

Annual Report

1. CHARITY: ANDOVER ANTON CONGREGATION OF JEHOVAH'S WITNESSES
2. ANNUAL REPORT FOR YEAR-ENDING 31ST MARCH 2014

Legal and administrative Information

3. The congregation is an unincorporated association now constituted by Memorandum of Constitution dated 27th May 1997 ('the constitution')
4. **Registered Charity No. 1066971**
5. The Congregation has during the year been administered by the following Trustees, being elders of the congregation duly appointed pursuant to the constitution:
Chairman: Brother Jake Ballard
Secretary: Brother Denzil Smith
Other Trustees: Brothers John Applin, David Aymes, Charles Hillier, Shaun Kelly, Jack London, Andy Paton, Lee Sappleton, Nick Toogood, Malcolm Weare, Gordon Webb.

By the end of the year The Trustees numbered 10. Sadly, Bro. Gordon Webb died in May 2013. He is missed for his experience, wisdom and insight and was always there to help steer The Trustees through the decision-making process –a job he did with a smile and a sense of humour.

We also lost Bro. Lee Sappleton when he moved to Basingstoke. We are very grateful for all the help and hard work he did on behalf of the Charity.

6. The registered address of the congregation is :
The Kingdom Hall, River Way, Andover, Hants SP10 1DX
7. The congregation's bank is Barclays Bank plc, Andover Branch, Winchester Group, P.O.Box 87, Winchester, Hants, SO23 8TN
8. At the end of the year there were 106 congregation members
- an increase of 10%.
9. The congregation is within the Hants No. 2 circuit of Jehovah's Witnesses.

Objectives and Activities

10. The Constitution restricts the operation of the congregation to religious purposes and limits the use of its assets to such purposes: It defines the objectives of the congregation as “the practice and advancement of Christianity founded on the Holy Bible”. For this purpose the congregation is organized on the basis of scriptural precedent and as otherwise recommended by the Watch Tower Bible and Tract Society of Britain (“the society”) with which the congregation is affiliated.

During the year the congregation has achieved its objectives and continued to pursue its purposes by holding regular weekly meetings for the public worship of God and Bible study.

Further, most congregation members have assisted by sharing regularly in preaching the good news of God’s Kingdom and teaching principles of Christian living including respect for secular authority, persons and property; the maintenance of personal morality and family values; and other facets of practical Christianity.

Governance

11. The affairs of the congregation are managed by the trustees who, as members of the charity, work closely together and meetings are called whenever required, but at least three times a year.
All major decisions are made by formal resolutions at meetings of congregation members as provided for in the constitution.
The trustees and all other persons engaged in the activities of the congregation have done so on an entirely voluntary, unpaid basis.

Review of Year and Financial Developments

12. The congregation is funded by voluntary donations made by congregation members and others.
Further, it is confirmed that the congregation’s accounts comply with the constitution and with the relevant statutory requirements.
Throughout the year such funds have been used to provide facilities for the holding of the regular weekly meetings for worship and Bible study. Donations have been made by the congregation members towards the cost of circuit assemblies and other conventions held during the year.
Funds have also been donated to the society (and to other duly constituted congregations) to assist them in carrying out their related religious purposes.

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The Annual Assets and Liabilities Statement at 31/3/14 confirms the cash assets of the congregation were as follows:

Funds: Cash in current accounts: £19,998.09

The Congregation continues to take advantage of the Gift Aid provision to claim back from the Government 25% of donations made by tax payers to the charity. Of particular interest to the Trustees and thus the Congregation is the fact that in April of 2013 the government extended this facility to include small donations of £20 or less that might be made anonymously through the congregation boxes. Provision has been made to take advantage of this facility. In the year under review the congregation was able to claim £1,870.00 back from Her Majesty's Revenue and Customs.

In November of 2013 the Congregation increased its donation to circuit funds from £60.00 to £90.00 per month by resolution.

Outside of extraneous items the Charity's regular monthly expenditure now stands at £510.00

13. These funds are held for the purposes of financing the future activities of the congregation, including the acquisition/improvement of accommodation for the holding of meetings for worship and Bible study.

14. **Property**
 - Kingdom Hall, River Way, Andover held in trust for the congregation by locally appointed trustees/The Kingdom Hall Trust.
 - Nos. 1 and 2 Kingdom Hall, the titles of which are held in trust for the congregation by The Kingdom Hall Trust.

15. Last year the Trustees reported on their desire to resurface the car park but had determined that the project would have to be postponed pending a fresh appeal for funds. It is anticipated that the work will commence in the late Autumn of 2014

One of the duties of the Trustees is to ensure that the Kingdom Hall is maintained to a high standard and the generosity of the members of the congregation is to be commended for enabling important remedial work to be carried out.

