

North Carlisle Christian Ministry

Charity 1169469

Trustees report for the period from 1st April 2021 to 31st March 2022

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 of 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 a, 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

Johanna Victoria Boddam-Whetham

Four are founding Trustees and Stephen Blake was appointed in October 2020. Sadly Robert John Gardner passed away at the end of April 2022 so is no longer one of our 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.

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:

- Has been able to fulfil its pledge to assist with funding an Associate Minister post in the parish of St John's Houghton with St Peter's Kingmoor in Carlisle, through the Houghton Parochial Church Council. We are contributing monthly and based on our current income and projection we have committed to do so for three years. Due to this, we were content to build up reserves this past year.

While this may be a larger commitment than we have made previously, NCCM will not limit its activity to this alone.

- Due to the COVID 19 pandemic however, we have not had the opportunity to support other ministries or individuals this year but are still 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. Due to the continued uncertainties relating to

the Covid 19 pandemic, all meetings this year have been online again but the plan is to return to face to face meetings as soon as possible.

Informing Supporters

The Trustees provide a written report of activities twice per year and normally hold an annual Information and Thanksgiving Evening each summer which anyone may attend. Because of restrictions this was not possible in 2021.

The website also carries the latest report (NCCM latest News) 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 policies, all of 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 2022 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, and for us to fulfil our 3 year commitment to assist with funding the Associate Minister post as explained above.

The charity holds no funds on behalf of any other body.

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 2021 to 31st March 2022.

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

Signed: S. Blake Date: 6/6/22
Trustee

Signed: B. Woodbridge Date: 6/6/22
Trustee



CHARITY COMMISSION
FOR ENGLAND AND WALES

North Carlisle Christian Ministry

No 1169469

Receipts and payments accounts

CC16a

For the period from	01/04/2021	To	31/03/2022
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations eligible for gift aid	8,675	-	-	8,675	8,175
Other donations	16,353	-	-	16,353	4,736
Gift aid recovered	2,049	-	-	2,049	1,720
Interest	236	-	-	236	203
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	27,313	-	-	27,313	14,834
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	27,313	-	-	27,313	14,834
A3 Payments					
Office expenses	113	-	-	113	113
Bank charges	96	-	-	96	69
Grants for supporting ministry	22,000	-	-	22,000	5,892
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	22,209	-	-	22,209	6,074
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	22,209	-	-	22,209	6,074
Net of receipts/(payments)	5,104	-	-	5,104	8,760
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	46,403	-	-	46,403	37,643
Cash funds this year end	51,507	-	-	51,507	46,403

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	14,273	-	-
	Shawbrook - 60 day notice	25,066	-	-
	Shawbrook - 12 month fixed	12,168	-	-
	Total cash funds	51,507	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

	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	6.6.2022
B. Woodbridge	BRYONY WOODBRIDGE	6.6.2022



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
North Carlisle Christian Ministry

On accounts for the year
ended

31 March 2022

Charity no
(if any)

1169469

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 31/03/2022.

Responsibilities and
basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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.

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:

- the accounting records were not kept in accordance with section 130 of the 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:

Date: 03/08/2022

Name:

MARTIN BORRADAILE

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

INSTITUTE OF CHARTERED ACCOUNTANTS IN ENGLAND AND WALES

Address:

FIFTEEN ROSEHILL

MONTGOMERY WAY, ROSEHILL ESTATE

CARLISLE, CA1 2RW

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 details of any items that the examiner wishes to disclose.