

**OUR DAILY BREAD MINISTRIES TRUST**  
**REPORT OF THE TRUSTEES AND**  
**AUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

Scott & Wilkinson LLP  
Chartered Accountants and Registered Auditors  
Dalton House  
9 Dalton Square  
LANCASTER  
LA1 1WD

**OUR DAILY BREAD MINISTRIES TRUST**

**CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

---

	<b>Page</b>
<b>Reference and Administrative Details</b>	1
<b>Report of the Trustees</b>	2 to 6
<b>Report of the Independent Auditors</b>	7 to 8
<b>Statement of Financial Activities</b>	9
<b>Balance Sheet</b>	10
<b>Cash Flow Statement</b>	11
<b>Notes to the Financial Statements</b>	12 to 20
<b>Detailed Statement of Financial Activities</b>	21 to 22

---

## OUR DAILY BREAD MINISTRIES TRUST

### REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 DECEMBER 2019

---

<b>Trustees</b>	Mr R W DeHaan Mr A Plowman Mr P Baxendale Mr D Mills
<b>Principal address</b>	Unit 5 Shoreline Business Park Sandside MILNTHORPE LA7 7BF
<b>Registered charity number</b>	327384
<b>Auditors</b>	Scott & Wilkinson LLP Chartered Accountants and Registered Auditors Dalton House 9 Dalton Square LANCASTER LA1 1WD
<b>Bankers</b>	National Westminster Bank Plc 35 Bishopgate LONDON EC2M 3UR

## **OUR DAILY BREAD MINISTRIES TRUST**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2019**

---

The trustees present their report with the financial statements of the charity for the year ended 31 December 2019. The trustees have adopted the provisions of 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) (effective 1 January 2019).

#### **Objectives and activities**

##### **- Epitome of the governing document**

The object of the Trust shall be the proclamation and furtherance of the Gospel of God concerning His Son Jesus Christ Our Lord, and the preaching and teaching of the Christian faith throughout the United Kingdom of Great Britain, the Continent of Europe and elsewhere by the organisation, sponsorship, promotion of non-denominational Christian work, seeking to present the Gospel to every creature by every means, and to lead men and women and children to a saving faith in Our Lord Jesus Christ and to help and encourage them in the service of God.

##### **- Aims of the charity**

The advancement and propagation of the Christian Faith through public proclamation, and through the distribution of Daily Devotional Materials and Biblical teaching resources through Study Booklets, Radio broadcasting, television programmes, Audio and Visual teaching DVDs/CDs and online resources available on the websites and mobile applications the ministry provides. These are made available throughout Europe, the United Kingdom of Great Britain, and elsewhere. The ministry produces material in over 55 different languages.

##### **- Activities**

The following are undertaken in pursuit of the charity's objectives:

- Publication and distribution in print and digitally of Our Daily Bread and other devotionals to encourage people to read the Word of God.
- Publication and distribution in print and digitally of Discovery Series booklets to provide a better understanding of Scripture and its practical application.
- Publication and distribution in print and digitally of Looking at Life and Looking Deeper series to provide relevant resources for specific events or occasions.
- Distribution of audio and visual teaching materials.
- Making Our Daily Bread Ministries' audio and visual teaching material available to broadcasters.
- Sale of Christian books to help people in their walk with our Lord Jesus Christ.
- Organising Bible conferences.

##### **- Main objectives for the year ended 31 December 2019**

- To remain focused on our Mission Statement of "making the life-changing wisdom of the Bible understandable and accessible to all".
- To continue introducing new resources to meet needs:
  - 'Looking Deeper' titles
  - 'Looking at Life' resources
  - Increase the 'Journey Through' series subscription
  - Increase the number of 'Quantity Distributors' with targeted mailing and Facebook campaign
  - 'Teen Annual' volume 4
- To further develop digital resources and communications:
  - 'Stories of God at Work' videos
  - Digital content for the military website
  - Youth resources in digital format including updating the Our Daily Bread Teen mobile application
  - Grow social media 'likes' and increase engagement
  - Grow digital communications and use of the Our Daily Bread mobile application
- To hold two Bible Conferences in London and Liverpool, and a Women's Conference in London

## OUR DAILY BREAD MINISTRIES TRUST

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2019

---

#### **Achievement and performance**

We are grateful for all that God continues to do through the work of Our Daily Bread in Europe and we pray for his wisdom and guidance as we seek to serve our readers with biblical resources that lead people of all nations to experience a personal relationship with Christ, growing to be more like Him, and serving in a local body of His family.

