



**CRAWLEY
BAPTIST CHURCH**

ANNUAL REPORT
(AND AUXILIARY ORGANISATIONS ACCOUNTS)

FOR THE YEAR ENDED

31ST DECEMBER 2008

CRAWLEY BAPTIST CHURCH

***ANNUAL REPORT
FOR THE YEAR ENDED 31ST DECEMBER 2008***

CONTENTS

1 - Trustees' Annual Report (including Statement of Trustees' Responsibilities)	page 2
2 – Independent Examiner's Report	page 7
3 - Statement of Financial Activities	page 8
4 - Balance Sheet	page 9
5 - Notes to the Accounts	page 12
Risk Management Report	Appendix A

CRAWLEY BAPTIST CHURCH

1. - TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST DECEMBER 2008

Reference and Administrative Information

The full name of the Charity is ***Crawley Baptist Church***; the Charity is affiliated to the Baptist Union of Great Britain and for the period covered by these financial statements is excepted from separate registration with the Charity Commissioners. The principal office is situated at Crabtree Road, West Green, Crawley, West Sussex RH11 7HJ. Throughout the year and as at 31 December 2008 the Church Deacons (and thus the Trustees together with the Senior Minister, Ian Phillips) were Miss Valerie Fentiman, the Mrs' Nikki Larkham and Lesley Stroud and Messrs Graham Durrant, Maurice Frost, Colin Guest, Alan Michell and David Molden.

In addition to the Senior Minister, the Church had the following paid members of staff: Minister for Pastoral & Counselling, Mrs Sandra Warner; Minister for Children's and Youth Work, Mrs Sue Lindridge; Minister for Music and Worship, Mrs Marian Hayden; Administrator, Mr Joe Lansdell; Secretary/ Receptionist/Cleaner, Mrs Clare Sage; Lounge Project Manager, Mrs Frances Banks-Broome.

The Church's bankers are the Royal Bank of Scotland, 50 High Street, Crawley, West Sussex. The Church's independent examiner is Grahame Scofield of Baldwin Scofield & Co., 3 Newhouse Business Centre, Old Crawley Road, Horsham, West Sussex.

Structure, Governance and Management

The Charity is governed by the Fairbairn Trust, a model trust issued by the Baptist Union of Great Britain, and by the ***Church Rules*** revised 1973 edition and updated by various amendments since that date. The Deacons are elected by the Church Members at a meeting convened for that purpose annually in November and are generally elected for a period of three years. The qualifications of a Deacon are that he/she should be a person of mature faith, filled with the Holy Spirit, supportive to the full the worship and witness of the Church, supportive of a small group as fully as they are able, and able to work in harmony with the Senior Minister and fellow Deacons. The responsibility of a Deacon is to meet on the first Thursday of every month, at least one away day and one weekend away for business, training and development.

Induction and training of the responsibility of Trustees is done on an informal basis as they are nominated for election. They are made aware of the role and responsibilities and relevant information is passed to them as and when it is received either at the regular monthly meeting or on training or planning days.

Risk Management Report

Under the Statement of Recommended Practice (SORP) 2005 regulations it is recommended that the Deacons, as Trustees, complete an ongoing Risk Management review. The Deacons have undertaken this review during the year in order to identify and manage the principal risks that may deter Crawley Baptist Church from achieving its main objectives. A copy of the latest review as at 31st December 2008 is included as Appendix A.

(continued)

CRAWLEY BAPTIST CHURCH

TRUSTEES' ANNUAL REPORT FOR THE YEAR 2008

(continued)

Objectives and Activities

The purpose of the Church is to Declare God's Praise, Develop Christian Disciples and Demonstrate Christian Love.

As a GOSPEL People, the Church's values are:

Grace – we will be motivated by God's free gift of love in all that we do;

One Another – we will be real as we care for one another and work together;

Servant Hearts – we will serve those in the local community and beyond with integrity and love;

People – we will share the Good News of Jesus with anyone who does not know Him;

Equipped – we will identify, develop and use our God given gifts;

Lifestyle – we will be good stewards of our time, talents and possessions.

