



## Trustees' Annual Report for the period

**From**

Period start date

Day  
1Month  
AprilYear  
2020**To**

Period end date

Day  
31Month  
MarchYear  
2021**Charity name**

Alexandria Lighthouse

**Other names charity is known by****Registered charity number (if any)**

1154327

**Charity's principal address**

247 Wilmslow Road

Manchester

**Postcode****M14 5LW**

### Names of the charity trustees who manage the charity

**Trustee name****Office (if any)****Dates acted if not for  
whole year****Name of person (or body)  
entitled to appoint  
trustee (if any)**

- 1 Revd Phil Rawlings
- 2 Revd Kim Lau
- 3 Richard Fearnley
- 4 Maxim Lakissa
- 5 Revd John Brett
- 6 Dr Isabel Turley
- 7 Dr Tarek Ibrahim
- 8 Joanie Yeung
- 9 Dan Challis

Chairman

Treasurer

Secretary

- 10
- 11
- 12
- 13
- 14
- 15
- 16
- 17
- 18
- 19
- 20

**Names of the trustees for the charity, if any, (for example, any custodian trustees)****Name****Dates acted if not for whole year**


### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Appointed from participating churches and charities.

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Trustees are appointed from the founding group of churches and leaders. One significant participating trust has also been represented. Given that the project is ecumenical, some care is taken to ensure that the trustee group is ecumenical.

Four of the nine trustees represent important donors to the charity.

Significant risks include managing the relationship with donor churches and individuals, with a view to maintaining the cash flow necessary for the working model of the charity. The involvement of those representing donor churches and organisations with similar aims is a way of managing those risks. The charity continues to benefit from the significantly lower rent payable to a sympathetic landlord, who bought the building housing its bookshop at 247 Wilmslow Road in the 2018/19 financial year.

The operational risk represented by the Covid-19 pandemic was substantial throughout the financial year with the consequential lockdowns and reduced footfall when the shop was open.

However, the strategy of placing the employed shop manager on furlough and claiming the Coronavirus Job Retention Scheme grant during closures, and obtaining business support grants from Manchester City Council, more than offset the adverse effects financially, and moving various services on-line allowed some services provided to be maintained.

**Summary of the objects  
of the charity set out in  
its governing document**

To advance the Christian faith/religion for the benefit of the public in accordance with the statements of belief within the Christian doctrine through education and training, the holding of prayer meetings, lectures, public celebration of religious festivals, producing and/or distributing literature, including that on Christian text and doctrines to enlighten others about the Christian religion.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**1. Public contact and communication**

Public contact continued both directly through the charity's shop and its market stall in Longsight, as in previous years. Numbers of contacts were inevitably substantially reduced compared to the previous year due to the pandemic, which required closure of the shop during lockdown periods and reduced footfall when the shop was open in other periods. However, some services, such as English classes, were able to continue by being moved online.

The charity's work has continued to be supported financially by key participating churches and, when the shop has been open, has been assisted by volunteers drawn mainly from those churches and others in contact with them. Where feasible in light of the pandemic restrictions, churches have also used the ancillary space in a number of different ways, which strengthens the partnership between them and the charity. Prayer Meetings Public prayer continued through the year, with special events as well as regular meetings connected to different networks such as Mahabba. Other prayer meetings are organised directly by partner churches. These meetings are generally held in Urdu, English and Kurdish, and Arabic.

**2. Bible Studies**

A number of Bible studies have been held every week in the premises of the charity. These include studies in Arabic, Kurdish and English. These studies are advertised and are open to all. The team in the Alexandria Library publicise these meetings locally and through the bookshop.

**3. Supporting Churches**

The charity continued to provide a venue and facilities for charities, churches and community groups during those periods when the shop premises could be opened. However, the public events in previous years, involving charity staff and volunteers to publicise the work of the charity, generally had to be suspended due to the pandemic restrictions.

**4. Other services to the local community**

The charity has continued to offer support to Syrian and other Arab refugees through the advice and guidance of staff within the limitations imposed by government restrictions during the pandemic.

