

Trustees Annual Report to be included in Annual Return for 2019/20

Objectives and activities

	SORP ref.	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The aim of the Charity is to translate, publish and disseminate the Christian Bible in the British Sign Language (BSL), recognised by government in 2003 as a national minority language of the United Kingdom.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 & 1.19	<ul style="list-style-type: none"> ▪ Continuation of translation of the Gospel of Mark and preparations for future work upon completion; managing processes of consultation, reviewing and revising the translation, and final filming. ▪ Development of explanatory and visual resources to accompany the translation. ▪ Design of a new website in consultation with web designer, and researching into skills and technologies needed for web-delivery of our translation ▪ Maintenance of awareness of the Project and some fund-raising; continued dissemination of the completed early chapters by DVD and on the old website, while the new website is made ready for the publication of these and of the new chapters and resources. ▪ Consultation with the Deaf Bible Society. ▪ Formation of focus groups to ensure translation is accessible to BSL users. ▪ Recruitment of more Biblical scholars and translators with a view to increasing workload. ▪ Introducing new people to our work with a view to them becoming Trustees.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The objectives are targeted, and activities carried out, for the public benefit as described in the guidance. The longer term aim benefits the UK Deaf community with incremental access to books of the Bible in BSL. In the shorter term the Project is building capacity among BSL users in linguistic, exegetical, translational and presentational skills to make this aim achievable and sustainable. The UK Deaf community is also offered opportunities to learn new skills by getting involved in charity work in different roles such as Trustee.
Additional information (optional)		
Policy on social investment	Para 1.38	The Project is building capacity among BSL users in linguistic, exegetical, translational and presentational skills to make the aim of translating and publishing the Bible in BSL achievable and sustainable. New focus group leaders have been recruited and their skills further developed. Hearing BSL users have the opportunity to improve their signing and translation skills.
Contribution made by volunteers	Para 1.38	Some people give all their work voluntarily; e.g. Trustees, the web designer and some biblical scholars work voluntarily. Some translators and co-ordinators who

		claim for some of the hours they work also do additional hours on a voluntary basis. In these ways, in the year in question, 30 people worked for the Project as volunteers.
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Achievements and performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<ul style="list-style-type: none"> • Building capacity among BSL users in linguistic, exegetical, translational and presentational skills. • Continued dissemination of the completed early chapters by DVD and on the old website (while the new website is made ready for the publication of these and of the new chapters and resources). • Covid 19 pandemic - during this time we moved some operations on-line such as review groups, focus groups and trustee meetings. • Completed new risk assessments for filming and designed template for future use.
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The net incoming resources of the Charity were £46766.91 (2020: £19,696). Total expenditure was £12043.53.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Our policy is to hold sufficient reserves, as a minimum, to cover any forecast operational deficit for the next four months, which at our current rate of translation work means a minimum of £4,000.
Amount of reserves held	Para 1.22	The financial statement shows the Charity has free reserves of £33.188. This is considerably higher than in previous years due to the current pandemic making it impossible to meet to carry out a lot of the work needed for the project such as filming.
Reasons for holding zero reserves	Para 1.22	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a
Details of fund materially in deficit	Para 1.24	n/a

Additional information (optional)

The charity's principal sources of funds (including any fundraising)	Para 1.47	Our funding has been through personal donations and small grants.
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Investment policy and objectives including any social investment policy adopted	Para 1.46	Our financial resources do not currently warrant investment. Our social investment is integral to that aspect of public benefit which relates to building capacity among BSL users in linguistic, exegetical, translational and presentational skills: this is a necessary element in our key aim of translating the Bible into BSL.
A description of the principal risks facing the charity	Para 1.46	1. The recruitment of suitable trustees. The current board is capable of managing this phase of the project but as we draw to the finish of the pilot stage (the completion of the first of the biblical books to be translated), we need to recruit trustees with particular management skills for moving the project forward in its next phase 2. The slow rate of translation work. We need to sustain our reputation for scholarly work but also address our speed of progress once the pilot stage is completed. 3. Loss of volunteers, especially Trustees, due to burn-out caused by too much work needing doing and not having sufficient funding to pay appropriate people to carry out the tasks and provide management and supervision. We evaluate other risks (compliance with legislation and good governance, cash flow, access to documents) as low level of threat, apply mitigating processes and keep them under review.

