

THE BOOK AID CHARITABLE TRUST

England & Wales · Charity number 1039484

Details

Other names BOOK AID

Status Registered

Legal form Other

Registered 1994-07-18

Register [View on the Charity Commission register](#)

Contact

Address Book Aid Charitable Trust
Unit 10 Stirlin Court
Saxilby Enterprise Park
Skellingthorpe Road
Saxilby
Lincoln
LN1 2LR

Phone 02087782145

Email office@book-aid.org

Website www.book-aid.org

Activities

Objects: 1.GENERAL CHARITABLE PURPOSES 2.THE ADVANCEMENT OF THE CHRISTIAN RELIGION 3.THE ADVANCEMENT OF RELIGION OR OTHER EDUCATION 4.THE RELIEF OF THE AGED POOR SICK OR DISABLED.

Activities: The objectives of the charity are to distribute Bibles and Christian books supplied by donors and supporters of the trust for the advancement of the Christian religion, public benefit or education and the relief of the aged, poor, sick or disabled either in the UK or overseas.

Classification

- **How:** Acts As An Umbrella Or Resource Body
- **What:** Religious Activities
- **Who:** Other Defined Groups

Geography

- **Area of benefit:** WORLD WIDE
- Cameroon
- Ghana
- India
- Kenya
- Nigeria
- Northern Ireland
- Scotland
- Zimbabwe
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£234,070	£289,621	-	-
2023-12-31	£282,668	£345,257	-	-
2022-12-31	£292,579	£318,040	-	-
2021-12-31	£318,960	£294,861	-	-
2020-12-31	£291,572	£254,535	-	-

Trustees

Name	Role	Appointed
ANDREW QUINNEY	Chair	2014-12-08
Alan Charles Paddock		2022-07-19
Dr Pauline Bellingham		2021-06-15
ROBERT IAN BRADSHAW		2014-12-08

THE BOOK AID CHARITABLE TRUST

England & Wales - Charity number 1039484

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024
FOR
BOOK AID**

Berringers LLP
Lygon House
50 London Road
Bromley
Kent
BR1 3RA

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for the year ended 31 December 2024

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BOOK AID

REFERENCE AND ADMINISTRATIVE DETAILS **for the year ended 31 December 2024**

TRUSTEES

A Quinney
R Bradshaw
Mrs S Bonwick
Dr P Bellingham
A Paddock

PRINCIPAL ADDRESS

Bromley House
Kangley Bridge Road
Sydenham
London
SE26 5AQ

REGISTERED CHARITY NUMBER 1039484

INDEPENDENT EXAMINER

Berringers LLP
Lygon House
50 London Road
Bromley
Kent
BR1 3RA

BOOK AID

REPORT OF THE TRUSTEES for the year ended 31 December 2024

The trustees present their report with the financial statements of the charity for the year ended 31 December 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

As stated in the Declaration of Trust, the objectives of the charity are the advancement of the Christian religion, the advancement for the public benefit of religious or other education and the relief of the aged, poor, sick or disabled.

Book Aid's main work is to send second hand and some new books to overseas Christian Bookshops to help them keep a Christian presence in their countries and to allow the advancement of the Christian faith by selling books at locally affordable prices. This helps to make books available more widely and to advance the Christian religion. Contacts have been established overseas by the Trustees over many years for the books to be sent out and distributed to Christian Bookshops in a number of countries. Currently the majority of partners are in Africa.

Book Aid also meets its aims and objectives by selling books in the UK through its bookshops and online using the same principle that they are sold at locally affordable prices.

Significant activities

At the start of 2024 there were four main centres operating throughout the United Kingdom: in London, Ranskill (Notts), Barnard Castle and Northern Ireland. The Ranskill centre was closed in 2024. In these centres books are sold in second-hand bookshops and on-line to aid general expenses and shipping costs as well as meeting the Charity's purposes in the UK. There are 3 warehouses - in London, Ranskill (Notts) and Templepatrick, NI. A network of local and regional volunteer collectors nationwide acts as links between donors and the Trust.

Public benefit

The Trustees have had regard to the Charity Commission guidance on public benefit and consider that the objectives, aims and achievements of the charity described in the report enable it meet its duty to the Charity Commission as per Section 17 of the Charities Act 2011 and to the benefit of the public.

Volunteers

The work of the Charity would not be possible without the support of dedicated and committed volunteers. Volunteers in the UK provide the backbone to the work by acting as collection points for donated books across the UK, or drivers who bring books into Book Aid warehouses, or those who sort the books in-house and those who run the Barnard Castle and Northern Ireland bases entirely on a voluntary basis. Their contribution to the work is outstanding and invaluable. Others commit to financially supporting the work of the Trust and praying for it.

BOOK AID

REPORT OF THE TRUSTEES for the year ended 31 December 2024

ACHIEVEMENT AND PERFORMANCE

Charitable activities

An ever-increasing number of UK Christian bookshops are closing down, and Book Aid has been grateful to continue to receive some of their closing stock and bookshelves to re-use for its programme. Book Aid is approached regularly to assist in these situations. Another increasing source of books continues to be the libraries of retiring or deceased ministers. There is a great demand from the public for ways to recycle their Christian books and Bibles and the Charity helps meet that demand from the public. Many donors are deeply grateful at having found a way to recycle good quality books that would otherwise have been thrown away. Every week tons of book donations are received by the Charity. As a result of these donations in the UK the Charity is able to help needs across the world, and in the UK as well, by providing good quality Christian books and Bibles at locally affordable prices.

During 2024 Book Aid was able to dispatch 2 shipping containers full of selected and suitable books to partners in. Books shipped out are in the form of direct grants or donations, plus free shipment, worth £5,000 for the year. In addition to these large donations of books Book Aid has pioneered new ways of engaging with partners in Nigeria and Kenya. Theology books have again been selected from Book Aid's Northern Ireland base and shipped by the pallet in co-ordination with 2 other charities.

The Trustees are grateful to supporters and donors in the United Kingdom for their continued identification with the Trust, which helps fulfil the purposes of Book Aid Charitable Trust.

FINANCIAL REVIEW

Financial position

The financial statements show a surplus of £344,449 including the revaluation of the properties. The total net assets of the Trust now stand at £1,610,087 compared to £1,265,638 in 2023. Whilst the Charity was not in doubt as to its ability to continue as a going concern because of the capital position, the downturn in cash flow was serious and 2024 continued an urgent focus on the Charity's ability to stabilise financially.

Reserves policy

The Trust holds reserves as shown in the financial statements for the purpose of fulfilling the objectives of the Trust, and the Trustees have discretion as to the value to be retained. During 2023 the Trustees had to make serious decisions about the Charity's financial position, and this included approving the use of the Charity's reserves to restructure the UK work. The reserves were needed to start implementing Phase 1 of the restructure which continued through to the middle of 2024. There were no cash reserves at the point of the sale of the Ranskill shop which came just in time.

BOOK AID

REPORT OF THE TRUSTEES for the year ended 31 December 2024

FINANCIAL REVIEW REVIEW OF 2024

URGENT ACTION AND RESTRUCTURE

In early 2024 the remaining Ranskill redundancies were completed following stage 1 of the Restructuring Programme to reduce overheads. A buyer had been found for the Ranskill property in late 2023, but the sale of the Ranskill property did not proceed to completion and a new buyer was sought in February. The new buyer wanted only the shop and not the warehouse, so a decision was made to split the property and retain the warehouse. That sale completed in the second half of the year with the approval of the Charity's Surveyor. The completion released the necessary funds for Book Aid to restore the cash flow for the immediate future and it also had the benefit of enabling the online stock stored in the warehouse to remain active, albeit at a much reduced level.

The first half of 2024 was focussed on moving out of the Ranskill shop and transferring many pallets of stock to storage, offered freely to the Charity, in Swindon. Throughout this period books continued to be donated from all over the UK and this created a large backlog of stock. Online sales were maintained as best as the Charity could with the remaining staff for as long as was possible. This required a lot of effort and energy from the small staff team and other volunteers who rallied to assist, with many miles being covered and many boxes needing to be packed and transported. The costs of moving were not insignificant. Work had to be carried out in Ranskill to separate the property and these costs were higher than anticipated due to the rapidly increasing costs of labour and materials.

OVERSEAS WORK

The container shipments were only able to resume in the second half of the year when staff were able to refocus efforts towards shipments. The charity was then able to ship 2 containers. Both containers went to Kenya to the well-established Partner who was able to work in conjunction with the UK team. This was a very satisfactory end to the year and over 40,000 selected books left the UK to fulfil the mission's purposes in spite of the challenges of the year.

FUTURE PLANS

By the end of 2024 it was necessary to start Restructuring Phase 2 to avert a similar cash flow crisis. More radical change was necessary to secure the future of the Charity financially and at the beginning of 2025 the Trustees resolved to seek a buyer for the London property to release a substantial amount of capital assets. The property was sold, completing in August 2025, with the charity being able to remain in the property until the end of Oct 2025. The London bookshop was closed in April and virtually all the books (approx. 40,000) were packed and shipped to 2 partners by the middle of September 2025. Another 3 containers were dispatched during 2025 which was a remarkable achievement amidst so much change.

Work continued in Ranskill to install facilities for staff in the remaining warehouse, and the separation of utilities. With the sale of the London Headquarters progressing more extensive warehouse accommodation was sought in that region. Currently plans to purchase one are under way near Ranskill - a property that is bigger than the London premises and more up-to-date.

Looking ahead the Charity will be making major efforts to recover the online sales, the updating of all IT equipment is needed in October 2025 and overhaul of the Charity's systems are part of Phase 3 of the restructuring plan.

The Charity continues to have good established relationships with a number of overseas partners and works to maintain those relationships. The Charity will be seeking to extend these partnerships in 2026.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

BOOK AID

REPORT OF THE TRUSTEES for the year ended 31 December 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

Continued consideration is given at Trustees Meetings to the appointment of new Trustees. The Trust seeks to appoint new trustees who are known to the Charity and who understand and accept the vision of the founders. The latest trustee appointment was in 2022 to bring increased financial oversight to the Board.

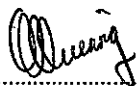
Organisational structure

The trustees have legal responsibility for the Charity. They have appointed a Director, Mrs Christine Pulsford a former solicitor to manage the Charity. The Trust currently employs 13 members of staff (7.1 FTE). These include an Operations Director, a Warehouse Manager and team in London, Online Sales team, a Finance Manager and accounts team, and a PA to the Director. The work is supported by a large team of volunteers.

Key management remuneration

No member of staff received remuneration in excess of £60,000.

Approved by order of the board of trustees on 14.10.2025 and signed on its behalf by:



.....
A Quinney - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BOOK AID**

Independent examiner's report to the trustees of Book Aid

I report to the charity trustees on my examination of the accounts of Book Aid (the Trust) for the year ended 31 December 2024.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Paul Allan BSocSc FCA
The Institute of Chartered Accountants in England and Wales

Berringers LLP
Lygon House
50 London Road
Bromley
Kent
BR1 3RA

Date: 14/10/2025.....

