

31/3/12.

Swindon Dorcan Congregation
Of Jehovah's Witnesses

ANNUAL REPORT

1. Charity: Swindon Dorcan Congregation of Jehovah's Witnesses
2. Annual Report for the Year Ending 31st March 2012

Legal and administrative information

3. The Congregation is an unincorporated association now constituted by Memorandum of Constitution dated May 29th 1997 ('the Constitution')
4. Registered Charity No: 1065344
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 Scott Johnson
Secretary:	Brother David Chambers
Other Trustees:	Brother Donald Ellison
	Brother Doug East
	Brother John Myers
	Brother Brian Runciman
	Brother Mark Spare
	Brother Andy Masson
	Brother Daniel Spare

ACCOUNTS

22 AUG 2012

REVIEWED BY PCBY TEAM

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The registered address of the Congregation is 'The Kingdom Hall, Majors Road, Watchfield, Swindon, SN6 8QT'

6. The Congregation's Bank is Barclays Bank PLC of 28 Regents Street, Swindon, SN1 1JW.
7. At the end of the year there were 86 Congregation members.
8. The Congregation is within the Wiltshire No.1 Circuit of Jehovah's Witnesses.

Objectives and Activities

9. 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 Watchtower 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.

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Governance

10. 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

11. The Congregation is funded by voluntary donations made by Congregation members and others, supplemented by income from investments. Further, it is confirmed that the Congregation's accounts comply with the Constitution and with 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 during the year. Funds have also been donated to the Society to assist them in carrying out their related religious purposes.

The Annual Assets and Liabilities Statement at 31/03/12 confirms the cash assets of the Congregation were as follows:

Funds:	Cash on Deposit	Nil
	Cash in Current Account	£3,828.74
	Money loaned to associated Charities	Nil
	Total	£3,828.74

12. These funds are being 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.
13. Since March 1st 2011 the Kingdom Hall has been shared with the Swindon North Congregation. The direct responsibility for the Hall and its assets resides with the Dorcan Congregation, according to the direction given by the Society.
14. Of particular significance in the financial affairs of the Congregation during the year was the donation of £1,267 to associated Charities (comprising £1,267 to the Society).

The sum of £20,220 was paid off the loan from the Society, the balance on the loan at the end of the financial year was £63,630.

Finally in all respects the Congregation continues to co-operate 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.

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Internal Controls

15. 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 guidance prepared by the Society. The result is announced to the Congregation.

Investment Policy

16. 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

17. The Charity has a constant income basis, through donations from the Congregation members, some of which is by tax-effective means. Based on this income, we 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. At the year end, the free reserves were roughly equal to 5 months working expenditure.

Risk Management

18. The Trustees actively review the major risks the Charity face and believe that by maintaining free reserves at the level stated in the Reserve Policy, combined with the internal audit program, the Charity will have sufficient resources in the event of adverse conditions. Established systems are in place to mitigate the significant risks.
19. Approved by the Trustees of the Charity on and signed on its behalf by:

Signed _____



Chairman

Signed _____



Secretary



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Swindon Dorcan Congregation of Jehovah's Witnesses

On accounts for the year
ended

31st March 2012

Charity no
(if any)

1065344

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

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 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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.
1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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:

7th August 2012

Name:

K S Mackenzie C.A.

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

I.C.A.S.

Address:	20A Cherry Orchard
	Highworth
	Wiltshire SN6 7AU

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.



Swindon Dorcan Congregation of Jehovah's Witnesses		1065344	CC16a
Receipts and payments accounts			
For the period from	01/04/2011	To	31/03/2012

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Congregation contributions	3,139	-	-	3,139	5,927
Congregation gift aid	22,877	-	-	22,877	10,770
Thames Water refunds	269	-	-	269	-
World wide work	3,480	-	-	3,480	3,243
Tax refund	-	-	-	-	3,760
Refund from BT	-	-	-	-	8
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	29,765	-	-	29,765	23,708
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	29,765	-	-	29,765	23,708
A3 Payments					
Property maintenance	5,670	-	-	4,518	6,353
Circuit overseer and speakers	223	-	-	223	205
Insurance	246	-	-	246	-
Food	83	-	-	83	-
World wide work donations	2,367	-	-	3,519	3,243
Donation to society	1,267	-	-	1,267	1,200
Loan repayments	20,220	-	-	20,220	10,200
Circuit car and flat funds	-	-	-	-	591
Donation to Swindon North Cong	-	-	-	-	2,050
	-	-	-	-	-
Sub total	30,076	-	-	30,076	23,842
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	30,076	-	-	30,076	23,842
Net of receipts/(payments)	- 311	-	-	- 311	- 134
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	4,140	-	-	4,140	4,274
Cash funds this year end	3,829	-	-	3,829	4,140

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank balance	3,829	-	-
		-	-	-
		-	-	-
	Total cash funds	3,829	-	-

(agree balances with receipts and payments account(s))

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

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	Property	Unrestricted	603,000	-
	Property contents	Unrestricted	25,000	-
			-	-
			-	-
			-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Society loan	Unrestricted	63,630	
			-	
			-	
			-	
			-	

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

[Handwritten signature]

Signature	Print Name	Date of approval
<i>[Handwritten signature]</i>	XD CHAMBERS	7/8/12