



Independent examiner's report on the accounts

Independent Examiner's Report

Section A

Report to the trustees/
members of

Charity Name
NEW LIFE BAPTIST CHURCH

On accounts for the year
ended

31 MARCH 2017
Charity no
1166680

Set out on pages

PAGES 1-9
(remember to include the page numbers of additional sheets)

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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention.

Basis of independent
examiner's statement

My examination was carried out in accordance with 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 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 present 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 (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 41 of the 1993 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:


Date: 31/10/2017

Name:

PAUL ADAMS

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

Address:

12 ROSSITER LODGE
ROSEMES
GUILDFORD
GU1 2HU

TERMS OF ENGAGEMENT OF INDEPENDENT EXAMINER
[relating to accounts prepared on a 'Receipts and Payments' basis]

Name of Church NEW LIFE BAPTIST CHURCH (the Church)

Name of Independent Examiner PAUL ADAMS (the Examiner)

1 The Deacons (acting as managing trustees of the Church) are responsible for the preparation of the accounts which will be prepared on a 'Receipts and Payments' basis under S.42(3) Charities Act 1993. Such accounts will comprise one or more receipts and payments accounts and a statement of assets and liabilities.

2 The Examiner, being satisfied that the accounts may be prepared on a 'Receipts and Payments' basis, is responsible for carrying out an examination of the accounts in accordance with the Directions of the Charity Commissioners set out in S.43 Charities Act 1993 and which are set out in section 10 of the Union leaflet F6.

3 The Deacons will facilitate the proper examination of the accounts by ensuring that there are made available to the Examiner the books of accounts and all the related and supporting records and documents together with any other records or documents (including minute books and documents relating to constitution and trusts etc) which, in the opinion of the Examiner, are necessary for the proper examination and understanding of the accounts. They will also provide the Examiner with any other information or explanations required in connection with the examination.

4 The date or dates the examination shall be carried out shall be agreed between the Deacons (normally acting through the Treasurer) and the Examiner, as also will the date upon which the Examiner's report will be presented to the Deacons.

5 Whilst the scope of the examination will be less demanding than a comprehensive audit it is agreed that the Examiner will carry out such checks as are deemed appropriate in order to reach a conclusion that the accounts accord with the accounting records and such examination will include, inter alia, the reconciling of bank balances, examining corroborative evidence in respect of material items of income and expenditure, and confirming the existence of the stated assets and liabilities.

6 Following the examination, the Examiner will make a report to the Deacons stating whether or not any matter has come to attention in connection with the examination which gives cause to believe that proper accounting records have not been kept; or that the accounts do not accord with such records; or any matter has been identified to which attention should be drawn to enable a proper understanding of the accounts to be reached. The report will also include details, where they are apparent, of material expenditure or action which appears not to be in accordance with the trusts of the Church; or of any failure to provide information and explanations to which the Examiner is entitled.

7 If the Examiner is able to report in 'unqualified' terms it will be sufficient if the report accords with the specimen report from the Charity Commission which is reproduced overleaf. If, however, there are qualifications or reservations these must be clearly set out in the Examiner's report.

8 Recognising that the Examiner is carrying out the examination in an honorary capacity, and provided that such examination is carried out in accordance with these Terms of Engagement, it is agreed by the Church that the Examiner has no personal liability to the Church or any other person or body arising from such examination or the Examiner's Report.

Signed _____
on behalf of the Church

Signed _____
the Examiner

Date 8/12/2017

NEW LIFE BAPTIST CHURCH

ACCOUNTS FOR THE YEAR TO 31st March 2017

FINANCIAL STATEMENT FOR THE YEAR ENDED 31 MARCH 2017

| | 2017 | 2016 |
|--------------------------------------|----------------|---------------|
| Receipts | £ | £ |
| Sunday Plate | 3,020 | 2,929 |
| SO Giving | 44,599 | 38,240 |
| Income Tax on Gift Aid | 11,474 | 9,814 |
| Interest | 2 | - |
| Café income | 44,729 | - |
| Room Bookings | 44,235 | 28,853 |
| Total Receipts | 148,059 | 79,839 |
| Payments | | |
| Staff & Staff Housing | 2 | 55,700 |
| Mission | 3 | 2,099 |
| Activities/Sunday Services/Worship | 4 | 504 |
| Childrens Work | 5 | 512 |
| Church Buildings | 6 | 7,547 |
| Café expenditure | 7 | - |
| Admin Costs | 8 | 1,452 |
| Total Payments | 129,281 | 67,814 |
| Surplus/-Deficit for the Year | 18,778 | 12,026 |

