

Registered Charity No. 326553

MARILYN BAKER MINISTRIES

ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31ST DECEMBER 2023

MARILYN BAKER MINISTRIES

1

CONTENTS OF THE REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31ST DECEMBER 2023

	<u>Page</u>
General Information	2
Trustees' Report	3 - 5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Accounts	8 - 14
Independent Examiner's Report	15

MARILYN BAKER MINISTRIES

2

GENERAL INFORMATION

FOR THE YEAR ENDED 31ST DECEMBER 2023

Registered Number:	Charity Number 326553
Working Name:	MBM
Trustees:	Valerie Meade (Chairperson) Andrew Meade Ron Seale Desmond Hillary
Administrator:	Rachel Barr
Principal Office:	PO Box 393 Tonbridge Kent TN9 9AY
Telephone:	01732 850855
Email:	info@mbm-ministries.org
Website:	www.mbm-ministries.org
Independent Examiner:	Paul Baker FAIA Applied Accountancy Limited 50a Clifford Way Maidstone Kent ME16 8GD
Bankers:	Lloyds TSB plc 121 High Street Tonbridge Kent TN9 1DB

TRUSTEES' REPORT

FOR THE YEAR ENDED 31ST DECEMBER 2023

The trustees present their report and the accounts for the year ended 31st December 2023.

STRUCTURE, GOVENANCE AND MANAGEMENT

Governing Document

The charitable trust was constituted by a Trust Deed made on 1 January 1984 as varied by a Deed of Amendment dated 10 May 1984 and was registered with the Charity Commission on 9 July 1984.

Trustees

The trustees who served throughout the year were as follows:-

Valerie Meade
Andrew Meade
Ron Seale
Desmond Hillary

The Board of Trustees appoints its membership. New trustees are usually known to the Board of Trustees and are aware of the trust's aims. Trustee's responsibilities are explained on appointment.

Major policy decisions, expenditures and conference arrangements are discussed and approved at regular trustees' meetings. Trustees' meetings are usually attended by members of the team, who, although entering into some of the discussion, have no voting rights.

Administration

Bookings for concerts, conferences and the day to day running of the principal office are handled by the Administrator.

TRUSTEES' REPORT (Continued)

FOR THE YEAR ENDED 31ST DECEMBER 2023

OBJECTIVES AND ACTIVITIES

Principal Objectives

The aims of the trust are:

- (i) to promote the communication of evangelical Christian faith through music, songs and the spoken word,
- (ii) to provide spiritual teaching, advice, encouragement and counsel,
- (iii) to promote meetings, services and concerts.

Activities

Marilyn Baker and the team have continued their ministry with attendance at concerts, conferences and meetings together with online events throughout the year. At these events the Christian faith is communicated through music, songs and the spoken word.

The services of volunteers particularly with regards to driving to events is greatly appreciated.

The trustees have complied with the duty in section 4 of the 2011 Charities Act to have due regard to guidance published by the Charity Commission, including public benefit guidance. We have referred to the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

FINANCIAL PERFORMANCE

The trust is reliant upon gifts and donations from supporters, which raised £57,766 (2022: £53,869) during the year. In addition, the sale of books, compact discs and sundry items generated income of £5,211 (2022: £2,708). Total income for the year was £62,977 (2022: £56,577). Total expenditure was £67,539 (2022: £62,482) giving rise to an overall deficit of £(4,562) (2022: deficit £(5,905)). Income generated is expended on the publication of books and compact discs. The level of expenditure is related to the income received. The trustees give thanks for all the prayer, finance and practical support given to the trust.

RESERVES POLICY

The Trustees consider reserves of between three and six months' expenditure to be required for the stability of the trust, which should be between £16,985 and £33,770 (2022: £15,620 and £31,240). At 31 December 2023, free reserves were £27,003 (2022: £30,848), calculated as net assets less fixed assets and restricted funds. The Trustees consider the Trust to be a going concern.

TRUSTEES' REPORT (Continued)

FOR THE YEAR ENDED 31ST DECEMBER 2023

RISK MANAGEMENT

The trustees are aware that the continuity of the Trust relies upon the health and ability of Marilyn Baker and continue to support her as necessary to enable the work of the Trust to continue.

