

# CONTAGIOUS

England & Wales · Charity number 1089954

## Details

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Other names	IGNITE (Alnwick)
Status	Registered
Legal form	Other
Registered	2002-01-03
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	23 Lime Street Waldrige Chester-le-Street DH12 3SG
Phone	07717823915
Email	<a href="mailto:s.white@newcastle.anglican.org">s.white@newcastle.anglican.org</a>
Website	<a href="https://www.ignite-alnwick.co.uk/">https://www.ignite-alnwick.co.uk/</a>

## Activities

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**Objects:** A) THE ADVANCEMENT OF THE EDUCATION OF THE INHABITANTS OF THE COUNTY OF NORTHUMBERLAND THROUGH ADVICE, COUNSELLING AND MENTORING IN SCHOOLS, COLLEGES AND OTHER EDUCATIONAL ESTABLISHMENTS AND THE LOCAL COMMUNITY SO AS TO DEVELOP THEIR PHYSICAL, MENTAL AND SPIRITUAL CAPACITIES THAT THEY MAY GROW TO FULL MATURITY AS INDIVIDUALS AND THAT THEIR CONDITIONS OF LIFE MAY BE IMPROVED.B) TO PROMOTE COMMON CHRISTIAN SPIRITUAL VALUES AND BELIEFS AND TO ENCOURAGE THE INHABITANTS OF THE COUNTY OF NORTHUMBERLAND TO THINK THROUGH FOR THEMSELVES MATTERS OF BELIEFS, VALUES AND ETHICS.

**Activities:** General charitable, education, training and religious activities with children and young people in Northumberland.

## Classification

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- **How:** Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Education/training, Religious Activities
- **Who:** Children/young People

## Geography

- **Area of benefit:** THE COUNTY OF NORTHUMBERLAND
- Northumberland

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£88,157	£84,105	-	-
2023-12-31	£40,320	£36,139	-	-
2022-12-31	£26,897	£23,803	-	-
2021-12-31	£20,525	£18,562	-	-
2020-12-31	£15,198	£10,433	-	-

## Trustees

Name	Role	Appointed
<b>Susan White</b>	Chair	2023-11-09
ANDREW EOIN DUFF		2013-09-18
Andrew Smith		2025-06-05
Henry Playle		2017-01-11
Madeline Frances Russell		2019-03-04
Rev Richard James Townend		2025-09-04
Susan Amanda Inglis-Jones		2023-02-16
William Pine		2025-09-04

**CONTAGIOUS**

England & Wales - Charity number 1089954

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# Accounts

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# CONTAGIOUS - Trustees Annual Report

Year Ending 31st December 2024

Charity Number: 1089954

## Trustees

The following is correct as of 31<sup>st</sup> December 2024:

Trustee	Date	Status
Andrew Duff	21/05/2013	Appointed
Henry Playle	16/11/2016	Appointed
Madeline Russell	04/03/2019	Appointed
Roy Dobb	24/02/2020	Appointed
Maureen Dixon	03/11/2021	Appointed
Sue Inglis-Jones	16/02/2023	Appointed
Susan White	09/11/2023	Appointed

## Specific responsibilities of Trustees

Chair of Trustees	Andrew Duff
Treasurer	Maureen Dixon
Employee Supervisor	Sue Inglis-Jones
Safeguarding Lead	Sue Inglis-Jones
Minutes Secretary	Madeline Russell
Fundraising	Andrew Duff

## Activity leaders in addition to Trustees:

Jessica McArdle	Ignite Youth & Schools Worker/Project Leader
Sarah Hamer	Pioneers Schools and Community Worker (from 6 November)
Chris Friend	Ignite Chaplaincy at Duchess Community High School
Caroline Friend	Messy Church Alnwick representative

## Partner organisation representatives:

Geoff Brown	Scripture Union representative
Robin Winder	Appleby Trust Trustee, Alnmouth

## General overview

The work of the charity has continued to progress under the working title 'IGNITE'. The official charity-registered name remains 'Contagious'. 2024 has been an exciting year of development, completing our first year as a 'Growing Faith Learning Hub' supported by the Church of England's Growing Faith Foundation, and working in collaboration with church groups across Alnwick's Duchess High School catchment area. We appointed a second part-time Pioneer Schools and Community Worker in February, bringing our team to three, led by Jess McArdle's as full-time Ignite Project Leader. To support the expanded work, income streams and spending commitments we have implemented a new proprietary accounts management system.

## Trustee Meetings

Six Trustee meetings were held in 2024: in January, March, May, July, September and November. Each meeting was quorate with a minimum of 3 Trustees present, plus our Ignite Project Leader.

## Objectives and Vision

No change has been made to the charity's core aims, which are:

- Our belief that all young people should be encouraged to think about spiritual matters while recognising that they need the space to make their own choices as to what to believe.

- Our desire to raise the aspirations of young people and facilitate their healthy and full development.
- Our wish to help young people become active in the community and develop into mature and responsible citizens.

