

Contagious Bible Ministries

Operating under the name of

Contagious

Trustees' Report, Accounts and Notes to the Accounts

For the year ended 29th February 2024

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 29th February 2024

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 29th February 2024.

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

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

Contagious Bible Ministries
Trustees' Annual Report
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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

Contagious Bible Ministries

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for the year ended 29th February 2024

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 (stepped down January 2024)

Jo Tinker - Finance Manager (stepped down June 2023)

Sally Jackman - Communications and Marketing Assistant

Carrie Trainer – Operations Co-ordinator

Marie Betts – Operations Manager (appointed May 2023)

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.

Contagious Bible Ministries

Trustees' Annual Report

for the year ended 29th February 2024

CONTAGIOUS' DIRECTOR'S REVIEW

It was a joy for all our events in the summer of 2023 to teach the whole book of John's gospel to the children and young people at Contagious. We had fun creating songs, posters, activities and games to help us learn about the great truths from the Bible and many people were encouraged with a fresh understanding of this ancient account of the life of Jesus.

We had 11 successful Bible conferences with a total of 1253 people attending in 7 venues, including our new location for Contagious in the South-West.

"Contagious South West has been one of the best weeks of my life where I met a ton of great people and learnt a lot about the Lord." Samuel aged 15 (MAX SW)

We were so grateful for the loyal support of over 270 churches from across the UK who sent leaders and young people to our conferences, and we were pleased to train 350 adult TEAM who will take their experience back to their local churches.

"Contagious is always the highlight of my year". TEAM member (MAX West)

As well as encouraging teaching at our conferences, our weeks were full of activities including sports, wide games, high ropes, paint wars, water slides, ceilidh, competitions and bonfires.

"Honestly love love love Contagious and felt so welcomed for my first time. Definitely coming next year!" Beth (Contagious GO West)

Our youngest camp, Contagious Adventure, had its second year running for 60 8–11-year-olds. They enjoyed fun teaching looking at stories of Jesus in the book of John with great songs, puppets, drama and videos. The children loved the creative energy and learnt so much throughout the week.

Contagious GO is our 11-14 conferences, in 5 locations in the UK. The young people saw how the religious opposition to Jesus tried to snuff him out, but the glorious Light of the World triumphed. Young people grew in their faith as they trusted their glorious Saviour.

Contagious MAX for 14–19-year-olds, took the theme of a firework display to illustrate the glory of the Life of Jesus through the book of John – each story being like another expression of the character of Jesus, which climaxes with the biggest explosion at the end of the display, the cross and resurrection. Young people were encouraged to make good choices 'For the Glory' of God.

Contagious Bible Ministries Trustees' Annual Report for the year ended 29th February 2024

"It's a rare blessing to be able to take a week out of your life and study a whole Book of the Bible properly and we don't want to understate how good that is for leaders and young people!" James and Laura. TEAM for Contagious West.

"Contagious had definitely encouraged me to get more stuck into my Bible in the coming year, as well as focus on glorifying God in my everyday life." Florence aged 18

We were pleased to be able to offer bursary funding to 174 attendees amounting to over £23,000 though our bursary fund which will need replenishing before next year.

In the Autumn of 2023, plans started for Contagious 2024 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 2024 for over 1250 people in 7 venues including a new Adventure East conference in the East.

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.

Contagious Bible Ministries

Trustees' Annual Report

for the year ended 29th February 2024

FINANCIAL REVIEW

In 2023, we were still suffering from the aftereffects of the Coronavirus pandemic. This was the second year of being able to run conferences again and, whilst we were still finding our feet again, we were getting back into the swing of things.

Our total income for the year was £493,769 (2023 - £402,104), this was largely made up from conference income of £444,962 (2023 - £364,002) and donations of £44,689 (2023 – 37,895).