BOOK AID

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 December 2024

	Notes	Unrestricted fund £	Restricted funds £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		35,138	33,612	68,750	64,382
Sale of books	2	117,732	-	117,732	170,112
Rent & interest received	3	47,588	-	47,588	48,174
Total		200,458	33,612	234,070	282,668
EXPENDITURE ON					
Charitable activities	4				
Sale of books		205,074	33,612	238,686	248,283
Online sales costs		-	-	-	22,738
Other	7	50,935	-	50,935	74,236
Total		256,009	33,612	289,621	345,257
NET INCOME/(EXPENDITURE)		(55,551)	-	(55,551)	(62,589)
Other recognised gains/(losses)					
Gains on revaluation of fixed assets		400,000	-	400,000	-
Net movement in funds		344,449	-	344,449	(62,589)
RECONCILIATION OF FUNDS					
Total funds brought forward		1,265,638	-	1,265,638	1,328,227
TOTAL FUNDS CARRIED FORWARD		1,610,087	-	1,610,087	1,265,638

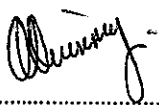
The notes form part of these financial statements

BOOK AID

BALANCE SHEET
31 December 2024

	Notes	Unrestricted fund £	Restricted funds £	2024 Total funds £	2023 Total funds £
FIXED ASSETS					
Tangible assets	10	1,504,616	-	1,504,616	1,205,770
CURRENT ASSETS					
Debtors	11	18,825	-	18,825	14,329
Cash at bank and in hand		95,221	-	95,221	55,900
		<u>114,046</u>	<u>-</u>	<u>114,046</u>	<u>70,229</u>
CREDITORS					
Amounts falling due within one year	12	(8,575)	-	(8,575)	(10,361)
NET CURRENT ASSETS		<u>105,471</u>	<u>-</u>	<u>105,471</u>	<u>59,868</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,610,087</u>	<u>-</u>	<u>1,610,087</u>	<u>1,265,638</u>
NET ASSETS		<u>1,610,087</u>	<u>-</u>	<u>1,610,087</u>	<u>1,265,638</u>
FUNDS	13				
Unrestricted funds				1,610,087	1,265,638
TOTAL FUNDS				<u>1,610,087</u>	<u>1,265,638</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 14.10.25 and were signed on its behalf by:



A Quinney - Trustee



R Bradshaw - Trustee

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 December 2024

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on reducing balance
Office equipment	- 20% on reducing balance

The freehold properties have not been depreciated, as they are maintained to a standard that, in the opinion of the trustees, precludes the need to provide depreciation. This departure from accounting standards is deemed necessary for a true and fair representation of the properties in the financial statements.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of financial activities on a straight line basis over the period of the lease.

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 December 2024

2. SALE OF BOOKS

	2024	2023
	£	£
Book sales	<u>117,732</u>	<u>170,112</u>

3. RENT & INTEREST RECEIVED

	2024	2023
	£	£
Rents received	46,800	46,800
Deposit account interest	<u>788</u>	<u>1,374</u>
	<u>47,588</u>	<u>48,174</u>

4. CHARITABLE ACTIVITIES COSTS

	2024
	£
	Direct
	Costs (see
	note 5)
	£
Sale of books	<u>238,686</u>

5. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2024	2023
	£	£
Staff costs	197,502	218,797
Postage & stationery	17,912	22,900
Shipping costs	4,999	5,541
Amazon & Paypal fees	17,996	22,738
Donations	<u>277</u>	<u>1,045</u>
	<u>238,686</u>	<u>271,021</u>

6. SUPPORT COSTS

	General support	Governance costs	Totals
	£	£	£
Other resources expended	<u>47,522</u>	<u>3,413</u>	<u>50,935</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2024

6. SUPPORT COSTS - continued

Support costs, included in the above, are as follows:

General support

	2024	2023
	Other resources expended	Total activities
	£	£
Rent	5,608	5,100
Rates & water	10,266	7,026
Insurance	4,600	5,007
Light & heat	7,749	9,359
Telephone	2,979	2,262
Motor, travel & moving costs	47,558	27,618
Maintenance & repairs	35,819	10,023
Bank charges	262	325
Legal & professional fees	1,040	1,200
Office costs	8,539	6,287
Depreciation of tangible and heritage assets	1,154	1,443
(Profit)/Loss on disposal fixed assets	(78,052)	(4,664)
	<u>47,522</u>	<u>70,986</u>

Governance costs

	2024	2023
	Other resources expended	Total activities
	£	£
Independent examiner	<u>3,413</u>	<u>3,250</u>

7. OTHER

	2024	2023
	£	£
Support costs	<u>50,935</u>	<u>74,236</u>

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 December 2024

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2024 nor for the year ended 31 December 2023.

9. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2024	2023
Staff	13	14

No employees received emoluments in excess of £60,000.

The trust employs 13 staff (3 full time and 10 part time). Full time equivalent: 7.1.

10. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Office equipment £	Totals £
COST OR VALUATION				
At 1 January 2024	1,200,000	21,923	18,899	1,240,822
Disposals	(100,000)	-	(493)	(100,493)
Revaluations	400,000	-	-	400,000
At 31 December 2024	1,500,000	21,923	18,406	1,540,329
DEPRECIATION				
At 1 January 2024	-	20,448	14,604	35,052
Charge for year	-	295	858	1,153
Eliminated on disposal	-	-	(492)	(492)
At 31 December 2024	-	20,743	14,970	35,713
NET BOOK VALUE				
At 31 December 2024	1,500,000	1,180	3,436	1,504,616
At 31 December 2023	1,200,000	1,475	4,295	1,205,770

Cost or valuation at 31 December 2024 is represented by:

	Freehold property £	Fixtures and fittings £	Office equipment £	Totals £
Valuation in 2016	340,054	-	-	340,054
Valuation in 2024	400,000	-	-	400,000
Cost	759,946	21,923	18,406	800,275
	1,500,000	21,923	18,406	1,540,329

NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2024

10. TANGIBLE FIXED ASSETS - continued

The property at Ranskill was revalued in February 2016 by PD White MRICS of Brom & Co at a value of £200,000. This property was part-disposed off in July 2024.

The property at Kangley Bridge Road was revalued in September 2016 by JA Byrne Bsc (Hons) MRICS of Howell Brooks at a value of £1 million.

Both properties have been revalued in the 31/7/25 financial statements based on estate agent valuations and property sale activity, during and post year end.

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Other debtors	13,831	11,719
Prepayments	4,994	2,610
	<u>18,825</u>	<u>14,329</u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Taxation and social security	3,399	3,542
Other creditors	5,176	6,819
	<u>8,575</u>	<u>10,361</u>

13. MOVEMENT IN FUNDS

	At 1.1.24	Net movement in funds	At
	£	£	31.12.24 £
Unrestricted funds			
General fund	1,265,638	344,449	1,610,087
	<u>1,265,638</u>	<u>344,449</u>	<u>1,610,087</u>
TOTAL FUNDS	<u>1,265,638</u>	<u>344,449</u>	<u>1,610,087</u>

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2024

13. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	200,458	(256,009)	400,000	344,449
Restricted funds				
Bibles	9,588	(9,588)	-	-
Overseas distribution	24,024	(24,024)	-	-
	<u>33,612</u>	<u>(33,612)</u>	<u>-</u>	<u>-</u>
TOTAL FUNDS	<u>234,070</u>	<u>(289,621)</u>	<u>400,000</u>	<u>344,449</u>

Comparatives for movement in funds

	At 1.1.23 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	1,328,227	(62,589)	1,265,638
TOTAL FUNDS	<u>1,328,227</u>	<u>(62,589)</u>	<u>1,265,638</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	256,013	(318,602)	(62,589)
Restricted funds			
Bibles	5,755	(5,755)	-
Overseas distribution	20,900	(20,900)	-
	<u>26,655</u>	<u>(26,655)</u>	<u>-</u>
TOTAL FUNDS	<u>282,668</u>	<u>(345,257)</u>	<u>(62,589)</u>

The Bible fund is where donations have been received specifically to purchase Bibles to send overseas. The overseas distribution fund is where donations were received specifically towards the costs associated with the overseas distribution. Both of these funds was fully utilised in the year.

NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2024

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2024.

THE BOOK AID CHARITABLE TRUST

England & Wales - Charity number 1039484

Accounts

**REPORT OF THE TRUSTEES AND
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FOR THE YEAR ENDED
31 DECEMBER 2023**

**FOR
BOOK AID**

Berringers LLP
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REFERENCE AND ADMINISTRATIVE DETAILS for the year ended 31 December 2023

TRUSTEES

A Quinney
R Bradshaw
Mrs S Bonwick
Dr P Bellingham
A Paddock

PRINCIPAL ADDRESS

Bromley House
Kangley Bridge Road
Sydenham
London
SE26 5AQ

**REGISTERED CHARITY
NUMBER**

1039484

INDEPENDENT EXAMINER

Berringers LLP
Lygon House
50 London Road
Bromley
Kent
BR1 3RA

BOOK AID

REPORT OF THE TRUSTEES for the year ended 31 December 2023

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OBJECTIVES AND ACTIVITIES

Objectives and aims

As stated in the Declaration of Trust, the objectives of the charity are the advancement of the Christian religion, the advancement for the public benefit of religious or other education and the relief of the aged, poor, sick or disabled.

Book Aid's main work is to send second hand and some new books to overseas Christian Bookshops to help them keep a Christian presence in their countries and to allow the advancement of the Christian faith by selling books at locally affordable prices. This helps to make books available more widely and to advance the Christian religion. Contacts have been established overseas by the Trustees over many years for the books to be sent out and distributed to Christian Bookshops in a number of countries. Currently the majority of partners are in Africa.

Book Aid also meets its aims and objectives by selling books in the UK through its bookshops and online using the same principle that they are sold at locally affordable prices.

Significant activities

In 2023 there were four main centres operating throughout the United Kingdom: in London, Ranskill (Notts), Barnard Castle and Northern Ireland. In these centres books are sold in second-hand bookshops and on-line to aid general expenses and shipping costs as well as meeting the Charity's purposes in the UK. There are 3 warehouses - in London, Ranskill (Notts) and Templepatrick, NI. A network of local and regional volunteer collectors nationwide acts as links between donors and the Trust.

Public benefit

The Trustees have had regard to the Charity Commission guidance on public benefit and consider that the objectives, aims and achievements of the charity described in the report enable it meet its duty to the Charity Commission as per Section 17 of the Charities Act 2011 and to the benefit of the public.

Volunteers

The work of the Charity would not be possible without the support of dedicated and committed volunteers. Volunteers in the UK provide the backbone to the work by acting as collection points for donated books across the UK, or drivers who bring books into Book Aid warehouses, or those who sort the books in-house and those who run the Barnard Castle and Northern Ireland bases entirely on a voluntary basis. Their contribution to the work is outstanding and invaluable. Others commit to financially supporting the work of the Trust and praying for it.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

An ever-increasing number of UK Christian bookshops are closing down, and Book Aid has been grateful to continue to receive some of their closing stock and bookshelves to re-use for its programme. Book Aid is approached regularly to assist in these situations. Another increasing source of books continues to be the libraries of retiring or deceased ministers. There is a great demand from the public for ways to recycle their Christian books and Bibles and the Charity helps meet that demand from the public. Many donors are deeply grateful at having found a way to recycle good quality books that would otherwise have been thrown away. Every week tons of book donations are received by the Charity. As a result of these donations in the UK the Charity is able to help needs across the world, and in the UK as well, by providing good quality Christian books and Bibles at locally affordable prices.

