

**Registered Charity Number 1127207**

**SHPEHERDFOLD MINISTRY**

**REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**SHEPHERDFOLD MINISTRY**  
**TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2022**

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**SHEPHERDFOLD MINISTRY  
TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022**

The Trustees of Shepherdfold Ministry present the charity's Annual Report and Financial Statements for the year ended 31 December 2022

**1. Reference and Administrative Details**

**Charity Name:** Shepherdfold Ministry

**Charity Registration Number:** 1127207

**Registered and Operational Office:**

27 Retreat House  
Retreat Place  
London  
E9 6RY

**Bankers:**

**NATWEST Bank**

20 Amhurst Road  
London  
E8 1QZ

**Reporting Accountants:**

Jacob Manu & Co  
1 Mark Street  
Stratford  
London  
E15 4GY

**Trustees: Who served during the year to date of this report:**

Joycelyn Dankwa (Senior Pastor & Chairperson)  
Yaw Kumi  
Estelle Trah  
Moses Otunbade  
Bentley Dankwa  
Omosade Ali – Balogun

**SHEPHERDFOLD MINISTRY  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Legal Status and Governing Document**

Shepherdfold Ministry is a faith-based community grassroots charity. It is governed by its constitution adopted on 1 April 2004. The organisation was registered as a charity on 16 December 2008.

The charity supports the spiritual, education, social, health and welfare needs of disadvantaged and vulnerable families, women, single parents, young mothers, children and at-risk young people. Majority (90%) of service users come from Black, Asian and Minority Ethnic backgrounds in Hackney and surrounding areas of East London. We help them to access services and involve in community activities to live healthy and independent lives.

**Appointment and Induction of Trustees**

Trustees of the charity who held office during the financial year and as at the date of this report are set out on page 3. Trustees are elected/appointed in accordance with the rules set out as per the charity's governing document.

Newly elected trustees are provided with comprehensive induction pack containing the constitution of Shepherdfold Ministry and the roles and responsibilities of charity trustees. They are always oriented, briefed and mentored by established trustees on their legal obligations under charity law, the content of the constitution, the decision-making process, the objectives, strategies and recent financial performance of the charity.

**Organisational Structure:**

Shepherdfold Ministry is governed by a 6-member Board of Trustees which is responsible for setting the overall strategy, direction and policies of the charity. The Board carries out the ultimate responsibility for the conduct of the charity.

They ensure that the charity satisfies its legal and contractual obligations at all times. They meet 4 times in the year to deliberate on issues that are important for the smooth running of the charity, including risk assessment, safeguarding and management accounts.

The Board of Trustees give their time on voluntary basis. They are never paid for their stewardship but are reimbursed for errands on behalf of the charity. They also appoint people to the following committees to support them in the management of the charity's operations. These include Finance, Building, Welfare, Men and Women and Outreach. These committees provide much needed advice to the trustees who retain the overall power to establish and implement policies and procedures that will enable the charity to achieve its goals.

**SHEPHERDFOLD MINISTRY  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**Risk Management**

The trustees recognise that any major risk to which the charity is exposed need to be reviewed and systems put in place to mitigate those risks. To this end, the trustees have examined the principal areas of the charity's operations in the period under review and have considered the major risks that could arise in these areas. They also ensured that adequate action plans are in place to mitigate these and other key risks.

In the opinion of the trustees, the charity has appropriate procedures in place, which provide reasonable assurance that the risks identified by them are mitigated to an acceptable level. Major risks identified for this purpose, are those that may have significant effect on:

- Quality and suitability of programmes;
- Achievement of programme aims and objectives;
- Availability of competent volunteers to manage the programmes;
- Availability of funding for the programmes.

**OBJECTIVES, AIMS AND PRINCIPAL ACTIVITIES**

The main aims and objectives of the charity, as set out in its Constitution are:

- The relief of poverty and financial hardship, the advancement of education, advancement of religion and relief of sickness in the United Kingdom and Ghana in accordance with the laws of England and Wales as the trustees may from time to time decide.

To this end the charity supported by its volunteers carried out the following principal activities during the year under review.

