

Tabernacle Baptist Church
Penarth

Accounts for the Year Ending 31 December 2009

Charity Number 1133948

Registered Address: Plassey Street, Penarth. CF64 1EN

Trustees: The Reverend Roger Grafton (Senior Minister)
Mrs Sara Redwood (Youth Specialist)
Mrs Gwyneth Jones (Elder)
The Reverend Dr John Weaver (Elder)
Mrs Mary Dyas (Church Administrator)
Mr Jonathan Morse (Treasurer)
Mr Angus Douglas (Deacon)
Mrs Carol Humphreys (Deacon)
Miss Jeanette Minns (Deacon)
Mr Tim Hollinshead (Deacon)
Mr Tim Hackett (Legal Advisor)
Mr Richard Jackson (Deacon)
Mr Leslie Richards (Life Deacon)

Property Trustees: The Baptist Union Corporation Limited, Baptist House, 129 Broadway,
Didcot, Oxfordshire OX11 8RT

Local Property Trustees: Mr Leslie Richards, 17 Carys Close, Penarth. CF64 3RD (Also a Deacon)
Mr Graham Niblett, 26 Robinswood Close, Penarth. CF64 3JG
Mr Peter Lock, 2 Orchard Crescent, Dinas Powys. CF64 4JZ

Bankers: Barclays Bank plc, Windsor Road, Penarth.

Independent Examiner: Mr Julian Haines (FMAAT)

Tabernacle Baptist Church, Penarth
Independent Examiner's Report
Year Ended 31st December 2009

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.

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.

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

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 have not been met: or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Julian Haines
FMAAT

30 March 2010

Tabernacle Baptist Church, Penarth
Statement of Financial Activities
Year Ended 31st December 2009

| | Note | Unrestricted £ | Restricted £ | Designated £ | Total 2009 £ | Total 2008 £ |
|---|------|-------------------|-----------------|-----------------|--------------------|--------------------|
| Incoming Resources | | | | | | |
| Voluntary Income | 3 | 193,241 | 18,710 | - | 211,951 | 205,089 |
| Investment Income | 4 | 6,618 | - | - | 6,618 | 6,737 |
| Total Incoming Resources | | 199,859 | 18,710 | - | 218,569 | 211,826 |
| Resources Expended | | | | | | |
| Total Resources Expended – Charitable Activities | | | | | | |
| | 5 | 176,769 | 48,818 | 6,827 | 232,414 | 188,977 |
| Net Incoming Resources Before Transfers | | 23,090 | (30,108) | (6,827) | (13,845) | 22,849 |
| Gross Transfers between Funds | | (30,000) | 30,000 | - | - | - |
| Net Movements in Funds | | (6,910) | (108) | (6,827) | (13,845) | 22,849 |
| Total Funds Brought Forward | | 317,717 | 11,464 | 9,827 | 339,008 | 316,159 |
| Total Funds Carried Forward | | 310,807 | 11,356 | 3,000 | 325,163 | 339,008 |

Tabernacle Baptist Church, Penarth
Balance Sheet
31st December 2009

| | Note | £ | 2009 £ | £ | 2008 £ |
|---|------|---------------|------------------|---------------|------------------|
| Tangible Fixed Assets | 10 | | 1,180,000 | | 1,180,000 |
| Current Assets | | | | | |
| Debtors | 11 | 11,362 | | 19,488 | |
| Bank and cash | 12 | <u>53,443</u> | | <u>53,180</u> | |
| | | 64,805 | | 72,668 | |
| Current Liabilities | | | | | |
| Creditors: amounts falling due within one year | 13 | 6,982 | | - | |
| Net Current Assets | | | 57,823 | | 72,668 |
| Creditors: amounts falling due after more than one year | | | | | |
| | 14 | | 14,000 | | 15,000 |
| Net Assets | | | <u>1,223,823</u> | | <u>1,237,668</u> |
| Charitable Funds | | | | | |
| Restricted | 15 | | 11,356 | | 11,464 |
| Designated | 16 | | 3,000 | | 9,827 |
| Unrestricted | 17 | | 1,209,467 | | 1,216,377 |
| | | | <u>1,223,823</u> | | <u>1,237,668</u> |

The notes on pages 5 to 11 form an integral part of these accounts.

These accounts were approved by the Trustees on 27th March 2010 and signed on their behalf by

Jon Morse, Treasurer

Mary Dyas, Church Administrator

Tabernacle Baptist Church, Penarth
Notes to the Accounts
Year Ended 31st December 2009

1 Accounting Policies

1. Basis of Preparation

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.