During late 2022/2023 Book Aid was able to dispatch 4 shipping containers full of selected and suitable books to partners in Kenya, India and Ghana. Books shipped out are in the form of direct grants or donations, plus free shipment, worth £6,000 for the year. In addition to these large donations of books Book Aid has pioneered new ways of engaging with partners in Nigeria and Kenya. Theology books have been selected from Book Aid's Northern Ireland base and shipped by the pallet in co-ordination with 2 other charities.

The Trustees are grateful to supporters and donors in the United Kingdom for their continued identification with the Trust, which helps fulfil the purposes of Book Aid Charitable Trust.

BOOK AID

REPORT OF THE TRUSTEES for the year ended 31 December 2023

FINANCIAL REVIEW

Financial position

The financial statements show a deficit of £62,589. The total net assets of the Trust now stand at £1,265,638 compared to £1,328,277 in 2022. The total net assets are based on valuations as at 2016. During 2023 it became evident that the income of the trust was decreasing significantly. Donations in the year had decreased from the previous year, the withdrawal of all government COVID grants left a big hole in the finances and the increasing costs of energy and wages was taking a big toll on the Charity's cashflow. Whilst the Charity was not in doubt as to its ability to continue as a going concern because of the capital position, the downturn in cashflow was serious and prompted an urgent focus on the Charity's ability to stabilise financially.

Reserves policy and loan

The Trust holds reserves as shown in the financial statements for the purpose of fulfilling the objectives of the Trust, and the Trustees have discretion as to the value to be retained. The Trustees had reviewed the reserves policy during 2022 and revised the amount of the reserves up to £50,000, considering that this a more appropriate level taking into account the period of rapidly rising costs. During 2023 the Trustees had to make serious decisions about the Charity's financial position, and this included approving the use of the Charity's reserves to restructure the UK work. The reserves were needed to start implementing the restructure.

FUTURE PLANS

In 2024 the sale of the Ranskill property did not proceed to completion and a new buyer was sought. A new buyer wanted only the shop and not the warehouse, so a decision was made to split the property and retain the warehouse. That sale completed in the second half of the year with the approval of the Charity's Surveyor. The completion released the necessary funds for Book Aid to restore the cashflow for the immediate future. The first half of 2024 was focussed on moving out of the Ranskill shop and transferring stock to Swindon while books continued to be donated from all over the UK. This required a lot of effort and energy from the staff team and other volunteers who rallied to assist. The container shipments were only able to resume in the second half of the year when staff were able to refocus efforts towards shipments.

Requests for academic libraries increased in 2024 and a partnership with a mid-Asian country was developed with a view to shipping 10,000 theological library standard books for a university campus. This project was sponsored by a team of academics and theological librarians in the UK and USA. With the expertise of one of Book Aid's trustees this work is being carried out ready for intended shipping in 2024.

Maintaining the Charity's aims and objectives throughout the restructuring process has been the focus of 2024. While funds decreased steadily and rapidly during the year the completion of the sale of the Ranskill property was successful. There is need for much careful decision-making in the months ahead to avert a similar cashflow crisis.

Looking ahead the Charity will be making major efforts to recover the online sales. The Charity has much donated stock of good quality that needs to be sorted and distributed to continue to fulfil its charitable purposes. The Charity continues to have good established relationships with a number of overseas partners and works to maintain those relationships.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Recruitment and appointment of new trustees

Continued consideration is given at Trustees Meetings to the appointment of new Trustees. The Trust seeks to appoint new trustees who are known to the Charity and who understand and accept the vision of the founders. The latest trustee appointment was in 2022 to bring increased financial oversight to the Board.

Organisational structure

The trustees have legal responsibility for the Charity. They have appointed a Director, Mrs Christine Pulsford a former solicitor to manage the Charity. The Trust currently employs 13 members of staff (6.8 FTE). These include an Operations Director, a Warehouse Manager and team in London, Online Sales team, a Finance Manager and accounts team, and a PA to the Director. The work is supported by a large team of volunteers.

Key management remuneration

No member of staff received remuneration in excess of £60,000.

BOOK AID

REPORT OF THE TRUSTEES for the year ended 31 December 2023

REVIEW OF 2023

OVERSEAS WORK

The charity was able to ship 4 containers between the very end of 2022 and 2023. One of these was a renewal of an old partnership with a partner in India. A lot of difficulties have been encountered with this partner who received the books supplied but no funds have been transferred to Book Aid still from this shipment. Partners in Africa are struggling financially as well so it is very good news that approx. 400,000 books were able to be shipped during 2023. In addition to the container shipments a new arrangement has developed through Book Aid's Northern Ireland base enabling shipment of pallets of specially selected books for academic Christian bookshops in Nigeria and Kenya. This relationship continues to develop and is beneficial to the Northern Ireland part of Book Aid's operation. Books are leaving for Africa directly from Northern Ireland now in smaller quantities than by the container load. This particularly suits the Charity's operation in Northern Ireland. Many requests for books continue to be received although funding for this is very often a challenge.

REFURBISHMENT OF THE BARNARD CASTLE BOOKSHOP

Serious refurbishment of the Barnard Castle Bookshop was necessary at the beginning of the year due to the poor condition of the building. Negotiations with the landlord resulted in the leaks being repaired and the property being upgraded and refurbished to a much better standard. A new kitchenette and staff facilities were installed, and the shelving, flooring refreshed and renewed. This was a good opportunity to encourage and build up the volunteer team who sell books to raise funds for the ministry of Book Aid. The team has expanded during the year which is excellent.

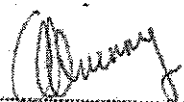
STAFFING AND BOOKSALES

Book Aid continues to staff the Charity with a majority of part-time staff. The main member of staff involved in online sales was on maternity leave during 2023 which involved reorganising the staffing in Ranskill and taking on new staff to assist. The decline in online sales through the year was in part due to the loss of expertise and also due to the use of an electronic repricing tool which coincided with the change in staff roles. By the mid-point in the year it was clear that footfall was decreasing in the bookshops in Ranskill and London and that the online sales were not recovering sufficiently.

URGENT ACTION AND RESTRUCTURE PLANS

Trustees continued to monitor the downturn and the cashflow through the first 6 months of the year. Advice was sought from a number of other bodies/experts about how to respond to the situation by using grants or releasing funds from the capital in property owned by the Charity. It was agreed that one of the Charity's properties would need to be sold and the work consolidated in one warehouse to save overheads and staffing costs as well as releasing essential cash to continue the Charity's aims. Notice of redundancy was given to the staff at Ranskill and the shop was closed in Nov 2023. The property was marketed for sale and a sale was agreed. Work started to empty the premises, and the Charity was offered, free of charge, a barn near Swindon to store the many pallets of books from the Ranskill Bookshop. Online sales were maintained as best as the Charity could with the remaining staff for as long as was possible.

Approved by order of the board of trustees on 8 October 2024 and signed on its behalf by:


A Quinney - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BOOK AID**

Independent examiner's report to the trustees of Book Aid

I report to the charity trustees on my examination of the accounts of Book Aid (the Trust) for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

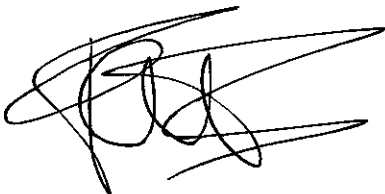
Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Paul Allan BSocSc FCA
The Institute of Chartered Accountants in England and Wales

Berringers LLP
Lygon House
50 London Road
Bromley
Kent
BR1 3RA

8 October 2024

BOOK AID

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 December 2023

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		37,727	26,655	64,382	56,760
Sale of books	2	170,112	-	170,112	188,823
Rent & interest received	3	48,174	-	48,174	46,996
Total		256,013	26,655	282,668	292,579
EXPENDITURE ON					
Charitable activities	4				
Sale of books		221,628	26,655	248,283	230,500
Online sales costs		22,738	-	22,738	25,931
Other	7	74,236	-	74,236	61,609
Total		318,602	26,655	345,257	318,040
NET INCOME/(EXPENDITURE)		(62,589)	-	(62,589)	(25,461)
RECONCILIATION OF FUNDS					
Total funds brought forward		1,328,227	-	1,328,227	1,353,688
TOTAL FUNDS CARRIED FORWARD		1,265,638	-	1,265,638	1,328,227

The notes form part of these financial statements

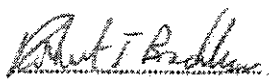
BOOK AID

BALANCE SHEET 31 December 2023

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	10	1,205,770	-	1,205,770	1,205,762
CURRENT ASSETS					
Debtors	11	14,329	-	14,329	14,577
Cash at bank and in hand		55,900	-	55,900	125,648
		70,229	-	70,229	140,225
CREDITORS					
Amounts falling due within one year	12	(10,361)	-	(10,361)	(17,760)
NET CURRENT ASSETS		59,868	-	59,868	122,465
TOTAL ASSETS LESS CURRENT LIABILITIES		1,265,638	-	1,265,638	1,328,227
NET ASSETS		1,265,638	-	1,265,638	1,328,227
FUNDS	13				
Unrestricted funds				1,265,638	1,328,227
TOTAL FUNDS				1,265,638	1,328,227

The financial statements were approved by the Board of Trustees and authorised for issue on ~~8 October 2024~~ and were signed on its behalf by:


A Quinney - Trustee


R Bradshaw - Trustee

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 December 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on reducing balance
Motor vehicles	- 25% on reducing balance
Office equipment	- 20% on reducing balance

The freehold properties have not been depreciated, as they are maintained to a standard that, in the opinion of the trustees, precludes the need to provide depreciation. This departure from accounting standards is deemed necessary for a true and fair representation of the properties in the financial statements.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of financial activities on a straight line basis over the period of the lease.

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 December 2023

2. SALE OF BOOKS

	2023	2022
	£	£
Book sales	<u>170,112</u>	<u>188,823</u>

3. RENT & INTEREST RECEIVED

	2023	2022
	£	£
Rents received	46,800	46,800
Deposit account interest	1,374	196
	<u>48,174</u>	<u>46,996</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 5) £
Sale of books	248,283
Online sales costs	22,738
	<u>271,021</u>

5. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2023	2022
	£	£
Staff costs	218,797	189,002
Postage & stationery	22,900	24,617
Shipping costs	5,541	16,151
Amazon & Paypal fees	22,738	25,931
Donations	1,045	730
	<u>271,021</u>	<u>256,431</u>

6. SUPPORT COSTS

	General support £	Governance costs £	Totals £
Other resources expended	<u>70,986</u>	<u>3,250</u>	<u>74,236</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2023

6. SUPPORT COSTS - continued

Support costs, included in the above, are as follows:

General support

	2023 Other resources expended £	2022 Total activities £
Rent	5,100	5,100
Rates & water	7,026	4,135
Insurance	5,007	5,347
Light & heat	9,359	5,230
Telephone	2,262	2,294
Motor & travel	27,618	17,763
Maintenance & repairs	10,023	4,572
Bank charges	325	186
Legal & professional fees	1,200	2,573
Office costs	6,287	9,791
Depreciation of tangible and heritage assets	1,443	1,468
Profit on disposal of tangible fixed assets	(4,664)	-
	<u>70,986</u>	<u>58,459</u>

Governance costs

	2023 Other resources expended £	2022 Total activities £
Independent examiner	<u>3,250</u>	<u>3,150</u>

7. OTHER

	2023 £	2022 £
Support costs	<u>74,236</u>	<u>61,609</u>

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2023

9. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2023	2022
Staff	14	15

No employees received emoluments in excess of £60,000.