The Church's Vision Statement is that "By 2010 Crawley Baptist Church will be a vibrant family of Christians where every person is stepping out in faith, committed to growing partnerships across churches and reaching communities with God's love."

Achievements and Performance and Plans for the Future

2008 was the 125th Anniversary of Crawley Baptist Church. For 125 years different communities of Christians have gathered as Crawley Baptist in faithful obedience to Christ. For 125 years different communities of believers have found ways to serve God and others through Crawley Baptist Church. For 125 years those who make up Crawley Baptist Church have sought ways to serve and engage the wider community of Crawley. For 125 years people have gathered together week by week to worship together, learn together and to be together. For 125 years differing communities have given faithfully of their time, talents and money to keep Crawley Baptist Church going. Throughout those 125 years the people have found different ways of celebrating achievements, milestones and significant moments, and in 2008 the Church celebrated it's 125th Anniversary.

We were convinced that God's best for us in 2008 was to "finish the task" - to raise sufficient to clear the outstanding debt on the redevelopment project. When the Church began this particular journey some 18 years ago we would dream of the day we finished! When we first sat with plans of doing something with the building, we dreamed of something new! When we discussed ideas of what a new building could look like, and what it would enable us to do, we dreamed of something new! When we wrestled again and again with how much a new building might cost us, we dreamed of something new! When we were faced with the increasing cost of what we planned, we continued to dream! When we had to put our money where our dreams were and give, and give and give again, we were keeping the dream alive. When we wrestled with gift day after gift day, we looked toward the finish. When we moved out of one building and then into a new one, we rejoiced - all our efforts and work and prayer and giving and discussion and decisions were worth it! And for just over the past five years we have enjoyed this building.

We have had more space and better equipment to run our various activities. We've seen new activities begin – ones we hope will continue. We have new groups meeting in the building. We have more groups from outside the Church meeting in this building than we have ever had. Many of the dreams we had while thinking and planning this new building have begun to happen – but we still had to finish the task! In 2008, in our anniversary year, we set ourselves the challenge of finishing the task. And, as long as the pledges continue to come in over the next few years – we did it! So well done faithful brothers and sisters in Christ. Well done for hearing what God's best might be, and then having the courage to go for it. Well done for following in the footsteps of countless other faithful servants of Christ who have made up Crawley Baptist Church over 125 years.

(continued)

CRAWLEY BAPTIST CHURCH

TRUSTEES' ANNUAL REPORT FOR THE YEAR 2008

(continued)

When the Church moved into the new building just over 5 years ago and held the first service, there were tears. Our Inauguration Service was a great occasion, but we hadn't finished – there was still more to do. So, what a fitting way to celebrate 125 years - to finish the task! Thank you to those who began to dream – some of whom are no longer with us; to those who had the courage to be the first out of the boat and see the possibility; to those who saw the opportunity to move forward; to those who planned and discussed and worked so hard to get this building right; to those who have given and given and given again; to those who have sold houses, cashed in pensions, given up holidays, postponed the extension, changed finances, not changed the car, not decorated your house; to those who have given more than you can reasonably afford; to those who have organised fund raising events; and to those who are still fulfilling your pledges – thank you.

But we are not finished. This is not the time to pat ourselves on the back, or to sit back and relax, because we are not yet finished for, as many have done in the past, now is the time to step out of the boat again. God has not finished doing whatever he's doing on earth! So, since our task is to be part of whatever it is that God is doing, neither have we. We need to see where God is moving and follow him there. Peter is still the one disciple who got out of the boat – and sank! But Peter was the only disciple in the middle of the storm who had the courage to step out of the boat. Only Peter walked on water because he recognized it was Jesus who was passing by. At first the disciples were terrified because they thought Jesus was a ghost. People don't walk on water, and they don't do it in the middle of a storm. But something profound is going on – Jesus is passing by – he is God and he wants the disciples to understand that. It takes the eyes of faith to recognize when God is passing by – when he is on the move. It takes the eyes of faith to recognize where God is leading. We as a Church have some huge challenges ahead in 2009. We are going to need the eyes of faith as we step out in faith.