2. Incoming Resources

Planned giving, collections, donations and interest are recognised upon receipt. Tax refunds are recognised when the income resource to which they relate is received. Any legacies are accounted for when their receipt is certain and can be properly quantified.

3. Outgoing Resources

The Church makes grants to other organisations whose charitable objects complement its work. Grants and other expenditure are recognised as they fall due.

4. Fund Raising and Publicity Costs

The Church does not make formal appeals for funds, and other expenditure on these items is therefore not material.

5. Governance Costs

This represents direct expenditure on the governance of the Church and is not material. 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.

6. Fixed Assets

All Tangible Fixed Assets are included at Open Market Value. In the opinion of the Trustees, this method provides the most true and fair reflection of asset values at the Balance Sheet date.

Costs of maintaining Church properties are written off as incurred.

Costs of fixed assets prior to 1990 have not been capitalised as Trustees consider the amounts to be immaterial.

Items of furniture and equipment costing less than £2,000 are treated as an expense on acquisition.

7. Depreciation

No depreciation is provided on freehold land or on assets expected to last longer than 50 years, subject to annual impairment reviews. In the opinion of the Trustees the residual value of such assets is not less than that which they are included within the Balance Sheet.

2 Reserves Policy

The Trustees normally aim to hold a minimum of £8,000 within the deposit account. This equivalent to half a month's normal expenditure and serves to even out the vagaries of cash flow. The Church is a faith organisation which relies upon donations for income. As a result, the Trustees do not consider it necessary to hold a greater level of funds within reserves.

3 Voluntary Income

| | Unrestricted | Restricted | 2009 | 2008 |
|------------------|---------------------|-------------------|----------------|----------------|
| | £ | £ | £ | £ |
| Offerings | 155,376 | 15,594 | 170,970 | 168,419 |
| Tax Refunds | 36,856 | 3,116 | 39,972 | 35,060 |
| Use of Buildings | 1,009 | - | 1,009 | 1,110 |
| Grants Received | - | - | - | 500 |
| Total | 193,241 | 18,710 | 211,951 | 205,089 |

Tabernacle Baptist Church, Penarth
Notes to the Accounts
Year Ended 31st December 2009

4 Investment Income

| | 2009 | 2008 |
|---------------|--------------|--------------|
| | Unrestricted | Unrestricted |
| | £ | £ |
| Bank Interest | 18 | 137 |
| Rent Received | 6,600 | 6,600 |
| Total | 6,618 | 6,737 |

5 Charitable Activities

| | Unrestricted | Restricted | Designated | 2009 | 2008 |
|---------------|----------------|---------------|--------------|----------------|----------------|
| | £ | £ | £ | £ | £ |
| Ministry | 79,620 | 46,664 | 6,827 | 133,111 | 93,791 |
| Mission | 45,441 | 2,154 | - | 47,595 | 49,908 |
| Establishment | 51,708 | - | - | 51,708 | 45,278 |
| Total | 176,769 | 48,818 | 6,827 | 232,414 | 188,977 |

Support costs have been allocated across unrestricted charitable activities since analysis of restricted and designated funds show that they are minimal in terms of time and effort to administer.

6 Total Resources Expended

| | Charitable Activities | Grant Funding | Support Costs | 2009 | 2008 |
|---------------|-----------------------|---------------|---------------|----------------|----------------|
| | £ | £ | £ | £ | £ |
| Ministry | 119,042 | - | 14,069 | 133,111 | 107,628 |
| Mission | 11,004 | 28,562 | 8,029 | 47,595 | 49,908 |
| Establishment | 42,571 | - | 9,137 | 51,708 | 31,441 |
| Total | 172,617 | 28,562 | 31,235 | 232,414 | 188,977 |

7 Grants Payable

| | Unrestricted | Restricted | 2009 | 2008 |
|-----------------------------|---------------|------------|---------------|---------------|
| | £ | £ | £ | £ |
| BUGB Home Mission (SWBA) | 10,990 | - | 10,990 | 12,086 |
| BMS World Mission | 14,072 | - | 14,072 | 12,116 |
| Operation Mobilisation | 2,000 | - | 2,000 | 3,000 |
| South Wales Baptist College | 1,500 | - | 1,500 | 3,000 |
| Total | 28,562 | - | 28,562 | 30,202 |

