

**ROYAL BOROUGH OF KINGSTON  
SCHOOLS CHRISTIAN WORKER  
TRUST  
(Insight)**

**ANNUAL REPORT & ACCOUNTS**

**For the year ended 31<sup>ST</sup> MARCH 2022**

# ROYAL BOROUGH OF KINGSTON SCHOOLS CHRISTIAN WORKER TRUST ANNUAL REPORT FOR THE YEAR TO 31<sup>ST</sup> MARCH 2022

The ROYAL BOROUGH OF KINGSTON SCHOOLS CHRISTIAN WORKER TRUST (Insight) is a registered charity no. 801025 and is constituted by Deed of Trust. Its address is 41 King Charles Road, Surbiton, KT5 8PF. Its bankers are Barclays Bank, Wimbledon Branch and CAF bank.

## Committee

The charity is administered by a General Committee which is comprised of delegates of sponsoring churches who meet 4 times per year. The following served as committee members in the year ended 31 March 2022:

Mr Dean Dryden	Chairman
Mr Peter Wilkins	Hon Treasurer
Mrs Claire Sims	
Mr Raymond James	
Mrs Carolyn Lucas	
Mr. Paul Whitfield	Deputy Chairman
Ms. Penny Welch	
Mr Phil Cooper	
Mr Roderick Braine	Acting Treasurer

The Trustees of the Charity during the year ended 31 March 2022 comprised:

Mr Dean Dryden	Chairman
Mr. Raymond James	
Mr. Paul Whitfield	
Mr. Peter Wilkins	
Mrs Carolyn Lucas	

New trustees are appointed by resolution of a meeting of the existing trustees and would normally be members of the general committee.

## **Objectives and Activities**

The object of the charity is the furthering of Christian work in and around the Royal Borough of Kingston upon Thames particularly in primary and secondary schools. When planning the Trust's activities for the year, the trustees, committee members and workers have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. The public benefit requirement has been complied with by the provision, free of charge to schools and other educational bodies who utilise our services, of both our staff who hold qualified teaching status and the resources and volunteer support which accompany our activities and services.

The charity employs the equivalent of three full time and two part-time staff to visit local schools. There is also administrative and school support given by volunteers. The charity is affiliated to the national Scripture Union organisation.

## **Staffing and Committee**

Roderick Braine continued as Acting Treasurer, with Peter Wilkins as Hon. Treasurer and remaining a trustee.

Insight staffing levels fluctuated during this period with Darryl Betts remaining as the Secondary Schools Worker for Kingston, Suzanna Andrews going on maternity leave in July 2021; Rosie Herbert leaving the Primary Schools Work for Richmond in August 2021; Michael Straker leaving the Primary Work in Kingston in September 2021; and Keren Wood joining the team in November 2021. Kirsten Smyth was appointed to the Primary Work in Kingston in January 2022, but left in April 2022.

The successive periods of 'Lockdown' due to the Coronavirus Pandemic led schools to decline to receive workers and volunteers on site. Those volunteers who left have, largely, not returned.

## **Achievements and Performance**

During the initial Lockdown period, the Insight staff began to develop new ways of working including the production of online resources for schools such as storytelling, school assemblies, and interactive events in place of the normal in-person attendance at Christmas Journey and Easter Experience events. These were very well received by schools around the country and these continued to be made available throughout the reporting period

## **COVID Risks Going Forward**

Generally the Primary schools which closed their doors during the pandemic have largely reopened them to Insight. There have been fewer Secondary schools reopening; however, the team and Trust have drawn up a list of ways and means of getting back into the schools and these are being implemented. Financially we have seen only one of 11 churches reduce their donation, though a downturn in the economy may impact people's ability to give to Insight.

## **Office**

Insight continued to be located at The Berrylands Christian Centre, Surbiton.

## **Finances**

As the Trust's gross income for the year is less than £250,000, the accounts have been prepared on a receipts and payments basis.

The Trust finished with a reported balance carried forward for the year of £217,468, £71,110 in the General Fund, £41,358 in the Restricted Fund set up for the Richmond work.


A further generous donation of £35,000 was received in the year, which the Trustees decided to hold in a separate Designated Fund to be used for future projects. This reserve now stands at £105,000.

Funding comes from local churches and individuals. Donations into the General Fund during the financial year totalled £98,527 compared to £98,132 last year.

Net income for the General Fund was a surplus of £9,217 compared to £24,677 last year.

Unrestricted funds cash reserves at the year-end are approximately 8 months of normal expenditure compared to 6 last year. It is the policy of the Trust to ensure that the total of our cash reserves are sufficient to cover at least two months of expenditure (which currently equates to £16.825). Our main Stakeholders are 12 local churches of long-standing and substance who are in a position to respond to a request from the Trust in the event of a shortfall in this reserve.

Approved by the trustees and signed on their behalf by:



Signed: .....

Mr. Paul Whitfield  
Deputy Chairman



..... 2023

**ROYAL BOROUGH OF KINGSTON SCHOOLS CHRISTIAN WORKER TRUST**

**Independent Examiner's Report to the Trustees of the Royal Borough of Kingston Schools Christian Worker Trust**

I report to the trustees on my examination of the accounts of the Royal Borough of Kingston Schools Christian Worker Trust for the year ended 31 March 2022, which are set out on pages 6 and 7.

