

# Hoddesdon Christadelphian Services

Registered Charity no. 1163488

## Annual report and accounts

Year Ended 31 March 2022

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## Administrative Information

Name:	Hoddesdon Christadelphian Services
Charity number:	1163488
Principal address:	37 Bentley Place, Baker Street, Weybridge, Surrey, KT13 8BF
Trustees:	Mr James Bilton Mrs Jacqueline Bilton Mr David Cox Mr James Riley Mr Keith Riley Mrs Mary Riley Dr Joy Standeven (Secretary) Mrs Alison Tarrant Mr James Whitehorn (Treasurer)

## Structure, Governance and Management

The Charity and its property are managed and administered by a committee of Charity Trustees. All the Trustees of the Charity are members of the Hoddesdon Christadelphian Services Committee. They are responsible for the day-to-day administration of the Charity. Members of the Hoddesdon Christadelphian Services Committee other than the Trustees are Members of the Charity.

The method of appointment of Trustees of the Hoddesdon Christadelphian Services Committee is set out in clause 10 of The Constitution of Hoddesdon Christadelphian Services (the governing document) dated 26th June 2015. The Trustees have taken steps to ensure that they all understand the charity's purpose (objects) and rules as set out in the constitution and are aware of their responsibilities to comply with Charity Commission guidance as set out in 'The Essential Trustee: What you need to know, what you need to do (CC3)'.

The Trustees met six times during the year (including the annual general meeting held on 2<sup>nd</sup> October 2021) with an average level of attendance of 91%.

Government and Charity regulations, together with the development of technology, now enable management meetings to be wholly on-line using Zoom, or using a hybrid format, options we take advantage of to reduce unnecessary travel expenditure.

## Objectives and Activities

To advance Bible-based Christian faith in accordance with Christadelphian beliefs for the benefit of the Christadelphian community and anyone interested in the practical application of Christian faith through:

1. The holding of an Annual Conference open to anyone interested to attend for worship, spiritual renewal, to increase Biblical understanding and learn effective methods of preaching.
2. Producing and distributing resource materials for worship.
3. Providing grants towards youth work in the wider community consistent with the objects of the association.
4. Promoting Christ-like behaviour towards all interested in the practical application of Christian faith.

When planning our activities for the year the Trustees have considered the Commission's guidelines on public benefit and, in particular, the specific guidelines on charities for the advancement of religion. In particular we try to enable people of the Christadelphian community, and anyone interested in the practical application of Christian faith to live this out through:

- The annual conference providing an opportunity for; worship and prayer; learning about the Bible and developing a close relationship with Jesus
- Production and distribution of materials for worship
- Provision of grants for youth work in the wider community.

A principle underlying the conference weekend is that it should be inclusive, embracing all ages, all backgrounds, all views, all characters.

The age range at conference is wide (characteristically under 18 – 80+ years). A safe-guarding policy is applied for delegates under the age of 18 who will be present under the responsibility of their parent(s) or under the specific responsibility of another adult delegate. Attendance at Conference is subject to a signed declaration as required in the Under-18 booking form. Delegates 25 years of age and under, together with those of limited means, can apply for a significantly reduced attendance rate.

The object of promoting Christ-like behaviour towards all means that no individual or group will be treated any less favourably than any other, all will be welcome and given access to conference. By joining in activities with others it is the trustees wish that all will feel support and encouragement as everyone tries to shape their lifestyle to be the best that Christians aim for it to be.

## Achievements and Performance

### Annual Conference

Following the success of the Virtual Conference held in 2021, as noted in last year's Annual Report, and with the High Leigh Christian Conference Centre in Hertfordshire reopened, the trustees determined that the 2022 Conference should be a hybrid event if Covid-19 regulations permitted. Given that the Covid pandemic restrictions were still applicable in some places, for example delegates from Scotland arrived at Conference expecting compulsory mask wearing throughout, the committee were delighted that 180 in-person delegates attended, including four from North America; mask wearing was made a matter of personal choice.

