

# **Green Pastures (Dereham)**

(A company limited by guarantee)

Trustee Annual Report  
and Financial Statements  
for the period  
1.2.21 – 31.1.22

Charity Number: 1104249  
Company Number: 5014262

**Green Pastures (Dereham)**  
**Annual Report and Financial Statements**  
**For the year ended 31<sup>st</sup> January 2022**

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**Green Pastures (Dereham)**  
**Annual Report and Financial Statements**  
**For the year ended 31<sup>st</sup> January 2022**

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The Trustees present their report and accounts for the year ended 31<sup>st</sup> January 2022 which have been prepared in accordance with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice (FRS102) 2019.

**Legal and administrative Information**

**Charity Name:** Green Pastures (Dereham)

**Charity Number:** 1104249

**Company Number:** 5014262

**Directors and Trustees**

The directors of the charitable company ("the charity") are its trustees for the purpose of charity and throughout this report are collectively referred to as its trustees and are as follows:

Lance Birks - Chair of Trustees  
Elaine Bayley (to 8/6/21)  
Anita Clarke (to 8/6/21)  
Mark Cockbill  
Christine Dove  
Sheila Knowles  
Paul Taylor

**Registered Office and Principal Address**

20, Norwich Street, Dereham, Norfolk, NR19 1BX

**Bankers**

National Westminster Bank, 32, Market Place, Dereham, Norfolk, NR19 2AR

**Independent Reporting Accountant**

Mrs. Gabrielle Joyce, 6, Brackenwoods, Necton, PE37 8EU

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**Annual Report for the period 1<sup>st</sup> February 2021 to 31<sup>st</sup> January 2022.**

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**Report of the trustees**

Legal and Administrative information set out on page 1 forms part of this report.

**Public Benefit**

The trustees have had due regard to the Charity Commission guidance on public benefit reporting. This report illustrates the activities undertaken to support the public benefit requirement.

**Organisation**

The charity is a charitable company limited by guarantee, incorporated on 13th January 2004, it changed its name on 25th April 2004 and registered as a charity on 9th June 2004. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. The charity is managed by the trustees who meet regularly to consider the progress of the charity and to consider its future direction and activities. The day-to-day operation of the charity is delegated to the Managers.

**Trustee Appointments**

Trustees are appointed by the existing trustees to meet the needs of the trustee board.

**Objects of the charity**

The charity has the following objects:

- To advance the Christian Faith in Norfolk for the benefit of the public through the sale of Bibles, Christian books, music, cards and related products
- To advance the Christian Faith for the benefit of the people of Dereham and beyond.

**Activities and Achievements**

- In regards to the pandemic, Green Pastures has had to withstand many challenges this year. On a positive note, though, where other bookshops and small independent businesses were struggling in November, we began to see an increase in sales. We also saw an interest in our online website as customers looked for products that are unavailable elsewhere. We believe this has been generated by adding keywords to our Google Ads page.
- Paul Taylor took on the role of trustee and, despite the pandemic, was able to become fully involved in meetings and do voluntary work at the shop.
- We saw Bookstalls began to resume over the pre-Christmas period. November was a busy month which was more in line with our pre-pandemic forecast for the season.
- We continue to promote Green Pastures through Mailchimp, Facebook, and Instagram. Regular posts and newsletters have been well received and the feedback has been good.
- Speaking Volumes have made a few adjustments to their website so grants have not been available since this time last year. However, new grants can be applied for from March onwards so we are currently promoting the scheme with many of our local schools.
- We have seen an increase in the acquisition of National Book Tokens since introducing them last year. We are beginning to promote these more widely within the Facebook community and believe this will appeal to a wider range beyond our traditional customers.
- We are continuing to cooperate closely with the Community End and support and share where there is a need. This is primarily to share help and share with our community rather than a way to generate income.

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**Report of the Trustees (Continued)**

**Financial Review**

The results of the charity show a profit of £ 5,161 for the year.

**Reserves Policy**

The charity holds reserves that provide for the ongoing work of the charity whilst retaining financial stability. Reserves are required to provide stock and to cover other working capital requirements. At the 31st January 2022 the reserves held were £42,204 (2021 £37,043) which the trustees consider adequate.

**Responsibilities of the Trustees**

Charity law requires the trustees to prepare financial statements for each financial period, which show a true and fair view of the state of affairs of the charity and its financial activities for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are prudent and reasonable;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in existence.

The trustees are responsible for keeping proper accounting records which 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. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Directors on

*29th June 2022*

And signed on its behalf by

(Director/Trustee)

*L. E. Birks*

*Trustee*

REV. LANCE BIRKS

**Green Pastures (Dereham)**  
**Annual Report and Financial Statements**  
**For the year ended 31<sup>st</sup> January 2022**

**Statement of Financial Activities (including Income and Expenditure Account)**  
**For the year ended 31<sup>st</sup> January 2022**

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
<b>Incoming Resources</b>				
Donations and Legacies	18,697	0	18,697	24,648
Incoming Resources from charitable activities	42,754	0	42,754	32,598
Investment Income	3	0	3	11
Other Incoming Resources	1,711	0	1,711	115
<b>Total Incoming Resources</b>	<b>63,165</b>	<b>0</b>	<b>63,165</b>	<b>57,372</b>
<b>Resources expended</b>				
Expenditure on Charitable activities	58,004	0	58,004	52,289
Other expenditure	0	0	0	0
<b>Total Resources expended</b>	<b>58,004</b>	<b>0</b>	<b>58,004</b>	<b>52,289</b>
 <b>Net Income for the period</b>	 5,161		 5,161	 5,083
 <b>Reconciliation of Funds</b>				
Total Funds brought forward	37,043		37,043	31,960
<b>Total funds carried forward</b>	<b>42,204</b>		<b>42,204</b>	<b>37,043</b>

All of the activities of the charity were continuing.