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Finally in all respects the congregation continues to co-operate closely with the other duly constituted congregations within the circuit and with the society for the common purpose of advancing Christianity by preaching the good news of God's Kingdom by Jesus Christ.

Internal controls:

16. Proper controls and procedures are adhered to, so that the monthly financial reports accurately represent all transactions, are in balance and provide reasonable assurance that the finances are being used for their intended purpose. A competent person independently examines the accounts on a quarterly basis, using guidelines prepared by the society. The result is announced to the congregation.

Investment policy:

17. The trustees have the power to invest in any way they see fit, but subject to the provisions of The Constitution. They will have regard to the soundness of the financial institution, and invest in harmony with Christian principles. Any funds that may be needed in the short term will be invested on that basis.

Reserves policy:

18. The charity has a consistent income base through donations from congregation members, some of which is by tax-effective means. Based on this income, we can plan confidently with relatively small reserves. The policy is to ensure that we have free reserves on hand, not designated for specific purposes or otherwise committed, equivalent to not less than 3 months' working expenditure.

Risk management:

19. The trustees actively review the major risks the charity faces and believe that by maintaining free reserves at the level stated in the reserves policy, combined with the internal audit programme, the charity will have sufficient resources in the event of adverse conditions.
Established systems are in place to mitigate the significant risks.
20. Approved by the Trustees of the charity on 3rd June 2014

And signed on its behalf by:

Chairman: _____ (Jake Ballard)

Secretary: _____ (Denzil Smith)

Registered Charity No. 1066971

ANDOVER ANTON ACCOUNTS - 2013-2014

CHARITY No: 1066971

Operating Committee accounts report

For 2013-2014

	<u>YTD</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>
Opening Balance	6,791.86	6,791.86	7,157.32	7,281.35	4,910.58	4,270.50	4,289.80	4,900.80	5,187.18	6,406.47	5,976.88	5,784.97	5,728.68
Receipts													
Donations from Charlton Congregation	4,200.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00
Donations from Anton Congregation	4,200.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00
Contributions Ex Pioneer School	328.54					328.54							
Hants 2B for Flat 2	1,500.00						750.00	750.00					
Southern Electric Flat 2	0.00												
Funds from Circuit Flat Committee	0.00												
Funds from defunct Circuit Flat Acct	0.00												
Contributions Hants Circuit A	0.00												
Contributions Hants Circuit B	0.00												
	<u>10,228.54</u>	700.00	700.00	700.00	700.00	1,028.54	1,450.00	1,450.00	700.00	700.00	700.00	700.00	700.00
Expenditure													
Utilities	9,509.76	514.52	575.97	2,464.77	902.39	945.47	810.16	690.26	(519.29)	790.45	891.91	756.29	686.86
Maint	1,768.82	(179.98)		606.00	437.69	63.77	28.84	473.36		339.14			
Council Tax	0.00												
	<u>11,278.58</u>	334.54	575.97	3,070.77	1,340.08	1,009.24	839.00	1,163.62	(519.29)	1,129.59	891.91	756.29	686.86
Closing Balance	5,741.82	7,157.32	7,281.35	4,910.58	4,270.50	4,289.80	4,900.80	5,187.18	6,406.47	5,976.88	5,784.97	5,728.68	5,741.82

Andover Anton Congregation of Jehovah's Witnesses

Monthly Accounts Report

	YTD	Apr*	May*	Jun*	Jul*	Aug*	Sep*	Oct*	Nov*	Dec	Jan	Feb	Mar
		<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2014</u>	<u>2014</u>	<u>2014</u>
<u>Opening Balance</u>	4,315.50	4,315.50	4,365.02	2,803.99	4,238.53	8,184.56	6,103.01	6,324.94	6,918.98	9,624.28	10,450.28	11,299.84	13,759.68
<u>Receipts</u>													
Contributions Congregation	5,795.62	382.02	166.00	322.00	200.00	155.20	230.00	269.00	240.00	100.00	130.90	1,200.00	2,400.50
Contributions by Standing Order	5,100.00	357.50	357.50	357.50	357.50	357.50	457.50	457.50	557.50	457.50	457.50	457.50	467.50
HMRC Gift Aid Repayment	1,870.69					0.00	1,870.69						
Gift Aid & Small donations(GA)	6,063.06		264.00	437.00	490.00	298.79	279.43	226.85	295.75	463.50	513.00	320.34	2,474.40
Coach Contribution	585.00						585.00						
Pioneer School	4,068.53			960.00	3,048.53	60.00							
Contribution to the Car Park	1,500.00										1,000.00		500.00
Return of re-furb funds - OPSCOM	2,100.00								2,100.00				
	<u>27,082.90</u>	739.52	787.50	2,076.50	4,096.03	871.49	1,551.93	2,824.04	3,193.25	1,021.00	1,101.40	2,977.84	5,842.40