The structure of the weekend programme consisted of a choice of focus group topics delivered on Saturday followed by plenary events mainly on Sunday. Focus group activities are delivered to groups of around 20 participants in different meeting rooms throughout the venue, each delegate choosing two topics. Of the fifteen topics that were covered on Saturday, five were offered in hybrid

format. Providing several focus group sessions, simultaneously to on-line and in-person delegates , from different halls and meeting rooms demanded extensive technical backup which was challenging and benefited from the limited amount of upgraded technical equipment purchased and a number of very competent and willing helpers. Plenary elements of the programme, including all praise sessions and the main study: 'New Testament Dynamics' led by John Launchbury from Oregon, present in person, were mostly held on Sunday and were more readily amenable to hybrid availability.

Delegates who participated, in-person or virtually, gave very positive responses to the quality of their experiences both on Saturday and Sunday. All aspects of the weekend were thoroughly reviewed by participants, as well as by the committee, and lessons learnt from the event will be used to shape future programmes. In total, over the weekend, more than 100 screens tuned in to join various online elements of the programme which are recorded and retained year-on-year to be available as evergreen content for viewing no matter when.

Trustees continue to want the conference to be driven and shaped by what attendees want, as it always has been, and the high response rate to the online survey confirmed 95% of those who responded were very satisfied with the work of the committee, in particular with the running of the conference. A subsidy fund is maintained to assist any who find the cost of the in-person event beyond their means and to encourage young people ( those aged 25 years and under) a specially low, heavily subsidised rate is applied. As costs continue to rise with the impact of the national economic situation, this is a matter which the Trustees will keep in the forefront of their minds; it is their wish that no-one of any age is precluded from attending conference by financial issues.

## Production and distribution of materials for worship resources

The primary worship resource we produce as a committee is the 'Praise the Lord' (PTL) hard-backed compilation of 300 songs (full score music and words). This, first and foremost, is a book of hymns from Christian and Christadelphian sources used throughout the Christadelphian community and more widely by one or two related groups.

To further enhance the variety of our worship and maintain a library of contemporary resources, we also produce a supplementary collection of songs, 'Praise the Lord 2016' (PTL 2016), comprising 37 more modern hymns. A reprint of 1000 hard copies was undertaken during 2016-17 which included a smaller A5 version.

For the year ending 31<sup>st</sup> March 2022 worship book sales of both the full hard-backed version, and the smaller supplementary collection, were reduced compared with previous years. This is due, in part, to the total circulation over the years since publication, now accounting for some 40,000 copies distributed. On-going sales are also impacted by the now widespread use at in-person events of projection of the song words onto big screens which has the benefit of singers keeping their heads up thus improving the quality of the sound.

In addition to our ongoing hardcopy worship material, electronic versions of both PTL and PTL 2016 are available in both PDF and Android App format for personal devices.

## Provision of grants towards youth work in the wider community

Due to the impact of Covid-19 many in-person activities had to be suspended, which regrettably impacted on young people's clubs and camps such that no applications from UK based groups for grants were made during the year. However, through the Christadelphian Meal-a-Day charity, we were aware of the need for support for extra-curricular activities at the Crown City School in Kenya, a school and home that serves 100 children orphaned or abandoned by their parents in the village of Chewle, Kenya. A grant of £582 was made.

## Financial review

Hoddesdon Christadelphian Services financial situation improved by £6,964.04 for the year ended 2022. This was a result of a one-off donation to the legacy fund of £5,000 (exc. gift aid). This accounted for the majority of the movement between years.

	<b>31.03.21</b>	<b>31.03.22</b>
Conference Account	£2,379.88	£0.00
On Going Services	£23,876.37	£25,553.83
Subsidy Fund	£11,291.70	£14,540.16
Youth project Fund	£0.00	£0.00
Legacy Fund	£9,078.65	£13,496.65
<b>Total</b>	<b>£46,626.60</b>	<b>£53,590.64</b>
Movement in Year		<b>£6,964.04</b>

Commentary for the accounts, year ending 31/03/22 (full breakdown in Appendix 1):

Total receipts on unrestricted funds were £38,373.10. This was represented by:

- £27,050 net delegate fees received and £0.35 interest.
- £2,395.59 relating to sales of our publication Praise the Lord throughout the financial year.
- £8,927.16 donations and gift aid reclaimed. This was the sum of one-off donations made to Hoddesdon Christadelphian services by the general public and gift aid receipts.