8 Support Costs

| | Unrestricted 2009 | Unrestricted 2008 |
|----------------------------|-------------------|-------------------|
| | £ | £ |
| Administrative Staff | 19,329 | 13,888 |
| Other Administrative Costs | 11,906 | 11,136 |
| Total | 31,235 | 25,024 |

Tabernacle Baptist Church, Penarth
Notes to the Accounts
Year Ended 31st December 2009

9. Staff Costs and Trustee Expenses

| | 2009 | 2008 |
|-----------------------|---------------|---------------|
| | £ | £ |
| Salaries | 60,846 | 61,510 |
| Social Security Costs | 5,227 | 5,442 |
| Pension Costs | 7,695 | 8,657 |
| Other Costs | 9,869 | 15,110 |
| Total | 83,637 | 90,719 |

The average number of employees in the year was 6 5

No employee received emoluments in excess of £60,000 during the year. (2008: none)

One Trustee, who was also an employee, lived in housing wholly owned by the Church whilst in employment of the Church.

No sums were reimbursed to Trustees for their work as Trustees. (2008: none)

The Church pays pension contributions for one of its ministers 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 FRS 17 therefore, the scheme is accounted for as a defined contribution scheme.

10. Tangible Fixed Assets

| | | Church | | | |
|-------------------|---------------------------|-----------------|-----------------------|--------------------------|--------------|
| | | Premises | 25 Clive Place | 49 Plassey Street | Total |
| | | £ | £ | £ | £ |
| Open Market Value | Jan 1 st 2009 | 600,000 | 400,000 | 180,000 | 1,180,000 |
| Open Market Value | Dec 31 st 2009 | 600,000 | 400,000 | 180,000 | 1,180,000 |

All Fixed Assets were valued at Open Market Value on 31st October 2007 by Alan Thompson FRICS, a member of Stevens Scanlan LLP. Stevens Scanlan LLP are independent to Tabernacle and are registered by the RICS.

The Trustees consider that the Open Market basis of valuation gives the most true and fair reflection of Fixed Asset values. The Trustees do not consider Historic Cost to be a reliable valuation basis to use since the age of the Church premises mean that it is impossible to accurately determine their Historic Cost.

The Trustees have carried out an impairment review of Tangible Fixed Asset values at 31st December 2009. It is their opinion that the open market value of assets has not materially changed during 2009.

All of the Fixed Assets are used for charitable purposes.

11. Debtors

| | 2009 | 2008 |
|-------------------------------|---------------|---------------|
| | £ | £ |
| Prepayments and Other Debtors | 11,362 | 19,488 |

Tabernacle Baptist Church, Penarth
Notes to the Accounts
Year Ended 31st December 2009

12. Cash and Bank Balances

| | 2009 | 2008 |
|---------------------------------|---------------|---------------|
| | £ | £ |
| Barclays Bank – Current Account | 9,777 | 3,041 |
| Barclays Bank – Savings Account | 43,456 | 20,938 |
| Barclays Bank – Manse Account | 150 | 29,141 |
| Cash in Hand | 60 | 60 |
| Total | 53,443 | 53,180 |

13. Creditors: Amounts Falling Due Within One Year

| | 2009 | 2008 |
|---|--------------|----------|
| | £ | £ |
| Accruals | 982 | - |
| Loans to finance work on 25 Clive Place | 6,000 | - |
| Total | 6,982 | - |

14. Creditors: Amounts Falling Due After More Than One Year

| | 2009 | 2008 |
|--|---------------|---------------|
| | £ | £ |
| Loans to finance work on 25 Clive Place | 14,000 | 15,000 |

During 2008, loans totalling £15,000 were lent to the Church. During the current year a further amount of £15,000 was lent to the Church to assist in the renovations to the Manse. All loans are interest free and are repayable at the Church's convenience within 5 years from the date of receipt.

15. Restricted Funds

| | As at 1 st January 2009 | Incoming Resources | Expended Resources | As at 31 st December 2009 |
|--------------------------|---------------------------------------|-----------------------|-----------------------|---|
| | £ | £ | £ | £ |
| Youth Gift | 2,175 | - | - | 2,175 |
| R Grafton Ministry Gifts | 357 | 3,000 | 2,626 | 731 |
| Social Project | 641 | - | - | 641 |
| Well Being | 352 | - | 334 | 18 |
| Gift Day 2008 – Manse | 7,939 | 36,250 | 44,038 | 151 |
| Gift Day 2009 – 434 Fund | | 9,460 | 1,820 | 7,640 |
| Total | 11,464 | 48,710 | 48,818 | 11,356 |

The Youth Gift was donated in 2006 and is for Sara Redwood, the Youth Minister, to spend as she sees fit. The R Grafton Ministry Gifts were donated by members to be spent as R Grafton sees appropriate to assist him in fulfilling his vision for Tabernacle.

