

# Trustees' Annual Report for the period

Period start date			Period end date				
Day	Month	Year	Day	Month	Year		
From	1	April	2010	To	31	March	2011

## Section A Reference and administration details

Charity name

Pembroke Dock Congregation of Jehovah's Witnesses

Other names charity is known by

Registered charity number (if any)

1065371

Charity's principal address

The Kingdom Hall

Devonshire Road,

Llanion Park,  
Pembroke Dock.

Postcode

SA72 6EP

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Richard Kellett	Chairman:		
2	Frank Baker	Secretary:		
3	Albert Austin			
4	Peter Bamford			
5	Richard Bayliss			
6	Matthew Bunker			
7	James Cooze			
8	David Harris			
9	Ian High			
10	Michael Hoad			
11	Michael Petch			
12	Nathan Petch			
13	James Phillips			
14	Raymond Rudd			
15	Walter Scott			
16	Dafydd Wheatley			
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document  
(eg. trust deed, constitution)

The Congregation is an unincorporated association constituted by Memorandum of Constitution dated 29<sup>th</sup> May 1997 (the Constitution).  
The congregation is affiliated with Watch Tower Bible and Tract Society of Britain (the Society).

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 a voluntary unpaid basis.

How the charity is constituted  
(eg. trust, association, company)

The Congregation is an unincorporated association constituted by Memorandum of Constitution dated 29<sup>th</sup> May 1997 (the Constitution).  
The congregation is affiliated with Watch Tower Bible and Tract Society of Britain (the Society).

Trustee selection methods  
(eg. appointed by, elected by)

New trustees are selected by the existing trustees from among congregation members, and are duly appointed pursuant to the Constitution.

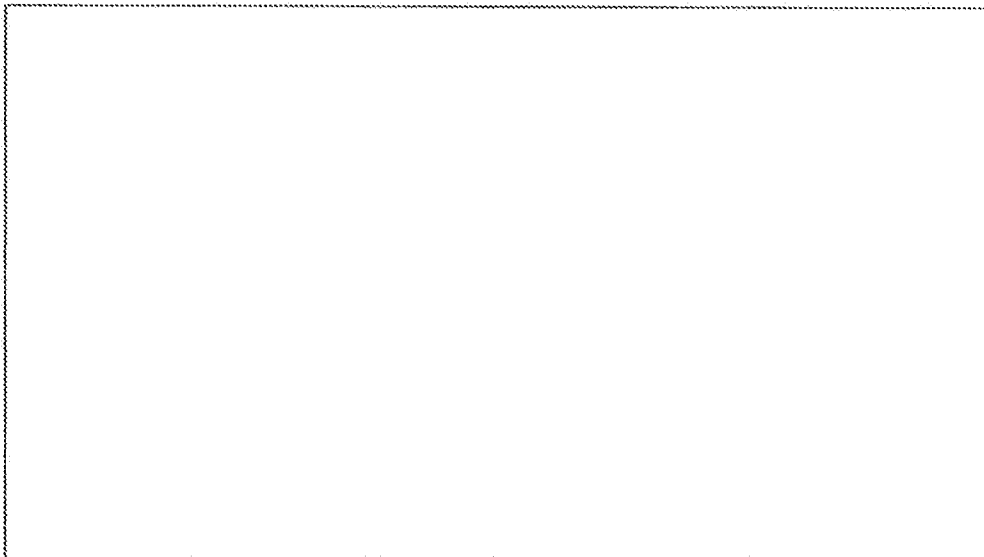
**Additional governance issues (Optional information)**

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and

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procedures to manage them.



## Section C

## Objectives and activities

**Summary of the objects of the charity set out in its governing document**

The Constitution restricts the operation of the Congregation and the use of its assets to religious purposes. It defines the objects of the congregation as “the practice and advancement of Christianity founded on the Holy Bible, including the preaching of the good news of God’s Kingdom by Jesus Christ within the Congregation Area and the holding of meetings for public religious worship.” For this purpose the congregation undertakes the following activities: Holding and arranging meetings for public religious worship; Teaching of the Bible and the Gospel of Christ at these public meetings; Teaching and preaching the gospel to the public within the congregation area; Distribution of Bibles and other religious literature to the public in the congregation area.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

These meetings are provided and ministry engaged in, without charge to adherents or the general public. Both provide opportunities for fellowship along with praise and worship of God. They serve to advance religious education among both Christians and the wider public by providing training in reading, teaching, and applying the Bible. Further, through the teaching of principles of Christian living, which include respect for secular authority, persons, and property, and the maintenance of personal morality and family values, individuals are aided to change their lives in harmony with such principles. This affords those who follow the teachings of Jesus an improved moral climate, better marital, employer-employee, and social relationships, and greater happiness and contentment.

The trustees confirm that they have taken into consideration Charity Commission guidance on public benefit in exercising their powers or duties.

