



Teach to Reach

Helping churches embrace the nations

Two:Nineteen

(trading as 2:19 Teach to Reach)

A charitable incorporated organisation

Charity number 1191288

**Report of the Trustees and Financial Statements
For the Year Ended 30 September 2021**

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Report and Financial Statements

For the Year Ended 30 September 2021

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Two:Nineteen

Report of the Trustees for the year ended 30 September 2021

The Trustees present their report and independently examined financial statements for the year ended 30 September 2021.

Reference and Administrative Information

Charity Name:	Two:Nineteen (trading as 2:19 Teach to Reach)
Charity registration number:	1191288
Registered Office and operational address:	c/o West Smethwick Congregational Church Mallin Street West Sméthwick B66 1QZ

Trustees

Mrs Sheila M. Stephen (Chair)
Mr David A. Dryer
Mr Paul T. Lee
Mr Myung J. Sohn
Mrs Diana F. Jukes
Mrs Esther A. Houghton

Secretary

Marisa Gedrych (Operations and Events Manager)

Senior Management Team

Mr David K. Baldwin (Chief Executive Officer)
Mrs Maura M. Baldwin (Director of Operations)

Independent Examiner – Graeme Powell

Charitable Objects

To advance the Christian religion by providing training resources to churches to enable non-English speaking members of the local community to participate in the activities of the local church, including by providing instruction in English language.

Introduction / Background

Two:Nineteen grew out of the ministry experiences of founders, David and Maura Baldwin. On returning to the UK in 2007 after eleven years working as missionaries in Ethiopia, David and Maura began working as International Workers for Carey Baptist Church in Reading.

During this time, they saw a growing desire within UK churches to reach out to their increasingly diverse ethnic and cultural communities. But this desire was often accompanied by the questions, 'How are we going to get started; how do we welcome and integrate speakers of other languages in our churches?'

The model of church-based English conversation classes started at this time. They sought to provide high-quality conversational English to serve a real need in the community for improving English speaking skills, as well as providing the opportunity to build genuine relationships and share the gospel of Jesus.

As interest in English as a Second Language (ESL) outreach grew, Two:Nineteen was birthed in 2013, and came under the umbrella of Serving in Mission UK (Registered Charity No. 219763). Our vision was to help more and more churches connect with the international communities around them, sharing the model and their experience of using English as a way to serve and to share the gospel.

Seeing a need for high-quality resources for busy churches to use in their English outreach, Two:Nineteen began work in 2017 with experienced ESL teachers and cross-cultural workers to produce English conversation class resources and a Bible overview course.

After five fruitful years in partnership with Serving in Mission UK, Two:Nineteen made the decision to become an independent charity with its own Trustees and Leadership team. In the autumn of 2020 Two:Nineteen was granted charitable status and began operating as an independent charity on 1 October 2020.

Purpose and Aims

Two:Nineteen includes in its objects, 'advancing the Christian religion'; it has also adopted a Statement of Faith. We will seek at all times to reflect Christian principles and practice in all our operations. Professionally, we are passionate about good quality service and will make every effort to adhere to the appropriate standards and best practice in English language teaching.

The aims of Two:Nineteen are to:

1. Encourage churches to engage with the gospel opportunity presented by the presence of people from many nations in the UK.
2. Develop and maintain materials to equip churches with better cross-cultural understanding leading to welcoming, outreach and integration.
3. Develop and maintain conversational materials for English language teachers to use in linguistic and gospel work.
4. Provide consultancy and training to church-based language teaching
5. Promote networking and training for church-based language classes through running the English Teaching & Outreach Forum and other events.

Main Activities of the Charity

The main activities of the charity fall into three categories, English language, cultural engagement, and outreach.

The largest portion of our work is around English language. The Integrated Communities Strategy Green Paper (HM Government, March 2018) has both recognised the need for more ESL provision in our communities as well as the support that faith groups have already given in this area. One of the government's key policy proposals is "to boost English language skills – which are fundamental to being able to take advantage of the opportunities of living in modern Britain, such as getting a job, mixing with people and playing a full part in community life". So, our emphasis is on providing churches with all the materials, resources and knowledge they need to run successful classes or informal 'cafes' in their communities. In order to achieve this, we have developed and self-published two, high quality ESL books, full of lesson plans, and activities to be used to teach new emigres of the UK conversational English and basic British customs, helping them transition to life in Britain. We run online training session is specific aspects of English language teaching to expand the knowledge base and provide continuing professional development for class leaders and volunteers. And we produce a regular electronic newsletter to keep subscribers informed, with articles, tips for teachers, and ideas for lessons.

