

CHARITY REG. NO. 1002596

KNOW YOUR BIBLE

RECEIPTS AND PAYMENT ACCOUNTS FOR THE YEAR ENDED

31ST DECEMBER 2020

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TRUSTEES' ANNUAL REPORT FOR THE PERIOD JANUARY TO DECEMBER 2020

CHARITY NAME: KNOW YOUR BIBLE UK

CHARITY REGISTRATION NUMBER: 1002596

OBJECTIVES AND ACTIVITIES

Our objective is: The transformation of women's lives through the power of God's Word.

Our vision is:

- To bring women to a personal knowledge of Jesus Christ as Saviour
- To deepen and enrich the spiritual lives of women
- To equip women for life's challenges so they might be a positive influence in their homes, work and communities
- To enable women to play a more effective role in their own churches and in all their service for the Lord.

These objectives are achieved through the following activities.

- Provision of high quality Bible study materials in the form of books

- Bible study groups meeting across the UK. In this year of the pandemic groups have been unable to meet face to face so many groups have continued to meet on-line. Area leaders and group leaders have maintained contact with members by telephone or video calls.

- Area and residential national conferences. During 2020 due to the restrictions imposed by the pandemic no face to face area conferences or quiet days have been held, nor has the annual residential conference taken place. However, the National Leadership Team have kept in touch via video conferencing with area groups.

- Relaunching of the Know Your Bible website which provides much information about our operation and what is on offer for individuals and groups.

- The launching in September 2020 of the Know Your Bible YouTube channel. Two programmes were produced in 2020 one in September and one in December. A further one has been shown in 2021.

ACHIEVEMENTS AND PERFORMANCE OF THE CHARITY IN 2020

- Making the switch from face to face study groups to on-line meetings has proved to be increasingly popular and effective and has attracted new members. An added benefit has been that this has allowed individuals to join a group which is not geographically close to them. It has also led to the establishing of new groups.

- Launching of a new website has enhanced the profile of the charity and been populated with a lot of useful information for visitors to the site. The information is regularly updated.

-Pastoral care within groups has had to switch on-line and over the telephone. This has had the added benefit of greater accessibility to pastoral care and increased prayer support for those in need.

-Communication between the Trustees and National Leadership Team has been enhanced with moving to on-line meetings with these taking place more regularly. This has greatly reduced the financial burden on the charity. As this approach has been effective and efficient it is likely this will be continued after the restrictions due to the pandemic are lifted.

-Support for area leaders has also been enhanced with the use of on-line meetings giving opportunity for discussion, encouragement and prayer. As well as contributing to planning for the future. Already this is having a positive effect on a more shared identity within the whole work of the charity.

-The Trustees have updated their policy on Data Protection and Safeguarding. They have produced guidelines on operating within a pandemic.

PUBLIC BENEFIT

The Trustees have paid due regard to the Public Benefit guidance by the Charity Commission evidenced in the following ways:

-We recognise that studying God's Word doesn't just have an educational benefit but also will lead to the transformation of peoples' lives equipping them for life's challenges so they might be a positive influence in their homes, work and communities. Thus fulfilling our stated objective and vision.

-Studying God's Word together often leads to the identification of peoples' gifts, skills and attributes equipping them to be a positive influence and, in some cases, take leadership responsibility in their homes, work, churches and in their communities.

-Area and group leaders provide pastoral care to group members giving vital support to those who are struggling with the challenges of life. This has been particularly important during the pandemic. Meeting regularly on-line has given a life line to those who are isolated and alone and made a positive impact on their mental, emotional and spiritual well-being.

FINANCIAL REVIEW

In previous years, no account had been taken of the income and expenditure of the area groups, which hold bank accounts under the charity's registration. As a result, the 2019 accounts have been restated. The total held in the areas' bank accounts at 31st December 2018 was £6,254 and this has been included as retained earnings brought forward and relates to unrestricted funds. The main difference between the 2019 accounts and the restated 2019 accounts is the income and expenditure for the conferences held, with income into the area accounts amounting to £6,375 and expenditure of £2,761.

Total income for the year ended 31 December 2020 was £38,385, an increase of £5,750 over the previous year. The charity received a legacy of almost £25,000, having received one of £10,000 in 2019. These legacies enabled the charity to continue its work during 2020, when the pandemic has affected the donations and sale of study guides. Expenditure for the year was £, £3,020 less than in 2019.

The charity ended the year with £73,898 cash at bank and in hand.

No reserves policy has been set to date, however, the trustees are committed to the sound financial management of the charity, whilst ensuring that the resources available continue to be invested in providing ways of fulfilling the charity's vision.

STRUCTURE, GOVERNANCE AND MANAGEMENT

We are an evangelical, non-denominational ministry, offering dynamic Bible teaching through Bible study materials, day and weekend conferences as well as area quiet days and outreach events. We are a not for profit organisation. Our leadership structure is as follows:

TRUSTEES who oversee the charity ensuring it complies with its stated aims and objectives. Trustees also ensure financial probity by monitoring the accounts on a regular basis and approving the annual accounts. Trustees set the policies governing the work of the charity. We have had some changes to our Trustees during 2020 as some have retired and others have joined us. We list below the Trustees who were with us at the start of 2020 and those who are now in post.

January 2020

Mrs Carol Dadswell, Chair
Mr Tim Gilbert
Mrs Sandra Gilbert (NLT President)
Mrs Sharon Jones (NLT Finance Director)
Mrs Ruth White

December 2020

Mrs Carol Dadswell, Chair
Mr Tim Gilbert
Mrs Sheila Milligan
Mrs Tina Stevens (NLT President)
Mrs Margaret Toy (NLT Finance Director)
Mrs Ruth White

New Trustees are appointed by the Board of Trustees from nominations received. The nominated individual will be contacted by the Chair of Trustees for a discussion on the role of Trustees and what the individual might bring to the role and to determine the individual's suitability to become a trustee. References are sought from the individual's church leader and nominator. These are considered by the Trustees and a decision reached about appointment.