**Additional details of objectives and activities (Optional information)**

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Section D Achievements and performance**

**Summary of the main achievements of the charity during the year**

The Congregation is primarily funded by voluntary donations made by Congregation members and others, supplemented by bank interest. 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 toward the cost of Circuit Assemblies and other conventions held in the year. Funds have also been donated to the Society to assist them in carrying out their related religious purposes

**Section E Financial review**

**Brief statement of the charity's policy on reserves**

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 three months working expenditure. At the year-end the free reserves were roughly equal to (fifteen) months working expenditure

**Details of any funds materially in deficit**

**Further financial review details (Optional information)**

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

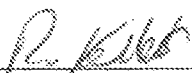
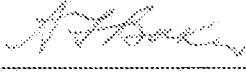
## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	RICHARD KELLETT	ALBERT F. BAKER
Position (eg Secretary, Chair, etc)	PRESIDING OVERSEER.	SECRETARY.
Date	28 JAN 2012	

# ANNUAL CONGREGATION ACCOUNTS REPORT

## PEMBROKE DOCK CONGREGATION

APRIL 1ST 2010 TO MAR 31ST 2011

<b>CONGREGATION FUNDS AT BEGINNING OF YEAR (A)</b>	<b>£6,916.33</b>
<b>CONGREGATION RECEIPTS</b>	
CONGREGATION CONTRIBUTIONS	£22,031.70
GIFT AID	£3,435.00
LOAN REPAYMENT FROM SOCIETY	£7,000.00
LOAN RECEIVED	£1,000.00
TAX REPAYMENT FROM GIFT AID	£1,874.35
<b>TOTAL CONGREGATION RECEIPTS (B)</b>	<b>£35,341.05</b>
<b>CONGREGATION EXPENDITURES</b>	
DONATION TO IBSA/WT (FROM CONGREGATION FUNDS)	£772.00
OTHER DONATIONS FROM CONG FUNDS (CIRCUIT HOME/FUND, ETC)	£1,139.00
KINGDOM HALL OPERATION AND MAINTENANCE	£2,750.05
CO/VISITING SPEAKER EXPENSES	£252.00
EQUIPMENT PURCHASED FOR KINGDOM HALL	£679.15
PRINTING	£84.00
LOCAL LOAN REPAYMENT	£2,200.00
MONEY TRANSFERED TO SET UP KINGDOM HALL REFURB ACCOUNT	£15,000.00
<b>TOTAL CONGREGATION EXPENDITURES (C)</b>	<b>£22,876.20</b>
<b>SURPLUS/DEFICIT [(B) - (C) = (D)]</b>	<b>£12,464.85</b>
<b>CONGREGATION FUNDS AT END OF YEAR (E)</b>	<b>£19,381.18</b>

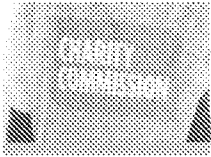
The Fembroke Rock Congregation of Jehovah's Witnesses

ANNUAL STATEMENT OF ASSETS AND LIABILITIES: AS AT MARCH 31, 20 11

	Current Year	Previous Year
<b><u>CASH ASSETS:</u></b>		
Bank and cash balances:		
Bank current account	£ 19,381.18	£ _____
Bank deposit account	£ _____	£ _____
Cash not banked	£ _____	£ _____
Total: Agrees with March 31 balance on annual account	<u>£ 19,381.18</u>	<u>£ _____</u>
Loans to other congregations and Watch Tower Society	£ _____	£ _____
Other (_____)	£ _____	£ _____
<b><u>LIABILITIES:</u></b>		
Due for immediate payment	£ _____	£ _____
Loans (Repayment within one year on request)	£ 3,500	£ _____
Future and contingent liabilities:		
Loan re construction/renovation of place of worship (Footnote A)	£ _____	£ _____
<b><u>OTHER ASSETS:</u></b>		
Long-term investments (tied up for a year or more)	£ _____	£ _____
Other property (Footnote D)	£ _____	£ _____
Retained for the Charity's own use:		
Place of worship (Footnote B)	£ 750,000 <sup>*</sup>	£ _____
Furniture and other contents of place of worship (Footnote C)	£ 20,000 <sup>*</sup>	£ _____

**Footnotes**

- A Loan: \_\_\_\_\_
- \* B Registered Place of Worship: \_\_\_\_\_
- \* C Contents: \_\_\_\_\_
- D Other property (Not the place of worship): \_\_\_\_\_



# Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/  
members of

Pembroke Dock Congregation of Jehovah's Witnesses

On accounts for the year  
ended

31<sup>st</sup> March 2011

Charity no  
(if any)

1065371

Set out on pages

one

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 the 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.

Signed:

Date:

27<sup>th</sup> January 2012

Name:

David Rose

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

Address:

Llonyddwch, Bethania, Llanon, Ceredigion SY23 5NJ