- Advanced and promoted the Christian Faith by propagating the Gospel of Jesus Christ and the word of God, that people may be evangelised and believers may be conformed to the teachings of the Lord Jesus Christ
- Run a youth club providing after school programmes, grassroots sports and other activities to improve confidence and wellbeing of young people ages 8 to 17 years.
- Engaged in charitable community activities, not only for members of the charity, but also the Hackney community at large. The charity supported anybody in need of help regardless of race, background, color or religious affiliation.
- Regularly assembled members of the charity and people in Hackney and surrounding areas for fellowship to strengthen family units.
- Continued with its flagship project, the National Parents and Youth Forum which focused on preventing harm, violence, gun and knife crime. This provision was for the young people, their family, friends and the wider community in Hackney.
- Worked in partnership with the Hackney Council and other agencies to make sure a wide range of services are available to match the needs of our client population.

**SHEPHERDFOLD MINISTRY  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**ACHIEVEMENTS, PERFORMANCE AND PLANS FOR THE FUTURE**

**Delivering Public Benefit**

The charity has been very active in the Hackney and East London Community during the cost-of-living crisis which followed closely after Covid-19. We provided a variety of services, workshops and community activities in pursuance of our charitable aims. The trustees considered the following specific activities summarised below which benefited members of the local community in Hackney.

**Financial and Budget Management**

As the cost-of-living crisis deepened, the charity organised workshops to empower the community, especially women, single and new mothers on personal financial and budgeting. The sessions showed service users how to effectively manage their finances, budget, prioritise and set smart goals to achieve their objectives. Qualified professionals within the charity sector were invited to lead sessions and help service users to set realistic goals.

**Foodbank**

The Foodbank became the most important area of support we provided to the Hackney community in 2022. The cost-of-living crisis has brought untold hardship to service users. It affected the health, social life and wellbeing of many vulnerable families and individuals in Hackney and other areas in East London. Many families had to make the difficult choice of feeding their children or heating their homes. Our charity helped about 40 to 50 families every week with fresh and cooked food, vegetables, clothing and essential commodities.

Our volunteers are always at hand to support families with food parcels, especially vulnerable families in need, including homeless families and people experiencing other complex social problems like mental health. Approximately 520 vulnerable families and people in need were supported with rations of food and basic necessities in the year.

**Teaching/Lectures**

We delivered approximately 8 hours of preaching and teaching every week to enhance the spiritual development and good morals of people in the communities the charity serves.

**Counselling/Prayer Initiative**

In the period under review, we continued to hold counselling and prayer sessions through the charity's Welfare and Intercessory Project. We organised community sessions where people prayed for individuals, families and the poor. We organised monthly fasting and prayer programmes which gave opportunities for people in the community to come together to socialise, sing, prayed for, and supported one another. Those under intense financial pressures were counselled, advised and signposted to specialist support services. The charity organised four retreats in the year to sharpen the social and spiritual development of 100 service users.

**SHEPHERDFOLD MINISTRY  
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FOR THE YEAR ENDED 31 DECEMBER 2023**

**Family Support/Mariage Seminars**

One of our flagship programmes is the quarterly seminars to promote strong family values, strengthen marriages and provide support to those who face family challenges. A family meal was provided at the end of every session. We received good feedback on how this project has helped families. We provided advice and counselling to families in need at the sessions.

Over 175 families attended the four sessions with a minimum of 40 families a session which was encouraging. We also kept faith with many families using the telephone. Volunteers regularly called service users to find out how they feel and if they need anything. This brought many service users we supported very close. We also offered online counselling for families experiencing marriage and personal challenges.

**Children and Young People Project.**

The charity provided weekly after school programmes at the Hackney Methodist Church building and park. Sessions were supervised by qualified teachers and volunteers who also served as mentors for many of the young people. The charity supported 218 young boys and girls ages 7 to 17 years in the year to improve their educational attainments.

The youth programme has been a lifeline for many families whose young people come from poor backgrounds and have access to less opportunities like play, socialisation, computers, phone or data. We had to supplement their learning with social activities, homework support and interactive games to enable them attain their potential. This youth project gave skills and exhumed talents in children and young people to achieve.

**National Parents & Youth Forum**

In the period under review, the charity revived its National Parents and Youth Forum to fight the growing epidemic of youth crime in East London. Every month, the charity brings parents, community leaders, various voluntary organisations and stakeholders together to discuss violence, crime and gang culture in the community. Families from all backgrounds participated in these community sessions as well as online programs. Sessions were organised in fun, interactive and participatory manner enabling people to make friends, increase social networks and develop a sense of belonging in the community.

