

APPENDIX 1



Trustees' Annual Report for the period							
		Period start date			Period end date		
From	Day	Month	Year	To	Day	Month	Year
	01	11	2020		31	10	2021

Office of the Scottish Charity Regulator

**Reference and administration details**

<b>Charity name</b>	Collydean Baptist Church
<b>Other names charity is known by</b>	
<b>Registered charity number</b>	SC020062
<b>Charity's principal address</b>	27 Rowallan Green
	Glenrothes
	Fife
	Postcode KY7 4SR

**Names of the charity trustees on date of approval of Trustees' Annual Report**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1		Pastor		
2		Secretary		
3		Treasurer		
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

## Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year

## Structure, governance and management

**Type of governing document** Collydean Baptist Church (SC020062) was set up over thirty years ago and was recognised as a Scottish Charity in 1992. The Church is governed by the terms of the constitution of the church.

**Trustee recruitment and appointment** The trustees are appointed through election by the members of the Church, normally at the Annual General Meeting.

## Objectives and activities

**Charitable purposes** The advancement of the Christian faith primarily in the northern precincts of Glenrothes, and also throughout Scotland and the rest of the world by all means consistent with the teachings of the Christian Bible.

**Summary of the main activities in relation to these objects** Sunday Services, Sunday School, Bible study groups, Kids Clubs, youth groups, after school club, babies and toddlers group. Community coffee morning, community lunches in school holidays. School and YMCA chaplaincy, crafts groups, holiday clubs, Baptist Union of Scotland and Baptist Missionary Society membership

## APPENDIX 1

### Achievements and performance

#### Summary of the main achievements of the charity during the financial period

- Continued provision of regular activities restricted by Covid restrictions at various periods in the year. Online versions of groups.
- Partnership with Fife Council in providing community lunches in holiday periods
- Partnership with Collydean Community Council to support vulnerable groups via events, activities and practical support during Covid.
- Provision of youth activities - switch to online activities during Covid restrictions
- Partnership with primary school to serve seasonal assemblies
- Sustaining financial stability and volunteer base despite restrictions due to lockdown
- Switching to online versions of community groups e.g. craft club.

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### Financial review

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

The current reserve is used to cover any monthly deficit.

#### Details of any deficit

Deficit due to loss of income as a result of being unable to undertake normal fundraising activities during lockdown situations.

#### Donated facilities and services (if any)

Use of church building by Fife Covid and flu Vaccination team. Use of building by community centre during their refurbishment.

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### Other optional information

### Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (e.g. Chair)

Minister

Secretary

Date

27 May 2022

27 May 2022

# COLLYDEAN GRANARY BAPTIST CHURCH

## STATEMENT OF BALANCES 2020-2021

	2020-21	2019 - 2020
Opening Cash and Bank	18,002.11	21,019.42
DEFICIT for year	6,902.11	3,017.31
Closing cash and bank balance	11,100.00	18,002.11

### Bank and Cash Balances

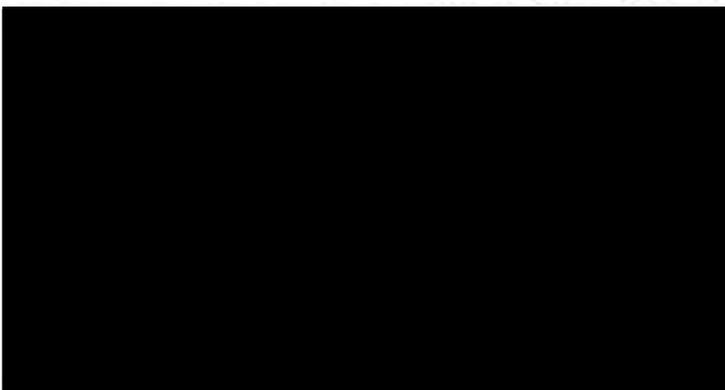
Bank of Scotland	11,100.00	18,002.11
Total Bank and Cash	11,100.00	18,002.11

### Assets (estimated value)

Church Building	253,000.00	253,000.00
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All funds are unrestricted

Approved by the Trustees and signed on their behalf



**COLLYDEAN GRANARY BAPTIST CHURCH**  
**ANNUAL REPORT 1st NOVEMBER 2021**

Income	2020 – 2021	2019 – 2020
tax returned	682.12	
Gift Aid Offerings	14,199.00	14,723.15
Open Offerings	4,643.97	5,788.20
Organisations	777.83	428.25
Gift & Grants	1,760.00	9,000.00
Gift Aid Reimbursement	5,193.72	
Scottish Baptist Fund		8,000.04
Fete & Fundraising		700.00
Donations	3,531.89	3,669.03
thanks offering/gift	3,214.60	
christmas collection	£100.00	£263.62
	<b>34,103.13</b>	<b>42,572.29</b>

Expenditure		
tax	682.11	
Minister's Stipend	21,061.13	20,379.16
Ministers exp.91/training 156.37	247.37	387.96
HMRC	5,800.35	5,918.54
Pension	4,990.06	4,856.34
Speakers	100.00	170.00
Council Tax	984.99	1,127.99
Youth Worker		4,992.00
Electricity	991.29	1,334.65
Church Organisations	1,569.54	594.19
Scottish Baptist Fund	1,092.00	1,127.00
Insurance & CCLI	1,262.46	1,177.33
Running Costs	1,471.53	2,305.44
Accountant	484.80	660.00
kids craft	71.11	
Community Centre Rent		384.00
Fellowship Fund		25.00
Donation Teen Challenge	100.00	150.00
Kids meals	96.50	
	<b>41,005.24</b>	<b>45,589.60</b>
	<b>6,902.11</b>	<b>3,017.31</b>

<b>Balance Carried Forward</b>	<b>11,100.00</b>	<b>18,002.11</b>
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APPENDIX 3



**Report to the trustees/members of**

**Registered charity number**

**On the accounts of the charity for the period**

**Set out on pages**

**Respective responsibilities of trustees and examiner**

**Basis of independent examiner's statement**

**Independent examiner's statement**

**Signed:  
Name:**

**Relevant professional qualification(s) or body (if any):**

**Address:**

Independent examiner's report on the accounts							v2
Charity name							COLLYDEAN BAPTIST CHURCH
Registered charity number							SC020062
Period start date				Period end date			
Day	Month	Year	to	Day	Month	Year	
01	11	2020		31	10	2021	
Set out on pages						(remember to include the page numbers of additional sheets)	

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. 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 seeks 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, I do not express an audit opinion on the view given by the accounts.

In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page\*]

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

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.

**Date:** 11/4/2022

\*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

## APPENDIX 3

### Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose

I have highlighted that the pension sum advised by Unnes + Partners Accountants differs from the sum paid by direct debit to the Baptist Pension fund as detailed:

- January 2021 sum advised £409.42  
Sum paid £436.04
- No paperwork for February 2021
- June - October 2021 sum advised £345.47, sum paid £419.50

I have brought this to the attention of [REDACTED], treasurer who is now looking into the matter contacting both the Accountants and Broadstone Pension Provider