

REGISTERED COMPANY NUMBER: 00918093 (England and Wales)
REGISTERED CHARITY NUMBER: 254335

**Report of the Trustees and
Financial Statements for the Year Ended 30 June 2018
for
Evangelical Press and Services Limited**

Evangelical Press and Services Limited

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for the Year Ended 30 June 2018**

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Evangelical Press and Services Limited

Report of the Trustees for the Year Ended 30 June 2018

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 June 2018. 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 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Evangelical Press and Services Limited ('Evangelical Press') is a Christian publishing company and charitable trust committed to the dissemination of Biblical Christianity throughout the world in various languages.

Biblical Christianity centres upon the glorious redeeming work of Jesus Christ, the Son of God, and only mediator between God and man; its contours are shaped by the doctrine of grace.

Significant activities

Evangelical Press carries out its core mission by such means as the publication and distribution of Christian literature. In all its activities, Evangelical Press's object is to support, not supplant, the role of the local church.

Public Benefit

The charity's aims and achievements are set out within this report. The activities set out in this report have been undertaken to further the Charity's charitable purposes for the public benefit. The Trustees have complied with the duty under Section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission and the Trustees have paid due regard to this guidance in deciding what activities the charity should undertake. Public benefit is seen in the publishing and promoting of Christian literature and educational materials for the public in different countries and in different languages, primarily but not exclusively English.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The publishing income of the Charity was down in comparison with the previous year, due to the adverse conditions within the Christian publishing market place in 2017, but the results are considered to be satisfactory. The Charity has kept operational costs and stock holding under tight control during the past year.

The principal activity of the charitable company is the publication and sale of Christian literature in English, with the main exception of the booklet 'Ultimate Questions' which is produced in some fifty languages. This literature has been distributed to some eighty countries through the Charity's representation in the United Kingdom and the United States of America, and the Charity's support of various Christian missions in many countries.

The net income transferred to unrestricted reserves is £3,375 (2017: £9,146) as set out in the Statement of Financial Activities.

Internal and external factors

The variable exchange of the UK pound against the US dollar continues to result in some changes in income from sales in North America.

FINANCIAL REVIEW

Principal funding sources

The principal source of funding is the sale of the books produced by the charity. The majority of the direct costs of the charity relate to the production and distribution of these books.

Investment policy and objectives

The directors have the power to invest in any investment they see fit, subject to any conditions imposed or required by law.

Evangelical Press and Services Limited

Report of the Trustees for the Year Ended 30 June 2018

FINANCIAL REVIEW

Reserves policy

The risks to the Charity of unforeseen emergencies or other unexpected need for funds, (eg an unexpected large repair bill or finding 'seed-funding' for an urgent project) are extremely minimal, as the Charity no longer owns its own commercial premises, and does not enter into projects that require advance funding.

Covering unforeseen day-to-day operational costs, eg employing temporary staff to cover a long-term sick absence, is deemed to be covered by the current available liquid assets, as there is only one full time member of staff. The Charity's available liquid assets are intended to cover at least three month's average salary and overhead expenditure, which is expected to be around £18,000.

The Charity's actual liquid assets amounted to £28,797 as at 30 June 2018, and was deemed sufficient to meet its Reserves Policy criteria.

FUTURE PLANS

The recent challenges in the economies of many nations with whom the Charity trades, has continued to affect the publishing income over the year. Investment in upgrading the Charity's web-site and in developing marketing strategies has helped to minimise the reduction in income.

In the coming year the Charity will seek to further establish its activities in its main language publishing of evangelical literature. The Charity has established its presence in the USA and continues to develop the said activity.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The organisation is a charitable company, incorporated on 12 October 1967 and registered as a charity on 21 November 1967. The company was established under a Memorandum of Association which established the objects and the powers of the charitable company and is governed under its Articles of Association.

Recruitment and appointment of new trustees

The directors of the company are also charity trustees for the purposes of charity law. The directors have the power to appoint any other person as a director subject to a maximum of ten directors.

Organisational structure

The directors are responsible for all decisions and activities within the organisation. Rev Mostyn Roberts stepped down as Chairman and Rev Jeremy Brooks was appointed in his place. Mr J Andrew Jack continues as Acting Chief Executive Officer, responsible for the regular reporting to the Board on operational and financial matters. Mr Graham Hind is Managing Director.

Induction and training of new trustees

Prospective trustees will be invited to sit in on the work and meetings of the existing trustees for an agreed period prior to appointment by mutual agreement. New trustees will be invited and encouraged to familiarise themselves with the charity and the context in which it operates, including current financial and sales positions.

Evangelical Press and Services Limited

Report of the Trustees for the Year Ended 30 June 2018

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The market for Christian publishing continues to experience change in a difficult financial time. The strategy to manage risks to income, including adoption of new publishing technology and new web-based sales channels continues to be implemented. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. JPL of Grand Rapids, Michigan, USA continue to handle sales and distribution within the USA. All the operations of the charity are carried out by employees working from home.

As part of the controls of the charity, regular financial reports, including income & expenditure and cash flow reports are considered by the trustees and frequent discussions between trustees and those involved in the senior management of the operation are undertaken.

These procedures are periodically reviewed to ensure they continue to meet the needs of the Charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

00918093 (England and Wales)

Registered Charity number

254335

Registered office

1st floor, Venture House
5&6 Silver Court, Watchmead,
Welwyn Garden City
Hertfordshire
AL7 1TS

Trustees

J R Walker
Rev R J Brooks
Rev K J Bidwell
G M Hind
J A Jack
J D Norris
Rev J M Roberts

Company Secretary

J V R Helps

Independent examiner

A W Luckett BCom FCA DChA
Institute of Chartered Accountants in England and Wales
Clive Owen LLP
Chartered Accountants
140 Coniscliffe Road
DARLINGTON
County Durham
DL3 7RT

Approved by order of the board of trustees on 7 February 2019 and signed on its behalf by:

Rev R J Brooks - Trustee

**Independent Examiner's Report to the Trustees of
Evangelical Press and Services Limited**

Independent examiner's report to the trustees of Evangelical Press and Services Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 June 2018.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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



A W Luckett BCom FCA DChA
Institute of Chartered Accountants in England and Wales
Clive Owen LLP
Chartered Accountants
140 Coniscliffe Road
DARLINGTON
County Durham
DL3 7RT

7 February 2019

Evangelical Press and Services Limited

**Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 30 June 2018**

	Notes	Unrestricted fund £	Restricted funds £	2018 Total funds £	2017 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	4,272	-	4,272	2,635
Charitable activities	4				
Charitable activities		<u>230,686</u>	<u>-</u>	<u>230,686</u>	<u>260,264</u>
Total		234,958	-	234,958	262,899
EXPENDITURE ON					
Charitable activities	5				
Charitable activities		<u>231,583</u>	<u>-</u>	<u>231,583</u>	<u>253,753</u>
NET INCOME		3,375	-	3,375	9,146
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>173,081</u>	<u>-</u>	<u>173,081</u>	<u>163,935</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>176,456</u></u>	<u><u>-</u></u>	<u><u>176,456</u></u>	<u><u>173,081</u></u>

The notes form part of these financial statements

Evangelical Press and Services Limited

**Balance Sheet
At 30 June 2018**

	Notes	Unrestricted fund £	Restricted funds £	2018 Total funds £	2017 Total funds £
CURRENT ASSETS					
Stocks	10	124,047	-	124,047	121,538
Debtors	11	47,034	-	47,034	40,118
Cash at bank		<u>28,797</u>	<u>-</u>	<u>28,797</u>	<u>23,605</u>
		199,878	-	199,878	185,261
CREDITORS					
Amounts falling due within one year	12	(23,422)	-	(23,422)	(12,180)
		<u>176,456</u>	<u>-</u>	<u>176,456</u>	<u>173,081</u>
NET CURRENT ASSETS					
		<u>176,456</u>	<u>-</u>	<u>176,456</u>	<u>173,081</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>176,456</u>	<u>-</u>	<u>176,456</u>	<u>173,081</u>
NET ASSETS					
		<u>176,456</u>	<u>-</u>	<u>176,456</u>	<u>173,081</u>
FUNDS					
Unrestricted funds	14			<u>176,456</u>	<u>173,081</u>
TOTAL FUNDS					
				<u>176,456</u>	<u>173,081</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 June 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 June 2018 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 7 February 2019 and were signed on its behalf by:

Rev R J Brooks - Trustee

The notes form part of these financial statements

Evangelical Press and Services Limited

Notes to the Financial Statements for the Year Ended 30 June 2018

1. STATUTORY INFORMATION

Evangelical Press and Services Limited is a charitable company, limited by shares, registered in England and Wales. The charitable company's registered number and registered office address can be found in the Reference and Administration Details on page 3.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The principal accounting policies adopted in the preparation of the financial statements are set out below.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

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

Support costs directly attributable to an activity have been allocated to that activity. Where support costs cannot be directly attributed to any activity they have been allocated in proportion to direct expenditure.