**Leadership Seminars**

In our quest to motivate youth and adults to raise their voices that are not usually heard, the charity organised 4 leadership seminars in the year. This developed and enhanced leadership skills in 20 individuals. We also trained 10 young people in community activism to take lead in developing community activism. This annual programme is also aimed at developing and enhancing the spiritual alertness of service users. These forums helped to develop young people's talents, confidence and improved academic achievements. It also helped many young people to integrate better in the wider community.

**SHEPHERDFOLD MINISTRY  
ANNUAL REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**Volunteers**

Volunteers are central to the ethos and operations of the charity. A pool of 8 permanent volunteers and 12 community people, mostly parents, helped to support our work in the year. They donated their time, expertise and equipment to implement programmes, raise funds and provided other services. Volunteers undertook outreach to residential areas to talk to people about our programs.

The charity is very grateful and thank all volunteers and community people who helped in the year from their generosity. The financial value of this generosity has neither been calculated nor included in the financial statements because it is difficult to quantify in monetary terms.

**Financial Review**

The charity secured 8 grants totalling £52,620.00 in the year. These were awarded by The Hackney Small Grants, Hackney Infrastructure Grant, Hackney Giving – Living with Covid, Awards for All, Voice for Change England, Hackney Giving – Cost of Living and Hackney Council for Warm Spaces.

In the year ahead, trustees are confident that adequate assets are available to fulfil the obligations of the charity. The book values of the charity's assets held at the year-end are stated in the financial statements. Total income of the charity in 2022 amounted to £169,325 This is from donations and gift aid in addition to the grants mentioned in the first paragraph.

Total resources expended in the year totalled £146,774. This included a direct charitable expenditure of £ 133,124 and governance costs of £ 13,650. The governance costs comprised trustee meetings, annual general meetings and transportation for trustees in honouring errands for the charity. Trustees approve all costs

**Reserve Policy**

Trustees of Shepherdfold Ministry agreed to maintain unrestricted funds which are free reserves of the charity at a level of at least 12 months of committed expenditure. Excluding direct charitable costs and other costs. Excess of unrestricted funds, to the extent represented by liquid assets, will be used to meet recurrent operational costs, except where trustees consider that the funds should be retained for possible future projects.

**Investment Policy**

The Trustees have the power to invest in such assets as they see fit. The charity 'investment policy is appropriate to the nature of the funds for which the investment is held. The primary investment aim is to provide a high degree of security and liquidity and to maximise returns whilst adopting a conservative approach.



**SHEPHERDFOLD MINISTRY  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**Plans for the Future**


At the end of the 2022 project year, trustees, volunteers and stakeholders met to review community needs. Issues identified as being important to improving quality of life for service users include, enhancing and expanding the foodbank and warm space to reach more people in the community, reducing isolation and loneliness, giving skills to women, single mothers and teenage parents, tackling youth violence and abuse among families.

Although prices of goods and services are falling, the cost-of-living is yet to lower. We have planned to extend our outreach work, provide more support to young people, poor and vulnerable in the community. We plan to build community programmes that benefit more people in Hackney and surrounding areas. This will include increasing activity levels among young and older people, counselling services, youth work, parents and young people's forum, violence mitigation and outreach in the community.

The charity's number one priority is owning a permanent place of worship through an outright purchase via a mortgage. We use rented premises for our church service and community programs at 99 Chatsworth Road, Hackney. A building committee is empowered to scout for a place of worship of our own. The charity is planning to raise funds annually for the building fund, which will be restricted for the purpose of the building.

The Trustees approved this report.

Signed

A handwritten signature in black ink, appearing to be 'J. G.' followed by a long horizontal stroke.

Date: 20/09/2023

**Registered Charity Number 1127207**

**SHEPHERDFOLD MINISTRY  
INDEPENDENT EXAMINERS' REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2022**

I report to the trustees of Shepherdfold Ministry on my examination of the accounts for the year ended 31 December 2023

**Responsibilities and basis of opinion**

As the charity trustees of Shepherdfold Ministry, you are responsible for the preparation of the accounts in accordance with applicable law and United Kingdom Accounting Standards. These are set out in the Statement of Trustees' Responsibilities in the Report of the Trustees.

My examination was carried out in accordance with the General Directions provided by the Charity Commission. The examination includes a review of the books and documents and other accounting records kept by the charity and comparing these with the accounts presented.