The trust employs 14 part time staff which is equivalent to 7.4 full time employees.

10. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Motor vehicles £	Office equipment £	Totals £
COST					
At 1 January 2023	1,200,000	21,923	7,950	17,112	1,246,985
Additions	-	-	-	1,787	1,787
Disposals	-	-	(7,950)	-	(7,950)
At 31 December 2023	1,200,000	21,923	-	18,899	1,240,822
DEPRECIATION					
At 1 January 2023	-	20,079	7,614	13,530	41,223
Charge for year	-	369	-	1,074	1,443
Eliminated on disposal	-	-	(7,614)	-	(7,614)
At 31 December 2023	-	20,448	-	14,604	35,052
NET BOOK VALUE					
At 31 December 2023	1,200,000	1,475	-	4,295	1,205,770
At 31 December 2022	1,200,000	1,844	336	3,582	1,205,762

The property at Ranskill was revalued in February 2016 by PD White MRICS of Brom & Co at a value of £200,000, and the property at Kangley Bridge Road was revalued in September 2016 by JA Byrne Bsc (Hons) MRICS of Howell Brooks at a value of £1 million.

The original cost of the properties above is £859,546.

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Other debtors	11,719	12,159
Prepayments	2,610	2,418
	14,329	14,577

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2023

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Taxation and social security	3,542	4,834
Other creditors	6,819	12,926
	<u>10,361</u>	<u>17,760</u>

13. MOVEMENT IN FUNDS

	At 1.1.23 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	1,328,227	(62,589)	1,265,638
	<u>1,328,227</u>	<u>(62,589)</u>	<u>1,265,638</u>
TOTAL FUNDS	<u>1,328,227</u>	<u>(62,589)</u>	<u>1,265,638</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	256,013	(318,602)	(62,589)
Restricted funds			
Bibles	5,755	(5,755)	-
Overseas distribution	20,900	(20,900)	-
	<u>26,655</u>	<u>(26,655)</u>	<u>-</u>
TOTAL FUNDS	<u>282,668</u>	<u>(345,257)</u>	<u>(62,589)</u>

Comparatives for movement in funds

	At 1.1.22 £	Net movement in funds £	At 31.12.22 £
Unrestricted funds			
General fund	1,347,600	(19,373)	1,328,227
Restricted funds			
Bibles	6,088	(6,088)	-
	<u>1,353,688</u>	<u>(25,461)</u>	<u>1,328,227</u>
TOTAL FUNDS	<u>1,353,688</u>	<u>(25,461)</u>	<u>1,328,227</u>

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 December 2023

13. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	269,581	(288,954)	(19,373)
Restricted funds			
Bibles	7,148	(13,236)	(6,088)
Overseas distribution	15,850	(15,850)	-
	<u>22,998</u>	<u>(29,086)</u>	<u>(6,088)</u>
TOTAL FUNDS	<u>292,579</u>	<u>(318,040)</u>	<u>(25,461)</u>

The Bible fund is where donations have been received specifically to purchase Bibles to send overseas. The overseas distribution fund is where donations were received specifically towards the costs associated with the overseas distribution. Both of these funds was fully utilised in the year.

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2023.

THE BOOK AID CHARITABLE TRUST

England & Wales - Charity number 1039484

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2022**

**FOR
BOOK AID**

Berringers LLP
Lygon House
50 London Road
Bromley
Kent
BR1 3RA

BOOK AID
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for the year ended 31 December 2022

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Statement of financial activities	6
Balance sheet	7
Notes to the financial statements	8 to 13
Detailed statement of financial activities	14 to 15

BOOK AID

REFERENCE AND ADMINISTRATIVE DETAILS **for the year ended 31 December 2022**

TRUSTEES	A Quinney R Bradshaw Mrs S Bonwick Dr P Bellingham Trustee A Paddock Trustee (appointed 19.7.2022)
PRINCIPAL ADDRESS	Bromley House Kangley Bridge Road Sydenham London SE26 5AQ
REGISTERED CHARITY NUMBER	1039484
INDEPENDENT EXAMINER	Berringers LLP Lygon House 50 London Road Bromley Kent BR1 3RA

BOOK AID

REPORT OF THE TRUSTEES for the year ended 31 December 2022

The trustees present their report with the financial statements of the charity for the year ended 31 December 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

As stated in the Declaration of Trust, the objectives of the charity are the advancement of the Christian religion, the advancement for the public benefit of religious or other education and the relief of the aged, poor, sick or disabled.

Book Aid's main work is to send second hand and some new books to overseas Christian Bookshops to help them keep a Christian presence in their countries and to allow the advancement of the Christian faith by selling books at locally affordable prices. This helps to make books available more widely and to advance the Christian religion. Contacts have been established overseas by the Trustees over many years for the books to be sent out and distributed to Christian Bookshops in a number of countries. Currently the majority of partners are in Africa.

Book Aid also meets its aims and objectives by selling books in the UK through its bookshops and online using the same principle that they are sold at locally affordable prices.

Significant activities

In 2022 there were four main centres operating throughout the United Kingdom: in London, Ranskill (Notts), Barnard Castle and Northern Ireland. In these centres books are sold in second-hand bookshops and on-line to aid general expenses and shipping costs as well as meeting the Charity's purposes in the UK. There are 3 warehouses - in London, Ranskill (Notts) and Templepatrick, NI. A network of local and regional volunteer collectors nationwide acts as links between donors and the Trust.

Public benefit

The Trustees have had regard to the Charity Commission guidance on public benefit and consider that the objectives, aims and achievements of the charity described in the report enable it meet its duty to the Charity Commission as per Section 17 of the Charities Act 2011 and to the benefit of the public.

Volunteers

The work of the Charity would not be possible without the support of dedicated and committed volunteers. Volunteers in the UK provide the backbone to the work by acting as collectors of books across the UK, or drivers who bring books into Book Aid warehouses, or those who sort the books in-house and those who run the Barnard Castle and Northern Ireland bases entirely on a voluntary basis. Their contribution to the work is outstanding and invaluable. Others commit to financially supporting the work of the Trust and praying for it.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The Trust continues to prosper through the generous support of the public in the UK, who are encouraged by reports of the benefits received by other countries. An increasing number of UK Christian bookshops are closing down and Book Aid has been grateful to continue to receive some of their closing stock to re-use for its programme. Another increasing source of books continues to be the libraries of retiring ministers. There is a great demand from the public for ways to recycle their Christian books and Bibles and the Charity helps meets that demand from the public. With the ongoing help of these concerned and generous people in the UK the Charity is able to help needs across the world, and in the UK, by providing good quality Christian books and Bibles at locally affordable prices.

During 2022 the world was recovering from the Covid-19 pandemic and the beginnings of an economic financial crisis were becoming evident. Book Aid has not been exempt from the changing retail and giving habits of the public. However, in spite of this, 6 containers with approximately half a million selected and suitable books were dispatched to Kenya, Ghana, Nigeria and to a new partner in Cameroon. All containers were successfully delivered to the Book Aid partners. Books shipped out are in the form of direct grants or donations, plus free shipment, worth £16,151 for the year.

The Trustees are grateful to supporters and donors in the United Kingdom for their continued identification with the Trust, which helps fulfil the purposes of Book Aid Charitable Trust.

BOOK AID

REPORT OF THE TRUSTEES for the year ended 31 December 2022

FINANCIAL REVIEW

Financial position

The financial statements show a deficit of £25,641. The total net assets of the Trust now stand at £1,327,985 compared to £1,353,688 in 2020. Donations in the year have decreased from the previous year and along with the ending of government COVID grants.

Reserves policy and loan

The Trust holds reserves as shown in the financial statements for the purpose of fulfilling the objectives of the Trust, and the Trustees have discretion as to the value to be retained. The Trustees reviewed the reserves policy during 2022 and revised the amount of the reserves up to £50,000, considering that this is a more appropriate level taking into account the period of rapidly rising costs. It is considered that there sufficient reserves to ensure that the charity fulfils its objectives in the foreseeable future and meets its financial obligations.

REVIEW OF 2022

POST PANDEMIC OVERSEAS WORK

As the world emerged from the pandemic Book Aid was able to process more books and prepare more shipping containers for dispatch. The shipments to partners in Africa trebled in 2022 thanks to hard work from the small teams in London and Ranskill, and Book Aid funding the higher shipping costs.

STAFFING AND BOOKSALES

Financially Book Aid coped well with the gradual withdrawal of government support and was able to take on new staff during the year. Three significant appointments were made and this strengthened the team and the work that was possible. The website was updated and modernised. Bookshop sales held up as a result of one of these appointments, even as the economic climate and inflation started to bite nationally in the UK and around the world. Staffing costs have risen significantly in 2022 due both to the rise in National Minimum Wage and to the new appointments to the team. The online sales increased during the year due to the excellent work of the Online Sales staff.

SUCCESSION

The appointment of a full time Projects Manager and an increase in hours for the Accounts team were important steps in beginning to transfer responsibilities for the future.

In April 2022 the Northern Ireland leaders retired and a new leader, Mrs Pauline Bellingham, was appointed. New opportunities were identified and a partnership with Nigeria and Cameroon initiated with books being shipped directly from Northern Ireland. This is a great advantage in that they will not need to come to England for packing in the future. A team from London visited the warehouse to help refresh the sorting of books and to strengthen relationships with the team in Templepatrick. The work in Northern Ireland is now in a stronger position for the future.

TRUSTEES

A new Trustee was welcomed to the Board in July 2022 with a responsibility for advising on financial matters. His previous Board experience elsewhere as a Chairman is also a helpful addition.

PROPERTY

The London premises lease was renewed for a further period thereby maintaining rental income. The Ranskill property suffered damage from a theft which has been rectified.

The main on-going activity and aims of the Trust are to continue to receive and prepare books for donation to those in need. The Charity saw a huge increase in the supply of books as a result of people having time to sort out their books while in lockdowns and the net effect was that our warehouses were constantly full/overflowing. Sales of books online continued to be an important source of income during the year.

FUTURE PLANS

Looking ahead to 2023, the Trust plans on developing the work overseas and the continuing with succession planning. Staffing is an important issue as the cost of living rises in the UK. Preparing for succession is also essential in all areas of the work including collection points, warehouse staff, management and the Trustee Board. During these financially

challenging times when many shops across the UK have had to close, Book Aid is going to have to restructure how it operates in the future. There is no shortage of opportunities to receive books from donors nor shortage of places where the books are sought after.

The possibility of new partnerships and expanding into India is being explored and a project to prepare a theological library is underway. Shipments will continue to partners with whom Book Aid has worked for many years as this supports the vision to maintain the existence of Christian bookshops making literature available for those who cannot afford to buy new books.

2023 will be the 10th anniversary of the work opening in Mombasa, Kenya as Book Aid Kenya Mission. There will be opportunities to celebrate with the team there and the hope is that one of the team will come to the UK for a period for training of both teams.

