

Contagious Bible Ministries

Operating under the name of

Contagious

Trustees' Report, Accounts and Notes to the Accounts

For the year ended 28th February 2023

Registered Address: Christ Church Dunstable, West Street, Dunstable, Beds, LU6 1SX

A Company Limited by Guarantee Registered in England No. 7559349. Registered Charity No. 1140912

Contagious Bible Ministries
Trustees' Annual Report
for the year ended 28th February 2023

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the financial statements for the year ended 28th February 2023.

The accounts comply with the Charities Act 2011 and 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).

Full Name

Contagious Bible Ministries

Registered Charity Number

1140912

Registered Company Number

7559349

Principal Address

Christ Church Dunstable, West Street, Dunstable, LU6 1SX

Trustees (Directors)

Ian Sneller

Geoff Blake

Gareth Mitchell

Rachel Sloan

Jon Drane

Bankers

CAF Bank plc, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4TA

HSBC Bank plc, 22 West Street, Dunstable, Beds, LU6 1SY

Kingdom Bank, Media House, Padge Road, Beeston, Nottingham, NG9 2RS

Stripe, 9th Floor, 107 Cheapside, London, EC2V 6DN

Independent Examiner

Geoff Mann, Geoff Mann Limited, Dee House, Highworth Avenue, Cambridge, CB4 2BQ

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STATEMENT OF TRUSTEES' RESPONSIBILITIES

Company law requires the trustees to prepare accounts for the financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that year.

In preparing these accounts, the trustees are required to:

- Select suitable accounting policies and apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- Prepare the accounts on the 'going concern' basis unless it is inappropriate to presume that the charity will continue in business.
- State whether the policies adopted are in accordance with the Companies Act 2006 and with applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the accounts.
- Observe the methods and principals of the Charities SORP.

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 accounts comply with the Companies Act 2006.

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.

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STRUCTURE, GOVERNANCE & MANAGEMENT

The company was incorporated on 10th March 2011 as Contagious Bible Ministries and, as such, is constituted as a charitable company.

The charity is governed by a Memorandum and Articles of Association.

The charity requires a minimum of three trustees to hold office at any one time; it is not subject to a maximum.

Trustees are elected to the board by ordinary resolution at any general meeting, provided all members have been given not less than seven and not more than twenty-eight clear days' notice of the meeting.

The trustees are responsible for the overall governance of the charity and for making budgetary and policy decisions. The implementation of these policies and the strategy used to successfully carry them out is the responsibility of the Teaching and Vision Team and the Operations team.

The Teaching and Vision Team are responsible for setting the vision for growth, preparing the teaching programme, appointing and training leaders and delivering a quality teaching programme across all our conferences. The team include:

Nick Jackman (Chair) Director of Contagious

Jonty Allcock

Simon Dowland

Dean Dryden

Trevor Pearce

Ian Sneller (Chair of Trustees)

Tom Sweatman

Michael Tinker (Children's Ministry Director)

Pete Woodcock

Agnes Brough

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The Operations Team is responsible for implementing the plans, functions and processes of the organisation. These responsibilities include publicity, booking system, safe recruitment of volunteers, printing, liaison with venues, financial management, communications and compliance matters. The Operations Team includes:

Nick Jackman - (Chair) Director of Contagious

Lisa Wheatley - Assistant to the Director

Michael Tinker - Director of Children's Ministry

Jo Tinker - Finance Manager

Sally Jackman - Communications and Marketing Assistant

Carrie Trainer – Operations Co-ordinator (Appointed July 2022)

OBJECTIVES AND ACTIVITIES

Contagious Bible Ministries' objectives are for the public benefit and are restricted to the following:

- A. To advance the Christian faith in accordance with the Statement of Beliefs of the FIEC in such ways and in such parts of the United Kingdom or to the world as the Trustees from time to time may think fit;
- B. To help children and young people, especially but not exclusively through the provision of Bible centred youth conferences and leisure time activities, so as to develop their capabilities that they may grow to full maturity as individuals and members of society.

