

## Trustees' Annual Report for the period

	Period start date	Period end date	
<b>From</b>	1 <sup>st</sup> April 2018	<b>To</b>	31 <sup>st</sup> March 2019

### Section A Reference and administration details

<b>Charity name</b>	Abbey Baptist Church
<b>Other names charity is known by</b>	
<b>Registered charity number (if any)</b>	1176927
<b>Charity's principal address</b>	Abbey Baptist Church
	Checker Walk
	Abingdon
<b>Postcode</b>	OX14 3JB

#### 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	Dr Graeme Stonell			
2	Iain Baker			
3	John Lipp	Chair of trustees		
4	Elizabeth Rolfe			
5	Peter Akrill			
6	Simon Hutton			
7	Stephen Mayo			
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#### 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)**

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Elected by membership

**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.

In addition to our constitution, we make use of our church handbook to guide our practice in the everyday running of our affairs.

Elders direct the day to day operations of the church. All work conducted by the church is done under their leadership. The elders are also trustees of the charity and are joined by additional trustees. All elders and trustees are selected by the members in accordance with our church handbook.

We are affiliated to two external organisations (The Association of Grace Baptist Churches (South East) and the Fellowship of Independent Evangelical Churches). The nature of these affiliations is mutually supporting and both bodies are non-governing of our church's affairs.

As a long standing, stable church there are few operational risks. By offering services to vulnerable people there are risks associated to appointing volunteers/workers. These are managed through our Safeguarding Policy.

## Section C Objectives and activities

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

The purposes of the Church are:

- the advancement of the Christian faith in accordance with the Basis of Faith primarily but not exclusively within Abingdon and the surrounding neighbourhood; and
  - such other charitable purposes as shall, in the opinion of the members of the Church in general meeting, put into practice the Christian faith in accordance with the Basis of Faith,

**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)**

<p>including but not limited to: the prevention and relief of need, hardship and sickness; the advancement of education; and the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life</p> <p>provided that the advancement of such purposes must be undertaken in a manner that is consistent with the Ethical Statements as may be adopted and amended by the Church from time to time in accordance with the provisions of the Church Handbook.</p>	<p>As a church, we continue to provide all of the public benefits which were established within the church prior to operating as a CIO, as well as some new activities:</p> <p>Weekly Bible proclamation and teaching in the Sunday worship meetings.</p> <p>Weekly midweek meetings where anyone can join in times of worship, prayer, discussion and friendship.</p> <p>Activities for elderly people, including a regular coffee morning with Bible teaching and Time Out For Seniors, which provides a less formal forum for deepening friendships and alleviating loneliness.</p> <p>Activities for children, which support parents in nurturing an awareness of the Christian faith, including: a weekly parent/toddlers group and 4 evening, weekly youth/children's groups and a holiday club for primary aged children during the February half-term holiday.</p> <p>We have continued to support Abingdon Town Council's Fun in the park by providing a stall with activities for the public visiting the event.</p> <p>We have worked with Hanney Chapel, East Hanney and Christ Church, Abingdon (new this year) in order to deliver presentations and activities which support schools in delivering their religious obligations.</p> <p>Café International (new this year), provides a monthly venue to nurture friendship and support for people from other countries/cultures.</p> <p>Various other events are held during the year.</p> <p>Additional publicity is used for some special events to ensure that a wider cross section of local residents are aware of the opportunities for them to benefit from the work of the church.</p> <p>The trustees are satisfied that these activities are conducted in line with the Charity Commission guidance on public benefit.</p>
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**Additional details of objectives and activities (Optional information)**

We are not involved in awarding grants or in investing (except for holding reserves in an interest paying bank account).

All of our work is supported and enabled by volunteers from within our membership. The Trustees thank the members of the church who conduct all of these activities on a voluntary basis.

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



## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

This is the first year of operation as a CIO. Prior to this year, the church operated as "Abbey Chapel", charity number 900022. Our operations and cash assets transferred from that former charity to the new CIO at the end of the financial year ending 31st March 2018 and beginning of year commencing 1st April 2018. The accounts presented reflect this change. The transfer of fixed assets has not yet completed and these are still reported in the accounts for the former charity. Subject to the time taken to complete the legal process, we expect to complete the transfer of the fixed (building) assets in the 2019-20 financial year.

The continual healthy level of interest in our meetings and activities by a mixture of members, families of members and non-members is regarded as an achievement.

The full time elder of the church is Simon Hutton and he is part of a leadership team of 5 elders, including Clive Bowsher who joined the leadership team as an Associate Minister in October 2017.

## Section E Financial review

### Brief statement of the charity's policy on reserves

Currently, we seek to maintain reserves of around at least 3 months of operating costs. We are in the process of formalising a reserves policy.