An important aspect of teaching English is engaging with the people who come to the classes. These people come from other countries, with different languages and cultural traditions. So, in conjunction with the English Language resources, Two:Nineteen also concentrates on equipping teachers and volunteers with the skills to connect to these speakers of other languages. One way we have achieved this is by presenting a series of talks on crossing-culture at a large national Christian conference, on subjects including, 'engaging with people from different world views'; 'getting to know your community better'; and 'hospitality'. We also had a stall and spoke at a regional women's conference.

As an organisation with a Christian ethos, a significant aim of the charity is to teach people about Jesus. With the majority of our clients being churches, we encourage groups to include a Christian narrative or message as part of their class or café. To facilitate this, we self-published two books, with artwork, recounting stories from the Old Testament (from Genesis to King David) and the New Testament (telling of Jesus' birth, death and resurrection). These

books are designed to be used in conjunction with the ESL books. This enables a smooth transition from teaching English words, phrases and concepts, to using those newly learnt words to communicate the bible's message.

Thereby supporting local churches to reach out effectively to non-English speaking people from other nationalities living in the communities around their churches Two:Nineteen is helping its beneficiaries to make concrete and integrative differences in their respective communities.

Serving the Public Benefit

As a charity we don't engage with the public directly, rather, our focus is on churches and Christian organisations who are reaching out to their local communities by providing much needed services, like English language classes. These services are often run by volunteers, therefore Two:Nineteen supports and equips these volunteers by providing advice, resources and materials to ease the burden of research and preparation required for running these services.

In its first year as a charity Two:Nineteen has served the public benefit by advising and supporting churches on issues relating to English language and cross-cultural engagement. Delivered online training webinars on these same topics. Presented a seminar series at a national conference. Produced a regular electronic newsletter available to all subscribers. Provided a website with free access to relevant articles, top tips and lesson ideas. Developed resource books and materials to help churches start and run ESL outreach programmes.

Achievements against objectives set

Bearing in mind that Two:Nineteen is a new and relatively small charity, the above performance is in keeping with the modest objectives set out in our strategic document. The trustees are consequently pleased with these achievements.

Structure, Governance and Management

The Constitution, and the Trustees

The charity is set up according to the constitution submitted to the Charity Commission in 2020, and is registered as a Charitable Incorporated Organisation, with six trustees that oversee the direction and work of the charity.

The initial tenure of the trustees was staggered at the formation of the charity (two trustees would serve for 1 year; two trustees for 2 years; and two trustees for 3 years). Each trustee could then volunteer to serve further terms of 3 years. This safeguarded the continuation of knowledge through the trustees by ensuring no more than two trustees would change at any point.

Policies and Procedures

In the first twelve months of operation, the charity has written the following policies and procedures: Health and Safety Policy; GDPR Policy; Privacy Policy; Capability Policy; Disciplinary Policy; Grievance Policy; Social Media Policy; Reserves Policy; and a Risk Assessment. All policies have been approved by the Trustees.

Organisation structure and pay scales

The charity has six paid employees, of which one is full-time and five are part-time. The six employees fill the following positions – Chief Executive Officer; Director of Operations; ESL Specialist; Materials and Resource Developer; Operations and Events Manager; Social Media and Website Manager.

The charity has three tiers of staffing with corresponding pay scales. There are two employees in each tier.

Tier 1 - Executives	£30,855.00 p/a
Tier 2 - Specialists	£28,050.00 p/a
Tier 3 - Administrators	£26,775.00 p/a

Employee contracts, training and CPD

All employees have signed, two-year contracts with the charity. Employees are scattered across the country and generally work from home. Therefore, all employees were provided with information on Health and Safety procedures and asked to undertake a workstation self-assessment when they signed their contracts.

Compulsory training in matters such as GDPR have occurred during staff meetings. These regular meeting have also included training on other relevant topics such as peer observations. Employees are encouraged to undergo continual professional development in areas pertaining to their field of expertise. These include attending conferences, webinars and completing online courses.