The trustees have considered the guidance issued by the Charity Commission on public benefit and, in particular, the specific guidance on charities for the advancement of religion. Contagious Bible Ministries is committed to enabling as many children and young people as possible to attend Contagious events, including those who live in disadvantaged areas.

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CONTAGIOUS' DIRECTOR'S REVIEW

Our summer conferences in 2022 were a great success following two years of cancellations due to the pandemic. We were thrilled to run 9 youth conferences with a total of 1150 people attending in 6 venues, including our new residential week for children called Adventure.

We were so grateful for the loyal support of over 230 churches from across the UK who sent leaders and young people to our conferences meaning that despite the disappointment of the previous years we were able to bounce back to slightly increase the total attendance levels of 2019. Young people were pleased to be back together, many renewing old friendships, others making new friends. The heatwave in the summer of 2022 was such a blessing and added to the enjoyment of being together, though we noticed some became tired more quickly. Sadly, we also noted a small increase in the amount of young people struggling with anxiety or mental health issues which we suspect were further consequences of the pandemic.

"I was very nervous about coming to Contagious since it was my first time and I didn't know anyone in my dorm, but I really enjoyed the week and made a lot of friends. I had an amazing time made a lot of precious memories." Sebastian, 15 (Contagious MAX East)

Our teaching subject for 2022 for the MAX age group (14-19's) was the book of 'Revelation – The Beginning and the End'. The challenge of teaching and understanding this sometimes complicated book brought huge blessing to all who heard it. Many young people shared how much they enjoyed learning from this ancient book of the Bible and how relevant it was to their lives. We engaged the young people by teaching them in different styles and providing them with opportunities to be creative to express their learning in drama, song, artwork or film making.

"All of the teaching sessions were really good and I've learnt a lot from Revelation." Sophie, 14 (Contagious MAX ScoNo)

The 11-14 year old groups called Contagious GO learnt lessons from the life of King David in the Old Testament of the Bible. David was chosen to be King, yet he suffered much on the journey to his throne. He was devoted to God through most of his life, but even the great King David was flawed and made some big mistakes. We saw how the life of David shows our need for King Jesus who was Chosen by God to live a devoted life and then died to save us from our mistakes.

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Young people said:

I loved looking at the Life of David. I learnt that we should always trust God like David did even if we think we know the best thing to do. In the main meetings the talks were engaging and easy to listen to. – Jemima, 12 (Contagious GO West)

GO residential weeks are full of fun activities with competitions, crafts, big games together and some creative art experiences too. We enjoyed hiring inflatables for a big day and getting covered in powder paint for our colour war games.

"Amazing. I loved playing football, colour wars, and wet and wild." – Sarah, 13 (Contagious GO ScoNo)

We were so delighted to finally launch our children's camp called Adventure for 8-11's after 2 years of trying through the pandemic. The children loved making friends, learning about God, playing games and watching the puppets. The team did an incredible job in the heat wave to provide a great week of teaching, activity and fun whilst caring for every child and keeping the parents up to date with the daily emails.

"Swimming, learning more about God and making friends." – Zara, 11 (Contagious Adventure)

"[The puppets] Mr Grumpy and Igor and learning more about Jesus and Gods promises." – Daniel, 9 (Contagious Adventure)

We were pleased to be able to offer bursary funding to over 10% of attendees amounting to over £17,000 though our bursary fund which will need replenishing before next year.

In the Autumn of 2022, plans started for Contagious 2023 and following a publicity campaign we launched bookings in November that included a super-early price for leaders. Amazingly, our loyal supporters continue to seek Contagious for spiritual refreshment and great teaching, so we were fully booked on some events within days of opening. We have plans for more conferences in the summer 2023 for over 1250 people in 7 venues including 2 new conferences in the SouthWest. Children and young people will hear the great stories from the Book of John in the Bible being taught and receive the spiritual encouragement to grow their faith.

