				
Charitable activities	362,724	61,942	424,666	332,058
<b>Net income</b>	<u>(22,986)</u>	<u>(2,205)</u>	<u>(25,191)</u>	<u>28,368</u>
Balance brought forward	1,274,003	5,355	1,279,358	1,250,990
<b>Total funds carried forward</b>	<u><u>1,251,017</u></u>	<u><u>3,150</u></u>	<u><u>1,254,167</u></u>	<u><u>1,279,358</u></u>

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The notes on pages 9 to 11 form part of the accounts.



# EMMANUEL BAPTIST CHURCH LEEDS

## Balance Sheet as at 31st December 2022

	Notes	£	£	2021 £
<b>Fixed assets</b>	4		1,386,694	<u>1,386,694</u>
<b>Current assets</b>				
Debtors		12,155		10,746
Cash at Bank and in hand		<u>150,526</u>		<u>187,623</u>
			162,681	<u>198,369</u>
			<u>1,549,375</u>	<u>1,585,063</u>
<b>Creditors: amounts falling due within one year</b>				
Accruals		5,565		3,304
Bank and other loans		<u>13,600</u>		<u>13,743</u>
			19,165	<u>17,047</u>
<b>Net Assets less Current Liabilities</b>			<u>1,530,210</u>	<u>1,568,016</u>
<b>Creditors: amounts falling due after one year</b>				
Bank and other loans			276,043	288,658
			<u>1,254,167</u>	<u>1,279,358</u>
<b>Unrestricted Funds</b>				
General fund			1,251,017	1,274,003
<b>Restricted fund</b>			3,150	5,355
<b>Total funds</b>	5		<u>1,254,167</u>	<u>1,279,358</u>

Approved by the Board on 18th October 2023 and signed on its behalf by:

  
M S Woods

The notes on pages 9 to 11 form part of the accounts.

# EMMANUEL BAPTIST CHURCH LEEDS

## Notes to the accounts 31st December 2022

### 1. Accounting Policies

#### Basis of accounting

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and with the Charities Act 2011.

#### Incoming resources

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

#### Expenditure

Expenditure is recognised when a liability is incurred, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

#### Fixed assets

Office furniture and equipment is written-off in the year of purchase.

#### Fund accounting

Funds held by the charity are either:

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity.

### 2. Staff costs

	2022 £	2021 £
Salaries	218,351	203,395
Social Security costs	13,639	12,533
Pension	10,095	8,151
	<u>242,085</u>	<u>224,079</u>

Average number of employees during the year was 10

There are two Key Management Personnel (2021 - 2) and their total remuneration in the year was £79,148 (2021 £82,078).

### 3. Trustees Remuneration and expenses

The management of the charity is undertaken by the Trustees. Two Trustees and three related parties received remuneration during the year. Their remuneration was as follows:

	2022 £	2021 £
<b>Trustees</b>		
J W Johnston	50,664	51,196
J Cannon	32,124	30,882
<b>Related parties</b>		
K R Johnston	24,648	23,693
D G Smith	15,094	15,992
R Walker	8,666	7,399
	<u>131,196</u>	<u>129,162</u>

No other Trustee received remuneration or expenses.

### 4. Fixed Assets

	Land and buildings £	Fixtures & fittings £	Total £
<b>Cost</b>			
At 1st January 2022 and at 31st December 2022	<u>1,386,694</u>	<u>13,360</u>	<u>1,400,054</u>
<b>Accumulated depreciation</b>			
At 1st January 2022 and at 31st December 2022	<u>-</u>	<u>13,360</u>	<u>13,360</u>
<b>Net book value</b>			
As at 31st December 2022	<u>1,386,694</u>	<u>0</u>	<u>1,386,694</u>
As at 31st December 2021	<u>1,386,694</u>	<u>0</u>	<u>1,386,694</u>

## 5. Statement of Funds

	At 01.01.22 £	Incoming Resources £	Resources Expended £	At 31.12.22 £
General reserve - unrestricted	<u>1,274,003</u>	<u>339,738</u>	<u>362,724</u>	<u>1,251,017</u>
<u>Restricted fund</u>				
Preschool	5,205	59,737	61,942	3,000
Missionary gifts	150			150
	<u>5,355</u>	<u>59,737</u>	<u>61,942</u>	<u>3,150</u>
Total funds	<u>1,279,358</u>	<u>399,475</u>	<u>424,666</u>	<u>1,254,167</u>