NEW LIFE BAPTIST CHURCH

ACCOUNTS FOR THE YEAR TO 31st March 2017

STATEMENT OF ASSETS AND LIABILITIES AT 31 MARCH 2017

| ASSETS | Note | 2017 | 2016 |
|---------------------------------------|------|---------|---------|
| Fixed Assets | | | |
| Total Fixed Assets | | | |
| Current Assets | | | |
| Other Current Assets | | | |
| Sundry Debtors | 9 | 3,573 | 17,340 |
| Total Other Current Assets | | 3,573 | 17,340 |
| Cash at bank and in hand | | | |
| Barclays Bank | | 24,377 | 19,830 |
| CAF Gold Account | | 1,702 | 1,700 |
| Petty Cash Box | | 759 | 128 |
| Total Cash at bank and in hand | | 26,838 | 21,658 |
| Total Current Assets | | 30,411 | 38,998 |
| Current Liabilities | | | |
| Other Current Liabilities | | | |
| Other Creditors | | 450 | 16,833 |
| Loans from members | | - | 10,000 |
| Payroll Liabilities | | 2,062 | 903 |
| Total Other Current Liabilities | 11 | 2,512 | 27,735 |
| NET CURRENT ASSETS | | 27,900 | 11,263 |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | 57,311 | 50,261 |
| Long Term Liabilities | | | |
| Total Long Term Liabilities | 10 | 34,000 | 38,000 |
| NET ASSETS | | 23,311 | 12,261 |
| General Fund and Other Reserves | | | |
| Freehold Property Reserve | 13 | 471,853 | 471,853 |
| General Fund | | 39,471 | 20,693 |
| | | 511,324 | 492,546 |

Notes to the Accounts

Note

1.1 Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS102 have been prepared in accordance with the Charities SORP (FRS102) "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Ireland (FRS102) (effective 1st January 2015)", and the Charities Act 2011.

1.2 Income

Donation income is recognised in the SoFA when the charity has entitlement to the funds, it is probable that the income will be received, and the amount can be measured reliably.

Tax reclaimable in respect of gift aid is recognised when receivable.

Investment income represents interest received on surplus balances and is accounted for on an accruals basis.

Room hire is recognised when invoiced.

1.3 Grants paid

The Church makes grants to other organisations whose charitable objects complement its work. They are accounted for in the year in which they are paid.

1.4 Pension costs

The church pays pension contributions for its eligible ministerial staff to the Baptist Pension Trust Ltd, a final salary defined benefit scheme which is not contracted out for State Pension purposes. The scheme is a multi-employer scheme and it is not possible to identify the assets and liabilities of the scheme which are attributable to the church. In accordance with SORP (FRS102) the scheme is therefore accounted for as a defined contribution scheme (see also note 14).

The church also contributes to defined contribution schemes for members of staff not eligible for the Baptist Pension Trust Ltd.

1.8 Depreciation

Expenditure on fixtures, fittings and equipment is written off on a straight line basis over their estimated useful life of 4 years.

