

COMPASSION PRISON MINISTRIES

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

Registered Charity No. 1161943
Company Registration No. 08348123

COMPASSION PRISON MINISTRIES

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COMPASSION PRISON MINISTRIES

Report of the trustees for the year ended 31st March 2024

The trustees present their annual directors' report and financial statements of the charity for the year ended 31st March 2024, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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).

Reference and administrative information

Charity Name: Compassion Prison Ministries

Charity Number: 1161943

Companies House Registration Number: 08348123

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Key management personnel: Trustees and Directors (up to the date of signing)

Norma Walters	Treasurer & Trustee
Clive Whittle	Chair, Director & Trustee
Paula Sharp	Trustee only

Registered Address

Restoration House
Beacon Centre
Great Stone Road
Stretford
M32 8QS

Independent Examiner

Community Accountancy Service Ltd
The Grange
Pilgrim Drive
M11 3TQ

Bankers

Royal Bank of Scotland
Drummond House
1 Redheughs Avenue
Edinburgh
EH12 9JN

COMPASSION PRISON MINISTRIES

Structure, governance and management

Compassion Prison Ministries remains a company limited by guarantee governed by its Memorandum and Articles of Association dated 4th January 2013. It is registered as a charity with the Charity Commission and is constituted under a trust deed dated 2nd June 2015.

Objectives and activities

The objectives remain as in previous years to visit and support as many Prison chaplains and prisoners in the Northwest as possible.

The charity aims to continue to utilise and equip over 30 volunteers to visit a revised list of HM prisons listed below.

HMP Garth men's prison
HMP Wymott men's prison
HMP Hindley men's prison
HMP Thorn Cross men's prison
HMP Styal

A review of our achievements and performance

The charity has been active in training in Prisons in the Northwest and beyond.

PRISON MINISTRY VISITS

All prisons in the revised list have been visited during the year.

Plans for future periods

Further recruitment drives are planned and in process. Further training for new recruits will be carried in 2024/2025. A board re-structure will take place early 2025 with at least 3 new trustees and a replacement chair.

Financial review

Total income for period to 31st March 2024 was £620 less total expenditure £3,166 resulting in a deficit of £2,546 for the year.

Investment powers and policy

The trustees, having regard to the liquidity requirements of operating the charity, have kept available funds in an interest-bearing deposit account.

Reserves policy and going concern

The balance held in unrestricted reserves on 31st March 2024 was £10,123 of which £9,868 were free reserves after allowing for funds tied up in tangible fixed assets. Total funds carried forward are £13,187.

The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately three months of unrestricted charitable expenditure. The

COMPASSION PRISON MINISTRIES

trustees consider that this level will provide sufficient funds to respond to applications for grants and ensure that support and governance costs are covered.

Risk management

The trustees have conducted a review of the major risks to which the charity is exposed, and systems have been established to mitigate those risks.

Appointment of trustees

As set out in the Articles of Association trustees are elected annually by the members of the charitable company attending the Annual General meeting and serve for a period of 3 years.

Trustee induction and training

Training and envisioning for the trustees are planned for 2024/2025 and in process.

Organisation

The board of trustees administers the charity. The board normally meets bi-monthly by zoom. A Chief Executive is appointed by the trustees to manage the day-to-day operations of the charity.

Related parties and co-operation with other organisations

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee or senior manager with any service providers must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party.

During the year a loan of £500 was made to a trustee. At the year end £303 remained outstanding.

COMPASSION PRISON MINISTRIES**Trustees responsibilities in relation to the financial statements**

The charity trustees (who are also the directors of Compassion Prison Ministries for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently.
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent.
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements.
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will not continue in business. The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

By order of the board of trustees

N. Walters

Norma Walters
Treasurer

Date: 18th December 2024

Independent examiner's report to the trustees of Compassion Prison Ministries

I report on the accounts of the company for the year ended 31st March 2024, which are set out on pages 6 to 16.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants in England and Wales.

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:

- examine the accounts under section 145 of the 2011 Act ;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.
-

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. 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

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006, ; and
 - with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Anita King FCCA *A.U. King*
 Community Accountancy Service Ltd
 The Grange, Pilgrim Drive
 Beswick, Manchester, M11 3TQ

Date: 18th December 2024

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED
31 MARCH 2024

(including income and expenditure account)

				Total Funds	Total Funds
		Unrestricted	Restricted Funds	Year end	Period 1
	Further Details	Funds		31/03/2024	February
		£	£	£	2022 to 31
					March 2023
					£
Income from:					
Donations and legacies	(3)	400	-	400	558
Charitable Activities	(4)	-	-	-	-
Investment Income		220	-	220	29
Total		<u>620</u>	<u>-</u>	<u>620</u>	<u>587</u>
Expenditure on:					
Charitable Activities	(5)	1,327	1,839	3,166	4,784
Total		<u>1,327</u>	<u>1,839</u>	<u>3,166</u>	<u>4,784</u>
Net income/(expenditure)		(707)	(1,839)	(2,546)	(4,197)
Transfers between funds	(13)	-	-	-	-
Net movement in funds		<u>(707)</u>	<u>(1,839)</u>	<u>(2,546)</u>	<u>(4,197)</u>
Reconciliation of funds					
Total funds brought forward	(13)	12,669	3,064	15,733	19,930
Total funds carried forward	(13)	<u>11,962</u>	<u>1,225</u>	<u>13,187</u>	<u>15,733</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 9 to 16 form part of these accounts.

