

# Trustees Annual Report

## to be included in Annual Return for 2022/23

### 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 (no. 1119990) is to translate, publish and disseminate the Christian Bible in 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"> <li>▪ Continuation of translation of the Book of Genesis and the Gospel of Mark; managing processes of consultation, reviewing and revising the translation, and final filming.</li> <li>▪ Development of explanatory and visual resources to accompany the translation.</li> <li>▪ Piloting team work in residencies to accelerate our work.</li> <li>▪ Publishing finalised translations and related resources on a website; this also carries films in BSL about all aspects of the Project.</li> <li>▪ Maintenance of awareness of the Project and some fund-raising.</li> <li>▪ Consultation with SIL International and a services agreement for the involvement of a biblical scholar</li> <li>▪ Facilitation and development of focus groups to ensure translation is accessible to BSL users.</li> <li>▪ Recruitment of more Biblical scholars and translators with a view to increasing workload.</li> <li>▪ Recruitment of some administrative support.</li> </ul>
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, 20 people worked for the Project as volunteers.

## 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"> <li>• Our work continues to build capacity among BSL users in linguistic, exegetical, translational and presentational skills.</li> <li>• We piloted residencies for the new team working on Genesis. This has accelerated the early stages of drafting and we are continuing the strategy and monitoring its cost and impact on speed of production. They have also provided opportunities for development of skills and knowledge.</li> <li>• We continue to make use of two IT tools to facilitate our work, Paratext and Sign language Translation Tool. Access to these has been one of the benefits of our conversational partnership with SIL International, which also gives us access to others working in Bible translation into sign language.</li> <li>• As we near completion of the Gospel of Mark, we have begun initial consultations over the next NT book to choose. These will be pursued in the Autumn of 2023.</li> </ul>
---	-----------	---

## 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 £30,239.94 (2022: £18,571.15). Total expenditure was £67,741.86 (2022: £17,638.03).
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 six months, which at our projected rate of translation work means a minimum of £9,000.
Amount of reserves held	Para 1.22	The financial statement shows the Charity has reserves of £49,693.81. Our work rate has increased during the year, and we are making plans for further acceleration.
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.
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.

		<ol style="list-style-type: none"> <li>2. The slow rate of translation work. We need to sustain our reputation for scholarly work but also address our speed of progress now that the pilot stage is almost completed.</li> <li>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.</li> <li>4. 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.</li> </ol>
--	--	--

## 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 (no. 06278694) 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 skills and experience to enhance those of the existing Board through our network of contacts. This includes an active search for Deaf trustees as part of maintenance of a good reputation. Trustees subscribe to the doctrinal beliefs underpinning the Charity as laid out in the governing document's Statement of Belief. At each AGM one-third of the Trustees, subject to retirement by rotation, retire; if their number is not divisible by three, trustees of the number nearest to one third retire from office.
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, financial procedures, privacy, risk register, 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	<ul style="list-style-type: none"> <li>• St Joseph's Deaf Club, Manchester, from whom we hire rooms for filming, also offers storage for our studio equipment.</li> <li>• The biblical scholar for the Genesis team works for SIL International and we have a service agreement with them for this.</li> </ul>

		<ul style="list-style-type: none"> <li>The Saltley Trust funds some of our work in the West Midlands and we report to them annually on how we have used their grant.</li> </ul>
--	--	---

