

BINGLEY UNITED REFORMED CHURCH

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31ST DECEMBER, 2018

BINGLEY UNITED REFORMED CHURCH (PROPERTY TRUST)
CHARITY REGISTRATION NUMBER 243345

Address of the charity:

Dryden Street, Bingley, West Yorkshire BD16 2LU

Address for correspondence:

Bingley United Reformed Church, Dryden Street, Bingley, West Yorkshire, BD16 2LU

REPORT OF THE ELDERS FOR THE YEAR ENDED 31 DECEMBER 2018
FOR PRESENTATION TO THE
ANNUAL GENERAL MEETING TO BE HELD ON THURSDAY 25TH APRIL 2019

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is a trust governed by the terms of the Charity Commission SCHEME dated 20th December 2002, number 243345. There are two linked trusts under this number.

The Elders of the church administer the trust, the property of which is held by the sole trustee, The Yorkshire Congregational Union (Incorporated), in accordance with Model Trusts set forth in Part 1 of Schedule 2 to the United Reformed Church Act 1972 (as amended).

Day to day maintenance of the buildings and letting of the shop properties is delegated to the Church Property Committee. The members of the committee and the Elders are elected by the church meeting.

There have been 10 (April & August missed) meetings of the Elders through the year and 4 church meetings, not including the Annual General Meeting. The Property Committee has had one formal meeting and members have also met on an ad-hoc basis, or by telephone, whenever important information had to be shared or decisions were required.

AIMS AND PURPOSES

The purpose of Bingley United Reformed Church is to advance the Christian faith for the benefit of the public in accordance with the statements of belief appearing in the Basis of Union of The United Reformed Church Manual.

OBJECTIVES AND ACTIVITIES OF THE CHURCH

The elders of the church are committed to enabling as many people as possible to worship at our church and become part of our community. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning activities the elders take note of the Charity Commissions guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular we try to enable ordinary people to live out their faith as part of our community through:

Worship, learning about the gospel and developing their knowledge and trust in Jesus.

Pastoral care.

Missionary and outreach work.

To facilitate this work the church:

supports the mission objectives of The United Reformed Church, of which it is a member church, with particular reference to their application in Bingley and:

it is a condition of the Trust that the Trustee and the church Elders must apply the clear income of the charity in the repair, maintenance and improvement of the church premises and the associated properties, and in otherwise furthering the religious and other charitable work of Bingley United Reformed Church.

The church agreed a formal Constitution at the 2018 AGM.

ACHIEVEMENTS AND PERFORMANCE

Activities:

We provide and maintain a church building which was 200 years old this year, for Christian worship and associated meetings and ceremonies for all who wish to attend. It was built on land gifted to the church in 1773 because the original chapel in Chapel Lane was too small to accommodate a growing congregation.

A variety of community groups use the church premises, including an award winning ladies choir, sewing classes, a girl guide leaders group, a bereavement counselling group and a yoga group. We also welcomed a local children's nursery for their nativity play.

Most of the usual church activities took place during the year. We were able to hold Sunday Services open to all throughout the year and our ecumenical ministry included providing a Lent bible based course and involvement in and attending the Women's World Day of Prayer. The church family provided support to members and adherents in sickness and difficulties through prayer and visitations. A Fellowship group, open to all who have a connection to the church, is well supported and meets monthly with speakers on a variety of topics.

The church has continued to provide financial assistance to the Immanuel Project in Bradford in 2018, meeting the cost of their subscription to 'Fair Share', an organisation which provides food to them sourced from supermarkets' excess stock etc. The Project provides meals and a range of support to the most disadvantaged in central Bradford. The grant is likely to be continued in future years.

In 2018 we also continued to support 'Firm Foundations', a group which provides Christian based support and counselling to anyone in need of such help. The charity is developing Prodigal House in Bradford, to enable them to provide residential support for up to 12 months for some of the men they are working with. Church members agreed this year to support the facility by meeting the rental cost of Prodigal House, with some members also able to provide practical help.

The church based group, 'Singing for Fun' meets twice each month and members of any ability (or none) can enjoy singing in a friendly and welcoming environment. The group have sung, by invitation, at an outside venue. It has been a successful year, bringing in a number of people from outside the church, several of whom now attend worship on Sunday. New members are still welcome.

The church held six coffee mornings during 2018. As is our usual practice the funds raised, totaling £2045, were distributed to a variety of charities, including Firm Foundations and the Yorkshire Air Ambulance. Church members also donated monies to the Leprosy Mission (£65) and Tools with a Mission (£60).