Total expenses were (£31,409.07). We have grouped our explanation under the main account movements in our explanation below.

High Leigh Centre costs totalling £27,032.60 in relation to the 2022 conference.

A further £3,076.33 costs in relation to the running costs of the conference and administrative expenses.

The sales of both the PTL and PTL 2016 songbooks, incur some cost (reprint, postage, storage, copyright and handling) accounting for (£718.14).

Grants Awarded accounted for £582.

## Contributions made by volunteers

We are grateful for the many volunteers who contribute so much to the running of our Conference and the production of our music resources.

In running our Conference;

- Focus Group leaders
- Incidental session leaders
- All plenary session leaders
- Media technicians (more needed to assist with a hybrid conference event)

all give their services voluntarily.

In the production of music resources:

- those who seek copyright permission
- those who type set the music and words
- those who develop Apps

all give their services voluntarily which means that our costs are minimised in the production of our publications and together with digital media are made available at well below real cost.

# Appendix 1

## HODDESDON

### CHRISTADELPHIAN SERVICES

Year ended 31st March 2022

<b>BALANCE SHEET</b>	<b>31.03.22</b>
Lloyds Current	35,802.36
Lloyds Investment	3,229.19
Lloyds Bookings	14,559.09
	<u>53,590.64</u>

**Represented by:**

Conference Account	0.00
On Going Services	25,553.83
Subsidy Fund	14,540.16
Youth Project Fund	0.00
Legacy Fund	13,496.65
	<u>53,590.64</u>

<b>CONFERENCE ACCOUNT</b>	<b>ye 31.03.22</b>
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Gross Delegate fees	32,690.00
Refunds	-1,390.00
Subsidised places inc. students	-4,250.00
Net Delegate fees received after refunds & donations	27,050.00
Bank Interest	0.35
<b>INCOME</b>	<u>27,050.35</u>
High Leigh Centre	-27,032.60
Committee meetings & Admin	-359.07
Liability insurance	-598.28
Virtual Conference Equipment and Production costs	-2,118.98
<b>EXPENSES</b>	<u>-30,108.93</u>

	<b>3,058.58</b>
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**DEFICIT for the year**

Transfer from subsidy fund	678.70
Brought forward balance	2,379.88
Carried forward balance	<u>0.00</u>

<b>ON GOING SERVICES</b>	<b>ye 31.03.22</b>
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Sales incl. postage repaid	2,395.59
<b>INCOME</b>	<u>2,395.59</u>
PTL production, copyright & Other costs	-359.07
Admin, Committee expenses & Other	-359.07
<b>Movement on the year</b>	1,677.46
Brought forward balance	23,876.37
Carried forward balance	<u>25,553.83</u>

<b>SUBSIDY FUND</b>	<b>ye 31.03.22</b>
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Brought forward	11,291.70
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Collection and Donations (inc. Gift Aid)	3,927.16
Transfer to Conference Account	-678.70
Carried forward	<u>14,540.16</u>

<b>YOUTH PROJECT FUND</b>	<b>ye 31.03.22</b>
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Brought forward	0.00
Grants awarded and paid	-582.00
Transfer from Legacy Account	<u>582.00</u>
Carried Forward	<u>0.00</u>

<b>LEGACY FUND</b>	<b>ye 31.03.22</b>
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Brought forward	9,078.65
Donations	5,000.00
Transfer to YPF	<u>-582.00</u>
Carried Forward	<u>13,496.65</u>

## Appendix 2: Independent Examiner's Report to the Trustees of Hoddesdon Christadelphian Services

**Report to the trustees/  
members of**

Charity Name

Hoddesdon Christadelphian Services

**On accounts for the year  
ended**

31/03/22

**Charity no  
(if any)**

1163488

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/22.

**Responsibilities and basis of  
report**

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

**Signed:** Christian Carter

**Date:** 01/12/22

**Name:** Christian Carter

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

Institute of Chartered Accountants in England and Wales

**Address:**

Orion Gate, Guildford Road, Woking, Surrey GU22 7NJ