In 2009 we have a very challenging budget in the midst of a financial storm and we are going to have to find a way through it together. We are going to see some significant changes in staff over the next year with three members of staff retiring and we are going to have to find a way through it together. Someone has said that the church was never meant to be an institution to be joined, but a movement to be caught up in! We are on the move because God is on the move. There is always an element of fear when we step out of the boat as it probably shows we are not trusting ourselves, which is a good thing. There is some testing that needs to happen when we step out of the boat – Peter said to Jesus “If it's you, tell me to come to you on the water.” This is especially true of life changing decisions. And in all of this the boat is safe! We know at this Church that when God is on the move, it isn't safe – we have to get out of the boat! But he is profoundly good and the safest place we can be is caught up with God and in the middle of what God is doing.

We have not finished – we need to step out of the boat ... again. We need to do that as community and we need to do that as individuals. God is always on the move. We have to figure out how we will respond. When we see things from a different perspective and recognise when God is at work, we will be fully able to play our part in the story that is unfolding. It will not be safe – but it will be good, because we are following the King. His words for us for 2008 – well done! For 2009 – are you ready to get out of the boat ... again?

Financial Review

The implications of the rebuilding project, completed in August 2003, continue to impact the balance sheet; the building and refurbishment costs, architects and other professional fees, loan interest and a commitment to double tithe in support of evangelism, outreach and mission, have amounted to £2.185m. The total raised as at 31st December 2008 in gifts, pledges and associated Gift Aid refunds amounted to £2,193m.

(continued)

CRAWLEY BAPTIST CHURCH

TRUSTEES' ANNUAL REPORT FOR THE YEAR 2008

(continued)

The original bridging loans covering future pledged donations were obtained from the Baptist Union Loan Fund (£400,000) and the Baptist Building Fund (£35,000). The former has now been repaid in full some five years ahead of schedule whilst the latter is being repaid in line with the original loan agreement. Pledges received and associated Gift Aid refunds are now sufficient to cover the sums due and it is the Trustees' intention to clear the deficit on the Premises Development Fund as quickly as possible from future Gift Day appeals and other donations.

It should be noted that all cash reserves, other than those required in order to meet day-to-day working capital requirements, are held with the Baptist Union Corporation on interest earning deposit account and are being withdrawn as required.

The main points to note from the detailed accounts attached are shown overleaf (figures in brackets relate to the year ended 31st December 2007):-

- Revenue income amounted to £232,408 (£222,097) (up 4.6%) and comprised General Offerings, miscellaneous donations, tax refund on Gift Aid, interest received and income from use of premises.
- Revenue expenditure amounted to £223,225 (£210,483) (up 6%). Please refer to notes 11 to 15 for details of individual budgets and outturn for the year.
- The net surplus of income over expenditure for the year amounted to £9,183 (£11,613) and has been added to the General Fund. The resulting balance on the General Fund now stands at £28,905 and this represents the church's working capital requirement for approximately one month, in line with the Church's reserves policy.
- Additional capital giving to the Gift Day and Premises Funds amounted to £169,145 (£99,762) with a further £27,435 (£21,175) being received by way of tax refund on capital Gift Aid donations. Capital Costs of £9,627 (£18,160) were incurred and related to the building redevelopment; these comprised payments of £6,564 (£3,406) in respect of furniture, fittings and equipment and £3,063 (£14,780) in respect of interest payments to the Baptist Union.
- All debtors are considered good for the full amount owing; all obligations have been and will continue to be met as they fall due.

