

Christian Books. Trustees Annual Report 2020

2020 has been a very tough year with the arrival of the Coronavirus COVID-19 pandemic, closure of the bookshop due to national lockdowns, Tier 4 restrictions and furloughed staff. The pandemic and closure of the bookshop has meant a tremendous loss in potential sales, hitting the bookshop hard with lost revenue from cancelled conferences and cancelled Christmas bookstalls. The shop was closed for 106 days during the year, of which 22 days were as a "Click and Collect" only basis during the November lockdown.

We are thankful for the receipt of COVID-19 small business grants and 80% furlough payments to help through the periods of closure. This enabled the shop to meet all its financial obligations and pay all of our suppliers, resulting in a small operational profit. However, overall sales were down by 55%, Christmas sales were poor, resulting in much unsold Christmas stock. A one year roadmap for 2021 has been approved by the Trustees to help the bookshop navigate through what might remain a turbulent time as far as trading is concerned.

Risk assessments were carried out and suitable protective measures put into place for staff and customers. Occasional ministry opportunities occurred but with the given restrictions on numbers within the shop at any one time, these occasions were obviously not as frequent as the previous year.

Volunteer staff were still available to help with cover during the hours the shop could open and we are very thankful for the help and assistance they provided.



Brian Rigby
Chairman of Trustees

Christian Books Dunstable**Profit & Loss Account for the year ended 31st December 2020**

	<u>2020</u>	<u>2019</u>
General Sales	40,243	73,396
Less Purchases	26,481	39,574
	34.20% <u>13,762</u>	46.08% <u>33,822</u>
Add Non Trading Income		
Business Support Grants	11,334	-
Government Furlough Scheme	8,229	-
Donations Received	675	-
Bank Interest Received	7	16
	<u>20,245</u>	<u>16</u>
	<u>34,007</u>	<u>33,838</u>
Expenditure		
Gross Wages, Pension & NI Costs	25,835	25,102
Telephone and Broadband	386	870
Heating & Lighting	657	1,075
Rates	34	359
Bookshop Maintenance	635	192
Insurance	402	364
Postage & Carriage	744	921
Advertising & Bookshop Bags	46	-
Subscriptions & General Expenses	282	731
Merlio & Professional Fees	1,833	1,923
Hire of Equipment	588	588
Stationery	138	660
Financial Charges	548	953
Conference Fees	340	1,021
Depreciation	200	400
	<u>32,668</u>	<u>35,159</u>
Net Trading Profit/Loss	<u>1,339</u>	<u>-1,321</u>
Cost of Refreshments less		
Donations Received	-124	-540
NET PROFIT/ LOSS FOR THE YEAR	<u>1,215</u>	<u>-1,861</u>

Christian Books Dunstable**Balance Sheet as at 31st December 2020**

	2020	2019
Fixed Assets		
Office Equipment	600	800
Current Assets		
Stock	32,203	32,884
Cash at Bank-CCLA	2,869	2,861
Cash at Bank-Lloyds	18,201	16,522
Cash in Hand	110	100
Debtors and Prepayments	873	1,915
	<u>54,256</u>	<u>54,282</u>
	<u>54,856</u>	<u>55,082</u>
Current Liabilities		
Sundry Creditors	1,616	3,057
	<u>53,240</u>	<u>52,025</u>
Represented by:		
CAPITAL ACCOUNT		
Balance as at 1st January 2020	52,025	53,886
Add Net Profit/Loss for the year	1,215	-1,861
	<u>53,240</u>	<u>52,025</u>



Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name CHRISTIAN BOOKS DUNSTABLE

On accounts for the year ended

31st December 2020 Charity no (if any) 801449

Set out on pages

1-2 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and basis of report

As the charity's trustees, 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (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: [Signature]

Date: 5-5-21

Name: RICHARD C. LAMBERT

Relevant professional qualification(s) or body

N/A

(if any):

Address: 32 CHASE CLOSE

ARLESEY BEDFORDSHIRE SG15 6UD

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.