

Trustees' Annual Report

SHEFFIELD BIRLEY CONGREGATION OF JEHOVAH'S WITNESSES

ANNUAL REPORT FOR THE YEAR ENDING 31ST MARCH 2018

Reference and Administrative Details

Registered Charity No. 1066620

The registered address of the congregation is The Kingdom Hall, Ravencarr Road, Sheffield, S2 1QA.

On the date this report was approved, the congregation was administered by the following trustees:

Chairman: Robin Bagshaw Secretary: Richard Carpendale

Other trustees: Brian Bagshaw, David Barron, Colin Hall, Desmond Morley,
Harold Sproson, Matthew Ward, David Watson, Brian Wilson,
Stephen Wright

The congregation is an unincorporated association constituted by Memorandum of Constitution dated 27 May 1997 ('the Constitution'). The congregation is affiliated with Watch Tower Bible and Tract Society of Britain (the Society).

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

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 other persons engaged in the activities of the congregation have done so on a voluntary unpaid basis.

Objectives, Activities and Public Benefit

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 Christian 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.

These meetings are provided, and ministry engaged in, without charge to adherents or the general public. Both provide opportunities for fellowship along with the 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.

Achievements, Performance and Financial Review

The congregation is primarily funded by voluntary donations made by congregation members and others. Throughout the year such funds have been used to provide facilities for the holding of 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 in 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.

Of particular significance in the financial affairs of the congregation was the receipt of a bequest of £20,100. Noteworthy expenses were donations totalling £2475 to the Society, £1875 to International Bible Students Association and £400 to Yorkshire No.1 Circuit of Jehovah's Witnesses.

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 on reserves 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. At the year-end, the free reserves were roughly equal to 38 months working expenditure.

These funds are held to finance the future activities of the congregation. There are no funds held subject to restrictions on their use, or set aside for a particular purpose.

Approved by the trustees of the charity on 20 May 2018 and signed on its behalf by:

Signed: Chairman: Robin Bagshaw Secretary: Richard Carpendale

**The Sheffield Birley Congregation of Jehovah's Witnesses
Annual Receipts and Payments Account
For the Year Ended March 31, 2018**

Registered Charity Number: 1066620

HMRC Tax Reference: XN58172

	Unrestricted Funds	Total Funds
	2018	2017
	£	
Receipts		
Voluntary sources		
Donations for local congregation expenses	7,902	7,242
Gift Aid reclaimed from HMRC	1,426	1,578
Bequest	20,100	
Other receipts		
Reimbursements from Kingdom Hall Operating Account	328	366
Total Receipts	<u><u>29,756</u></u>	<u><u>9,186</u></u>
Payments		
Costs of charitable activities		
Donations to International Bible Students Association for Worldwide Work	1,875	1,600
Donations to Watch Tower for KH & Assembly Hall Construction Worldwide	1,875	600
Donation to Watch Tower for Global Assistance Arrangement	400	350
Donation to Watch Tower for Convention Travel Fund	200	
Donations to Circuit	400	600
Payments to Manor Cong for Kingdom Hall operation and maintenance	4,200	4,200
Circuit overseer expenses	207	62
'KH Conf' conferencing service		38
Invite address printing	98	122
Literature cart poster printing	132	160
Literature cart supplies and accessories		80
Donation to Heeley Brook congregation for Pioneer School	75	60
Other payments		
Items reimbursable from Kingdom Hall Operating Account	408	277
Total Payments	<u><u>9,870</u></u>	<u><u>8,149</u></u>
Net Receipt/(Payment) for the year	19,887	1,037
Total cash assets brought forward	2,934	1,897
Total cash assets carried forward	<u><u>22,821</u></u>	<u><u>2,934</u></u>

Signed Richard Carpendale

Date: 20.5.18

Secretary for the Trustees of the Sheffield Birley Congregation of Jehovah's Witnesses

**The Sheffield Birley Congregation of Jehovah's Witnesses
Statement of Assets and Liabilities
As at March 31, 2018**

Registered Charity Number: 1066620

HMRC Tax Reference: XN58172

	Unrestricted Funds	Total Funds
	2018	2017
	£	£
Cash Assets		
Lloyds bank account	22,821	2,934
Cash in hand		
Funds on deposit with Watch Tower		
Total Cash Assets (should agree with Receipts and Payments Account)	<u>22,821</u>	<u>2,934</u>
Other Monetary Assets		
Gift Aid claim not yet received	<u>-</u>	
Investment Assets	<u>-</u>	
Assets Retained for the Charity's Own Use	<u>-</u>	
Liabilities	<u>-</u>	

Signed Richard Carpendale

Date 20.5.18

Secretary for the Trustees of the Sheffield Birley Congregation of Jehovah's Witnesses



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

*SHEFFIELD BILLEY CONGREGATION OF
JEHOVAH'S WITNESSES*

**On accounts for the year
ended**

31ST MARCH 2018

**Charity no
(if any)**

1066620

Set out on pages

Please see page 3.

**Respective
responsibilities of
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. *Delete [] if not applicable.*

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the 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 material matters have come to my attention (~~other than that disclosed below~~ *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

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

Signed: John Dixon Date: 13.12.2018

Name: JOHN DIXON

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

AUDITOR FOR SHEFFIELD CONVENTION
OF JEHOVAH'S WITNESSES

Address:

29 OULTHORPE RISE
MOSBROUGH
SHEFFIELD S20 5PA

Section B Disclosure

Only complete if the examiner needs to highlight material 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.

- 1) Paperwork attached to support donation of £20,000 made in MARCH 2018
- 2) Some working papers