In the UK in 2023 the refurbishment of the Barnard Castle Bookshop has been necessary due to the poor condition of the building. Work will be done to install a new kitchenette and staff facilities and refurbish the shelving and flooring. This will also be an opportunity to encourage and build up the volunteer team who sell books to raise funds for the ministry of Book Aid.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Recruitment and appointment of new trustees

Continued consideration is given at Trustees Meetings to the appointment of new Trustees. The Trust seeks to appoint new trustees who are known to the Charity and who understand and accept the vision of the founders. A new Trustee with Board financial experience has been appointed in 2022 following recommendation and an induction process. This included interview, access to Trust deeds and recent documents, visits and meeting key staff members.

Organisational structure

The trustees have legal responsibility for the Charity. They have appointed a Director, Mrs Christine Pulsford a former solicitor to manage the Charity. The Trust currently employs 14 part-time members of staff (7.9 FTE). These include a Warehouse Manager in London, a Manager in Ranskill, an Online Sales Bookseller, a Finance Manager, a Project Manager, a Driver and a PA who report to the Director. The work is supported by a large team of volunteers.

Key management remuneration

No member of staff received remuneration in excess of £60,000.

Approved by order of the board of trustees on 10/10/2023 and signed on its behalf by:



.....
A Quinney - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BOOK AID**

Independent examiner's report to the trustees of Book Aid

I report to the charity trustees on my examination of the accounts of Book Aid (the Trust) for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Paul Allan BSocSc FCA
The Institute of Chartered Accountants in England and Wales

Berringers LLP
Lygon House
50 London Road
Bromley
Kent
BR1 3RA

Date: 10/10/23

BOOK AID

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 December 2022

	Notes	Unrestricted fund £	Restricted funds £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		33,762	22,998	56,760	82,172
Sale of books	2	188,823	-	188,823	138,882
Rent & interest received	3	46,996	-	46,996	36,013
Other income		-	-	-	61,893
Total		269,581	22,998	292,579	318,960
EXPENDITURE ON					
Charitable activities	4				
Sale of books		207,502	22,998	230,500	189,570
Online sales costs		25,931	-	25,931	21,251
Other	7	61,609	-	61,609	84,040
Total		295,042	22,998	318,040	294,861
NET INCOME/(EXPENDITURE)		(25,461)	-	(25,461)	24,099
RECONCILIATION OF FUNDS					
Total funds brought forward		1,347,600	6,088	1,353,688	1,329,589
TOTAL FUNDS CARRIED FORWARD		1,322,139	6,088	1,328,227	1,353,688

The notes form part of these financial statements

BOOK AID

BALANCE SHEET 31 December 2022

	Notes	Unrestricted fund £	Restricted funds £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	10	1,205,762	-	1,205,762	1,205,916
CURRENT ASSETS					
Debtors	11	14,577	-	14,577	20,726
Cash at bank and in hand		114,335	11,313	125,648	137,218
		<u>128,912</u>	<u>11,313</u>	<u>140,225</u>	<u>157,944</u>
CREDITORS					
Amounts falling due within one year	12	(12,535)	(5,225)	(17,760)	(10,172)
NET CURRENT ASSETS		<u>116,377</u>	<u>6,088</u>	<u>122,465</u>	<u>147,772</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,322,139</u>	<u>6,088</u>	<u>1,328,227</u>	<u>1,353,688</u>
NET ASSETS		<u>1,322,139</u>	<u>6,088</u>	<u>1,328,227</u>	<u>1,353,688</u>
FUNDS	13				
Unrestricted funds				1,322,139	1,347,600
Restricted funds				6,088	6,088
TOTAL FUNDS				<u>1,328,227</u>	<u>1,353,688</u>

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:



A Quinney - Trustee



R Bradshaw - Trustee

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 December 2022

1. ACCOUNTING POLICIES**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on reducing balance
Motor vehicles	- 25% on reducing balance
Office equipment	- 20% on reducing balance

The freehold properties have not been depreciated, as they are maintained to a standard that, in the opinion of the trustees, precludes the need to provide depreciation. This departure from accounting standards is deemed necessary for a true and fair representation of the properties in the financial statements.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of financial activities on a straight line basis over the period of the lease.

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 December 2022

2. SALE OF BOOKS	2022	2021
	£	£
Book sales	<u>188,823</u>	<u>138,882</u>
3. RENT & INTEREST RECEIVED	2022	2021
	£	£
Rents received	<u>46,800</u>	36,000
Deposit account interest	<u>196</u>	13
	<u>46,996</u>	<u>36,013</u>
4. CHARITABLE ACTIVITIES COSTS		Direct Costs (see note 5)
		£
Sale of books		<u>230,500</u>
Online sales costs		<u>25,931</u>
		<u>256,431</u>
5. DIRECT COSTS OF CHARITABLE ACTIVITIES	2022	2021
	£	£
Staff costs	<u>189,002</u>	155,191
Postage & stationery	<u>24,617</u>	22,426
Shipping costs	<u>16,151</u>	4,953
Amazon & Paypal fees	<u>25,931</u>	21,251
Donations	<u>730</u>	7,000
	<u>256,431</u>	<u>210,821</u>
6. SUPPORT COSTS	General support	Governance costs
	£	£
Other resources expended	<u>58,459</u>	<u>3,150</u>
	<u>58,459</u>	<u>3,150</u>
		Totals
		£
		<u>61,609</u>

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 December 2022

6. SUPPORT COSTS - continued

Support costs, included in the above, are as follows:

General support

	2022 Other resources expended £	2021 Total activities £
Rent	5,100	4,800
Rates & water	4,135	5,173
Insurance	5,347	3,959
Light & heat	5,230	4,543
Telephone	2,294	2,265
Motor & travel	17,763	12,486
Maintenance & repairs	4,572	40,478
Bank charges	186	447
Legal & professional fees	2,573	40
Office costs	9,791	5,183
Depreciation of tangible and heritage assets	1,468	1,516
	<u>58,459</u>	<u>80,890</u>

Governance costs

	2022 Other resources expended £	2021 Total activities £
Independent examiner	<u>3,150</u>	<u>3,150</u>

7. OTHER

	2022 £	2021 £
Support costs	<u>61,609</u>	<u>84,040</u>

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2022 nor for the year ended 31 December 2021.

BOOK AID

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2022**

9. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2022	2021
	15	13
Staff	<u>15</u>	<u>13</u>

No employees received emoluments in excess of £60,000.

The trust employs 15 part time staff which is equivalent to 7.3 full time employees.

10. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Motor vehicles £	Office equipment £	Totals £
COST					
At 1 January 2022	1,200,000	21,923	7,950	15,796	1,245,669
Additions	-	-	-	1,316	1,316
At 31 December 2022	<u>1,200,000</u>	<u>21,923</u>	<u>7,950</u>	<u>17,112</u>	<u>1,246,985</u>
DEPRECIATION					
At 1 January 2022	-	19,618	7,501	12,634	39,753
Charge for year	-	461	113	896	1,470
At 31 December 2022	<u>-</u>	<u>20,079</u>	<u>7,614</u>	<u>13,530</u>	<u>41,223</u>
NET BOOK VALUE					
At 31 December 2022	<u>1,200,000</u>	<u>1,844</u>	<u>336</u>	<u>3,582</u>	<u>1,205,762</u>
At 31 December 2021	<u>1,200,000</u>	<u>2,305</u>	<u>449</u>	<u>3,162</u>	<u>1,205,916</u>

The property at Ranskill was revalued in February 2016 by PD White MRICS of Brom & Co at a value of £200,000, and the property at Kangley Bridge Road was revalued in September 2016 by JA Byrne Bsc (Hons) MRICS of Howell Brooks at a value of £1 million.

The original cost of the properties above is £859,546.

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Other debtors	12,159	18,376
Prepayments	2,418	2,350
	<u>14,577</u>	<u>20,726</u>

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 December 2022

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Taxation and social security	4,834	2,040
Other creditors	12,926	8,132
	<u>17,760</u>	<u>10,172</u>

13. MOVEMENT IN FUNDS

	At 1.1.22 £	Net movement in funds £	At 31.12.22 £
Unrestricted funds			
General fund	1,347,600	(25,461)	1,322,139
Restricted funds			
Bibles	6,088	-	6,088
TOTAL FUNDS	<u>1,353,688</u>	<u>(25,461)</u>	<u>1,328,227</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	269,581	(295,042)	(25,461)
Restricted funds			
Bibles	7,148	(7,148)	-
Overseas distribution	15,850	(15,850)	-
	<u>22,998</u>	<u>(22,998)</u>	<u>-</u>
TOTAL FUNDS	<u>292,579</u>	<u>(318,040)</u>	<u>(25,461)</u>

Comparatives for movement in funds

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	1,323,501	24,099	1,347,600
Restricted funds			
Bibles	6,088	-	6,088
TOTAL FUNDS	<u>1,329,589</u>	<u>24,099</u>	<u>1,353,688</u>

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 December 2022

13. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	302,600	(278,501)	24,099
Restricted funds			
Bibles	7,906	(7,906)	-
Overseas distribution	8,454	(8,454)	-
	<u>16,360</u>	<u>(16,360)</u>	<u>-</u>
TOTAL FUNDS	<u>318,960</u>	<u>(294,861)</u>	<u>24,099</u>

The Bible fund is where donations have been received specifically to purchase Bibles to send overseas. The overseas distribution fund is where donations were received specifically towards the costs associated with the overseas distribution. Both of these funds was fully utilised in the year.

14. CONTINGENT LIABILITIES

Until 5 April 2015 some Book Aid members, including members who were also trustee received financial support from the Trust to cover accommodation costs. All members, including former trustees voluntarily dedicated their working life to the Trust. The Trustee Board was replaced in December 2014. None of the current trustees receive any financial support.

There is a very remote possibility that HMRC may challenge the treatment of these donations, and argue that they should be treated as remuneration. It is unlikely, but if this was the case, the Trust could be liable for any PAYE and national insurance due on these payments to volunteers. The amount of such liability cannot be quantified as it is not currently possible to estimate what, if anything, HMRC could consider remuneration.

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2022.

