

North Carlisle Christian Ministry

Charity 1169469

Trustees report for the period from 1st April 2020 to 31st March 2021

A. Charity Information

Constitutional Objects

North Carlisle Christian Ministry (NCCM) is a Charitable Incorporated Organisation whose Constitution was agreed on 21st April 2016 and first registered as a charity on 4th October 2016 and whose sole membership is the Trustees.

Its Objects are:

Advancing the Christian faith among people in the north Carlisle area for the benefit of all in accordance with beliefs appearing in the Schedule [to the charity's Constitution] and in such other regions as the Trustees may from time to time determine including

- a. the recruitment education training and deploying gospel ministers whether paid or unpaid
- b. the support of those engaged in evangelistic teaching and other pastoral ministry
- c. the support of Christians who are engaged full-time in the missionary work of proclaiming the gospel and in bringing others to believe in Jesus Christ and to live according to his teaching in Great Britain or elsewhere
- d. the support of religious education in accordance with the Christian faith by any suitable means
- e. the relief of hardship or mental distress particularly but not exclusively in the north Carlisle area.

In the current reporting period NCCM's principle work has been in fulfilling b, c and d above through the provision of grants as indicated in the *Activities and Achievements* section below.

Trustees

Neal Andrews

Andrew Paul John Towner

Bryony Catherine Rachel Woodbridge

Stephen Andrew Blake (From 27th October 2020)

Robert John Gardner

Johanna Victoria Boddam-Whetham

Five are founding Trustees. There are no people or institutions with a right to appoint trustees. All Trustees stand down in rotation and are eligible for re-appointment subject to the requirements of the charity's Constitution. The charity has adopted a policy on trustee recruitment and induction. This was followed in the appointment process of Stephen Blake in October 2020.

Principal Office: St Peter's Church Office, Kingstown Road, Carlisle, CA3 0BB.

[NCCM has the use of these premises as a postal address free of charge].

Contact details:

Post: % St Peter's Church Office, Kingstown Road, Carlisle, CA3 0BB.

Email: office@northcarlislechristianministry.org.uk

Website: www.northcarlislechristianministry.org.uk.

B. Activities and Achievements

In all its activities to fulfil its Objects, the Trustees are mindful of the need to provide public benefit and follow Charity Commission guidance as required by Section 4 of the Charities

Act 2006. This is done by supporting organisations and individuals whose role is outward-facing towards the Christian and wider community.

The principal type of activity has been to make funding available for employment and training by other bodies.

Grant Making

The Trustees have a clear policy establishing the procedure and criteria for making grants. Applications are assessed by the whole trustee body together (except where one or more recuse themselves because of a possible conflict of interest) and decisions reached on the basis of the criteria being met and the expenditure being appropriate in the light of overall resources and other commitments.

In providing finance to support an individual, our policy is to channel this through a charity by which the person is employed or to which they are accountable as a volunteer.

If this recipient is engaged in work with children or vulnerable adults, the Trustees satisfy themselves that appropriate safeguarding policies are in place and implemented by the organisation to which they are accountable.

Recipients of grants from NCCM make reports to the Trustees about their work and training so that the trustees can be satisfied that the grant is being put to appropriate use.

Where we work

As indicated in the Objects, the geographical focus of what we do is north Carlisle. We aim to devote around 90% of funds here.

The remaining 10% may be used to support people fulfilling the same Objects elsewhere in the UK, or in secondary ways of enabling Christian ministry in north Cumbria. Currently, within our Objects, we are focusing on ministry support in north Carlisle. We continue to set aside the 10% of our funds so that they are available to be used when we (as trustees) identify needs or these are brought to our notice.

How we have used our money

In this year NCCM:

- Provided a small grant to give administrative support to a church minister near Carlisle which could otherwise not be funded. This has enabled him to work more effectively in his parish and community. This is an on-going commitment to facilitate gospel ministry in a rural area.
- Has continued to make it possible for Houghton PCC to employ part-time an apprentice minister. This post came to an end in September 2020. We were able to cover a substantial part of the salary, costs and further training requirements for this post.

Looking to the future

NCCM has a strong though independent relationship with Houghton Parochial Church Council. The PCC has been considering its staffing needs for the medium term.

At the close of the year (31st March 2021) we had agreed in principle to assist with funding an Associate Minister post which fulfils our grant making criteria, but the level of that funding had not been finalised. We anticipate doing this shortly with a commitment which we believe we can sustain prudently for three years.

To this end we were content to build up a reserve of funds in the second half of the year. While this may be a larger commitment than we have made previously, NCCM will not limit its activity to this alone.

We are actively seeking ways to use the 10% of our funds referred to above.

C. Structure, Governance and other Policies

NCCM is governed by a board of trustees who meet six times a year to review progress on work which is currently being supported; to consider new requests and possibilities for use of finance; to review regularly the operation of the charity's policies; and to ensure that supporters of the charity are kept informed. Because of the restrictions arising from the Covid 19 pandemic, all meetings this year have been online.

