

# REVIVAL MOVEMENT ASSOCIATION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2022

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The trustees present their annual report and financial statements for the year ended 31 December 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 4 to the accounts and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) published in October 2019".

### Objectives and activities

#### Charitable Objects and Aims

The charity's objectives and principal activities are to print and distribute Christian publications for both adults and children. Their aim is to print in multiple languages in order to assist as many missionary organisations, churches and evangelists as possible in most countries of the world.

The charity has many individual projects that help further their overall aims. The following are two examples of said projects:-

#### 1. Mailbox Club

One of the charity's major partners is the Mailbox Club which supplies booklets for students and Teachers Guides for those who are teaching. Mailbox Club is working in most African countries in the English, French, Portuguese, Swahili and Amharic languages. The charity has been involved especially in a project in South Sudan where the government has requested that all school pupils receive booklets volume 1 and 2 and Teachers Guides for school teachers. It is estimated that there are 3 million students in schools in South Sudan.

#### 2. BES (Bible Education Services)

The charity continues to work closely with BES which provides weekly Bible study booklets and Teachers Guides, especially for Sunday School teachers. The charity has been printing these in English, French, Swahili and Arabic. They have major projects in Kenya, Tanzania and Ethiopia.

#### Compliance with Charity Commission

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### Use of Volunteers

The charity is appreciative of the efforts of its volunteers who are involved in service provision. It is estimated that over 4,500 volunteer hours were provided during the year. If this is conservatively valued at £9.50 an hour, the volunteer effort amounts to £42,750.

### Achievements and performance

The main area of charitable activity is the printing and distribution of Christian literature. During 2022, 1,268 tonnes of paper were used in the production of literature. This produced just under 59 million pieces of literature:

6,830,000 Gospels;  
9,951,690 Scripture and Gospel booklets;  
41,469,000 Gospel tracts and leaflets;  
458,000 sets of Children's Bible Lessons; and  
201,000 books.

A total of 46 containers were shipped to overseas countries, plus many pallets and parcels of literature.

# REVIVAL MOVEMENT ASSOCIATION

## TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2022

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### Financial review

During the current year the charity had a surplus of £371,762 with accumulated reserves of £3,800,266.

### Reserves Policy

The trustees/directors retain funds in the charitable company for the following reasons:

- a) to finance the ongoing running costs of operations; and
- b) to provide funds available at short notice to finance the objectives of the charity and facilitate the plans for the future.

The trustees/directors calculate that £975,875 of unrestricted reserves are required to finance annual running costs, in addition at any one time liquid funds of approximately £350,000 are required to finance the purchase of paper, which is ordered three months in advance.

Unrestricted and undesignated reserves are currently £3,799,251 and on the basis of the information above the trustees/directors are satisfied that this level of reserves is acceptable. In addition, there are £1,015 of restricted reserves.

### Sources of Funding

The principal sources of funding are donations, gifts and legacies.

### Factors Affecting the Financial Position

Due to the Ukrainian/Russian war, and the resulting increase in oil prices during 2022, paper prices have risen by approximately 70%, thereby increasing printing costs. The situation was also exacerbated by the fact that most of the world's paper pulp comes from Ukraine and Russia. As oil prices soared, so too did the charity's electricity costs.

The cash reserves have increased this year due to a net inflow of resources in the year on operating activities. Surplus funds continue to be held on short term deposit.

### Risk Management

The trustees/directors review the major risks to the charitable company on an ongoing basis. Income levels are regularly monitored and advised to contributors through the monthly newsletter. All transactions and projects are authorised by trustees/directors, thereby minimising internal risks. Procedures are in place to ensure compliance with health and safety of staff and volunteers, clients and visitors to the premises. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

### Plans for the Future

#### Muller

The charity has decided to upgrade its oldest Muller Saddlestitcher to a 4 station machine. This more modern machine and in particular, the fourth feeder, will greatly assist in the production of Teachers Guides for CEF.

#### New partnership

The charity has formed a new partnership with Bible Visuals International and a Bible College in Papua New Guinea. These two groups have devised a Bible based curriculum to be taught in schools in Papua New Guinea with different levels appropriate for each age group. The charity will be involved in the printing of visuals for children and teachers. These resources will be used in approximately 500 schools in Papua New Guinea..

### **Structure, governance and management**

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# REVIVAL MOVEMENT ASSOCIATION

## TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2022

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### Governing Document

The charity is a company limited by guarantee, incorporated on 9 January 1969. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

### Trustees

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

Samuel J Adams (Joint Chief Executive)  
W Clive Allen (Joint Chief Executive)  
J Paul Allen  
Heather Mercer (Mission Secretary)  
Austin Fitzsimmons  
David Watson  
Michael Verner  
Rodney Garnham (appointed 7 June 2022)

### Recruitment and Appointment

Individuals are invited to serve as directors/trustees on the basis of their abilities and background so as to achieve a balance between those from business, voluntary and charity sectors.

Under the requirements of the Memorandum and Articles of Association one third of the directors/trustees retire each year and are eligible for re-election. J Paul Allen, W Clive Allen and Heather Mercer are due to retire by rotation and, being eligible, offer themselves for re-election.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

### Organisational Structure

At present Revival Movement Association has a Board of directors/trustees of 8 members who meet regularly and are responsible for the strategic direction and policy of the charity.

From the Board there is a sub-committee of 5 members plus 3 staff representative, known as the Working Group, who are working on the policies and structures within the organisation.

The Mission Directors, Clive Allen and Samuel Adams, are responsible for the day to day operating decisions within the factory. Heather Mercer, the Mission Secretary, as an Executive Director, is consulted before decisions are made and is involved in administration and is responsible for accounts.

### Induction and Training

Most directors/trustees are already aware of the activities of the charity prior to appointment. When invited to serve they are provided with details of the charity's objectives and its day to day operations.

### Remuneration Policy

The remuneration of key management is set using the same parameters as all other staff, which is based on the individual's length of service to the charity.

# REVIVAL MOVEMENT ASSOCIATION

## TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2022

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### Relationship with Other Organisations

The charity co-operates with the following organisations in the pursuit of its charitable objectives:

ACTS Nigeria  
Child Evangelism Fellowship;  
Biblemission;  
Bible Education Services;  
Every Home for Christ;  
Interlink Missionary Agency;  
Mailbox Club;  
India Bible Literature;  
China Tourist Ministries;  
Emmaus;  
Rock International;  
CMI Aid Moldova; and  
Paul Williams (Romania)

### **Statement of trustees' responsibilities**

The trustees, who are also the directors of Revival Movement Association for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Auditor**

In accordance with the company's articles, a resolution proposing that McCreery Turkington Stockman Ltd be reappointed as auditor of the company will be put at a General Meeting.

### **Disclosure of information to auditor**

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The trustees' report was approved by the Board of Trustees.

**REVIVAL MOVEMENT ASSOCIATION**

**TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)  
FOR THE YEAR ENDED 31 DECEMBER 2022**

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X *Heather J. Mercer*

**Mrs. Heather Mercer**  
Trustee  
Dated: 30 May 2023