**Responsibilities and basis of report**

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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving 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.

Signed:  .....

Name: Andrew J Whelan BSc FCA

Address: 32 Parkside Crescent  
Surbiton  
Surrey KT5 9HT

Date: 22 JANUARY ..... 2023

ROYAL BOROUGH OF KINGSTON SCHOOLS CHRISTIAN WORKER TRUST

Receipts and Payments Account for the Year ended 31<sup>st</sup> March 2022

	General Fund	Restricted Fund	Designated Fund	Total	General Fund	Restricted Fund	Designated Fund	Total	Variance
	2022	2022	2022	2022	2021	2021	2021	2021	
	£				£				£
<b>RECEIPTS</b>									
<b>From voluntary sources</b>									
Sponsoring Churches	64,829	12,815	0	77,644	65,576	16,550	0	82,126	(4,482)
Annual Thanksgiving Service Collection	0	0	0	0	0	0	0	0	0
Donations Not Gift Aided	16,090	3,400	35,000	54,490	12,729	3,370	35,000	51,099	3,391
Donations Gift Aided	14,592	120	0	14,712	15,424	120	0	15,544	(832)
Gift Aid/ Tax reclaimed	2,770	23	0	2,793	3,882	30	0	3,912	(1,119)
Your Move booklets - contributions	0	0	0	0	0	0	0	0	0
Events - Income	246	0	0	246	522	150	0	672	(426)
HMRC JRS Grant	11,614	1,594	0	13,208	43,852	9,322	0	53,174	(39,966)
	110,141	17,952	35,000	163,093	141,985	29,542	35,000	206,527	
<b>From Assets</b>									
Deposit interest	27	0	0	27	54	0	0	54	(27)
<b>Total Receipts</b>	<b>110,168</b>	<b>17,952</b>	<b>35,000</b>	<b>163,120</b>	<b>142,039</b>	<b>29,542</b>	<b>35,000</b>	<b>206,581</b>	
<b>PAYMENTS</b>									
<b>Activities directly relating to the work of the Trust</b>									
Staff Costs	89,688	12,116	0	101,804	102,792	26,380	0	129,172	27,368
Travel expenses	707	70	0	777	219	128	0	347	(430)
Costs of ministry	199	0	0	199	72	30	0	102	(97)
Christian Unions	61	0	0	61	14	0	0	14	(47)
Resources	330	20	0	350	7,409	18	0	7,427	7,077
Your Move booklets - Costs	558	0	0	558	0	0	0	0	(558)
Events - Costs	1,101	210	0	1,311	2,758	694	0	3,452	2,141
Professional Development	1,711	0	0	1,711	113	15	0	128	(1,583)
Subscriptions	243	0	0	243	268	0	0	268	25
	94,598	12,416	0	107,014	113,645	27,265	0	140,910	
<b>Other Expenditure</b>									
Telephone, postage & internet	519	58	0	577	603	193	0	796	219
Insurance	374	125	0	499	668	223	0	891	392
Publicity	2,029	995	0	3,024	11	61	0	72	(2,952)
Office equipment	241	0	0	241	0	0	0	0	(241)
Printing & Stationery	124	0	0	124	8	0	0	8	(116)
Miscellaneous administrative costs	1,657	0	0	1,657	1,233	0	0	1,233	(424)
Rent	1,313	188	0	1,501	1,125	375	0	1,500	(1)
Bank charges	96	0	0	96	69	0	0	69	(27)
	6,353	1,366	0	7,719	3,717	852	0	4,569	
<b>Total Payments</b>	<b>100,951</b>	<b>13,782</b>	<b>0</b>	<b>114,733</b>	<b>117,362</b>	<b>28,117</b>	<b>0</b>	<b>145,479</b>	
<b>Net Receipts/(Payments) for the Year</b>	<b>9,217</b>	<b>4,170</b>	<b>35,000</b>	<b>48,387</b>	<b>24,677</b>	<b>1,425</b>	<b>35,000</b>	<b>61,102</b>	
Cash at bank at 31st March 2021	61,893	37,188	70,000	169,081	37,216	35,763	35,000	107,979	
Cash at bank at 31st March 2022	71,110	41,358	105,000	217,468	61,893	37,188	70,000	169,081	
Increase/-Decrease in cash	9,217	4,170	35,000	48,387	24,677	1,425	35,000	61,102	

ROYAL BOROUGH OF KINGSTON SCHOOLS CHRISTIAN WORKER TRUST

Statement of Assets and Liabilities at 31<sup>st</sup> March 2022

	2022	2021
	£	£
<b>MONETARY ASSETS</b>		
Bank current accounts	106,429	64,547
Bank deposit accounts	<u>111,039</u>	<u>104,534</u>
<b>Total Assets &amp; Liabilities</b>	<u>217,468</u>	<u>169,081</u>

NOTES

The movement on restricted funds in the year were:

	Balance b/f	Receipts	Payments	Balance c/f
<b>Richmond school work fund</b>	<u>37,188</u>	<u>17,952</u>	<u>13,782</u>	<u>41,358</u>

Agreed by the Trustees on ..... 19/1 ..... 2023 and signed on their behalf by:



Mr. Paul Whitfield  
Deputy Chairman



Mr Roderick Braine  
Acting Treasurer