Stocks

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

Taxation

The charity is exempt from corporation 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.

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 that transaction. Exchange differences are taken into account in arriving at the operating result.

Evangelical Press and Services Limited

Notes to the Financial Statements - continued for the Year Ended 30 June 2018

2. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

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

Basic financial instruments

Basic financial instruments are measured at amortised cost with changes recognised in the Statement of Financial Activities.

Critical accounting estimates and areas of judgement

Estimates and judgements are continually evaluated and based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The charity makes estimates and assumptions concerning the future. There are no resulting accounting estimates and assumptions that have a significant risk of causing material adjustment to the carrying amounts of assets and liabilities within the next financial year.

Critical areas of judgement:

In the application of the charity's accounting policies the trustees are required to make judgements, estimates and assumptions about the carrying amounts of certain assets and liabilities. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. There are no items in the financial statements where these judgements and estimates have been made.

3. DONATIONS AND LEGACIES

	2018	2017
	£	£
Donations	1,669	2,635
Gift aid	<u>2,603</u>	<u>-</u>
	<u>4,272</u>	<u>2,635</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2018	2017
		£	£
Publishing income - United Kingdom	Charitable activities	116,754	121,519
Publishing income - Europe	Charitable activities	1,057	3,250
Publishing income - North America	Charitable activities	111,665	129,376
Publishing income - Africa	Charitable activities	<u>1,210</u>	<u>6,119</u>
		<u>230,686</u>	<u>260,264</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct costs	Support costs (See note 6)	Totals
	£	£	£
Charitable activities	<u>226,446</u>	<u>5,137</u>	<u>231,583</u>

Evangelical Press and Services Limited

**Notes to the Financial Statements - continued
for the Year Ended 30 June 2018**

6. SUPPORT COSTS

	Governance costs £
Charitable activities	<u>5,137</u>

Support costs, included in the above, are as follows:

Governance costs

	2018 Charitable activities £	2017 Total activities £
Cost of trustees' meetings	1,174	1,260
Accountancy fees	2,337	4,424
Legal fees	26	174
Independent examiner fees	<u>1,600</u>	<u>1,380</u>
	<u>5,137</u>	<u>7,238</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

During the year, G M Hind received remuneration of £40,800 (2017: £40,800) in his capacity as Managing Director, not as a trustee. In addition, the charity made pension contributions of £1,224 (2017: £1,224) on his behalf, again in his capacity as Managing Director, not as a trustee.

No other trustees received remuneration or other benefits for the year ended 30 June 2018 nor for the year ended 30 June 2017.

Trustees' expenses

The trustees have been reimbursed travel expenses of £1,174 (2017: £1,060) for attending board meetings.

8. STAFF COSTS

	2018 £	2017 £
Wages and salaries	43,800	54,324
Social security costs	1,505	2,202
Other pension costs	<u>1,224</u>	<u>3,193</u>
	<u>46,529</u>	<u>59,719</u>

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

	2018	2017
Management	1	1
Office	<u>1</u>	<u>1</u>
	<u>2</u>	<u>2</u>

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

Evangelical Press and Services Limited

**Notes to the Financial Statements - continued
for the Year Ended 30 June 2018**

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	2,635	-	2,635
Charitable activities			
Charitable activities	<u>260,264</u>	<u>-</u>	<u>260,264</u>
Total	262,899	-	262,899
 EXPENDITURE ON			
Charitable activities			
Charitable activities	<u>253,753</u>	<u>-</u>	<u>253,753</u>
Total	<u>253,753</u>	<u>-</u>	<u>253,753</u>
 NET INCOME	9,146	-	9,146
 RECONCILIATION OF FUNDS			
Total funds brought forward	<u>163,935</u>	<u>-</u>	<u>163,935</u>
 TOTAL FUNDS CARRIED FORWARD	<u><u>173,081</u></u>	<u><u>-</u></u>	<u><u>173,081</u></u>