*Gillian E. Behenna* Gillian Behenna (Trustee) 5th March 2024

*Janice A. Silo* Janice Silo (Trustee) 5th March 2024

**BSL Bible Translaton Project**  
**Annual Accounts for the period**  
**1 Aug 2022 to 31 July 2023**

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds This Year	Prior Year Funds
<b>INCOME &amp; EXPENDITURE</b>					
<u>Income</u>					
Donations & legacies	29,894.94			29,894.94	36,143
Charitable activities	-			-	-
Other trading activities	-			-	4
Investments	-			-	-
Other	345.00			345.00	62
<b>Total income</b>	<b>30,239.94</b>			<b>30,239.94</b>	<b>36,209</b>
<u>Expenditure</u>					
Raising funds	-			-	-
Charitable activities	67,741.86			67,741.86	17,638
Other	-			-	-
<b>Total expenditure</b>	<b>67,741.86</b>			<b>67,741.86</b>	<b>17,638</b>
<b>Net income before tax</b>	<b>- 37,501.92</b>			<b>- 37,501.92</b>	<b>18,571</b>
Tax payable	-			-	-
<b>Net income after tax</b>	<b>- 37,501.92</b>			<b>- 37,501.92</b>	<b>18,571</b>
Investment gains/(losses)	-			-	-
<b>Net income/(expenditure)</b>	<b>- 37,501.92</b>			<b>- 37,501.92</b>	<b>18,571</b>
Extraordinary items	-			-	-
Transfers between funds	-			-	-
Other gains	-			-	-
<b>Net movement in funds</b>	<b>- 37,501.92</b>			<b>- 37,501.92</b>	<b>18,571</b>
Funds b/f	87,195.73			87,195.73	68,625
<b>Funds c/f</b>	<b>49,693.81</b>			<b>49,693.81</b>	<b>87,196</b>
<b>BALANCE SHEET</b>					
<u>Fixed Assets</u>					
Intangible assets	-			-	-
Tangible assets	-			-	-
Heritage assets	-			-	-
Investments	-			-	-
<b>Total fixed assets</b>	<b>-</b>			<b>-</b>	<b>-</b>
<u>Current Assets</u>					
Stocks	-			-	-
Debtors	3,759.11			3,759.11	5,800
Investments	-			-	-
Cash at bank/in hand	52,363.35			52,363.35	85,975
<b>Total current assets</b>	<b>56,122.46</b>			<b>56,122.46</b>	<b>91,775</b>
Creditors < 1 year	6,428.65			6,428.65	4,579
<b>Net current assets</b>	<b>49,693.81</b>			<b>49,693.81</b>	<b>87,196</b>
<b>Total assets less current liabilities</b>	<b>49,693.81</b>			<b>49,693.81</b>	<b>87,196</b>
Creditors > 1 year	-			-	-
Provisions	-			-	-
<b>Total net assets</b>	<b>49,693.81</b>			<b>49,693.81</b>	<b>87,196</b>
<u>Funds of the Charity</u>					
Endowment funds			0	-	-
Restricted funds		0		-	-
Unrestricted funds	49,693.81			49,693.81	87,196
Revaluation reserve	-			-	-
Fair value reserve	-			-	-
<b>Total funds</b>	<b>49,693.81</b>			<b>49,693.81</b>	<b>87,196</b>

*Gillian E. Behenna* Gillian Behenna (Trustee) 5th March 2024

*Janice A. Silo* Janice Silo (Trustee) 5th March 2024



Section A

Independent Examiner's Report

Report to the  
trustees/directors/  
members of

Charity Name

BSL BIBLE TRANSLATION PROJECT

On accounts for the year  
ended

31 JULY 2023

Charity no.:

1119990

Company no.:

6278694

Set out on pages

1 AND 2

(remember to include the page numbers of additional sheets)

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31/07/2023.

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

~~[The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~\*) 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).





**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the  
trustees/directors/  
members of

Charity Name

BSL BIBLE TRANSLATION PROJECT

On accounts for the year  
ended

31 JULY 2023

Charity no.:

1119990

Company no.:

6278694

Set out on pages

1 AND 2

(remember to include the page numbers of additional sheets)

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31/07/2023.

**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**

~~[The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~\*) 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.

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

Signed:

*M Parsons*

Date:

*27/12/2023*

Name:

*MICHAEL PARSONS*

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

*CHARTERED INSTITUTE OF PUBLIC FINANCE  
AND ACCOUNTANCY (CIPFA)*

Address:

*30 GILBERT ROAD*

*CAMBRIDGE*

*CB4 3PE*

## Section B

## Disclosure

Only complete if the examiner needs to highlight material 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.

*N/A*