### **Activities provided under the banner of IGNITE**

The designation of Ignite as one of 12 'learning hubs' supported by the Church of England's Growing Faith Foundation has been a significant investment into developing new ways of working with schools, churches and families. The first of two year programme of work was completed in September, guided by a Steering Group of local leaders. Jess McArdle has also continued to take part in the Growing Faith Strategic Leaders development programme.

Working with Schools has included regular Open the Book (Bible Society) story-telling involving volunteer teams, Year 6 'transitions' work offered to High School feeder primaries, RE curriculum support, Prayer Spaces in schools and other seasonal activities. A team of three experienced volunteers support the Duchess High School Pastoral Team to engage with young people facing personal challenges. School staff and Ignite chaplaincy team have also been trained in Restorative Practice in Schools and work started with some students to address behavioural issues in school.

'Rooted' youth groups involve around 30 young people, led by Jess McArdle and a session worker (via The Roost) and supported by a small team of volunteer leaders and helpers. Baby Basics is a new local social project (linked to a national charity) led young people from the Rooted groups. Work has started to set up and begin to prepare 'Moses baskets' of everyday essentials for delivery (via referral) to vulnerable new parents. Meanwhile Alnwick Messy Church has continued monthly during school term-time, led by a small group of volunteers, well attended with a number of families regularly taking part.

### **Finances**

With the expansion of activities, employees and funding partners including the Growing Faith Foundation and the United Reformed Church, our turnover has increased significantly during this year. Whilst support from individual donors has declined slightly, our finances remain in good shape overall and our reserves remain healthy. The final year-end accounts show a surplus of income over expenditure of £4,052. This surplus is already designated for activities to be delivered in 2025. Work has started on preparing a fundraising strategy to enable us to plan sustainable activities into the future.

### **Volunteers**

We have been fortunate in retaining many of our existing volunteers and recruiting some new ones, currently 50 in total. They are mainly involved in Open the Book and other school activities, and in support of the Rooted groups. All volunteers working with young people or vulnerable adults are DBS checked (as appropriate) with a requirement that they register for the update service so allowing the charity to carry out 6 monthly checks on the volunteers.

### **Safeguarding and Risk Management**

Our safeguarding policy and procedures were updated in 2024. Our Safeguarding Recruiter ensures that all volunteers complete the current appointment process and checks. We continue to maintain and apply policies on risk assessment, anti-bullying and data privacy (including GDPR compliance). We maintain comprehensive insurance cover for all activities, with risks reviewed annually.

### **The future**

With the Growing Faith programme continuing, and local collaboration agreements up for review in the light of experience, we expect to require further change and development of activities and how these are best delivered and funded over the next couple of years.

Trustees will continue to meet at least four times per year. Priorities for the year ahead are to:

- Continue to develop the work amongst young people within the wider Alnwick High School catchment area as part of the Growing Faith Learning Hub and in collaboration with key local church partners and organisations.
- Continue to build relationships with local church leaders, community organisations, teachers and students in local primary schools and the Duchess High School.
- Review our policies, procedures, risk assessment and management structure to ensure that we provide effective support to our employees, activity leaders and volunteers, and that we have the capacity and skills to respond to new opportunities.
- Recruit and train new trustees and volunteers and an appeal for new supporters and prayer partners.
- Plan and carry out fundraising to augment our finances and enable us to deliver activities on a sustainable basis.

Signed:



Andrew Duff  
Chair of Trustees  
5<sup>th</sup> June 2025



## Receipts and payments accounts

CC16a

For the period from	To
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Group monthly donations	6,906	-	-	6,906	3,340
Group one-off donations		-	-	-	24,575
Individual monthly donations	12,733	-	-	12,733	8,684
Individual one-off donations		-	-	-	1,124
HMRC Gift Aid Reclaim	-	-	-	-	2,062
Other monies received banked	12,500	-	-	12,500	-
Programme revenue	55,558	-	-	55,558	-
Interest on deposit account	460	-	-	460	8
Mighty Oaks Fund - grants and donations	-	-	-	-	527
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>88,157</b>	<b>-</b>	<b>-</b>	<b>88,157</b>	<b>40,320</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>88,157</b>	<b>-</b>	<b>-</b>	<b>88,157</b>	<b>40,320</b>
<b>A3 Payments</b>					
Staff salaries	53,158	-	-	53,158	15,949
PAYE to HMRC	8,266	-	-	8,266	1,319
Pension contributions (NEST)	8,058	-	-	8,058	2,194
Insurance, admin and overheads	3,676	-	-	3,676	9,240
Training and safeguarding costs	702	-	-	702	1,286
Staff expenses	818	-	-	818	2,329
Youth cells	9,427	-	-	9,427	2,752
Messy Church	-	-	-	-	117
Events, youth and community activities	-	-	-	-	141
Mighty Oaks running costs	-	-	-	-	811
	-	-	-	-	-
<b>Sub total</b>	<b>84,105</b>	<b>-</b>	<b>-</b>	<b>84,105</b>	<b>36,139</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>84,105</b>	<b>-</b>	<b>-</b>	<b>84,105</b>	<b>36,139</b>
<b>Net of receipts/(payments)</b>	<b>4,052</b>	<b>-</b>	<b>-</b>	<b>4,052</b>	<b>4,181</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>43,755</b>	<b>-</b>	<b>-</b>	<b>43,755</b>	<b>39,574</b>
<b>Cash funds this year end</b>	<b>47,807</b>	<b>-</b>	<b>-</b>	<b>47,807</b>	<b>43,755</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash	25	-	-
	Lloyds	31,783	-	-
	Deposit Account	16,000	-	-
	<b>Total cash funds</b>	<b>47,807</b>	-	-