### Details of any funds materially in deficit

After allowing for one-off property repair and maintenance costs, we do not have any 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 sources of funding are donations and income from the renting of property. The former have been generously gifted by members and supporters without any explicit fundraising initiatives.

Our largest item of expenditure has been for the ministry of the church. This has funded the various activities and provided a salary for the staff who support and prepare every volunteer for their work.

A summary of our examined accounts is provided in Section F.

## Section F Other optional information

### Financial Report

for the year ending 31st March 2019

Income and Expenditure	Notes	£
<b>Income</b>	5	
Donations to the church		59,512
Income from properties		10,440
Bank interest and other income		4,616
Fees for Church Weekend		2,900
Gifts for support of second worker		5,875
Gifts for refurbishment of Manse kitchen		3,750
Donations for specific purposes		1,354
<b>Total income</b>		<b>88,447</b>
Designated giving paid out	2	1,354
<b>Income for Church use</b>		<b>87,093</b>
<b>Expenditure</b>		
Ministry of the Church	3	63,089
Gifts made by the Church	2	15,730
Church maintenance		8,168
Properties maintenance		5,922
Refurbishment of Manse Kitchen		11,162
<b>Total Expenditure</b>		<b>104,071</b>
<b>Net income</b>		<b>-16,978</b>

<b>Balance Sheet</b>	<b>Notes</b>	<b>£</b>
<b>Fixed Assets</b>	4 & 5	
Church buildings and properties		0
<b>Current Assets</b>		
Debtors		4,266
Cash at bank and in hand		23,117
<b>Total current assets</b>		<b>27,383</b>
Creditors		424
<b>Total Assets less liabilities</b>		<b>26,959</b>
<b>Represented by</b>		
Unrestricted funds		26,959
Restricted funds		0
Capital funds		0
<b>Funds at end of year</b>		<b>26,959</b>

## Notes to the Accounts

### 1. Accounting policies

#### *Basis of preparation and audit of accounts*

These accounts have been prepared on a historical cost and accruals basis and in accordance with the Charities Commission SORP. The church is a small entity and therefore no cash flow statement is included and a full audit report is not required.

#### *Church properties*

Church properties are held for the use of the church or for let to church members where possible. The properties are held in the accounts at market value and are independently revalued every five years.

### 2. Church Giving

The church made gifts for the support of missionary work and other Christian work during the course of the year as detailed below. These figures include gifts from members for specific missionary work. Special offerings were taken during the year to assist in ministry of compassion in the UK and other parts of the world.

<b>Church gifts</b>	<b>£</b>
Grace Baptist Mission	7,980
Pilgrim Homes	2,520
AGBC(SE) Home Mission	480
Mission work in Poland	1,500
Mission work in Italy	1,461
Other Missions	1,500
Gifts to members	289
<b>Total giving</b>	<b>15,730</b>

<b>Designated giving</b>	<b>£</b>
Grace Baptist Mission	650
Other compassion ministry	704
<b>Total</b>	<b>1,354</b>

### 3. The Ministry of the Church

	<b>£</b>
Elders and visiting speakers	49,692
Outreach and Church Activities	5,048

Other	8,349
<b>Total</b>	<b>63,089</b>

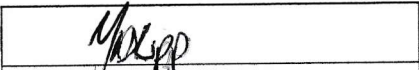
**4. Church Buildings and Properties**  
The properties are still held on the accounts of the old charity (Abbey Chapel, 900022) and will be transferred to this new CIO (Abbey Baptist Church, 1176927) upon completion of registration with the Land Registry. The transfer is expected to complete in the financial year ending 31st March 2020.

**5. Transition to CIO**  
The cash balance (£43,938) and income/expenditure were transferred from the old charitable trust (Abbey Chapel, 900022) on 1st April 2018. The property transfer is expected to complete in financial year ending 31st March 2020.

Section G
Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		Beth Rolfe
Full name(s)	JOHN LIPP	ELIZABETH ROWFE
Position (eg Secretary, Chair, etc)	CHAIR	TRUSTEE

Date

11th Dec 2019



## **Independent Examiner's Report**

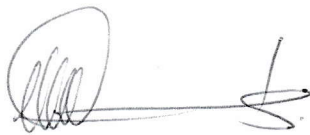
For: Abbey Baptist Church, Checker Walk, Abingdon OX14 3JB. Registered Charity 1176927.

Period: 1<sup>st</sup> April 2018 to 31<sup>st</sup> March 2019

I have examined the annual report and statements of financial activities of Abbey Baptist Church for the year ended 31<sup>st</sup> March 2019. This examination did not extend to a comprehensive audit of the accounts.

I can confirm that the financial statements accord with the accounting records of the church.

I am not aware of any matter to which attention should be drawn.

A handwritten signature in black ink, consisting of a large, stylized 'A' followed by a horizontal line and a small flourish.

A.Woods

Date: 11<sup>th</sup> Dec 2019