



Registered Charity Number - 1134242

Penzance Baptist Church

Trustees Annual Report, Accounts, and Auditor Examination

For the year ended 31st December 2016

PENZANCE BAPTIST CHURCH

**TRUSTEES ANNUAL REPORT, ACCOUNTS and
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2016**

Penzance Baptist Church

Report of the Trustees for the year 01/01/2016 - 31/12/2016

Reference and Administration Details

Charity Name	Penzance Baptist Church
Charity Registration Number	1134242
Charity's Principal Address	Clarence Street Penzance TR18 2NY Cornwall

Board of Trustees

<i>(Name)</i>	<i>(Office)</i>
Mark Fretwell	Deacon
Ralph Hammond	Deacon
Melvin Polglase	Deacon
Robert Price	Deacon
John Rubens	Elder
Jonathan Stobbs	Minister
Stephen Williams	

Appointed 23 March 2017

Resigned 31 December 2016

Auditor

Rev. Michael Coles (BSc)
14 Pengarth Road
Falmouth
TR11 2TY
Cornwall

Bank

Lloyds Penzance
P.O. Box 8
Market House
Penzance
Cornwall
TR18 2TN

Structure, Governance and Management

The governing document of the Penzance Baptist Church as a charity is the Constitution for Grace Baptist Church Charities approved on 1 January 2007, and then adopted as the charity was registered on 10 February 2010. Penzance Baptist Church as a charity is constituted as an association, and the way in which the trustees are selected and appointed is through the means of the church members' meeting.

Objectives and Activities

The principal object of the church is the advancement of the Christian faith according to Baptist principals in accordance with the church's Basis of Faith. The church may also carry out other charitable purposes in the United Kingdom and/or other parts of the world.

In relation to these objects, our main activities are Sunday services (morning and evening), mid-week Bible studies and prayer meetings, evangelistic activities in the community, children's club, Parent and Toddler group, promotion of mission and matters of social concern, and various informal get-togethers to consider the Christian faith.

Achievements and Performance

Owing to the spiritual nature of the church's objectives it is difficult to quantify achievements; however, in the past year a full program and range of activities has been undertaken.

We employ a Pastor who conducts the majority of both Sunday Services, as well as mid-week meetings. The weekly program of the church is busy with regular meetings and activities. The Pastor also takes services around the country at different churches and conferences throughout the year. There is a leadership team which consists of Elders and Deacons. The Elders meet regularly to oversee the ongoing life of the church and apart from the Pastor, the other Elder takes a proportion of the Sunday Services and mid-week meetings. We also invite a number of men from associated churches to take services for specific occasions. Throughout the summer months the church drew many visitors from around the country and the world. The church has continued to know some growth adding to the membership, as well as new regular attenders.

The church has held a number of invitational meals and fellowship lunches for the church and those from the community who responded to invitations. There has also been the development of a 'Lunch and Listen' monthly meal for over 50's.

The Parent and Toddler group '*Toddliwinks*', is recognised in the community as an excellent group. The group has a constant attendance of existing and new parents/guardians, and works a waiting list when interest surpasses the necessary ratios. There is also the *KiC Club* which is a youth group for the 5+ age group.

PBC has good relationships with a number of local schools. There have been a number of school visits to the church itself looking at the history and practice of the Baptist Church. Our Pastor

and Elder have taken assemblies and lessons in local primary and secondary schools. The Pastor also served on the governing body of a local primary school.

PBC has held regular Open Days and Outreach events at the church that have encouraged people from the local community to come and see what is happening at Clarence Street. There was also a specific event to mark the Queen's 90th birthday in which a number from the local community came to a tea party. Christmas events included singing carols in a local shopping centre, a Christmas service in a local residential home, a tea with carols and regular services across the season.

The church had a number of special services in the year including a Thanksgiving service marking the 180th anniversary of the church building, and its presence in the community for that time.

Financial Review

Reserves

The Church has adopted a policy of holding reserves equivalent to three months regular expenditure, presently a reserve of £10,000. The current total reserve of £41,817 includes sums specifically set aside for building refurbishment and repairs. This is particularly necessary as the Church building has a Grade II* listing.

Risk Management

The trustees have identified the major risks to which the charity is exposed. These have been reviewed and the trustees are satisfied that adequate systems of control have been established to mitigate these risks.

Annual Return Figures

Income for 2016 - **£68,122**

Expenditure for 2016 - **£60,917**

Other Optional Information

Public Benefit

The trustees have considered the guidance produced by the Charity Commission on the provision of public benefit and they confirm that public benefit has been provided by:

- Promoting the whole mission of the church through the activities for individuals, parents and toddlers, and the elderly.
- Providing regular public worship that is open to all
- Conducting pastoral work including visiting the sick and the bereaved
- Teaching Christianity through sermons, courses, and small groups
- Providing a youth club with a Christian Ethos
- Distributing evangelistic materials
- Taking part in community events

Declaration

The trustees declare that they have approved the trustees' report above.
Signed on behalf of the charity's trustees:

Signature (s)



**Rev. Jonathan Stobbs
Chair**



**Mr. John Rubens
Trustee**

Position

Date - 22nd March 2017

Independent Examiner's Report to the members/trustees of Penzance Baptist Church

I report on the accounts for the year ended 31st December 2016

Respective responsibilities of the Trustees and Independent Examiner

The trustees of the charity are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