(agree balances with receipts and payments account(s))

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

<p style="text-align: center; font-size: small;">Signature</p>	<p style="text-align: center; font-size: small;">Print Name</p> <p style="text-align: center;">ANDREW DUFF</p> <p style="text-align: center;">SUSAN WHITE</p>	<p style="text-align: center; font-size: small;">Date of approval</p> <p style="text-align: center;">05/06/25</p> <p style="text-align: center;">5/06/25</p>
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Section A

Independent Examiner's Report

**Report to the trustees/  
members of**

Contagious (Ignite) Charity, Alnwick

**On accounts for the year  
ended**

31<sup>st</sup> December 2024

**Charity no  
(if any)**

1089954

**Set out on pages**

1 - 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31<sup>st</sup> 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 2011 Act and in carrying out my examination, I have followed the 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:** 23<sup>rd</sup> April 2025

**Name:**

Jean Barr

**Relevant professional  
qualification(s) or body  
(if any):**

n/a

**Address:**

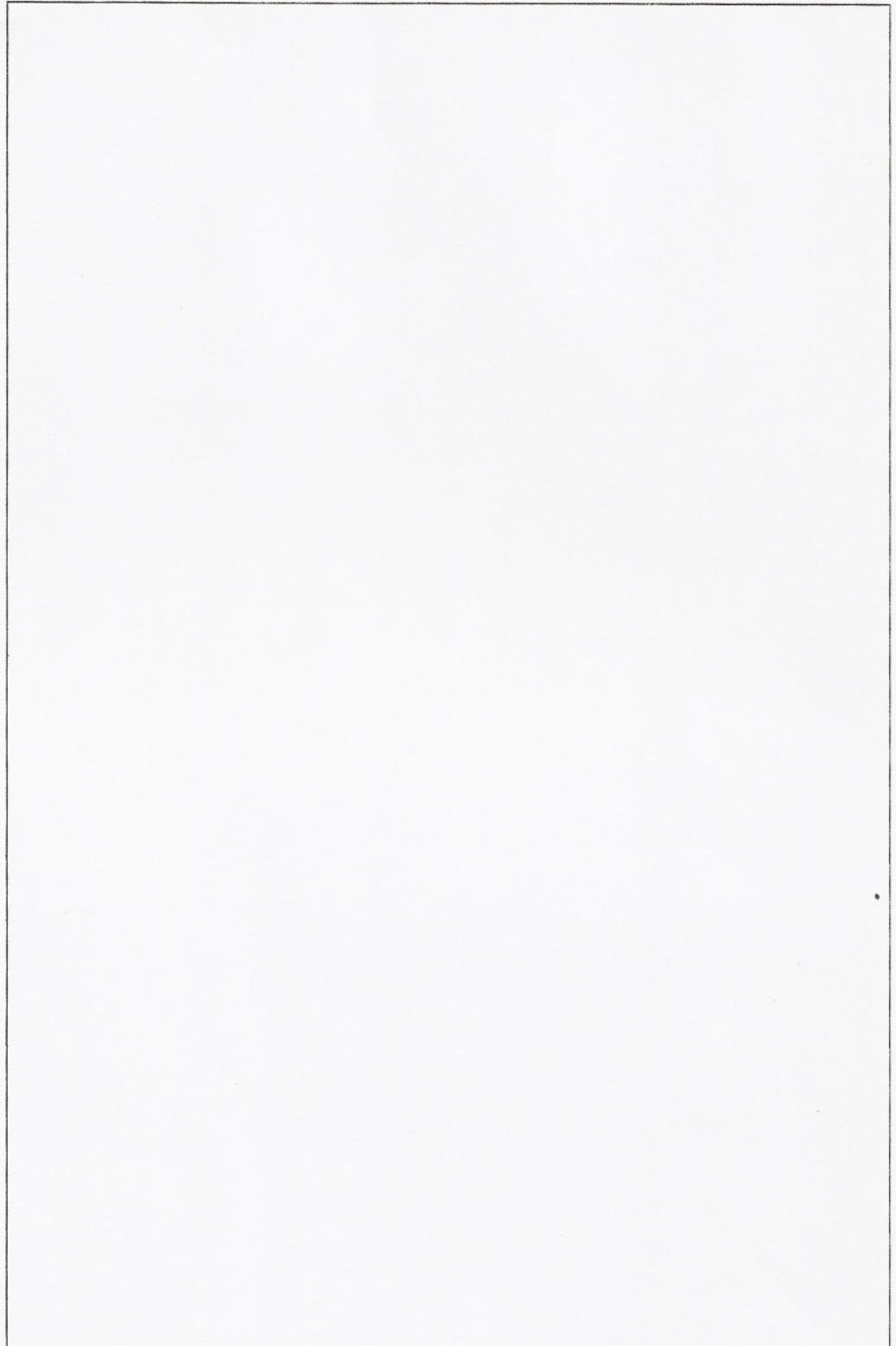
37 Springfield Park

Alnwick

Northumberland NE66 2NH

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners

**Give here brief details of any items that the examiner wishes to disclose.**



**CONTAGIOUS**

England & Wales - Charity number 1089954

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# Accounts

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# CONTAGIOUS - Trustees Annual Report

Year Ending 31st December 2023

Charity Number: 1089954

## Trustees

The following is correct as of 31<sup>st</sup> December 2023:

Trustee	Date	Status
Andrew Duff	21/05/2013	Appointed
Henry Playle	16/11/2016	Appointed
Madeline Russell	04/03/2019	Appointed
Roy Dobb	24/02/2020	Appointed
Maureen Dixon	03/11/2021	Appointed
Sue Inglis-Jones	16/02/2023	Appointed
Susan White	09/11/2023	Appointed

## Specific responsibilities of Trustees

Chair of Trustees	Andrew Duff
Treasurer	Maureen Dixon
Employee Supervisor	Sue Inglis-Jones
Safeguarding Lead	Sue Inglis-Jones
Minutes Secretary	Madeline Russell
Fundraising	Andrew Duff

## Activity leaders in addition to Trustees:

Jessica McArdle	Ignite Youth & Schools Worker/Project Leader
Sarah Hamer	Pioneers Schools and Community Worker (from 6 November)
Chris Friend	Ignite Chaplaincy at Duchess Community High School
Caroline Friend	Messy Church Alnwick representative

## Partner organisation representatives:

Geoff Brown	Scripture Union representative
Robin Winder	Appleby Trust Trustee, Alnmouth

## General overview

The work of the charity has continued under the new working title 'IGNITE'. The official charity-registered name remains 'Contagious'. After the various set backs of the previous couple of years, 2023 has been an exciting year of development - a time of challenge and change. Change: as we have entered into new local collaboration arrangements with church groups across Alnwick's Duchess High School catchment area, and being designated as a 'Growing Faith Learning Hub' by the Church of England (see below). Challenge: this has required a scaling up of our core team, working with more local church partners, putting in place new local funding agreements and a new financial management system.