(continued)

CRAWLEY BAPTIST CHURCH

TRUSTEES' ANNUAL REPORT FOR THE YEAR 2008

(continued)

Charity law requires the Trustees to prepare financial accounts for each financial year that give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources for that period. In preparing those accounts, the Trustees are required to:

- a) select suitable accounting policies and apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) prepare the financial accounts in accordance with the methods and principles set out in the Statement of Recommended Practice Accounting and Reporting by Charities and to state whether or not the financial accounts have been prepared in accordance with that statement and applicable accounting standards;
- d) prepare the financial accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which are sufficient to show and explain the charity's transactions and to disclose with reasonable accuracy at any time the financial position of the charity, and to enable them to ensure that any statements of account comply with the requirements of the Charity (Accounts and Reports) Regulations 2005. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Deaconate on 5th February 2009

and signed on their behalf by

2. – INDEPENDENT EXAMINER’S REPORT

TO THE TRUSTEES OF CRAWLEY BAPTIST CHURCH

I report on the accounts of the charity for the year ended 31 December 2008, which are set out on pages 8 to 16.

Respective responsibilities of trustees and examiner

As the charity’s trustees, you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state on the basis of procedures specified in the General Directions given by the Charity Commissions under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of independent examiner’s report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner’s statement

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 41 of the Act; and
 - (ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act;have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Grahame Scofield

Baldwin Scofield & Co
Chartered Accountants
Unit 3, Newhouse Business Centre
Old Crawley Road
Horsham, West Sussex
RH12 4RU

Dated.....

CRAWLEY BAPTIST CHURCH

4 - BALANCE SHEET AS AT 31ST DECEMBER 2008

	Note		2008	2007
Fixed Assets	(2)		0.00	0.00
 Current Assets				
Baptist Union Loan Fund	(4)	73,893.10		18,878.00
Cash at Bank				200.00
- Current account	200.00			
- Deposit account	<u>16,477.14</u>			<u>53,749.50</u>
		<u>16,677.14</u>		
		90,570.24		72,827.50
 Debtors:				
	(5)			
- HMR&C Charities		13,816.56		
- Bank Interest due		24.44		
- Photocopier Invoices o/s		<u>56.48</u>		
		<u>13,897.48</u>		<u>17,401.81</u>
			104,467.72	90,229.31
 Creditors falling due within one year:				
- Pilgrims (various events)		532.89		
- Football Account		274.80		
- Bookstall account		347.10		
- Contact Centre		1,881.73		
- Loans received	(5)	1,000.00		
- HMR&C		2,630.59		
- Southern Water		342.37		
- Baptist Building Fund		<u>5,000.00</u>		
			<u>(12,009.48)</u>	<u>(50,931.99)</u>
Net Current Assets			92,458.24	39,297.32
 Creditors falling due after more than 1 year:				
- Baptist Building Fund			<u>(5,000.00)</u>	
				<u>(113,965.50)</u>
Net Assets			<u>87,458.24</u>	<u>(74,668.18)</u>

(continued)

CRAWLEY BAPTIST CHURCH

BALANCE SHEET AS AT 31ST DECEMBER 2008

(continued)

<u>Represented by:</u>	Note	2008	2007
Restricted Funds:	(6)		
Aquila Fund:	b/f	0.00	0.00
Donations received		4,544.69	
<i>less</i> – Payments made		<u>557.02</u>	
	c/f	3,987.67	4,544.69
Other Missionary Donations	b/f	0.00	0.00
Donations received		2,379.02	2,922.53
<i>less</i> - Payments made		<u>2,379.02</u>	<u>2,922.53</u>
	c/f	0.00	0.00
Unrestricted Funds:	(6)		
General Fund	b/f	19,721.92	20,108.40
- Surplus of Income over Expenditure		<u>9,183.58</u>	<u>11,613.52</u>
		28,905.50	31,721.92
<i>less</i> - Transfer to Premises Fund		<u>0.00</u>	<u>12,000.00</u>
	c/f	28,905.50	19,721.92
2008 Gift Day Fund	b/f	0.00	0.00
<i>plus</i> - donations received		165,107.73	91,690.30
- Tax Refund on Gift Aid		<u>27,435.09</u>	<u>21,175.23</u>
		192,542.82	112,865.53
<i>less</i> - Tithe transfer to E O & M Fund	19,254.28		11,286.55
- Tithe transfer to External Tithe Fund	19,254.28		11,286.55
- Transfer to Premises Fund	<u>154,034.26</u>		<u>90,292.43</u>
		(192,542.82)	
	c/f	0.00	0.00
Premises Fund	b/f	(271,600.96)	(362,191.39)
<i>plus</i> - Sundry donations		4,037.70	8,072.14
- 2006 BU interest adjustment		0.00	25.71
- Transfer from General Fund		0.00	12,000.00
- Transfer from Gift Day Fund		<u>154,034.26</u>	<u>90,292.43</u>
		(113,529.00)	(251,801.11)