Structure, governance and management

Description of charity's trusts:

Type of governing document: e.g., trust deed, memorandum and articles of association etc.	Para 1.25	Memorandum and Articles of Association dated 3rd June 2007.
How is the charity constituted? e.g., limited company, unincorporated association, CIO	Para 1.25	The company was incorporated and began trading on 13th June 2007.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	We advertise for potential new Trustees and also seek those with suitable skills and experience to enhance those of the existing Board through our existing network of contacts, and those of our advisers. This includes an active search for Deaf trustees as part of maintenance of a good reputation. No other person or body appoints trustees. Trustees subscribe to the doctrinal beliefs underpinning the Charity as laid out in the governing document's Statement of Belief. At each annual general meeting one-third of the Trustees who are subject to retirement by rotation or, if their number is not three or a multiple of three, the number nearest to one third shall retire from office; but if there is only one Trustee who is subject to retirement by rotation they shall retire.
Additional information (optional)		

The charity's organisational structure and any wider network with which the charity works	Para 1.51	Strategic and policy decisions are made collectively by the trustees, often in consultation with advisers. We have agreed, and keep under review, policies on: complaints procedure, conflicts of interest, equal opportunities, risk register, financial procedures and volunteer management. Operational decisions are taken by co-ordinators of teams and reported to meetings of trustees. Trustees meetings are used to update or induct fellow trustees on points of good governance, with advice from the Company Secretary.
Relationship with any related parties	Para 1.51	Trinity College Bristol offers room and hospitality for translation team meetings. St Joseph's Deaf Club, Manchester, from whom we hire rooms for translation team meetings, additionally offers storage for our studio equipment.

The Annual Report was approved at the Annual General Meeting (online) on Tuesday 2nd February.

Janice A. Silo

Janice Silo (Trustee).

Gillian E. Behenna

Gill Behenna (Trustee)

Annual Accounts 01.08.2019 – 31.07.2020

BSL Bible Translaton Project Annual Accounts for the period 1 Aug 2019 to 31 July 2020

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds This Year	Prior Year Funds
INCOME & EXPENDITURE					
<u>Income</u>					
Donations & legacies	46,742.16			46,742.16	19,691
Charitable activities	-			-	-
Other trading activities	4.75			4.75	-
Investments	-			-	-
Other	20.00			20.00	5
Total income	46,766.91			46,766.91	19,696
<u>Expenditure</u>					
Raising funds	-			-	-
Charitable activities	11,990.03			11,990.03	25,630
Other	53.50			53.50	364
Total expenditure	12,043.53			12,043.53	25,994
Net income before tax	34,723.38			34,723.38	- 6,298
Tax payable	-			-	-
Net income after tax	34,723.38			34,723.38	- 6,298
Investment gains/(losses)	-			-	-
Net income/(expenditure)	34,723.38			34,723.38	- 6,298
Extraordinary items	-			-	-
Transfers between funds	-			-	-
Other gains	-			-	-
Net movement in funds	34,723.38			34,723.38	- 6,298
Funds b/f	4,925.00			4,925.00	11,223
Funds c/f	39,648.38			39,648.38	4,925
BALANCE SHEET					
<u>Fixed Assets</u>					
Intangible assets	-			-	-
Tangible assets	-			-	-
Heritage assets	-			-	-
Investments	-			-	-
Total fixed assets	-			-	-
<u>Current Assets</u>					
Stocks	-			-	-
Debtors	6,460.50			6,460.50	2,534
Investments	-			-	-
Cash at bank/in hand	33,187.88			33,187.88	2,360
Total current assets	39,648.38			39,648.38	4,894
Creditors < 1 year	-			-	-
Net current assets	39,648.38			39,648.38	4,894
Total assets less current liabilities	39,648.38			39,648.38	4,894
Creditors > 1 year	-			-	-
Provisions	-			-	-
Total net assets	39,648.38			39,648.38	4,894
<u>Funds of the Charity</u>					
Endowment funds			0	-	-
Restricted funds		0		-	-
Unrestricted funds	39,648.38			39,648.38	4,894
Revaluation reserve	-			-	-
Fair value reserve	-			-	-
Total funds	39,648.38			39,648.38	4,894

I have reviewed the accounts (accounting spreadsheet, supporting vouchers, bank statements, cheque and paying-in books, gift aid claims and taxpayers' statements) and am content that the income & expenditure account and balance sheet for the financial year 1/8/2019 – 31/7/2020 presents the financial position fairly. Michael Parsons (Independent Examiner)

Approved by the Trustees at the Annual General Meeting (online) on 2/02/21

Janice Silo (Trustee)

Janice A. Silo

Gill Behenna (Trustee)

Gillian E. Behenna