BALANCE SHEET AS AT 31 MARCH 2024

Company Registration Number: 08348123

	Notes	2024 £	2023 £
Fixed assets:			
Tangible assets	(10)	255	381
Total fixed assets		<u>255</u>	<u>381</u>
Current assets:			
Debtors	(11)	625	510
Cash at Bank & in Hand		12,854	15,790
Total current assets		<u>13,479</u>	<u>16,300</u>
Liabilities:			
Creditors: Amounts falling due within one year	(12)	547	948
Net current assets or liabilities		<u>12,932</u>	<u>15,352</u>
Total assets less current liabilities		13,187	15,733
Total net assets or liabilities		<u><u>13,187</u></u>	<u><u>15,733</u></u>
The funds of the charity:			
Unrestricted income funds	(13)	11,962	12,669
Restricted income funds	(13)	1,225	3,064
Total charity funds		<u><u>13,187</u></u>	<u><u>15,733</u></u>

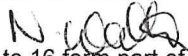
For the period in question the company was entitled to the exemption conferred by section 477 of the Companies Act 2006, and that no notice has been deposited under section 476 in relation to its accounts for the financial year; and the directors acknowledge their responsibilities for:

- complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the trustees on 18th December 2024

Norma Walters



The notes on pages 9 to 16 form part of these accounts.

Statement of Cash Flows for the year ending 31 March 2024

	Year end 31/03/2024 £	Period 1 February 2022 to 31 March 2023 £
Reconciliation of net movement in funds to net cash flow from operating activities		
Net movement in funds	(2,546)	(4,197)
Deduct investment income	(220)	(29)
Depreciation	126	127
Decrease/(increase) in debtors	(115)	1,385
Increase/(decrease) in creditors	(401)	(72)
Net cash used in operating activities	(3,156)	(2,786)
Cash flows from investment activities:		
Interest	220	29
Purchase of fixed assets	-	(507)
Net cash provided by investing activities	220	(478)
 Increase/(decrease) in cash and cash equivalents during the year	 (2,936)	 (3,264)
Cash and cash equivalents brought forward	15,790	19,054
Cash and cash equivalents carried forward	12,854	15,790

Notes to the accounts for the year ended 31 March 2024**1. Accounting policies****(a) Basis of preparation and assessment of going concern**

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011. The charity constitutes a public benefit entity as defined by FRS 102. The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. There is 1 restricted fund.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

Further details of each fund are disclosed in note 13.

(c) Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

(d) Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (f) below.

(e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

(f) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together. Governance costs and support costs relating to charitable activities have been apportioned based on type of expense. The allocation of support and governance costs is analysed in note 7.

Notes to the accounts for the year ended 31 March 2024

(g) Costs of raising funds

The costs of raising funds consists of licence fees, bad debts and event costs.

(h) Charitable Activities

Costs of charitable activities include governance costs and an apportionment of support costs as shown in note 6.

(i) Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised and valued at historical cost. Depreciation is charged on the following basis:

Equipment	25% on cost
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(j) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value of their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their varying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

(k) Debtors

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

(l) 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 the funds to a third party and the amount due to settle the obligation can be measured of estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2. Related party transactions and trustees' expenses and remuneration

The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2023: £nil). Expenses paid to the trustees in the year totalled £nil (2023: £nil).

During the year, a loan was made to a trustee. The amount was £500. At the year end, £303 remained outstanding.

Notes to the accounts for the year ended 31 March 2024

3. Donations and Legacies

	Unrestricted Year end 31/03/2024 £	Restricted Year end 31/03/2024 £	Total Funds Year end 31/03/2024 £
Offerings	400	-	400
	400	-	400

Prior Year

	Unrestricted Period 1 February 2022 to 31 March 2023 £	Restricted Period 1 February 2022 to 31 March 2023 £	Total Funds Period 1 February 2022 to 31 March 2023 £
Offerings	558	-	558
	558	-	558

4. Income from charitable activities

	Unrestricted Year end 31/03/2024 £	Restricted Year end 31/03/2024 £	Total Funds Year end 31/03/2024 £
Grants:	-	-	-
	-	-	-

Prior Year

	Unrestricted Period 1 February 2022 to 31 March 2023 £	Restricted Period 1 February 2022 to 31 March 2023 £	Total Funds Period 1 February 2022 to 31 March 2023 £
Grants:	-	-	-
	-	-	-