(continued)

CRAWLEY BAPTIST CHURCH

BALANCE SHEET AS AT 31ST DECEMBER 2008

(continued)

<i>less</i> - Tithe transfer to:-			
- E O & M Fund	403.77		807.21
- External Tithe Fund	<u>403.77</u>		807.21
	807.54		
- Sundry Payments	<u>9,627.14</u>		<u>18,185.43</u>
	(10,434.68)		
	c/f	(123,963.68)	(271,600.96)
Memorial Fund			
	b/f	773.46	773.46
<i>plus</i> - Sundry bequests & donations	(3)	<u>0.00</u>	0.00
		773.46	
<i>less</i> - Purchases		<u>0.00</u>	<u>0.00</u>
	c/f	773.46	773.46
Evangelism, Outreach and Mission Fund			
	b/f	145,489.98	137,288.56
<i>plus</i> - Transfer from Gift Day Fund		19,254.28	11,286.55
- Transfer from Premises Fund		<u>403.77</u>	<u>807.21</u>
		165,148.03	149,382.32
<i>less</i> - OM Support/Aghem Expenses		<u>5,000.00</u>	<u>3,892.34</u>
	c/f	160,148.03	145,489.98
External Tithe Fund			
	b/f	20,692.35	28,598.59
<i>plus</i> - Transfer from Gift Day Fund		19,254.28	11,286.55
- Transfer from Premises Fund		<u>403.77</u>	<u>807.21</u>
		40,350.40	40,692.35
<i>less</i> - Donations to various Churches		<u>25,000.00</u>	<u>20,000.00</u>
		15,350.40	20,692.35
Koinonia Fund			
	b/f	5,710.38	3,451.31
<i>plus</i> - Donations received		<u>377.46</u>	6,010.00
		6,087.84	9,461.31
<i>less</i> - Donations made		<u>3,830.98</u>	<u>3,750.93</u>
	c/f	<u>2,256.86</u>	5,710.38
	(8)	<u>87,458.24</u>	<u>(74,668.18)</u>

Approved by the Deaconate on 5th February 2009

and signed on their behalf by

CRAWLEY BAPTIST CHURCH

5 - NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2008

1. Accounting Policies

Basis of Accounting: The accounts are prepared in accordance with the Accounting Regulations set out under the Charities Act 1993, and with the Charities Statement of Recommended Practice 2005. The accounts of the Church's auxiliary organisations are appended to these accounts but have not been audited or independently examined.

Governance Costs: This represents direct expenditure on the governance of the Church. Most of the management is carried out without charge by volunteers. This intangible cost is not included in the Statement of Financial Activities since there is no measurable cost to the volunteers for their service.

Income: Donations and legacies are accounted for when received. Other income is accounted for on an accruals basis as far as it is prudent. Income includes income tax recoverable.

2. Fixed Assets

The Baptist Union Corporation Limited are Custodian Trustees of the Church and Manse premises in Crabtree Road, West Green, Crawley. The Church is required to retain and maintain the properties for its own use and may not dispose of them without the permission of the custodian trustees. The Church premises have recently undergone redevelopment and the construction, furniture, fittings and equipment costs plus associated professional fees and loan interest charges are charged to the Income and Expenditure account in the year in which the costs are incurred.