Expenditure													
Regular Donations - Hants 2b	870.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	90.00	90.00	90.00	90.00	90.00
Visiting Speakers Expenses	240.00	10.00	30.00		20.00	45.00	30.00	0.00	30.00	35.00	10.00		30.00
Printing Convention Leaflets	0.00		0.00										
Opscom Expens & Flat Council tax	606.91		188.53		0.00	328.54		0.00			81.84	8.00	
Kingdom Hall Project Account	0.00							0.00					
Pio Skl expenses	2,611.46			161.96		2,449.50							
2014 International Convention Fund	250.00	250.00											
Congregations - Res - WW	840.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00
KHAA	0.00												
Travelling overseers assistance	0.00						0.00						
Opps Com Reg Payment	700.00	0.00	350.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	350.00	0.00
Convention Coach	4,781.00	(50.00)	1,650.00			0.00	1,170.00						2,011.00
Co Visit Expenses	297.95	0.00						0.00	297.95				
Funds on deposit with Branch Office	2,100.00							2,100.00					
	11,197.32	340.00	2,348.53	291.96	150.00	2,953.04	1,330.00	2,230.00	487.95	195.00	251.84	518.00	2,201.00
Closing Balance	20,201.08	4,715.02	2,803.99	4,588.53	8,184.56	6,103.01	6,324.94	6,918.98	9,624.28	10,450.28	11,299.84	13,759.68	17,401.08

Monthly Accounts Report													
YTD		Apr*	May*	Jun*	Jul*	Aug*	Sep*	Oct*	Nov*	Dec	Jan	Feb	Mar
		<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2014</u>	<u>2014</u>	<u>2014</u>
Reconciliation													
Opening Balance	4,315.50	4,315.50	4,365.02	2,803.99	4,238.53	7,834.56	5,403.01	5,274.94	5,518.98	7,874.28	8,350.28	8,849.84	11,309.68
Adjustment to prior balances	0.00												
All Receipts													
Congregation Receipts	27,132.90	789.52	787.50	2,076.50	4,096.03	871.49	1,551.93	2,824.04	3,193.25	1,021.00	1,101.40	2,977.84	5,842.40
WW	3,824.41	159.00	387.52	243.36	346.10	216.43	342.85	300.00	489.30	474.69	340.17	277.39	247.60
KHCW	2,256.58	132.00	275.00	90.60	161.00	123.05	124.95	206.00	159.00	283.12	338.00	200.55	163.31
	33,213.89	1,080.52	1,450.02	2,410.46	4,603.13	1,210.97	2,019.73	3,330.04	3,841.55	1,778.81	1,779.57	3,455.78	6,253.31
Expenditure													
Congregation Expenditure	16,847.32	740.00	2,348.53	641.96	500.00	3,303.04	1,680.00	2,580.00	837.95	545.00	601.84	518.00	2,551.00
WW	3,824.41	159.00	387.52	243.36	346.10	216.43	342.85	300.00	489.30	474.69	340.17	277.39	247.60
KHCW	2,256.58	132.00	275.00	90.60	161.00	123.05	124.95	206.00	159.00	283.12	338.00	200.55	163.31
	22,928.31	1,031.00	3,011.05	975.92	1,007.10	3,642.52	2,147.80	3,086.00	1,486.25	1,302.81	1,280.01	995.94	2,961.91
Closing Balance	14,601.08	4,365.02	2,803.99	4,238.53	7,834.56	5,403.01	5,274.94	5,518.98	7,874.28	8,350.28	8,849.84	11,309.68	14,601.08
Difference	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Income Statement														
<u>2013-14</u>		2013	2013	2013	2013	2013	2013	2013	2013	2013	2013	2014	2014	2014

