



Prisca Annual Report

Charity Number: 1204818

For the year ended 30 June 2024

Reference and Administrative details

| | |
|-----------------------------|--|
| Charity Name | Prisca |
| Charity Number | 1204818 |
| Charity's Principal Address | 2 Burlington Crescent, Oxford, OX3 8DY |

Trustees

| | |
|--|-------------------|
| Dr Sharon Heron Rev Gregory Bannister Philip Bristow | Chair of Trustees |
|--|-------------------|

Aims and Purpose

The Object of Prisca as a Charitable Incorporated Organisation (CIO), for the public benefit, is the advancement of the Christian faith, in particular but not exclusively, by encouraging the education, mentoring, coaching, training and teaching of the communication of the Christian faith.

Objectives and Activities

The Object of Prisca is achieved by training for communicators, or potential communicators, of Bible content in church or para-church organisations, through running regional 'hubs'/learning communities. These regional groups meet 6 times to cover the material of the Prisca training course, which develops skills in communication and the teaching of the Bible. Prisca holds an Annual Conference and online training events throughout the year for those involved in communication of the Christian faith. The conference and the online training events are open to both hub participants and anyone who wishes to be involved. The Charity promotes the Christian faith by offering accessible education (online, in-person, low-cost and with regard to the theories of education and lifelong learning), and training to individual communicators or groups who seek to preach and teach the Bible.

The trustees pay regard to the guidance issued by the Charity Commission on the Public Benefit of the Charity.

Achievements and Performance

Between January 2024 - June 2024, there were 10 regional training hubs/learning communities covering the training material of the charity across parts of the UK. 128 people participated in a regional learning community between these dates. These regional hubs/learning communities were run by a team of 16 trained and supported volunteers/Hub Facilitators who use the training resources (written and audio-visual) created and developed by Prisca to train speakers in their church and other local churches. Most of these groups met in local churches, with 2 groups meeting online. The course material is delivered through written and video resources, and incorporates a practical practice talk assignment with feedback resource. By the end of the course, beneficiaries in these regional hubs had developed their skills in the following areas:

- Understanding the contextual implications of Bible passages
- Being able to make connections across the Bible with themes
- Talking about the teachings of Jesus Christ
- Being able to connect effectively with the people they are speaking to
- Reflecting on the impact of telling illustrative stories, personal anecdotes, and use of images or props for communication impact.

The course includes reflective evaluation throughout and a summative post-programme questionnaire. In response, 100% of beneficiaries commented that they felt more confident in aspects relating to their speaking opportunities in church or para-church settings since joining a Prisca regional training hub. These individuals are then able to benefit their local churches and surrounding communities, as they develop their skills and share these within their various contexts.

During 2023-24, there were 3 online training events for all regional participants and others, on topics such as Effective Communication and Preaching in this Cultural Moment. In June 2024 the annual Prisca preaching conference was held at All Saints Church in Worcester, gathering 116 participants from across the UK for 24 hours of training in speaking. This was delivered through keynote talks, workshops and seminars. Those delivering the keynote talks were chosen for their expertise in their subject area.

Prisca supports and resources a range of individuals across different church denominations, different ages, ethnicities and different levels of experience within communication and preaching. Prisca regional hubs bring together people from these different contexts and backgrounds around its aims as a charity.

During 2023-24, Prisca ran speaker training for Christian organisations Open Doors UK and Ireland, and The Pioneer network. The volunteer Co-founding Director provided one-off training sessions for speakers who work within these organisations.

Financial Report

During the year ended 30 June 2024, Prisca had income of £27,863 and expenditure of £25,379. There were £1,658 unrestricted reserves brought forward from activities before Prisca became a charity. At 30 June 2024, Prisca had £4,142 of reserves, of which £4,000 were restricted. Further details can be seen in the financial statements which follow this report.

The reserves policy is to hold unrestricted reserves equivalent of at least 3 months of ongoing salary costs. At 30 June 2024, the only employee of Prisca was on a fixed term contract which ended at 31 July 2024. Therefore, the ongoing salary costs were £1,040, which is the amount to be held as unrestricted reserves. At 30 June 2024, the unrestricted reserves were below this level. There are plans to build these reserves during 2024-25.

The trustees consider that the charity will continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved. There are no known uncertainties regarding the charity continuing as a going concern.

Prisca's principal sources of funds are membership fees from participants in the regional hubs to access resources and one-off donations. There is additional information on fundraising later in this report.

The principal risk facing Prisca is the co-founders being unable to continue to contribute their time to the charity. This is mitigated by the written and video resources of the charity being easily useable by volunteers who lead the regional hubs.

