



Faith-Based Global Human Development

CONGRESS WBN 1089807
REPORTS AND ACCOUNTS
YEAR ENDED 30 SEPTEMBER 2020

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CONGRESS WBN 1089807

LEGAL & ADMINISTRATIVE DETAILS
YEAR ENDED 30 SEPTEMBER 2020

REGISTERED ADDRESS	Congress House 250-256 Kingsland Road Hackney London E8 4DG
CHARITY NUMBER	1089807
GOVERNING DOCUMENT	Declaration of Trust dated 1 September 2000
TRUSTEES	Dr Noel Woodroffe Paul Humberstone Paul Lindo
PRINCIPAL BANKERS	HSBC Bank Plc
INDEPENDENT EXAMINER	George A Kitcher FCA Regus 15th Floor, Brunel House 2 Fitzalan Road Cardiff CF24 0EB

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TRUSTEE REPORT
YEAR ENDED 30 SEPTEMBER 2020

The trustees have pleasure in presenting their report for the year ended 30 September 2020.

OBJECTS

The Objectives Congress WBN is focused on effecting human, social and national transformation through the propagation of clearly defined moral, ethical, and values-based principles, patterns, and approaches. It is composed of eight sectors of strategic global initiatives involving networks of professional groups, educational institutions, businesses, churches, individual national leaders, university students, and global technology initiatives.

STUCTURE, GOVERNANCE AND MANAGEMENT

The trustees consider the board of trustees in charge of directing and controlling the charity. Meetings of the trustees are quorate and regular with additional communication between meetings. Routine discussions include the wellbeing of volunteers, upcoming programmes or events, the level of reserves, the financial position and risk management.

The operational management of the charity is delegated to Paul Lindo. With a leadership team of volunteers, regular leadership meetings are convened to review the charity's programmes and set targets to be achieved in line with the objects of the charity.

REVIEW OF ACTIVITIES

The year ending 30 September 2020, was unique in a variety of ways. Activity peaked early in the year as Congress WBN hosted a landmark event in quarter one. This highly successful gathering synchronised communities globally, as a culmination of a strategic developmental programme initiated in the previous year.

Quarter two was characterised by a period of assessment and evaluation which brought a pause to further development activity. This coincided with the exiting of the UK from the European Union. This period of pause allowed for intense feedback and introspection and strengthening of engagement and delivery systems within the region.

The operations of Congress WBN through quarters three and four were modified due to the pandemic but largely unaffected – evidence of a system that had been built up over the years to withstand crisis. Further strengthening of coordination and oversight resources characterised this half of the year. This period was one of the most productive ever for the organisation.

Resource allocations: Some resources budgeted for travel and in-person program delivery were rerouted to translation hubs and online, remote engagement systems. With a focus on enhancing community life, during the year, the trustees agreed funding for the renovation of Congress House. This undertaking was delayed due to national (Covid19) resulting in the build-up of cash on bank accounts. The trustees have also approved research into alternative banking service providers.

FINANCIAL REVIEW

Income Generation

The charity does not undertake fund raising activities. Instead, it is funded by the financial contributions of individuals and connected communities committed to its values and objectives.

Financial Performance

Total Incoming resources for the year to 30th September was £234k. c73% (£170k) of this is made up of individual charitable donations (see page 8). Individual donations continue to grow, increasing by 5% over the previous year. Donations overall increased by 9% between years.

Operating expenditure was £181k for the year, 18% reduction over the previous year primarily due to reductions in travel costs (see page 12) as a result of the pandemic response across the nations.

Investment Policy

The trustees undertake an annual review of the operations of the Charity to determine opportunities for investment. By default the charity holds in reserve funds intended for future events and activities of the coming months.

