

CHRISTIAN ENQUIRY AGENCY Ltd

Company Number 8302274
Registered Charity No 1152730

**REPORT OF THE TRUSTEES
AND FINANCIAL STATEMENTS
for the year ended
31st December 2018**

CHRISTIAN ENQUIRY AGENCY Ltd
Registered Charity No 1152730
REPORT OF THE TRUSTEES

The Trustees present their annual report and the financial statements of the Agency for the year ended 31st December 2018.

Legal Status and Organisation of the Charity.

The Agency is a Registered Charity and was first established, by a Trust Deed dated 31st July 1987. Management of the Agency is vested in Trustees, who comprise the Moderator, Vice Moderator, Honorary Secretary, Honorary Treasurer and one other or such larger number as the Trustees themselves shall determine.

During the year our Co-Ordinator left to take up a new position with Southwark Diocese, he has been replaced by Cherry Hamilton who is the Communications Manager

Through the generous support of a charitable Christian trust (the Deo Gloria Trust), part-time secretarial assistance and office facilities are provided for a nominal charge to the Agency, and in addition, much of the routine day-to-day work of dealing with enquiries and referrals is carried out by Deo Gloria's staff, at no cost to the Agency.

The Trustees normally meet at least three times during the year. Details of the Trustees are given on Page 3.

The Agency was set up with the support of the British Council of Churches, the Evangelical Alliance, the Roman Catholic Church, the Black-led Churches and others. The Objects of the Agency are to advance Christian religion and Christian education within England and Wales.

Activities

The Agency deals with enquiries relating to the Christian faith, particularly from people who have no existing contact with Christian communities, and are not ready to make contact with a local church. We give free, objective, reliable and confidential information to those who are interested in the Christian faith.

The main channel through which we give information is the website www.christianity.org.uk. This was completely redesigned in November 2010 and again in 2015 and is now undergoing a further redesign in 2019. This has allowed the Agency to provide information to a far greater number of people than was possible through activities that were largely paper-based. The website contains about 80,000 words of information about the Christian faith - information about what Christians believe, and frequently asked questions about faith, as well as seasonally changing features.

The website also enables people to make contact with the Agency. We are able to send those who do so a Gospel, put them in touch with a local church, answer their questions, enter an email conversation about what it means to have faith, or pray for them through a network of about two hundred supporters who are committed to this task. It is our policy to send people what they ask for, and solely what they ask for. A print-based ministry continues for those who prefer to receive information in this way, and we continue to respond to requests for information that come because of the Agency's presence in free newspapers, and because a freepost address is made known at exhibitions in cathedrals, and on other literature made available to those who might be interested in the life and teaching of Jesus.

The redesigned www.christianity.org.uk website has been updated and edited by Cherry Hamilton and the Trustees.

Funding

Throughout its history, the Agency has derived the greater part of its income from grants from the denominations and charitable trusts which support its work. Grants from denominations have been significantly reduced during the last two to three years, partly because financial pressures are directing denominational resources to their own agencies, and also because of the reduced level of our own activity. Full details of such grants appear in Note 2.

We are also very much indebted to the local churches and individuals who made voluntary donations to support the work of the Agency during the year. Finally, much of the literature which is distributed to enquirers is provided free or at a discount by other agencies.

Achievements and performance

During the year, we have continued with the further development of the website at www.christianity.org.uk, including the development of new material and the establishment of a facility for access from mobile devices. We are greatly indebted to Peter Graystone and Pat Flynn who have written and developed the website content, and to Sam Follett for the site design and construction.

Work also started during the year on the development of new resources, including those linked to campaigns linked to the World War One Commemoration and other events during 2013.

We are enormously grateful to the Trustees and staff of the Deo Gloria Trust for their continued support which is so vital to the agency's operation, and to the contribution of Church Army.

Financial Results

Details of the financial transactions in 2018 appear in the accounts. Overall, income exceeded expenditure by some £63,269. Total reserves are thereby increased to £123,411, including a general Contingency reserve of £20,000.