During the year the church family has made contributions to the Centrepont (Owlet Grange) Project (formerly known as The Bradford City Centre Project). Food in tins and dried goods supplemented by

fresh produce from the Harvest Festival is provided to assist young single (formerly homeless) people who reside in 9 one bedroom flats.

The church family again came together to make-up or donate items to fill shoeboxes for Operation Christmas child. A total of 60 boxes were wrapped and packed and collected. At the time of collection the probable destination was Eastern Europe. Members of the congregation made substantial donations of box contents and cash, the balance of the costs (£171) was made up from church funds. Postage was £300.

The Church Safeguarding Group continues to care for the welfare of children and adults at risk in the church. The Safeguarding Policy has been reviewed and was agreed by the church at the 2018 AGM. The policy is reviewed annually to take account of the changes in legislation and guidance. Our two Safeguarding coordinators attended a 'refresher' URC basic training course during the year.

We maintained ecumenical links with the other churches in Bingley. The Good Friday worship by the combined churches was again the main 'public' focus of the link and some members were able to join in a nativity and carol singing in the town centre at Christmas. The church contributed towards the costs of Fast Forward/Rewind. This is an ecumenical group which provides Christian teaching to children from several local primary schools.

Our church membership at the end of 2018 was 35, a decrease from 38 in 2017.

The church continues without the services of a minister. Fortunately we are well served by two accredited preachers from our own congregation, together with visiting ministers (including many retired) and lay preachers and the leadership of all services for 2018 was organised with their help. A Worship committee exists to help plan these services through the year. There was one meeting of the group in 2018 to plan the carol service.

The discussions with two nearby churches regarding ministry have culminated in a proposal to Synod for a Special Category form of shared Ministry. This has been initially approved at Synod level and we await the next stages of the process. (Note: In early 2019 we were advised that the proposal had been unsuccessful and are now reviewing with the other churches how to move forward).

In 2018 we celebrated 200 years since our present building in Dryden Street was opened. We celebrated the anniversary in a mission based manner, by issuing 12,000 copies of Mark's Gospel to all the houses in our BD16 postcode area, together with organizing events for members and non-members at church.

The Gospel booklets included information about all the churches in the area and were prepared in cooperation with those churches. They were distributed in February 2018.

The other events marking the anniversary included a talk on 'Bingley in 1818' by a very popular local historian, Ian Dewhirst (who sadly died in January 2019), a concert by the Opus 44 ladies choir and a stage performance of 'Rush to Deliver' by the ROUGHSHOD Christian theatre group from York. Donations made at the three events, together with a special Harvest collection, amounted to £1637 which was donated to Christian Aid under a scheme where every £1 donated was increased to £5 by the government.

Property:

We maintain the church building, a leased residential property that forms part of the church building and a separate building which houses four leased commercial shop/office properties, the rental income from which is used to further the church's work in Bingley.

All the shop/office properties were leased to tenants in 2018. Three of the leases were due for renewal during the year and these were all agreed and completed.

Maintenance tasks through the year in the church included replacing the gas boiler and fitting new thermostats, installing new drains for the boiler condensate, repointing where necessary, and fitting of a new carpet in the Meeting Room.

The routine safety checks on all the gas equipment, the fire alarms and emergency lighting systems and PAT inspections of electrical equipment were completed. Inspections were also carried out on the gutters and church timbers.

Maintenance for the cottage included a new door and some improvements to the door surrounds.

Maintenance for the shop properties included the inspection and treatment of timbers, repointing and rebuilding of the pathway leading to one property, minor repairs and routine checks on the gutters and the fire alarm system.

FINANCIAL REVIEW

Leased Properties:

The residential property and all four shop/office properties were let during the year.

Rental income was up from £31.9k last year at £36k.

Expenditure on maintenance was £5754, up from £2912 last year, the major costs being the pointing and pathway work.

Professional fees were slightly lower at £2784, down from £2940, being legal and letting fees.

Insurance was slightly up from £1287 in 2017 to £1303 in 2018.

Expenditure on the residential property was down from £9056 to £512 as no major work was required.

The surplus of income over expenditure for the leased properties was £25.6k, up from £15.3k in 2017.

It was possible to transfer £10k to the COIF account and £5k to the church account.

Church Building:

Maintenance costs were £13.3k (up from £1.9k in 2017) the major items of expenditure being the provision of new boilers, repointing and new carpet in the meeting room.

Church Operating Expenses:

Expenditure was £22.9k, slightly lower than the £28.5k figure in 2017.