The adult publishing focus in 2019 remained on the Looking Deeper discipleship series with five new volumes being published and adding three more to the Looking at Life outreach series. We also continue to see a growing response to our teen-focused resources especially to the much-awaited Volume 4 of the Teen Edition.

The Teen Edition readings are also available for teenagers to read on the Teen365 app, which launched at the end of 2018. All our teen content is being adapted for our new Instagram page for teenagers, which launched at the beginning of 2019, and has a steadily growing number of followers.

Work started on the next mobile app for teenagers. The vision for the app to help teenagers develop their own Bible reading habit through different Bible reading plans and challenges. This involves generating a lot of content in order to create these reading plans, on a range of topics and Bible studies. Content is being taken from existing resources and adapted for teenagers.

We also published some digital-first titles in a new Teen series called Big Questions.

We have continued to provide significant quantities of adapted material to Seafarers and the Christian Motorcyclists Association.

The readership and number of volumes in the new Journey Through series has grown significantly through the year.

We continue to develop digital and media resources with a new volume in the Stories at God at Work series, available on DVD and online. The UK Media Club continued to distribute resources throughout 2019.

Throughout the year connections have continued to be made with churches in the UK. The church ministry team has continued to visit different churches to share how Our Daily Bread Ministries can serve them, and we have been able to support many of their events, meetings and outreach with our resources. In addition, the ministry exhibited and distributed its resources at several Bible Teaching events including the Keswick Convention.

In March 2019 we held Bible Conferences at Bridge Chapel Liverpool and at Westminster Chapel (London), attended by approximately over 1000 people. The theme was 'Samson, A life of gain and loss and regular Our Daily Bread Ministries' Bible teacher Revd. Bill Crowder was again warmly received. We were given very positive feedback from those who attended the conference. Audio recordings of the talks were made available on the ministry website and Audio CD's made available after the conference for all who requested a copy.

2019 has presented both challenges and opportunities for Our Daily Bread Ministries. Several of the challenges we've needed to manage this year have related to our move during November 2018 from Unit 4, Shoreline Business Park, to Unit 5. The new unit required significant refurbishment work to be done for the building to meet our requirements and there has been a period of settling into the new building and adjusting to the changes of some routines and procedures. This new location will, however, serve the ministry well for many years to come.

2019 also saw a change in members of the leadership team with both the Senior Vice President and Finance Controller positions being replaced. This has led to a review of finances and ministry programmes for 2020/21. Increasing financial restrictions are forcing us to be more creative in our problem solving and strategic thinking.

Even in some of the hefty challenges we are facing globally, nationally and locally we cannot help but be encouraged and inspired by the opportunities, provision and faithfulness God is showing us. The response from our readers regarding the new teen resources, the relatively new Journey Through Bible reading notes and the Looking Deeper series-is an uplifting indication of the impact God is having through the charity.

## OUR DAILY BREAD MINISTRIES TRUST

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2019

---

#### **- Public benefit**

The trustees have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

#### **Financial review**

Total incoming resources for the year were £2,217,556 compared to £1,670,016 for the previous year. Income for the year to 31 December 2019 was 33% above the total for the same period in the previous year. Income from International Support was significantly increased over the previous year as the earlier loan was transferred into support at the end of 2019. Legacies and bequests in 2019 was also significantly increased from the previous year. Underlying donations (including gift aid) were 2.7% above the previous year. Total resources expended for the year to 31 December 2019 were £2,028,685 compared to £2,075,788 for the previous year. Consequently net incoming resources (before investment gains or losses) in the year to 31 December 2019 were £188,871 compared to outgoing resources in the previous year of £405,772.

The net assets of the charity were £1,009,659 at 31 December 2019 compared to £820,788 at 31 December 2019.