Working with other organisations

By 30 September 2021 there were 59 churches with which the charity had regular contact and many more in our wider network, who have purchased resources or subscribe to our regular newsletters (204 subscribers to the '2:19 News' and 392 subscribers to the 'Resource Newsletter').

As the charity settles into its second year, we are slowly building relationships with other organisations who work within similar fields. A secondee from Interserve (charity number 1020758) has a twelve-month contract with us to work eight hours a week, expanding our network into Manchester and developing more resources.

Financial Review

Financial position at the end of the period

At the end of our first financial year as a registered charity the charity is in the black. The budget at the start of the year anticipated a total of £89,088 income raised and an expected £92,482 expenditure. The actual figures were £104,182 and £79,082 respectively. Which leaves a total of £25,100 to carry over into the next fiscal year. £17,266 of these funds are restricted.

Policy for holding reserves

Two: Nineteen will seek to place £20,000 in reserve. This will cover payroll (wages and pensions) for a period of three months, with a small amount of additional funds to cover running costs and general expenses over the same period. A reserves policy has been produced and approved by the trustees, the budget for the subsequent fiscal year will build the reserve further.

Reserves held

The charity currently holds £7,834 in unrestricted reserves; and £17,266 in restricted reserves.

Principal sources of funds (including any fundraising)

The principal source of funding for the charity comes from donations, with product sales also providing a small income.

One major donor gives annually, specifically to cover payroll for the bulk of the charity's employees. In addition, we have twenty two donors giving monthly and ten donors who gave one-off donations. The majority of these smaller donations are restricted and are given to cover the payroll of specific employees.

In the year up to 30 September 2021 we received two trust payments of £1,000 from the Trelix Trust and £4,000 from the SOLA Trust.

Key risks facing the charity

Based on the risk assessment conducted, the charity faces two main risks, one financial and one around business continuity. Financially the loss of our major donor would be a significant risk to the continued smooth running of the charity. The second risk is less tangible, but the founders (a couple) hold a significant amount of the charity's history, vision, and knowledge between them. They also hold the two leadership positions in the charity. The loss of one, or both, of these persons would significantly impact the stability of the charity.

Independent Examiners Report

Report to the trustees of: Two:Nineteen
On accounts for the year ended: 30 September 2021
Charity no (if any): 1191288

Responsibilities and basis of report:

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/09/2021.

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 (other than that disclosed below *) 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:



Name: Graeme Powell

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

Fellow of the Institute of Chartered Accountants of England & Wales

Address:

56 Northcourt Avenue

Reading

Berkshire

RG2 7HQ

Statement of Financial Activities


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									
Sales	3,415						3,415		
Unrestricted donations	11,985						11,985		
Restricted – Baldwins			23,014				23,014		
Restricted – Norgate			11,472				11,472		
Restricted – Payroll			53,393				53,393		
Restricted – Office refurb			903				903		
Sub total (Gross income for AR)	15,400		88,782				104,182		
A2 Asset and investment sales, (see table).									
Sub total									
Total receipts	15,400		88,782				104,182		
A3 Payments									
Restricted – Baldwin wages			15,268				15,268		
Restricted – Norgate wages			11,472				11,472		
Restricted – Payroll wages			43,873				43,873		
Office refurb expenses	357		903				1,260		
Computer & Software	1,927						1,927		
General Expenses/office	5,282						5,282		
Sub total	7,566		71,516				79,082		
A4 Asset and investment purchases, (see table)									
Sub total									
Total payments	7,566		71,516				79,082		
Net of receipts/(payments)	7,834		17,266				25,100		
A5 Transfers between funds									
A6 Cash funds last year end									
Cash funds this year end	7,834		17,266				25,100		


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

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
B1 Cash funds				
	Unrestricted	7,834		
	Restricted - Baldwins		7,746	
	Restricted - Norgate			
	Restricted - Payroll		9,520	
	<i>Total cash funds</i>	7,834	17,266	
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets				
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B3 Investment assets				
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B4 Assets retained for the charity's own use				
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities				
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)

Trustees Signature Page

Signed by two trustees on behalf of all

Signature	Print Name
	DIANA TUCKER
Date of approval	26 JANUARY 2022

Signature	Print Name
	SHELLA MCKELL STEPHEN
Date of approval	2nd February 2022