**5. English lessons, cultural activities.**

English courses have continued where possible both through online facilities and, where permitted, and with appropriate safeguards such as masks and social distancing, on the charity's premises. These are publicised through its website and social media feeds. The classes range from beginners' to advanced levels, and attract students from a number of different backgrounds. These lessons are provided free of charge.

**6. Continuing work on structure, shop, set up costs.**

The impact of the Covid-19 pandemic resulted in a reduction in shop income coupled with a reduction in normal running costs. An ingress of storm water to the first floor of the shop building resulted in unexpected repair costs but these were largely covered by an insurance claim.

**7. Fundraising**

The charity continued to undertake the necessary work to raise funds through grants and contributions from churches and individuals, both in the UK and abroad. Funds of £63,246 were raised during the year, aside from revenue from the charity's

shop and market stall. The bulk of these funds derived from business support grants made by/via Manchester City Council and furlough grants made by HMRC under the Coronavirus Job Support Scheme.

#### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Volunteers continue to play a key role in the charity. These volunteers assist in the shop, when it is open, as the first point of contact, help with English language teaching, offer practical advice, provide information to a wider public about Christianity, organise prayer meetings and public meetings and produce literature. The charity relies largely on volunteers. During the year under review, the charity retained its single part-time worker who functioned as manager of the bookshop and, with a trustee, assisted in organising the volunteers. In addition to directing and supporting volunteers, the charity continues to focus on its partnership with churches, offering spaces for church and community volunteers to run activities related to the charity's aims.

## **Summary of the main achievements of the charity during the year**

The key achievements of the charity follow from the objectives noted above. Briefly, these include (with compliance as necessary with the national restrictions made necessary by the Covid-19 pandemic):

- The promotion of the Christian message through visits to the shop, the market stall in Longsight, and online contact with those seeking to use the charity's facilities.
- Christian literature has continued to be distributed, both through gift and sale over the course of the year. Hundreds of people have bought or received Christian literature.
- Regular and publicly accessible prayer and worship has continued.
- Church groups have continued to use the premises, particularly offering services for vulnerable members of the community, such as refugees.
- We have continued to disseminate our experience through a wide network of churches, particularly focusing on a multi-cultural, multi-religious environment in rapid flux.

**Brief statement of the charity's policy on reserves**

The charity trustees aim to have three months' operating costs held in reserve or firmly committed by supporting churches.

**Details of any funds materially in deficit**

None.

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Fundraising has been undertaken through three principal means.

- (1) Support from partner churches - Grace Church Manchester, the Arabic Church in Manchester, the Manchester Chinese Church, Holy Trinity Platt (Church of England) and its affiliate Trinity Community Church. Other churches also supported the work of the trust in the year under review.
- (2) Individual gifts.
- (3) Income from the shop and ancillary premises.
- (4) Government support grants made available to businesses affected by the pandemic restrictions through the local council and, in relation to the Coronavirus Job Retention Scheme, HMRC.

Expenditure was in four main cost centres—

- (1) Personnel costs,
- (2) Costs related to the property, including rent,
- (3) Stock purchase, and
- (4) Other running costs.

These reflect the structure of the charity, based as it is in a publicly accessible building, with a single part-time worker, and based largely on the support and work of volunteers.







**Section F****Other optional information**

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

**Signed on behalf of the charity's trustees**

**Signature(s)**

	
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**Full name(s)**

Philip Rawlings	Richard Fearnley
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**Position (eg Secretary,  
Chair, etc)**

Chair	Treasurer
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**Date**

21 January 2022
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## **Independent Examiner's Report**

To the Trustees of Alexandria Lighthouse,

I report on the accounts of the Trust for the period ended 31 March 2021, which are set out on pages 10 to 12, and which have been prepared on the basis of the accounting policies set out on page 13.

### **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of Section 144 of the Charities Act 2011 (the Act) does not apply but that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- (1) Examine the accounts under Section 145 of the Act;
- (2) Follow the procedures laid down in the general Directions given by the Charity Commission under Section 145(5)(b) of the Act;
- (3) State whether particular matters have come to my attention.