Tabernacle Baptist Church, Penarth
Notes to the Accounts
Year Ended 31st December 2009

The Social Project Fund is a donation by a member to be held until a suitable Social Action Project is undertaken by Tabernacle.

The Well Being Fund is the balance remaining to be spent on grants received from the Vale of Glamorgan in respect of youth work.

The balance on the Gift Day 2008: Manse Renovations Fund is the remaining amount to be spent on the renovations to the Manse.

The 434 Fund represents the donations received less expenditure to date on meeting the relevant financial needs of identified individuals throughout the year.

All Restricted Funds are held on deposit with Barclays Bank.

16. Designated Funds

| | As at 1 st January 2009 £ | Expended Resources £ | Transfers from Unrestricted Funds £ | As at 31 st December 2009 £ |
|-----------------------|--|----------------------------|---|--|
| Buildings Maintenance | 3,000 | - | - | 3,000 |
| Manse Renovations | 6,827 | 6,827 | - | - |
| Total | 9,827 | 6,827 | - | 3,000 |

The Buildings Maintenance Fund represents sums set aside for long term maintenance of the Church buildings.

The Manse Renovations Fund represents sums set aside to assist in financing the renovations to 25 Clive Place. These renovations were completed during the year.

Both the Church buildings and 25 Clive Place are represented by fixed assets in the Balance Sheet.

17. Analysis of Net Assets

| | Fixed Asset £ | Current Asset £ | Total £ |
|----------------------------|------------------|--------------------|------------------|
| Restricted Funds (Note 15) | - | 11,356 | 11,356 |
| Designated Funds (Note 16) | - | 3,000 | 3,000 |
| Unrestricted Funds | 1,180,000 | 29,467 | 1,209,467 |
| Total | 1,180,000 | 43,823 | 1,223,823 |

Tabernacle Baptist Church, Penarth
Notes to the Accounts
Year Ended 31st December 2009

18. Pensions

Baptist Ministers' Pension Scheme

The Church is an employer participating in a pension scheme known as the Baptist Ministers' Pension Fund ("the Ministers' Fund"). The Ministers are eligible to join the Fund, which is a multi-employer defined benefit scheme, which is funded and not contracted out of the state scheme.

The main benefit provided by the Ministers' Fund is a pension of one eightieth of the final Minimum Pensionable Income for each year of service together with an additional pension in respect of premiums paid on Pensionable Income in excess of the Minimum Pensionable Income. Ministers pay 8% of their Pensionable Income and the employer pays 16%. The Scheme started in 1925. A formal valuation was performed at 31 December 2007 by a professionally qualified Actuary using the Projected Unit Method.

The market value of the Scheme's assets at the valuation date was £119,486,000.

As there are a number of contributing employers to the scheme, the Church is unable to identify its share of the underlying assets and liabilities of the scheme.

Due to the nature of the scheme, the profit and loss charge for the period represents the employer contribution payable. The total pension cost for the Church was £4,740 (2008: £4,930).

The financial assumptions underlying the valuation were as follows:

| | |
|--|-------|
| Discount rate pre retirement | 7.00% |
| Discount rate post retirement | 5.00% |
| Rate of price inflation | 3.40% |
| Rate of revaluation on deferred pensions | 3.40% |
| Rate of pension increases on benefits accrued to 5 April 2006 | 3.40% |
| Rate of pension increases on benefits accrued after 6 April 2006 | 2.40% |

The valuation of the Ministers' scheme revealed a deficit of assets compared with the value of liabilities of £17,826,000 (equivalent to a past service funding level of 87%). The employer's ongoing future service contribution rate, to include eliminating the deficit, was assessed at 16% of pensionable salaries.

The next actuarial valuation of the Ministers' Fund will be as at 31 December 2010.

Defined Contribution Pension Schemes

Pension contributions were paid to a defined contribution pension scheme on behalf of one employee. In 2008, contributions were made on behalf of two employees.

The total pension cost for the Church was £2,955 (2008: £3,727).