#### **Reserves policy**

Our Daily Bread Ministries Trust has in place a reserves policy which currently serves four primary purposes:

1. To allow for financial cycles. Our ministry income and expenses are cyclical, and there is a need to accumulate funds throughout the year during high levels of giving in order to cover expenses incurred during low levels of giving.
2. To seize opportunities. We are a regional office for Our Daily Bread Europe and it is prudent to hold some reserve funds to take advantages of opportunities that may present themselves during the fiscal year for which there was no budget allocated. Often needs arise during times of crisis that would call for the use of funds not previously budgeted.
3. To keep on hand a minimum of three to six months operating expenses which would allow us to continue to operate the ministry during that period even in the event of a total loss of income.
4. To build up sufficient reserves to be able to fund any facilities development.

Total unrestricted reserves held at the year-end amounted to £1,009,659. The charity held no restricted reserves.

Further details are given in Note 18 to the financial statements.

The trustees' target level of free reserves is £700,000. At 31 December 2019 the actual level of free reserves was £181,107. The trustees will take steps during future periods to maintain free reserves at an amount similar to the target level.

## **OUR DAILY BREAD MINISTRIES TRUST**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2019**

---

#### **Future plans**

Our Daily Bread in the UK continues to provide free resources across Europe for Christian ministry. Our existing print readership remains incredibly loyal. Our new warehouse and office facility now offers potential for consolidation and growth. We are well-known within the Christian community, especially in locations such as Northern Ireland. Our Teen resources have been especially well-received and, we have generated a broad back-list of resources.

Our Daily Bread in the UK has, over the last few years, rapidly increased the number of resources that it has published, and has developed several new projects. We took the lead within the wider Our Daily Bread organisation on the roll-out of a new ERP system, Salesforce, and now after three years of hard work and continual development, we are starting to see this system finally bed down.

The publishing expansion, office move and new software implementation have taken a lot of time and resources. So we have four clear strategic objectives for the future:-

A. Focus our publishing - With a re-focus on the quarterly devotional, a consolidation of our backlist and a new 'digital first' mindset for content creation.

B. Diversify our readership - ODB is especially well-known and respected within the conservative evangelical Christian community. This is a relatively small part of the UK church and we have the opportunity to reach out with existing and new resources to a much broader range of churches. We are developing 'Personas' to help us identify new readers.

C. Increase our productivity - We are re-launching our HR programme with new job descriptions, annual reviews, a training and development programme and an overhaul of our Health & Safety provision. We have started new team communications with the overall aim to greatly improve the culture, creativity and productivity of the office.

D. Insist on Operational Excellence - With a new office/warehouse & CRM system, we are working to simplify our workflows and systems to make the operation even more efficient and effective.

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

Our Daily Bread Ministries Trust is an Unincorporated Association governed by a declaration of Trust dated 27 February 1987 as amended by deeds of variation dated 5 October 1999 and 12 May 2006. Appointment of trustees is vested in the trustees.

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

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland"

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed 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 charity for that period. In preparing those financial statements, the trustees are required to

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

**OUR DAILY BREAD MINISTRIES TRUST**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2019**

---

Approved by order of the board of trustees on 27 May 2020 and signed on its behalf by:



.....  
Mr R W DeHaan - Trustee



## **REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF OUR DAILY BREAD MINISTRIES TRUST**

---

### **Opinion**

We have audited the financial statements of Our Daily Bread Ministries Trust (the 'charity') for the year ended 31 December 2019 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2019 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

## REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF OUR DAILY BREAD MINISTRIES TRUST

---

### **Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities, the trustees are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

### **Our responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

### **Use of our report**

This report is made solely to the charity's trustees, as a body, in accordance with Section 144 of the Charities Act 2011 and regulations made under Section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees and the trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

*Scott & Wilkinson LLP*

Scott & Wilkinson LLP  
Chartered Accountants and Registered Auditors  
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006  
Dalton House  
9 Dalton Square  
LANCASTER  
LA1 1WD