## Trustee Meetings

Five Trustee meetings were held in 2023: in February, May, June, September and November. Each meeting was quorate with a minimum of 3 Trustees present, plus our Youth and Schools Worker.

## Objectives and Vision

No change has been made to the charity's core aims, which are:

- Our belief that all young people should be encouraged to think about spiritual matters while recognising that they need the space to make their own choices as to what to believe.

- Our desire to raise the aspirations of young people and facilitate their healthy and full development.
- Our wish to help young people become active in the community and develop into mature and responsible citizens.

### **Youth and Schools Worker**

Our Youth and Schools Worker Jess McArdle has continued to drive forward our core activities, including 'Rooted' youth groups involving around 30 young people, supported by a small team of volunteer leaders and helpers. The growth of these groups and need for a more active structure is constrained by difficulty finding a suitable venue or venues and enough helpers. A wide range of schools work has been delivered, including Year 6 'transitions' work offered to 12 High School feeder primaries, and other seasonal activities.

### **'Growing Faith' Learning Hub**

The Church of England's Growing Faith Foundation has designated IGNITE as one of its 12 'learning hubs', a significant investment into developing new ways of working with schools, churches and families to engage creatively with children and nurture young people into becoming active disciples. Work started in September with the receipt of the first of two years grant of £10,000 from the Foundation. A project Steering Group of local leaders has been set up and met twice, and formulated an exciting vision for how this change will happen. As part of this Jess McArdle has benefited from taking part in the Growing Faith Strategic Leaders development programme.

### **Other services provided under the banner of IGNITE (Contagious):**

**Open the Book** – this Bible Society story-telling activity has continued and grown as more schools have welcomed our volunteers into classrooms. By the end of the year this has expanded to nine schools each with a team of four volunteers.

**Chaplaincy at Duchess Community High School** - working with the school Pastoral Team, a small team (Chris and Caroline Friend, and David Archer) offers support to a small group of young people facing personal challenges.

**Restorative Practice in Schools** – delivering training of staff and IGNITE chaplaincy team in this pioneering practice for addressing behavioural issues in school – funded by the regional Police and Crime Commissioner.

**Messy Church** – has continued monthly during school term-time, led by a small group of volunteers. It continues to be well attended with a number of families regularly taking part.

**Mighty Oaks** – this volunteer-run service offered free hot drinks in the centre of Alnwick. After two years off-road and requiring significant repairs, a trial re-launch over the summer proved unsuccessful due to lack of footfall and insufficient volunteers. The project was terminated as no longer viable, and the van gifted to another group wishing to use it as a resource for rural churches.