BOOK AID

DETAILED STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 December 2022

	2022 £	2021 £
INCOME AND ENDOWMENTS		
Donations and legacies	30,495	28,453
Donations & legacies	15,850	8,454
Donations from books sent overseas	10,415	45,265
Legacies		
	<u>56,760</u>	<u>82,172</u>
 Sale of books	 188,823	 138,882
Book sales		
 Rent & interest received	 46,800	 36,000
Rents received	196	13
Deposit account interest		
	<u>46,996</u>	<u>36,013</u>
 Other income	 -	 61,893
Government grants		
	<u>292,579</u>	<u>318,960</u>
Total incoming resources		
 EXPENDITURE		
Charitable activities	189,002	155,191
Wages	24,617	22,426
Postage & stationery	16,151	4,953
Shipping costs	25,931	21,251
Amazon & Paypal fees	730	7,000
Donations		
	<u>256,431</u>	<u>210,821</u>
 Support costs		
General support	5,100	4,800
Rent	4,135	5,173
Rates & water	5,347	3,959
Insurance	5,230	4,543
Light & heat	2,294	2,265
Telephone	17,763	12,486
Motor & travel	4,572	40,478
Maintenance & repairs	186	447
Bank charges	2,573	40
Legal & professional fees	9,791	5,183
Office costs	56,991	79,374
Carried forward		

This page does not form part of the statutory financial statements

BOOK AID

DETAILED STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 December 2022

	2022 £	2021 £
General support	56,991	79,374
Brought forward	461	576
Depreciation - fixtures & fittings	112	149
Depreciation - Motor vehicles	895	791
Depreciation- Office equipment	<u>58,459</u>	<u>80,890</u>
 Governance costs	 3,150	 3,150
Independent examiner	<u>318,040</u>	<u>294,861</u>
Total resources expended	<u>(25,461)</u>	<u>24,099</u>
Net (expenditure)/income	<u><u>(25,461)</u></u>	<u><u>24,099</u></u>

This page does not form part of the statutory financial statements

THE BOOK AID CHARITABLE TRUST

England & Wales - Charity number 1039484

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2021

FOR

BOOK AID**

Berringers LLP
Lygon House
50 London Road
Bromley
Kent
BR1 3RA

BOOK AID

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BOOK AID

REFERENCE AND ADMINISTRATIVE DETAILS for the year ended 31 December 2021

TRUSTEES	A Quinney R Bradshaw Mrs S Bonwick Dr P Bellingham Trustee (appointed 15.6.21) A Paddock (appointed 19.7.22)
PRINCIPAL ADDRESS	Bromley House Kangley Bridge Road Sydenham London SE26 5AQ
REGISTERED CHARITY NUMBER	1039484
INDEPENDENT EXAMINER	Berringers LLP Lygon House 50 London Road Bromley Kent BR1 3RA

BOOK AID

REPORT OF THE TRUSTEES for the year ended 31 December 2021

The trustees present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

As stated in the Declaration of Trust, the objectives of the charity are the advancement of the Christian religion, the advancement for the public benefit of religious or other education and the relief of the aged, poor, sick or disabled.

Book Aid's main work is to send second hand and some new books to overseas Christian Bookshops to help them keep a Christian presence in their countries and to allow the advancement of the Christian faith by selling books at locally affordable prices. This helps to make books available more widely and to advance the Christian religion. Contacts have been established overseas by the Trustees over many years for the books to be sent out and distributed to Christian Bookshops in a number of countries.

Book Aid also meets its aims and objectives by selling books in the UK through its bookshops and online using the same principles: that they are sold at locally affordable prices.

Significant activities

In 2021 there were four main centres operating throughout the United Kingdom: in London, Ranskill (Notts), Barnard Castle and Northern Ireland. In each of these centres books are sold in second-hand bookshops and on-line to aid general expenses and shipping costs as well as meeting the Charity's purposes in the UK. There are 3 warehouses - in London, Ranskill and Templepatrick, NI. A network of local and regional volunteer collectors nationwide acts as links between donors and the Trust.

Public benefit

The Trustees have had regard to the Charity Commission guidance on public benefit and consider that the objectives, aims and achievements of the charity described in the report enable it meet its duty to the Charity Commission as per Section 17 of the Charities Act 2011 and to the benefit of the public.

Volunteers

The work of the Charity would not be possible without the support of hardworking and committed volunteers. Volunteers in the UK provide the backbone to the work by collecting in books across the UK, drivers who bring books into Book Aid warehouses and those who run the Barnard Castle and Northern Ireland bases entirely on a voluntary basis. Their contribution to the work is outstanding and invaluable. Others commit to financially supporting the work of the Trust and praying for it.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The Trust continues to prosper through the generous support of the public in the UK, who are encouraged by reports of the benefits received by other countries. An increasing number of UK Christian bookshops are closing down and Book Aid has been grateful to receive their closing stock to re-use for its programme. Another increasing source of books continues to be the libraries of retiring ministers. There is a great demand from the public for ways to recycle their books and the Charity helps meet that demand from the public. With the ongoing help of these concerned and generous people in the UK the Charity is able to help needs across the world and in the UK by providing good quality Christian books and Bibles at locally affordable prices.

During 2021 the world continued to be severely affected by Covid-19 and this had a huge impact on the work of Book Aid. In spite of this, 2 containers with up to 200,000 selected and suitable books were dispatched to Kenya and to Zimbabwe during breaks in UK lockdowns. Both containers were successfully delivered to the Book Aid partners. Books shipped out are in the form of direct grants or donations, plus free shipment, worth £8,980 for the year.

The Trustees are grateful to supporters and donors in the United Kingdom for their continued identification with the Trust, which helps fulfil the purposes of Book Aid Charitable Trust.

BOOK AID

REPORT OF THE TRUSTEES for the year ended 31 December 2021

FINANCIAL REVIEW

Financial position

The financial statements show a surplus of £24,099. Once again this year a major contributing factor to this was from receiving government grants totalling £61,893 in response to the Covid pandemic. The total net assets of the Trust now stand at £1,353,688 compared to £1,329,589 in 2020. Donations in the year have increased from the previous year but sales of books in the UK have decreased from 2020.

Reserves policy and loan

The Trust hold reserves as shown in the financial statements for the purpose of fulfilling the objectives of the Trust, and the Trustees have discretion as to the value to be retained. The Trustees consider a reserves policy of £36,000 is an appropriate level. It is considered that there sufficient reserves to ensure that the charity fulfils its objectives in the foreseeable future and meets its financial obligations.

FUTURE PLANS

Looking ahead to 2022 the Trust will be developing the work in Northern Ireland with a hope to start despatching books to Africa through a new partnership directly from the warehouse there instead of transporting books to England for despatch.

Ways to make it easier for partners in Africa to receive books are to be investigated and new partnerships explored.

Increasing staffing is planned in order to update the website and improve the sale of books online by 30%. This aspect of the work is growing. Currently on-line sales make up 69% of total book sales.

Staffing is an important issue as the cost of living rises in the UK. Preparing for succession is also essential in all areas of the work including collection points, warehouse staff, management and the Trustee Board.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Recruitment and appointment of new trustees

Continued consideration is given at Trustees Meetings to the appointment of new Trustees. The Trust seeks to appoint new trustees who are known to the Charity and who understand and accept the vision of the founders.

Organisational structure

The trustees have legal responsibility for the Charity. They have appointed a Director, Mrs Christine Pulsford a former solicitor to manage the Charity. The Trust currently employs 13 part-time members of staff (6.3 FTE). These include a Warehouse Manager in London, a Manager in Ranskill, an Online Sales Bookseller, a Finance Manager, a Project Manager and a PA who report to the Director. The work is supported by a large team of volunteers.

Key management remuneration

No member of staff received remuneration in excess of £60,000.

BOOK AID

REPORT OF THE TRUSTEES for the year ended 31 December 2021

REVIEW OF 2021

COVID 19

As 2021 began the UK moved into a 3rd lockdown which would last until April 2021. Book Aid ran on a skeleton staff during this time using the government's furlough scheme. One redundancy was made in Ranskill in the New Year due to the drop in income and the outlook for the year ahead. By December this post was able to be reinstated.

The furlough scheme ended at the end of September 2021 and all staff were recalled to work from 1 October. The reduced working hours had had a major impact on processing books for overseas. However, the teams were able to despatch 2 containers during the last quarter of the year. In the circumstances of the impact of Covid on working practices this was an achievement for which we give thanks to God. As 2021 ended Covid was again on the increase.

SHIPPING

The cost of shipping to Africa became increasingly unpredictable during 2021, except that the cost was only rising and not falling. Costs more than doubled. Vessels were delayed and bookings were fragile. The donations from partners in Africa became more unstable as they too faced mounting challenges financially but without the same government support as available in the UK. Book Aid was able to cover the costs of shipping as there were only 2 containers despatched.

FUEL AND COLLECTIONS

Fuel costs in the UK continued to rise significantly and in September there was a fuel shortage across the UK. The use of Book Aid vehicles is constantly under review with every journey needing to be necessary rather than simply possible. Many elderly folk without transport wanting to donate books expect that Book Aid can send a van to collect their books wherever they are in the UK. Sadly, although Book Aid is sympathetic to their situations, this is simply not possible either in staffing or the costs of fuel. Book Aid continued to be able to collect books from all its collection points throughout the year and was grateful to see new collection points start up. Some very interesting donations of excellent libraries of books were received.

PROPERTY MATTERS

In January 2021 Book Aid received a report on part of the warehouse at Ranskill that required an entire wall to be removed and replaced. This was all carried out within a matter of weeks by an expert asbestos control company who carried out all necessary air testing and isolation controls. Thanks to the funds being available and the premises being closed during the lockdown the work was completed swiftly and it was one of the benefits of the lockdown that Book Aid was able to complete this work in such a timely and thorough way with the least disruption to the programme.

'SPREADING THE WORD'

During the lockdown it was possible to start a project to increase the number of Bibles being donated. Book Aid partners always request that more are sent to them and the supply of donated Bibles over the last few years had decreased. By raising the profile of this shortage during the lockdown gave those seeking to support Book Aid a project to focus on that was manageable and necessary and more Bibles have been donated.

Approved by order of the board of trustees on 5 October 2022 and signed on its behalf by:

A Quinney - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BOOK AID

Independent examiner's report to the trustees of Book Aid

I report to the charity trustees on my examination of the accounts of Book Aid (the Trust) for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of _ which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Paul Allan BSocSc FCA
Berringers LLP
Lygon House
50 London Road
Bromley
Kent
BR1 3RA

5 October 2022

BOOK AID

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 December 2021

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		65,812	16,360	82,172	58,222
Sale of books	2	138,882	-	138,882	149,738
Rent & interest received	3	36,013	-	36,013	36,066
Other income	4	61,893	-	61,893	47,546
Total		302,600	16,360	318,960	291,572
EXPENDITURE ON					
Charitable activities	5				
Sale of books		173,210	16,360	189,570	182,793
Online sales costs		21,251	-	21,251	15,789
Other	8	84,040	-	84,040	55,953
Total		278,501	16,360	294,861	254,535
NET INCOME		24,099	-	24,099	37,037
RECONCILIATION OF FUNDS					
Total funds brought forward		1,323,501	6,088	1,329,589	1,292,552
TOTAL FUNDS CARRIED FORWARD		1,347,600	6,088	1,353,688	1,329,589

The notes form part of these financial statements

BOOK AID

BALANCE SHEET 31 December 2021

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	11	1,205,916	-	1,205,916	1,207,432
CURRENT ASSETS					
Debtors	12	20,726	-	20,726	16,480
Cash at bank and in hand		131,130	6,088	137,218	114,538
		151,856	6,088	157,944	131,018
CREDITORS					
Amounts falling due within one year	13	(10,172)	-	(10,172)	(8,861)
NET CURRENT ASSETS		141,684	6,088	147,772	122,157
TOTAL ASSETS LESS CURRENT LIABILITIES		1,347,600	6,088	1,353,688	1,329,589
NET ASSETS		1,347,600	6,088	1,353,688	1,329,589
FUNDS	14				
Unrestricted funds				1,347,600	1,323,501
Restricted funds				6,088	6,088
TOTAL FUNDS				1,353,688	1,329,589

The financial statements were approved by the Board of Trustees and authorised for issue on 5 October 2022 and were signed on its behalf by:

A Quinney - Trustee

R Bradshaw - Trustee

The notes form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 December 2021**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on reducing balance
Motor vehicles	- 25% on reducing balance
Office equipment	- 20% on reducing balance

The freehold properties have not been depreciated, as they are maintained to a standard that, in the opinion of the trustees, precludes the need to provide depreciation. This departure from accounting standards is deemed necessary for a true and fair representation of the properties in the financial statements.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of financial activities on a straight line basis over the period of the lease.