The senior leadership team and Trustees are so grateful to the many volunteers and huge support of parents and churches that have shown their trust and loyalty to the work of Contagious.

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FINANCIAL REVIEW

In 2022, we were able to run conferences again following the Coronavirus pandemic. The previous two years had been very difficult financially as we tried to manage costs wherever possible to ensure that we were in as robust a financial position as we could be when we emerged from the pandemic.

There was a level of cashflow required to allow us to pay staff and ongoing costs as well as deposits for venues before we would start to take deposit payments from bookings. We were able to work with our venues and had sufficient cash in the bank account as some people graciously agreed to leave their previous years deposits with us to carry forward for 2023 conferences.

Our total income for the year was £402,104, this was largely made up from conference income of £364,002 and donations of £37,895.

Expenditure for the year was £416,003, resulting in an overall deficit for the year of £13,899. This was due to a number of factors. There was an investment in staff resources as the team was increased to allow for the expansion plans in future years as we plan new conferences. It is anticipated that the current team now will be sufficient to manage this expansion. After a period of no conferences, it was also necessary to invest in some new equipment.

Our Bursary fund – a restricted fund – had a balance of £5,961 at the end of the year. We opened the year with a balance of £12,617. Throughout the year this fund received donations of £18,574 and we were able to support attendees with bursary support totalling £25,271. We anticipate similar demand for next year's conferences and so it will be necessary to raise funds to boost the balance in this fund.

The balance sheet shows a positive net worth of £96,323 and so Contagious continues to be in a strong financial position despite the deficit and remains more than able to meet fixed costs and venue deposits ready for the 2023 events. The receipts in advance represent attendance fees received in January and February 2023 for the 2023 conferences, as well as deposits held from previous years. Debtors of £10,862 are largely venue deposits together with some conference costs paid in advance.

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DECLARATION

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees.

Signature	Signature
Position	Position
Full Name	Full Name
Date	Date

Contagious Bible Ministries
Accounts for the year ended 28th February 2023

STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	2023 Totals £	2022 Totals
<u>Income (Note 3)</u>				
Voluntary Income	19,321	18,574	37,895	63,087
Investment Income	166	41	207	1
Incoming Resources from Charitable Activities	364,002	-	364,002	26,972
Total Income	<u>383,489</u>	<u>18,615</u>	<u>402,104</u>	<u>90,060</u>
<u>Expenditure (Note 4)</u>				
Charitable Activities	416,012	-	416,012	103,320
Total Expenditure	<u>416,012</u>	<u>-</u>	<u>416,012</u>	<u>103,320</u>
	<u>(32,523)</u>	<u>18,615</u>	<u>(13,908)</u>	<u>(13,260)</u>
Gross Transfers Between Funds	25,121	(25,121)	-	-
Net Income/(Expenditure) and net movement in funds for the year	(7,402)	(6,506)	<u>(13,908)</u>	<u>(13,260)</u>
<u>Reconciliation of Funds</u>				
Total Funds Brought Forward	97,764	12,467	110,231	123,491
Total Funds Carried Forward	<u>90,362</u>	<u>5,961</u>	<u>96,323</u>	<u>110,231</u>