Notes to the Accounts

Note

2. Staff & Staff Housing

| 2016 | 2017 | |
|---------------|---------------|--|
| 19,433 | 22,200 | A · Staff:2100 · Pastor Salary |
| 8,280 | 8,671 | A · Staff:2101 · Administrator Salary |
| 446 | 477 | A · Staff:2102 · Bookkeeper Salary |
| 5,511 | 10,334 | A · Staff:2103 · Minister in training Salary |
| 3,841 | - | A · Staff:2104 · Community Worker Salary |
| 863 | - | A · Staff:2105 · Pastoral assistant Salary |
| - | 388 | A · Staff:2107 · Niers - Staff |
| 5,541 | 5,140 | A · Staff:2108 · Pension - Staff |
| 724 | 738 | A · Staff:2109 · Payroll Admin |
| 616 | 1,150 | A · Staff:2110 · Travel Expenses |
| 63 | 17 | A · Staff:2111 · Training (Courses/Seminars) |
| 184 | 252 | A · Staff:2112 · Other Expenses |
| 10,200 | 12,000 | B · Staff Housing:2124 · Lease Back on Manse |
| <u>55,700</u> | <u>61,367</u> | |

The average total number of full time equivalent employees in the year was 3 (2016 : 2)
The average total number of full and part-time employees in the year was 2 (2016 : 1)

No employees were paid £60,000 or more.

3. Mission

| Total Mission | | |
|---------------|--------------|--|
| 500 | 375 | 2201 · Friends International |
| 500 | 500 | 2202 · Plantation |
| 500 | 500 | 2203 · Matrix Trust |
| 2,000 | 2,000 | 2204 · BMS |
| 2,000 | 2,000 | 2205 · SEBA (Home Mission) |
| 46 | - | 2207 · FIG Events |
| -3,447 | -1,442 | 2208 · Community Outreach-Fun Days;Tod |
| <u>2,099</u> | <u>3,933</u> | |

Notes to the Accounts

| | | |
|--|---|--------------|
| 4. Activities/Sunday Services | | |
| | Total Activities/Sunday Services | |
| D · Activities/Sunday Services:2400 · Gifts/Cards/Special Occas! | 147 | 197 |
| D · Activities/Sunday Services:2402 · Visiting Speakers | 564 | 105 |
| D · Activities/Sunday Services:2403 · Catering | 773 | 165 |
| D · Activities/Sunday Services:2404 · Fellowship Fund | - | -100 |
| E · Worship:2502 · Worship - Miscellaneous | 337 | 137 |
| | 1,821 | 504 |
| 5. Childrens/Youth Work | | |
| | Total Childrens/Youth Work | |
| F · Childrens/Youth Work:2600 · Children's Work | 942 | 512 |
| F · Childrens/Youth Work:2601 · Children Training | 40 | - |
| | 982 | 512 |
| 6. Church Buildings | | |
| | Total Church Buildings | |
| G · Church Buildings:2801 · Insurance-contents/employers li | 3,986 | 1,743 |
| G · Church Buildings:2802 · Electricity (incl heating) | 2,910 | 2,358 |
| G · Church Buildings:2807 · Repairs & Maintenance | 1,841 | 471 |
| G · Church Buildings:2808 · Lift Maintenance Contract | - | 401 |
| G · Church Buildings:2809 · Cleaning materials | 197 | 234 |
| G · Church Buildings:2810 · Equipment QE Park | 1,537 | 244 |
| G · Church Buildings:2811 · Cleaning | 2,596 | 2,096 |
| | 13,066 | 7,547 |
| 7. Café Expenditure | | |
| H · Café:3000 · Staff Salaries | 20,133 | - |
| H · Café:2108C · Pension | 390 | - |
| H · Café:3001 · Cleaning | 2,398 | - |
| H · Café:3002 · Cleaning costs/Refuse | 1,012 | - |
| H · Café:3003 · Purchases for resale/Café Supplies | 18,649 | - |
| H · Café:3005 · Telephone | 41 | - |
| H · Café:3007 · Bank charges | 502 | - |
| H · Café:3008 · Utilities | 610 | - |
| H · Café:3009 · Repairs and renewals | 500 | - |
| H · Café:3010 · Equipment depreciation | 1,858 | - |
| | 46,093 | - |