Future Development

Whilst work still continues to update and improve the website, the agency is also seeking to develop new initiatives, and to this end, the Trustees will also be seeking to build up the agency's funding to ensure future viability. We are committed to develop resources that respond to the culture of mobile technology users, strapped of time and concentration, and to respond to the different way British people think about their lives.

Public benefit

The trustees have taken into account the Charity Commission's general guidance on public benefit and the specific guidance on the advancement of religion. Through the information made freely available on our website and materials supplied to enquirers, and by meeting requests for further assistance, for example, by introductions to local Christians, we seek to provide a service to all people who are seeking to find out more about Christianity for themselves.

Statement of Trustees' Responsibility

Charity Legislation requires the Trustees to prepare Financial Statements which give a true and fair view of the state of affairs of the Charity as at the end of the financial year and of the surplus or deficit for the period. In preparing the Financial Statements, suitable accounting policies are to be adopted and consistently applied, to the best of the Trustees' knowledge and belief, making reasonable and prudent judgements and estimates as necessary. The Statement of Recommended Practice for Accounting by Charities is to be followed, together with applicable Statements of Standard Accounting Practice. The Trustees are responsible for maintaining adequate accounting records, for safeguarding the assets of the Charity and for preventing and detecting fraud and other irregularities. The Trustees are also required to indicate where the Financial Statements are prepared other than on the basis that the Charity is a going concern.

Signed on Behalf of the Trustees

June 2019

CHRISTIAN ENQUIRY AGENCY

Registered Charity No 1152730

Company Number 8302274

PATRONS

Lord Alton of Liverpool
The Most Revd and Rt Hon John Sentamu
Baroness Sherlock

TRUSTEES

Moderator	Revd Dr. Joanne Cox-Darling
Secretary	Revd Kathryn Morgan
Treasurer	Eric Thompson
Vice Moderator	Des Scott (Resigned March 2019)
	Capt. Jim Currin
	Mrs Barbara Easton
	Mrs Lucy Olofinjana
	Rev Elizabeth Clutterbuck
	Neville Willerton
	Alistair Johnson

REGISTERED ADDRESS

Selsdon House
212-220 Addington Road
South Croydon
CR2 8LD

BANKERS

CAF Bank Ltd., 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ
M&G Charifund, Laurence Poutney Hill, London EC4R 0HH

INDEPENDENT EXAMINER

John Jackson BSc, ACMA

INDEPENDENT EXAMINER'S REPORT
to the Trustees of
CHRISTIAN ENQUIRY AGENCY Ltd

I report on the Accounts of the Christian Enquiry Agency Ltd for the year ended 31st December 2018 which are set out on pages 5 to 10.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2018.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
 - the accounts did not accord with the accounting records; or
 - the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.
- I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

July 2019

John Jackson BSc ACMA

STATEMENT OF FINANCIAL ACTIVITIES
For the Year ended 31st December 2018

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2018	Total Funds 2017
		£	£	£	£
Incoming Resources					
Donations and Legacies		78,229	-	78,229	7,202
Gift Aid		1,170		1,170	1,218
Grants Receivable	2	15,865		15,865	30,700
Investment Income	3	2,474	-	2,474	5,690
Total Incoming Resources		£ 97,738	£ -	£ 97,738	£ 44,810
Resources Expended					
Fundraising	4	-	-	0	2,925
Charitable Activities	5	21,013	13,457	34,470	46,034
Total Resources Expended		21,013	13,457	34,470	48,959
Gain/Loss on Investments		£ (8,513)		£ (8,513)	822
Net Income		£ 68,213	£ (13,457)	£ 54,756	£ (3,327)
Fund balances brought forward at 01/01/2018		55,198	13,457	68,655	71,982
Transfers Between Funds		-	-	-	-
Fund balances carried forward at 31/12/2018		£ 123,411	£ 0	£ 123,411	£ 68,655

The notes on Pages 7 to 9 form part of these financial statements

The Christian Enquiry Agency Ltd
Income and Expenditure Account
for the year ended 31st December 2018

	Total 2018 £	Total 2017 £
Total Incoming resources	97,738	44,810
Resources expended	<u>34,470</u>	<u>48,959</u>
Operating deficit/surplus for the year	63,269	-4,149
Net Gains on Investments	<u>-8,513</u>	<u>822</u>
Net Income for the year	54,756	-3,327
Other comprehensive income:		
Revaluation of fixed assets	0	0
Net assets transferred to endowments	<u>0</u>	<u>0</u>
Total comprehensive income	54,756	-3,327

The income and expenditure account is derived from the Statement of Financial Activities with movements in endowed funds excluded to comply with company law. All income and expenditure is derived from continuing activities.

1. ACCOUNTING POLICIES

The following accounting policies are used consistently in relation to all items which are considered to be material in relation to the Charity's affairs:-

- (a) The accounts are prepared on a going concern basis, under the historical cost convention, and on an accruals basis. Where applicable, the principles embodied in the Revised Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005, and applicable United Kingdom Accounting Standards are followed.
- (b) Office Furniture and Equipment is capitalised, and depreciation is provided at rates which are expected to write off the cost, less any residual value, over the economic life of the asset. Equipment acquired before 31st December 2005 is depreciated at 25% of written down value per annum; equipment acquired after that date is depreciated at 25% of cost per annum. The full annual charge is applied to all assets owned at the accounting date. Prior to 1st January 1997, Office Furniture was not depreciated.
- (c) Voluntary donations and grants, income from fund raising and bank interest receivable are normally brought into account when received. However, where donations are stated to be for a period in excess of one year, the proportion relating to future years is carried forward as Deferred Income, and credited to revenue in the period to which it relates. Literature provided without charge by other agencies for distribution to enquirers is not brought into account, as it is considered that the Charity is simply distributing this on behalf of the donors.
- (d) Restricted funds received for specific purposes are accounted for separately together with related expenditure. Any unspent balances of restricted funds are held on separate Reserves.

2. GRANTS.

	2018			2017	
	Unrestricted Funds	Restricted Funds	Total	Total	Funds
	£	£	£	£	
Baptist Union	500	-	500		500
Deo Gloria Trust	7,500	-	7,500		4,500
Ebenezer Trust	-	-	-		500
Ingham PCC	-	-	-		50
Jerusalem Trust	-	-	-		14,400
Moravian Church	250	-	250		250
Methodist Church	-	-	-		10,000
Paristamen CIO	500	-	500		500
ReJesus	4,050	-	4,050		-
The Archbishops Council	3,000	-	3,000		-
Stratford PCC	65	-	65		-
	15,865	-	15,865		30,700

3. INVESTMENT INCOME.

	2018			2017	
	Unrestricted Funds	Restricted Funds	Total	Total	Funds
	£	£	£	£	£
M&G Charifund Interest paid over	£ 2,474	£ -	£ 2,474	£ -	5,690

4. OTHER EXPENDITURE ON RAISING FUNDS

	2018			2017	
	Unrestricted Funds	Restricted Funds	Total	Total	Funds
	£	£	£	£	£
Newsletter, Supporters' Letters etc	-	-	-		2,925
	£ -	£ -	£ -	£ -	2,925

5. EXPENDITURE ON CHARITABLE ACTIVITIES

	2018			2017	
	Unrestricted Funds	Restricted Funds	Total	Total	Funds
	£	£	£	£	£
Operation of the Christian Enquiry Agency:					
Payroll Costs,	4,261	5,515	9,776		30,000
Clerical Support	4,600	-	4,600		4,650
Insurance	374	-	374		363
Postage, Stationery & Telephone	3,411	-	3,411		1,066
Travelling, Lodging and Subsistence	2,783	74	2,857		864
Literature, DVD's and Tapes for Enquirers	274	-	274		4,962
Website Development and Maintenance	467	1,568	2,034		3,056
Management and Administration	675	-	675		-
Other	4,169	6,300	10,469		898
	£ 21,014	£ 13,457	£ 34,471	£	45,860

6. STAFF AND TRUSTEES.

(a) The Agency employed no direct employees during the year, but had the services of one part-time employee on secondment, for whom payment was made to his employer. The costs of employment were as follows:-

	2018			2017	
	Unrestricted Funds	Restricted Funds	Total	Total	Funds
	£	£	£	£	£
Agreed Cost of Seconded Staff	4,261	5,515	9,776		30,000
	£ 4,261	£ 5,515	£ 9,776	£	30,000