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BALANCE SHEET

	Unrestricted Funds £	Restricted Funds £	2023 Totals £	2022 Totals £
<u>Fixed Assets (Note 5)</u>	800	-	800	433
Total Fixed Assets	800	-	800	433
<u>Current Assets</u>				
Debtors (Note 6)	10,862	140	11,002	13,341
Cash At Bank and In Hand (Note 7)	190,245	5,821	196,066	184,767
Total Current Assets	201,107	5,961	<u>207,068</u>	<u>198,108</u>
 TOTAL ASSETS	 201,907	 5,961	 <u>207,868</u>	 <u>198,541</u>
 <u>Liabilities</u>				
Creditors: Amounts Falling Due Within One Year (Note 8)	111,545	-	<u>111,545</u>	<u>88,310</u>
Net Current Assets	90,362	5,961	<u>96,323</u>	<u>107,798</u>
TOTAL NET ASSETS	<u>90,362</u>	<u>5,961</u>	<u>96,323</u>	<u>110,231</u>
 The Funds of the Charity				
Restricted Funds (Note 9)		5,961	5,961	12,467
Unrestricted Funds	90,362	-	90,362	97,764
TOTAL FUNDS	<u>90,362</u>	<u>5,961</u>	<u>96,323</u>	<u>110,231</u>

Contagious Bible Ministries

Notes to the accounts for the year ended 28th February 2023

NOTES TO THE ACCOUNTS

Note 1. Basis of Preparation

- 1.1 The accounts have been prepared in Accordance with 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) - (Charities SORP (FRS 102)), the financial reporting standard applicable in the UK and Republic of Ireland (FRS 102). Contagious Bible Ministries meets the definition of a public entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in relevant accounting policy note(s).
- 1.2 There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.
- 1.3 No changes have been made to accounts for previous years.

Note 2. Accounting Policies

This standard list of accounting policies has been applied by the charity.

Income

Recognition of income. These are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to these resources, the trustees are virtually certain they will receive the resources and the monetary value can be measured with sufficient reliability.

Income with related expenditure. Where income has related expenditure (as with fundraising or contract income) the income and related expenditure are reported gross in the SOFA.

Grants and donations. These are only included in the SOFA when the charity has unconditional entitlement to the resources.

Tax reclaims on donations and gifts. Income from tax reclaims are included in the SOFA at the same time as the gift to which they relate.

Contractual income and performance related grants. This is only included in the SOFA once the related goods and services have been delivered.

Gifts in kind. These are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SOFA as income when receivable.

Contagious Bible Ministries

Notes to the accounts for the year ended 28th February 2023

Donated services and facilities. These are only included in income (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Volunteer help. The value of any volunteer help is not included in the accounts but is described in the trustees' annual report.

Investment income. This is included in the accounts when receivable. Investment gains and losses. This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure

Governance costs. Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

Grants with performance conditions. Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SOFA once the recipient of the grant has provided the specified service or output.

Grants payable without performance conditions. These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

Support costs. These include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Fixed Assets

Tangible fixed assets for use by charity. Fixed assets purchased at a value in excess of £500 are capitalised in the accounts at cost and written off on a straight-line basis over a three year period.

2.1 Debtors

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

Contagious Bible Ministries

Notes to the accounts for the year ended 28^h February 2023

2.2 Creditors and Provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2.3 Going Concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

2.4 Fund Accounting

Restricted funds are to be used for the specified purposes laid down by the donor.

Expenditure for those purposes is charged to the fund, together with a fair allocation of overhead and support costs

Unrestricted funds are donations and other incoming resources received or generated for expenditure on the general objects of the charity

Contagious Bible Ministries

Notes to the accounts for the year ended 28th February 2023

	Unrestricted Funds £	Restricted Funds £	2023 Totals £	2022 Totals £
Note 3.				
Analysis of Income				
Voluntary Income				
Donations	18,198	17,515	35,713	54,918
Gift Aid	1,123	1,059	2,182	8,169
Investment Income				
Interest	166	41	207	1
Incoming resources from charitable activities				
Subscriptions	358,400	-	358,400	14,336
24 Hour Training	490	-	490	-
Café Contagious	341	-	341	-
Tuckshop	1,832	-	1,832	-
Bookshop	1,524	-	1,524	-
Merchandise	189	-	189	13
Sale of Assets	-	-	-	227
DBS Checks	600	-	600	-
Miscellaneous	626	-	626	-
Grants – CJRS	-	-	-	12,396
	383,489	18,615	402,104	90,060

