



ON FIRE MISSION

Renewal in the Spirit through Word and Sacrament

Trustees' Report and Financial Statements for the year 1 June 2021 to 31 May 2022

Registered Charity Number 1157273
www.onfiremission.org.uk

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FINANCIAL STATEMENTS

INDEPENDENT EXAMINER'S REPORT

NAME AND REGISTERED OFFICE

- The name of the charity is 'On Fire Mission'
- Registered address: The Vicarage, Bodenham, Herefordshire, HR1 3JX
- On Fire Mission became a registered Charity on 2 June 2014 (no. 1157273)
- The governing document of On Fire Mission is a Trust Deed dated 1 July 2013
- The financial year runs from 1 June to 31 May

OBJECTS

'The advancement of the Christian religion through the promotion and encouragement of spiritual renewal within the Church of England and the wider Anglican Communion.'

TRUSTEES

Mrs Monica Constancia Bolley (Hon Treasurer)

Miss Deborah Orriss

The Revd Leah Beverley Vasey-Saunders (Chair)

The Revd Edmund Alwyn James Cargill Thompson (until 15/05/22)

The Revd Hannah Rosina Cartwright

The Revd Liam Benjamin Cartwright

The Revd Narinder Jit Kaur Tegally

Mr Derek Charles Lancaster (from 10/01/22)

The governing document provides for the appointment of trustees.

- There must be at least six trustees.
- In selecting individuals for appointment as trustees, the trustees must have regard to diversity and to the skills, knowledge and experience needed for the effective administration of the charity.
- Apart from the first trustees, every trustee must be appointed for a term of three years by a resolution of the trustees passed at a special meeting.
- Any eligible trustee may be re-appointed, provided that no person who has served as trustee for a continuous period of twelve years or more shall be eligible to be appointed for a further term as trustee until at least one year has elapsed since the end of his or her term of office.

Trustee training is undertaken on a regular basis.

BANKERS

CAF Bank Ltd

25 Kings Hill Avenue

Kings Hill

West Malling

Kent ME19 4JQ

INDEPENDENT EXAMINER

Mr John Thomas FCCA

Jolly & Co

Chartered Certified Accountants

450 Bath Road

Longford

Heathrow UB7 0EB

CONFERENCE ORGANISING GROUP (COG)

The terms of reference as agreed by the Trustees on 1 June 2020, provide as follows:-

Upholding the vision and ethos of On Fire Mission (OFM) forms part of the responsibilities of the OFM Trustees. Accordingly, it falls within the role of the Trustees as a body (referred to as 'the Trustees'), to set the theme for each of the annual conferences, and to decide on the speakers.

Purpose and Role of the Conference Organising Group (COG)

The core tasks of the Conference Organising Group (referred to as 'COG') will be to deliver the organisation of the annual conference both in the planning in advance and during the conference itself. COG will also take the lead on the development of the On Fire Mission network throughout the year. In this it will be inevitable that COG works closely with the Administrator of OFM and have regular input into Trustee meetings.

Accountability

The Trustees shall be kept informed of developments in arrangements of the annual conference. COG shall report to the Trustees at least to every Trustees meeting, and other occasions in between as necessary. Minutes of all COG meetings, including Team Meetings, will be made available to the Trustees – activity will be summarised in a Chair's report to the Trustees at every meeting, and will include any COG matters brought for decision.

Membership

The membership of COG and its wider Teams shall be approved by the Trustees.

Owing to the importance of good communication between COG and the Trustees, a minimum of FOUR Trustees shall be members of COG at any time. ONE Trustee must be in each COG Team.

Appendix 1 contains terms of reference of the team structure within COG.

Chairing

Trustees appoint the Chair of COG.

Meetings

It is intended that COG's main meetings will be held on the same day as meetings of the Trustees for the foreseeable future.

COG may decide to hold additional meetings.

Review

The Trustees may review these terms of reference at any time, and shall do so at least once every three years.

