

## TRUSTEE REPORT YEAR ENDED 31 MARCH 2024

### Reference and Administrative Information:

Shekinah Christian Trust, Charity No 1043002 Shekinah Christian Centre, Well Head Road, Newchurch in Pendle, Burnley, BB12 9LP

Names of Trustees: Mrs Margaret Capstick, Mrs Joyce Lewis, Mr Alastair MacDonald, Mr Andrew Kay, Mrs Janet Kay. For a short period,

Margaret – one of the founders of Shekinah – retired as a Trustee. We thank her for her tremendous support over many years.

Rev Tony Howarth served for a number of months until his church workload increased substantially.

### Structure, Governance and Management:

Trust Deed setting out the objectives of the Trust and the powers exercised by Trustees; provisions for appointment and retirement of Trustees and provisions for amending the Trust document.

New Trustees are appointed on recommendation of serving Trustees or Centre Manager and only by full agreement of all Trustee body. No outside party can appoint Trustees.

### Objectives and Activities:

To provide an environment of peace and quiet for people to come on residential retreats – as a day retreat or overnight stay - or day courses, conferences, awaydays.

Provision of facilities for other Christian organisations and/or churches to hold meetings, events, away-days etc.

### Achievements and Performance:

Shekinah has a policy of not excluding anyone on the grounds of cost. We continue to offer facilities free of charge to various individuals and groups – in particular, those who are using the facilities for respite and/or prayerful purposes.

### Financial Review:

It was agreed that the financial year should be from 1 April to 31 March, as this will simplify reconciliation with bank statements. This year, however, has a start date of 11.4.23 to follow on from the 2022-2023 declaration.

Opening balance on 11.4.22 was £2939. Income for the year was £125576. Expenditure for the year was £123699. Closing balance on 31.3.24 was £4807. Funds held as custodian trustee on behalf of others: Not applicable.

### Statement of Financial Activities:

Incoming resources from gift aid and donations £25766. Incoming resources from charitable activities £91153 Other incoming resources – reclaimed gift aid £4367. Wages/pensions £77469. Catering £11958. Running costs (building, maintenance, utilities, rates, phone/internet, etc) £30953

### Summary

The year was significant for the major changes in personnel. The reasons were varied and without rancour, but took place with little advance warning. The Warden gave notice at the beginning of April, but her circumstances meant that she was present on site for only short periods. The Office Administrator was on Maternity Leave, but obtained a new job, so did not return. The Deputy Warden's unexpected/heavy workload triggered various physical conditions and he was absent from August until stepping down at the end of November. One of our support workers retired at the end of the year.

We were fortunate that one of our Trustees was retired and experienced in Church Trustee matters. He generously worked 3/4/5-day weeks until the end of 2023, by which time we had a new Centre Manager who was also generous with her time until a new team has been resourced by the end of 2023.

Overall, it has been a year where the after-effects of two years of Covid have still continued to be felt, particularly with regard to group bookings where there has been a caution about booking events in advance. On the whole, though, such bookings have continued to be steady, but the importance of donations is still a key element to the financial figures.



SHEKINAH CHRISTIAN TRUST

RECEIPTS AND PAYMENTS ACCOUNT

YEAR ENDED 31 MARCH 2024

	£
Opening Bank Balance	2939
<b>INCOME</b>	
Gift Aid Donations	13124
Donations	14442
Generated (Earned) Income via bank transfer	77930
Generated (Earned) Income via cash	13173
Income Tax Reclaimed	4367
Other Income	2540
<b>TOTAL</b>	<b>125576</b>
<b>EXPENDITURE</b>	
Expenses of Generated (Earned) Income	11958
Wages/Pensions	77469
Building	0.00
Office	1967
Maintenance	9582
Utilities	16252
Rates	1737
Phone & Internet	1065
Other expenses	3669
<b>TOTAL</b>	<b>123699</b>
<b>SUMMARY</b>	
Opening Balance	2930
Income	125576
Expenditure	-123699
Closing Bank Account	4807
Capital Account represented By:	
Virgin Money	4807
CBF Deposit	100

## Examiners' Report to the Trustees of SHEKINAH CHRISTIAN TRUST

This report on the Receipts and Payments Account of the Shekinah Christian Trust for the year ended 31 March 2024

### Respective Responsibilities of Trustees and Examiners

The charity's trustees consider that an audit is not required for this year and that an independent examination is needed.

It is our (the Examiners') responsibility to:-

- Examine the accounts
- To follow procedures laid down in the General Directions given by the Charity Commission
- To state whether or not any particular matters have come to our attention.

### Basis of Examiners' Report

Our examination was carried out in accordance with the General Directors given by the Charity Commission.

That examination includes a review of the account records kept by Shekinah Christian Trust and a comparison of the accounts and those records.

It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

### Examiners' Statement

In connection with our examination, no matter has come to our attention:-

- 1) which requires us reasonable cause to believe that in any material respect the requirements:-
  - To keep accounting records in accordance with the Charities Act 2011; and
  - To prepare accounts which accord with the accounting records and to comply with the requirement of the Act have not been met; or
- 2) to which in our opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached.