Registered Company Number: 10390311 (England & Wales)

Registered Charity Number: 1170305

Dawn Christadelphian Publications

Trustees Annual Report and Financial Statements

For the year ended 31 December 2018

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For the year ended 31 December 2018

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Administrative Information

For the year ended 31 December 2018

Registered Company number

10390311 (England & Wales)

Registered Charity number

1170305

Trustees

C P Dryland (chairman and treasurer)

C M Holdich S J Irving J J Mitchell P J Southgate

A Wordsworth

appointed 21-01-2019

Company Secretary

P Algar

Independent Examiner

P Verzhbitskaya

Chartered Accountant

35 Hitchin Lane

Clifton

Shefford, Beds SG17 5RS

Registered Office

5 Station Road

Carlton Nottingham NG4 3AT

Publishing Office

5 Station Road

Carlton Nottingham NG4 3AT

Bankers

TSB Bank plc P O Box 373 Leeds LS14 9GQ

For the year ended 31 December 2018

The trustees who are also directors of Dawn Christadelphian Publications (the Charity) for the purposes of the Companies Act 2006, present their report and financial statements for the year ended 31 December 2018.

Structure, governance and management

The Charity was incorporated on 22 September 2016 as a private company limited by guarantee under the Companies Act 2006 and registered as a Charity on 22 November 2016. The Charity's governing document is its Memorandum and Articles of Association.

New trustees are recruited by invitation from members of the Dawn Christadelphian Fellowship and are elected by the existing trustees. New trustees are given copies of the Company's Memorandum and Articles of Association, Minutes of recent meetings and the latest financial statements together with Charity Commission guidance.

The trustees are all unpaid volunteers. "The Dawn" magazine is published with the assistance of unpaid volunteers. The publishing office is managed by a paid part-time paid sub-contractor assisted by unpaid volunteers with the work of despatching orders and other administrative duties. The trustees held four meetings during 2018.

Objectives and activities for the public benefit

The objectives and aims of the Charity are:

- advancement of the Christian religion through the publishing of books, booklets and other religious materials.
- publication of "The Dawn" magazine on behalf of the Dawn Christadelphian fellowship.
- co-ordination of other activities on behalf of the Dawn Christadelphian fellowship including making welfare grants and giving financial assistance for preaching activities in the UK and overseas.

The trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit. In carrying out their activities they are satisfied that the Charity confers a public benefit. The activities focus on the promotion of original Christianity world-wide. The beneficiaries are members of the Dawn Christadelphian fellowship and their families together with Bible students and Sunday School students who wish to study the Bible and learn the true Christian gospel.

In furtherance of our aims for the public benefit we carried out the following activities:

We continued to publish "The Dawn" monthly magazine on behalf of the fellowship. The magazine has been completely re-designed and the new format was implemented with the January 2019 issue.

The words-only Dawn Christadelphian hymn book was re-printed to meet increased demand. We have concluded copyright negotiations and plan to make the electronic version of the hymn book available in 2019. In addition to this, we sold a quantity of new and used Bibles, books, booklets and leaflets from our extensive stock list.

Grants were made for the benefit of members of the Dawn Christadelphian fellowship, their families and Bible students in the developing world.

For the year ended 31 December 2018

Achievements and performance

a) Publications

Sales of new and second-hand publications were lower than expected. Circulation of "The Dawn" magazine was 910 copies per issue, a similar level to 2017. Subscriptions to the electronic version were a little higher than the previous year at 120 copies per month.

The stock room has been re-organised to improve stock-taking procedures. Slow moving stocks have been offered to preaching committees at a reduced cost or free of charge to reduce ongoing stock levels.

Costs have been carefully monitored against budget by means of quarterly management reports and overheads have been kept below budget for the year. The cost of printing the Dawn magazine is under review and alternative printers are being considered.

Progress has been made with the development of new policies covering Safeguarding (implemented early in 2019), Data Protection and Risk Management. It is hoped these will be finalised during 2019.

b) Dawn Support Fund

Seven applications were received during the year and grants were made to support a number of causes both in the UK and Overseas. Details are shown in note 4 on page 10.

Financial Review

a) Restricted Income Fund - Dawn Magazine

The monthly magazine is available to subscribers and circulated free of charge to members in the developing world. The cost of free issues absorbed by the fund was £6,417 during 2018. The deficit on production before donations and interest receivable was £6,853. Donations of £2,986 helped to reduce this deficit. The Charity's policy is to maintain liquid funds of £5,000 to cover the annual deficit on production. In order to restore depleted reserves to this level, during the year the trustees agreed to transfer £7,000 to the fund (£3,500 from the Publishing Fund and £3,500 from the Dawn Support Fund). At 31 December 2018 liquid funds were £13,130 including magazine subscriptions received in advance for 2019 of £6,428.

b) Restricted Income Fund - Dawn Support

As noted above, this fund is available for the benefit of members of the Dawn Christadelphian fellowship their families and Bible students together with a wide range of Dawn fellowship activities in accordance with the wishes of the donor. Grants totalling £23,278 were made during 2018 (see note 4 on page 10). After allowing for donations and interest receivable the fund balance at the end of the year was £312,606 which was held in short-term bank/building society deposits.

The Dawn Book Supply

Trustees Annual Report For the year ended 31 December 2018

c) Unrestricted Fund - Publications

Sales of publications amounted to £8,738. After deducting the cost of sales, the costs of running the publishing office and professional fees, there was a net deficit of £7,821 for the year. After allowing for donations and interest receivable of £7,921 there was a net surplus for the year of £100.

The Charity's policy is to maintain liquid funds of £10,000 to cover the overhead costs of the Nottingham office and storage facilities. Reserves at the end of 2018 were £165,642 including property and equipment at book value £90,497, stock of publications £28,742 and other current assets less liabilities of £44,094. Current assets include liquid funds of £46,489. The Charity benefited from the receipt of a legacy in January 2018 which was included in 2017 income (see note 7 on page 11).

Future developments

The trustees objectives for 2019 are:

- to increase sales and reduce stock levels by improving sales and marketing techniques.
- to prepare a fraud awareness and data protection policy.
- to review the costs of printing and implement a new design for the "Dawn Magazine"
- to re-design and develop the web site using a commercial platform.
- to make more electronic publications available including the hymn book.
- to monitor progress against stated objectives and financial budgets.
- to formalise identification of and codify the major risks applicable to the Charity and prepare a risk management policy.
- to provide logistical and financial support to ecclesial preaching efforts.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the trustees on HM May 2019 and signed on their behalf by:

Chairman C P Dryland

Trustee S J Irving

Independent Examiner's Report to the Trustees of Dawn Christadelphian Publications For the year ended 31 December 2018

I report on the accounts of the Charity for the period ended 31 December 2018, as set out on pages 6 to 13.

Respective responsibilities of trustees and examiner

The Charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to the matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respects the requirements:
 - to keep accounting records in accordance with sections 386 and 387 of the Companies Act 2006 and
 - to prepare accounts which accord with the accounting records, comply with the requirements of sections 394 and 395 of the Companies Act 2006 and the methods and principles of the 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)

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Philippa Verzhbitskaya Chartered Accountant 35 Hitchin Lane, Clifton Shefford Bedfordshire SG17 5RS K

Date: 4/5/19

Statement of Financial Activities (incorporating an income and expenditure account) For the year ended 31 December 2018

	(1.04)				
	Notes	Restricted Income Funds	Unrestricted Funds	Total Funds	Total Funds
		2018	2018	2018	2017
la como f		£	£	£	£
Income from:					
Donations and legacies	3	3,286	6,322	9,608	54,881
Investment income - interest on short-term deposits Charitable activities		3,103	1,599	4,702	3,910
Sales of own/bought in publications		===	4,334	4,334	6,042
Sales of donated books		-	2,813	2,813	3,695
Miscellaneous sales		-	206	206	25
Despatch costs recovered		¥	1,385	1,385	2,566
Magazine subscriptions		13,118		13,118	12,812
Total income		19,507	16,659	36,166	83,931
Expenditure on:					
Charitable activities					
Cost of sales - publications and magazines		18,626	2,964	24 500	22
Property expenses		10,020	1,116	21,590	23,581
Management fees		*** 	10,865	1,116 10,865	2,206
Administrative and other expenses		-	1,268	1,268	10,984
Grants	4	23,278	1,200	23,278	1,201
Professional fees	5	20,2,0	300	300	8,675
Depreciation/ loss on disposal	7	=	1,391	1,391	5,766 1,334
Total expenditure		41,904	17,904	59,808	53,747
Net income/(expenditure)		(22,397)	(4.245)	(00.040)	
Transfers between funds	_		(1,245)	(23,642)	30,184
manaters between fullus	6	2,155	(2,155)		-
Net movement in funds	10	(20,242)	(3,400)	(23,642)	30,184
Total funds brought forward	10	339,479	169,042	508,521	478,337
Total funds carried forward	10	319,237	165,642	484,879	508,521

Continuing Operations

All income and expenditure has arisen from continuing activities.

There are no recognised gains and losses other than those reported above.

The notes on pages 9 to 13 form part of these financial statements

Balance Sheet as at 31 December 2018

	Notes	Restricted Income Funds	Unrestricted Funds	Total Funds	Total Funds
		2018	2018	2018	2017
		£	£	£	£
Fixed Assets					
Tangible assets	7		90,497	90,497	91,467
Current Assets					
Stocks		-	28,742	28,742	29,731
Trade debtors		1,461	222	1,683	884
Prepayments and accrued income	8	2,706	1,133	3,839	42,321
Investments		324,583	23,580	348,163	331,707
Bank balances and cash		U	22,909	22,909	23,526
		328,750	76,586	405,336	428,169
Creditors falling due within one year					
Trade creditors		3,085	79	3,164	1,852
Deferred income	9	6,428	-	6,428	7,873
Accrued expenses		-	1,362	1,362	1,390
		9,513	1,441	10,954	11,115
Net Current Assets		319,237	75,145	394,382	417,054
Net Assets		319,237	165,642	484,879	508,521
Funds					
Restricted income funds	10	319,237	-	319,237	339,479
Unrestricted funds	10	·	165,642	165,642	169,042
Total Funds	10	319,237	165,642	484,879	508,521

The charitable company is entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies for the year ended 31 December 2018.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 December 2018 in accordance with section 476 of the Companies Act 2006.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The notes on pages 9 to 13 form part of these financial statements

Balance Sheet as at 31 December 2018 (continued)

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with section 386 and 387 of the Companies Act 2006 and
- (b) 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 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.

The financial statements were approved by the trustees on. Hh May 2010 and signed on its behalf by:

Chairman
C P Dryland

Trustee S J Irving

The notes on pages 9 to 13 form part of these financial statements

Notes to the Financial Statements For the year ended 31 December 2018

1) Basis of Preparation of Accounts and Going Concern

- 1.1 The accounts (financial statements) have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities for preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and FRS 102 issued on 16 July 2014 together with Update Bulletin 1 issued on 2 February 2016 and the Charities Act 2011. The accounts have been prepared under the historic cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.
- **1.2** In preparing these financial statements, the Charity has taken advantage of the disclosure exemption from the requirement to provide a cash flow statement under FRS 102.
- 1.3 The Charity constitutes a public benefit entity as defined by FRS 102.
- **1.4** The Charity holds sufficient funds to secure its future for the next year, and there are no material uncertainties about its ability to continue as a going concern.

2) Accounting Policies

2.1 Income

Donations and similar incoming resources are included in the Statement of Financial Activities when received. Legacies are included in income when the Charity becomes legally entitled to the funds and there is a reasonable degree of certainty as to the amount. Claims for refund of tax on Gift Aid donations are included in the same period as the donations to which they relate.

Income from the sale of books and other publications is recognised by the issue of an invoice on despatch. Donated books are recognised in the accounts when sold.

Magazine subscriptions are due on 1st January and payable by subscribers in advance. Amounts received are treated as deferred income until the commencement of the period to which they relate.

Interest receivable on deposits is apportioned between restricted and unrestricted funds on the basis of the average of fund balances at the beginning and end of the year.

2.2 Expenditure

Expenditure is recognised on an accruals basis as soon as there is a legal or constructive obligation committing the Charity to make a payment, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

2.3 Allocation and apportionment of costs

The costs of bought in publications together with the printing and despatch of own publications are allocated between the Publications fund and the Dawn Magazine fund. The overhead costs of running the publishing office and store are apportioned between the publications fund and the Dawn Magazine fund on the basis of time spent on each activity. The value of voluntary help received is not included in the accounts but is described in the Trustees Annual Report.

2.4 Tangible fixed assets

Expenditure on equipment is capitalised if its estimated life is more than one year and the cost is more than £100. Assets are valued at cost or if donated to the Charity, at their estimated value when received.

Notes to the Financial Statements For the year ended 31 December 2018

2.4 Tangible Fixed Assets (continued)

Depreciation is provided on a straight line basis to write off each asset over its estimated future life as follows:

Freehold Buildings

2% per annum on cost

Office furniture and equipment

20% per annum on cost

No depreciation is charged on Freehold land.

2.5 Stocks

Stocks of bought-in and printed publications for re-sale are valued at the lower of cost or net realisable value.

2.6 Debtors

Trade debtors are recognised in the accounts at the invoiced amount due less any discounts. Prepayments are valued at the amount prepaid at the end of the financial period.

2.7 Investments

These comprise interest bearing bank and building society deposits with notice periods up to a maximum of one year to invest funds surplus to immediate requirements.

2.8 Creditors and provisions

These are recognised in the accounts where the Charity has a present obligation resulting from an event that will probably result in the transfer of funds to a third party and the amount due can be measured or estimated reliably.

2.9 Taxation

The Charity is exempt from Corporation Tax on its charitable activities.

2.10 Fund accounting

Restricted income funds can only be used for the stated restricted purpose within the objects of the Charity. Restrictions arise when specified by the donor. See note 10 for a further explanation of the nature and purpose of each fund. Unrestricted funds can be used in accordance with the Charity's objectives at the discretion of the trustees.

3) Donations and Legacies

	2018	2017
	£	£
Donations	7,750	14,881
Legacies	1,858	40,000
	9,608	54,881

4) Grants

The following grants were made to support overseas Dawn fellowship activities from the Dawn Support fund during the period . There were no associated support costs.

	2018
	£
Zambia hall improvements	3,000
Famine relief in Kenya	3,500
UK preaching	4,000
Welfare grants to individuals	7,040
Beth Ezra care home - assistance with fees for a resident	3,488
Beth Ezra care home - new equipment	2,250

23,278

Notes to the Financial Statements For the year ended 31 December 2018

5)	Professional fees		2018	2017
			£	£
	Legal fees		-	5,466
	Independent Examination		300	300
			300	5,766
6)	Transfers	Dawn	Dawn	Publications
		Magazine	Support	Funds
		Fund	Fund	
		£	£	£
	Re-allocation of overhead costs	(1,345)	_	1,345
	Transfers between funds	7,000	(3,500)	(3,500)
		5,655	(3,500)	(2,155)

The transfer of £7,000 to the Dawn Magazine fund represents additional funding from the Dawn Support Fund and the Publications Fund to restore the reserves to an acceptable minimum in accordance with our stated reserves policy.