Date: 9 June 2020

**OUR DAILY BREAD MINISTRIES TRUST**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2019**

	Notes	Unrestricted fund £	Restricted fund £	2019 Total funds £	2018 Total funds £
<b>Income and endowments from</b>					
Donations and legacies	2	1,573,560	-	1,573,560	1,424,640
<b>Charitable activities</b>	4				
Christian literature		164,439	-	164,439	214,483
International ministry		22,815	-	22,815	30,566
Investment income	3	362	-	362	327
Other income	5	456,380	-	456,380	-
<b>Total</b>		<u>2,217,556</u>	<u>-</u>	<u>2,217,556</u>	<u>1,670,016</u>
<b>Expenditure on</b>					
<b>Charitable activities</b>	6				
Christian literature		234,069	-	234,069	201,983
International ministry		465,873	-	465,873	520,879
Biblical literature		1,328,743	-	1,328,743	1,352,926
<b>Total</b>		<u>2,028,685</u>	<u>-</u>	<u>2,028,685</u>	<u>2,075,788</u>
<b>NET INCOME/(EXPENDITURE)</b>		<u>188,871</u>	<u>-</u>	<u>188,871</u>	<u>(405,772)</u>
<b>Reconciliation of funds</b>					
<b>Total funds brought forward</b>		820,788	-	820,788	1,226,560
<b>Total funds carried forward</b>		<u>1,009,659</u>	<u>-</u>	<u>1,009,659</u>	<u>820,788</u>

The notes form part of these financial statements

**OUR DAILY BREAD MINISTRIES TRUST**

**BALANCE SHEET  
31 DECEMBER 2019**

	Notes	2019 £	2018 £
<b>Fixed assets</b>			
Tangible assets	13	828,552	892,989
<b>Current assets</b>			
Stocks	14	54,566	51,359
Debtors	15	70,734	97,147
Cash at bank and in hand		186,716	242,100
		<u>312,016</u>	<u>390,606</u>
<b>Creditors</b>			
Amounts falling due within one year	16	(130,909)	(462,807)
<b>Net current assets</b>		<u>181,107</u>	<u>(72,201)</u>
<b>Total assets less current liabilities</b>		<u>1,009,659</u>	<u>820,788</u>
<b>NET ASSETS</b>		<u>1,009,659</u>	<u>820,788</u>
<b>Funds</b>	19		
Unrestricted funds		<u>1,009,659</u>	<u>820,788</u>
<b>Total funds</b>		<u>1,009,659</u>	<u>820,788</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 27 May 2020 and were signed on its behalf by:



Mr R W DeHaan - Trustee

The notes form part of these financial statements

**OUR DAILY BREAD MINISTRIES TRUST**

**CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2019**

	Notes	2019 £	2018 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	22	(38,220)	(350,473)
Net cash used in operating activities		(38,220)	(350,473)
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(17,526)	(696,037)
Sale of tangible fixed assets		-	2,380
Interest received		362	327
Net cash used in investing activities		(17,164)	(693,330)
<b>Cash flows from financing activities</b>			
Loans received		-	300,000
Net cash provided by financing activities		-	300,000
<b>Change in cash and cash equivalents in the reporting period</b>		(55,384)	(743,803)
<b>Cash and cash equivalents at the beginning of the reporting period</b>		242,100	985,903
<b>Cash and cash equivalents at the end of the reporting period</b>		186,716	242,100

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019

---

1. Accounting policies

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Allocation and apportionment of costs**

Indirect costs, including support and governance costs have been apportioned to the charity's activities using a basis consistent with the use of resources. For example, staff costs are apportioned by time spent, property costs by floor area and other costs by their usage.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Long leasehold	- 5% Straight line
Fixtures and fittings	- 25% Straight line

Individual fixed assets costing £500 or more are recognised as assets and initially recorded at cost.

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Stock is valued at the lower of cost and estimated selling price less costs to sell, after due regard for slow moving and obsolete stocks. Cost is determined using the first-in, first-out (FIFO) basis.

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**1. Accounting policies - continued****Foreign currencies**

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of transaction. Exchange differences are taken into account in arriving at the operating result.

**Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Going concern**

There are no material uncertainties regarding the charity's ability to continue as a going concern.