The redevelopment costs have not been capitalised as, in the opinion of the Church Trustees, ownership of the property and the Manse are in the name of the Baptist Union Corporation Limited; the value of these assets is thus excluded from the Balance Sheet of Crawley Baptist Church for accounting purposes (see note 10 below). It is the ongoing practice of Crawley Baptist Church to write off 100% of the capital value of all fixed assets in the year of purchase. All plant and equipment is therefore shown as having a nil value for accounting purposes.

3. Memorial Fund

There has been no movement of the fund during the year. There are no restrictions regarding the use of these funds.

4. Baptist Union Loan Fund

The unsecured investment is made with the Baptist Union Corporation Ltd at a variable rate of interest repayable at short notice not exceeding 32 days.

(continued)

CRAWLEY BAPTIST CHURCH

NOTES TO THE ACCOUNTS FOR THE 31ST DECEMBER 2008

(continued)

5. Debtors and Loans Received

The refund due from HM Revenue & Customs Charities on Gift Aid donations is expected to be received within five weeks. All other debtors are due for payment within one month. Loans Received relates to interest free loans received from Church members and repayable by mutual agreement at a date on or before 31 December 2012.

6. Church Funds

With the exception of the Aquila Fund and Other Missionary Donations, all the Church funds are *Unrestricted Funds* within the definition of the Charities Act 1993.

7. Pensions

The Church pays pension contributions for its Minister to the Baptist Ministers' Pension Trust Limited, which is a final salary defined benefit scheme, which is not contracted out of the State second pension. 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 FRS17 therefore, the scheme is accounted for as a defined pension scheme.

8. Statement of Financial Activities

A summary of Income and Expenditure, Transfers between Funds and balance brought and carried forward is contained in the separate statement under this heading on page 8.

9. Transfers between Funds

All the Gift Day Fund income of £192,542.82 is available for tithed distribution; £19,254.28 each has therefore been transferred to the Evangelism, Outreach and Mission (EO&M) Fund and the External Tithe Fund (ETF); the remaining £154,034.26 has been transferred to the Premises Fund. All the donations received for the Premises Fund (£4,037.70) are also available for tithed distribution; £403.77 each has therefore been transferred to the EO&M Fund and the ETF.

10. Premises Fund

The Church has invested a sum of just over £2.00m into the rebuilding project; in the opinion of the Trustees, however, the Church premises are not owned by Crawley Baptist Church but by the Baptist Union Corporation (see note 2 above). To enable the work to proceed, the Baptist Union Corporation and the Baptist Building Fund initially provided loans of £435,000 as a bridging facility against future pledge commitments and associated Gift Aid refunds. As a consequence the balance of the Premises Fund is now shown in deficit to the extent of £123,963.68 (£271,600); pledges and Gift Aid refunds outstanding and receivable over the next five years are estimated to amount to £147,250.

(continued)

CRAWLEY BAPTIST CHURCH

NOTES TO THE ACCOUNTS FOR THE 31ST DECEMBER 2008

(continued)

11. Releasing People into Ministry	<u>2008</u>	<u>Budget</u>	<u>2007</u>
Senior Minister Direct Costs (Net)	30,716.58	30,862.	29,673.12
- Expenses and Travel	<u>4,064.22</u>	4,138.	<u>2,490.51</u>
	34,780.80		32,163.63
Minister for Pastoral and Counselling	26,866.98	26,967.	25,994.88
- Expenses and Travel	<u>2,931.51</u>	2,533.	2,099.47
	29,798.49		
Minister for Children's & Youth Work	16,497.21	16,551.	15,918.48
- Expenses and Travel	<u>679.04</u>	2,049.	560.15
	17,176.25		
Minister for Music and Worship	4,533.72	4,534.	4,186.56
Administrator's Direct Costs	13,089.06	13,189.	12,666.24
- Expenses and Travel	<u>337.05</u>	711.	204.50
	13,426.11		
Lounge Project: Manager's – direct costs	19,116.90	19,217.	17,664.48
- less net income	<u>-1,929.59</u>	0.	-2,899.42
	17,187.31		
Reception Manager	3,850.10	0.	0.00
Secretarial Support Costs	2,953.67	2,954.	2,808.00
Cleaners	5,538.00	5,658.	5,278.26
Student Outreach Support	600.00	1,500.	700.00
Training and Development	2,399.43	3,500.	3,028.27
Guest Speakers	<u>600.00</u>	<u>1,000.</u>	<u>500.00</u>
	<u>132,843.88</u>	<u>135,363.</u>	<u>120,873.50</u>
12. Supporting Mission	<u>2008</u>	<u>Budget</u>	<u>2007</u>
Tithe Related Giving:-			
- Home Mission Fund	13,800.00	13,800.	12,600.00
- Baptist Missionary Society	12,000.00	12,000.	10,800.00
- The Lighthouse Project	3,600.00	3,600.	3,000.00
- Other	<u>75.00</u>	1,200.	<u>373.54</u>
	29,475.00		26,773.54
Evangelistic Outreach and Mission	<u>4,692.42</u>	<u>10,350.</u>	<u>3,248.01</u>
	<u>34,167.42</u>	<u>40,950.</u>	<u>30,021.55</u>
13. Developing Ministry	<u>2008</u>	<u>Budget</u>	<u>2007</u>
Fellowship Pastoral and Small Group Ministries	4,436.70	5,000.	4,931.40
Pastoral/Counselling Team Ministry	352.97	1,500.	729.17
SPOT Ministry	483.67	500.	230.99
Children and Youth Ministry	9,974.46	9,500.	6,458.84
Music Ministry	1,538.57	2,700.	1,371.72
Worship Team Ministry	272.82	500.	0.00
Drama Ministry	0.00	100.	0.00
Flower Ministry	220.61	200.	70.35
Stewards' Ministry	0.00	100.	25.28
Men's Ministry	206.14	600.	411.70
Men's Ministry	-30.00	600.	0.00
Welcome Team Ministry	50.00	150.	15.35
Contact Centre Ministry	0.00	0.	0.00
Banner Ministry	<u>0.00</u>	<u>0.</u>	<u>1,200.00</u>
	<u>17,505.94</u>	<u>21,450.</u>	<u>15,444.80</u>

(continued)

CRAWLEY BAPTIST CHURCH

NOTES TO THE ACCOUNTS FOR THE 31ST DECEMBER 2008

(continued)

14. Providing Premises and Administrative Support	<u>2008</u>	<u>Budget</u>	<u>2007</u>
Utilities: - Manse	1,919.49	2,000.	1,919.37
- Church	<u>8,022.15</u>	10,000.	<u>6,371.16</u>
	9,941.64		8,290.53
Council Tax	1,715.27	2,000.	1,645.86
Repairs and Maintenance – Church and Manse	15,570.93	23,210.	20,750.89
Cleaning Materials	1,133.44	1,200.	1,098.42
PA & AV Systems - upgrades and maintenance	-41.78	1,150.	680.17
Insurance premiums	3,803.66	3,740.	3,758.81
PC replacements and upgrades	<u>1,015.98</u>	<u>1,500.</u>	<u>598.37</u>
	33,139.14	44,800.	36,823.05
Stationery, Printing, Photocopying and Postage	2,610.54	4,000.	2,925.37
Fees and Subscriptions	1,232.46	1,400.	1,267.50
General Administrative Expenses	153.94	1,000.	274.35
Health & Safety, Hygiene and First Aid	<u>250.00</u>	<u>2,500.</u>	<u>1,561.00</u>
	<u>37,386.08</u>	<u>53,700.</u>	<u>42,851.27</u>
15. Governance	<u>2008</u>	<u>Budget</u>	<u>2007</u>
Auditor's Fees	<u>1,321.88</u>	<u>1,350.</u>	<u>1,292.50</u>
16. Restricted Funds:	<u>2008</u>		<u>2007</u>
Other Missionary Donations			
The following donations have been received and distributed during the year:-			
- Baptist Missionary Society	115.14		177.83
- Home Mission	27.24		14.00
- Easter Team	1,100.15		1,536.58
- Lighthouse	178.74		0.00
- Age Concern	120.00		0.00
- Cancer Research UK	74.50		0.00
- Manor Green School	100.00		0.00
- MacMillan Cancer Support	180.00		0.00
- Chris Farley	75.00		0.00
- World Vision	0.00		52.50
- Crawley Open House	216.25		300.00
- Spurgeon's Children's Homes	0.00		40.00
- Wycliffe Aghem Project	<u>192.00</u>		<u>801.62</u>
	<u>2,379.02</u>		<u>2,922.53</u>
Aquila Fund			
Balance b/f	4,544.69		0.00
Received from the Aquila Trust	0.00		4,736.27
- less payments	<u>557.02</u>		<u>191.58</u>
Balance carried forward	<u>3,987.67</u>		<u>4,544.69</u>