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 December 2021

2. SALE OF BOOKS

	2021	2020
	£	£
Book sales	<u>138,882</u>	<u>149,738</u>

3. RENT & INTEREST RECEIVED

	2021	2020
	£	£
Rents received	36,000	36,000
Deposit account interest	13	66
	<u>36,013</u>	<u>36,066</u>

4. OTHER INCOME

Other income is made up of grants received from the Government's Job Retention Scheme totalling £41,221 and local council grants totalling £20,672 in response to the Covid pandemic.

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 6) £
Sale of books	189,570
Online sales costs	21,251
	<u>210,821</u>

6. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2021	2020
	£	£
Staff costs	155,191	150,867
Postage & stationery	22,426	24,194
Shipping costs	4,953	6,620
Amazon & Paypal fees	21,251	15,789
Donations	7,000	200
Bible purchases	-	912
	<u>210,821</u>	<u>198,582</u>

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 December 2021

7. SUPPORT COSTS

	General support £	Governance costs £	Totals £
Other resources expended	80,890	3,150	84,040

Support costs, included in the above, are as follows:

General support

	2021 Other resources expended £	2020 Total activities £
Rent	4,800	4,810
Rates & water	5,173	(2,415)
Insurance	3,959	3,571
Light & heat	4,543	3,453
Telephone	2,265	2,354
Motor & travel	12,486	11,605
Maintenance & repairs	40,478	19,273
Bank charges	447	272
Legal & professional fees	40	1,920
Office costs	5,183	6,174
Depreciation of tangible and heritage assets	1,516	1,908
Loss on sale of tangible fixed assets	-	53
	80,890	52,978

Governance costs

	2021 Other resources expended £	2020 Total activities £
Independent examiner	3,150	2,975

8. OTHER

	2021 £	2020 £
Support costs	84,040	54,503

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 December 2021

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

10. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2021	2020
Staff	13	12

No employees received emoluments in excess of £60,000.

The trust employs 13 part time staff which is equivalent to 6.3 full time employees.

11. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Motor vehicles £	Office equipment £	Totals £
COST					
At 1 January 2021 and 31 December 2021	1,200,000	21,923	7,950	15,796	1,245,669
DEPRECIATION					
At 1 January 2021	-	19,041	7,352	11,844	38,237
Charge for year	-	577	149	790	1,516
At 31 December 2021	-	19,618	7,501	12,634	39,753
NET BOOK VALUE					
At 31 December 2021	1,200,000	2,305	449	3,162	1,205,916
At 31 December 2020	1,200,000	2,882	598	3,952	1,207,432

The property at Ranskill was revalued in February 2016 by PD White MRICS of Brom & Co at a value of £200,000, and the property at Kangley Bridge Road was revalued in September 2016 by JA Byrne Bsc (Hons) MRICS of Howell Brooks at a value of £1 million.

The original cost of the properties above is £859,546.

BOOK AID

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2021**

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Other debtors	18,376	15,306
Prepayments	2,350	1,174
	<u>20,726</u>	<u>16,480</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Taxation and social security	2,040	2,054
Other creditors	8,132	6,807
	<u>10,172</u>	<u>8,861</u>

14. MOVEMENT IN FUNDS

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	1,323,501	24,099	1,347,600
Restricted funds			
Bibles	6,088	-	6,088
TOTAL FUNDS	<u>1,329,589</u>	<u>24,099</u>	<u>1,353,688</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	302,600	(278,501)	24,099
Restricted funds			
Bibles	7,906	(7,906)	-
Overseas distribution	8,454	(8,454)	-
	<u>16,360</u>	<u>(16,360)</u>	<u>-</u>
TOTAL FUNDS	<u>318,960</u>	<u>(294,861)</u>	<u>24,099</u>

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 December 2021

14. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	1,285,552	37,949	1,323,501
Restricted funds			
Bibles	7,000	(912)	6,088
TOTAL FUNDS	<u>1,292,552</u>	<u>37,037</u>	<u>1,329,589</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	270,217	(232,268)	37,949
Restricted funds			
Bibles	1,450	(2,362)	(912)
Overseas distribution	19,905	(19,905)	-
	<u>21,355</u>	<u>(22,267)</u>	<u>(912)</u>
TOTAL FUNDS	<u>291,572</u>	<u>(254,535)</u>	<u>37,037</u>

The Bible fund is where donations have been received specifically to purchase Bibles to send overseas. The overseas distribution fund is where donations were received specifically towards the costs associated with the overseas distribution. Both of these funds was fully utilised in the year.

15. CONTINGENT LIABILITIES

Until 5 April 2015 some Book Aid members, including members who were also trustee received financial support from the Trust to cover accommodation costs. All members, including former trustees voluntarily dedicated their working life to the Trust. The Trustee Board was replaced in December 2014. None of the current trustees receive any financial support.

There is a very remote possibility that HMRC may challenge the treatment of these donations, and argue that they should be treated as remuneration. It is unlikely, but if this was the case, the Trust could be liable for any PAYE and national insurance due on these payments to volunteers. The amount of such liability cannot be quantified as it is not currently possible to estimate what, if anything, HMRC could consider remuneration.

BOOK AID

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2021**

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2021.

THE BOOK AID CHARITABLE TRUST

England & Wales - Charity number 1039484

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2020

FOR

BOOK AID**

Berringers LLP
Lygon House
50 London Road
Bromley
Kent
BR1 3RA

BOOK AID

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BOOK AID

REFERENCE AND ADMINISTRATIVE DETAILS for the year ended 31 December 2020

TRUSTEES

A Quinney
R Bradshaw
Mrs S Bonwick

PRINCIPAL ADDRESS

Bromley House
Kangley Bridge Road
Sydenham
London
SE26 5AQ

REGISTERED CHARITY NUMBER 1039484

INDEPENDENT EXAMINER

Berringers LLP
Lygon House
50 London Road
Bromley
Kent
BR1 3RA

BOOK AID

REPORT OF THE TRUSTEES for the year ended 31 December 2020

The trustees present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

As stated in the Declaration of Trust, the objectives of the charity are the advancement of the Christian religion, the advancement for the public benefit of religious or other education and the relief of the aged, poor, sick or disabled.

Book Aid's main work is to send second hand and some new books to overseas Christian Bookshops to help them keep a Christian presence in their countries and to allow the advancement of the Christian faith by selling books at locally affordable prices. This helps to make books available more widely and to advance the Christian religion. Contacts have been established overseas by the Trustees over many years for the books to be sent out and distributed to Christian Bookshops in a number of countries.

Book Aid also meets its aims and objectives by selling books in the UK through its bookshops and online using the same principles: that they are sold at locally affordable prices.

Significant activities

In 2020 there were four main centres operating throughout the United Kingdom: in London, Ranskill (Notts), Barnard Castle and Northern Ireland. The Warrington centre closed in February 2020. In each of these centres books, which are not suitable for overseas, are sold in second-hand bookshops and on-line to aid general expenses and shipping costs. There are 3 warehouses - in London, Ranskill and Templepatrick, NI. A network of local and regional volunteer collectors nationwide act as links between donors and the Trust.

Public benefit

The Trustees have had regard to the Charity Commission guidance on public benefit and consider that the objectives, aims and achievements of the charity described in the report enable it meet its duty to the Charity Commission as per Section 17 of the Charities Act 2011 and to the benefit of the public.

Volunteers

The work of the Charity would not be possible without the support of hardworking and committed volunteers. Volunteers in the UK provide the backbone to the work by collecting in books across the UK, drivers who bring books into Book Aid warehouses and those who run the Barnard Castle and Northern Ireland bases entirely on a voluntary basis. Their contribution to the work is outstanding and invaluable. Others commit to financially supporting the work of the Trust and praying for it.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The Trust continues to prosper through the generous support of the public in the UK, who are encouraged by reports of the benefits received by other countries. An increasing number of UK Christian bookshops are closing down and Book Aid has been grateful to receive their closing stock to re-use for its programme. Another increasing source of books continues to be the libraries of retiring ministers. There is a great demand from the public for ways to recycle their books and the Charity helps meet that demand from the public. With the ongoing help of these concerned and generous people in the UK the Charity is able to help needs across the world and in the UK by providing good quality Christian books and Bibles at locally affordable prices.

During 2020 the world was severely affected by Covid-19 and this had a huge impact on the work of Book Aid. In spite of this 4 containers with up to 400,000 selected and suitable books were dispatched to Kenya and to Nigeria during breaks in UK lockdowns. Both containers were successfully delivered to the Book Aid partners. Books shipped out are in the form of direct grants or donations, plus free shipment, worth £19,319 for the year.

The Trustees are grateful to supporters and donors in the United Kingdom for their continued identification with the Trust, which helps fulfil the purposes of Book Aid Charitable Trust.

BOOK AID

REPORT OF THE TRUSTEES for the year ended 31 December 2020

FINANCIAL REVIEW

Financial position

The financial statements show a surplus of £37,037 compared to £1,593 in 2019. A major contributing factor to this was from receiving government grants totalling £47,546 in response to the covid pandemic. The total net assets of the Trust now stand at £1,329,589 compared to £1,292,552 in 2019. Donations and sales of books in the year have both decreased slightly from the previous year.

Reserves policy and loan

The Trust hold reserves as shown in the financial statements for the purpose of fulfilling the objectives of the Trust, and the Trustees have discretion as to the value to be retained. The Trustees consider a reserves policy of £36,000 is an appropriate level. It is considered that there sufficient reserves to ensure that the charity fulfils its objectives in the foreseeable future and meets its financial obligations.

FUTURE PLANS

2021 started with a third lockdown within days of the New Year. At the same time Book Aid received a report on part of the warehouse at Ranskill that required an entire wall to be removed and replaced. This was all carried out within a matter of weeks thanks to the funds being available and the premises being closed during the lockdown.

As the world situation changes and uncertainty about the future features in many aspects of life, Book Aid is rethinking how the purposes of the Trust may need to adapt to meet the times ahead. The work continues to expand in the UK with the addition of a partnership with Kings Church in Aberdeen. Book Aid has been invited to use some of their extensive premises as a collection point and this is now functioning. As shipping continues to be disrupted new ways of fulfilling Book Aid's purposes internationally are being explored. Through the 'Spreading the Word' campaign Book Aid is collecting in more Bibles and has supported projects to pay for Bible printing in West Africa. By funding projects to provide Bibles in African countries will reduce the need to ship so many books around the world. Book Aid is ready to sell more in the UK if this will provide funds to support provision of Bibles in Africa. Book Aid also aims to maintain the overseas donations of books in the next year if this is possible with the disruption to global shipping..

There will be financial pressure as the Government reduces its support and the end of 2021 will become more challenging. The lease on the London premises is due to end and wisdom is needed about future use of Charity property. The Trust will continue to consider ways to increase the financial income to meet the rising costs the ministry faces on a daily basis so that the huge task of sorting so many books can be shared by an increase in staff in due course

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Recruitment and appointment of new trustees

Continued consideration is given at Trustees Meetings to the appointment of new Trustees. The Trust seeks to appoint new trustees who are known to the Charity and who understand and accept the vision of the founders.

Organisational structure

The trustees have legal responsibility for the Charity. They have appointed a Director, Mrs Christine Pulsford a former solicitor to manage the Charity. The Trust currently employs 12 part-time members of staff (5.4 FTE). These include a Warehouse Manager in London, a Manager in Ranskill, an Online Sales Bookseller, a Finance Manager, a Project Manager and a PA who report to the Director. The work is supported by a large team of volunteers.