**2. Donations and legacies**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Donations	1,296,291	1,270,033
Gift aid	111,136	100,423
Legacies	166,133	54,184
	<u>1,573,560</u>	<u>1,424,640</u>

**3. Investment income**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Deposit account interest	<u>362</u>	<u>327</u>

**4. Income from charitable activities**

	<b>Activity</b>	<b>2019</b>	<b>2018</b>
		<b>£</b>	<b>£</b>
Christian literature	Christian literature	164,439	214,483
International support	International ministry	<u>22,815</u>	<u>30,566</u>
		<u>187,254</u>	<u>245,049</u>

**5. Other income**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Income from Our Daily Bread Ministries (USA)	<u>456,380</u>	<u>-</u>

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2019

6. Charitable activities costs

	Direct Costs £	Support costs (see note 7) £	Totals £
Christian literature	189,475	44,594	234,069
International ministry	451,479	14,394	465,873
Biblical literature	1,162,152	166,591	1,328,743
	<u>1,803,106</u>	<u>225,579</u>	<u>2,028,685</u>

7. Support costs

	Finance £	Other £	Governance costs £	Totals £
Christian literature	2,880	40,838	876	44,594
International ministry	393	12,922	1,079	14,394
Biblical literature	9,818	151,986	4,787	166,591
	<u>13,091</u>	<u>205,746</u>	<u>6,742</u>	<u>225,579</u>

8. Auditors' remuneration

The auditors' remuneration for the year in respect of the audit of the financial statements was £6,474 (2018 - £6,300) including VAT.

9. Trustees' remuneration and benefits

There were no trustees' remuneration or other benefits for the year ended 31 December 2019 nor for the year ended 31 December 2018.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2019 nor for the year ended 31 December 2018.

10. Staff costs

	2019 £	2018 £
Wages and salaries	530,788	505,092
Social security costs	41,676	39,784
Other pension costs	27,595	12,455
	<u>600,059</u>	<u>557,331</u>

The average monthly number of employees during the year was as follows:

	2019	2018
Average number of staff	<u>24</u>	<u>23</u>

No employees received emoluments in excess of £60,000.



NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2019

10. Staff costs - continued

During the year the total remuneration paid in respect of key management personnel was £117,119 (2018 - £120,938).

11. Comparatives for the statement of financial activities

	Unrestricted fund £	Restricted fund £	Total funds £
<b>Income and endowments from</b>			
Donations and legacies	1,424,640	-	1,424,640
<b>Charitable activities</b>			
Christian literature	214,483	-	214,483
International ministry	30,566	-	30,566
Investment income	327	-	327
<b>Total</b>	<b>1,670,016</b>	<b>-</b>	<b>1,670,016</b>
<b>Expenditure on</b>			
<b>Charitable activities</b>			
Christian literature	201,983	-	201,983
International ministry	520,879	-	520,879
Biblical literature	1,352,926	-	1,352,926
<b>Total</b>	<b>2,075,788</b>	<b>-</b>	<b>2,075,788</b>
<b>NET INCOME/(EXPENDITURE)</b>	<b>(405,772)</b>	<b>-</b>	<b>(405,772)</b>
<b>Reconciliation of funds</b>			
<b>Total funds brought forward</b>	<b>1,226,560</b>	<b>-</b>	<b>1,226,560</b>
<b>Total funds carried forward</b>	<b>820,788</b>	<b>-</b>	<b>820,788</b>

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2019

12. Foreign currency

The foreign exchange losses recognised in net income/expenditure during the year were £1,832 (2018 - £891 of gains).

13. Tangible fixed assets

	Long leasehold £	Fixtures and fittings £	Totals £
<b>Cost</b>			
At 1 January 2019	1,101,250	259,612	1,360,862
Additions	4,984	12,542	17,526
Disposals	-	(1,076)	(1,076)
At 31 December 2019	1,106,234	271,078	1,377,312
<b>Depreciation</b>			
At 1 January 2019	287,973	179,900	467,873
Charge for year	55,083	26,342	81,425
Eliminated on disposal	-	(538)	(538)
At 31 December 2019	343,056	205,704	548,760
<b>Net book value</b>			
At 31 December 2019	763,178	65,374	828,552
At 31 December 2018	813,277	79,712	892,989

14. Stocks

	2019 £	2018 £
Stocks	54,566	51,359

15. Debtors: amounts falling due within one year

	2019 £	2018 £
Trade debtors	2,724	1,356
Other debtors	26,294	25,918
VAT	-	1,405
Prepayments and accrued income	41,716	68,468
	70,734	97,147