(continued)

CRAWLEY BAPTIST CHURCH

NOTES TO THE ACCOUNTS FOR THE 31ST DECEMBER 2008

(continued)

17. Other Funds

	<u>2008</u>	<u>2007</u>
Koinonia Fund	2,256.86	5,710.38
Memorial Fund	(3) 773.46	773.46
Total	<u>3,030.32</u>	<u>6,483.84</u>

Donations of £377.46 (£6,010.00) were received for the Koinonia Fund; disbursements were made of £3,830.98 (£3,750.93). Neither receipts nor payments were made to and/or from the Memorial Fund during the year (see note 3).

18. Connected Charities

Ian Phillips is also a Trustee of *The Easter Team*, a separate registered charity.

19. Related Charities

The custodian Trustee of the Church is the Baptist Union Corporation Limited which is a charity controlled by the Baptist Union Council. The Church is also a member of the Baptist Union of Great Britain and the South Eastern Baptist Association. The Church made a donation of £13,800 to the Baptist Union Home Mission Fund.

20. Staff Costs and Trustees' Expenses

	<u>2008</u>	<u>2007</u>
Salaries	101,024.	96,742.
Social security costs	8,475.	7,413.
Pension costs	12,788.	11,284.
Other costs	8,011.	5,353.
Total	130,298.	120,792.

The average number of employees during the year was seven. No employee received emoluments in excess of £60,000 during the year or preceding year. No sums were reimbursed to Trustees for their work as Trustees.

CRAWLEY BAPTIST CHURCH - AUXILIARY ORGANISATIONS
ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2008

Birthday Card Account

(Treasurers: Mr Leslie and Mrs Mavis Poole)

Income

Receipts for Orders	885.59
Events	82.82
Bonus for 2007 Sales	30.00
Interest Received	<u>5.77</u>
	<u>1,004.18</u>

Expenditure

Purchases	800.26
Donations:	
Crawley Baptist Church	200.00
Table Top Sale	5.00
Church-based Organisations	17.00
Other Charities	<u>4.85</u>
	<u>226.85</u>
Excess/(Deficit) of Income over Expenditure	<u>1,027.11</u> (22.93)
Balance	b/f <u>48.96</u>
Balance	c/f <u>26.03</u>

Represented by:

Nationwide Building Society	4.97
Cash in hand	<u>21.06</u>
	<u>26.03</u>

Pilgrims

(Treasurers: Mrs Pam Phillips)

Income

Lunch Receipts	987.50
Offerings	302.95
Donations	<u>29.66</u>
	1,320.11

Expenditure

Lunch Payments	558.12
Donations	498.00
Speakers' Expenses	28.00
Sundries	<u>162.30</u>
	<u>1,246.42</u>
Excess/(Deficit) of Income over Expenditure	73.69
Balance b/f	<u>457.72</u>
Balance c/f	<u>531.41</u>

Represented by:

Cash at Bank	413.44
Cash in Hand	<u>117.97</u>
	<u>531.41</u>