### **Finances**

With many existing activities resuming and new ones planned, expenditure has steadily increased – also driven by recent inflationary pressures. Support from individual donors has not kept pace and has declined slightly. However, with support from local churches, new collaboration agreements and the injection of Growing Faith Foundation funds, our finances remain in good shape and our reserves remain healthy. The final year-end accounts show a surplus of income over expenditure of £4,181. However, most of this is for activities to be delivered in 2024. Trustees are therefore working on a 3-5 year fundraising strategy to enable us to continue the planned build-up of activities in 2024, and to plan responsibly for the future.

### **Volunteers**

We have been fortunate in retaining many of our volunteers, currently numbering around 45. The continuing growth of the Open the Book activity has attracted some new volunteers.

All volunteers working with young people or vulnerable adults are DBS checked (as appropriate) with a requirement that they register for the update service so allowing the charity to carry out 6 monthly checks on the volunteers.

### **Safeguarding and Risk Management**

Our safeguarding policy and procedures were updated in 2023. Our Safeguarding Recruiter ensures that all volunteers complete the current appointment process and checks. We continue to maintain and apply policies on risk assessment, anti-bullying and data privacy (including GDPR compliance). We maintain comprehensive insurance cover for all activities, with risks reviewed annually.

### **The future**

With new local collaboration agreements and the Growing Faith programme, we have exciting new opportunities for growth and development of our work. We appointed an additional part-time Schools and Community Worker in November, and recruited another (due to start in early 2024) to deliver new activities under new local collaboration agreements with Felton Parish Church, the Farne Churches-YAFO group, and the United Reformed Church. Jess McArdle has also had her role extended and upgraded to Project Leader.

This opens up the prospect of significant new activity over the next couple of years, which will require recruitment of new trustees, volunteers and supporters.

Trustees will continue to meet at least four times per year. Priorities for the year ahead are to:

- Continue to develop the work amongst young people within the wider Alnwick High School catchment area as part of the Growing Faith Learning Hub and in collaboration with key local church partners and organisations.
- Continue to build relationships with local church leaders, community organisations, teachers and students in local primary schools and the Duchess High School.
- Review our policies, procedures, risk assessment and management structure to ensure that we provide effective support to our Project Leader, new employees, activity leaders and volunteers, and that we have the capacity and skills to respond to new opportunities.
- Plan and carry out a new 'way forward' appeal for new trustees, volunteers and supporters.
- Continue to raise funds to augment our finances and enable us to deliver activities on a sustainable basis

Signed:



Andrew Duff  
Chair of Trustees  
11 July 2024

**CONTAGIOUS (IGNITE) CHARITY, ALNWICK**  
**Income and Expenditure for Year to December 31st 2023**

	£
<b>Income 2023 - Contagious</b>	
<b>Group Monthly Donations</b>	
Alnwick Baptist Church/ work with children	3,340
<b>Total Group Monthly Donations</b>	<b>3,340</b>
<b>Group One-Off Donations</b>	
Northumbria Police	5,000
Appleby Trust (Alnmouth)	4,000
St James URC	4,575
National Society CEES	10,000
Scripture Union (grant)	500
Other	15,500
<b>Total Group Donations</b>	<b>24,575</b>
<b>Income: Individual Donations</b>	
Monthly Donations	8,684
One-off Donations via Stewardship	450
One-off Donations - other	674
Contributions for Books/Calendars	-
<b>Total Individual Donations</b>	<b>9,808</b>
<b>Other Income</b>	
Monies Banked by YSW	-
HMRC Gift Aid Reclaim	2,062
Bank Interest	8
Other income	-
<b>Total Other Income</b>	<b>2,070</b>
<b>Contagious Income for 2023</b>	<b>39,793</b>
<b>Income 2023 - Mighty Oaks</b>	
Alnwick Baptist Church	-
Armstrong Hall	-
MACPI	-
Alnwick Town Council	-
Individual Donations	-
<b>Mighty Oaks Income for 2023</b>	<b>527</b>
<b>Total Ignite Income for 2023</b>	<b>40,320</b>

## Expenditure 2023 - Contagious

### Youth & Schools Worker (Jessica McArdle)/Sarah Hamer

Salary	15,949
PAYE Payments to HMRC	1,319
Gross Salary	<u>17,269</u>
Payments to NEST Pension	2,194
Pam Yorke Payroll service	-
<b>Total Employment Costs</b>	<b>19,463</b>

### Contagious General Expenses

Other Overheads	4,440
Restorative Now	4,800
Training/Safety	1,286
YSW Expenses	2,329
Youth Cells	2,752
Messy Church	117
Events/ activities	141
<b>Contagious Expenses for 2023</b>	<b>15,865</b>

### Expenditure 2023 - Mighty Oaks

Consumables	-
Vehicle Service	-
Vehicle Tax	-
Vehicle Insurance	-
<b>Mighty Oaks Expenses for 2023</b>	<b>811</b>