Notes to the Accounts

| 8. Admin Costs | | |
|---|--------------|--------------|
| I · Admin Costs:2900 · Stationery & Office Supplies | 465 | 370 |
| I · Admin Costs:2901 · BU & Home Mission subs | 188 | 220 |
| I · Admin Costs:2902 · Computer Consumables | 62 | 71 |
| I · Admin Costs:2905 · Postage | 45 | 20 |
| I · Admin Costs:2907 · Telephone & Internet | 401 | 332 |
| I · Admin Costs:2909 · Printing, Publicity, Marketing | 462 | 190 |
| I · Admin Costs:2910 · Copyright | 396 | 249 |
| | <u>2,019</u> | <u>1,452</u> |
| Total Admin Costs | | |

| | | | |
|------------|--|---------------|---------------|
| 9. Debtors | Other receivables | 500 | 15,000 |
| | Income Tax on Gift Aid | 3,073 | 2,340 |
| | | <u>3,573</u> | <u>17,340</u> |
| 10. Loans: | Outstanding on loan from SEBU @ 1.4.16 | 38,000 | |
| | Repayments | -4,000 | |
| | Balance owing at 31.3.17 | <u>34,000</u> | |

The loan is interest free and unsecured and repayable in equal bi-annual instalments until September 2025

| | |
|---|---------------|
| The loan is interest free and unsecured and repayable in equal bi-annual instalments until September 2025 | |
| 11. Creditors | |
| Other creditors | 450 |
| Short term loan from members | - |
| Payroll liabilities | 2,062 |
| | <u>2,512</u> |
| | <u>27,735</u> |

NEW LIFE BAPTIST CHURCH

ACCOUNTS FOR THE YEAR TO 31st March 2017

Notes to the Accounts

12. Fixed Assets

| Cost | At 1.4.16 | | | At 31.3.17 | | | Depreciation | Net Book Value | | |
|------|-----------|-------|---------|------------|------|-------|---------------------|----------------|-------|-------|
| | Property | Café | Total | Property | Café | Total | | Property | Café | Total |
| | 511,853 | 7,430 | 519,283 | - | - | - | At 1.4.16 | - | - | - |
| | | | | Additions | - | - | Charge for the year | 1,858 | 1,858 | 1,858 |
| | | | | Disposals | - | - | At 31.3.17 | - | 1,858 | 1,858 |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |

The church is the beneficial owner (subject to the relevant trusts) of QEP Community Centre, Guildford, the legal title to which is held by the church's custodian trustee (The Baptist Union Corporation Ltd.)

13.

General fund and other reserves

| General | Freehold | Total | Opening balance at 1.4.16 | Profit for the year | At 31.3.17 |
|---------|----------|-------|---------------------------|---------------------|------------|
| | | | | | |
| £ | £ | £ | 20,693 | 18,778 | 39,471 |
| | | | 471,853 | - | 471,853 |
| | | | 492,546 | 18,778 | 511,324 |

Notes to the Accounts

ACCOUNTS FOR THE YEAR TO 31st March 2017

NEW LIFE BAPTIST CHURCH

14. PENSIONS

The Church is an employer participating in a pension scheme known as the Baptist Pension Scheme ("the Scheme"). The Scheme is a separate legal entity which is administered by the Pension Trustee (Baptist Pension Trust Ltd). The Ministers are eligible to join the Scheme, which is not contracted out of the State Second Pension.

From January 2012, pension provision is being made through the Defined Contribution (DC) Plan within the Scheme. In general, members pay 8% of their Pensionable Income & employers pay 6% of members' Pensionable Income into individual pension accounts which are operated and managed on behalf of the Pension Trustee by Legal & General Life Assurance Society Ltd.

In addition the employer pays a further 4% of Pensionable Income to cover Death in Service Benefits,

administration costs, and an associated insurance policy which provides income protection for Scheme members in the event that they are unable to work due to long-term incapacity. This income protection policy has been insured by the Baptist Union of Great Britain with Unum Ltd.

Benefits in respect of service prior to 1 January 2012 are provided through the Defined Benefit (DB) Plan within the Scheme. The main benefits for pre-2012 service were a defined benefit pension of one eighth of Final Minimum Pensionable Income for each year of Pensionable Service, together with additional

pension in respect of premiums paid on Pensionable Income in excess of Minimum Pensionable Income. The Scheme, previously known as the Baptist Ministers' Pension Fund, started in 1925, but was closed to future accrual of defined benefits on 31 December 2011.