Notes to the accounts for the year ended 31 March 2024

5. Expenditure

	Charitable Activities £	Year end 31/03/2024 £	Period 1 February 2022 to 31 March 2023 £
Expenditure on charitable activities:			
Employment Costs	(95)	(95)	-
Training	852	852	1,936
Donations	-	-	220
Travel Expenses	936	936	1,259
Governance Costs	360	360	360
Support Costs	987	987	869
Depreciation	126	126	127
Sundries	-	-	13
	<u>3,166</u>	<u>3,166</u>	<u>4,784</u>
		2024	2023
Restricted Funds		1,839	2,805
Unrestricted Funds		1,327	1,979
		<u>3,166</u>	<u>4,784</u>

Notes to the accounts for the year ended 31 March 2024

6. Analysis of expenditure on charitable activities

As per note 5.

7. Allocation of governance and support costs

The breakdown of support costs and how these were allocated between governance and other support costs is shown below:

	Basis of apportionment	General Support	Governance	2024 Total	2023 Total
Accountancy Fees	type of expense	-	360	360	360
Printing & Stationery	type of expense	301	-	301	-
Telephone	type of expense	10	-	10	-
Computer Software	type of expense	469	-	469	693
Insurance	type of expense	207	-	207	176
		987	360	1,347	1,229

8. Analysis of staff costs

	Year end 31/03/2024 £	Period 1 February 2022 to 31 March 2023 £
Wages and Salaries	(95)	-
Social Security Costs	-	-
Pension Costs	-	-
	(95)	-

The average number of employees during the year was nil (previous year: nil).

The charity considers its key management personnel comprises the trustees. The total employment benefits, including employer pension contributions of the key management personnel were £nil (previous year: £nil), No employee has benefits in excess of £60,000 (previous year: none).

The payroll scheme was closed in June 2020. The payroll refund in this year relates to a write back of a creditor.

9. Independent Examiner Fees

	Year end 31/03/2024 £	Period 1 February 2022 to 31 March 2023 £
Independent examination fees	360	360
Other financial services	301	-
	661	360

Notes to the accounts for the year ended 31 March 2024

10. Tangible Fixed Assets

	Equipment	Total
Cost	£	£
At 1 April 2023	5,458	5,458
Additions	-	-
At 31 March 2024	5,458	5,458
Depreciation		
At 1 April 2023	5,077	5,077
Charge for Year	126	126
At 31 March 2024	5,203	5,203
NET BOOK VALUE		
At 31 March 2024	255	255
At 31 March 2023	381	381

11. Analysis of debtors

	2024	2023
	£	£
Loans to Officers	303	-
Prepayments	322	510
	625	510

Debtors and prepayments related to unrestricted funds both in 2024 and 2023.

12. Creditors: amounts falling due within one year

	2024	2023
	£	£
Other creditors and accruals	360	528
Taxation and social security costs	187	420
	547	948

Notes to the accounts for the year ended 31 March 2024

13. Analysis of charitable funds

Analysis of movements in unrestricted funds

	Balance at 1 April 2023	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2024
	£	£	£	£	£
General Fund	12,669	620	(1,327)	-	11,962
	12,669	620	(1,327)	-	11,962

Prior Year

	Balance at 1 February 2022	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2023
	£	£	£	£	£
General Fund	14,061	587	(1,979)	-	12,669
	13,362	1,199	(500)	-	12,669

Name of unrestricted fund:	Description, nature and purpose of the fund
General Fund	The "free reserves" after allowing for all designated funds

Analysis of movements in restricted funds

	Balance at 1 April 2023	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2024
	£	£	£	£	£
Big Lottery Covid	3,064	-	(1,839)	-	1,225
	3,064	-	(1,839)	-	1,225

Prior Year

	Balance at 1 February 2022	Incoming Resources	Resources Expended	Transferred to Foodbank	Balance at 31 March 2023
	£	£	£	£	£
Big Lottery Covid	5,869	-	(2,805)	-	3,064
	5,869	-	(2,805)	-	3,064

Name of restricted fund:	Description, nature and purpose of the fund
Big Lottery Covid	Towards covid support

Notes to the accounts for the year ended 31 March 2024

14. Analysis of net assets between funds

	Unrestricted funds	Restricted funds	2024 Total
	£	£	£
Tangible fixed assets	255	-	255
Cash at bank and in hand	11,629	1,225	12,854
Other net current assets/(liabilities)	78	-	78
Total	11,962	1,225	13,187

Prior Year

	Unrestricted funds	Restricted funds	2023 Total
	£	£	£
Tangible fixed assets	-	-	381
Cash at bank and in hand	10,716	10,599	15,790
Other net current assets/(liabilities)	2,646	-	(438)
Total	13,362	10,599	15,733

15. Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised on a transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at an amortised cost using the effective interest method.