FUTURE DEVELOPMENTS

The trustees will continue to support the ministry of Marilyn Baker and her team in the communication of the Christian faith through music, songs and the spoken word.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Charity law requires trustees to prepare accounts for each financial period which give a true and fair view of the state of affairs of the charity as at the end of the financial period and of the surplus or deficit for that period. In preparing those accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare accounts on the going concern basis unless it is inappropriate to presume that the charity will continue to function according to its objectives.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with applicable Accounting Standards, Statement of Recommended Practice and the regulations made under the Charities Act 2011. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees on

and signed on their behalf.

 20/06/2024

Valerie Meade
Chairperson

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST DECEMBER 2023

		<---Year Ended 31.12.23 ---->			Year Ended
		Unrestricted	Restricted	Total	31.12.22
	Note	Funds	Funds	Total	Total
		£	£	£	£
<u>INCOMING RESOURCES</u>					
Incoming Resources from					
Generated Funds:					
Donations and Grants		57,766	-	57,766	53,869
Activities for Generating					
Funds:					
Sale of Books, Tapes					
and Compact Discs		5,211	-	5,211	2,708
Other Income		-	-	-	-
Total Incoming Resources		<u>62,977</u>	<u>-</u>	<u>62,977</u>	<u>56,577</u>
<u>RESOURCES EXPENDED</u>					
Costs of Generating Funds	2	2,635	-	2,635	1,179
Charitable Activities	3	63,383	321	63,704	60,163
Governance Costs	4	<u>1,200</u>	<u>-</u>	<u>1,200</u>	<u>1,140</u>
Total Resources Expended		<u>67,218</u>	<u>321</u>	<u>67,539</u>	<u>62,482</u>
<u>NET MOVEMENT IN FUNDS</u>		(4,241)	(321)	(4,562)	(5,905)
<u>FUNDS BROUGHT FORWARD</u>		32,430	1,285	33,715	39,620
<u>TRANSFERS BETWEEN FUNDS</u>		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>FUNDS CARRIED FORWARD</u>		<u>£28,189</u>	<u>£ 964</u>	<u>£29,153</u>	<u>£33,715</u>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

MARILYN BAKER MINISTRIES

7

BALANCE SHEET

AS AT 31ST DECEMBER 2023

	<u>Note</u>	<u>31.12.23</u> £ £	<u>31.12.22</u> £ £
<u>FIXED ASSETS</u>			
Tangible Assets	6	2,150	2,867
<u>CURRENT ASSETS</u>			
Stocks	7	2,378	2,174
Debtors	8	4,709	4,308
Cash at Bank and in Hand		<u>23,088</u>	<u>27,084</u>
		30,175	33,566
<u>CREDITORS: AMOUNTS FALLING</u>			
<u>DUE WITHIN ONE YEAR</u>	9	<u>3,172</u>	<u>2,718</u>
<u>NET CURRENT ASSETS</u>		<u>27,003</u>	<u>30,848</u>
<u>NET ASSETS</u>		<u>£29,153</u>	<u>£33,715</u>
<u>CAPITAL AND RESERVES</u>			
Unrestricted Funds		28,189	32,430
Restricted Funds	10	<u>964</u>	<u>1,285</u>
<u>TOTAL FUNDS</u>		<u>£29,153</u>	<u>£33,715</u>

The accounts were approved by the trustees on
their behalf

and signed on


.....
Valerie Meade

20/06/2024

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST DECEMBER 2023

1. **ACCOUNTING POLICIES**

a) **Accounting Basis**

The accounts have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued 16th July 2014 and with the Charities Act 2011.

b) **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 subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

c) **Incoming Resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

d) **Resources Expended**

Expenditure is recognised on an accruals basis as a liability is incurred. It is reported as part of the expenditure to which it relates:

Costs of generating funds comprise of those costs incurred in the sale of books, tapes and compact discs.

Charitable activity costs are incurred in achieving the charitable objectives of the trust.

Governance costs comprise those costs associated with meeting the constitutional and statutory requirements of the charity.

The trustees consider the allocation of support costs to the costs of generating funds to be immaterial.