(Date of last review: June 2020)

PUBLIC BENEFIT

In accordance with their statutory duty, the trustees have had regard to the guidance issued by the Charity Commission on public benefit. The trustees believe that the work of On Fire Mission provides benefit to the public in many ways:

- At the heart of the organisation's work is an annual conference, which serves as a resource for churches, Christian leaders, and ordinary Christian people. In addition, On Fire Mission communities have become established in other regions of the country, e.g. OFM Midland and OFM North, and regional day gatherings are also held from time to time for similar purposes. At these events everyone is welcome to attend and avail themselves to be refreshed and renewed through the worship, Bible study and retreat time. The build-up of networks through social media has also become an important feature of On Fire Mission.
- In April 2020 and 2021, due to the circumstances brought on by the Covid-19 pandemic, an online conference was put on. In 2022, the conference moved back to being in-person *post Covid*, alongside an online offering.
- A well-established bursary fund operates in relation to the annual conference, to enable those in difficult financial circumstances to attend. The existence of the bursary fund is publicised in the materials advertising the conference.
- A number of those who attend the annual conference and other events are clergy and lay leaders in their church communities. The refreshment and renewal on offer helps in equipping such persons in their work, not just within their churches, but well beyond for the benefit of the wider public in their surrounding communities.
- On Fire Mission also serves as a resource to the wider church by providing people with relevant expertise to offer advice, to preach or to speak at church events and conferences, etc.
- On Fire Mission reaches the public by providing information and resources, by such means as the website, printed publications and by the use of social media.

ACHIEVEMENTS AND PERFORMANCE

Summary of the main achievements of the charity during the year (1 June 2021 – 31 May 2022)

In 2022, On Fire Mission held their first conference at Yarnfield Park in Staffordshire, the first in-person conference in three years.

Hosting a conference after the pandemic related hiatus was a mammoth task for the Conference Organising Group and they rose to the task and the challenges of a new venue with great creativity and tenacity. The new venue worked remarkably well and we look forward to developing a good relationship with the team at Yarnfield as we rebuild the in-person conference in the next few years. The feedback from conference was of a community rejoicing at being together again and constructive for its growth and development. It feels very much like we are all travelling in the same direction, and that direction is faithful to God's call for us together.

There continues to be excellent work going on in the regional networks

There has been regional activity in the North, the Midlands and the South throughout this year, with a significant increase in work in the northern province. Plans are afoot to develop further regional activity in Leeds, Sheffield, Blackburn, Oxford and South of London in the coming year.

At the 2022 Conference, I delivered a session on the emerging vision that we are discerning. It is clear that we are being called to extend our reach and impact. This requires careful stewarding of our resources (skills, gifts and finances). There was significant energy for this at the conference and in particular we have begun to grow regular giving.

On behalf of the Trustees I would like to thank all of those who are supporting us in our current period of recovery and request your ongoing prayers.

Finally, as I enter into my second year as chair there are several priorities we will be addressing:

- Renewing our commitment to equality and diversity with particular reference to issues of race.
- Ensuring that our organisational structures equip, support and release people in a way that will support the vision we have discerned before God.
- Recruiting and developing leaders with the skills and gifts to support key areas of development.
- Continuing to grow regular giving to support the vision and especially increased regional activity.

It would be remiss of me not to acknowledge the significant time and talent offered by so many colleagues - Trustees, the Conference Organising Group, the Regional Teams, friends and supporters of OFM and of course, Rosie our administrator. I give thanks to God for each of you. It is because of the fruit I see in this community that I continue to be confident God has given us all of the gifts that we need to begin to respond to the opportunities that this season affords us. I assure you that I pray daily for all who offer those gifts in God's service through On Fire Mission.

POLICIES

On Fire Mission has the following policies in place:

- Risk Management
- Conflicts of Interest
- Data Protection
- Safeguarding Children and Adults at Risk
- Reserves Policy
- Bursaries
- Health and Safety
- Bookings and Cancellation Policy
- Business Card Policy
- Social Media Policy

CHARITY GOVERNANCE CODE

OFM aspires to following the Charity Governance Code (2020).

On a regular basis, as part of OFM's trustee training, the different principles of the Code are discussed at trustee meetings, and in particular their application to the prevailing and developing circumstances of OFM.

STATEMENT OF ON FIRE MISSION'S POLICY ON RESERVES:

On Fire Mission Board of Trustees recognise the responsibility that they have as charity trustees to ensure that OFM has a sufficient level of funds in order to carry out its aims and objectives.

The trustees recognize that Charity law requires any income received by a charity to be spent within a reasonable period of receipt, and OFM Trustees are aware that they should be able to justify the holding of income as reserves.

OFM Trustees are aware that a reserves policy should be appropriate for the charity's needs and objectives and relate to the risks that it faces.

The OFM Board of Trustees requires an adequate level of funds for purposes which include:

- Meeting costs of running the annual Conference, as well as those owing to the venue, including paying any required surcharges for unfilled places.
- Meeting the monthly payment of the OFM Administrator.