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**16. Creditors: amounts falling due within one year**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Other loans (see note 17)	-	300,000
Trade creditors	42,087	86,312
Social security and other taxes	15,296	14,032
VAT	5,286	-
Other creditors	30,118	30,798
Accrued expenses	38,122	31,665
	<u>130,909</u>	<u>462,807</u>

**17. Loans**

An analysis of the maturity of loans is given below:

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Amounts falling due within one year on demand:		
Other loans	-	300,000
	<u>-</u>	<u>300,000</u>

**18. Analysis of net assets between funds**

	<b>Unrestricted fund</b>	<b>Restricted fund</b>	<b>Total funds</b>	<b>Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fixed assets	828,552	-	828,552	892,989
Current assets	312,016	-	312,016	390,606
Current liabilities	(130,909)	-	(130,909)	(462,807)
	<u>1,009,659</u>	<u>-</u>	<u>1,009,659</u>	<u>820,788</u>

**19. Movement in funds**

	<b>At 1/1/19</b>	<b>Net movement in funds</b>	<b>At 31/12/19</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>			
General fund	820,788	188,871	1,009,659
<b>TOTAL FUNDS</b>	<u>820,788</u>	<u>188,871</u>	<u>1,009,659</u>

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**19. Movement in funds - continued**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	2,217,556	(2,028,685)	188,871
<b>TOTAL FUNDS</b>	<u>2,217,556</u>	<u>(2,028,685)</u>	<u>188,871</u>

**Comparatives for movement in funds**

	At 1/1/18 £	Net movement in funds £	At 31/12/18 £
<b>Unrestricted funds</b>			
General fund	1,226,560	(405,772)	820,788
<b>TOTAL FUNDS</b>	<u>1,226,560</u>	<u>(405,772)</u>	<u>820,788</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	1,670,016	(2,075,788)	(405,772)
<b>TOTAL FUNDS</b>	<u>1,670,016</u>	<u>(2,075,788)</u>	<u>(405,772)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/1/18 £	Net movement in funds £	At 31/12/19 £
<b>Unrestricted funds</b>			
General fund	1,226,560	(216,901)	1,009,659
<b>TOTAL FUNDS</b>	<u>1,226,560</u>	<u>(216,901)</u>	<u>1,009,659</u>

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**19. Movement in funds - continued**

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	3,887,572	(4,104,473)	(216,901)
<b>TOTAL FUNDS</b>	<u>3,887,572</u>	<u>(4,104,473)</u>	<u>(216,901)</u>

**20. Employee benefit obligations**

The charity operates a defined contribution pension scheme. The pension charge for the year represents contributions payable by the charity to the scheme and amounted to £30,700 (2018 - £12,455).

Contributions totalling £26,036 (2018 - £21,794) were payable to the scheme at the end of the year and are included in other creditors.

**21. Related party disclosures**

During the year the charity purchased literature, books and sundry items amounting to £27,731 (2018: £26,396) from Our Daily Bread Ministries (USA), an organisation based in the USA in which Mr R DeHaan is a trustee. The charity received contributions and gifts from Our Daily Bread Ministries (USA) amounting to £3,660 (2018: £1,981). During the year the charity was forgiven (wrote off) a loan of £300,000 from Our Daily Bread Ministries (USA) and received a further £156,380, which have both been recognised in other income. At the year end the charity owes £4,921 (2018: £309,004) to Our Daily Bread Ministries (USA).

Mr K Gregory was a director of the charity's activities for part of the year. During the year the charity provided funds of £65,916 (2018: £68,267) to Religious Mission Our Daily Bread, an organisation based in Belarus in which Mr K Gregory is a trustee. These funds were to support the ministry in that country.

During the year the charity provided funds of £74,037 (2018: £60,089) to Christian Mission Our Daily Bread, an organisation based in Ukraine in which Mr K Gregory is a trustee. These funds were to support the ministry in that country.

During the year the charity provided funds of £2,729 (2018: £35,918) to Our Daily Bread Ministries Ireland, an organisation based in Ireland in which Mr K Gregory is a trustee.