A formal valuation of the Defined Benefit (DB) Plan was performed at 31 December 2013 by a professionally qualified Actuary using the Projected Unit Method. The market value of the DB Plan assets at the valuation date was £162 million.

The valuation of the DB Plan revealed a deficit of assets compared with the value of liabilities of £84 million (equivalent to a past service funding level of 66%). As a result of the valuation, in addition to the contributions to the DC Plan set out above, it has been agreed to increase the standard rate of deficiency contributions from churches and other employers involved in the DB Plan from 11% of Pensionable Income/ Minimum Pensionable Income to be based on a 12% rate from 1 January 2016. The contributions will be based on each church's or other employer's position at March 2015. Some churches and other employers that were only involved in the DB Plan for a short period will pay less than 12%. The Recovery Plan envisages deficiency contributions continuing until 30 June 2035.

Notes to the Accounts

14. PENSIONS (cont.)

The key financial assumptions underlying the valuation were as follows:

| Type of assumption | % pa |
|---|--------------------------------------|
| RPI price inflation assumption | 3.60 |
| CPI price inflation assumption | 2.85 |
| Minimum Pensionable Income increases (CPI plus 1.0% pa) | 3.85 |
| Assumed investment returns | 5.10 |
| Deferred pension increases | 3.95 |
| | 3.60 |
| | 2.50 |
| | 3.40 |
| Pensions increases | 2.30 |
| | -Main Scheme pension Pre April 2006 |
| | -Main Scheme pension Post April 2006 |
| | -Pre April 2009 |
| | -Post April 2009 |
| | - Post retirement |
| | - Pre-retirement |

As there is a large number of contributing employers participating in the Scheme, the Church is unable to identify its share of the underlying assets and liabilities of the scheme. Accordingly, due to the nature of the Scheme, the profit and loss charge for the period represents the employer contributions payable. The total pension cost for the Church is £4,592 (2016:£5,541).

The next actuarial valuation of the DB Plan within the Scheme is due to take place not later than as at 31 December 2016. The total pension cost for all staff members (including those covered by the scheme noted

The accounts and statement of assets and liabilities set out on pages 1-9 relating to the year ending 31st March, 2017 are as approved by the leadership team.

Signed: Catherine M. Whiting

Date: 8/12/2017



Trustees' Annual Report for the period

| Period start date | | Period end date | | |
|-------------------|----|-----------------|------|--------------|
| From | 01 | April | 2016 | To 31 |
| | | March | 2017 | |

Section A Reference and administration details

| | |
|---|-------------------------|
| Charity name | New Life Baptist Church |
| Other names charity is known by | NLBC |
| Registered charity number (if any) | 1166680 |
| Charity's principal address | QE Park Centre |
| | Railton Road |
| | Guildford, Surrey |
| Postcode | GU2 9LX |

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|-----------------------|----------------------|-----------------------------------|---|
| 1 | Mrs Catherine Whiting | Minister in training | | |
| 2 | Dr Mark Whiting | | | |
| 3 | Mrs Rheanne Mole | Secretary | | |
| 4 | Mr Alexander Mole | Treasurer | | |
| 5 | Rev Stephen Godfrey | Minister | | |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |

Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

| | |
|---|---|
| Type of governing document (eg. trust deed, constitution) | Constitution – 6 th December 2015 |
| How the charity is constituted (eg. trust, association, company) | Unincorporated association |
| Trustee selection methods (eg. appointed by, elected by) | Elected from the membership in accordance with our Constitution |

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Members of the church are accepted in accordance with the Constitution which requires them to be, or to have been, publicly baptised by full immersion on the profession of faith in Jesus Christ; or, following other modes of baptism, to renew their public profession of faith in Jesus Christ.

A members meeting ('Church Meeting') is normally held at least three times a year and has responsibility for the overall policy of the church. In accordance with our constitution the members appoint a minimum of three Trustees who are responsible for the day to day running of the church's work and witness, as well as the financial and legal aspects of the charity. All members are encouraged to take an appropriate part in the spiritual and practical tasks involved in the furtherance of the charitable objective.