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31ST DECEMBER 2023

e) Tangible Fixed Assets and Depreciation

Depreciation is provided on tangible fixed assets at the following annual rates in order to write off the cost, less estimated residual value, of each asset over its expected useful life:-

Equipment - 25% on net book value
Motor Vehicles - 25% on net book value.

f) Stocks

Stocks are valued at the lower of cost and net realisable value.

g) Debtors

Debtors (including Trade Debtors) are measured at transaction price (which is usually the invoice price) less any impairment for bad and doubtful debts.

h) Creditors

Short term creditors are measured at transaction price (which is usually the invoice price).

NOTES TO THE ACCOUNTS (Continued)FOR THE YEAR ENDED 31ST DECEMBER 2023j) Taxation

The trust is not liable to taxation on the net revenue arising from its activities nor on its investment income.

	<---Year Ended 31.12.23 ---->			Year Ended 31.12.22
	Unrestricted	Restricted		
	Funds	Funds	Total	
	£	£	£	
2. <u>COSTS OF GENERATING FUNDS</u>				
Purchases of Books, Tapes and Compact Discs	£2,635	£	£2,635	£1,179

NOTES TO THE ACCOUNTS (Continued)**FOR THE YEAR ENDED 31ST DECEMBER 2023**

	<---Year Ended 31.12.23 ---->			Year Ended
	Unrestricted	Restricted	Total	31.12.22
	Funds	Funds	Total	Total
	£	£	£	£
3. CHARITABLE ACTIVITIES				
Direct Costs of Charitable Activities:				
Salaries & Employers' NI	35,206	-	35,206	35,369
Pension Costs	1,744	-	1,744	1,658
Event Expenses	550	-	550	-
Bursary Payment	-	-	-	-
	<u>£37,500</u>	<u>£ -</u>	<u>£37,500</u>	<u>£37,027</u>
Analysis of Support Costs:				
Salaries & Employers' NI	13,431	-	13,431	12,156
Pension Costs	672	-	672	608
Motor Expenses	2,408	-	2,408	2,391
Travel Costs	151	-	151	62
Insurance and Copyright	720	-	720	915
Repairs & Maintenance	-	-	-	-
Printing, Postage, Stationery, Computer Software & Consumables	427	-	427	831
Telephone	65	-	65	81
Depreciation	396	321	717	956
Loss on Disposal of Assets	-	-	-	-
Advertising & Marketing	5,600	-	5,600	3,300
Subscriptions	1,292	-	1,292	926
Payroll Charges (paid to the Independent examiner)	378	-	378	360
Use of Premises	-	-	-	-
Bank Charges	343	-	343	100
Sundry Expenses	-	-	-	450
Hire of Hall	-	-	-	-
	<u>£25,883</u>	<u>£321</u>	<u>£26,204</u>	<u>£23,136</u>
Totals	<u>£63,383</u>	<u>£321</u>	<u>£63,704</u>	<u>£60,163</u>

4. GOVERNANCE COSTS

Independent Examiner's Fee	<u>£1,200</u>	<u>£ -</u>	<u>£1,200</u>	<u>£1,140</u>
----------------------------	---------------	------------	---------------	---------------

NOTES TO THE ACCOUNTS (Continued)FOR THE YEAR ENDED 31ST DECEMBER 2023

	<u>2023</u>	<u>2022</u>
5. <u>STAFF COSTS AND NUMBERS</u>		
Gross Salaries	48,637	47,525
Employer's National Insurance	-	-
Employer's Pension Contributions	<u>2,416</u>	<u>2,266</u>
	<u>£51,053</u>	<u>£49,791</u>

The average number of employees was as follows:-

Activities in the furtherance of the charity's activities	2	2
Support Staff	<u>1</u>	<u>1</u>
	<u>3</u>	<u>3</u>

No employee received remuneration at higher levels as defined in the Charities Statement of Recommended Practice (FRS 102) as above £60,000.

