

# STARTING POINT

We aim to explain in more detail the work that will be done to our building, the benefits this will bring to us and our community, and ultimately how it will help us to achieve our purposes. We will explain how we intend to fund the redevelopment and how all of us can play a part in its success.

This leaflet is the **Starting Point** of that Process. We hope that you are excited by this and will be motivated to do what you can to help make it a reality.

A considerable amount of work is required to update the existing facilities. This will enable our building to become a valuable asset to the community and for us the church to continue to carry out our dual function of worship and outreach. The project has been costed at approximately £1.25 million and it is hoped to achieve this by good management, fundraising, grant aid from both local and national sources . . . and **prayer**

**Project Team** - The team was formed in 2008 to make our vision a reality. This is the group who we trust to see this project forward. We have identified the key roles and teams that need to be filled as:

**The Project Coordinator** – this person is not the decision maker on all matters but is the person that brings the team together, monitors progress and agrees actions and priorities. They have a secretarial function in keeping the team informed of agreed actions and target dates. The Project Coordinator will also act as the first point of contact between the church and any professional advisors who might be involved in the project.

**The Finance Team** – to monitor payments and funding for the project to ensure an appropriate cash flow. This will involve applying to different organisations for grants.

**The Fund Raisers** – to co-ordinate the fund raising effort. They should have sufficient time to devote to this work. They need to be able to draft others in as required.

**The Building Logistics Team** – as there is a significant level of building work, there is merit in having a group dedicated to understanding the technical aspects of the building work and to act as a key contact for architects etc. They also need to produce a detailed plan of the use and style of each room.

**The Safety Officer/Accessibility/Environmental Team** – It is beneficial to have a team to take a special interest in these issues for the project.

**The Prayer Team** –to take a lead in the ongoing prayer for this project.

The Project team will meet monthly and will report back to the Elders meetings and the membership as the scheme progresses.

## Business Plan

This is a statement showing what our aims and objectives are and how they are to be achieved. It includes the project costs and where we expect to raise the funds. An important part of the document will be a forecast of income and expenditure and future viability. Our external funders now require one. Preparing a plan will help us as a church to understand the changes we will have to make in order for the project to succeed. It will have to consider the needs of the surrounding community.

## Engaging Professionals

Architects – Ray Scorey, Jeff Kitts

Structural Engineers – James Patrick Associates.

The project requires a variety of permissions and consents from different authorities. Listed below are some of the main permissions.

Planning Permission - granted October 2009

Party wall agreements - Our architects are dealing with these.

Valuation of neighbours land by surveyors.

## Progress - we have

- Formed a project team with sub-groups
- Received planning permission
- Talked to local funders and the Baptist Union
- Started negotiations with adjacent neighbours about buying extra land and removing some trees.
- Plans for the makeover of part of the sanctuary
- Working on a feasibility study. This is to check how our future annexe will be used by the community and church.
- Started on a Business Plan - an action plan to inform of our future direction. It covers the projected costs of rental income from the building and understanding of how we will repay any outstanding loans.
- Choosing the right professionals to help us.
- Searching for funding from grant applications.
- Actively fund raising.

## Keeping it going – viability and sustainability

- We are giving careful thought to the operating costs of this project and the sources of funding that will meet those costs.
- Making sure the project can stand on its own and does not depend on a few vulnerable sources of aid.
- Adding to this Project team where required.
- Be aware that the best people to deliver the project may not be the best people to run the project once completed.
- Build in green measures from the start – consider our carbon footprint.
- Continue to ensure good accessibility throughout.

## A cool million (and a bit)

The building cost is approx £1.25 million, with professional fees and some additional costs on top of that. This figure represents the total cost of six phases which we could carry out over a period of time.

The first phase (the building of the new annexe) is estimated at £600,000

### A solid foundation.

We see 2010 as a test of our ability to raise the required funds. At this point almost all of our money raised comes from personal donations and from fundraising activities organised within the church. We have set in place a pledge system to raise £300,000 over 4 years from our congregation of 101. This was launched in April 2010.

### Looking outside: External funding

Once we go public with the project, the way is open to applying to charitable trusts for funding. Each charity has its own priorities for allocating funds, and in each case we have had to assess whether we fall within those criteria and, therefore, whether an application for funding would be appropriate. We aim to obtain funding from a wide range of charities. We need to be able to prove that we can raise enough of our own funds before most funders will agree to support us. Initially we are looking for £300,000 and have asked for pledges so we can do that. See the 'Give a little – Gain a lot' leaflet.

### Raising a million pounds will be a challenging task

The effect will be to strengthen us as a community and keep everyone involved as the momentum of the project builds up. We need to inspire our congregation to be constantly praying alongside the fund raising.

### Thanks but no thanks

We are not applying for lottery funding, in line with the deeply held convictions of the members of our congregation. We recognise our responsibility to ensure that our use of the building fulfils the aims of those who contribute.

## THE STARTING POINT

In developing this project, we need to be clear about our **Purpose**. This means what is it we wish to achieve. What do we believe God is calling us to do? This should be a simple statement of the project which enables everybody involved to understand the common goal. It is vital that our members understand what is to be achieved (and what is not) A clear **Purpose** statement can help in this process. Consultation is vitally important and we want to commit to ongoing discussion with the membership throughout. Why are we here? What are our shared vision/values and priorities?