The national President and Finance Director are Trustees by right of their office.

The charity is managed on a day to day basis by the **National Leadership Team**, all of whom are volunteers. The charity has no paid staff.

NATIONAL LEADERSHIP TEAM

PRESIDENT

Mrs Tina Stevens

ADMINISTRATOR

Mrs Nicky Dixon

FINANCE DIRECTOR

Mrs Margaret Toy

PRAYER AND RESOURCES

Mrs Sue Hoyles

SOUTH WEST REGIONAL TEAM

Mrs Sue Edgeler

VOLUNTEERS

The charity has no paid staff. All Trustees, National Leadership Team members, Area leaders, Group leaders are all volunteers. All the post holders on the national leadership team are volunteers. Those who update the charity's website and those who produce the YouTube channel programmes are all volunteers.

DECLARATIONS

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

Signed on behalf of the charity's trustees

C M Dadswell

Chair of Trustees

21st September 2021

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RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST DECEMBER 2020

	General Fund £	Restricted Special Purpose Fund £	2020 £	2019 (restated) £
INCOME				
Donations (including legacies)	27,901	-	27,901	11,437
KYB studies receipts	4,652	-	4,652	7,687
Newslink receipts	230	-	230	212
Conference receipts	4,213	-	4,213	11,989
Know Your Bible week	100	-	100	613
Gift aid rebate	928	-	928	-
Other income	314	-	314	566
Interest received	38	9	47	131
TOTAL INCOME	<u>38,376</u>	<u>9</u>	<u>38,385</u>	<u>32,635</u>
EXPENDITURE				
Tithe to IB (including sales tithe)	3,115	-	3,115	2,000
Conference costs	6,991	-	6,991	7,262
Royalties	300	-	300	600
KYB studies - printing and other costs	2,604	-	2,604	3,316
Newslink - printing and other costs	1,353	-	1,353	2,725
Promotion	75	-	75	871
Postage, printing and stationery	338	-	338	381
Accountancy	-	-	-	516
Accounting software	12	-	12	-
Website costs	342	-	342	128
Travel and accommodation	828	-	828	2,048
Other costs (note 2)	1,610	-	1,610	718
Depreciation	66	-	66	89
TOTAL EXPENDITURE	<u>17,634</u>	<u>-</u>	<u>17,634</u>	<u>20,654</u>
Net income/(expenditure)	20,742	9	20,751	11,981
Transfer	-	-	-	-
Total funds brought forward	52,547	10,586	63,133	51,152
Total funds carried forward	<u><u>73,289</u></u>	<u><u>10,595</u></u>	<u><u>83,884</u></u>	<u><u>63,133</u></u>

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STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST DECEMBER 2020

	2020	2019 (restated)
FIXED ASSETS		
Equipment (see note 3)	<u>200</u>	<u>266</u>
CURRENT ASSETS		
Stock: KYB books	<u>9,786</u>	<u>10,573</u>
CASH FUNDS		
Current account (General use)	6,049	1,865
Current account, KYB studies (General use)	4,896	5,254
Current account, KYB week (General use)	3,190	5,241
Deposit account (General use)	42,124	19,440
Deposit account (Restricted use)	10,595	10,586
Area bank accounts (General use)	6,909	9,908
Petty cash	135	
	<u>73,898</u>	<u>52,294</u>
TOTAL CURRENT ASSETS	<u>83,684</u>	<u>62,867</u>
TOTAL ASSETS	<u><u>83,884</u></u>	<u><u>63,133</u></u>
CHARITY FUNDS		
Unrestricted General Fund	73,289	52,547
Restricted Special Purpose Fund	10,595	10,586
TOTAL CHARITY FUNDS	<u><u>83,884</u></u>	<u><u>63,133</u></u>

These accounts were approved by the Trustees on 21st September 2021

C M Dadswell, Trustee

Margaret E Toy, Trustee

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2020

1 ACCOUNTING POLICIES

(a) **Accounting convention**

The financial statements have been prepared in accordance with the requirements of the Charities Act 2011, using the Receipts and Payments basis.

(b) **Recognition of incoming resources**

All incoming resources are included in the Statement of Financial Activities when received except for deposits received in respect of future annual conferences. Such receipts are recognised as income of the period in which the event takes place so that total income and expenditure is matched and disclosed in the same period.

(c) **Depreciation of fixed assets**

Depreciation is provided at the following annual rate in order to write off the cost over estimated useful life:

Equipment - 25% based on net book value

2 OTHER COSTS

	2020 £	2019 (restated) £
Gifts	1,125	284
Flowers	-	28
Insurance	351	350
Bank charges	39	18
Other costs	95	38
	<u>1,610</u>	<u>718</u>

3 EQUIPMENT

	2020 £	2019 (restated) £
Net book value brought forward	266	319
Additions	-	36
	<u>266</u>	<u>355</u>
Less depreciation charge for year	(66)	(89)
	<u>200</u>	<u>266</u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020**

4 RESTATEMENT OF 2019 ACCOUNTS

In previous years, inclusion of the accounts from various areas had been omitted. The amounts held in bank accounts at 31 December 2018 was £6,254 and has been included as the amended retained earnings brought forward. Income and expenditure of the various areas has been included in the restated 2019 accounts and in the 2020 accounts.

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INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS OF KNOW YOUR BIBLE FOR THE YEAR ENDED 31ST DECEMBER 2020

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2020

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Gisela Sharpe FCCA
20/09/2021

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