During the year the charity provided funds of £81,270 (2018: £40,781) to Our Daily Bread E.V, an organisation based in Germany in which Mr K Gregory is a trustee. The charity also provided goods and services to Our Daily Bread E.V, for the sum of £22,702 (2018: £33,270). At the year end the charity is owed £16,686 (2018: £15,390) by Our Daily Bread E.V.

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2019**22. Reconciliation of net income/(expenditure) to net cash flow from operating activities**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)</b>	188,871	(405,772)
<b>Adjustments for:</b>		
Depreciation charges	81,425	68,902
Loss/(profit) on disposal of fixed assets	538	(2,380)
Interest received	(362)	(327)
Loan written off to other income	(300,000)	-
(Increase)/decrease in stocks	(3,207)	12,948
Decrease/(increase) in debtors	26,413	(49,425)
(Decrease)/increase in creditors	(31,898)	25,581
<b>Net cash used in operations</b>	<u>(38,220)</u>	<u>(350,473)</u>

**23.. Analysis of changes in net (debt)/funds**

	<b>At 1/1/19</b>	<b>Cash flow</b>	<b>At 31/12/19</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Net cash</b>			
Cash at bank and in hand	242,100	(55,384)	186,716
	<u>242,100</u>	<u>(55,384)</u>	<u>186,716</u>
<b>Debt</b>			
Debts falling due within 1 year	(300,000)	300,000	-
	<u>(300,000)</u>	<u>300,000</u>	<u>-</u>
<b>Total</b>	<u>(57,900)</u>	<u>244,616</u>	<u>186,716</u>

**OUR DAILY BREAD MINISTRIES TRUST****DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2019**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>Income and endowments</b>		
<b>Donations and legacies</b>		
Donations	1,296,291	1,270,033
Gift aid	111,136	100,423
Legacies	166,133	54,184
	<u>1,573,560</u>	<u>1,424,640</u>
<b>Investment income</b>		
Deposit account interest	362	327
<b>Charitable activities</b>		
International support	22,815	30,566
Christian literature	164,439	214,483
	<u>187,254</u>	<u>245,049</u>
<b>Other income</b>		
Income from Our Daily Bread Ministries (USA)	456,380	-
<b>Total incoming resources</b>	<u>2,217,556</u>	<u>1,670,016</u>
<b>Expenditure</b>		
<b>Charitable activities</b>		
Wages	530,788	505,092
Social security	41,676	39,784
Pensions	27,595	12,455
Purchase of literature for distribution	405,010	393,891
Purchase of books, CDs, DVDs and calendars	75,362	105,020
VAT on overheads	4,121	5,345
VAT paid on building	2,409	4,465
Bible conference and presentations	27,101	24,149
Freight and carriage	313,859	359,254
Subcontracted mailing services	6,794	21,514
International ministry expenses	360,488	410,543
Private health insurance	-	1,854
Staff training	7,903	2,937
	<u>1,803,106</u>	<u>1,886,303</u>
<b>Support costs</b>		
<b>Finance</b>		
Bank charges	13,091	13,543

This page does not form part of the statutory financial statements

**OUR DAILY BREAD MINISTRIES TRUST****DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2019**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>Finance</b>		
<b>Other</b>		
Rates and water	13,143	5,560
Insurance	3,585	1,931
Light and heat	7,715	8,938
Telephone	4,305	5,823
Stationery and photocopying	8,523	12,297
Sundries	10,409	11,602
Maintenance	26,354	31,138
Computer maintenance	12,152	6,898
Travel and subsistence	35,765	16,349
Foreign currency (gains)/losses	1,832	(891)
Depreciation of freehold property	55,083	43,288
Depreciation of fixtures and fittings	26,342	25,614
(Profit)/loss on sale of tangible fixed assets	538	(2,380)
	<u>205,746</u>	<u>166,167</u>
<b>Governance costs</b>		
Audit fees	6,388	6,300
Legal and professional fees	354	3,475
	<u>6,742</u>	<u>9,775</u>
Total resources expended	<u>2,028,685</u>	<u>2,075,788</u>
<b>Net income/(expenditure)</b>	<u><u>188,871</u></u>	<u><u>(405,772)</u></u>

This page does not form part of the statutory financial statements