**Total Contagious /(Ignite) Expenses for 2023** **36,139**

### Surplus/Deficit for 2023

Contagious/Ignite	4,465
Mighty Oaks	(284)
<b>Total Contagious</b>	<b>4,181</b>

### Bank Balance

Contagious b/f 2022	36,111
Contagious c/f 2023	40,575
<b>Change in Cash</b>	<b>4,465</b>

Mighty Oaks Current Account b/f 2022	3,464
Mighty Oaks Current Account c/f 2023	3,180
<b>Change in Cash</b>	<b>(284)</b>

Total Cash b/f 2022	39,574
Total Cash c/f 2023	43,755
<b>Change in Cash</b>	<b>4,181</b>

Prepared by:

Examined by:

*Juan Bass*



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Contagious (Ignite) Charity, Alnwick

**On accounts for the year  
ended**

31<sup>st</sup> December 2023

**Charity no  
(if any)**

1089954

**Set out on pages**

1 - 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31<sup>st</sup> 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 2011 Act and in carrying out my examination, I have followed the 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:** 26<sup>th</sup> February 2024

**Name:**

Jean Barr

**Relevant professional  
qualification(s) or body  
(if any):**

n/a

**Address:**

37 Springfield Park

Alnwick

Northumberland NE66 2NH

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners)

**Give here brief details of any items that the examiner wishes to disclose.**

**CONTAGIOUS**

England & Wales - Charity number 1089954

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# Accounts

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# CONTAGIOUS - Trustees Annual Report

Year Ending 31st December 2022

Charity Number: 1089954

## Trustees

The following is correct as of 31<sup>st</sup> December 2022:

Trustee	Date	Status
Andrew Duff	21/05/2013	Appointed
Henry Playle	16/11/2016	Appointed
Madeline Russell	04/03/2019	Appointed
Roy Dobb	24/02/2020	Appointed
Maureen Dixon	03/11/2021	Appointed

## Specific responsibilities of Trustees

Chair	Andrew Duff
Treasurer	Maureen Dixon
Employee Supervisor	Henry Playle (and Safe Recruitment lead)
Prayer Newsletter	Madeline Russell
Fundraising	Andrew Duff

## Activity leaders in addition to Trustees:

Jessica McArdle (vacancy)	Ignite Youth & Schools Worker Mighty Oaks Alnwick team leader
Chris Friend	Ignite Chaplaincy at Duchess Community High School
Caroline Friend	Messy Church Alnwick representative

## Partner organisation representatives:

Geoff Brown	Scripture Union representative
Robin Winder	Appleby Trust Trustee, Alnmouth

## General overview

The work of the charity has continued, under the new working title 'IGNITE'. The official charity-registered name remains 'Contagious'. Although Covid-19 pandemic restrictions had been lifted, activities during the first quarter of the year were still constrained due to illness affecting our Youth and Schools Worker. Also, schools were still only slowly opening up to activities involving external visitors. As the year progressed, there has been a steady rebuilding of youth and schools activity, although not yet up to pre-pandemic level.

## Meetings

Four Trustee meetings were held in 2022: in May, September and November. Each meeting was quorate with a minimum of 3 Trustees present, plus our Youth and Schools Worker.

It was not possible to hold an annual open meeting for partner organisations, but several exploratory meetings were held with other local youth work leaders and organisations to explore the scope for further collaboration.

## Objectives and Vision

No change has been made to the charity's aims, which are:

- Our belief that all young people should be encouraged to think about spiritual matters while recognising that they need the space to make their own choices as to what to believe.
- Our desire to raise the aspirations of young people and facilitate their healthy and full development.
- Our wish to help young people become active in the community and develop into mature and responsible citizens.

## Youth and Schools Worker

Our Youth and Schools Worker Jess McArdle gradually returned to work during the first quarter of the year, but with restrictions on face-to-face contact and a further period of absence in April for hospital treatment. The youth cell groups continued to meet weekly with the help of volunteers and a temporary relocation to an alternative home. After Easter Jess was able to resume in-person meetings and hosting of the youth cell groups, with priority given to renewing the momentum of groups, building up community contacts and preparing plans for new and re-launched activities. Several activities took place over the summer break, including sports and social events. Plans

for a new Junior Youth Club (formerly Rock Solid) have been held back due to difficulty finding a suitable venue. Some schools work has resumed, including Year 6 transitions work.

#### **Other services provided under the banner of IGNITE (Contagious):**

**Open the Book** – this Bible Society story-telling activity has resumed as schools welcomed our volunteers back into classrooms, and by autumn had expanded to five schools each with a team of four volunteers.

**Chaplaincy at Duchess Community High School** - working with the school Pastoral Team, a small team (Chris and Caroline Friend, and David Archer) offers support to a small group of young people facing personal challenges.

**Messy Church** – has continued monthly during school term-time, but with a delayed start in the Autumn term due to volunteer capacity. It continues to be well attended with a number of families regularly taking part.

**Mighty Oaks** – this volunteer-run service offers free hot drinks in the centre of Alnwick as a friendly point of contact for adults and young people. However, following two years off-road since the pandemic it has required significant repairs, delaying plans to re-instate this during 2022. We aim to address this in 2023.