### **BASIS OF INDEPENDENT EXAMINER'S REPORT**

This report is in respect of an examination carried out under Section 145 of the Act, and in accordance with the general Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity, and a comparison of the accounts presented with those records. It also includes a review of the accounts and making such enquiries as are necessary for the purpose of this report. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **INDEPENDENT EXAMINER'S STATEMENT**

Based on my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect, accounting records have not been kept in accordance with Section 130 of the Act, or that the accounts presented do not accord with those records, or comply with the accounting requirement of the Act. No matter has come to my notice in connection with my examination to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts.



21st January 2022

Lorna Haines BSc FCA  
Chartered Accountant  
139 Rosebery Street  
Manchester  
M14 4UU

# Alexandria Lighthouse

## Statement of Financial Activities

<b>1 April 2020 - 31 Mar 2021</b>	Unrestricted Funds	Restricted Funds	Total	Last year
	£	£	£	£
<b>Income and endowments from:</b>				
Donations, grants & insurance claim	63,246		63,246	36,108
Charitable activities				
Other trading activities <i>shop income</i>	5,186		5,186	12,697
Investments <i>Bank interest</i>	0		0	0
Other <i>rental income &amp; insurance claim</i>	5,334		5,334	4,350
<b>Total</b>	<b>73,766</b>		<b>73,766</b>	<b>53,154</b>
<b>Expenditure on:</b>				
Raising funds				
Charitable activities	39,338		39,338	61,021
Other				
<b>Total</b>	<b>39,338</b>		<b>39,338</b>	<b>61,021</b>
Net gains/(losses) on investments				
<b>Net income/(expenditure)</b>	<b>34,428</b>		<b>34,428</b>	<b>(7,867)</b>
<b>Total funds carried forward</b>	<b>56,375</b>		<b>56,375</b>	<b>21,947</b>
<b>Other recognised gains/ (losses):</b>				
Gains/(losses) on revaluation of fixed assets				
Actuarial gains/(losses) on defined benefit pension schemes.				

## Alexandria Lighthouse

### Analysis of expenditure on charitable activities

## 1 Apr 2020 - 31 Mar 2021

Activity or programme	Activities undertaken directly	Grant funding of activities	Support costs	Total
	£	£	£	£
Rent costs	16,000			16,000
Maintenance	3,857			3,857
Rates	0			0
Utilities	2,057			2,057
Other operations	5,625			5,625
Stock purchased	1,161			1,161
Employment costs	10,439			10,439
Accountancy fees	200			200
<b>Total</b>	<b>39,338</b>			<b>39,338</b>

- No remuneration was paid to any trustee during the financial period, nor to any person connected to them.

# Alexandria Lighthouse

## Balance sheet

### 31 Mar 2021

Note ref.		Total funds (Unrestricted)
		£
	<b>Fixed assets:</b>	
	Intangible assets	
	Tangible assets	
	Heritage assets	
	Investments	
	<i>Total fixed assets</i>	
	<b>Current assets:</b>	
	Stocks	
	Debtors      Prepayment of rent	4,000
	Investments	
	Cash at bank and in hand	52,575
	<i>Total current assets</i>	<b>56,575</b>
	<b>Liabilities:</b>	
	Accruals (Accountancy fees)	200
	<i>Net current assets or liabilities</i>	<b>56,375</b>
	<i>Total assets less current liabilities</i>	<b>56,375</b>
	Creditors: Amounts falling due after more than one year	

**Alexandria Lighthouse**

**NOTES TO THE ACCOUNTS**

**31 March 2021**

## 1. Accounting Policies

The accounts have been prepared under the historic cost convention, in accordance with applicable accounting standards and follow the *Statement of Recommended Practice: Accounting for Charities 2015*. The following are the accounting policies which have been applied in dealing with material items.

(a) Donated and grant income:

Donated income and grants receivable are taken into account when received by the charity.

(b) Other income and expenditure

Investment income is taken into account when receivable and expenditure, including irrecoverable VAT, when incurred by the charity, regardless of when payment is made.

(c) Funds

Unrestricted funds are donations and other income received or generated for the objects of the charity without specified purpose and are available for purposes as directed by the trustees. No restricted funds were received during the financial period covered by these accounts.