7)	Tangible fixed assets	Land & Buildings	Furniture & Equipment	Total
	Cost	£	£	£
	As at 1 January 2018	92,543	258	92,801
	Additions	-	421	421
	Disposals		(2)	(2)
	At 31 December 2018	92,543	677	93,220
	Depreciation			
	As at 1 January 2018	1,283	51	1,334
	On disposals	Ψ.	<u>~</u> 8	=
	Charge for the year	1,283	106	1,389
	At 31 December 2018	2,566	157	2,723
	Net Book Value			
	At 31 December 2018	89,977	520	90,497
	At 31 December 2017	91,260	207	91,467

The cost of freehold land and buildings includes an amount of £29,250 which represents the value of undepreciated land.

8)			Restricted Income Funds	Unrestricted Funds	Total Funds 2018	Total Funds 2017
			£	£	£	£
	Prepayments and a	accrued income				
	Prepayments		1,535	500	2,035	724
	Accrued income -	legacy	120	=	=	40,000
		accrued interest	1,171	603	1,774	1,453
	Gift Aid - tax recove	erable	-	30	30	144
			2,706	1,133	3,839	42,321

Notes to the Financial Statements For the year ended 31 December 2018

9)	Deferred income Dawn magazines subscriptions received Deferred income at 1 January 2018 Received during 2018 Released during 2018 Deferred income at 31 December 2018	d in advance:		2018 £ (7,873) (7,122) 8,567 (6,428)	2,017 £ (5,653) (10,629) 8,409 (7,873)
10)	Movement in funds		At 1 Jan	Movement	At 31 Dec.
			2018	in Funds	2018
	Restricted Income Funds		£	£	£
	Dawn magazine fund		21 102 1		
	Dawn support fund		3,451	3,180	6,631
	Sub-total		336,028	(23,422)	312,606
	Unrestricted funds		339,479	(20,242)	319,237
	Publications fund				
	Total funds		169,042	(3,400)	165,642
	10101141145		508,521	(23,642)	484,879
	The net movement in funds can be analy	sed as follows:			
	graphor - Augist Areasy (Audison - Sakeris Areas)	Incoming	Resources	Transfers	Movement
		Resources	Expended		in funds
		£	£	£	£
	Restricted income funds			_	~
	Dawn magazine fund	16,151	(18,626)	5,655	3,180
	Dawn Support fund	3,356	(23,278)	(3,500)	(23,422)
		19,507	(41,904)	2,155	(20,242)
	Unrestricted funds		the control of the co	and 🕶 production of 1970	(/- · - /
	Publications fund	16,659	(17,904)	(2,155)	(3,400)
	Total funds	36,166	(59,808)		(23,642)

Dawn Magazine fund

This represents subscriptions and donations received for publishing the Dawn magazine after deducting the costs of production and distribution of the magazine.

Publications fund

This is for the day to day publishing activities of the Charity including the costs of managing the publishing office and stock room at Nottingham.

Dawn support fund

This represents a legacy received from a deceased member's estate. Under the terms of the will it must be used to support Dawn fellowship activities world-wide including the welfare of members, preaching and publishing.

11) Trustees and employees

No trustees have been paid remuneration or received any other benefits and no trustees expenses have been incurred . The Charity had no paid employees during the period. The day to day management of the Charity's activities was carried out by a part-time paid sub-contractor.

12) Related party transaction

The Charity's web site is maintained by a company which is controlled by a trustee and members of his family. Their services were provided at a cost of £299 for the year. There were no outstanding amounts at 31 December 2018.

Notes to the Financial Statements For the year ended 31 December 2018

13) Ultimate Controlling Party

The Charity is controlled by its board of trustees.

14) Legal Entity

Dawn Christadelphian Publications is a private company limited by guarantee, incorporated and registered in England, and not having a share capital. Each member has a liability not exceeding £10.