#### **Finances**

With many activities resuming, expenditure has gradually increased towards pre-pandemic level. Support from individual donors has declined slightly, but with support from local churches and other sources overall income remains steady. The final year-end accounts show a surplus of income over expenditure of £3,093. Our reserves remain healthy, and we are in a good position to plan responsibly for continuing the planned build-up of activities in 2023.

#### **Volunteers**

We have been fortunate in retaining many of our volunteers, currently numbering around 30. Although the suspension of Mighty Oaks has coincided with a number of people retiring from their roles, the resumption of Open the Book has attracted some new volunteers.

All volunteers working with young people or vulnerable adults are DBS checked (as appropriate) with a requirement that they register for the update service so allowing the charity to carry out 6 monthly checks on the volunteers.

#### **Safeguarding and Risk Management**

Our safeguarding policy and procedures were updated in 2020. Our Safeguarding Recruiter ensures that all volunteers complete the current appointment process and checks. We continue to maintain and apply policies on risk assessment, anti-bullying and data privacy (including GDPR compliance). We maintain comprehensive insurance cover for all activities, with risks reviewed annually.

Our new Treasurer has had a full year in this role and is now fully conversant with our annual cycle of income and expenditure.

#### **The future**

As we have emerged from the post-pandemic restrictions and many of our activities have resumed, we are exploring new opportunities for collaboration and growth. We agreed a partnership with Felton Parish Church to recruit and employ a Children and Families Worker, but this post remains unfilled and this is being reviewed as part of a potential wider local partnership scheme. This opens up the prospect of significant new activity over the next couple of years, which will require recruitment of new trustees, volunteers and supporters.

Trustees will continue to meet at least four times per year. Priorities for the year ahead are to:

- Continue to build relationships with local church leaders, community organisations, teachers and students in local primary schools and the Duchess High School.
- Review our policies, procedures, risk assessment and management structure to ensure that we provide effective support to the Youth and Schools Worker, activity leaders and volunteers, and that we have the capacity and skills to respond to new opportunities.
- Explore opportunities for developing work amongst young people within the wider Alnwick high school catchment area in collaboration with key local church partners and organisations.
- Plan and carry out a new 'way forward' appeal for new trustees, volunteers and supporters.
- Continue to raise funds to augment our finances and enable us to deliver activities on a sustainable basis

Signed:



Andrew Duff  
Chair of Trustees  
14 September 2023

**CONTAGIOUS (IGNITE) CHARITY, ALNWICK**  
**Income and Expenditure for Year to December 31st 2022**

	£
<b>Income 2022 - Contagious</b>	
<b>Group Monthly Donations</b>	
Alnwick Baptist Church	
<b>Total Group Monthly Donations</b>	<b>3,030.00</b>
<b>Group One-Off Donations</b>	
Hugonin Family Trust	-
Alnwick Town Council	660.00
St James URC	2,030.00
Key Fund grant	-
Scripture Union (grant)	-
St Hilda's Ed Trust	-
St Christophers Ed Trust	-
Other	1,500.00
<b>Total Group Donations</b>	<b>4,190.00</b>
<b>Income: Individual Donations</b>	
Monthly Donations	8,209.00
One-off Donations via Stewardship	-
One-off Donations - other	850.00
Contributions for Books/Calendars	-
<b>Total Individual Donations</b>	<b>9,059.00</b>
<b>Other Income</b>	
Monies Banked by YSW	-
HMRC Gift Aid Reclaim	4,660.45
Bank Interest	7.66
Other income	250.00
<b>Total Other Income</b>	<b>4,918.11</b>
<b>Contagious Income for 2022</b>	<b>21,197.11</b>
<b>Income 2022 - Mighty Oaks</b>	
Alnwick Baptist Church	200.00
Armstrong Hall	200.00
MACPI	
Alnwick Town Council	
Individual Donations	5,300.00
<b>Mighty Oaks Income for 2022</b>	<b>5,700.00</b>
<b>Total Ignite Income for 2022</b>	<b>26,897.11</b>

## Expenditure 2022 - Contagious

### Youth & Schools Worker (Jessica McArdle)

Salary	12,838.01
PAYE Payments to HMRC	1,109.75
Gross Salary	<u>13,947.76</u>
Payments to NEST Pension	1,887.60
Pam Yorke Payroll service	115.00
<b>Total Employment Costs</b>	<b>15,950.36</b>

### Contagious General Expenses

Other Overheads	1,094.05
Training/Safety	538.82
YSW Expenses	983.95
Youth Cells	1,178.62
Messy Church	34.78
Events/ activities	-
<b>Contagious Expenses for 2022</b>	<b>19,780.58</b>

### Expenditure 2022 - Mighty Oaks

Consumables	1,426.29
Vehicle Service	1,333.34
Vehicle Tax	290.00
Vehicle Insurance	973.24
<b>Mighty Oaks Expenses for 2022</b>	<b>4,022.87</b>