Expenditure for the year was £483,041 (2023 - £416,012), resulting in an overall surplus for the year of £10,748 (2023 – (13,908)). The previous year there had been an investment in staff resources as the team was increased to allow for the expansion plans in future years as we plant new conferences. It is anticipated that the current team now will be sufficient to manage this expansion. It is expected that these small deficits will move to small surpluses as the conferences grow.

Also, our costs have risen more than we hoped. Venue rental comprises the vast majority of our costs alongside staff costs. As we generally hire private schools, they too suffered throughout the pandemic period and emerged from the other side attempting to recoup some lost revenue with price increases. New venues will be considered for some 2024 conferences.

Our Bursary fund – a restricted fund – had a balance of £17,700 (2023 - £5,961) at the end of the year. Throughout the year this fund received donations of £23,339 and we were able to support attendees with bursary support totalling £22,517. We partnered with many of the applicant's home churches and asked whether they would be in a position to support the applicant. In many cases they were which allowed us to stretch the bursary funds across more attendees.

Demand continues to grow and so the Trustees are actively seeking ways to raise funds to boost the balance.

The balance sheet shows a positive net worth of £107,051 (2023 - £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 2024 events.

Contagious Bible Ministries
Trustees' Annual Report
for the year ended 29th February 2024

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 29th February 2024

STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	2024 Totals £	2023 Totals
<u>Income (Note 3)</u>				
Voluntary Income	21,350	23,339	44,689	37,895
Investment Income	708	132	840	207
Incoming Resources from				
Charitable Activities	444,962	-	444,962	364,002
Other	3,298	-	3,298	-
Total Income	<u>470,318</u>	<u>23,471</u>	<u>493,789</u>	<u>402,104</u>
 <u>Expenditure (Note 4)</u>				
Charitable Activities	483,041	-	483,041	416,012
Total Expenditure	<u>483,041</u>	<u>-</u>	<u>483,041</u>	<u>416,012</u>
	<u>(12,723)</u>	<u>23,471</u>	<u>10,748</u>	<u>(13,908)</u>
 Gross Transfers Between Funds	11,732	(11,732)	-	-
 Net Income/(Expenditure) and net movement in funds for the year	<u>(991)</u>	<u>11,739</u>	<u>10,748</u>	<u>(13,908)</u>
 <u>Reconciliation of Funds</u>				
 Total Funds Brought Forward	90,362	5,961	96,323	110,231
 Total Funds Carried Forward	<u>89,371</u>	<u>17,700</u>	<u>107,071</u>	<u>96,323</u>

Contagious Bible Ministries

Accounts for the year ended 29th February 2024

BALANCE SHEET

	Unrestricted Funds £	Restricted Funds £	2024 Totals £	2023 Totals £
<u>Fixed Assets (Note 5)</u>	2,063	-	2,063	800
Total Fixed Assets	2,063	-	2,063	800
<u>Current Assets</u>				
Debtors (Note 6)	15,942	562	16,504	11,002
Cash At Bank and In Hand (Note 7)	187,004	17,138	204,142	196,066
Total Current Assets	202,946	17,700	<u>220,646</u>	<u>207,068</u>
 TOTAL ASSETS	 205,009	 17,700	 <u>222,709</u>	 <u>207,868</u>
 <u>Liabilities</u>				
Creditors: Amounts Falling Due Within One Year (Note 8)	115,638	-	<u>115,638</u>	<u>111,545</u>
Net Current Assets	87,308	17,700	<u>105,008</u>	<u>96,323</u>
TOTAL NET ASSETS	<u>89,371</u>	<u>17,700</u>	<u>107,071</u>	<u>96,323</u>
 The Funds of the Charity				
Restricted Funds (Note 9)		17,700	17,700	5,961
Unrestricted Funds	89,371	-	89,371	90,362
TOTAL FUNDS	<u>89,371</u>	<u>17,700</u>	<u>107,071</u>	<u>96,323</u>

