

CHARIS COMMUNICATIONS
(A company limited by guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

CHARIS COMMUNICATIONS
(A company limited by guarantee)

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CHARIS COMMUNICATIONS
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2022**

Trustees

Rev Dr H J Osgood
Rev T Howard
J J Shrimpton
Rev W E Sunu
J R McGlashan
Rev O M Efueye

Company registered number

06217691

Charity registered number

1119219

Registered office

St Paul's House
Edison Road
Bromley
Kent
BR2 0EP

Accountant

Hedley Dunk Limited
Chartered Accountants
Trinity House
3 Bullace Lane
Dartford
Kent
DA1 1BB

CHARIS COMMUNICATIONS
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their annual report together with the financial statements of the Company for the 1 April 2021 to 31 March 2022. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

● **Policies and objectives**

The charitable objects of Charis Communications are to:

- advance Christian faith
- advance education and provide or assist in providing and improve access to training and associated facilities
- relieve financial hardship; and
- relieve sickness and promote good health

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

Achievements and performance

● **Review of activities**

Throughout the accounting period work was carried out in line with the charitable objects of Charis Communications. Christian Leadership training was undertaken primarily in the UK with access provided online for overseas students. Schemes for poverty relief and primary education development were supported in Uganda, although visits were not possible during the accounting period. The Christian faith was advanced through conferences, radio and television broadcasts the distribution of books, and through online teaching resources.

Consultancy advice was provided to numerous Christian organisations, with several major UK-based projects being very well supported. Individuals were supported in the writing of Masters-level academic theses on key themes for the advancement of the Christian faith.

Throughout the accounting period the trustees/directors monitored the effects of the Covid pandemic in the light of the loss of income from speaking engagements. The trustees/directors in the light of a possible loss of income from speaking engagements the trustees/directors instructed the staff to continue to review the income and expenditure weekly and to inform the trustees/directors if at any time expenditure should exceed income and/or significantly erode reserves.

The trustees/directors kept and maintained an efficient and effective system for monitoring and controlling the flow of funds within the organisation, having the accounts prepared by an Independent Examiner to ensure that the financial transparency and accountability are evident in the organisation. A portion of funds was used to run the day to day activity of the organisation and this is reflected in the records.

CHARIS COMMUNICATIONS
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Financial review

● **Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

● **Reserves policy**

The Charity retains some reserves to be able to continue its objectives in case of an unexpected drop in income. The Trustees aim to retain one to two months expenditure in reserves and believe this will provide enough time to respond to any income shortages. Reserves are reviewed continuously by the Trustees and assessed for the needs of the Charity.

Structure, governance and management

● **Constitution**

Charis Communications is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association, on 18 April 2007. The principal objective of the charity is the advancement of the Christian faith.

● **Methods of appointment or election of Trustees**

The management of the Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association.

● **Financial risk management**

The Trustees have assessed the major risks to which the Company is exposed, in particular those related to the operations and finances of the Company, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

Plans for future periods

The Trustees will continue to work hard to realise the vision of the charity.

Members' liability

The members of the Company guarantee to contribute an amount not exceeding £1 to the assets of the Company in the event of winding up.

CHARIS COMMUNICATIONS
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:



Rev Dr H J Osgood

Date: 14 December 2022

CHARIS COMMUNICATIONS
(A company limited by guarantee)

INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2022

Independent examiner's report to the Trustees of Charis Communications ('the Company')

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the Trustees of the Company (and its directors 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 under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Company's accounts 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 matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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:

Jack Fryer

Hedley Dunk Limited
Chartered Accountants
Trinity House
3 Bullace Lane
Dartford
Kent
DA1 1BB

Dated: 14 December 2022

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CHARIS COMMUNICATIONS
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2022**

	Note	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:				
Donations and legacies	3	122,184	122,184	98,045
Charitable activities	4	12,718	12,718	10,507
Investments	5	2	2	7
Total income		<u>134,904</u>	<u>134,904</u>	<u>108,559</u>
Expenditure on:				
Charitable activities	6	130,269	130,269	91,298
Total expenditure		<u>130,269</u>	<u>130,269</u>	<u>91,298</u>
Net movement in funds		<u>4,635</u>	<u>4,635</u>	<u>17,261</u>
Reconciliation of funds:				
Total funds brought forward		35,335	35,335	18,073
Net movement in funds		4,635	4,635	17,261
Total funds carried forward		<u>39,970</u>	<u>39,970</u>	<u>35,334</u>
Difference to be cleared in brought forward funds				<u>1</u>

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 8 to 17 form part of these financial statements.