**Total Contagious/(Ignite) Expenses for 2022** **23,803.45**

### Surplus/Deficit for 2022

Contagious/Ignite	1,416.53
Mighty Oaks	1,677.13
<b>Total Contagious</b>	<b>3,093.66</b>

### Bank Balance


Contagious b/f 2021	34,694.08
Contagious c/f 2022	<u>36,110.61</u>
<b>Change in Cash</b>	<b>1,416.53</b>

Mighty Oaks Current Account b/f 2021	1,786.59
Mighty Oaks Current Account c/f 2022	<u>3,463.72</u>
<b>Change in Cash</b>	<b>1,677.13</b>

Total Cash b/f 2021	36,480.67
Total Cash c/f 2022	<u>39,574.33</u>
<b>Change in Cash</b>	<b>3,093.66</b>

Prepared by:

Examined by:

  
.....  
Jean Barr  
37 Springfield Park, Alnwick, NE66 2NH  
17th May 2023



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Contagious Charity, Alnwick

**On accounts for the year  
ended**

31<sup>st</sup> December 2022

**Charity no  
(if any)**

1089954

**Set out on pages**

1 - 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31<sup>st</sup> 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 2011 Act and in carrying out my examination, I have followed the 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

*Jean Barr*

**Date:**

17<sup>th</sup> May 2023

**Name:**

Jean Barr

**Relevant professional  
qualification(s) or body  
(if any):**

n/a

**Address:**

37 Springfield Park

Alnwick

Northumberland NE66 2NH

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners)

**Give here brief details of any items that the examiner wishes to disclose.**

A large, empty rectangular box with a thin black border, occupying the central portion of the page. It is intended for the user to provide details as requested in the text above.

Charity name: **Contagious**  
**Receipts and payments accounts**

Charity no. 1089954

Charity  
 Commission  
 template  
 CC16a

	For the period from	Period start date 1st January 2022	To	Period end date 31st December 2022
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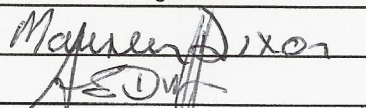
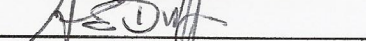
**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Group Monthly Donations	3,030	-	-	3,030	3,000
Group one-off donations	4,190	-	-	4,190	462
Individuals Monthly Donations	8,209	-	-	8,209	8,747
Individual One-off Donations	850	-	-	850	2,950
HMRC Gift Aid Reclaim (for 20...)	4,660	-	-	4,660	2,195
Monies banked by YSW (inc. trips, events)	-	-	-	-	-
Other monies received/banked	250	-	-	250	2,292
Interest on deposit account	8	-	-	8	160
Mighty Oaks Fund - grants & donations	5,700	-	-	5,700	720
<b>Sub total (Gross income for AR)</b>	<b>26,897</b>	<b>-</b>	<b>-</b>	<b>26,897</b>	<b>20,525</b>
<b>A2 Asset and investment sales</b>					
		-	-	-	-
		-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>26,897</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,525</b>
<b>A3 Payments</b>					
Youth & Schools Worker (YSW) net salary	12,838	-	-	12,838	12,809
PAYE paid to HMRC	1,110	-	-	1,110	909
Pension contribs (NEST)	1,888	-	-	1,888	1,888
Insurances, other admin fees, overheads	1,209	-	-	1,209	112
Training & safeguarding costs	539	-	-	539	1,530
YSW Expenses	984	-	-	984	-
Youth Cells	1,179	-	-	1,179	140
Messy Church	35	-	-	35	803
Events, youth & community activities	-	-	-	-	257
Mighty Oaks running costs	4,023	-	-	4,023	114
<b>Sub total</b>	<b>23,803</b>	<b>-</b>	<b>-</b>	<b>23,803</b>	<b>18,562</b>
<b>A4 Asset and investment purchases</b>					
		-	-	-	-
		-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>23,803</b>	<b>-</b>	<b>-</b>	<b>23,803</b>	<b>18,562</b>
<b>Net of receipts/(payments)</b>	<b>3,094</b>	<b>-</b>	<b>-</b>	<b>3,094</b>	<b>1,963</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>36,481</b>	<b>-</b>	<b>-</b>	<b>36,481</b>	<b>34,517</b>
<b>Cash funds this year end</b>	<b>39,574</b>	<b>-</b>	<b>-</b>	<b>39,574</b>	<b>36,481</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted to nearest £	Restricted funds to nearest £	Endowment to nearest £
<b>B1 Cash funds</b>	Lloyds Bank Treasurers Account	24,246	-	-
	Lloyds Bank Deposit Account	15,328	-	-
	<b>Total cash funds</b>	<b>39,574</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
		<b>Unrestricted to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment to nearest £</b>
<b>B2 Other monetary assets</b>	Details			
	None	-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None		-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None		-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	None		-	
			-	

Signed by one or two trustees on behalf of

Signature	Print Name	Date of approval
	MAUREEN DIXON	14.9.23
	ANDREW DUFF	14.9.23