	<u>Total</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>March</u>	
Congregation	5795.62	382.02	166.00	322.00	200.00	155.20	230.00	269.00	240.00	100.00	130.90	1200.00	2400.50	
Standing Order	5100.00	357.50	357.50	357.50	357.50	357.50	457.50	457.50	557.50	457.50	457.50	457.50	467.50	
Gift Aid	6065.06	6065.06	0.00	264.00	437.00	490.00	298.79	279.43	226.85	297.75	463.50	513.00	320.34	2474.40
Opps-Com Repayment	2100.00									2100.00				
HMRC	1870.69								1870.69					
Coach Contribution							585.00							
Contribution to the car park	1500.00											1000.00	500.00	
Pioneer School	4068.53			960.00	3048.53	60.00								
Total in boxes	27082.90	739.52	787.50	2076.50	4096.03	871.49	1551.93	2824.04	3193.25	1021.00	1101.40	2977.84	5842.40	
WWW	3824.41	159.00	387.52	243.36	346.10	216.43	342.85	300.00	489.30	474.69	340.17	277.39	247.60	
KHCW	2256.58	132.00	275.00	90.60	161.00	123.05	124.95	206.00	159.00	283.12	338.00	200.55	163.31	
Income	33163.89	1030.52	1450.02	2410.46	4603.13	1210.97	2019.73	3330.04	3841.55	1778.81	1779.57	3455.78	6253.31	
WWW deducted	3824.41	159.00	387.52	243.36	346.10	216.43	342.85	300.00	489.30	474.69	340.17	277.39	247.60	
KHCW deducted	2256.58	132.00	275.00	90.60	161.00	123.05	124.95	206.00	159.00	283.12	338.00	200.55	163.31	
Total income of Anton Cong	27082.9	739.5	787.5	2076.5	4096.0	871.5	1551.9	2824.0	3193.3	1021.0	1101.4	2977.8	5842.4	

<u>Monthly Accounts Report</u>	YTD	<u>Apr*</u>	<u>May*</u>	<u>Jun*</u>	<u>Jul*</u>	<u>Aug*</u>	<u>Sep*</u>	<u>Oct*</u>	<u>Nov*</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>
		<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2013</u>	<u>2014</u>	<u>2014</u>	<u>2014</u>
Reconciliation													
Opening Balance	4,315.50	4,315.50	4,365.02	4,365.02	4,238.53	4,238.53	4,238.53	5,274.94	5,518.98	5,518.98	5,994.98	5,994.98	5,994.98
Adjustment to prior balances	0.00												
All Receipts													
Congregation Receipts	1,810.52	789.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,021.00	0.00	0.00	0.00
WW	3,824.41	159.00	387.52	243.36	346.10	216.43	342.85	300.00	489.30	474.69	340.17	277.39	247.60
KHCW	2,256.58	132.00	275.00	90.60	161.00	123.05	124.95	206.00	159.00	283.12	338.00	200.55	163.31
	7,891.51	1,080.52	662.52	333.96	507.10	339.48	467.80	506.00	648.30	1,778.81	678.17	477.94	410.91
Expenditure													
Congregation Expenditure	1,926.96	740.00	0.00	641.96	0.00	0.00	0.00	0.00	0.00	545.00	0.00	0.00	0.00
WW	3,824.41	159.00	387.52	243.36	346.10	216.43	342.85	300.00	489.30	474.69	340.17	277.39	247.60
KHCW	2,256.58	132.00	275.00	90.60	161.00	123.05	124.95	206.00	159.00	283.12	338.00	200.55	163.31
	8,007.95	1,031.00	662.52	975.92	507.10	339.48	467.80	506.00	648.30	1,302.81	678.17	477.94	410.91
Closing Balance	4,199.06	4,365.02	4,365.02	3,723.06	4,238.53	4,238.53	4,238.53	5,274.94	5,518.98	5,994.98	5,994.98	5,994.98	5,994.98
Difference	(1,795.92)	4,365.02	4,365.02	3,723.06	4,238.53	4,238.53	0.00	5,274.94	5,518.98	5,994.98	5,994.98	5,994.98	5,994.98

INDEPENDENT EXAMINER'S NOTE FOR YEAR-END ACCOUNTS FOR ANDOVER
ANTON CONGREGATION OF JEHOVAH'S WITNESSES.

I have looked over the accounts of The Andover Anton Congregation of Jehovah's Witnesses FOR THE YEAR ENDED 31ST March 2014 and found nothing untoward. I make the following observations:

-Anton Congregation shares the place of worship (Kingdom Hall) with another congregation, but is the Title holder. An Operations Committee is appointed by both congregations to care for the upkeep of the hall and grounds. Both congregations pay a monthly sum (£350 each) into the Operations Committee bank account to pay for utilities etc. The Anton Congregation combines the Operations Committee accounts into its own for the sake of final year accounting.

-In the year in question, 2013-2014 an appeal was launched to resurface the car park at the Kingdom Hall and donations have been made by members of both congregations.

My examination has included a review of the accounting records kept by the charity and as a result I have satisfied myself that the accounts have been audited each quarter by a responsible individual.

I confirm that the full set of monthly accounts have been made available to me for auditing purposes.

Chisoney Bassey