Contagious Bible Ministries

Notes to the accounts for the year ended 29th February 2024

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 29th February 2024

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 29th February 2024

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 29th February 2024

	Unrestricted Funds £	Restricted Funds £	2024 Totals £	2023 Totals £
Note 3.				
Analysis of Income				
Voluntary Income				
Donations	21,050	22,725	43,775	35,713
Gift Aid	300	614	914	2,182
Investment Income				
Interest	708	132	840	207
Incoming resources from charitable activities				
Subscriptions	435,111	-	435,111	358,400
Café Contagious	368	-	368	341
Tuckshop	3,174	-	3,174	1,832
Bookshop	3,054	-	3,054	1,524
Merchandise	2,270	-	2,270	189
Miscellaneous	985	-	985	626
Other				
24 Hour Training	1,928	-	1,928	490
DBS Checks	1,370	-	1,370	600
	470,318	23,471	493,789	402,104

Contagious Bible Ministries

Notes to the accounts for the year ended 29th February 2024

	Unrestricted Funds £	Restricted Funds £	2024 Totals £	2023 Totals £
Note 4.				
Analysis of Expenditure				
Charitable Activities				
Marketing	768	-	768	1,937
Staff Costs	125,954	-	124,954	99,575
Admin Costs	9,846	-	9,846	10,833
Onsite Admin Costs	23,995	-	23,995	26,914
Safeguarding Costs	915	-	915	1,199
Training Costs	6,465	-	6,465	7,990
Depreciation Charge	1,232	-	1,232	833
Networking Costs	565	-	565	1,735
Venue Costs	296,021	-	296,021	254,567
Bookshop	3,253	-	3,253	1,840
Tuckshop	2,832	-	2,832	2,331
Café Contagious	183	-	183	415
Merchandise	2,292	-	2,292	60
Operations Team	8,025	-	8,025	5,212
Governance Costs				
Professional fees	570	-	570	571
Trustee Meetings	125	-	125	
	483,041	-	483,041	416,012

Contagious Bible Ministries

Trustees' Annual Report

for the year ended 29th February 2024

Note 5

Analysis of Fixed Assets

	Fixtures & Fittings	Total	2022/23
Cost			
At 28 Feb 2023	3,089	3,089	1,899
Additions	2,495	2,495	1,200
At 29 Feb 2024	5,584	5,584	3,089
Depreciation			
At 28 Feb 2023	2,289	2,289	1,456
Charge for year	1,232	1,232	833
At 29 Feb 2024	3,521	3,521	2,289
Net Book Value at 28 Feb 2023	800	800	433
Net Book Value at 29 Feb 2024	2,063	2,063	800

Unrestricted Funds £	Restricted Funds £	2024 Totals £	2023 Totals £
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Note 6.

Analysis of Debtors

Prepayments	14,827	-	14,827	10,362
HMRC Gift Aid	300	562	862	140
Debtors	815	-	815	500
	15,942	562	16,504	11,002

Contagious Bible Ministries
Trustees' Annual Report
for the year ended 29th February 2024

	Unrestricted Funds £	Restricted Funds £	2024 Totals £	2023 Totals £
Note 7.				
Analysis of Bank Accounts				
CAF Cash	143,582	-	143,582	153,658
CAF Gold	4,375	17,138	21,513	5,703
Kingdom	35,442	-	35,442	35,053
Stripe	3,605	-	3,605	1,652
	187,004	17,138	204,142	196,066

Note 8.				
Analysis of Creditors				
Receipts In Advance	115,091	-	115,091	111,545
Creditors	547	-	547	-
	115,638	-	115,638	111,545

Note 9.				
Analysis of Other Reserves				
Bursary	-	17,700	17,700	5,961
		17,700	17,700	5,961

Contagious Bible Ministries
Trustees' Annual Report
for the year ended 29th February 2024

For the year ended 29th February 2024 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 29th February 2024
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 29 February 2024 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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Accounts for the year ended 29th February 2024
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