Income slightly decreased (from £19.4k in 2017) to £19.2k, although in addition there was a transfer of £5k from the property funds.

Income from lettings was substantially unchanged at £1.5k.

The Church Operating Expense **Surplus** was £1.3k, up from the £4.2k deficit in 2017.

The total **URC levy** (including Mission, Ministry and Synod elements) for 2018 was based on membership of 42 at the end of 2016 and was £11.9k.

The URC levy for 2019 will be based on the membership of 35 at the end of 2017 and is expected to be about £9.9k.

Combined Accounts:

The surplus of Income over Expenditure for the year was £6.5k, an increase from £2k in 2017.

Funds:

The total unrestricted funds at the year end were £123.8k, increased from £118.5k in 2017.

The **Church and Shop Maintenance Funds** have been increased to £40.5k and £29k making adequate provision for repairs in the future.

The **Church Support Fund** has been increased by £1.5k to £36.5k, to ensure a 1 year support at current levels and 6 months should the church have to meet any increased costs for ministry. It also makes provision for any recommendations from the Ministry Group.

The above increases total 13.8% of rental income and are a little above the 5 to 10% recommended figure.

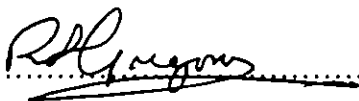
The **Church and Special Projects/Mission Fund** is unchanged at £5k. This includes £600 for Shoe box expenses and allows for any one-off expenses recommended by the Mission Group.

Declarations:

The Elders can confirm that there are no serious incidents or other matters which need to be reported to the Charity Commission.

The Elders can confirm that they have had regard to the guidance issued by the Charity Commission on public benefit.

Report prepared by:

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Ray Gregory – Elder and Chair of Bingley URC Property Committee

and approved at the Elders meeting on 13th March 2019

BINGLEY UNITED REFORMED CHURCH

REPORT OF THE INDEPENDENT EXAMINERS

TO THE MEMBERS OF THE BINGLEY UNITED REFORMED CHURCH
ON THE ACCOUNTS FOR THE
YEAR ENDED 31ST DECEMBER 2018

We report to the trustees on our examination of the accounts of the Trust for the year ended 31 December 2018, which are set out on pages 1 to 8.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act).

We report in respect of our examination of the Trustee's accounts carried out under section 145 of the 2011 Act and in carrying out our examination we have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiners' Statement

We have completed our examination. I confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with these 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.

We have no concerns have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

S McGevor

Stephen McGevor, BA (Hons) FCCA
Stirk Lambert & Co
Chartered Accountants
Russell Chambers
61A North Street
Keighley
BD21 3DS

Dated: 28th March 2019

BINGLEY UNITED REFORMED CHURCH
COMBINED INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31ST DECEMBER, 2018

	<u>2018</u>	<u>2017</u>
	£	£
<u>INCOME</u>		
Church General Fund	19217	19357
Property Trust Fund	<u>36434</u>	<u>32144</u>
Gross Income	55651	51501
 <u>LESS: EXPENDITURE</u>		
Church General Fund	22922	28534
Property Trust Fund	<u>26195</u>	<u>20949</u>
	49117	49483
 Surplus of Income over Expenditure for the year	<u>6534</u>	<u>2018</u>

BINGLEY UNITED REFORMED CHURCH

CHURCH GENERAL FUND - INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31ST DECEMBER, 2018

INCOME

	<u>2018</u> £	<u>2017</u> £
Collections & Gift Aid	16327	16665
<u>Donations Received</u>		
General	565	-
Funeral Donations	280	771
May Breakfast	38	-
Sunday Morning Tea & Coffee Donations	477	451
	_____ 1360	_____ 1222
<u>Other Income</u>		
Room Lettings	<u>1530</u>	<u>1470</u>
	19217	19357
Transfer from Property Trustees	<u>5000</u>	<u>5000</u>
	24217	24357
Excess of Expenditure over Income for Year	-	4177
	_____	_____
	24217	28534
	_____	_____

BINGLEY UNITED REFORMED CHURCH

CHURCH GENERAL FUND - INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31ST DECEMBER, 2018