CHARIS COMMUNICATIONS
(A company limited by guarantee)
REGISTERED NUMBER: 06217691

BALANCE SHEET
AS AT 31 MARCH 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	11	1,737	1,273
		<u>1,737</u>	<u>1,273</u>
Current assets			
Debtors	12	9,841	8,236
Cash at bank and in hand		29,330	26,569
		<u>39,171</u>	<u>34,805</u>
Creditors: amounts falling due within one year	13	(937)	(743)
Net current assets		<u>38,234</u>	<u>34,062</u>
Total assets less current liabilities		<u>39,971</u>	<u>35,335</u>
Total net assets		<u><u>39,971</u></u>	<u><u>35,335</u></u>
Charity funds			
Restricted funds	14	-	-
Unrestricted funds	14	39,971	35,335
Total funds		<u><u>39,971</u></u>	<u><u>35,335</u></u>

The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

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

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

Rev Dr H J Osgood



Date: 14 December 2022

The notes on pages 8 to 17 form part of these financial statements.

CHARIS COMMUNICATIONS
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

1. General information

Charis Communications is a private limited company limited by guarantee and registered in England under company number 06217691. The registered office is situated at St Paul's House, Edison Road, Bromley, Kent, BR2 0EP.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Charis Communications meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Income

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

2.3 Expenditure

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

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.4 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

2. Accounting policies (continued)

2.5 Tangible fixed assets and depreciation

Tangible fixed assets costing £NIL or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following basis:

Office equipment	- 25% reducing balance
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2.6 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.8 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.9 Financial instruments

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.10 Operating leases

Rentals paid under operating leases are charged to the Statement of financial activities on a straight line basis over the lease term.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

2. Accounting policies (continued)

2.11 Pensions

The Company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Company to the fund in respect of the year.

2.12 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Donations	117,184	117,184	98,045
Grants	5,000	5,000	-
	<u>122,184</u>	<u>122,184</u>	<u>98,045</u>
Total 2021	<u>98,045</u>	<u>98,045</u>	

4. Income from charitable activities

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Ministry activities	11,358	11,358	9,436
Production activities	1,360	1,360	1,071
	<u>12,718</u>	<u>12,718</u>	<u>10,507</u>
Total 2021	<u>10,507</u>	<u>10,507</u>	

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

5. Investment income

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Bank Interest	2	2	7
	<u>2</u>	<u>2</u>	<u>7</u>
Total 2021	<u>7</u>	<u>7</u>	

6. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2022 £	Total 2022 £	Total 2021 £
Ministry activities	129,336	129,336	88,801
Production activities	933	933	2,497
	<u>130,269</u>	<u>130,269</u>	<u>91,298</u>
Total 2021	<u>91,298</u>	<u>91,298</u>	

7. Analysis of expenditure by activities

	Activities undertaken directly 2022 £	Support costs 2022 £	Total funds 2022 £	Total funds 2021 £
Ministry activities	49,924	79,412	129,336	88,801
Production activities	933	-	933	2,497
	<u>50,857</u>	<u>79,412</u>	<u>130,269</u>	<u>91,298</u>
Total 2021	<u>53,906</u>	<u>37,392</u>	<u>91,298</u>	

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

7. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Ministry activities 2022 £	Production activities 2022 £	Total funds 2022 £	Total funds 2021 £
Staff costs	44,604	-	44,604	49,259
Production expenses	-	933	933	2,497
Exp type 2	2,930	-	2,930	-
Travel & accomodation	2,785	-	2,785	220
Advertising & conference costs	(395)	-	(395)	595
Secondment costs	-	-	-	1,335
	<u>49,924</u>	<u>933</u>	<u>50,857</u>	<u>53,906</u>
Total 2021	<u>51,409</u>	<u>2,497</u>	<u>53,906</u>	