Contagious Bible Ministries
Notes to the accounts for the year ended 28th February 2023

	Unrestricted Funds £	Restricted Funds £	2023 Totals £	2022 Totals £
Note 4.				
Analysis of Expenditure				
Charitable Activities				
Marketing	1,937	-	1,937	678
Staff Costs	99,575	-	99,575	90,866
Admin Costs	10,833	-	10,833	8,669
Onsite Admin Costs	26,914	-	26,914	-
Safeguarding Costs	1,199	-	1,199	855
Training Costs	7,990	-	7,990	10
Depreciation Charge	833	-	833	826
Networking Costs	1,735	-	1,735	897
Venue Costs	254,567	-	254,567	-
Bookshop	1,840	-	1,840	-
Tuckshop	2,331	-	2,331	-
Café Contagious	415	-	415	-
Merchandise	60	-	60	-
Operations Team	5,212	-	5,212	-
Governance Costs				
Professional fees	571	-	571	519
	416,012	-	416,012	103,320

Contagious Bible Ministries

Trustees' Annual Report

for the year ended 28th February 2023

Note 5

Analysis of Fixed Assets

	Fixtures & Fittings	Total	2021/22
Cost			
At 28 Feb 2022	1,889	1,889	1,899
Additions	1,200	1,200	-
At 28 Feb 2023	3,089	3,089	1,889
Depreciation			
At 28 Feb 2022	1,456	1,456	630
Charge for year	833	833	826
At 28 Feb 2023	2,289	2,289	1,456
Net Book Value at 28 Feb 2022	433	433	-
Net Book Value at 28 Feb 2023	800	800	-

Note 6.

Analysis of Debtors

	Unrestricted Funds £	Restricted Funds £	2023 Totals £	2022 Totals £
Prepayments	10,362	-	10,362	12,407
HMRC Gift Aid	-	140	140	934
Debtors	500	-	500	
	10,862	140	11,002	13,341

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	Unrestricted Funds £	Restricted Funds £	2023 Totals £	2022 Totals £
Note 7.				
Analysis of Bank Accounts				
CAF Cash	153,658	-	153,658	68,543
CAF Gold	-	5,703	5,703	10,314
HSBC	-	-	-	11,518
Kingdom	35,053	-	35,053	45,000
Stripe	1,534	118	1,652	9,392
	190,245	5,821	196,066	184,767

Note 8.				
Analysis of Creditors				
Receipts In Advance	111,545	-	111,545	88,310
	111,545	-	111,545	88,310

Note 9.				
Analysis of Other Reserves				
Bursary	-	5,961	5,961	12,467
		5,961	5,961	12,467

**Contagious Bible Ministries
Trustees' Annual Report
for the year ended 28th February 2023**

For the year ended 28th February 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 and no notice has been deposited under section 476.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and preparing accounts which give a true and fair view of the state of affairs of the charity as at the year end and of its surplus for the year in accordance with the sections 393 and 394 and which otherwise comply with the requirements of the Companies Act 2006, so far as applicable to the Charity. The accounts have been prepared in accordance with the provisions of the Companies Act 2006 applicable to charities subject to the small companies' regime.

The trustees declare that they have approved the accounts above

Signed on behalf of the charity's trustees

Signature	Signature
Position	Position
Full Name	Full Name
Date	Date

Contagious Bible Ministries
Accounts for the year ended 28 February 2023
Independent Examiner's Report

To the Trustees of Contagious Bible Ministries

I report to the charity trustees on my examination of the accounts of the Company for the year ended 28 February 2023 set out on pages 10 to 19.

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 Report

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

- accounting records were not kept in accordance with section 386 of the 2006 Act; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under 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
- 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).

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Independent Examiner's Report

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.

Geoff Mann FCIE
Geoff Mann Limited

Dee House
Highworth Avenue
Cambridge
CB4 2BQ