6. TANGIBLE FIXED ASSETS

	<u>Equipment</u>	<u>Motor Vehicles</u>	<u>Total</u>
<u>Cost</u>			
At 1st January 2023	38,829	11,222	50,051
Additions	-	-	-
Disposals	<u>-</u>	<u>-</u>	<u>-</u>
At 31 st December 2023	<u>£38,829</u>	<u>£11,222</u>	<u>£50,051</u>
<u>Depreciation</u>			
At 1st January 2023	37,273	9,911	47,184
Eliminated on Disposal	-	-	-
Charge for the year	<u>389</u>	<u>328</u>	<u>717</u>
At 31 st December 2023	<u>£37,662</u>	<u>£10,239</u>	<u>£47,901</u>
<u>Net Book Value</u>			
At 31 st December 2023	<u>£ 1,167</u>	<u>£ 983</u>	<u>£ 2,150</u>
At 31 st December 2022	<u>£ 1,556</u>	<u>£ 1,311</u>	<u>£ 2,867</u>

NOTES TO THE ACCOUNTS (Continued)FOR THE YEAR ENDED 31ST DECEMBER 2023

	<u>2023</u>	<u>2022</u>		
7. <u>STOCKS</u>				
Books, Tapes and Compact Discs	£ <u>2,378</u>	£ <u>2,174</u>		
8. <u>DEBTORS</u>				
Trade Debtors	-	-		
Tax Recoverable	3,528	3,038		
Prepayments	1,181	1,270		
Other Debtors	-	-		
	£ <u>4,709</u>	£ <u>4,308</u>		
9. <u>CREDITORS: AMOUNTS FALLING</u>				
<u>DUE WITHIN ONE YEAR</u>				
Trade Creditors	-	-		
Accruals	2,327	1,800		
Other Creditors	<u>845</u>	<u>918</u>		
	£ <u>3,172</u>	£ <u>2,718</u>		
10. <u>ANALYSIS OF FUNDS</u>				
	<u>Unrestricted</u>	<u>Restricted</u>	<u>2023</u>	<u>2022</u>
	<u>Funds</u>	<u>Funds</u>	<u>Total</u>	<u>Total</u>
Tangible Fixed Assets	1,186	964	2,150	2,867
Net Current Assets	<u>27,003</u>	<u>-</u>	<u>27,003</u>	<u>30,848</u>
Totals	£ <u>28,189</u>	£ <u>964</u>	£ <u>29,153</u>	£ <u>33,715</u>

NOTES TO THE ACCOUNTS (Continued)FOR THE YEAR ENDED 31ST DECEMBER 2023

	<u>At 1.1.23</u>	<u>Income</u>	<u>Expenses</u>	<u>Transfers</u>	<u>At 31.12.23</u>
11. <u>RESTRICTED FUNDS</u>					
Van Fund	1,285	-	321	-	964
Bursary Fund	-	-	-	-	-
Totals	<u>£1,285</u>	<u>£ -</u>	<u>£ 321</u>	<u>£ -</u>	<u>£ 964</u>

The Bursary Fund provided financial assistance to those unable to pay full fees whilst attending conferences.

The Van Fund was set up in previous years to raise finance for a new van required for the ongoing work of the charity. The van was purchased in June 2015

12. TRANSACTIONS WITH TRUSTEES

No trustee received any remuneration or were reimbursed for any expenses by the charity.

13. PENSION COSTS

The charity operates a defined contribution pension scheme for some of its staff. Pension contributions are also made to Marilyn Baker's and Tracy Williamson's personal pensions. The assets of the schemes are held separately from those of the charity in independently administered funds. The pension cost charge represents contributions payable by the charity to the funds and amounted to £2,426 (2022 - £2,266). Contributions totalling £424 (2022 - £238) were payable to the fund at the year end and are included in creditors.

14. RELATED PARTIES

There have been no related party transactions in this period (2022 None).

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
OF MARILYN BAKER MINISTRIES**

FOR THE YEAR ENDED 31ST DECEMBER 2023

I report to the trustees on my examination of the accounts of Marilyn Baker Ministries (the Trust) for the year ended 31st December 2023, which are set out on pages 6 to 14.

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 Trustee'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 2011 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 giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do 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:



Name: Paul Baker

FAIA

Address: 50a Clifford Way
Maidstone
Kent ME16 8GD

Dated: 20/6/2024