Fundraising

During 2023-24, there have been no specific fundraising projects, other than an information newsletter sent to friends of Prisca. This resulted in a one-off donation of £5,000 given for the annual conference, £2,500 given towards video resource filming, and a three-year donation, of £4,000 per year from the Tabeel Trust for the future salary of the Co-Founding Director, Laura Gallacher. Participants are asked to contribute a fee which offsets the administration work of providing the resources and service to them. No grant applications were made during this period.

Structure, Government and Management

The governing document of Prisca is a CIO Foundation Constitution. Prisca is a Charitable Incorporated Organisation (CIO).

Appointment of Trustees

Existing trustees will select future trustees based upon their resonance with the aims of the organisation.

Prisca's CIO Foundation Constitution includes the following on appointing trustees:

11. APPOINTMENT OF CHARITY TRUSTEES

- 11.1. Apart from the first Charity Trustees, every Charity Trustee must be appointed by a resolution passed at a properly convened meeting of the Charity Trustees.
- 11.2. In selecting individuals for appointment as Charity Trustees, the Charity Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.
- 11.3. All Charity Trustees must subscribe and adhere to, in belief and lifestyle, the Statement of Faith.

The Charity Trustees will make available to each new Charity Trustee, on or before his or her first appointment:

- 12.1. a copy of this constitution and any amendments made to it; and
- 12.2. a copy of the CIO's latest Charity Trustees' Annual Report and statement of accounts.

Employee

The Co-Founding Director of the charity, Laura Gallacher worked as a volunteer for the year ended 30 June 2024. Prisca had one paid employee (appointed 1st November 2023, on a 9-month contract) Emilie Middleton in the role as Part Time Operational Assistant to the Director during the year ended 30 June 2024. Sharon McClaughlin, the other Co-Founder of the charity was on maternity leave from October 2023, and has worked in a voluntary capacity. Trustees delegate day-to-day running of the charity to the Co-founding Director, Laura Gallacher, the Operational Assistant to the Director, Emilie Middleton, and volunteers. All volunteers and staff report to the Trustees.

Prisca Governance Policies

During the period June 2023 to June 2024 the following governing policies were in place:

- Safeguarding Policy
- Privacy Policy

Both appear on the Prisca website (www.prisca.org.uk) allowing public access.

There are policy statements regarding Trustee Payments and Expenses and Trustee Conflicts of Interest as items 7 and 8 of Prisca's Constitution.

As another risk-mitigating action, the trustees have ensured there has been adequate insurance provision in place during the period June 2023 to June 2024 and have continued to do so to the date of this report.

As a new, evolving charity, and in recognition of the need to develop and review governance procedures, 'Policy' has been a recurring item on the agenda for Trustee Board meetings. It is planned that the following policies will be introduced and embedded in Prisca during the next reporting period (June 2024 to June 2025):

- Confidentiality policy
- Complaints procedure
- Anti-bullying policy
- Risk policy
- Serious Incident Reporting
- Health and Safety
- Financial Controls
- Whistleblowing
- Data protection

Volunteers

During 2023-24, excluding the trustees, there were 17 volunteers who carried out charitable activities on behalf of Prisca. These are the aforementioned Hub Facilitators, the Co-Founders, and also the Chaplain to the Hub Facilitators, Rev Sophie Bannister. The volunteer Chaplain to the Hub Facilitators supports these volunteers, and provides additional training related to preaching for them.

Prisca required the majority of our volunteers to get the Basic DBS checks - unless it was deemed that their situation was outside of the parameters as outlined in our Safeguarding Policy document. This process is completed in partnership with the organisation 'thirtyone:eight' <https://thirtyoneeight.org/> to which Prisca is a paying member.

Approved by the trustees on 21 April 2025 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'S. Heron', with a stylized flourish underneath.

Dr Sharon Heron
Chair of Trustees

Income and Expenditure

| | | 2023/24 Unrestricted Funds £ | 2023/24 Restricted Funds £ | 2023/24 Total Funds £ |
|---------------------------------|-------------|---------------------------------------|-------------------------------------|--------------------------------|
| Income | Note | | | |
| Membership Fee Income | | 7,055 | - | 7,055 |
| Conference Fee Income | | 4,116 | - | 4,116 |
| Event Income | | 384 | - | 384 |
| Donations | | 7,142 | 4,000 | 11,142 |
| Other | | 5,166 | - | 5,166 |
| Total Income | | 23,863 | 4,000 | 27,863 |
| Expenditure | | | | |
| Salaries | 3 | 8,622 | - | 8,622 |
| Conference Expenditure | | 6,753 | - | 6,753 |
| Event Expenditure | | 875 | - | 875 |
| Filming and Media Creation | | 7,110 | - | 7,110 |
| Professional Fees | | 1,436 | - | 1,436 |
| Other | | 583 | - | 583 |
| Total Expenditure | | 25,379 | - | 25,379 |
| Net Income/(Expenditure) | 2 | (1,516) | 4,000 | 2,484 |
| Reserves Brought Forward | | 1,658 | - | 1,658 |
| Reserves Carried Forward | | 142 | 4,000 | 4,142 |