Informing Supporters

The Trustees provide a written report of activities twice per year and normally hold an annual Information and Thanksgiving Evening which anyone may attend. Because of restrictions this was not possible in 2020.

The website also carries the latest report and short videos from individuals that we have supported. (<https://www.northcarlislechristianministry.org.uk/how-to-support-us/>)

Policies

The Trustees have in place the following which are reviewed regularly:

- **Risk Management**
The Trustees acknowledge their responsibility to identify and minimise risks and keep such policies under review. We believe that there have been no significant risks either financial, operational or reputational in the year, nor are any anticipated.
- **Reserves**
The Trustees are mindful of the future need to be ready to consider higher levels of expenditure than currently, as indicated above. The Reserves Policy takes this into account while seeking not to hold onto funds unnecessarily which could otherwise be used charitably. Current operating commitments are fully covered by existing cash balances.
- **Employment**
Although not yet used, NCCM has a policy in place for this.
- **Investment**
The Trustees are of the view that long-term risk-based investment of funds is inappropriate for the objects of NCCM. Operating funds are held in a Charities Aid Foundation current account and funds surplus to immediate requirements are invested through CAF Bank in savings accounts with Shawbrook Bank (and Scottish Widows until July 2020). The amount saved in this way is regularly reviewed.
- **Data Protection**
The Trustees have taken the steps necessary to be compliant with the General Data Protection Regulation since it became operative in May 2018.
- **Trustee recruitment and Induction**
The Trustees have adopted a policy to ensure that the composition of the trustee board is reviewed annually and that trustees are recruited with the necessary range of skills and attributes needed to lead and oversee the work of the charity. Also that those selected to become trustees are fully acquainted with the operation of the charity and of their responsibilities both legally and practically.

D. Property and Finance

Property

NCCM owns no property but has free use of St Peter's Church Office as its Registered Address.

Administrative costs

These have been kept to a minimum and include a limited amount of secretarial assistance, printing of publicity materials and the maintenance of the website.

Fundraising

NCCM employs no people in fund-raising; expends no money on fund-raising beyond providing printed material; relies upon word of mouth and presentations in supporting churches to make its work known.

Thus less than 1% of NCCM's income in the year has been expended on administration.

Accounts

The accounts for the twelve month period ended 31st March 2021 are appended. They show a current balance which, together with bank standing orders from donors, is more than sufficient to maintain the viability of the charity. The charity holds no funds on behalf of any other body.

The growth of reserves over the second half of the year has been in anticipation of larger expenditure in the coming years as explained in the "Looking to the Future" section above.

E. Statement of Trustee Responsibilities

The Trustees are required by current Charities legislation to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year. In preparing the financial statements giving a true and fair view, the Trustees are required to follow best practice and:

- (a) Select suitable accounting policies and apply them consistently.
- (b) Make judgements and estimates that are reasonable and prudent.
- (c) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed or explained in the financial statements.
- (d) Prepare the financial statement on an ongoing basis unless it is inappropriate to assume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity, and which enable them to ensure that the financial statements comply with applicable law and regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud, money laundering and other irregularities.

It is our belief that we have faithfully and successfully discharged these duties during the period from 1st April 2020 to 31st March 2021.

This report was adopted by the Trustees of North Carlisle Christian Ministry:

Signed: Stephen Blake
Trustee

Date: 16/12/2021

Signed: B. Woodbridge
Trustee

Date: 16/12/2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

North Carlisle Christian Ministry

No 1169469

Receipts and payments accounts

CC16a

For the period
from

01/04/2020

To

31/03/2021

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations eligible for gift aid	8,175	-	-	8,175	6,875
Other donations	4,736	-	-	4,736	8,405
Gift aid recovered	1,720	-	-	1,720	957
Interest	203	-	-	203	174
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	14,834	-	-	14,834	16,411
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	14,834	-	-	14,834	16,411
A3 Payments					
Office expenses	113	-	-	113	89
Bank charges	69	-	-	69	60
Grants for supporting ministry	5,892	-	-	5,892	8,619
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	6,074	-	-	6,074	8,768
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	6,074	-	-	6,074	8,768
Net of receipts/(payments)	8,760	-	-	8,760	7,643
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	37,643	-	-	37,643	30,000
Cash funds this year end	46,403	-	-	46,403	37,643

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	CAF Bank account	19,235	-	-
	Shawbrook - 60 day notice	15,000	-	-
	Shawbrook - 60 day notice	12,168	-	-
	Total cash funds	46,403	-	-
	(agree balances with receipts and payments account(s))			

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
Stephen Blake	STEPHEN BLAKE	16/12/2021
B. Woodbridge	BRYONY WOODBRIDGE	16/12/2021