Key management remuneration

No member of staff received remuneration in excess of £60,000.

BOOK AID

REPORT OF THE TRUSTEES for the year ended 31 December 2020

REVIEW OF 2020

At the beginning of 2020 the Charity renewed its vision for the future. Following some years of succession and consolidation the aim for the future was to develop new partnerships overseas in poorer or less well-resourced situations in addition to those partnerships which were well established. Immediately before the UK's first COVID lockdown in March 2020 some approaches had been received from African countries where Book Aid was not currently working. Plans to develop these partnerships were put on hold during the year as a result of the pandemic.

The Warrington shop was emptied with help from some indefatigable volunteers and the lease terminated in February 2020. All the books were transferred to the Ranskill warehouse for processing.

COVID 19

In January 2020 the Trust received unexpected income from a variety of sources totalling £30,000 which placed the Charity in a good financial position when COVID 19 emerged in the UK some weeks later. With help from government grants for the retail sector and the Job Retention Scheme the Charity withstood the disruption. It has been able to sell books online throughout the pandemic and online sales increased significantly. All the Charity's premises were closed from March to July except the Ranskill warehouse which houses the online sales and was able to continue operating by selling books online and thereby securing income.

SHIPPING

In the week before the first UK lockdown the Charity shipped 2 containers, to partners in Kenya and Nigeria, both of which thankfully arrived safely in spite of the pandemic. The team worked fast in September and October and immediately before the second lockdown in a last window of opportunity for the year was able to ship out 2 more containers to Kenya and Ghana. This was a remarkable achievement in the circumstances.

PROPERTY MATTERS

As the situation eased in the summer of 2020 Book Aid resumed work on a limited basis. A decision was made to bring the Northern Ireland Book Aid van to London for financial benefit and to fulfil a need in another window of opportunity, this was organised with help from the team in Belfast. The periods of closure were used to deal with longstanding property matters in London. Replacement windows, lighting and kitchen were installed. A new boiler was needed in Ranskill. Expansion of the online sales was implemented and changes to the Ranskill warehouse were made to accommodate more books being sold online.

The main on-going activity and aims of the Trust are to continue to receive and prepare books for donation to those in need. The Charity saw a huge increase in the supply of books as a result of people having time to sort out their books while in lockdowns.

Approved by order of the board of trustees on 11 October 2021 and signed on its behalf by:

A Quinney - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BOOK AID

Independent examiner's report to the trustees of Book Aid

I report to the charity trustees on my examination of the accounts of Book Aid (the Trust) for the year ended 31 December 2020.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of _ which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Paul Allan BSocSc FCA
Berringers LLP
Lygon House
50 London Road
Bromley
Kent
BR1 3RA

11 October 2021

BOOK AID

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 December 2020

	Notes	Unrestricted fund £	Restricted funds £	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		36,867	21,355	58,222	64,544
Sale of books	2	149,738	-	149,738	150,117
Rent & interest received	3	36,066	-	36,066	36,105
Other income	4	47,546	-	47,546	-
Total		270,217	21,355	291,572	250,766
EXPENDITURE ON					
Charitable activities	5				
Sale of books		161,976	20,817	182,793	170,943
Online sales costs		15,789	-	15,789	15,042
Other	8	54,503	1,450	55,953	63,188
Total		232,268	22,267	254,535	249,173
NET INCOME/(EXPENDITURE)		37,949	(912)	37,037	1,593
RECONCILIATION OF FUNDS					
Total funds brought forward		1,285,552	7,000	1,292,552	1,290,959
TOTAL FUNDS CARRIED FORWARD		1,323,501	6,088	1,329,589	1,292,552

The notes form part of these financial statements

BOOK AID

BALANCE SHEET 31 December 2020

	Notes	Unrestricted fund £	Restricted funds £	2020 Total funds £	2019 Total funds £
FIXED ASSETS					
Tangible assets	11	1,207,433	-	1,207,433	1,206,849
CURRENT ASSETS					
Debtors	12	16,480	-	16,480	13,028
Cash at bank and in hand		106,840	7,698	114,538	83,678
		<u>123,320</u>	<u>7,698</u>	<u>131,018</u>	<u>96,706</u>
CREDITORS					
Amounts falling due within one year	13	(7,252)	(1,610)	(8,862)	(11,003)
NET CURRENT ASSETS		<u>116,068</u>	<u>6,088</u>	<u>122,156</u>	<u>85,703</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,323,501</u>	<u>6,088</u>	<u>1,329,589</u>	<u>1,292,552</u>
NET ASSETS		<u>1,323,501</u>	<u>6,088</u>	<u>1,329,589</u>	<u>1,292,552</u>
FUNDS	14				
Unrestricted funds				1,323,501	1,285,552
Restricted funds				6,088	7,000
TOTAL FUNDS				<u>1,329,589</u>	<u>1,292,552</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 11 October 2021 and were signed on its behalf by:

A Quinney - Trustee

R Bradshaw - Trustee

The notes form part of these financial statements

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 December 2020

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on reducing balance
Motor vehicles	- 25% on reducing balance
Office equipment	- 20% on reducing balance

The freehold properties have not been depreciated, as they are maintained to a standard that, in the opinion of the trustees, precludes the need to provide depreciation. This departure from accounting standards is deemed necessary for a true and fair representation of the properties in the financial statements.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of financial activities on a straight line basis over the period of the lease.

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 December 2020

2. SALE OF BOOKS

	2020	2019
	£	£
Book sales	149,738	150,117

3. RENT & INTEREST RECEIVED

	2020	2019
	£	£
Rents received	36,000	36,000
Deposit account interest	66	105
	36,066	36,105

4. OTHER INCOME

Other income is made up of grants received from the Government's Job Retention Scheme totalling £24,577 and local council grants totalling £22,969 in response to the Covid pandemic.

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 6) £
Sale of books	182,793
Online sales costs	15,789
	198,582

6. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2020	2019
	£	£
Staff costs	150,867	142,047
Postage & stationery	24,194	20,038
Shipping costs	6,620	8,358
Amazon & Paypal fees	15,789	15,042
Donations	200	500
Bible purchases	912	-
	198,582	185,985

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 December 2020

7. SUPPORT COSTS

	General support £	Governance costs £	Totals £
Other resources expended	<u>52,978</u>	<u>2,975</u>	<u>55,953</u>

Support costs, included in the above, are as follows:

General support

	2020 Other resources expended £	2019 Total activities £
Rent	4,810	4,839
Rates & water	(2,415)	11,073
Insurance	3,571	3,423
Light & heat	3,453	6,116
Telephone	2,354	3,552
Motor & travel	11,605	17,697
Maintenance & repairs	19,273	6,959
Bank charges	272	350
Legal & professional fees	1,920	370
Office costs	6,174	3,768
Depreciation of tangible and heritage assets	1,908	1,816
Loss on sale of tangible fixed assets	53	-
	<u>52,978</u>	<u>59,963</u>

Governance costs

	2020 Other resources expended £	2019 Total activities £
Independent examiner	<u>2,975</u>	<u>3,225</u>

8. OTHER

	2020 £	2019 £
Support costs	<u>55,953</u>	<u>63,188</u>

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 December 2020

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

10. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2020	2019
Staff	<u>12</u>	<u>12</u>

No employees received emoluments in excess of £60,000.

The trust employs 12 part time staff which is equivalent to 5.4 full time employees.

11. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Motor vehicles £	Office equipment £	Totals £
COST					
At 1 January 2020	1,200,000	21,670	16,146	13,096	1,250,912
Additions	-	254	-	2,700	2,954
Disposals	-	-	(8,196)	-	(8,196)
At 31 December 2020	<u>1,200,000</u>	<u>21,924</u>	<u>7,950</u>	<u>15,796</u>	<u>1,245,670</u>
DEPRECIATION					
At 1 January 2020	-	18,321	14,887	10,855	44,063
Charge for year	-	720	199	989	1,908
Eliminated on disposal	-	-	(7,734)	-	(7,734)
At 31 December 2020	<u>-</u>	<u>19,041</u>	<u>7,352</u>	<u>11,844</u>	<u>38,237</u>
NET BOOK VALUE					
At 31 December 2020	<u>1,200,000</u>	<u>2,883</u>	<u>598</u>	<u>3,952</u>	<u>1,207,433</u>
At 31 December 2019	<u>1,200,000</u>	<u>3,349</u>	<u>1,259</u>	<u>2,241</u>	<u>1,206,849</u>

The property at Ranskill was revalued in February 2016 by PD White MRICS of Brom & Co at a value of £200,000, and the property at Kangley Bridge Road was revalued in September 2016 by JA Byrne Bsc (Hons) MRICS of Howell Brooks at a value of £1 million.

The original cost of the properties above is £859,546.

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 December 2020

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Other debtors	15,306	11,905
Prepayments	1,174	1,123
	<u>16,480</u>	<u>13,028</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Taxation and social security	2,054	1,784
Other creditors	6,808	9,219
	<u>8,862</u>	<u>11,003</u>

14. MOVEMENT IN FUNDS

	At 1.1.20	Net movement	At
	£	in funds	31.12.20
		£	£
Unrestricted funds			
General fund	1,285,552	37,949	1,323,501
Restricted funds			
Bibles	7,000	(912)	6,088
TOTAL FUNDS	<u>1,292,552</u>	<u>37,037</u>	<u>1,329,589</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	270,217	(232,268)	37,949
Restricted funds			
Bibles	1,450	(2,362)	(912)
Overseas distribution	19,905	(19,905)	-
	<u>21,355</u>	<u>(22,267)</u>	<u>(912)</u>
TOTAL FUNDS	<u>291,572</u>	<u>(254,535)</u>	<u>37,037</u>

BOOK AID

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 December 2020

14. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.19 £	Net movement in funds £	At 31.12.19 £
Unrestricted funds			
General fund	1,283,959	1,593	1,285,552
Restricted funds			
Bibles	7,000	-	7,000
TOTAL FUNDS	<u>1,290,959</u>	<u>1,593</u>	<u>1,292,552</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	230,435	(228,842)	1,593
Restricted funds			
Bibles	890	(890)	-
Overseas distribution	19,441	(19,441)	-
	<u>20,331</u>	<u>(20,331)</u>	<u>-</u>
TOTAL FUNDS	<u>250,766</u>	<u>(249,173)</u>	<u>1,593</u>

The Bible fund is where donations have been received specifically to purchase Bibles to send overseas. The overseas distribution fund is where donations were received specifically towards the costs associated with the overseas distribution. One of these funds was fully utilised in the year.

15. CONTINGENT LIABILITIES

Until 5 April 2015 some Book Aid members, including members who were also trustee received financial support from the Trust to cover accommodation costs. All members, including former trustees voluntarily dedicated their working life to the Trust. The Trustee Board was replaced in December 2014. None of the current trustees receive any financial support.

There is a very remote possibility that HMRC may challenge the treatment of these donations, and argue that they should be treated as remuneration. It is unlikely, but if this was the case, the Trust could be liable for any PAYE and national insurance due on these payments to volunteers. The amount of such liability cannot be quantified as it is not currently possible to estimate what, if anything, HMRC could consider remuneration.

BOOK AID

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 December 2020**

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2020.