Risk Management

The Trustees have considered the relevant operational, financial and compliance risks for the charity and have taken steps to mitigate:

- a. Financial Risks
This includes unplanned tapering of financial contributions thereby causing the trust to be unable to meet its financial obligations. This has been mitigated by the trust through the regular convening of the finance committee wherein the trust receives regular up to date financial information to enable the trustees to plan accordingly.
- b. Operational Risks
This includes the inappropriate management of volunteers leading to defamation and damage to reputation. This is mitigated by reporting structures being in place to enable trustees to review operational issues in a timely manner. The culture of values based function embedded in the operational structures also mitigates against this risk.
- c. Compliance Risk
The trustees recognise the risk of becoming non-compliant either to changes in statute or by outdated policies and procedures. The risk is mitigated by the work of their compliance team who routinely report and advise on changing legal/policy requirements.

Reserves Policy

The trustees aim to maintain current assets at a level which equates to a month of unrestricted charitable expenditure. With robust cash and account monitoring systems in place, the trustees consider that this level provides sufficient funds to enable financial obligations to be met and allow for sufficient time to review and revise its ongoing commitments should a decrease in income be recognised. The level of current assets at 30th September 2020 was £143k. Unrestricted charity expenditure is £15k on average. The current level of reserve is therefore adequate as per the above policy.

TRUSTEE RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements in each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing the financial statements, the trustees are required to:

- i. Select suitable accounting policies and then apply them consistently;
- ii. Observe the methods and principles in the applicable Charities SORP;
- iii. Make judgments and estimates that are reasonable and prudent;
- iv. State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- v. Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial information may differ from legislation in other jurisdictions.

APPROVAL

This report was approved by the trustees and signed on their behalf on 29th July 2021 by:



Paul Lindo

Independent Examiner's Report to the Trustees of:**CONGRESS WBN**

I report on the accounts of the trust for the year ended 30 September 2020 which are set out on pages 8 to 13.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of accounts. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act), and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act.
- Follow the procedures laid down in the general directions given by the Charity Commissioners made under section 145(5)(b) of the 2011 Act, and
- To state whether particular matters have come to my attention.

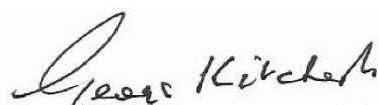
Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 trustees on any such matters. The procedures undertaken do not provide all the evidence that would be required by an audit and consequently, no opinion is given as to whether the accounts present a "true and fair view" and the report is limited in those matters set out in the statement below.

Independent examiner's statement

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

1. which gives me reasonable cause to believe that in any material respect the requirements
 - (a) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (b) to prepare accounts which accord with accounting records and to comply with the accounting requirements of the 2011 Act
 have been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounting to be reached.



George Kitcher
Chartered Accountant

30/07/21.

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Statement of Financial Activities for the year ended 30 September 2020

Incoming Resources	Note	Unrestricted Funds	Total Funds 2020	Total Funds 2019
		£	£	£
<i>Charitable Income</i>				
Individual Donations	1	170,197	170,197	161,633
KCN Contributions		62,994	62,994	45,184
Other Income		0	0	51,725
Book & CD Sales		772	772	627
		233,962	<u>233,962</u>	<u>259,169</u>
<i>Other Income</i>				
Bank Interest Received		61	61	10
Miscellaneous Donations				
Total Incoming Resources		234,023	<u>234,023</u>	<u>259,179</u>
<i>Resources Expended</i>				
Expenditure in furtherance of charitable objectives				
Other Operating Costs	3	180,785	180,785	214,772
Total Resources Expended		180,785	<u>180,785</u>	<u>214,772</u>
Net Movement in Funds		53,239	<u>53,239</u>	<u>44,407</u>
Fund Balances, 1 October		89,787	89,787	45,380
Fund Balances, 30 September		143,026	<u>143,026</u>	<u>89,787</u>

The above funds are unrestricted as to purpose.

All movements of funds and all recognised gains and losses are included above.

The notes on pages 10 to 13 form part of these accounts.

