



Stitson Congregation of Jehovah's Witnesses

Receipts and payments accounts

For the period from	01/04/2010	To	31/03/2011
---------------------	------------	----	------------

**Section A Receipts and payments**

	Unrestricted funds in the amount of	Restricted funds in the amount of	Endowment funds in the amount of	Total funds in the amount of	Last year in the amount of
<b>A1 Receipts</b>					
Congregation contributions	4,438	-	-	4,438	3,220
Congregation Gift Aid	8,430	-	-	8,430	12,034
Legacies	19,215	-	-	19,215	70,070
Gifts from other Congregations	8,389	-	-	8,389	71,480
Bank interest	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>36,212</b>	<b>-</b>	<b>-</b>	<b>36,212</b>	<b>158,204</b>
<b>A2 Asset and investment sales, etc.</b>					342,038
<b>Total receipts</b>	<b>36,212</b>	<b>-</b>	<b>-</b>	<b>36,212</b>	<b>492,298</b>
<b>A3 Payments</b>					
Donations to Watch Tower Society & its publications	240	-	-	240	240
Other donations	8,370	-	-	8,370	1,180
Keelson Hall expenses	3,273	-	-	3,273	1,143
General expenses and expenses	270	-	-	270	770
Hill Building Project	245,000	-	-	245,000	79,000
Miscellaneous Payments	900	-	-	900	1,157
Loan repayment	150,200	-	-	150,200	77,540
	-	-	-	-	-
<b>Sub total</b>	<b>410,153</b>	<b>-</b>	<b>-</b>	<b>410,153</b>	<b>171,230</b>
<b>A4 Asset and investment purchases, etc.</b>					-
<b>Total payments</b>	<b>410,153</b>	<b>-</b>	<b>-</b>	<b>410,153</b>	<b>171,230</b>
<b>Net of receipts/payments</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>374,543</b>	<b>321,068</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year and Cash funds this year and</b>	<b>409,575</b>	<b>-</b>	<b>-</b>	<b>409,575</b>	<b>16,472</b>
	<b>34,832</b>	<b>-</b>	<b>-</b>	<b>34,832</b>	<b>406,570</b>

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

Category	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
B1 Cash funds	Congregation Bank Accounts	5,837	-	-
	Loan with society	7,686	-	-
	<b>Total cash funds</b>	<b>13,523</b>		

(gross balance of £1,000 at last payment received)

B2 Other monetary assets	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £

B3 Investment assets	Details	Fund to which asset belongs	Cost (original)	Current value (estimated)

B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (original)	Current value (estimated)
	Property at 20 St John's Road, Kilmarnock		588,000	

B5 Liabilities	Details	Fund to which liability relates	Amount due (original)	Value due (estimated)
	Loan with the Society		10,500	

Signed by one or two trustees on behalf of all our trustees

Signature	Print Name	Date of signature

# 1. CHARITY: LONDON-SIDCUP CONGREGATION OF JEHOVAH'S WITNESSES

## 2. ANNUAL REPORT FOR YEAR ENDING 31ST MARCH, 2011

Legal and Administrative Information

3. **The Congregation is an unincorporated association now constituted by Memorandum of Constitution dated 29 May 1997 ('the Constitution').**

4. Registered Charity No. 254494/0

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 Gordon Pettitt

Secretary: Brother Peter Neufeld

Other Trustees: Brothers Graham Holland-Rocker, Martin Stent, Gary White, Jan-Pierre Schneider

6. The registered address of the Congregation is The Kingdom Hall, 49 St Johns Road, Sidcup, Kent, DA14 4HD

7. The Congregation's Banks are Barclays Bank, Leicester, LE87 2BB & HSBC, 85 High St., Sidcup

8. At the end of the year there were 65 congregation members.

9. The Congregation is within the London No.5 Circuit of Jehovah's Witnesses.

### Objects 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 objects of the congregation as 'the practice and advancement of Christianity founded on the Holy Bible.' For this purpose the Congregation is organised 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 objects and continued to pursue its purposes by holding regular twice 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, supplemented by income from (property and) investments. 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 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.

The Annual Assets and Liabilities Statement at the end of the financial year confirms the cash assets of the Congregation and were as follows:

Cash in Bank Accounts: £9632

Deposits (Loans) with Society £25000

13. These funds are held for the purposes of financing the future activities of the Congregation, including the upkeep of accommodation for the holding of meetings for worship and Bible study.

14. Property - Kingdom Hall, 49 St Johns Road, Sidcup, Kent, held in trust for the Congregation by The Kingdom Hall Trust. Construction of this building was completed in September 2010 and in 2011 the building was registered as a Place of Worship and for the conducting of Marriages.

15. Of particular significance in the financial affairs of the Congregation during the year was :

a) The contribution of £7644 approved by Congregation resolutions for the charitable work of associated Charities and agencies under their control.

b) The transfer of £246000 to the Kingdom Hall project Committee for the construction of a Hall at 49 St Johns Road.

c) The receipt of legacies from late congregation members to the extent of £19315

d) The repayment of money loaned from the Society to the amount of £153296 plus £20579 surplus on the closure of the Project Committee account. There remained an outstanding loan of £20585 still to be repaid.

e) The adoption of Direct Debit authorised over the Internet for the transfer of funds to The Society and the IBSA.

### 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 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. In practice funds not in Bank accounts are usually deposited as a loan to the Society to be used for its charitable activities, and returnable on demand.**

### Reserves Policy:

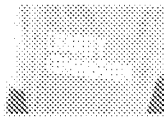
18. **The charity has a consistent income base, through donations from congregation members, some of which is by tax-effective means. Based on this income, we can plan confidently with relatively small reserves. The policy is to ensure that we have free reserves on hand, not designated for specific purposes or otherwise committed, equivalent to not less than 12 months working expenditure. In addition £10,000 is reserved for building repairs/maintenance.**

### 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 7<sup>th</sup> July 2011 and signed on its behalf by:

Signed: \_Chairman *Gordon Pettitt* Secretary *Peter Neufeld*



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/ members of	Sidoup Congregation of Jehovah's Witnesses		
On accounts for the year ended	31/03/2011	Charity no (if any)	254494
Set out on pages	1		

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and this report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 41 of the 1993 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have not been met; or
2. to which, in my opinion, 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: \_\_\_\_\_ Date: \_\_\_\_\_

Name: Calcutt Matthews

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

Chartered Accountant

Address: 19 North Street  
Ashford  
Kent, TN24 6LF

**Section B**      **Disclosure**

Only complete if the examiner needs to highlight material problems.

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

[Empty disclosure box]