EXPENDITURE

	<u>2018</u>	<u>2017</u>
	£	£
URC - Annual Levy	10824	11924
Ministers and Organist	1475	1620
Cleaning Costs	1573	1748
Gas	795	870
Electricity	636	674
Water and Sewerage	129	131
Stationery, Printing, Advertising and Postage	611	253
Tidings	430	385
Sundry Expenses	761	761
Church Maintenance	255	200
Donations given (balance from church funds, see page 7)	1500	2469
Accountants Fees (2018 Accounts)	822	810
Music and Video Licenses	189	179
Books	38	12
Telephone	192	257
Anniversary Concert & Meal	922	-
Shoebox Expenses & Carriage	471	512
St Mark's Gospel Project	-	4794
Transport	643	295
Depreciation for the year	<u>640</u>	<u>640</u>
	22922	28534
 Surplus of Income over Expenditure for the year	 1295	 -
	<hr/>	<hr/>
	24217	28534
	<hr/>	<hr/>

BINGLEY UNITED REFORMED CHURCH

PROPERTY TRUST FUND - INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31ST DECEMBER, 2018

INCOME

	<u>2018</u> £	<u>2017</u> £
Gross Rental Income	35964	31920
Interest on C.O.I.F. Charities Deposit	470	224
	<hr/>	<hr/>
	36434	32144
	<hr/>	<hr/>

EXPENDITURE

Shop Properties

Fire Insurance	1303	1287
Repairs and Maintenance	5754	2912
Professional Agents Fees	2784	2940
Rates	-	95
Utilities	-	227
	<hr/>	<hr/>
	9841	7461

Church Buildings

Fire Insurance	2431	2241
Professional Fees	-	330
Maintenance	13316	1861
Equipment	95	-
Expenditure on Cottage:		
Heating Maintenance Contract, Repairs & Professional Fees	512	9056
	<hr/>	<hr/>
	16354	13488
	26195	20949

Transfer to Church General Fund	5000	5000
	<hr/>	<hr/>
	31195	25949
	<hr/>	<hr/>
Excess of Income		
Over Expenditure for Year	5239	6195
	<hr/>	<hr/>

BINGLEY UNITED REFORMED CHURCH

BALANCE SHEET AS AT 31ST DECEMBER, 2018

ASSETS


	<u>2018</u> £	<u>2017</u> £
Church and Commercial Properties (see Note 1) (original cost unknown)	-	-
<u>CHURCH GENERAL FUND ASSETS (Note 2)</u>		
Cash with Barclays Bank, Bingley:-		
Current Account	2112	1373
Debtor – BT	42	200
	<hr/> 2154	<hr/> 1573
Church Organ at Cost (Bought December 2011)	5200	5200
Digital Piano at Cost (Bought October 2016)	1200	1200
Less: Annual Depreciation	(640)	(640)
Less: Accumulated Depreciation	(3265)	(2625)
	<hr/> 2495	<hr/> 3135
<u>PROPERTY TRUST FUND ASSETS (Note 3)</u>		
Cash in Barclays Bank Bingley:-		
Current	4640	9437
Base Rate Tracker	1614	1611
	<hr/> 6254	<hr/> 11048
C.O.I.F. Charities Fund Deposit	110000	100000
Debtors and Prepayments	2911	2733
	<hr/> 119165	<hr/> 113781
	<hr/> 123814	<hr/> 118489

BINGLEY UNITED REFORMED CHURCH

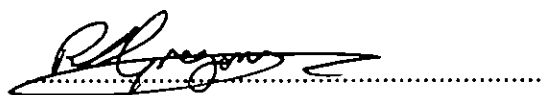
BALANCE SHEET AS AT 31ST DECEMBER, 2018

LIABILITIES

	<u>2018</u> £	<u>2017</u> £
<u>CHURCH GENERAL FUND LIABILITIES (Note 2)</u>		
Balance Brought Forward	4708	7372
Add: Surplus (Deficit) for the Year	1295	(4177)
Add: Creditors this year	842	2196
Less: Creditors last year	(2196)	(683)
	<u>4649</u>	<u>4708</u>
<u>PROPERTY TRUST FUND LIABILITIES (Note 3)</u>		
<u>Shop Property Maintenance Fund</u>		
Balance Brought Forward	27500	25000
Add: Transfer from Income & Expenditure A/c	<u>1500</u>	<u>2500</u>
	29000	27500
<u>Income and Expenditure Account</u>		
Balance Brought Forward	7781	11419
Add: Surplus for the Year	5239	6195
Add: Creditors this year	1495	1350
Less: Creditors last year	(1350)	(1083)
Less: Transfers to maintenance funds	(5000)	(10100)
	<u>8165</u>	<u>7781</u>
<u>Church Maintenance Fund</u>		
Balance Brought Forward	38500	35000
Add: Transfer from Income & Expenditure A/c	<u>2000</u>	<u>3500</u>
	40500	38500
<u>Church Support Fund</u>		
Balance Brought Forward	35000	32000
Add: Transfer from Income & Expenditure A/c	<u>1500</u>	<u>3000</u>
	36500	35000
<u>Church Special Projects/Mission Fund</u>		
Balance Brought Forward	5000	3900
Add: Transfer from Income & Expenditure A/c	<u>-</u>	<u>1100</u>
	<u>5000</u>	<u>5000</u>
	119165	113781
	<u>123814</u>	<u>118489</u>