(b) No Trustee receives any remuneration or benefit from the Charity. Five Trustees received reimbursement of travelling and office expenses totalling £1,630 during the year. (2017: Five Trustees received reimbursement of travelling and office expenses totalling £542)

7. FIXED ASSETS.

	2018	2017
	£	£
Office Furniture and Equipment		
Cost less Depreciation at Beginning of Year	-	-
Additions at Cost	-	-
Disposal Proceeds	-	-
Depreciation Charge for the Year and Losses on Sale	-	-
Nett Book Value at End of Year	£ -	£ -

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8. DEBTORS AND PREPAYMENTS.

	2018	2017
	£	£
Recoverable Income Tax on Gift Aided Donations		59
Prepaid Expenses and Sundry Debtors	-	-
	£ -	£ 59

9. CREDITORS AND ACCRUED CHARGES.

	2018 £	2017 £
Deo Gloria Trust: Postage, Stationery, Outreach Materials, Secretarial etc		
Development of Outreach Media		387
Seconded Staff Costs		-
Expense Claims and Sundry Creditors		-
	<u>£</u>	<u>£</u>
		387

10. RELATED PARTY TRANSACTIONS

Donations to the charity by Trustees amounted to £840 (2017: £840). During the year trustee Kathryn Morgan was paid £3,270 (2017: £800) for services rendered to the charity.

11. FUNDS.

	Brought Forward at 1.1.2018 £	Incoming Resources £	Outgoing Resources £	Unrealised Loss £	Transfers between Funds £	Carried Forward at 31.12.2018 £
Unrestricted Funds:						
General Fund	35,198	97,738	(21,013)	(8,513)	-	103,411
Contingency Reserve Fund	20,000	-	-	-	-	20,000
Restricted Fund	13,457	-	(13,457)	-	-	-
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
	68,655	97,738	(34,470)	(8,513)	-	123,411

12. NET ASSETS BY FUND.

	Investments £	Current Assets £	Current Liabilities £	Net Assets £
Unrestricted Funds:	82,937	40,474		123,411
Restricted Fund				0
	<u>82,937</u>	<u>40,474</u>	<u>0</u>	<u>123,411</u>

13. DESCRIPTION of FUNDS

The charity Operates three funds:

The unrestricted General Fund is used for day to day running and administration of the charity
The Contingency Reserve fund is a Designated fund, set aside by the Trustees for the purpose of providing sufficient funds in case of the charity being closed.

The Development Restricted fund results from a donation given by the Jerusalem Trust and is for the purpose of providing a salary for a Communications specialist and for a project to introduce the Christian faith to visitors to cathedrals and an updated website. This fund has been fully utilised during the year.

The Christian Enquiry Agency Ltd
STATEMENT OF FINANCIAL ACTIVITIES
For the Year ended 31st December 2017

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2017	Total Funds 2016
		£	£	£	£
INCOME AND EXPENDITURE					
Income Resources					
Donations and Gifts		7,202	-	7,202	7,380
Gift Aid		1,218	-	1,218	1,271
Grants Receivable	2	16,300	14,400	30,700	29,400
Investment Income	3	5,690	-	5,690	2,670
Other Sales		-	-	-	-
Other Income		-	-	-	-
Total Incoming Resources		£ 30,410	£ 14,400	£ 44,810	£ 40,721
Resources Expended					
<i>Direct Charitable Expenditure:</i>					
Charitable Activities	4	27,247	18,613	45,860	27,138
Management and Administration	5	174	-	174	-
Fundraising	5	2,925	-	2,925	717
Total Resources Expended		30,346	18,613	48,959	27,855
Net Incoming/(Outgoing) Resources for the Year		£ 64	£ (4,213)	£ (4,149)	12,866
Gain/Loss on revaluation of investments		822	-	822	3,819
Net movement in funds		886	4,213	3,327	16,685
Fund balances brought forward at 01/01/2017		54,312	17,670	71,982	55,297
Transfers Between Funds		-	-	-	-
Fund balances carried forward at 31/12/2017		£ 55,198	£ 13,467	£ 68,655	£ 71,982