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Balance Sheet as at 30 September 2020

Description	Note	2020	2019
		£	£
<u>Current Assets</u>			
Cash at Bank	4	140,193	73,148
Cash in Hand		1,968	9,733
Debtors & Prepayments	5	865	10,706
		143,026	93,588
<i>Creditors: amounts falling due within one year</i>			
Creditors & Accruals	6	0	-3,800
Net Current Assets		143,026	89,787
NET ASSETS		143,026	89,787
Unrestricted Funds			
General Fund	SOFA	143,026	89,787
TOTAL FUNDS		143,026	89,787

APPROVAL

Approved by the Trustees on 29th July 2021 and signed on their behalf by:


Paul Lindo

The notes on pages 10 to 13 form part of these accounts.

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Notes to the accounts for the year ended 30 September 2020

1. Accounting Policies

(a) Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16th July 2014, the Financial Reporting Standard for Smaller Entities (FRSSE) and the Charities Act 2011 and applicable regulations.

The accounts have been prepared under the historic cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

(b) Funds structure

The unrestricted funds are available to be spent on the furthering of the objects of the charity as seen fit and proper by the trustees.

(c) Income recognition

All income is recognised once the charity has entitlement to the income, there is sufficient certainty or receipt and so it is probable that the income will be received, and the amount of income receivable can be measured reliably.

Donations from members and other donations are recognised when received.

Income in respect of HMRC Gift Aid claims is recognised when the claim has been submitted to HMRC.

Interest on funds held on deposit is included upon notification of the interest payable by the Bank.

(d) Expenditure recognition

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 settlement will be required and the amount of the obligation can be measured quickly.

All expenditure is recognised on an accruals basis.

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Notes to the accounts for the year ended 30 September 2020 – continued

(e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure line for which it was incurred.

(f) Governance costs

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include any costs incurred relating to trustee board meetings. For the period governance cost was £nil (2018/19 £nil)

(h) Charitable activities

The expenditure on charitable activities is shown in note 3.

(i) Tangible fixed assets and depreciation

The charity does not have any tangible fixed assets

(j) Pensions

The charity does not have any employees and does not pay into any pension funds on behalf of anyone.

2. Related party transactions and trustees' expenses and remuneration

Trustees offer their time and skill freely without remuneration.

The board of trustees have commissioned Portal Consulting Service Ltd (PCS) to undertake a process of capacity building, including management and operations reviews. Paul Lindo is a director of PCS. PCS has a successful track record of delivering such capacity building programmes to its customer base. During the year £6,000 was paid to PCS for services. (£6,000 2018/19). These costs are included in General cost category of the operating expenditure.

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Notes to the accounts for the year ended 30 September 2020 – continued

3. Operating costs on charitable activities

Operating Costs	General Funds	Total 2020	Total 2019
	£		
Utilities	3,918	3,918	3,479
Communication	5,214	5,214	6,880
Rents & Hires	66,948	66,948	60,427
Travel	30,388	30,388	55,254
Hotel Accommodation	3,425	3,425	7,688
Premises	4,271	4,271	5,095
Entertainment	-	-	1,854
Bank Charges	683	683	1,346
General	25,692	25,692	25,719
Gifts and Donations	32,080	32,080	33,055
Miscellaneous	1,371	1,371	1,037
Office & Admin	4,494	4,494	4,485
Catering	700	700	2,947
Seminars & Conferences	1,601	1,601	5,525
Total	180,785	180,785	214,793

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Notes to the accounts for the year ended 30 September 2020 – continued

	2020	2019
4 <u>Cash at Bank</u>	£	£
HSBC - CWBN (Savings)	50,983	47,719
HSBC - CWBN	2,006	4,627
HSBC - ECEL	46,730	16,752
HSBC – GCT	93	342
HSBC – ORC	31,023	122
HSBC – CWBN_RC	9,359	3,586
	<u>140,193</u>	<u>73,148</u>

5 <u>Debtors & Prepayments</u>		
Debtors	0	3,668
Prepayments	865	7,039
	<u>865</u>	<u>10,706</u>

All debtors and prepayment in 2019 and 2020 relate to unrestricted funds

6 <u>Creditors & Accruals</u>		
Creditors		2,000
Accruals		1,800
	<u>0</u>	<u>3,800</u>

All creditors relate to unrestricted funds