Treasurer



Property Committee Treasurer

24/3/2019

Date

BINGLEY UNITED REFORMED CHURCH
YEAR ENDED 31ST DECEMBER 2018

SCHEDULE OF DONATIONS (see Note 4)

	£ Donations given to Charities	£ Money received toward Donations	£ Balance from Church Funds
Bingley Methodist Church – Rewind Course	150.00	-	150.00
Bingley URC Christmas Charities	-	(300.00)	(300.00)
Botton Village	367.33	(367.33)	-
Bradford Soup Run	200.00	-	200.00
Christian Aid	1637.30	(1637.30)	-
Christians Against Poverty	380.00	(380.00)	-
Firm Foundations	327.00	(327.00)	-
Friendship Fund	50.00	-	50.00
Immanuel Project	1000.00	-	1000.00
Leprosy Mission	425.09	(425.09)	-
Salvation Army	200.00	-	200.00
Shelter	200.00	-	200.00
Tools with a mission	60.00	(60.00)	-
Yorkshire Air Ambulance	534.00	(534.00)	-
	<hr/>	<hr/>	<hr/>
	5530.72	(4030.72)	1500.00
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BINGLEY UNITED REFORMED CHURCH

NOTES TO THE ACCOUNTS - YEAR ENDED 31ST DECEMBER, 2018

1. OTHER ASSETS

Land and Buildings:

Church - Dryden Street, Bingley.

Commercial Properties, 122 - 130 Main Street, Bingley.

Original cost unknown.

2. CHURCH GENERAL FUND

Income can be found on page 2. Expenditure can be found on page 3.

3. PROPERTY TRUST FUND

Income and expenditure can be found on page 4.

4. SCHEDULE OF DONATIONS

This schedule can be found on page 7 and shows the total donations made to charities on behalf of the church, the amounts originally given/raised by the parishioners/community and the balance donated from church funds.

ADDENDUM TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2018

RESERVES POLICY

The following are "Permanent Endowments" and do not qualify as reserves:

- a) Church, Dryden Street (no current valuation)
- b) Commercial Properties 122/130 Main Street (no current valuation)

The following "Unrestricted Funds" are considered as Reserves and are all in the form of deposits and investments:

	2018	2017
e) General Fund	£ 4649	£ 4708
f) Shop Property Maintenance Fund	£ 29000	£ 27500
g) Income and Expenditure Fund	£ 8165	£ 7781
h) Church Maintenance Fund	£ 40500	£ 38500
i) Church Support Fund	£ 36500	£ 35000
j) Church Special Projects/Mission Fund	£ 5000	£ 5000
Total Unrestricted Funds	<u>£123814</u>	<u>£118489</u>

One Fund, 'Shop Property Maintenance' (£29000), is a Designated Fund, intended to provide a reserve for ongoing repairs and maintenance of the Commercial Properties. In line with professional recommendations 5 to 10% of rentals received each year are normally added to the fund.

The 'Church Maintenance Fund' (£40500) is a Designated Fund to ensure that necessary repairs can be funded. As above, 5 to 10% of rentals received each year would normally be added to the fund.

The remaining Unrestricted Funds are not Designated Funds, but in total are intended to provide for the following:

1. **Church Support** – Nominal £36500 (increased by £1500) representing 1 year of expenditure on ongoing activities in the current situation. Increased as a precaution to ensure at least 6 months of the funding required if a minister were in place is available plus provision for Mission Group recommendations.
2. **Special Projects** – Nominal £5000 to ensure funding for Shoe boxes and any one-off expenses proposed by the Mission Group.

The requirement for any and all of the above is determined by the Church Meeting and reviewed on at least an annual basis. The Income and Expenditure Fund may be re-allocated to other funds as required by the ministerial situation and the recommendations of the Elders and the Property Committee.

Policy to be put for approval with the 2018 Annual Accounts at the Church Meeting to be held on the 25th April 2019.