The Church is a member of the Baptist Union of Great Britain, the South Eastern Baptist Association and the Evangelical Alliance.

Our Property Trustees are:
The Baptist Union Corporation Limited
Baptist House
129 Broadway
Didcot
Oxfordshire OX118RT

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The principle purpose of the Church is the advancement of the Christian faith according to the principles of the Baptist denomination. The Church may also advance education and carry out other charitable purposes in the United Kingdom and/or other parts of the world.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In order to achieve the principal objective, the Church provides a variety of activities both to its membership and to the community generally. The aim is to show the love of Jesus Christ in word and deed and to bring people into a closer relationship with him as living Lord.

An important aspect of the work of the Church is the provision of regular public services of Christian worship on a Sunday morning, along with occasional services at other times which are advertised on the church notice board and the website, <http://www.newlifebaptist.org.uk>, and are open to anyone. During the morning service there are activities for children and young people.

The Church runs mid-week small groups, in members' homes, for the growth of faith and discipleship, and a discipleship group for young people, which meets fortnightly on a Sunday evening. Details of these groups can be found on the church website.

The Church owns and runs the Community Centre (where it is based). Rooms are hired out for activities such as exercise classes, children's' music and activity groups, counselling, teaching, choirs, training and parties.

The Church runs a Toddler group, which meets on Wednesday mornings, with the purpose of assisting the community and demonstrating the love of Jesus Christ.

Since April 2016 the Church has been running a community cafe in our building, with the aim of providing a welcoming environment with a Christian ethos for all members of the local community and groups using the Centre. Sunday lunch and evening social events are held in the cafe from time to time, which are advertised on our website and by posters and flyers within and outside the Centre building.

The Trustees have read the Charity Commission guidance on public benefit, and are satisfied that the activities outlined above clearly demonstrate that the charity is providing a benefit to the public.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Our weekly worship services are, on average, attended by approximately 30 people across a wide age range from toddlers to those beyond retirement age.

Our church youth group continues to thrive, with 12-14 young people attending meetings. Four of the youth expressed a desire to make a public declaration and confirmation of their faith by being baptised at a service planned for May 2017. One adult will also be baptised on this occasion.

Nine of the young people were involved in a local cross-church project in May 2016, helping to clear overgrown gardens for disadvantaged individuals and families. We took nine of the young people to a Christian youth conference in August. Seven of the young people also took part in a mission at a church in Aldershot in October; running activities for children, helping to clean up the local park and delivering gifts to local families.

On Christmas Day, we cooked a roast dinner for and gave gifts to 25 guests. A number of these were foreign students and their families who would otherwise have been on their own.

In January-March 2017, the Church ran an Alpha course which comprised of a weekly meal followed by a video presentation and discussion. This was open to anyone wanting to learn more about the Christian faith. Whilst only a small number attended, those who did so found the evenings informative and engaging.

Our Toddler Group, which runs weekly during school term times, continues to be very popular; with an average of 50 families attending each week. A number of parents and children have asked for or accepted offers of prayer for difficult circumstances.

One of our members has run a monthly craft night, with the invitation to a short time of prayer at the end of each evening. This has built up a regular clientele of approximately 8 people.

The community centre and cafe that we run have continued to attract greater numbers of groups and individuals; enabling us to build relationships with local people and, creating an increased sense of community on the housing estate where we are based. In addition to the three paid members of staff who work in the café, we also have four regular volunteers from the community who help in the café on a weekly basis. We have also been involved in joint ventures with the local residents' association, such as a Christmas fair and monthly quiz nights.

Section E Financial review

Brief statement of the charity's policy on reserves

We have committed to keeping three months working capital in our bank account, as a contingency fund against unexpected costs.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our principal source of funds is from members' regular donations and lettings from the hire of the premises. This money has been put towards the Church's various activities and the upkeep of the community centre and cafe. The Church has also given regular financial support to local, national and international Christian organisations, whose Christian aims and objectives are compatible with our own charitable purpose.

Section F Other optional information

Section G 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 (eg Secretary, Chair, etc)

Date