

Budget 2021 v5 including revised staffing structure

Headline Changes from the Approved Budget for 2020

Expenditure

Releasing People into Ministry down by £27,726 to £200,353

- Stipend and salaries raised in line with the increase in Baptist Union guidelines & CBC staff pay formula.
- Teacher Role to be 50% funded from Evangelism Outreach & Mission (EO&M) Fund £6,007
- Childrens & Family Worker to be part supported from EO & M Fund - 50% of extra 10 hours £4,360
- £4,000 reduction for Employment Allowance
- Includes costs for Minister for Children's and Youth Worker Mission trip.
- Finance Assistant role increased to 16 hours a week

Supporting Mission down by £480 to £51,620

- Support of Baptist Mission Society and Baptist Union Home Mission in line with recommended giving & calculated on Annual Report income.
- We continue to support CAP Debt Centre, CAP Life Skills & Lighthouse

Developing Ministry down by £1,000 to £23,065

- Most Ministries have refined their budgets in line with past experience and future needs.

Providing Premises and Administrative Support up by £4,200 to £79,890

- Some budgets refined in line with past experience and future needs.
- £5,000 contingency included in Church Repairs & Maintenance, for electrical/mechanical failure and/or storm/weather damage.
- Capital requests of £2,500 for digital drum kit, £2,000 for upper hall screen, £1,900 for camera £1,700 for screen in sanctuary and £10,000 for PA mixing desk in 2021.

Management and Administration up by £237 to £7,363

- Independent Examination fee revised in line with quotation expected by existing Independent Examiner. Allowance included in this heading for outsourcing payroll function.
- Baptist Ministers Pension Fund contributions to fund shortfall remain at 12%

Budgeted total expenditure is down by £24,769 to £362,291

Income

We plan to pay for some of this expenditure by using £28,467 from existing special funds:

- A transfer of £4,360 from the Evangelism, Outreach & Mission (EO&M) fund to cover 50% of 10 extra hours per week of the Children's & Family Worker
- A transfer of £6,007 from the EO&M fund to cover 50% of the Teacher Role
- A transfer of £12,700 from Gift Day fund to cover capital requests as detailed above
- A transfer of £5,400 from Memorial fund to partly cover PA mixing desk

To cover this budget we would therefore need to raise £333,824 in income in 2021

(Budget expenditure of £363,484 less transfers of £28,467)

Our income for 2020 was £324,641

EXPENDITURE**Releasing People into Ministry**

(** NB: amount shown includes stipend/salary, employers NIC and pension contributions and expenses)

47,680	Senior Minister ** (Gross Stipend £36,750)	50,091
39,443	Minister for Pastoral & Counselling ** (Gross salary £30,625)	39,440
29,669	Minister for Children's & Youth Work ** (Gross salary £22,969)	29,810
6,682	Minister for Music and Worship ** (Gross salary £5,880)	6,821
34,657	Premises Manager ** (Gross salary £17,640)	21,586
25,629	Childrens and Family Worker** (Gross salary £21,131)	25,849
7,500	Cleaners	7,738
11,520	Teacher** (Gross Salary £11,270)	12,014
4,044	Finance Assistant (Gross salary £8,253)	8,253
-3,000	Employment Allowance (Employer's NIC)	-4,000
500	Student Sponsorship	500
2,000	Training and Development - General	2,000
21,505	Receptionist/ Secretarial support	
250	Guest Speakers	250

228,079

200,353

Supporting Mission

15,780	- Home Mission Fund	15,540
15,780	- Baptist Missionary Society	15,540
7,350	- Lighthouse Project	7,350
3,000	- CAP Debt Centre	3,000
2,500	Evangelistic Outreach including Alpha, Easter & Christmas Cards	2,500
7,690	Mission Support Group	7,690

52,100

51,620

Developing Ministry

3,000	Fellowship Ministry	3,000
500	Life Group Ministry	500
1,970	Family Ministry	1,970
500	SPOT Ministry	500
12,145	Children and Youth Ministry	12,145
4,000	Music Ministry and Worship Team Ministry	3,500
150	Flower Ministry	150
1,550	Men's Ministry and Women's Ministry	1,050
250	Welcome Team Ministry	250

24,065

23,065

Providing Premises and Administrative Support

Utilities:

13,500	- Church	12,500
2,500	- Manse	2,500
16,000		15,000
2,240	Council Tax	2,340
23,650	Repairs and Maintenance to the Church and the Manse	23,650
1,500	Cleaning Materials	2,000
1,100	PA & AV Systems Maintenance and Consumables	1,000
5,000	Insurance Premiums	5,500
4,000	IT	4,000
3,500	Printing, Stationery, Photocopier and Postage	3,500
1,800	Fees and Subscriptions	1,800
1,000	General Expenses	1,000
1,000	Health and Safety, Hygiene and First Aid	2,000
14,900	Capital Spend Request – upper hall screen, digital drum kit	18,100

75,690

79,890

Management and Administration

2,200	Independent Examination/external finance support	2,200
4,926	BMPF Pension Shortfall Contributions	5,163

7,126

387,060

7,363

TOTAL**362,291**

2020

2021

INCOME
Tithe Related Giving

294,112	Regular Offerings	268,324
47,000	HM Revenue & Customs refund on Gift Aid	50,000
15,000	Use of Premises	15,000

356,112 333,324

Other Income

750	Interest Received	500
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750 500

356,862 **TOTAL** Income required (before transfers) 333,824

8,640	Transfer from EO&M to 50% fund Teacher Role	6,007
6,407	Transfer from EO&M to 50% fund extra hours Childrens and Family Worker	4,360
14,900	Transfer from Gift Day Fund for capital expenditure (technical equipment)	12,700
	Transfer from Memorial Fund for technical equipment	5,400

28,467

386,809 **TOTAL** 362,291

DETAILED BREAKDOWN OF EXPENDITURE

Releasing People into Ministry

<u>Senior Minister</u>		
Stipend (see note 1.)	36,750	
Baptist Ministers' Pension Fund, Employer's Contribution	6,885	
Employer's NIC	3,761	
Travel Expenses	800	
General Expenses	3,600	
	51,795	
- less Utilities	1,704	
		50,091
<u>Minister for Pastoral & Counselling</u>		
Salary (see note 1.)	30,625	
Stakeholder Pension, Employer's Contribution	4,900	
Employer's NIC	2,915	
Travel and General Expenses	1,000	
		39,440
<u>Minister for Children's & Youth Work</u>		
Salary (see note 1.)	22,050	
Stakeholder Pension, Employer's Contribution	3,528	
Employer's NIC	1,732	
Travel and General Expenses	2,500	
		29,810
<u>Children's & Family Worker</u>		
Salary (see note 1.)	21,131	
Stakeholder Pension, Employer's Contribution	2,113	
Employer's NIC	1,605	
Travel, Training & General Expenses	1,000	
		25,849
<u>Premises Manager</u>		
Salary (see note 1.)	17,640	
Stakeholder Pension, Employer's Contribution	2,822	
Employer's NIC	1,123	
		21,586
<u>Minister for Music and Worship</u>		
Salary (see note 1.)	5,880	
Stakeholder Pension, Employer's Contribution	941	
Employer's NIC	0	
		6,821
<u>Teacher Role</u>		
Salary (see note 1.)	11,270	
Stakeholder Pension, Employer's Contribution	0	
Employer's NIC	244	
Training & Expenses	500	
		12,014
<u>Finance Role</u>		
		8,253
<u>Cleaners (see note 1.)</u>		
	7,738	7,738
<u>Employment Allowance (Employers' NIC)</u>		
		-4,000
<u>Student Sponsorship</u>		
Various student placements		500
<u>Training and Development</u>		
Various general training and development courses		2,000
<u>Guest Speakers</u>		
Various guest speakers, including fees and travel		250

Supporting Mission

Tithe Related Giving

Home Mission Fund (£1,295 per month)	15,540	
Baptist Missionary Society (£1,295 per month)	15,540	
Lighthouse Project (£612.50 per month)	7,350	
CAP (£250 per month)	3,000	
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Tithe Related Support		41,430

Outreach, Mission and Nurture

Alpha Courses	<i>inc in new comm</i>	
Easter, Harvest and Christmas Outreach	<i>inc in new comm</i>	
Mission Strategy Group	7,690	
New Community including Evangelistic Outreach	2,500	
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		10,190
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		51,620

Developing Ministry

Fellowship Pastoral Ministry		3,000
Life Groups Ministry		500
Family Ministry		1,970
SPOT Ministry		500
Children and Youth Ministry		12,145
Music Ministry		3,000
Worship Team Ministry		500
Flower Ministry		150
Women's Ministry		500
Men's Ministry		550
Welcome Team Ministry		250
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		23,065

Providing Premises and Administrative Support

Utilities:		
Church:		12,500
Manse		2,500
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Council Tax re: Manse		2,340
Repairs and Maintenance:		
- Church	21,150	
- Manse	2,500	
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		23,650
Cleaning Materials and Reception Consumables		2,000
PA & AV Systems - Maintenance and Consumables	* PA £500	1,000
Church & Manse and PLI Insurance Premiums		5,500
IT		4,000
Stationery, Printing, Photocopying and Postage		3,500
Fees and Subscriptions		1,800
General Administration Expenses		1,000
Health and Safety, Hygiene and First Aid		2,000
Capital sum requests – upper hall screen, digital drum kit, mixer desk, screen for sanctuary, streaming camera		18,100
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		79,890

Management and Administration

Independent Examiner's Fee		2,200
BMPF Pension Shortfall Contributions		5,163
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		7,363
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		362,291

TOTAL EXPENDITURE