Analysis of support costs

	Ministry activities 2022 £	Total funds 2022 £	Total funds 2021 £
Depreciation	576	576	237
Advertising & Publicity	34	34	-
Academics	800	800	-
Transaction charges	70	70	-
Grants Awarded	28,205	28,205	-
Rent & rates	36,725	36,725	24,561
Insurance	2,198	2,198	1,841
Stripe fees	584	584	-
Telephone	1,630	1,630	1,990
Printing, postage & stationary	1,602	1,602	623
Legal & professional	180	180	4,040
Other expenses	849	849	343
Computer costs	4,921	4,921	2,947
Governance costs	1,038	1,038	810
	<u>79,412</u>	<u>79,412</u>	<u>37,392</u>
Total 2021	<u>37,392</u>	<u>37,392</u>	

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

7. Analysis of expenditure by activities (continued)

Analysis of support costs (continued)

8. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £391 (2021 - £355), and fee for all other services of £455 (2021 - £455).

9. Staff costs

	2022 £	2021 £
Wages and salaries	44,092	48,681
Contribution to defined contribution pension schemes	512	578
	<u>44,604</u>	<u>49,259</u>

The average number of persons employed by the Company during the year was as follows:

	2022 No.	2021 No.
Staff	<u>5</u>	<u>5</u>

No employee received remuneration amounting to more than £60,000 in either year.

10. Trustees' remuneration and expenses

During the year, no Trustees has been paid remuneration for their role as a Trustee. One Trustee has been paid remuneration from an employment with the Company in his role as the Company's primary content producer, lecturer and consultant. (He donates 80% of his time to the Company as a volunteer.). The value of Trustees' remuneration and other benefits was as follows:

	2022 £	2021 £
Rev Dr H J Osgood Remuneration	5,154	6,525

During the year ended 31 March 2022, no Trustee expenses have been incurred (2021 - £NIL).

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

11. Tangible fixed assets

	Office equipment £
Cost or valuation	
At 1 April 2021	1,534
Additions	1,040
At 31 March 2022	<u>2,574</u>
Depreciation	
At 1 April 2021	261
Charge for the year	576
At 31 March 2022	<u>837</u>
Net book value	
At 31 March 2022	<u>1,737</u>
At 31 March 2021	<u><u>1,273</u></u>

12. Debtors

	2022 £	2021 £
Due within one year		
Trade debtors	1,213	400
Prepayments and accrued income	8,628	7,836
	<u>9,841</u>	<u>8,236</u>

13. Creditors: Amounts falling due within one year

	2022 £	2021 £
Pension fund loan payable	91	28
Accruals and deferred income	846	715
	<u>937</u>	<u>743</u>

CHARIS COMMUNICATIONS
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

14. Statement of funds

Statement of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Balance at 31 March 2022 £
Unrestricted funds				
General Funds - all funds	35,335	134,905	(130,269)	39,971

Statement of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
Unrestricted funds				
General Funds - all funds	18,073	108,560	(91,298)	35,335

15. Summary of funds

Summary of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Balance at 31 March 2022 £
General funds	35,335	134,905	(130,269)	39,971

Summary of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
General funds	18,073	108,560	(91,298)	35,335

CHARIS COMMUNICATIONS
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

16. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	1,737	1,737
Current assets	39,171	39,171
Creditors due within one year	(937)	(937)
Total	<u>39,971</u>	<u>39,971</u>

Analysis of net assets between funds - prior year

	Unrestricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	1,273	1,273
Current assets	34,805	34,805
Creditors due within one year	(743)	(743)
Total	<u>35,335</u>	<u>35,335</u>

17. Pension commitments

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £464 (2021 - £578).

18. Operating lease commitments

At 31 March 2022 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2022 £	2021 £
Not later than 1 year	26,912	26,912
Later than 1 year and not later than 5 years	20,184	47,095
	<u>47,096</u>	<u>74,007</u>

CHARIS COMMUNICATIONS
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

19. Related party transactions

Churches in Communities International is a connected company as Dr H Osgood and Rev T Howard are Trustees of both charities. From 2007 to 2010 Churches in Communities International was a project of Charis Communications until it secured its own Company and Charitable status.

Both charities operate out of the same premises which Charis Communications leases from a third party, Churches in Communities International made contributions for their share of the rent and service charge of £8,550 (2021 - £10,080)

During the year Charis Communications received income of £10,680 (2021 - £8,160) for IT communications support and for administration services from Churches in Communities International.

