



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 2023

Two:Nineteen

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**Report and Financial Statements
For the Year Ended 30 September 2023**

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Two:Nineteen

Report of the Trustees for the year ended 30 September 2023

The Trustees present their report and independently-examined financial statements for the year ended 30 September 2023.

Reference and Administrative Information

Charity Name:	Two:Nineteen (trading as 2:19 Teach to Reach)
Charity registration number:	1191288
Registered Office and operational address:	96 Gillott Road Birmingham B16 0ES

Trustees

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

Secretary

Ms Lindsey Stephenson (Administrator)

Senior Management Team

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

Independent Examiner

Mr 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. After eleven years' missionary experience in Ethiopia, David and Maura arrived in Reading where they saw the need for 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.

Two:Nineteen was birthed in 2013, initially under 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.

Two:Nineteen became an independent charity with its own Trustees and Leadership team 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 seek at all times to reflect Christian principles and practice in all our operations.

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: resources and training for English language, cultural engagement and outreach.

New resources:

At the beginning of the year 'Utter Wisdom' was launched at our English Teaching and Outreach Forum event. It perhaps has a broader audience than previous publications and was championed by several contacts influential in teaching and training. During the year we also created and released two sets of cards accompanying it for use in class.

Two of the team spent much of this year working on the next book, which we hope to release in 2024 with endorsement from Dan Strange as a follow up volume to his 'Making Faith Magnetic'.

Our design partner has also continued to work on animating the first ten stories from the So Lord Speak series, again for 2024 completion.

Training:

Across the year four training events have been completed, available online for maximum reach. These are offered free of charge to members.

Resourcing others:

We continue to have regular opportunities to speak and share at different churches and events. This year these included an interview about 2:19 with a Hong Kong national who will lead the service at Argyle Community Church, Reading and some cross-cultural training on "Welcoming Overseas People" at Duke Street, Richmond.

The ESL Lead Specialist and DO attended the Equipped to Welcome event at Glenabbey Church, Northern Ireland leading a seminar called "Talk, Talk" aimed at helping local churches start and develop English Language classes and storytelling clubs.

Staff:

The DO worked less hours due to family needs and the CEO took on some of the responsibilities previously assigned to her.

The Website and Social Media Manager increased her hours and we appointed a new part time Administrator to support the team.

Serving the Public Benefit

In its third year as a charity Two:Nineteen has served the public benefit by continuing to advise and support churches on issues relating to English language and cross-cultural engagement. We have delivered online training seminars which further helped volunteers develop their abilities.

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 safeguards the continuation of knowledge through the trustees by ensuring no more than two trustees would change at any point.

Policies and Procedures

In the past twelve months of operation, the charity has reviewed and updated some of its policies and procedures, including creating a Financial Standard Operating Procedures document.

Organisation structure and pay scales

At the end of this financial year the charity had six paid employees, all part-time. The six employees filled the following positions – Chief Executive Officer; Director of Operations; ESL Specialist; Materials and Resource Developer; Administrator; Social Media and Website Manager.

The charity has three tiers of staffing with corresponding pay scales. There were 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

The trustees have agreed to review these at the start of the next financial year.

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. 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

We have regular contact with churches across the country, and many more in our wider network purchase resources or subscribe to our regular newsletters.

As the charity settles into its fourth year, we are slowly building relationships with other organisations who work within similar fields. We have extended our contract with Interserve (charity number 1020758) for a second year to work with us eight hours a week, expanding our network into Manchester and developing more resources.

In 2023 our partnership with Bible Society for promoting and sales through the Bible Society website remained in place, although we have been disappointed with sales figures. A promotional push is expected in 2023-4.

Financial Review

Financial position at the end of the period

Our unrestricted income (mostly sales, with some donations) was £22,768, and the restricted income (donations to staff salaries and project funds) was £52,443 – a total of £75,211 (in 2021-22, total £136,903). Part of the reduction from the year before is explained by receiving a large donor's grant towards salaries in one FY which is to be used in the next.

Our unrestricted expenditure was £15,362, and our restricted funds expenditure was £67,307 – a total of £82,669 (in 2021-22, total expenditure £99,909). We spent less than in the previous financial year, including some which was restricted funds received in that year.

Policy for holding reserves

Over the next year 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 years will build the reserve further.