**Independent examiners' statement**

In connection with my examination, I report that no matter has come to my attention, which gives cause to believe that the following have not been met:

1. Keeping proper accounting records by Section 386 and 387 of the Companies Act 2006.
2. Preparing accounts which accord with the underlying accounting records and which are in compliance with the Companies Act 2006, the United Kingdom Generally Accepted Accounting Practice (UK GAAP), the Statements of Recommended Practice (SORP) - Accounting and Reporting by Charities and the Charities Act 1993.
3. Consistency of the information contained in the Trustees Report with the financial statements.



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Date: ...20... Day of...September.....2023

Jacob Manu & Co  
Chartered Certified Accountants  
1 Mark Street, Stratford, London, E15 4GY

**SHEPHERDFOLD MINISTRY  
STATEMENT OF FINANCIAL ACTIVITIES (SOFA)  
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 DECEMBER 2022**

	Restricted Funds	Unrestricted	2022 Total	2021
	£	£	£	£
<b>INCOMING RESOURCES</b>				
<i>Voluntary income</i>				
Donations		92,968	92,968	66,212
Grant	52,620		52,620	22,500
Gift Aid		23,737	23,737	10,791
<i>Activities for Generating Funds</i>				
Special fund raising	-	-	-	
<i>Other incoming resources</i>				
Interest receivable	-	-	-	
<b>Total incoming resources</b>	<b>52,620</b>	<b>116,705</b>	<b>169,325</b>	<b>99,503</b>
<b>RESOURCES EXPENDED</b>				
<i>Charitable activities:</i>				
(Costs of activities in furtherance of the objects of the charity)				
Direct costs	32,660	100,104	132,764	69,060
Governance costs	4,300	9,350	13,650	10,230
Depreciation		360	360	360
<b>Total resources expended</b>	<b>36,960</b>	<b>109,814</b>	<b>146,774</b>	<b>79,650</b>
<b>Net movement in funds for the period</b>	<b>15,660</b>	<b>6,891</b>	<b>22,551</b>	<b>19,853</b>
Balance brought forward	8,497	85,455	93,952	74,099
	<u>24,157</u>	<u>92,336</u>	<u>116,493</u>	<u>93,952</u>
<b>Total Funds as at 31 December 2022</b>		<b>116,493</b>	<b>93,952</b>	

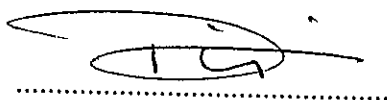
All of the above results are derived from continuing activities. All gains and losses Recognised in the period are included in the above.

The notes on pages 13 to 16 form part of these financial statements

**SHEPHERDFOLD MINISTRY  
BALANCE SHEET  
FOR THE YEAR ENDED 31 DECEMBER 2022**

	Notes	2022 £	2021
<b>FIXED ASSETS</b>			
Tangible assets		8,037	9,957
<b>Current assets</b>			
Cash at bank and in hand		110,756	88,995
<b>Creditors:</b> amounts falling due Within one year		<u>2,300</u>	<u>0</u>
<b>Net current assets</b>		<b>108,456</b>	<b>93,952</b>
<b>Creditors:</b> amounts falling due after more than one year			
<b>Net assets</b>		<b><u>116,493</u></b>	<b><u>93,952</u></b>
<b>Funds</b>			
Unrestricted funds		92,336	85,455
Restricted funds		<u>24,157</u>	<u>8,497</u>
<b>Total funds</b>		<b><u>116,493</u></b>	<b><u>93,952</u></b>

The trustees acknowledge their responsibilities for complying with the requirements of the Charity Commission regulation concerning accounting records and the preparation of accounts.



Joycelyn Dankwah  
Trustee

Date: 20/9 2023.....

**SHEPHERDFOLD MINISTRY  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**1. Principal accounting policies**

The following accounting policies have been applied in dealing with items which are considered material about the charity's financial statements.

**Basis of preparation**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (revised 2005), and applicable Accounting Standards.

**Funds**

General funds are unrestricted funds available for use at the Trustees' discretion in furtherance of the general objectives of the charity and which have not been designated for other purposes. There are no restricted funds.

**Tangible fixed assets**

Tangible fixed assets and any incidental acquisition expenses are stated at their purchase price. Depreciation is provided on all tangible fixed assets when they are brought into use more than six months, at rates calculated to write off the cost on a straight-line basis over their expected useful economic lives as follows:

Music Equipment, 6 % Straight Line

**Incoming resources**

Voluntary income, comprising donations in the form of regular offerings and tithes, provides core funding. This is recognised where there is entitlement certainty of receipt, and the amount can be measured with sufficient reliability. Volunteers do not incorporate The value of services in these financial statements. Further details of the contributions made by volunteers can be found in the Trustees' Report.