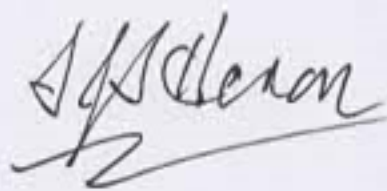
Balance Sheet

Charity Number: 1204818

As at 30 June 2024
£

| | Note | |
|--------------------------|------|---------------------|
| Assets | | |
| Cash | | <u>4,490</u> |
| Total Assets | | 4,490 |
| Liabilities | | |
| Accruals | | <u>348</u> |
| Total Liabilities | | 348 |
| Net Assets | | <u>4,142</u> |
| Reserves | 4 | |
| Unrestricted Reserves | | 142 |
| Restricted Reserves | | <u>4,000</u> |
| Total Reserves | | <u>4,142</u> |

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006. The financial statements were approved and authorised for issue by the Board of Trustees on 21 April 2025 and signed on their behalf by:



Dr Sharon Heron
Chair of Trustees

Notes

Note 1 Accounting Policies

a) Basis of Preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Prisca meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Going Concern Basis of Accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of reserves. There are no material uncertainties about the charity's ability to continue as a going concern. The trustees consider that the charity will continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

c) Company Status

The charity is a Charitable Incorporated Organisation. The members of the company are the trustees named in the trustees report.

d) Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements.

e) Income

Income is recognised when the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

f) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Notes (cont.)

Note 2 Net Income/(Expenditure)

| | 2023/24 £ |
|------------------------------------|--------------|
| Independent Examiners remuneration | 275 |
| Trustee indemnity insurance | 271 |

Note 3 Staff Costs and Numbers

| | 2023/24 £ |
|----------------------------------|--------------|
| Staff costs were as follows: | |
| Wages and Salaries | 8,092 |
| Employer's national insurance | 311 |
| Employer's pension contributions | 219 |
| Other employer benefits | - |
| | <u>8,622</u> |

No trustee received any remuneration or benefits in kind in the year ended 30 June 2024.

No employee received remuneration over £60,000 during the year ended 30 June 2024.

Note 4 Statement of Funds

| | Opening Balance 1 Jul 2023 £ | Income 2023/24 £ | Expenditure 2023/24 £ | Transfers 2023/24 £ | Closing Balance 30 Jun 2024 £ |
|--------------------|---------------------------------------|------------------------|-----------------------------|---------------------------|--|
| Unrestricted Funds | | | | | |
| General Funds | <u>1,658</u> | <u>23,863</u> | <u>(25,379)</u> | <u>-</u> | <u>142</u> |
| Total | 1,658 | 23,863 | (25,379) | - | 142 |
| Restricted Funds | | | | | |
| Tabeel Grant | <u>-</u> | <u>4,000</u> | <u>-</u> | <u>-</u> | <u>4,000</u> |
| Total | - | 4,000 | - | - | 4,000 |
| Total Funds | <u>1,658</u> | <u>27,863</u> | <u>(25,379)</u> | <u>-</u> | <u>4,142</u> |

Purpose of Funds

Tabeel grant - Has been donated by the Tabeel Trust to support the salary for the director. This salary started to be paid in 2024-25.



Section A Independent Examiner's Report

Report to the trustees/
members of

| |
|------------------------|
| Charity Name Prisca |
|------------------------|

On accounts for the period
ended

| | | |
|----------------------------|------------------------|---------|
| 30 th June 2024 | Charity no (if any) | 1204818 |
|----------------------------|------------------------|---------|

Set out on pages

| |
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| |
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(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 period ended **30 / 06 / 2024**.

Responsibilities and
basis of report

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.

** Please delete the words in the brackets if they do not apply.*

Signed:

| |
|---------------|
| Robert Couser |
|---------------|

Date:

| |
|------------|
| 22/04/2025 |
|------------|

Name:

| |
|---------------|
| Robert Couser |
|---------------|

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

| |
|-------------|
| ICAEW - ACA |
|-------------|

Address:

| |
|------------------|
| 162 Kingsquarter |
| Maidenhead |
| SL6 1AW |

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 brief details of any items that the examiner wishes to disclose.

| | |
|--|--|
| | |
|--|--|