

Charity registration number 1076342

PROCLAIM TRUST
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2023

PROCLAIM TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr Rod Williams Mr Douglas Clark Mr Frank Robinson Mr Howard Smith
Charity number	1076342
Principal address	Leigh Works Elizabeth House Bold Street Leigh Greater Manchester WN7 1AP
Independent examiner	Clare Jady HullJady 41 Bridgeman Terrace Wigan Lancashire WN1 1TT

PROCLAIM TRUST

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PROCLAIM TRUST

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JULY 2023

The Trustees present their annual report and financial statements for the year ended 31 July 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "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

The main purpose of the charity is the advancement of the Christian faith.

The main activities of Proclaim Trust undertaken for the public benefit are:

- Communicating the relevance of Christianity.
- Training churches / mentoring Evangelists.
- Prisons Ministry.
- Drugs Education in schools.
- Distribution of resources to advance the message of Christianity.

Public benefit

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake, in particular, the guidance on charities for the advancement of religion.

Volunteers

We have been very fortunate to have had several volunteers who have worked with us during the year and at the FIXED conference. We are truly grateful for all of their support.

PROCLAIM TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2023

Achievements and performance

Significant activities and achievements against objectives

Proclaim Trust's main achievements, through the ministry of Barry Woodward, during August 2022 to July 2023 have been:

- Spoken at 85 churches / parachurch outreach events. At the majority of events the people who attended were: invited to make a commitment to the Christian faith; welcomed to attend church events by the church, whether or not a commitment was made; offered support, or signposted by the church / parachurch to support, where possible; and offered prayer for any needs they had. 1,042 people made a commitment to the Christian faith at these events.
- Spoken on Premier radio and on a podcast for outreach purposes.
- Spoken at 43 prison / young offenders' events. 513 people responded to make a change and start their faith journey.

In addition to the above, Proclaim Trust receives many letters from prisoners sharing about the impact of the message from Barry Woodward, seeking signposting advice. Every letter is replied to.

Proclaim Trust has distributed a further 1,500 copies of Barry Woodward's autobiography to prisons throughout the UK. 52,500 books have now been sent to prisons between 2007 to 2023. The book tells of 15 years of heroin / drug addiction that was turned around because of Barry's experience in a church. It educates people and gives hope to those who are in similar situations, or who have friends or relatives in similar situations.

The model for the prisons outreach is that the Trust will send 'Once an Addict' books free of charge, due overall, to sponsorship of the books, before or after Barry Woodward speaks in a prison.

- Delivered 10 half day in person training sessions in 10 recovery or resettlement organisations on 'Turning Your Mess into a Message: How to Tell Your Story'. This aims to train people to tell their life stories.
- Launched 'Your Story Reframed', which aims to train people, over the course of a year's input, to share their life stories. Three zoom meetings, and one in person training session, followed by a presentation by the attendees have taken place. A shorter version 'Your Story Reframed' for Prisoners was also piloted in HMP Low Newton.
- Hosted the tenth FIXED Conference. FIXED is an annual conference for addicts, ex-addicts, recovering addicts and those with a heart for addicts. 135 people responded to the Gospel message at this event.

Fixed 22 Highlights was streamed on social media. A version of Fixed 22 was also produced and aired on God TV.

For 2023 to 2024 Proclaim Trust have the following schedule / aims:

- Speaking at 82 churches / parachurch outreach events.
- Speaking at one school teaching event.
- Speaking at 55 prison events.
- Continuing to distribute further copies of Barry Woodward's autobiography to prisoners in the UK.
- Delivering 11 half day training (two sessions per venue) days for recovery or resettlement organisations using the 'Turning Your Mess into a Message: How to Tell Your Story' format.
- Continuing with 'Your Story Reframed', with the current cohort. This will continue to be a mix of zoom and in person meetings. A new cohort will also start in January 2024 for this year long course. 23 people have signed up as of November 2023.
- Deliver four half days of 'Your Story Reframed for Prisoners' training and presentation sessions for male prisoners in HMP Deerbolt. Five half days in HMP Low Newton for women prisoners.
- Host the eleventh FIXED Conference.
- FIXED 22 Highlights for Prisoners is to be streamed into 50% of UK prisons, over four days, through Way Out TV. This will include four thirty-minute pieces of content that includes, music, rapping, stories, the spoken word, and Barry's main keynote talk, plus snippets of two other talks. The content will also be distributed, via DVDs, to 42 prisons which Proclaim Trust works with.

PROCLAIM TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2023

Financial review

During the year, the charity had a deficit of £9,743 (2022 - deficit £16,317). At the 31 July 2023, the charity had retained reserves of £82,456.

Reserves policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's fixed expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves, calculated at approximately £36,000, has been maintained throughout the year.

Structure, governance and management

The charity is governed by its governing document, a Declaration of Trust dated 7 June 1999 and amended in October 2000 and July 2006.

The responsibility for running the charity on a day-to-day basis, has been delegated by the trustees to one full-time and two part-time members of staff.

The Trustees who served during the year and up to the date of signature of the financial statements were:

Mr Rod Williams

Mr Douglas Clark

Mr Frank Robinson

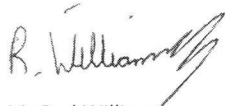
Mr Howard Smith

Recruitment and appointment of trustees

Proclaim Trust follows an informal process when recruiting Trustees, meeting with each candidate and inviting those that are suitable and interested to observe a board meeting and meet existing trustees.

None of the Trustees has any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The Trustees' report was approved by the Board of Trustees.



Mr Rod Williams

Trustee

29 February 2024

PROCLAIM TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF PROCLAIM TRUST

I report to the Trustees on my examination of the financial statements of Proclaim Trust (the charity) for the year ended 31 July 2023.

Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

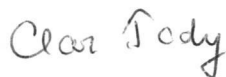
Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.



Clare Jady

HullJady
41 Bridgeman Terrace
Wigan
Lancashire
WN1 1TT

Dated: 29 February 2024

PROCLAIM TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 JULY 2023

		Unrestricted funds 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
	Notes				
Income from:					
Donations	3	84,816	60,840	6,216	67,056
Charitable activities	4	28,325	734	16,220	16,954
Investments	5	859	-	-	-
Total income		114,000	61,574	22,436	84,010
Expenditure on:					
Raising funds	6	6,013	2,737	-	2,737
Charitable activities	7	117,730	74,790	22,800	97,590
Total expenditure		123,743	77,527	22,800	100,327
Net expenditure and movement in funds		(9,743)	(15,953)	(364)	(16,317)
Reconciliation of funds:					
Fund balances at 1 August 2022		92,199	108,152	364	108,516
Fund balances at 31 July 2023		82,456	92,199	-	92,199

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

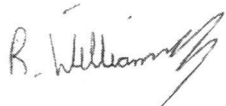
PROCLAIM TRUST

BALANCE SHEET

AS AT 31 JULY 2023

		2023		2022	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	12		486		648
Current assets					
Debtors	13	1,000		880	
Cash at bank and in hand		83,040		93,853	
		84,040		94,733	
Creditors: amounts falling due within one year	14	2,070		3,182	
Net current assets			81,970		91,551
Total assets less current liabilities			82,456		92,199
The funds of the charity					
Unrestricted funds			82,456		92,199
			82,456		92,199

The financial statements were approved by the Trustees on 29 February 2024



Mr Rod Williams
Trustee

PROCLAIM TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2023

1 Accounting policies

Charity information

Proclaim Trust is a charity registered with the Charity Commission for England and Wales, charity number 1076342, whose registered address is at Leigh Works, Elizabeth House, Bold Street, Leigh, WN7 1AP

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

PROCLAIM TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2023

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	25% reducing balance basis
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

PROCLAIM TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2023

1 Accounting policies

(Continued)

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Donations and gifts	84,816	-	84,816	56,290	-	56,290
Prison Ministry Funds	-	-	-	-	6,089	6,089
Donated goods and services	-	-	-	-	127	127
Other	-	-	-	4,550	-	4,550
	<u>84,816</u>	<u>-</u>	<u>84,816</u>	<u>60,840</u>	<u>6,216</u>	<u>67,056</u>

4 Income from charitable activities

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Charitable trading income						
Sale of books, CDs, DVDs	10,375	-	10,375	734	-	734
FIXED Conference income	17,950	-	17,950	-	16,220	16,220
	<u>28,325</u>	<u>-</u>	<u>28,325</u>	<u>734</u>	<u>16,220</u>	<u>16,954</u>

PROCLAIM TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2023

5 Income from investments

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Interest receivable	859	-

6 Expenditure on raising funds

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Fundraising and publicity		
Seeking donations, grants and legacies	6,013	2,737

PROCLAIM TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2023

7 Expenditure on charitable activities

	Prisons Ministry 2023 £	Prisons Ministry 2022 £
Direct costs		
Staff costs	58,625	44,749
Depreciation and impairment	162	-
Ministry expenses	14,074	13,867
Prison Projects overhead	-	137
Training	-	1,136
FIXED Conference expenses	13,696	12,955
Evangelist Network	120	450
Sundry expenses	1,942	(349)
Purchase of books, DVDs and CDs	5,361	2,829
	<u>93,980</u>	<u>75,774</u>
 Share of support and governance costs (see note 8)		
Support	23,750	21,816
	<u>117,730</u>	<u>97,590</u>
 Analysis by fund		
Unrestricted funds	117,730	74,790
Restricted funds	-	22,800
	<u>117,730</u>	<u>97,590</u>

8 Support costs allocated to activities

	2023 £	2022 £
Office costs	18,711	21,816
Accountancy & book-keeping	4,592	-
Bank & payment charges	447	-
	<u>23,750</u>	<u>21,816</u>
 Analysed between:		
Prisons Ministry	<u>23,750</u>	<u>21,816</u>

9 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

PROCLAIM TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2023

10 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Ministerial and support work	1	1
Administration staff	2	2
	<hr/>	<hr/>
Total	3	3
	<hr/>	<hr/>

Employment costs

	2023 £	2022 £
Wages and salaries	55,519	44,749
Other pension costs	3,106	-
	<hr/>	<hr/>
	58,625	44,749
	<hr/>	<hr/>

There were no employees whose annual remuneration was more than £60,000.

Remuneration of key management personnel

11 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

12 Tangible fixed assets

	Fixtures and fittings £
Cost	
At 1 August 2022	648
	<hr/>
At 31 July 2023	648
	<hr/>
Depreciation and impairment	
Depreciation charged in the year	162
	<hr/>
At 31 July 2023	162
	<hr/>
Carrying amount	
At 31 July 2023	486
	<hr/>
At 31 July 2022	648
	<hr/>

PROCLAIM TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2023

13 Debtors

	2023	2022
	£	£
Amounts falling due within one year:		
Prepayments and accrued income	1,000	880

14 Creditors: amounts falling due within one year

	2023	2022
	£	£
Other taxation and social security	807	711
Other creditors	82	-
Accruals and deferred income	1,181	2,471
	2,070	3,182

15 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £3,106 (2022 - £-).

16 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 August 2022	Incoming resources	Resources expended	At 31 July 2023
	£	£	£	£
General funds	92,199	114,000	(123,743)	82,456
Previous year:	At 1 August 2021	Incoming resources	Resources expended	At 31 July 2022
	£	£	£	£
General funds	108,152	61,574	(77,527)	92,199

17 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).