The notes on pages 7 and 8 form part of these financial statements.

**Green Pastures (Dereham)**  
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**Balance Sheet**  
**As at 31<sup>st</sup> January 2022**

	Notes	£	2022 £	£	2021 £
<b>Fixed assets</b>					
Tangible assets	9		0		325
<b>Total Fixed Assets</b>			0		325
<b>Current assets</b>					
Stock	10	11,317		12,004	
Debtors	11	13		41	
Cash at hand and in bank		32,471		24,896	
<b>Total current assets</b>		43,801		36,941	
<b>Current liabilities</b>					
Creditors: Amounts falling due within one year	12	1,597		223	
<b>Net current assets</b>			42,204		36,718
<b>Total assets less current liabilities</b>			42,204		37,043
<b>The funds of the charity</b>					
Unrestricted income funds			42,204		37,043
<b>Total unrestricted funds</b>			42,204		37,043

For the year ending 31/01/22 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act in respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Signed:

*L. E. Birks*  
 (REV LANCE BIRKS) (Director/Trustee) *Trustee*

Dated: *29 June 2022*

The notes on pages 7 to 8 form part of these financial statements.

**Green Pastures (Dereham)**  
**Annual Report and Financial Statements**  
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**Notes to the accounts**

**1. Accounting Policies**

**a) Basis of Preparation**

The accounts have been prepared under the historic cost convention and in accordance with the Accounting Regulation set out under the Charities Act 1993 and with the Charity Commission Statement of Recommended Practice: Accounting and Reporting by Charities 2015 (FRSSE)

b) Incoming resources are included when receivable.

c) Depreciation is provided at a rate of 25% straight line.

**2. Legal status of the charity**

The charity is a company limited by guarantee. The Directors of the company are its trustees. In the event of the charity being wound up, there is no liability in respect of the guarantee to the trustees of the charity.

**3. Incoming Resources**

The majority of Income is from Sales. Some Donations are also received from the Friends of Green Pastures who support the work. During this financial year, the shop was closed at times due to the Covid Pandemic. Furlough payments were received for these periods of closure. Also unrestricted grants from Government sources.

**4. Expenditure on Charitable activities**

	<b>Staff Costs £</b>	<b>Support Costs £</b>	<b>Other Direct Costs £</b>	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
Cost of sales				23,717	19,314
Salaries	19,681			19,681	18,321
Fees		294		294	265
Rent			8,253	8,253	7,860
Insurance			576	576	363
Repairs & Maintenance			1,115	1,115	307
Telephone/Broadband			436	436	407
Stationery, postages			232	232	216
Licences/Legal/Website			237	237	649
Hospitality/Conference/Travel			21	21	237
Miscellaneous			162	162	120
Marketing			376	376	8
Governance		210		210	210
C.Card /Bank Charges			923	923	535
Equipment			67	67	0
Merlio Support		1,379		1,379	3,152
Depreciation			325	325	325
	<u>19,681</u>	<u>1,883</u>	<u>12,723</u>	<u>58,004</u>	<u>52,289</u>

**5. Other expenditure**  
**None**

**6. Trustee Remuneration**

No Sums were paid to Trustees.



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**Notes to the accounts (Cont.)**

**7. Trustee Expenses**

No expenses have been paid to trustees for services provided.

**8. Employees**

Cost of Staff Salaries for the year was £19,681. 2 staff were employed (2 in 2021)  
 No employees received emolument exceeding £60k.

**9. Fixed Assets**

	Fixtures & fittings £	Total £
<b>Net Book value</b>		
At 1 February 2021	325	325
At 31 January 2022	0	0

**10. Stock**

Stock consists of purchased goods for resale. Stocks are valued at the lower of cost and net realisable value.

	2022 £	2021 £
Goods for resale	11,317	12,004

**11. Debtors and Prepayments**

	2022 £	2021 £
Trade Debtors	13	41
Prepayments	0	0
	13	41

**12. Creditors and Accruals**

	2022 £	2021 £
Trade Creditors	1,396	33
Accruals	200	190
	1,596	223

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**Independent Examiners report on the accounts**

Report to the trustees/directors of Green Pastures (Dereham)

Charity Number: 1104249

Company number: 5014262

On accounts for the year ended 31<sup>st</sup> January 2022 set out on pages 5 - 8

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31/01/2022.

**Responsibilities and basis of report**

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

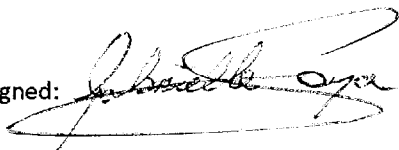
**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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 accounts to be reached.

Signed:



Date:

18 March 2022

Mrs. Gabrielle Joyce,  
6, Brackenwoods,  
Necton,  
PE37 8EU