**Resources expended**

Expenditure is recognised on an accrual basis as liability is incurred. Charitable income and expenditure is allocated to the respective activities, and any shortfall is funded from unrestricted funds.

**Resources expended**

Direct costs comprise those costs incurred by the charity in the delivery of its activities. It includes both expenses that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and legal requirements of the charity.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

**SHEPHERDFOLD MINISTRY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2022**

**2. Emoluments to the Trustees**

No payments were made to the Trustees. The Trustees, however, are reimbursed for expenses they incur during their duties.

**3. Employee information**

The average number of employees during the period under review is nil.

**4. Voluntary income**

	Restricted	Unrestricted Fund		
		2022	Total	2021
	£	£	£	£
Donations		92,968	92,968	66,212
Gift Aid		23,737	23,737	10,791
Awards for All	9,900		9,900	10,000
Sanctuary Housing	0		0	1,500
Neighbourhood Grant	0		0	1,000
South Hackney Parochial Charity	0		0	5,000
Hackney Giving- Living with Covid	3,000		3,000	5,000
Hackney Giving -Cost of Living	4,500		4,500	
Hackney Small grant	5,000		5,000	
Hackney Infrastructure grant	15,000		15,000	
Voice4EnglandHealth	10,000		10,000	
Voice4Change	2,070		2,070	
Hackney Council	3,150		3,150	
CSFC Trust	0		0	0
Total	52,620	116,705	169,325	99,503

**5. Governance costs**

The governance costs of the charity consisted of the following costs:

	2022	2021
	£	
Accountancy fees	2,300	850
Professional fees	9,100	10,230

**6. Net incoming resources**

The net incoming resources are stated after charging the following costs:

	2022	2021
Depreciation	£360	£360

**SHEPHERDFOLD MINISTRY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2022**

**7. Tangible fixed assets**

*All assets are held for charitable purposes*

	<i>Computer Musical /Play Equipment</i>		<i>Total</i>
<b>Cost</b>	<b>£</b>	<b>£</b>	<b>£</b>
Balances b/f		7,837	7,837
Additions -	3,440	0	3,440
At 31/12/2021	<u>3,440</u>	<u>7,837</u>	<u>11,277</u>
<b>Accumulated depreciation</b>			
<b>Balance b/f</b>	<b>0</b>	<b>2,880</b>	<b>2,880</b>
Charge for the year	0	360	360
	<u>0</u>	<u>3,240</u>	<u>3,240</u>
<b>Net Book Value</b>	<b>3,440</b>	<b>4,597</b>	<b>8,037</b>
At 31/12/2022			

**8. Creditors due within 1 year**

Professional fees **£9,350**

**9. Taxation**

The company is a registered charity and is not liable to corporation tax on its Charitable Activities.

**10. Related party transactions**

Other than donations and funds received there were no transactions with related parties during the period.

# SHEPHERDFOLD MINISTRY

## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2022

	2022	2021
	£	£
INCOME		
<b>Donations</b>	92,968	66,212
<b>Grant</b>	52,620	22,500
<b>Gift Aids</b>	23,737	10,791
<b>Total Income</b>	<b>169,325</b>	<b>99,503</b>
EXPENDITURE		
Rent/Rates/Hall Hire	12,440	7,600
Outreach	8,442	8,120
Staff cost	33,669	0
Professional fees	9,350	9,380
Accountancy fees	1,200	850
Mission	32,582	28,813
Community Knife Crime annual event	2,910	0
Printing	3,180	3,120
Telephone and internet	920	850
Postage, Stationery/Software	1,345	1,335
Foodbank/Warm space/Support	5,750	0
Welfare & Vouchers	2,770	0
Promotion/Advertising&Marketing	420	0
Books/Library	3,440	1,090
Travel and Motor expenses	3,530	2,230
Sundries	2,100	1,050
Volunteering	4,240	3,540
Youth project	8,200	8,112
Insurance	276	0
Governance costs	4,300	0
Community parent forum	5,350	3,200
Depreciation	360	360
<b>TOTAL</b>	<b>146,774</b>	<b>79,650</b>
<b>SURPLUS</b>	<b>22,551</b>	<b>19,853</b>