OFM has in place a policy which aims to meet these requirements. The policy is reviewed annually.

DECLARATION

On Fire Mission Trustees declare that they approved the Trustees' Report above at the meeting of the Trustees held on 17 November 2022.

Signed on behalf of the On Fire Mission Trustees

Signature 

Full name Leah Beverley Vasey-Saunders

Position Chair of Trustees

FINANCIAL STATEMENT FOR YEAR ENDED 31 May 2022

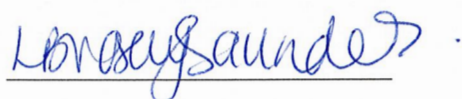
STATEMENT OF INCOME AND EXPENDITURE	2022	2022	2022		
GENERAL FUND					
INCOME					
Conference Income					
Booking fees		25,140.00			
Contributions from Trustees, COG, etc		3,860.00			
Bursaries to conference attendees		2,200.00			
			31,200.00		
Other Income					
Regional Events		0.00			
Bank Account Interest Received		0.17			
			0.17		
Donations to General Fund					
Regular Giving to General Fund (See Note 2)		2,150.00			
Other Donations to General Fund		381.00			
Gift Aid received from HMRC for General Fund		0.00			
			2,531.00		
TOTAL GENERAL FUND INCOME			33,731.17		
EXPENDITURE					
Conference Costs					
Conference Centre Charges: Booked Places					
Board & Lodging of COG, Musicians, Speakers, etc					
Misc Conference Centre charges					
Total Conference Centre Charges					
Total Conference Centre Charges paid		36,315.00			
Payments to Speakers		914.38			
Publicity		1,072.50			
Conference Support Costs		1,270.56			
Previous Year Refunds (See Note 3)		1,006.00			
Paypal fees		115.99			
			40,694.43		
Regional Events			154.80		
Administration and Support costs					
Fees paid to Administrator		2,520.00			
General administration costs		1,863.77			
Meeting room hire, etc		855.00			
Expenses of travel to meetings		122.95			
			5,361.72		
TOTAL GENERAL FUND EXPENDITURE			46,210.95		
Excess of General Fund Income over Expenditure			-12,479.78		
BURSARY FUND					
INCOME					
Donations to Bursary Fund		0.00			
Gift Aid received from HMRC for Bursary Fund		0.00			
TOTAL BURSARY FUND INCOME			0.00		
EXPENDITURE: Bursaries to conference attendees			2,200.00		
Excess of Bursary Fund Income over Expenditure			-2,200.00		
BALANCE SHEET	TOTAL	CAFCash	CAFGold	PayPal	
GENERAL FUND					
General Fund at 1 June 2021	19,684.11				
Excess of General Fund Income over Expenditure	-12,479.78				
General Fund at 31 May 2022	7,204.33				
BURSARY FUND					
Bursary Fund At 1 June 2021	5,316.05				
Excess of Bursary Fund Income over Expenditure	-2,200.00				
Bursary Fund at 31 May 2022	3,116.05				
Account Totals at 1 June 2021	25,000.16	23,998.16	1,002.00	0.00	
Account Totals at 31 May 2022	10,320.38	9,318.21	1,002.17	0.00	

NOTES TO THE ACCOUNTS

1. This Financial Year saw our first in-person conference since 2019, as the Covid-19 pandemic prevented us from holding in-person conferences in 2020 and 2021. This resulted in two very anomalous financial years, as noted in the accounts for those years. For this reason no previous year comparison is included in these accounts.
2. There is a new category of income this year: Regular Giving to the General Fund. We are in the process of adapting our funding model and we are now encouraging supporters to make regular monthly donations, gift-aided if possible, to support the work of On Fire Mission.
3. The previous year's accounts note that the financial year ended with £1,006 of refunds of conference fees not yet processed. This was done during in the current year, and we expect this item not to recur in future years' accounts.

This Financial Statement having been Independently Examined was approved by the Trustees of On Fire Mission at a meeting held on

Signed on behalf of the Trustees
by the Rev'd Canon Leah Vasey-Saunders (Chair)





Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
ON FIRE MISSION

On accounts for the year
ended

31 MAY 2022

Charity no
(if any)

1157273

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/05/2022.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

17 November 2022

Name:

MR JOHN THOMAS

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

B.Sc (Econ) FCCA.

Address:

450 Bath Road

Longford

Heathrow

UB7 0EB

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.