10. STOCKS

	2018 £	2017 £
Finished goods	<u>124,047</u>	<u>121,538</u>

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Trade debtors	12,719	17,991
Other debtors	34,115	22,127
Prepayments and accrued income	<u>200</u>	<u>-</u>
	<u><u>47,034</u></u>	<u><u>40,118</u></u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Trade creditors	3,445	45
Other creditors	11,590	10,535
Accruals	<u>8,387</u>	<u>1,600</u>
	<u><u>23,422</u></u>	<u><u>12,180</u></u>

Evangelical Press and Services Limited

**Notes to the Financial Statements - continued
for the Year Ended 30 June 2018**

13. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2018	2017
	£	£
Within one year	<u>-</u>	<u>2,400</u>

14. MOVEMENT IN FUNDS

	At 1.7.17	Net movement in funds	At 30.6.18
	£	£	£
Unrestricted funds			
General fund	173,081	3,375	176,456
	<u>173,081</u>	<u>3,375</u>	<u>176,456</u>
TOTAL FUNDS	<u>173,081</u>	<u>3,375</u>	<u>176,456</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	234,958	(231,583)	3,375
	<u>234,958</u>	<u>(231,583)</u>	<u>3,375</u>
TOTAL FUNDS	<u>234,958</u>	<u>(231,583)</u>	<u>3,375</u>

Comparatives for movement in funds

	At 1.7.16	Net movement in funds	At 30.6.17
	£	£	£
Unrestricted Funds			
General fund	163,935	9,146	173,081
	<u>163,935</u>	<u>9,146</u>	<u>173,081</u>
TOTAL FUNDS	<u>163,935</u>	<u>9,146</u>	<u>173,081</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	262,899	(253,753)	9,146
	<u>262,899</u>	<u>(253,753)</u>	<u>9,146</u>
TOTAL FUNDS	<u>262,899</u>	<u>(253,753)</u>	<u>9,146</u>

The called up share capital of £100 is included within unrestricted funds.

Evangelical Press and Services Limited

**Notes to the Financial Statements - continued
for the Year Ended 30 June 2018**

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 June 2018.

16. SHARE CAPITAL

	2018 £	2017 £
<u>Authorised</u>		
100 Ordinary shares of £1 each	<u>100</u>	<u>100</u>
<u>Allotted, called up and fully paid</u>		
100 Ordinary shares of £1 each	<u>100</u>	<u>100</u>

Evangelical Press and Services Limited

**Detailed Statement of Financial Activities
for the Year Ended 30 June 2018**

	2018 £	2017 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	1,669	2,635
Gift aid	<u>2,603</u>	<u>-</u>
	4,272	2,635
Charitable activities		
Publishing income - United Kingdom	116,754	121,519
Publishing income - Europe	1,057	3,250
Publishing income - North America	111,665	129,376
Publishing income - Africa	<u>1,210</u>	<u>6,119</u>
	<u>230,686</u>	<u>260,264</u>
Total incoming resources	234,958	262,899
EXPENDITURE		
Charitable activities		
Wages and salaries	43,800	54,324
Social security	1,505	2,202
Pensions	1,224	3,193
Insurance	359	421
Postage and stationery	1,633	4,629
Advertising	6,502	17,017
Sundries	870	1,235
Cost of books sold	117,531	118,680
Agents commission	26,532	21,386
Travel expenses	5,514	5,370
Exchange rate differences	(952)	(785)
Bank charges	715	662
Telephone	2,289	3,706
Royalties	<u>18,924</u>	<u>14,475</u>
	226,446	246,515
Support costs		
Governance costs		
Cost of trustees' meetings	1,174	1,260
Accountancy fees	2,337	4,424
Legal fees	26	174
Independent examiner fees	<u>1,600</u>	<u>1,380</u>
	<u>5,137</u>	<u>7,238</u>
Total resources expended	231,583	253,753
Net income	<u>3,375</u>	<u>9,146</u>

This page does not form part of the statutory financial statements