Balance held

At the end of the year the charity held £15,940 in unrestricted funds; and £38,696 in restricted funds.

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. The trustees have identified this as a financial risk for future years and the team will be working to build the donor base in 2023-4 (see below).

We have a loyal base of donors giving monthly and another group of donors who give one-off donations through the year. The majority of these smaller donations are restricted and are given to cover the payroll of specific employees.

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 executive positions in the charity. The loss of one, or both, of these persons would significantly impact the stability of the charity. The trustees will continue to discuss succession planning with the founders through 2023-4.

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	17,653						17,653		4,084
Unrestricted donations	3,764						3,764		5,520
Restricted – Baldwins			22,110				22,110		23,049
Restricted – Norgate			8,029				8,029		9,641
Restricted – Payroll			20,000				20,000		86,384
Restricted – Office rent									1,200
Restricted – Office refurb									
Restricted – Projects			2,304				2,304		7,026
Other income	1,351						1,351		
Sub total (Gross income for AR)	22,768		52,443				75,211		136,903
A2 Asset and investment sales, (see table).									
Sub total									
Total receipts	22,768		52,443				75,211		136,903
A3 Payments									
Restricted – Baldwin wages			24,689				24,689		22,630
Restricted – Norgate wages			8,029				8,029		9,641
Restricted – Payroll wages			34,189				34,189		50,508
Restricted – Book Project			400				400		7,026
Restricted – Office rental									1,200
Restricted – Office refurb									
Computer & Software									4,633
General Expenses/office	15,362						15,362		4,271
Sub total	15,362		67,307				82,669		99,909

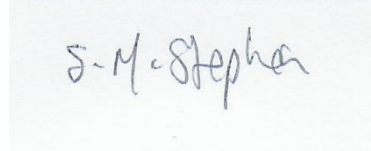
A4 Asset and investment purchases, (see table)									
<i>Sub total</i>									
<i>Total payments</i>	15,362		67,307				82,669		99,909
<i>Net of receipts/(payments)</i>	7,406		-14,864				-7,458		36,294
A5 Transfers between funds									
A6 Cash funds last year end	8,534		53,560				62,094		25,100
<i>Cash funds this year end</i>	15,940		38,696				54,636		62,094

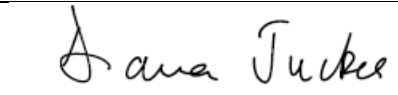
Section B Statement of assets and liabilities at the end of the period

Categories	Details		Unrestricted funds		Restricted funds		Endowment funds
			to nearest £		to nearest £		to nearest £
B1 Cash funds							
	Unrestricted		15,940				
	Restricted – Baldwins				5,585		
	Restricted – Norgate				0		
	Restricted – Payroll				31,207		
	Restricted – Office rental				0		
	Restricted – Projects				1,904		
	<i>Total cash funds</i>		15,940		38,696		
	(agree balances with receipts and payments account(s))		yes		yes		
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
	SHEILA MCKELL STEPHEN
Date of approval	24-5-24

Signature	Print Name
	DIANA JUCKES
Date of approval	24-5-24

Statement of Financial Activities

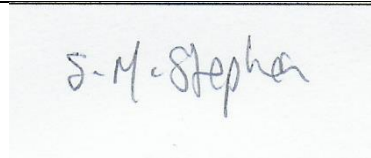
FY ending 30 September 2023

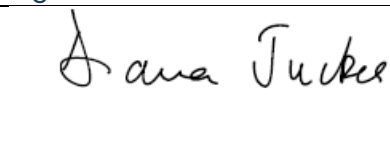
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	Restricted – Office rental				0		
	Restricted – Projects				1,904		
	<i>Total cash funds</i>		15,940		38,696		
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	Details		Fund to which liability relates		Amount due (optional)		When due (optional)
B4 Assets retained for the charity's own use							
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B5 Liabilities							
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Signed by two trustees on behalf of all

Signature	Print Name
	SHEILA MCKELL STEPHEN
Date of approval	24-5-24

Signature	Print Name
	DIANA JUCKES
Date of approval	24-5-24

Independent Examiners Report

Report to the trustees of: Two:Nineteen
On accounts for the year ended: 30 September 2023
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 30/09/2023.

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 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 Charities Act; or
- the accounts do 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 order to enable a proper understanding of the accounts to be reached.

Signed:



Date: 24-5-24

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