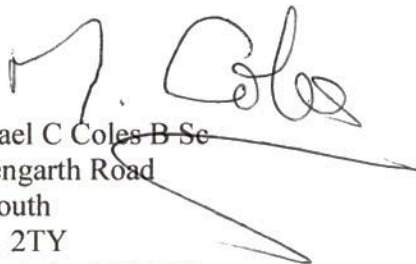
Basis of Independent Examiner's Statement

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 the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention:

1. which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with s.130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Michael C Coles B Sc
14 Pengarth Road
Falmouth
TR11 2TY
(Fully trained HMIT)

10th May 2017

PENZANCE BAPTIST CHURCH

RECEIPTS AND PAYMENTS

FOR THE YEAR ENDED 31 DECEMBER 2016

	Notes	Unrestricted Funds	Restricted Funds	2016 £	2015 £
Receipts					
<i>Voluntary receipts</i>					
Grants and gifts received	2(a)	63,299	3,548	66,847	80,525
<i>Other receipts</i>					
Rent – 13 Castle Road	2(b)	1,275	-	1,275	-
Total receipts		<u>64,574</u>	<u>3,548</u>	<u>68,122</u>	<u>80,525</u>
Payments					
<i>Payments in furtherance of the church's objectives</i>					
Direct charitable costs	3	4,043	422	4,465	2,681
Mission Support	3	1,458	2,135	3,593	1,567
Support costs	3	52,390	-	52,390	52,636
		<u>57,891</u>	<u>2,557</u>	<u>60,448</u>	<u>56,884</u>
<i>Governance costs</i>		<u>469</u>	<u>-</u>	<u>469</u>	<u>30</u>
Total payments		<u>58,360</u>	<u>2,557</u>	<u>60,917</u>	<u>56,914</u>
Net Receipts/(Payments)		6,214	991	7,205	23,611
Transfer between funds		-	-	-	-
Net movement in funds		6,214	991	7,205	23,611
Balances 1 January 2016		29,209	5,403	34,612	11,001
Balances 31 December 2016		<u>35,423</u>	<u>6,394</u>	<u>41,817</u>	<u>34,612</u>

PENZANCE BAPTIST CHURCH
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31 DECEMBER 2016

1. Fixed Assets

<i>The value of the assets owned are:</i>	£
Plant/machinery/equipment	<u>20,000</u>
	20,000

The Freehold property known as Penzance Baptist Church premises at Clarence Street, together with associated fixtures and fittings are the subject of a separate independent trust held for the exclusive use of the Church. The Church assumes responsibility for all maintenance and running costs.

The Freehold property known as 13 Castle Road, Penzance is the subject of a separate independent trust held for the exclusive use of the Church.

2. Bank and Cash Balances

	2016	2015
<i>Held at Bank</i>	£	£
Lloyds Bank	41,770	34,590
 <i>Cash float</i>		
Petty Cash	<u>47</u>	<u>22</u>
	41,817	34,612

3. Other Assets and Liabilities

	2016	
	£	
<i>Debts due to the church</i>		
Income tax recoverable	5,904	
Other debtors and prepayments	<u>-</u>	
	5,904	
 <i>Liabilities due to the church</i>		
	-	

The accounts were approved by the trustees and signed on their behalf on

by

The notes on pages 9 -10 form part of these accounts.

PENZANCE BAPTIST CHURCH

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2016

1. Accounting Policies

The accounts have been prepared on a receipts and payments basis with a statement of assets and liabilities.

2. Incoming Resources

	Unrestricted Funds £	Restricted Funds £	Total 2016 £	Total 2015 £
<i>(a) Voluntary receipts</i>				
Grants and gifts received	56,270	3,548	59,818	73,402
Tax recovered	7,029		7,029	7,123
	63,299	3,548	66,847	80,525
 <i>(b) Other incoming resources</i>				
Rent from 13 Castle Road	1,275	-	1,275	-
	1,275	-	1,275	

3. Charitable Activity Costs

	Unrestricted Funds £	Restricted Funds £	Total 2016 £	Total 2015 £
<i>Direct charitable costs</i>				
Sunday School & Young People	192	-	192	178
Women's Fellowship	-	422	422	330
Local evangelism	2,810	-	2,810	1,744
Audio Ministry & web site	1,041	-	1,041	429
	4,043	-	4,465	2,681
 <i>Mission Support</i>				
UK Mission	1,000	-	1,000	-
Overseas Mission	458	2,135	2,593	1,567
	1,458	2,135	3,593	1,567

	Unrestricted Funds £	Restricted Funds £	Total 2016 £	Total 2015 £
<i>Support Costs</i>				
Ministry costs	32,478	-	32,478	31,057
Property & Repairs	8,677	-	8,677	8,710
Refurbishment	8,860	-	8,860	8,119
Equipment purchases	1,460	-	1,460	-
Other administration	915	-	915	4,750
	<u>52,390</u>	-	<u>52,390</u>	<u>52,636</u>

4. Employees

The church has one employee (2015: 1 employee) whose remuneration and expenses were not in excess of £50,000. No remuneration or trustee expenses were paid to any other trustee during the year nor to any person connected to them.