

SCHOOLS CHRISTIAN WORKER PROJECT

PART OF CHURCHES TOGETHER IN OSWESTRY DISTRICT AND IN
ASSOCIATION WITH CHURCHES TOGETHER IN ELLESMERE AND SCRIPTURE UNION

REPORT AND FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2020

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SCHOOLS CHRISTIAN WORKER PROJECT
YEAR ENDED 31 DECEMBER 2020

1. LEGAL AND ADMINISTRATIVE INFORMATION

BOARD MEMBERS from January 2018	Mrs Gill Buckeridge	Chairman
	Mrs Jenni Bevington	Secretary
	Mr Martin Digby	Vice Chair
	Rev Andrew Cranston	Line manager
	Mrs Lydia Cranston	Line Manager
	Mrs Pam Kingsley	Communications
	Mr Alistair Nurden	Treasurer

COMPANY SECRETARY	Mrs Jenni Bevington
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REGISTERED OFFICE	Oswestry Christian Bookshop Lower Brook Street Oswestry SY11 2HG
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COMPANY REGISTRATION NUMBER	3679389 England and Wales
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CHARITY REGISTRATION NUMBER	1076894
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BANKS	Lloyds TSB Bank plc	CAF Bank Ltd
	32 Church Street Oswestry Shropshire SY11 2SS.	25 Kings Hill Avenue West Mallong Kent ME19 4JQ

INDEPENDENT EXAMINER	Mr Mike Horner Pilgrims 12 Morda Close Oswestry SY11 2BA
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SCHOOLS CHRISTIAN WORKER PROJECT

YEAR ENDED 31 DECEMBER 2020

2. TRUSTEES' REPORT

The Trustees present their Report and accounts for the year.

The accounts have been prepared in accordance with the accounting policies set out in Para 6 [Notes to the Financial Policies] and comply with the charity's governing document, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

2.1 STRUCTURE, GOVERNANCE AND MANAGEMENT OF THE CHARITY

2.1.1 Governing Document

The charity is governed by its Memorandum and Articles of Association dated 4th December 1998

2.1.2 Structure and Relationship

The Schools Christian Worker Project ("The Project") is a company limited by guarantee and does not have share capital. The Project was registered as a charity on 4th August 1999. The Project forms part of the work and witness of Churches Together in Oswestry District (CTOD) in association with Churches Together in Ellesmere (CTIE). The Project is an associate project of Scripture Union (SU).

2.1.3 Organisational Management

The administration and management of The Project is carried out by a board of trustees, all of whom are directors. The Board must have a minimum of six members. The two longest serving members of the Board are required to retire at the Annual General Meeting, but are eligible for re-election. The Board may, from time to time, co-opt members prior to an Annual General Meeting for specific tasks. Such members must be presented for election at the next occurring Annual General Meeting. The President and Vice-President of CTOD are ex-officio members of the Board.

The Trustees meet at least four times a year and are responsible for the day to day management of The Project. Mrs Cranston has responsibility for the line management of The Project's employee, Jane Webber. The Trustees are responsible for the oversight of the work, maintaining prayer and pastoral support, managing aspects of the budget and fund-raising.

2.1.4 Recruitment and Training of Trustees

Trustees of the charity are appointed by a Trustees' meeting. Trustees, who must be committed to the objects of the charity, are recruited from supporting churches and organisations. A package of information on Trustee responsibility and relevant policies is provided. Support and training is available from Scripture Union. None of the Trustees has any beneficial interest in the company.

2.1.5 Risk Management

The Trustees are responsible for the management of the risks faced by the charity. The controls used include:

- Established organisational structure, lines of reporting and employee supervision
- Formal agendas for all Board activity
- Planning, budgeting and financial forecasting
- Vetting procedures as required by law for the protection of the vulnerable

It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

2.1.6 Reserves

The Trustees maintain reserves of at least £8,000 which would meet the current cost of employment for three months. The level of reserves is reviewed by the Board annually.

SCHOOLS CHRISTIAN WORKER PROJECT

YEAR ENDED 31 DECEMBER 2020

2. TRUSTEES' REPORT [Continued]

2.1.7. Remuneration Policy

The Trustees review remuneration annually in line with our pay policy adopted in October 2017. They take into account indices of inflation and national wage levels alongside conditions in comparable employment and any changes in the work done.

2.1.8. Financial Control

The Trustees fulfil their responsibilities regarding accounting requirements and financial control as follows. - Each year the Trustees go through the checklist provided by the Charity Commission to ensure that all controls are in place that are relevant to SCWP.

The Trustees ensure that proper external scrutiny of charities is carried out as follows. -

The appointed independent examiner confirms that he follows the checklist provided by the Charity Commission for proper scrutiny as relevant to SCWP.