No contributions were outstanding at the Balance Sheet date.

19. Related Charities

The custodian Trustee of the Church is the Baptist Union Corporation Limited which is charity Number 249635, and which is controlled by the Baptist Union Council. The church is also a member of the Baptist Union of Great Britain, and the South Wales Baptist Association.

The church made a donation to the Baptist Union Home Mission Scheme as set out in note 7.

In addition to the Baptist Union Corporation Limited, Mr. P Lock, Mr. G Niblett and Mr. L Richards are private Trustees of the church.

Tabernacle Baptist Church, Penarth
Expenditure Compared to Budget on an Accruals Basis for Year Ended 31st December 2009

1. Unrestricted Expenditure

| | Budget £ | Expenditure £ | Receipts £ | Net £ | % Budget |
|----------------------------|----------------|------------------|---------------|----------------|------------|
| Ministry | | | | | |
| Baptismal/dedication gifts | 525 | 31 | - | 31 | 6 |
| Christmas gifts | 25 | - | - | - | - |
| Counselling | 280 | - | - | - | - |
| Guest Preachers | 300 | 205 | - | 205 | 68 |
| Manse Upkeep & repair | 300 | 1,335 | - | 1,335 | 445 |
| Pastoral Expenses | 72,475 | 61,308 | - | 61,308 | 85 |
| Pastor's Emergency Fund | 1,000 | 220 | - | 220 | 22 |
| Pastor's Entertaining | 500 | 273 | - | 273 | 55 |
| Training | 1,125 | 613 | - | 613 | 54 |
| Worship | 2,052 | 1,566 | - | 1,566 | 76 |
| Total Ministry | 88,582 | 65,551 | - | 65,551 | 74 |
| Mission | | | | | |
| BMS | 12,865 | 14,072 | - | 14,072 | 109 |
| CHYPBoard – Children | 2,300 | 2,294 | - | 2,294 | 100 |
| CHYPBoard – Young People | 1,630 | 1,181 | - | 1,181 | 72 |
| Donations | 1,165 | 712 | - | 712 | 61 |
| Evangelism | 1,000 | 1,538 | 112 | 1,426 | 143 |
| Global Mission | 7,250 | 4,788 | - | 4,788 | 66 |
| Home Mission | 11,000 | 11,363 | 373 | 10,990 | 100 |
| Magazine | 2,024 | 1,442 | - | 1,442 | 71 |
| Social Engagement | 1,000 | 22 | - | 22 | 2 |
| Total Mission | 40,234 | 37,412 | 485 | 36,927 | 92 |
| Establishment | | | | | |
| Caretaker | 2,850 | 6,939 | - | 6,939 | 243 |
| Contract Cleaners | 7,332 | 7,332 | - | 7,332 | 100 |
| Heat & Light | 11,000 | 6,830 | - | 6,830 | 62 |
| Insurance | 3,072 | 3,637 | - | 3,637 | 118 |
| Maintenance | 8,000 | 17,276 | - | 17,276 | 216 |
| Other Church Costs | 1,120 | 557 | - | 557 | 50 |
| Total Establishment | 33,374 | 42,571 | - | 42,571 | 128 |
| Support | | | | | |
| Accountancy | 493 | 401 | 75 | 326 | 66 |
| Church Office | 2,900 | 2,282 | - | 2,282 | 79 |
| Other Support Costs | 2,160 | 2,970 | - | 2,970 | 138 |
| Support Staff Costs | 20,613 | 19,329 | - | 19,329 | 94 |
| Publications | 5,400 | 4,386 | 76 | 4,310 | 80 |
| Refreshments | 300 | 1,215 | - | 1,215 | 405 |
| Telephone & Internet | 1,350 | 652 | - | 652 | 48 |
| Total Support | 33,216 | 31,235 | 151 | 31,084 | 94 |
| Totals | 195,407 | 176,769 | 636 | 176,133 | 90 |

2. Unrestricted Income

| | £ | |
|---------------------|----------------|--|
| Standing Orders | 92,122 | It should be noted that the items detailed on this page do not show any expenditure or income relating to Restricted or Designated Funds |
| Envelopes | 40,261 | |
| Loose | 22,012 | |
| Donations | 345 | |
| Gift Aid | 36,856 | |
| Rent | 6,600 | |
| Use of Buildings | 1,009 | |
| Bank interest | 18 | |
| Total Income | 199,223 | |