2.2 OBJECTS AND ACTIVITIES

2.2.1 Charitable Objects

The charity's objects, as set out in the Memorandum and Articles of Association, are to advance the Christian faith among young people in full time education, in particular but not exclusively by the provision of Schools Christian Worker(s) to assist with religious activities in schools and other extra-curricular youth work activities in the local districts covered by the catchment areas of The Marches, Lakelands and St Martin's Schools and their feeder primary schools.

The second key activity is the maintenance of active interest in constituent churches to provide prayer, financial and practical support. This is done by the circulation of regular newsletters, prayer diaries and monthly prayer breakfasts and a developing presence on social media. There are also visits made to churches and other groups.

2.2.2 Aims, including public benefit

The Trustees have paid due regard to guidance issued by the Charity Commission including that on public benefit and, in particular, the specific guidance on charities established for the advancement of religion.

It is the aim of the charity to present the good news of Jesus Christ to as many local children, young people and students as possible. This is primarily achieved by using employed Schools Workers to visit local schools and colleges making contact in a wide variety of ways. These include participation in individual discussion with students and staff, lessons, school assemblies, extra-curricular activities and supporting Christian Unions.

Freedom of choice is at the heart of the Christian faith: no indoctrination is involved. Staff and pupils, regardless of their ethnic or religious background, are encouraged to consider the Christian faith and challenged to review their own values and beliefs. In this way over 5,000 children a year benefit in around 20 schools and colleges as well as staff, parents, church groups and others. No charge is made except for a few isolated activities such as a concert or a residential.

2.3 ACHIEVEMENTS AND PERFORMANCE

2.3.1 At the start of 2020 Jane had two very busy months working in schools, then as lockdown was called and schools shut, all face to face work had to stop and she spent time working on developing a range of resources for primary and secondary schools. For a short period the project was grateful to be able to take advantage of the Corona Virus Job Retention scheme which removed the pressure on Jane to produce work.

Links with other Christian Schools Workers, particularly through Scripture Union, provided a support and ideas sharing forum and helped her channel her creativity into producing filmed versions of her assemblies and lessons which could be posted on line and offered to schools as they worked to replicate the school day on line for pupils at home.

Gradually schools, home schooling families and older pupils all adjusted to education which was not delivered face to face and many discovered the SCWP resources and found them very helpful. Schools which were used to Jane's assemblies, lessons, clubs and prayer spaces began to ask her for specific material which class teachers could view with the groups who attended lessons and parents could view with their children. Some which have not used SCWP recently started to engage again and completely new ones joined in. In addition during the time it was permitted some face to face work was possible both in primary and secondary, so the SCWP diary became as busy as before the pandemic. We are grateful to God that his message of love was still able to reach out to pupils, families and staff across our region as they faced new anxieties and needs.

The Trustees are also very grateful to Jane for her calm hard work in adjusting to a completely new way of working. In particular we acknowledge the challenge of going from a week of busy interactions with children and colleagues using familiar techniques and resources, to almost total isolation; learning filming, acting, editing and posting skills and delivering sessions with no pupil feedback. Preparing an on line session takes longer than a normal class and can be very lonely.

We are also grateful to Oswestry Christian Bookshop for arranging very much improved broadband access and to Dave Davies and Pam Kingsley for work on a new website.

The National Scripture Union conference was cancelled but Jane and Gill Buckeridge have attended on line training courses and SU forums for workers and trustees.

We continued to review our policies and practices to ensure legal compliance and the best possible practice.

Safeguarding is under particular review and Pam Kingsley has agreed to be Lead Trustee. To update her knowledge Jane is booked into a Level 2 on line Safeguarding course in the spring.

The 2020 AGM was delayed from May to October and took place on Zoom. Prayer breakfasts were suspended until September when they were able to re-start with appropriate safeguards and no breakfast.

2.4 FUTURE PLANS 2021

2.4.1 The main priority will be to continue to support Jane in representing the churches in the schools to bring the good news of Jesus to pupils and staff.

2.4.2 We will continue to work to develop a supporter base spread as widely across the region and the age groups as possible and we will continue to review our processes on an ongoing basis.

2.5 CONCLUSION

2.5.1 Volunteers and supporters

The Trustees very much appreciate the continuing encouragement, financial and prayer support of individuals and church groups throughout our area. This generous giving is the funding which gives the security to employ staff. We particularly acknowledge wise oversight from CTOD, Scripture Union, Rev Paul Darlington our Chaplain and the services of Mr Mike Horner our Independent Examiner.

Approved by the Board and signed on their behalf:

Signed: G M Buckeridge.....
Gill Buckeridge SCWP Chair

Date: 22nd January 2021

**SCHOOLS CHRISTIAN WORKER PROJECT
YEAR ENDED 31 DECEMBER 2020**

3. INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

3.1 Respective Responsibilities of Members and Examiner

As the Charity's members you are responsible for the preparation of the Accounts; you consider that the audit requirement of section 145(1) of the Charities Act 2011 does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners, whether particular matters have come to my attention.

3.2 Basis of report

My examination was carried out in accordance with the General Directions given by the Charity Commissioner. An examination includes a review of the accounting records kept by the Charity and a comparison of the Accounts presented with those records. It also includes consideration of any unusual items or disclosures in the Accounts, and seeking explanations from you as members concerning any such matters. The procedures undertaken do not provide all that evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the Accounts.

3.3 Independent Examiner's Report

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the Act;
- and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed -M Horner.....
Mike Horner Independent Examiner

Date - 22nd January 2021

**SCHOOLS CHRISTIAN WORKER PROJECT
YEAR ENDED 31 DECEMBER 2020**

4. STATEMENT OF FINANCIAL ACTIVITIES

		2020		2019
	£	£	£	£
INCOMING RESOURCES				
General Fund				
General donations	21,178		22,284	
Coronavirus Job Retention Scheme	3,165		0	
General Gift Aid	2,940		3,187	
Interest Receivable	63		114	
		27,346		25,586
RESOURCES USED				
Workers Salary, PAYE, INC, Pension	22,298		21,230	
Conferences and training	55		505	
Printing and photocopying	0		31	
Sundry expenses	0		0	
Postage & stationary	164		534	
Telephone	80		120	
Motor and travel expenses	332		1,306	
Other worker expenses	282		319	
Grants Given	600		1,100	
Administration and projects expenses	1,477		510	
Depreciation	0		0	
		25,288		25,655
NET INCOMING RESOURCES		<u>2,058</u>		<u>-69</u>
 Balance of Funds Brought Forward	 90,819		 90,888	
Balance of Funds Carried Forward		<u>92,877</u>		<u>90,819</u>

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5. BALANCE SHEET AS AT 31ST DECEMBER 2020

			2020	2019
	Notes	£	£	£
TANGIBLE FIXED ASSETS	6.2		0	0
CURRENT ASSETS				
Debtors	6.3	2,940		3,187
Cash at Bank		<u>89,937</u>		<u>87,632</u>
		92,877		90,819
Creditors	6.4	0		0
ACCRUALS amounts falling due within one year		0		0
NET CURRENT ASSETS			92,877	90,819
TOTAL ASSETS LESS CURRENT LIABILITIES			92,877	90,819
ACCRUALS amounts falling due in more than one year			0	0
			92,877	90,819
CAPITAL AND RESERVES				
Retained surplus carried forward			92,877	90,819

SCHOOLS CHRISTIAN WORKER PROJECT
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6. NOTES TO THE FINANCIAL STATEMENTS

6.1 ACCOUNTING STATEMENTS

Basis of Accounting These financial statements have been prepared under the historical cost convention.

Cash Flow The accounts do not included a cash flow statement because the company, as a small reporting entity, is exempt from the requirements to prepare such a statement under Financial Reporting Standard 1 "Cash Flow Statements".

Operating Income mainly comprises pledged and other donations from individuals, churches and other organisations.

Depreciation Assets are written off in three equal instalments over their expected useful life.

6.2 TANGIBLE FIXED ASSETS

COST	Computer Equipment £
As at 31 December 2019	0
Additions	
Disposals	
As at 31 December 2020	0
 DEPRECIATION	
As at 31 December 2019	0
Charge for year	0
Eliminated on disposal	
As at 31 December 2020	0
 NET BOOK VALUE	
As at 31 December 2019	0
 As at 31 December 2020	0

As at 31 December 2019	0
Additions	
Disposals	
As at 31 December 2020	0
 DEPRECIATION	
As at 31 December 2019	0
Charge for year	0
Eliminated on disposal	
As at 31 December 2020	0
 NET BOOK VALUE	
As at 31 December 2019	0
 As at 31 December 2020	0

6.3 DEBTORS

	2020	2019
	£	£
Income Tax recoverable on Gift Aid Donations	2,940	3,187
Debtors and prepayments	0	0
	2,940	3,187

6.4 CREDITORS

	2020	2019
	£	£
PAYE	0	0
Pension costs	0	0

Approved by The Board and signed on their behalf -

Signed: Gill Buckeridge SCWP Chair

Date:

SCHOOLS CHRISTIAN WORKER PROJECT
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For the financial year ended 31 December 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 and no notice has been deposited under section 476.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records that comply with sections 386 and 387 of Companies Act 2006
- preparing financial statements which give a true and fair view of the affairs of the company as at 31 December 2020 and of its surplus or deficit for the year then ending.

The above is in accordance with the requirements of section 394 and 395 and which otherwise comply with the Companies Act 2006, so far as applicable to the company.